



Truro Select Board

Tuesday, March 10, 2020

Regular Meeting-5:00pm

Truro Town Hall - 24 Town Hall Road

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 NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Appoint Susan Girard-Irwin to the Open Space Committee
- B. Interview Town Manager Screening Committee Member Applicants

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

- A. Review and Possible Vote on Warrant Articles
Presenter: Rae Ann Palmer, Town Manager
- B. Review of Select Board Liaison Assignments
Presenter: Jan Worthington, Chair

6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. *Event Notification Form for Harbor to the Bay Bike Ride*
 - 2. *Event Notification Form for SOS Cape Cod Triathlon-New England Endurance Events*
 - 3. *Event Notification Form for American Lung Association Autumn Escape Bike Trek*
- B. Review and Approve Renewal of the Aquaculture Development License for John Burns
- C. Review and Approve Select Board Minutes-February 6th and February 11th, 2020 (Budget), February 11th and February 25th (Regular) and February 13th, 2020 (Worksession)

7. SELECT BOARD REPORTS/COMMENTS

8. TOWN MANAGER REPORT

9. NEXT MEETING AGENDA: March 24 and April 7



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 10, 2020

ITEM: Application to Serve-Open Space Committee

EXPLANATION: Susan Girard-Irwin has Submitted her Application to Serve on the Open Space Committee. There is a 3-year vacancy available.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Ms. Girard-Irwin will not be able to participate as a member of the Open Space Committee.

SUGGESTED ACTION: *Motion to appoint Susan Girard-Irwin to the Open Space Committee for a three-year term expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve/Chair recommendation



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: SUSAN GIRARD-IRWIN HOME TELEPHONE: [REDACTED]
ADDRESS: 10 Fair Winds Passage WORK PHONE: —
MAILING ADDRESS: P.O. Box 2030, Truro, MA 02666 E-MAIL: [REDACTED]
FAX: — MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: —

OPEN SPACE

SPECIAL QUALIFICATIONS OR INTEREST: I'm a full time resident of Truro (NJ - transplant) with a strong desire to get involved in my ^{new} community as a volunteer focused on the environment, housing, education and seniors.

COMMENTS: I was recently appointed to COA Board, volunteer for Center for Coastal studies, Habitat for Humanity of Cape Cod. Retired with time to commit!

SIGNATURE: [Signature] DATE: 2/10/2020

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

SIGNATURE: — DATE: —

RCVD 2020FEB12 pm1:07

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

ADMINISTRATIVE OFFICE
TOWN OF TRURO

Noelle Scoullar

From: Nick Norman [REDACTED]
Sent: Wednesday, February 19, 2020 11:58 AM
To: Noelle Scoullar
Cc: Nicole Tudor
Subject: RE: Application to Serve-Open Space Committee

Hi Noelle and Nicole, I support Sue's application to join the Open Space Committee. I believe Sue will bring insight and dedication to this position. She has my full support.

Thanks,

Nick



Nick Norman

Owner, Broker | 3HARBORS REALTY

mobile: 508 246 1743 | phone: 508 349 2600
email: nick@3HarborsRealty.com
address: 11 Truro Center Road, PO Box 746, Truro, MA 02666

www.3HarborsRealty.com

Local Knowledge. Community Roots.



From: Noelle Scoullar <nscoullar@truro-ma.gov>
Sent: Tuesday, February 18, 2020 8:30 AM
To: Nick Norman [REDACTED]
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Subject: FW: Application to Serve-Open Space Committee

Good Morning Nick,

I am resending this email to you. Please read below and get back to us as soon as possible.

Thank you!
Noelle

From: Noelle Scoullar
Sent: Wednesday, February 12, 2020 1:10 PM

To: Nick Norman <[REDACTED]>
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Subject: Application to Serve-Open Space Committee

Good Afternoon Nick,

We've receive an application to serve of the Open Space Committee by Susan Girard-Irwin. Would you please take a look at her application and then reply via this email with your thoughts, approval? We will then move to place this on an upcoming Select Board agenda for consideration.

Thank you!
Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Wednesday, February 12, 2020 12:32 PM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458



Agenda Item: 3B

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 10, 2020

ITEM: Interview Town Manager Search Committee Applicants

EXPLANATION: The following 7 applicants: John Dundas, Clinton Kershaw, Nancy Medoff, Robert Panessiti, Ronald Fichtner, Dan Schreiner and Paul Wisotzky, wish to serve on the Town Manager Search Committee and have submitted their respective Applications to Serve. For those that could not attend the March 10th meeting there is a second interview date of March 24th.

FINANCIAL SOURCE (IF APPLICABLE):

IMPACT IF NOT APPROVED:

SUGGESTED ACTION: MOTION TO

ATTACHMENTS:

1. Applications to Serve: John Dundas, Clinton Kershaw, Nancy Medoff, Robert Panessiti, Ronald Fichtner, Dan Schreiner and Paul Wisotzky

RCVD 2020FEB19 AM11:01
ADMINISTRATIVE OFFICE
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: John R. Dundas HOME TELEPHONE: [REDACTED]

ADDRESS: 4 Bridge Rd WORK PHONE: [REDACTED]

MAILING ADDRESS: P.O. Box 649 E-MAIL: [REDACTED]

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

TOWN MANAGER SEARCH COMMITTEE

SPECIAL QUALIFICATIONS OR INTEREST: BOARD MEMBER ZBA

ZBA, VETERAN GROUPS (VFW, AVJA, ALUMNI)

- BUSINESS OWNER, MULTIPLE INDUSTRIES (20 YEARS)

- 26 Year Green U.S. Military, Commander, Aide to POTUS

COMMENTS: - Served on Police Chief Search Committee

SIGNATURE: [Signature] DATE: 19 Feb 2020

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

 RECD 2020 FEB 11 AM 02:40
 ADMINISTRATIVE OFFICE
 TOWN OF TRURO

APPLICATION TO SERVE ON AN APPOINTED MULTI-MEMBER BODY

NAME: Clinton Kershaw HOME TELEPHONE: [REDACTED]

ADDRESS: 9 Highland Ave North Truro WORK PHONE: [REDACTED]

MAILING ADDRESS: PO Box 909 North Truro 02652 E-MAIL: [REDACTED]

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

Search

SPECIAL QUALIFICATIONS OR INTEREST: The Town Managers job is not as easy as some think.
It requires a great many skills that are specific to this job. Once we identify the skill set we desire for the
position we can then evaluate the candidates. I hope we can piggy back on the Provincetown search,
which may give us a head start on finding some very qualified candidates.

COMMENTS: I have hired many people in my life and I have written many job descriptions.
I have run my own businesses for 40 years. I think I have a handle on the complexity of the job and I
understand how Town Government should work. I have also negotiated contracts, union and
non-union and served on boards. I feel I would be a good addition to this team. And I have the time.

SIGNATURE: [Signature]DATE: 2.11.20

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

SIGNATURE: _____

DATE: _____

INTERVIEW DATE: _____

APPOINTMENT DATE (IF APPLICABLE): _____



RCVD 2020FEB21 PM1:30
ADMINISTRATIVE OFFICE

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: Nancy Medoff HOME TELEPHONE: [REDACTED]
ADDRESS: 7 Fishermans Road WORK PHONE : [REDACTED]
MAILING ADDRESS: PO Box 502 E-MAIL: [REDACTED]

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

Screening Committee Town Manager

SPECIAL QUALIFICATIONS OR INTEREST: _____

Please see attached application - thank you!

COMMENTS: _____

SIGNATURE: [Signature] DATE: 2/19/20

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

SIGNATURE: _____ DATE: _____

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

As a new (ish) resident and voter in Truro I would like to offer my expertise and add value to the screening process for the very important position of Town Manager.

Prior to retiring from corporate America, my executive leadership positions in the professional world offered me the opportunity to hone my interviewing skills and, in many cases, ask behavioral questions the answers to which focus on how the candidate will behave in certain situations. This deeper understanding demonstrates not just how the candidate is qualified, then takes this a step further and indicates how they will behave. This critical difference in many cases led me to decide in favor of a candidates based on how they act, their decision-making process and how they process through complex issues. I believe this is a game changer in the process and would be incredibly valuable for this very important position.

I am keen to become more involved in town matters and contribute based on my skill sets to benefit the town and our citizens. I thank you for your consideration and I welcome the opportunity to discuss further.

Thank you very much!

Nancy Medoff



7 Fishermans Road



RCVD 2020 FEB 10 AM 11:13
ADMINISTRATIVE OFFICE
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: Robert Panessiti
ADDRESS: 20 Knowles Heights Rd
MAILING ADDRESS: 552 E Broadway St Boston MA 02
HOME TELEPHONE: [REDACTED]
WORK PHONE: [REDACTED]
E-MAIL: [REDACTED]
FAX: [REDACTED]
MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: Town Manager Search Committee Screening Process

SPECIAL QUALIFICATIONS OR INTEREST: Having served on the Finance Committee for the better part of the past twenty years; the Charter Review Committee for the past 5 years; and having chaired the Public Safety/Fire Department Assessment task force, I have a deep understanding of the skills necessary for the town manager to be successful and move the initiatives of the Select Board forward.

COMMENTS: We are at a crossroads in Truro. The year round population is dwindling, public infrastructure needs are growing and we need a town manager that understands the complexities involved in preserving the nature of Truro, while moving us forward in a safe and thoughtful manner. With direction and governance provided by the Select Board, it is critical that we hire a professional with the experience and ability to provide direction to execute that vision for the benefit of the community.

SIGNATURE: [Signature] DATE: 02/09/2020

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: Ronald R. Fichtner HOME TELEPHONE: [REDACTED]
ADDRESS: 4 Pilgrims Path CELL PHONE: [REDACTED]
Box 225 WORK PHONE: [REDACTED]
MAILING ADDRESS: N. Truro 02652 E-MAIL: [REDACTED]
FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

Screening Committee; Truro Town Manager
SPECIAL QUALIFICATIONS OR INTEREST: Active involvement in community.
Board member, Truro Part-time Residents Taxpayers Assoc.;
Board member (secretary), Truro Historical Society;
ex-board member (6 yrs), Outer Cape Health Services
COMMENTS: I am interested in helping Truro leadership
further its commitment to and understanding
of challenges to the town in its changing demographics,
environmental threats, economic viability,
housing realities, and diverse residential base

SIGNATURE: Ronald R. Fichtner DATE: 2/28/2020

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

RCUD 2020FEB28 PM3:53

ADMINISTRATIVE OFFICE

TOWN OF TRURO

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: Dan Schreiner HOME TELEPHONE: [REDACTED]

ADDRESS: 8 Leeward Passage, Truro MA 02666 WORK PHONE : [REDACTED]

MAILING ADDRESS: PO Box 720, Truro MA 02666 E-MAIL: [REDACTED]

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

Town Manager Screening Committee

SPECIAL QUALIFICATIONS OR INTEREST: I've owned my home in Truro for the past 8 years,

and have an interest in many of the issues impacting this town, including the need for housing

to meet the needs of young families and the ever growing senior population. I've recently been

appointed to the COA and now serve as vice-chair. My background includes experience in finance

COMMENTS: and an understanding of the fiscal needs of organizations, which can easily translate to

an understanding of the fiscal needs of Truro. I'm the Treasurer on the Board of the Provincetown

Theater. My background also includes working with state programs and the federal government,

in fiscal management, public health programs, and policy. In my career, I've interviewed and been

part of the search committee on countless hires.

SIGNATURE: [Signature] DATE: 2/17/20

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

SIGNATURE: DATE:

INTERVIEW DATE: APPOINTMENT DATE (IF APPLICABLE):



RCVD 2020FEB21 AM10:17
ADMINISTRATIVE OFFICE
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: PAUL WISOTZKY HOME TELEPHONE: [REDACTED]
ADDRESS: 2 BLUEBERRY LANE WORK PHONE : 11
MAILING ADDRESS: PO BOX 1194 02666 E-MAIL: [REDACTED]
FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

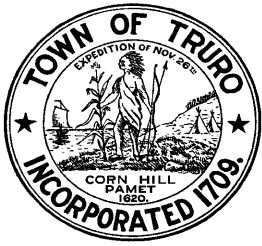
TOWN MANAGER SCREENING COMM.
SPECIAL QUALIFICATIONS OR INTEREST: AS A FORMER SELECT BOARD
MEMBER/CHAIR I AM KEENLY AWARE OF THE IMPORTANCE OF
CHOOSING A QUALIFIED PROFESSIONAL TOWN MANAGER. MY EXPERIENCE
IN TOWN GOVERNMENT WILL HELP ME ASSESS STRONG CANDIDATES SUCH
COMMENTS: THAT THE SCREENING COMM. WILL BE ABLE TO FORWARD
ON TO THE SELECT BOARD A DIVERSE SET OF QUALIFIED
CANDIDATES TO CHOOSE FROM. I WOULD GREATLY LOOK
FORWARD TO PARTICIPATING IN THIS PROCESS. THANK YOU FOR
YOUR CONSIDERATION.

SIGNATURE: [Signature] DATE: 2.15.20

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

SIGNATURE: _____ DATE: _____

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



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: March 10, 2020

ITEM: Review and Possible Vote on Warrant Articles

EXPLANATION: Articles for the April 28, 2020 Annual Town Meeting Warrant are prepared for the Board to review and discuss. Town Counsel is currently reviewing all the articles. We expect to have them back prior to the meeting and will provide you a copy on Monday. The Board may begin to vote to recommend the articles that are approved by Town Counsel. If articles are pending review, the vote can be delayed until your March 24h meeting. The Warrant must go to the printer on March 27th to be completed in time to post in accordance with the Town Charter. Bond Counsel reviewed articles pertaining to borrowing.

A total of six citizen- petitioned articles were submitted for the 2020 Annual Town Meeting Warrant. One of the articles is a financial article that was submitted after the deadline for money articles. A determination as to how to handle this article will need to be made by the Board. The articles are under review by Town Counsel.

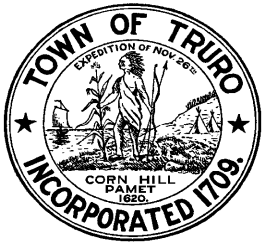
The form of vote is positive, motion to recommend, and will be recorded in the warrant as # of yes votes - # of no votes - # of abstentions in favor, e.g. 5-0-0 in favor. Once the votes are completed, they will be added to the warrant.

IMPACT IF NOT APPROVED: If votes to recommend are not complete prior to the warrant going to the printer, they will not appear in the 2020 Annual Town Meeting Warrant.

SUGGESTED ACTION: *Motion to recommend {insert article number here} as printed in the warrant.*

ATTACHMENTS:

1. Draft 2020 Annual Town Meeting Warrant – Will be provided Monday



Agenda Item: 5B

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Jan Worthington, Chair

REQUESTED MEETING DATE: March 10, 2020

ITEM: Discussion of Select Board Liaison appointments to Committees/Commissions and Boards

EXPLANATION: With the recent appointment of Select Board member, Stephanie Rein, the Board will need to discuss how to reassign the liaison roles. A copy of the FY20 Liaison list is attached. On December 10th, there was a preliminary vote of liaison members to the Committees/Commissions held by Select Board member Maureen Burgess.

FINANCIAL SOURCE (IF APPLICABLE):

SUGGESTED ACTION: *Motion to appoint {Name} as the liaison to the Board/Committee and Commission.*

ATTACHMENTS:

1. FY20 Liaison list

BOARDS AND COMMITTEES LIAISON LIST FY2020

Board/Committee/Commission	Select Board Liaison
Agricultural Commission	
Appeals, Zoning Board of	Susan Areson
Assessors, Board of	
Beach Commission	Jan Worthington
Bike and Walkways Committee	Bob Weinstein
Cable and Internet Advisory Committee	Kristen Reed
Cemetery Commission	Jan Worthington
Charter Review Committee	Kristen Reed
Climate Action Committee	Kristen Reed
Commission on Disabilities	
Community Preservation Committee	Bob Weinstein
Conservation Commission	Bob Weinstein
Council on Aging Board	Jan Worthington
Cultural Council	Kristen Reed
Energy Committee	Bob Weinstein
Finance Committee	Susan Areson
Fire & Rescue Department	Jan Worthington
Health, Board of	Susan Areson
Historical Commission	Susan Areson
Housing Authority	Kristen Reed
Human Services Committee	Kristen Reed
Library Trustees	Bob Weinstein
Local Comprehensive Planning Committee	Susan Areson
Open Space Committee	Susan Areson
Pamet Harbor Commission	Jan Worthington
Planning Board	Jan Worthington
Recreation Commission	
Recycling Committee	Kristen Reed
School Committee	Bob Weinstein
Shellfish Advisory Committee	Bob Weinstein
Taxation Aid Committee	Jan Worthington
Truro Concert Committee	Jan Worthington
Water Resources Oversight Committee	



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. *Event Notification Form for Harbor to the Bay Bike Ride*
2. *Event Notification Form for SOS Cape Cod Triathlon-New England Endurance Events*
3. *Event Notification Form for American Lung Association Autumn Escape Bike Trek*

B. Review and Approve Renewal of the Aquaculture Development License for John Burns

C. Review and Approve Select Board Minutes-February 6th and February 11th, 2020 (Budget), February 11th and February 25th (Regular) and February 13th, 2020 (Work Session)



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 10, 2020

ITEM: Event Notification Form for Harbor to the Bay

EXPLANATION: Harbor to the Bay has submitted an application to hold their Annual Bike Ride from Boston to Provincetown on Saturday, September 26, 2020. The Event Notification Form is signed by the Select Board Chair and mailed to MassDOT's Highway Division.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Harbor to the Bay will not have permission to ride through Truro.

SUGGESTED ACTION: *Motion to Approve the Event Notification Form for Harbor to the Bay and Authorize the Chair to sign.*

ATTACHMENTS:

1. Event Notification Form/Application for Permit

EVENT NOTIFICATION FORM

Date: _____

Mary-Joe Perry, District Five Highway Director
 MassDOT, Highway Division
 1000 County Street, Taunton, MA 02780

Dear Sir:

Please be advised that the Grantee(s) of this Event Harbor to the Bay has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct **road work/parade/race/ride** or other events impacting State Highways on Route(s) Rt 6, Highland Rd, Rt 6A in or through the City/Town(s) of Truro, MA benefiting 18th Annual Harbor to the Bay Ride, Sept. 26, 2020

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

The Grantee(s) must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit.

LOCAL POLICE DEPARTMENT

Signed: _____
 Title: Chief Police
 City/Town: Truro

FIRE DEPARTMENT

Signed: _____
 Title: Fire Chief
 City/Town: Truro

BOARD OF SELECTMEN/CITY COUNCIL

Signed: _____
 Title: _____
 City/Town: _____

STATE POLICE DEPARTMENT

Signed: _____
 Title: _____
 City/Town: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: <hr/>	Building Commissioner Signature: <hr/>
Comments/Conditions: <hr/>	Comments/Conditions: <hr/>
Permits/Inspections needed: <hr/>	Permits/Inspections needed: <hr/>
Police Department Signature:  <hr/>	Fire Department Signature:  <hr/>
Comments/Conditions: 	Comments/Conditions: 
DPW Signature:  <hr/>	Harbormaster Signature: <hr/>
Comments/Conditions: <hr/>	Comments/Conditions: <hr/>
Recreation and Beach Director: <hr/>	Other: <hr/>
Comments/Conditions: <hr/>	Comments/Conditions: <hr/>



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

APPLICATION FOR PERMIT FOR ORGANIZED BIKE & ROAD RACES

Applicant: Harbor to the Bay Email: dwhitman@harbortothebay.org
Group Affiliation (If Any): Harbor to the Bay AIDS Bike Ride
Mailing Address: p.o. box 990243 City: Boston State: MA Zip: 02199
Phone: 617-320-7202 Cell Phone: 617-901-6818

Type of Event (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

18th Annual benefit bike ride from Boston to Provincetown with approximately 200-300 riders.

Streets &/or Roads to be Used:

Rt. 6 to South Highland Rd to Highland Rd. to Rt 6A (Shore Rd.)

Date(s) and Hours Race/Event:

2:00 - 6:00PM

Day: Saturday Sept. 26, 2020

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

If Town Beaches are being used the Use of Town Property MUST be completed in addition to this application.

I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity.

[Signature]
Signature of Applicant

2/7/20
Date

Action by the Town Manager :

Date: _____

RCVD 2020FEB24 AM08:31

ADMINISTRATIVE OFFICE
TOWN OF TRURO

____ Approved as submitted

____ Approved with the following condition(s): _____

____ Disapproved with the following reason(s): _____

Signature of the Town Manager : _____

All Riders must check in at each Check Point.

Pit 1 Weymouth Nash School

14.6 Miles from the Start of the Ride
Opens: 6:30 a.m. | Closes: 8:30 a.m.

Pit 2 Halifax (Check Point) Halifax Boat Ramp

15.2 Miles from Pit 1
Opens: 7:15 a.m. | Closes: 9:45 a.m.

Pit 3 Plymouth Town Green

14.4 Miles from Pit 2
Opens: 8:00 a.m. | Closes: 11:00 a.m.

Pit 4 Bourne (Check Point) Friendly's

16.6 Miles from Pit 3
Opens: 8:45 a.m. | Closes: 12:45 p.m.

10:30 a.m. Second Half of the Route Opens

Pit 5 Barnstable Town Building

16.5 Miles from Pit 4
Opens: 10:45 a.m. | Closes: 2:15 p.m.

Pit 6 Brewster (Check Point) Cape Cod Rail Trail

13.6 Miles from Pit 5
Opens: 11:30 a.m. | Closes: 3:45 p.m.

Pit 7 Eastham

10 Miles from Pit 6
Opens: 11:45 a.m. | Closes: 4:15 p.m.

Pit 8 Wellfleet (Check Point) End of Rail Trail

4.5 Miles from Pit 7
Opens: 12:00 p.m. | Closes: 5:00 p.m.

Pit 9 North Truro

11.7 Miles from Pit 8
Opens: 12:45 p.m. | Closes: 6:00 p.m.

Pit 10 Provincetown (Check Point)

5 Miles from Pit 9
Opens: 1:00 p.m. | **ROUTE Closes: 6:30 p.m.**



Harbor to the Bay Ride

Mi	Turn	Onto - Comments
0.0	F	Clarendon St.
0.5	L	Tremont St. @ TL
0.5	R	Waltham St.
0.7	X	Washington St. @ SS
0.8	L	Harrison Ave. @ TL
1.1	R	Traveler St. @ TL
1.3	F	West Broadway St
1.5	R	Dorchester Ave. @ TL
1.9	BL	Old Colony Ave. @ TL [P stop at Dunkin' Donuts]
2.6	F	Continue past rotary @ SS
2.9	BR	Onto Off ramp @ TL
3.1	BR	Morrissey Blvd. (pass WLVI-TV & Boston Globe)
5.8	L	Neponset Ave. Follow under highway.
5.8	F	Neponset River Bridge
6.2	BR	Exit ramp to Hancock St. (Rt. 3A)

Mi	Turn	Onto - Comments
7.8	F	Hancock St. (Not 3A)
8.9	R	Temple St. @ TL
9.0	F	Hancock St. @ TL. b/c Quinicy Ave. [P stop at Burger King]
11.6	BL	Commercial St. (Rt. 53) @ TL
11.7	R	Front St. @ TL (If you miss turn, follow Rt. 53 & BR at Rt. 18 to pick up route.)
12.1	BL	Front St. (Follow arrows.)
14.5	F	Front St. @ SS
14.6	R	Pit Stop #1 Nash School
14.9	BR	Rt. 18 @ SS
15.8	R	Pond St. @ TL (If you miss this, make left at Rt. 58)
17.2	X	Rt. 18 @ TL
	F	Rt. 58. Follow to Plympton.
19.1	BL	Rt. 58 @ V

Mi	Turn	Onto - Comments
21.7	BR	Follow rotary counter-clockwise to 3rd Right
24.1	BR	Rt. 58 [P stop at McDonald's]
29.6		Pit Stop #2 Halifax Boat Ramp (Palmer Mill Rd., 2nd int.)
34.9	L	Mayflower Rd. @ TL (sign for Parsonage Rd. at right)
35.6	BL	Colchester St. (Follow Bike Route 1)
38.1	R	Route 80 West
40.6	L	Rt. 80 West @ T (blinking TL)
43.3	L	Rt. 44 @ T
43.5	BR	Carver Rd. @ TL. Do not make hard R onto Seven Hills.
44.0	L	Summer St. @ SS Follow into Plymouth Center
45.7	R	Pleasant St. @ T, then
45.8	L	Pit Stop #3 Town Green
45.8	F	Pleasant St. (not Bike Rt. 1)

Mi	Turn	Onto - Comments
46.0	R	South St. @ T (Follow under Rt. 3) b/c Long Pond Rd.
52 CONSTRUCTION ROAD MAY BE DIRT		
56.1	BL	Hedges Pond Rd.
57.9	R	Rt. 3A (S2tate Rd.) @ T
	F	State Rd. (Do not go on Rt. 3A) [P stop McDonald's at end]
60.5	X	Scenic Highway @ TL onto Canal St.
60.7	R	Take sidewalk in front of Friendly's to the bridge. Pit Stop #4
60.7	F	Walk bike over bridge. [Illegal and dangerous to ride over the bridge.]
61.2	BL	After Sagamore Bridge, remount and ride downhill through parking lot.
61.4	L	Cranberry Highway

L=Left R=Right X=Cross F=Forward B=Bear Q=Quick SS=Stop Sign T=T-Stop TL=Traffic light V=Fork

Mi	Turn	Onto - Comments
62.0	R	Rt. 6A East (Yield sign)
62.4	BR	Rt. 130
63.6	BR	Rt. 130 through Sandwich
65.4	X	under Rt. 6
65.6	L	Service/Access Rd.
67.6	X	Quaker Meeting House Rd. @ SS
69.8	X	Chase Rd. @ SS
72.2	L	Rt. 149 @ T
	OR	Service/Access Rd.
73.0	L	Oak St. @ SS
74.1	BL	Rt. 132 @ T
	R	Rt. 6A East
76.9		Pit Stop #5 Barnstable Town Building
82.9	R	Setucket
83.7	F	Continue on Setucket Road at North Dennis Road. [Dangerous Intersection.]

Mi	Turn	Onto - Comments
88.7	F	Stony Brook Rd. @ V
89.5	R	Rt. 6A East @ T, then
89.6	R	Tubman Rd.
91.0	F	Long Pond Rd. @ V (Rt. 137)
91.3	L	Pit Stop #6 at start of the Cape Cod Rail Trail [Caution: pedestrians, children, unskilled riders]
92.3	X	Under Rt. 6A [Caution: tunnel, slow bike traffic]
94.0	X	Under Rt. 6A [Caution: tunnel, slow bike traffic]
95.6	L	Sally Ridge Rd. at end of trail
95.7	R	West Rd. @ T
95.9	L	Cape Cod Rail Trail [Caution: pedestrians, children, unskilled riders]

Mi	Turn	Onto - Comments
97.1	X	Rt. 6 on trail bridge
99.00	X	Under Rt. [Caution: tunnel, slow bike traffic]
100		Pit Stop #7 Breckett Rd., Eastham
104.2		Pit Stop #8 in parking lot at end of trail
104.3	L	LeCount Hollow Rd. @ T after parking lot
104.4	R	Route 6 @ SS
113.9	R	South Highland Rd.
115.3	L	Highland Rd. [P stop after overpass]
116.2		Pit Stop #9 North Truro
116.4	R	Shore Rd. @ SS (Rt. 6A)
120.9	F	Provincetown Town Line
121.9	L	Harbor Hotel Final Rider Check In





*Dedicated to the memory of community leader & philanthropist
Michael A. Tye, United Liquors Corp.*

Fact Sheet

- When:** Saturday, September 26, 2020
- Where:** 125 miles from Boston to Provincetown, or 68 miles from the Sagamore Bridge to Provincetown.
- Who:** Harbor to the Bay, Inc. is a 501(C) 3 not-for-profit organization incorporated in the Commonwealth of Massachusetts. Its members are local men and women, participants in past AIDS bicycle fundraising, and friends, committed to deliver 100% of rider pledges to our four beneficiaries.
- Costs:** Operating expenses of the ride will be met by a rider registration fee of \$75 and by corporate and individual sponsorships, both in-kind and monetary.
- Our Mission:** To organize a grass-roots event, supported by a dedicated group of individuals who want to ride or crew and make a difference in our community.
- Compensation:** No one receives compensation of any kind in helping to plan the event.
- Why:** 100% of rider raised funds are donated to our four beneficiaries. (See pages 2 and 3.)
- Some Sponsors:** Club Café Boston, The Ray Tye Medical Aid Foundation, JetBlue, Webster Bank, Bay Windows, Boatslip Resort, Harbor Hotel, Tin Pan Alley and Bread and Roses Bakery; and many more.
- Information:** For further information, please visit www.harbortothebay.org; or contact Jim Morgrage at 617-320-7202 or David Whitman at 617-901-6818

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



Our Beneficiaries:

Fenway Health, (FH) has been serving the diverse neighborhood of Fenway and Greater Boston since 1971 with the mission of enhancing the well-being of the LGBTQIA+ community and all people through access to the highest quality health care, education, research and advocacy. Since their diagnosis of the first case of AIDS in New England in 1981, Fenway Health has become an international leader in the fight against HIV and AIDS. Fenway offers a variety of programs and services, including prevention, education, testing and screening, primary care and counseling, and management, for both HIV-negative and HIV-positive individuals and their loved ones. Additional programs assist with the medical, social, financial, and legal aspects of a diagnosis. Fenway is the largest provider of free anonymous HIV testing in New England, administering over 12,000 antigen/antibody tests per year and triaging 100% of individuals who test positive into care. Fenway Health is the largest provider of outpatient services in New England, caring for more than 2000 individuals living with HIV each year.

The AIDS Support Group of Cape Cod, (ASGCC) one of the first AIDS organizations established in the United States, works to foster health, independence and dignity for people living with HIV/AIDS and Viral Hepatitis by providing care, support and housing. We work to help reduce the spread of HIV and other sexually transmitted infections through prevention, education and testing services. Our services span all of Cape Cod and the Islands and whenever possible, ASGCC works to address the global epidemic. ASGCC currently serves nearly 450 individuals and families living with HIV/AIDS providing a full range of supportive services and food and nutritional support. Our Prevention & Screening services team reaches nearly 100,000 residents and visitors to Cape Cod each year providing life-saving health education and access to testing and screening for HIV and a full range of sexually transmitted infections. www.asgcc.org

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org



Community Research Initiative (CRI) is an independent, nonprofit, community-based organization dedicated to leading the way in HIV/AIDS and hepatitis C (HCV) clinical research and ensuring access to lifesaving HIV medications and health insurance coverage for those in need. Since 1989, CRI has conducted life-changing clinical research and contributed critical building blocks of research data that resulted in the FDA approval of nearly all currently available HIV medications. CRI's researchers have presented key, groundbreaking data at national and international conferences, disseminating study results for these HIV drugs to researchers, advocates, medical providers, and people living with HIV across the world. As a result, nearly all people with HIV who have access to these drugs can live a normal life span.

As the administrator of the Massachusetts Infectious Disease Drug Assistance Program (IDDAP), CRI plays a vital role in helping people in Massachusetts access critical, lifesaving medications and health insurance coverage in an affordable manner. CRI has taken this finely tuned expertise and began investigating other infectious diseases including hepatitis C. CRI has also explored other novel research endeavors, including conducting survey research and bringing HIV and HCV clinical expertise into new settings, such as a substance abuse disorder clinic.

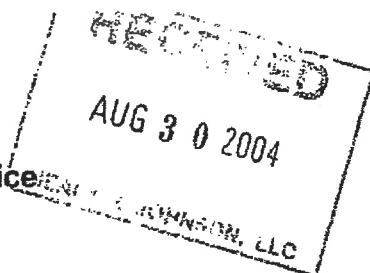
AIDS Action Committee, (AAC) of Massachusetts is the state's leading provider of prevention and wellness services for people vulnerable to HIV infection. It provides services to one in six people in Massachusetts living with an HIV diagnosis. These services include HIV counseling and testing; needle exchange; mental health counseling; housing assistance; and legal services. AIDS Action works to prevent new HIV infections, support those affected by HIV, and tackle the root causes of HIV/AIDS by educating the public and health professionals about HIV prevention and care; and advocating for fair and effective HIV/AIDS policy at the city, state, and federal levels. Founded in 1983, AIDS Action Committee of Massachusetts is New England's first and largest AIDS service organization. Learn more at www.aac.org.

Harbor to the Bay, Inc., P. O. Box 99024, Boston, MA 02199
Telephone: 617-320-7202 or www.harbortothebay.org

Internal Revenue Service

Date: August 24, 2004

Harbor To The Bay, Inc.
% James M. Mortgage Club Cafe
209 Columbus Avenue
Boston, MA 02116-5109



Department of the Treasury

P. O. Box 2508

Cincinnati, OH 45201

Person to Contact:

Mrs. Jones 31-03886

Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

05-0568910

Advance Ruling Period Ends:

December 31, 2007

Dear Sir or Madam:

This is in response to your request of August 24, 2004, regarding your organization's tax-exempt status.

In November 2003 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code until the Advance Ruling Period Ending date indicated in the header above.

Within 90 days from the end of the advance ruling period, your organization must submit to us information needed to determine whether it has met the requirements of the applicable support test during the advance ruling period. This information is currently supplied on the Form 8734, *Support Schedule for Advance Ruling Period*.

Contributions to your organization are deductible under section 170 of the Code. Grantors and contributors may rely on the determination that your organization is not a private foundation until 90 days after the end of its advance ruling period. If the organization submits the required information within 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your organization's foundation status.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca, Director, TE/GE
Customer Account Services



Harbor to the Bay, INC.
BOX 990243 Boston, MA 02199
www.harbortothebay.org

February 5, 2020

Nicole Tudor
Truro Town Hall
Sent via Email
NTudor@truro-ma.gov

On Saturday, September 26, 2020, the Harbor to the Bay Ride requests permission to ride through Truro as part of our annual charity bike ride. This will be our 18th year coming through Truro and we graciously thank you for your cooperation in previous years.

Harbor to the Bay INC., is a 501(C)3 non-profit organization, incorporated in the Commonwealth of Massachusetts. Its members are local men and women, committed to deliver 100% of rider received pledges to our four designated beneficiaries: The AIDS Support Group of Cape Cod, AIDS Action Committee, Community Research Initiative and Fenway Health. Last year Harbor to the Bay raised just shy of \$400,000 and since its beginning, has raised over \$6,000,000 for these four exceptional organizations.

The ride, which begins in Boston at 6:00AM and ends in Provincetown by 6:45, involves a total of between 200 – 300 cyclists. The route through Truro will be as follows: **From Wellfleet on Route 6; right onto South Highland Road; left onto Highland Road; Right onto 6A (Shore Road) into Provincetown.** The approximate time the riders will be coming through Truro is between **2:00PM and 6:00PM.**

Please feel free to contact one of us at the numbers below with any questions.

Thank you again for your support!

Sincerely,

James Morgrage

Jim Morgrage
Director
617-320-7202
Jim@clubcafe.com

David Whitman

David Whitman
Committee Member
617-901-6818
dwhitman@harbortothebay.org

Included: Application, Event Notification Form, Fact Sheet, 501(C)3 form, Route Map



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 10, 2020

ITEM: Event Notification Form for SOS Cape Cod Triathlon

EXPLANATION: New England Endurance Events has submitted an application to hold their SOS Cape Cod event on Saturday, June 20, 2020. The Event Notification Form is signed by the Select Board Chair and mailed to MassDOT's Highway Division.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: SOS Cape Cod Triathlon will not have permission to participate through Truro.

SUGGESTED ACTION: *Motion to Approve the Event Notification Form for SOS Cape Cod Triathlon and Authorize the Chair to sign.*

ATTACHMENTS:

1. Event Notification Form/Application for Permit

EVENT NOTIFICATION FORM

Date: ____ Feb 10, 2020 ____

Ms. Mary-Joe Perry
 District Highway Director, District Five
 MassDOT, Highway Division
 1000 County Street
 Taunton, MA 02780

Dear Sir:

Please be advised that the Grantee(s) of this Event SOS Cape Cod Triathlon has notified the

Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct **road work/parade/race/ride** or other events impacting State Highways on

Route(s) 6 in or through the City/Town(s) of Truro

benefiting Puma Park

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

The Grantee(s) must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit.

LOCAL POLICE DEPARTMENT

Signed: _____

Title: Chief of PoliceCity/Town: Truro**FIRE DEPARTMENT**Signed: [Signature]Title: Fire ChiefCity/Town: Truro**BOARD OF SELECTMEN/CITY COUNCIL**

Signed: _____

Title: _____

City/Town: _____

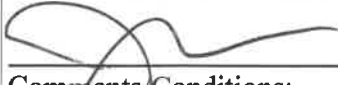
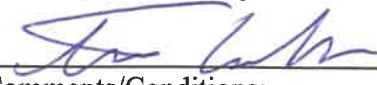
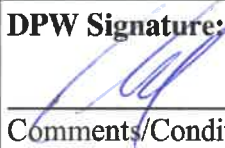
STATE POLICE DEPARTMENT

Signed: _____

Title: _____

City/Town: _____

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature: _____ Comments/Conditions: Permits/Inspections needed:	Building Commissioner Signature: _____ Comments/Conditions: Permits/Inspections needed:
Police Department Signature:  _____ Comments/Conditions: 2 Details already requested	Fire Department Signature:  _____ Comments/Conditions: Ambulance Detail
DPW Signature:  _____ Comments/Conditions:	Harbormaster Signature: _____ Comments/Conditions:
Recreation and Beach Director: _____ Comments/Conditions:	Other: _____ Comments/Conditions:



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004 , Extension: 110 or 124 Fax: 508-349-5505

APPLICATION FOR PERMIT FOR ORGANIZED BIKE & ROAD RACES

Applicant: Kathleen Walker Email: kathleen@neeevents.com

Group Affiliation (If Any): New England Endurance Events

Mailing Address: 39 Eldridge Rd City: Brewster State: MA Zip: 02631

Phone: 617-240-4805 Cell Phone: 617-240-4805

Type of Event (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

"SOS Cape Cod" is an event where athletes start in Wellfleet and bicycle through Truro and Provincetown on their way to the National Seashore trails off Collins Road, from where they will run and swim back to Wellfleet. The event has been permitted by the CCNS.

150 participants, 2 police details requested. Temporary parking alongside Collins Road 8-9am.
Streets &/or Roads to be Used:

Old County Rd, Prince Valley Rd, Rt 6 (E/W-bound), S. Pamet Rd,
Truro Center Rd, Collins Rd., Highland Rd, S. Highland Rd, Shore Rd

Date(s) and Hours Race/Event:

June 20, 2020 Hours event will travel through Truro: 7-9am Day: Saturday

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

If Town Beaches are being used the Use of Town Property MUST be completed in addition to this application. I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity.

1/28/2020

Kathleen Walker

Digitally signed by Kathleen Walker
DN: cn=Kathleen Walker, o=New England Endurance Events, email=kathleen@neeevents.com, c=US

Signature of Applicant

Date

Action by the Town Manager :

Date: _____

Approved as submitted

Approved with the following condition(s): _____

Disapproved with the following reason(s): _____

RCVD 2020FEB5 PM2:32

Signature of the Town Manager : _____

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Noelle Scoullar

From: Jarrod Cabral
Sent: Wednesday, February 5, 2020 6:54 AM
To: Kathleen Walker; Noelle Scoullar
Cc: Nicole Tudor
Subject: RE: Bike and Road Race Application for Review and Signature (New England Endurance Events)

Good morning, Please note Rose Road is not a Town Road, the Town will not assume authorization or responsibility for that part of the route. Please contact DOT.

Thanks - Jarrod

From: Kathleen Walker <kathleen@neeevents.com>
Sent: Tuesday, February 4, 2020 6:09 PM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Cc: Nicole Tudor <ntudor@truro-ma.gov>; Jarrod Cabral <jcabral@truro-ma.gov>
Subject: Re: Bike and Road Race Application for Review and Signature (New England Endurance Events)

Hi Nicole,

So sorry for my delay, I've had a family emergency that has taken me away from work. I am just now getting to emails from the past few days.

Please find updated permit.

Best Regards

Kathleen Walker
Race Director
New England Endurance Events
kathleen@neeevents.com

On Feb 4, 2020, at 9:02 AM, Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Morning Kathleen,

Just checking that you saw my request yesterday? We cannot get sign-offs until we have an updated application.

Thank you,
Noelle

From: Noelle Scoullar
Sent: Monday, February 3, 2020 8:32 AM

To: Kathleen Walker <kathleen@neeevents.com>; Jarrod Cabral <jcabral@truro-ma.gov>
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Subject: RE: Bike and Road Race Application for Review and Signature (New England Endurance Events)

Good Morning Kathleen,

Can you please resubmit your application showing all the roads (your route) that you are requesting use of?

Thank you!
Noelle

From: Kathleen Walker <kathleen@neeevents.com>
Sent: Friday, January 31, 2020 4:33 PM
To: Jarrod Cabral <jcabral@truro-ma.gov>
Cc: Rae Ann Palmer <rpalmer@truro-ma.gov>; Kelly Clark <ksclark@truro-ma.gov>; Nicole Tudor <ntudor@truro-ma.gov>; Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Re: Bike and Road Race Application for Review and Signature (New England Endurance Events)

Hello Jarrod,
My apologies, yes, you are correct. Depot Rd was a hold over from our original application last year. Speaking of last year, we made a donation to the Puma playground fund. Is that still a priority in 2020 or is there another a local need that is more pressing?

Best Regards,

Kathleen Walker
Race Director
New England Endurance Events
kathleen@neeevents.com

On Jan 29, 2020, at 1:20 PM, Jarrod Cabral <jcabral@truro-ma.gov> wrote:

Good afternoon, Please confirm the paved roads that are proposed to be used in Truro. Depot Rd is listed on the Truro Application, but not noted in the written narrative or map. It looks like from the map you are requesting ...

Old County Rd
Prince Valley Rd
Route 6 (DOT)
South Pamet Rd
Truro Center Rd
Collins Rd
Rose Rd (DOT)
South Highland Rd
Highland Rd

Shore Rd.

Please Confirm

Thanks – Jarrod

Jarrod J. Cabral
Director
Department of Public Works
Truro MA 02666
Office (508) 214 0400

From: Nicole Tudor <ntudor@truro-ma.gov>
Sent: Wednesday, January 29, 2020 11:35 AM
To: Jamie Calise <JCalise@truro-ma.gov>; Jarrod Cabral <jcabral@truro-ma.gov>; Tim Collins <TCollins@truro-ma.gov>
Cc: Noelle Scoullar <nscoullar@truro-ma.gov>; Elizabeth Sturdy <ESTurdy@truro-ma.gov>
Subject: Bike and Road Race Application for Review and Signature (New England Endurance Events)

Hello everyone,

Please find attached a new request for a Bike and Road Race Application from the New England Endurance Events for June 20, 2020 from 7-9am.

Please review and sign in our office when you have a moment.

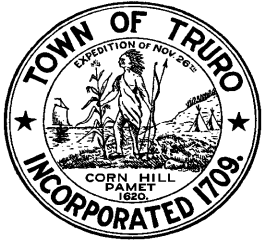
Thank you, Nicole

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

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TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: March 10, 2020

ITEM: Event Notification Form for American Lung Association's Autumn Escape Bike Trek

EXPLANATION: The American Lung Association has submitted an application to hold their Annual Autumn Bike Trek event on Sunday, September 27, 2020. The Event Notification Form is signed by the Select Board Chair and mailed to MassDOT's Highway Division.

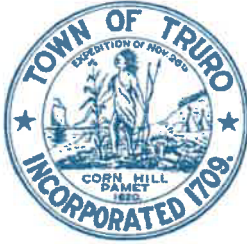
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: American Lung Association will not have permission to participate through Truro.

SUGGESTED ACTION: *Motion to Approve the Event Notification Form for American Lung Association's Annual Autumn Bike Trek and Authorize the Chair to sign.*

ATTACHMENTS:

1. Event Notification Form/Application for Permit



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666
Tel: 508-349-7004 , Extension: 110 or 124 Fax: 508-349-5505

APPLICATION FOR PERMIT FOR ORGANIZED BIKE & ROAD RACES

RECD 2020FEB18 PM1217
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Applicant: Paul Curley Email: [REDACTED]

Group Affiliation (If Any): American Lung Association

Mailing Address: 260 W. Exchange St., Ste 102B City: Providence State: RI Zip: 02903

Phone: [REDACTED] Cell Phone: [REDACTED]

Type of Event (Please be specific as to number of persons, equipment to be used (if any), whether food or beverages will be served, parking arrangements, etc.):

36th Annual Autumn Escape Bike Trek, 350 riders spaced out over a few hours, no big groups riding together, no food will be served and no parking is needed.

Streets &/or Roads to be Used:

route notes included, same route as last year

Date(s) and Hours Race/Event:

Sept. 27, 2020 8:30 - 11:30 am

Day: Sunday

Applicant is responsible for obtaining all necessary permits and inspections (see page 2)

If Town Beaches are being used the Use of Town Property MUST be completed in addition to this application. I, as applicant for the above, do hereby acknowledge that the town is exempt from any liability for this activity. I, as applicant for the above, additionally guarantee that the area to be used will be cleaned and left free of any debris at the completion of said activity.

[Signature]
Signature of Applicant

2/18/20

Date

Action by the Town Manager :

Date: _____

____ Approved as submitted

____ Approved with the following condition(s): _____

____ Disapproved with the following reason(s): _____

Signature of the Town Manager : _____

EVENT NOTIFICATION FORM

Date: 2/18/2020

Ms. Mary-Joe Perry
District Highway Director, District Five
MassDOT, Highway Division
1000 County Street
Taunton, MA 02780

Dear Sir:

Please be advised that the Grantee(s) of this Event, the 36th Annual Autumn Escape Bike Trek has notified the Board of Selectmen/City Council, Local Police Department, Local Fire Department and if applicable the State Police of its intention to conduct **road work/parade/race/ride** or other events impacting State Highways on Route 6 in or through the Town of Truro benefiting the American Lung Assn.

The Grantee(s) of this Event understands that it must give the Police and Fire Departments at least 48 hours notice before the commencement of the proposed event.

The Grantee(s) must supply a Traffic Management Plan when the roadway is occupied and for all detours associated with said events to this Department and to all officials listed below. The Grantee(s) must notify the local and/or state police to set up a detour of this area with appropriate signs and barricades. The local Fire Department must be notified of the detour to ensure that measures will be taken to minimize disruption to the Fire Department's emergency service during the event. The Grantee(s) must also notify local media (newspapers, radio) of this proposed event.

The following signatures are required prior to the issuance of the Permit.

LOCAL POLICE DEPARTMENT

Signed: _____
Title: Chief of Police
City/Town: Truro

FIRE DEPARTMENT

Signed: _____
Title: Fire Chief
City/Town: Truro

BOARD OF SELECTMEN/CITY COUNCIL




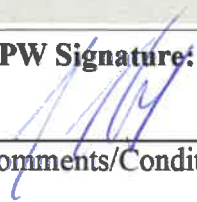
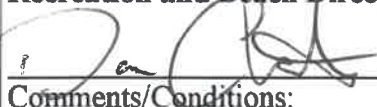
Signed: _____
Title: _____
City/Town: _____

STATE POLICE DEPARTMENT

Signed: _____
Title: _____
City/Town: _____

20 AEBT Truro per app dot

APPLICANT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS & INSPECTIONS

Health/Conservation Agent Signature:  _____ Comments/Conditions: <i>Refuse collection/cleanup required</i> Permits/Inspections needed: <i>NONE</i>	Building Commissioner Signature: _____ Comments/Conditions: Permits/Inspections needed:
Police Department Signature:  _____ Comments/Conditions: <i>Detail recommended</i>	Fire Department Signature:  _____ Comments/Conditions: <i>No issues</i>
DPW Signature:  _____ Comments/Conditions:	Harbormaster Signature: _____ Comments/Conditions:
Recreation and Beach Director:  _____ Comments/Conditions:	Other: _____ Comments/Conditions:

Go (Mile)	To (Mile)	Signs	Direction	Location (roads of travel in Bold)	Landmarks	Fastest	Slowest
Wellfleet							
3.6	15.9		right	onto Lecounts Hollow Road	exit Rail Trail	8:47	9:30
0.7	16.6	sign	left	onto Ocean View Drive			
1	17.6		right	into Parking Lot Rest Stop #2, White Crest Beach 592 Ocean View Dr., Wellfleet, MA 02667	rest rooms across street		
0	17.6		right	on Ocean View Dr toward Cahoon Hollow Rd			
1	18.5	sign	left	onto Long Pond Rd			
1.9	20.4	sign	right	onto Lawrence Rd	new for 2018		
0.2	20.6	lights	right	onto US-6 E	Caution heavy traffic		
1.7	22.3		straight	on US-6 E	town line	9:00	9:58
Truro							
5.7	28		right	onto South Highland Rd	sign for camping		
1.4	29.4		straight	onto Coast Guard Rd	old route went left on Highland		
0.5	29.9		bear left	onto Old Kings Hwy			
0.1	30		bear left	onto Old Kings Bike Path	new for 2019		
0.6	30.6		right	onto Head of the Meadow Rd			
0.1	30.7		bear left	onto Holden St			
0.1	30.7		straight	into Rest Stop #3, Beach Parking Lot 100 Head of the Meadow Rd., Truro, MA 02657		9:33	11:18
0	30.7		enter	onto Head of the Meadow Bike Trail	new pavement 2019		
2	32.7		right	into Trailhead parking lot	counter clockwise around lot		
0	32.7		straight	onto High Head Road	dirt road		
0.3	33		bear right	on High Head Road	becomes paved		
0.2	33.2	ss	right	onto Rt 6 East	Caution heavy traffic		
1.7	34.9		straight	on Rt 6 East	town line	9:48	11:42
P-town							
2	36.9	lights	straight	on Rt 6 East	at Conwell/Race Point Road	9:54	11:54
0.7	37.6	BL - S	left	onto Shank Painter Rd			
0.1	37.7		left	onto Jerome Smith Rd	cemetery on left		
0.1	37.8		right	onto Winslow St	cemetery on left		
0.3	38.1		right	into Community Center 2 Mayflower St., Provincetown, MA 02657	Finish Day 3	10:00	12:00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/19/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Gallagher 1667 K Street, NW Suite 1270 Washington DC 20006		CONTACT NAME: Ruth Spaid PHONE (A/C No. Ext): (301) 795-6600 FAX (A/C No.): (301) 795-6610 E-MAIL ADDRESS: rspaid@novickgroup.com	
INSURED AMERICAN LUNG ASSOCIATION 6852 Belfort Oaks Place Attn: Willie Bythwood Jacksonville FL 32216		INSURER(S) AFFORDING COVERAGE INSURER A: The Continental Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 35289	

COVERAGES

CERTIFICATE NUMBER: GL PRE RENEWAL

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y		07/01/2019	07/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ 10,000				07/01/2019	07/01/2020	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Truro is an Additional Insured with respect to claims arising out of the operations of the Named Insured at the Autumn Escape Bike Trek from 09/25/2020 through 09/27/2020. NOTE: This event occurs after the current policy expires. If this policy is not renewed similar coverage will be placed with another carrier and a replacement certificate issued.

CERTIFICATE HOLDER

CANCELLATION

Town of Truro 24 Town Hall Road Truro MA 02666	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Consent Agenda Item: 6B

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Shellfish Department

REQUESTOR: Tony Jackett, Harbormaster/ Shellfish Constable

REQUESTED MEETING DATE: March 10, 2020

ITEM: Aquaculture Shellfish License Renewals for John Burns

EXPLANATION: John Burns (Grants #16-20) needs Select Board approval to continue to work on his shellfish grant which now qualifies for a five (5) year lease. John Burns is current with permits and fees and is in compliance with all rules and regulations.

The Truro Regulations for Aquaculture Licenses (p. 3, #10) allow renewals subsequent to the first-time license to be made for five (5) year periods.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The applicants will not be authorized to conduct aquaculture operations at the site and may discourage future applicants.

SUGGESTED ACTION: *Motion to issue an Aquaculture Development Area license to John Burns for a term of five (5) years beginning March 10, 2020 and ending March 10, 2025.*

ATTACHMENTS:

1. Burns Shellfish License Renewal Application, Propagation permit, Current Aquaculture License and 2019 report.
2. Aquaculture Regulations (Page 3, #10)

ADMINISTRATIVE OFFICE
TOWN OF TRURO



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

AQUACULTURE LICENSE RENEWAL APPLICATION

NAME OF APPLICANT: John Burns

MAILING ADDRESS: Box 126 North Truro, MA 02682

TELEPHONE: [REDACTED]

EMAIL: _____

GRANT NUMBER/ SITE LOCATION: 16 - 20

SITE DEVELOPMENT: ATTACH TO THIS APPLICATION YOUR PLANS FOR DEVELOPMENT OF THE SITE OVER THE NEXT ONE, TWO AND THREE-YEAR TERMS. INCLUDE THE NUMBER OF RAFTS/RACKS/FLOATS, SIZE, CONSTRUCTION MATERIAL AND WORKING AREA IN SQUARE FEET OF THE AQUACULTURE SITE. YOUR PLAN SHALL INCLUDE SHELLFISH BY SPECIES, AMOUNT AND SIZES INTENDED TO INTRODUCE TO THE WATER AND/OR SUBSTRATUM.

John Burns
SIGNATURE OF APPLICANT

12/11/2019
DATE



TOWN OF TRURO
P.O. Box 2030, Truro MA 02666
Tel: (508) 349-7004 Fax: (508) 349-5505

AQUACULTURE LICENSE

Grant Number: 2018 16-20


We, the Truro Board of Selectmen, in accordance with the provisions of Chapter 130 of the General Laws, and all other powers thereto enabling, do grant to John Burns of Truro, Massachusetts, for the term of 2 years, beginning February 14, 2018 and expiring December 31st, 2019 a license to plant, grow, cultivate and harvest shellfish at all times during the term of this license in and upon the flats and waters situated in Cape Cod Bay, on a certain parcel of land bounded and described as follows:

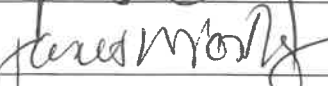
Grant #16 - #20 (5 Acres) Coordinates:


NW 42° 2' 51.02" N / 70° 8' 28.02" W;
SW 42° 2' 47.6" N / 70° 8' 29.04" W;
NE 42° 2' 49.26" N / 70° 8' 20.16" W;
SE 42° 2' 45.9" N / 70° 8' 21.52" W

The above described parcel contains an area of 5 acres, more or less, and is shown on a plan dated January 5, 2018.

This license is granted under the provisions of MGL Chapter 130 and in accordance with the Aquaculture Regulations of the Town of Truro, the Conservation Commission Order of Conditions, and the conditions as noted in the correspondence from the US Army Corps of Engineers, and the Division of Marine Fisheries which are made a part hereof by reference and will be in compliance with any gear requirements that are promulgated by the Division of Marine Fisheries.







Board of Selectmen
Town of Truro

February 13, 2018
Date of Approval

To the Truro Board of Selectmen and Truro Shellfish Committee:

I would like to present my detailed plan on what I wish to accomplish in the ADA. My goal is to annually grow 350,000 adult oysters in 225 oystergro cages that are strung on 15 parallel lines. Each line would have 15 cages attached to it; equally spaced between 2 yellow marker buoys. Rows would be spaced 50 feet apart so access from my boat would not be an issue and it will ensure that there will be no tangles with changing winds and tides. My plan is to grow out 500,000 plus juvenile oysters on my one acre inshore grant and then move them offshore to the ADA when they reach an inch in size. This allows for a crop rotation and quite frankly, the baby oysters take up a lot more hands on time. The tidal grant is key to dealing with this in an efficient manner. Offshore cages will be stocked with 1500 1 inch oysters each and will remain there until they mature to harvestable size. In the advent of an ice year, the entire farm can be sunk in one day, so this is not an issue. I will keep my small 18 foot Kencraft at McMillan Pier during the winter months to avoid this potential disaster. This little boat is being rigged out with a gas powered capstan and davit so it will be able to lift aboard easily 500 lbs at a time, so as to re-float the farm. I have learned many valuable lessons this year about rigging these cages, and I do believe that any less than 50 feet between rows creates a potential tangle. Furthermore, the main line needs to be a sinking line of minimal stretch so as to keep the rows tight. Sinking rope also allows the cages to spin with the tide and wind and not tangle with the mainline during wind shifts.

Cost analysis for plant and equipment for ADA project

225 oystergro cages @ 150 \$ each = 33750

1350 vexar bag inserts @ 6 \$ each = 8100

36 yellow Go-Deep marker buoys @ 20 \$ each = 800

36 2000lbs mooring blocks @ 100\$ each = 3600

15 mainlines @ 175\$ = 2625

36 up and down 1 inch mooring lines at 50 \$ each = 1800

Total investment over the next 2 years = 50675.00

This figure does not include seed or the investment already made in the 1 acre nursery grant

A handwritten signature in dark ink, appearing to read "John L. ...", is located at the bottom left of the page. The signature is fluid and cursive.



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

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

\$ PAID
#146 \$125.00
12/11/19 NT

ANNUAL AQUACULTURE LICENSE REPORT

GRANT HOLDER NAME: John Burrows

ADA GRANT LOCATION: 16-20

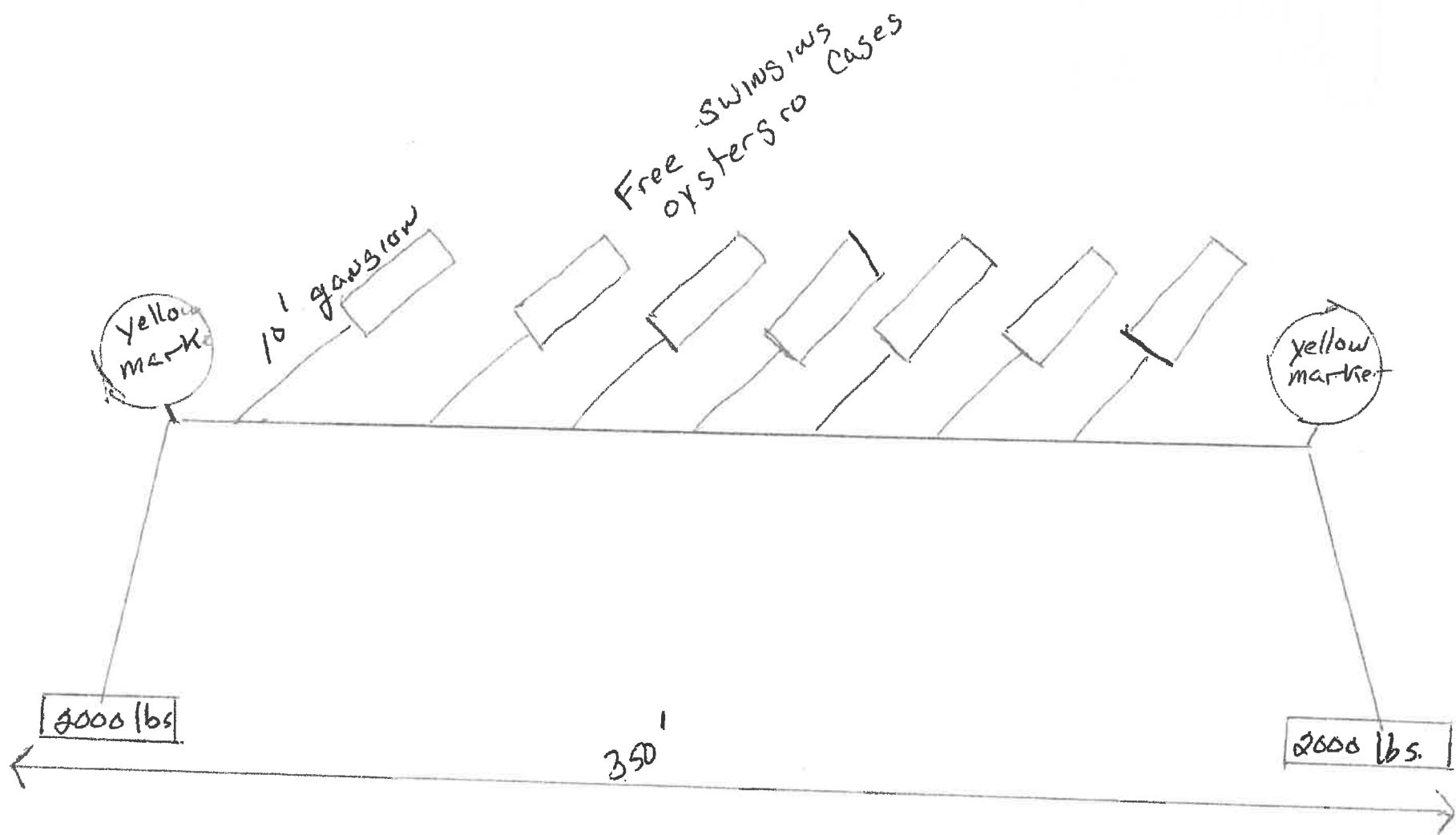
Amount and kind planted: 50 K oyster

Amount and kind harvested: none

Amount and kind currently on site: 50 K 1"

Signature of Grant Holder John Burrows

Date: 12/11/2019



NGM Insurance Company
4601 Touchton Rd East Ste 3400
P.O. Box 16000
Jacksonville, FL 32245-6000

Report of Execution - Renewal

Thank you for choosing NGM Insurance Company for your Surety needs

Kaplansky Insurance
P O Box 267
North Truro, MA 02652

Agency Code: 20-0051
Bond Number: [REDACTED]
Bond Effective Date: 4/25/2019
Bond Expiration Date: 4/25/2022
Type of Renewal: Continuation Certificate

Principal:

John Burns
Shore Rd.
North Truro, MA 02652

Obligee:

Town of Truro
PO Box 2030
Truro, MA 02666

Type of Bond
Permit

Classification
Compliance

Penalty Amt	Premium Amt	Comm Rate
\$10,000	[REDACTED]	0.250

TOTAL PREMIUM [REDACTED]

Remarks:

Acquaculture Grant

BOND DEPARTMENT

AGENCY: 20-0051 Kaplansky Insurance

CONTINUATION CERTIFICATE**BOND****Principal:**John Burns
Shore Rd.

North Truro, MA 02652

Obligee:Town of Truro
Town Offices
24 Town Hall Rd
Truro MA 02666**Bond Term in Months:** 36**Effective Date:** 4/25/2019**Expiration Date:** 4/25/2022**Penalty Amount:** \$10,000**Type of Bond:** Permit**Classification:** Compliance**Remarks:**

Aquaculture Grant

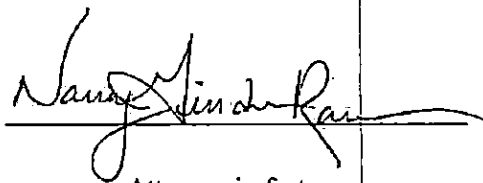
It is hereby agreed that the captioned numbered Bond is continued in force in the above amount for the period of the continued term stated above and is subject to all the covenants and conditions of said Bond.

This continuation shall be deemed a part of the original Bond, and not a new obligation, no matter how long the Bond has been in force or how many premiums are paid for the Bond, unless otherwise provided for by statute or ordinance applicable.

In witness whereof, the company has caused this instrument to be duly signed, sealed and dated as of the above "continuation effective date".

NGM INSURANCE COMPANY

By:



Attorney-in-fact



This Continuation Certificate needs to be filed with the obligee. No other proof of renewal has been sent to any other party.

Direct Bill



Commonwealth of Massachusetts
Division of Marine Fisheries
251 Causeway Street, Suite 400
Boston, MA 02114
617-626-1520

179136

RCVD 2020FEB18 PM 2:44
ADMINISTRATIVE OFFICE

TOWN OF TRURO

JOHN A. BURNS
BRUNS FISHERIES
P.O. BOX 126
NORTH TRURO, MA 2652

SHELLFISH AQUACULTURE PERMIT CONDITIONS
Effective January 1, 2020 - December 31, 2020

General Conditions

1. All activities conducted under authority of this permit shall be completed in accordance with the provisions of **322 CMR: 3.03: Transplanting Seed and Adult Oysters; 6.20: Minimum Sizes; 15.00: Management of Marine Aquaculture; 16.00: Shellfish Harvest and Handling** and all other *Marine Fisheries* regulations and statutes pertaining to shellfish and shellfisheries, unless exempted by this permit. **No seed or adult shellfish may be introduced, transplanted or planted into coastal waters unless listed on this permit.**
2. Any violations of the conditions of this permit may result in fines, suspensions, revocation or prosecution under pertinent sections of Chapter 130, MGL and 322 CMR (Code of Massachusetts Regulations).
3. All activities conducted under authority of this permit are subject to inspection at any reasonable time by *Marine Fisheries* employees, **Office of Law Enforcement** environmental police officers and local shellfish constables (Chapter 130, section 98, MGL).
4. An annual report must be filed with *Marine Fisheries* indicating the amount and source of shellfish obtained, grown and a list of all seed sales not later than February 28, 2020 (Chapter 130, section 65, MGL).
5. All shellfish obtained for transport and propagation must be of a species and from a source approved by *Marine Fisheries* and listed on this permit. No naturally occurring shellfish from public beds may be stored on an aquaculture license site.
6. The sale of shellfish for consumption must comply with the provisions of Chapter 130, sections 2, 80, 81, 82, and 83; 322 CMR, 7.00 and 16.00, and 105 CMR 533.000 (**Department of Public Health**) and provisions of this aquaculture permit.
7. This permit is valid until midnight December 31, 2020 for the possession of seed shellfish on the aquaculture Site, and other locations authorized on this permit, unless sooner revoked for cause.
8. In the event of shellfish closures to protect public health under authority of Chapter 130, section 74A, MGL such as those resulting from unusual rainfall, red tide or oil spills, no activity other than emergency maintenance of gear and shellfish shall be conducted unless prior permission is obtained from the **Division of Marine Fisheries** or the local shellfish constable who must notify *Marine Fisheries*.
9. All permit holders are required to maintain a list of individuals authorized to work on the permit holder's licensed aquaculture site. Permit holders are required to update the list regularly and to provide a copy of the most recent list of authorized individuals to their local Shellfish Constable. Non-permitted individuals who are authorized to work on an aquaculture site are allowed to transport seed or market size shellfish for culling and/or over wintering if they are named on the list and possess a copy of this permit. **Employees may sell shellfish to a wholesale dealer on behalf of the aquaculture license holder if they possess an Employee Transaction Card issued by Marine Fisheries.**

10. Bulk Tagging for Culling and Over Wintering

If a permit is endorsed for **off-site culling** or **off-site over wintering**, the permit holder may bulk tag individual lots of shellfish during transport to and from the aquaculture license site and the off-site location.

A single green water proof tag may be used indicating the permit holders name, Shellfish Aquaculture Permit number, date of removal, and location of the licensed site (town and water body), number of containers in the lot with the following statement: *All shellfish containers in this lot have the same removal date and are from the same licensed site.*

Additionally, one of the following statements must be on the tag:

1. *Aquaculturally Reared* :To be culled or overwintered.
2. *Aquaculturally Reared* : Culled or over wintered, for return License Site.

The permit holder shall have a **bound log book** with the same information on the green tag recorded in ink and the book shall be kept with the shellfish in the cargo area and not in the driving compartment of the motor vehicle.

BULK TAGGING OF SHELLFISH IN TRANSPORT FOR COMMERCIAL PURPOSES IS PROHIBITED.

It is unlawful for any person to possess or transport shellfish (shellstock) for commercial purposes that is not tagged, as required in 322 CMR 16.05(2)(C)

Endorsement Conditions

A. Grow-out

The permit holder is authorized to grow the shellfish as endorsed at *A.* from sources approved by *Marine Fisheries*.

B. Intermediate Grow-out

This permit authorizes the intermediate grow out of seed in an upweller, downweller, flupsy or other device as endorsed in *B.* *If these devices are in coastal waters they must be located on an licensed aquaculture site and authorized by this permit at B.* Upwellers and downwellers may be located at a land based facility or if authorized by this permit at *B.*

1. Prior to transport and transplant of any seed from an intermediate grow out site to a licensed aquaculture site, or other location, permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries* may also require shellfish disease testing before such permission is granted.

C. Off-Site Culling

Permitted shellfish seed *and/or market sized shellfish* may be transported to an off-site location **away** from the permit holder's private shellfish aquaculture site as endorsed at *C.* for the purpose of culling subject to the following conditions. **Permit holder culling Market sized oysters during the *Vibrio parahaemolyticus* (Vp) control period must also adhere to *Vibrio* Management regulations in 322 CMR 16.07: (4).**

1. The permit holder informs the local shellfish constable that their permit is endorsed for off-site culling.
2. All shellfish in transport to and from the off-site culling location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no.10** of this permit or **each container may be individually tagged using the same record keeping requirements at the permit holder's discretion.**
3. This permit endorsement does not authorize the possession or transport of seed shellfish of any kind other than provided for in this permit.
4. All shellstock off-site culled must be returned to the aquaculture license site prior to final harvest and sale to a wholesale dealer.

D. Seed Sales

This permit authorizes the sale of seed shellfish as endorsed at *B.* subject to the following conditions:

1. Sale of seed shellfish shall be made only to persons holding a valid aquaculture or propagation permit from *Marine Fisheries* or to persons holding a similar permit from other states or provinces.
2. Prior to the sale or transplant of any species of seed or adult shellfish from a licensed aquaculture site, upweller or other location permission must be obtained from *Marine Fisheries* through an amendment to this permit. *Marine Fisheries* may also require shellfish disease testing before such permission is granted.

E. Over Wintering

This permit authorizes the over wintering of seed and/or market sized oysters at other than the aquaculture site as endorsed at *E*, subject to the following conditions:

1. Over wintering shellstock off a licensed culture site is only authorized for the purpose of re-planting on the permit holder's aquaculture site(s) for additional growout.
2. Oysters, both seed and market size may be stored or overwintered out of water in pits, or cold storage units as endorsed at *E*.
3. In water, off-site over wintering of oysters shall only be conducted at another licensed site as authorized at *E*.
4. **No direct marketing of shellfish is allowed from any type of land based over wintering operation.** All market sized oysters over wintered out of water must be re-submerged (**re-conditioned**) for a **minimum of 14 days** prior to harvest for human consumption.
5. All shellfish in transport to and from the over wintering location shall adhere to the **Bulk Tagging** provisions at **General Conditions, no. 10** of this permit or each container may be individually tagged using the same record keeping requirements, at the permit holder's discretion.

F. Spat Collection

The permit holder is authorized to conduct shellfish spat collection as endorsed at *F*, subject to the following conditions:

1. Off site spat collection if endorsed shall commence on June, 15 or later and cease on or before September, 15. No gear shall be placed in the water, prior to or remain in the water after the inclusive dates. This does not release the permit holder from obtaining local permission.
2. Off-site spat collection may only be conducted in the same body of water where the permit holder's license site is located or as determined by *Marine Fisheries* and endorsed at *F*.
3. On site spat collection shall be in accordance with the provisions of the *Aquaculture Guidelines of the Department of the Army, General Permit for the Commonwealth of Massachusetts*.

G. Sale of Undersized (Seed) Shellfish for Market Consumption

Marine Fisheries allows the sale of non-conforming "aquaculture reared" or "farm raised" quahogs, oysters and surf clams for market consumption subject to *Marine Fisheries* regulations at 322 CMR: 6.08, 6.20 and 14.03, and the conditions of this permit:

1. Only **aquaculturally reared** oysters, quahogs and surf clams grown on and harvested from the permit holders licensed private aquaculture site may be sold under this authorization. **No naturally occurring shellfish from public beds below the wild minimum size defined at 322 CMR 6.08 and 6.20 may be harvested and sold as aquaculture reared.**
2. All containers that hold aquaculture raised oysters, quahogs and surf clams that are smaller than the wild minimum size must have the words "AQUACULTURE REARED" or "FARM RAISED" on the shellfish tag.
3. Aquaculture reared quahogs shall only be sold outside of the Commonwealth. Propagation permit holders shall only sell undersized quahogs to authorized wholesale dealers who are approved primary buyers by the Director pursuant to **322 CMR: 7.07: Dealers Acting as Primary Buyers**, and **14.03: Regulation of Aquaculture Products** and certified by the Department of Public Health for transport and sale of shellfish outside the Commonwealth.
4. All records concerning this activity shall be open to inspection by *Marine Fisheries* at any time, and areas utilized for storage and packing of same shall be open to inspection by any officer authorized to enforce the shellfish rules and regulations of the Commonwealth.



Daniel J. McKiernan
Acting Director

Commonwealth of Massachusetts

Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114

(617)626-1520

fax (617)626-1509



Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kathleen Theoharides
Secretary

Ronald S. Amidon
Commissioner

Mary-Lee King
Deputy Commissioner

Private Aquaculture Permit No. 179136

Class 3

Type 1

FEE: \$10.00 ISSUED: 1/6/2020 EXPIRES: 12/31/2020

TO WHOM IT MAY CONCERN:

Pursuant to Paragraphs 2 and 3, Section 17; Sections 69, 75, 80 and 83 of Chapter 130 of the Massachusetts General Laws and 322 CMR 3.03; 6.05; 6.08; 6.10; 6.20; 7.01(4)(d) and 15:00, permission is hereby given, subject to the attached Shellfish Aquaculture Permit Conditions to:

JOHN A. BURNS
BRUNS FISHERIES
P.O. BOX 126
NORTH TRURO, MA 2652

To possess naturally occurring seed shellfish, seed shellfish transplanted under previously issued permits and to transplant seed and/or adult shellfish from Division of Marine Fisheries approved sources at and to the permit holders private shellfish aquaculture site, licensed under authority of Chapter 130, Section 57 of the Massachusetts General Laws; or at other locations authorized by endorsements made part of this permit. You must carry this permit while engaged in the activities this permit authorizes.

LOCATION OF AQUACULTURE SITE(S):

TOWN: TRURO DSGA: CCB4

WATERBODY: PROVINCETOWN HARBOR

SITE(s) NUMBER: ADA-#16, #17, #18, #19, #20

LOCATION: TRURO ADA

A. GROW OUT AND SEED PURCHASES

SOURCE	SPECIES
MOOK	OYSTER
WARD AQUAFARMS	OYSTER

SEE SPECIAL CONDITIONS

B. INTERMEDIATE GROWOUT

ON-SITE: N OFF-SITE: N

TYPE:

SPECIES:

LOCATION:

C. OFF-SITE CULLING

OFF-SITE CULLING ALLOWED: Y

LOCATION: 654 SHORE RD. TRURO

(Pursuant to 322 CMR 15.08(5), off-site culling locations are subject to inspection.)

D. SEED SALES

SEED SALES ALLOWED: N

SPECIES:

E. OFF-SITE OVERWINTERING

OVERWINTERING ALLOWED: Y

METHOD: LAND BASED

LOCATION: 654 SHORE RD. TRURO

F. SPAT COLLECTION

SPAT COLLECTION ALLOWED: N


LOCATION:

METHOD:

H. SPECIAL CONDITIONS:

ALL SEED SOURCES LISTED ON THIS PERMIT MUST BE ADDED TO THE 2020 DIVISION OF MARINE FISHERIES APPROVED SOURCE LIST PRIOR TO YOU TAKING POSSESSION OF THE SEED. IF YOU WISH TO PURCHASE SEED FROM SOURCES NOT LISTED ON THIS PERMIT YOU MUST FIRST OBTAIN AUTHORIZATION FROM MARINE FISHERIES.

Signature: _____

Approved by: 
Daniel J. McKiernan
Acting Director

This document is your Division of Marine Fisheries permit and receipt. Your Permit is not valid until you sign the Signature line above. You must carry this permit while engaged in the activities this permit authorizes.

CC TO:
SHELLFISH CONSTABLE(S): TRURO
DMF: T. SHIELDS, G. LUNDGREN

A. If the license site has been inactive for a period of more than two years the Harbor Master Shellfish Constable shall make an inspection of the license area together with the Division of Marine Fisheries which shall prepare a written report on the standing shellfish within the license area in order to determine productivity of the site

B. If the license is approved, the Selectmen shall issue a license permit and license number in accordance with established regulations. Final location of the license is subject to decision by the Board.

10. In the event that an applicant is approved for a license, the initial period will be for two (2) growing seasons and expire on the 31st of December following the second growing season. The license holder shall comply will all Federal, State and Town regulations while holding the license. The license holder shall provide information related to activity on the license site at least annually. License renewals following the initial period may be applied for at anytime during year two. Established license holders with a five year period may apply for renewal at anytime during years four or five of the license period. License renewals following the initial two year period may be made for a period of five year period. In order to be reviewed and considered for renewal, the license holder must have complied with all of the following four items:

- a) All Town fees paid in full
- b) Compliance Bond must be current and in full force
- c) Evidence of Propagation Permit from DMF
- d) Compliance with Annual Activity Report Submission

If the license holder fails to comply with any or all of the items listed above, the license renewal will not be recommended by the Shellfish Advisory Committee or Harbor Master Shellfish Constable. All renewals shall be subject to approval by the Board of Selectmen with recommendations by the Harbor Master Shellfish Constable.

11. Annual reporting shall be completed on forms provided by the Harbor Master Shellfish Constable to each license holder on or before December 31 of each year for the previous year's effort. Within a reasonable amount of time, the Harbor Master Shellfish Constable shall review the license report submitted by the license holders and submit a copy of said report to the Board of Selectmen. The license holder shall produce documents at the request of the Harbor Master Shellfish Constable Harbor Master Shellfish Constable showing shellfish purchase and sales slips.

12. Each license shall be reviewed annually by the Board of Selectmen and the Harbor Master Shellfish Constable involving a review of the license holder's yearly production report. If it cannot be shown by the license holder that a reasonable amount of shellfish has been produced on the license area during the preceding year the license may be deemed forfeited by the Board of Selectmen. As a minimum for the purposes stated a reasonable amount shall not be less than the statutory requirements as set forth by Section 65 of MGL Chapter 130. Applicant shall be responsible for state reports.

DRAFT

**Truro Budget Task Force
Friday, February 6, 2020
Truro Town Hall Select Board Chambers**

Board of Selectmen Members Present: Chair Janet Worthington; Robert Weinstein, Kristen Reed

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Town Accountant Trudi Brazil; IT Director David Wennerberg; Library Director Tricia Ford; Library Board of Trustee Martha McGann; Superintendent of Schools Michael Gradone; School Committee Chair Chris Roderick; Director of Student Services Stephanie Costigan

Select Board Chair Janet Worthington opened the meeting at 2:00 p.m.

Fiscal Year 2021 Information Technology Budget

IT Director David Wennerberg presented the Information Technology Budget for Fiscal Year 2021. It has an 18% increase over last year's budget. The consulting services line had increased because Barnstable IT services will give more time this year. The annual computer replacement is in the proposed budget driving the large increase because the previous year computer purchase was funded through a free cash appropriation at Town Meeting and is not in the operating budget. Salary and wages had gone up for cost of living. Overtime had increased because of a discrepancy in estimates Mr. Wennerberg had made last year. Purchase of service had a 9% increase because of the Barnstable County IT consultants, who help with big projects. Truro has access to the entire Barnstable staff, providing back up for Mr. Wennerberg. Supplies had gone up. Much of this is for ink jet cartridges. The unclassified line went down after eliminating a Dropbox account. Two more accounts will be dropped this year. In Capital outlay, there are provisions for 15 replacement computers per year. Monitors and computer switches, which are at the end of their licensing, will be replaced also. Mr. Wennerberg will be replacing firewall systems by establishing one system at the Public Safety Facility. The switches and firewall will provide more security, and there will be a cost saving with the new company. Ms. Palmer reviewed the Information Technology increases with the Budget Task Force members. Mr. Wennerberg said the proposed upgrades are intended to afford future savings.

Fiscal Year 2021 Library Budget

Library Director Tricia Ford provided an updated FY21 Library Budget. She and Martha McGann from the Library Board of Trustees requested approval of the Library Budget, which has an overall increase. She explained the increase in the salary line for longevity and vacation buy-backs. Ms. Ford noted telephones had been taken out of Services, but Internet and the website lines had increased. The database line was based on last year's request, she said. Newsletter printing and the UPS lines were level funded. Supplies and materials had increased. Libraries are required to spend a mandated percent on materials to maintain their certification. The line for propane had increased, she said. CLAMS fees in the unclassified section had increased. Movie licenses and mileage were level funded. Ms. Ford said she would like to add

to the museum passes. She asked for the professional development request to be restored because the staff needs to keep up with technology. Postage is level funded. The Library capital request for a hydration station is higher than she had anticipated. Ms. Palmer recommended a Capital Stabilization Fund transfer if the Board chose to include the proposed hydration station. She said it did not belong in the operating budget. The Town would follow a procurement process for the hydration installation. The last request, Tricia Ford said, was replacement of the damaged Cape Cod section of shelves. She did not know if shelves built by a local crafts person would be a cost savings. The other shelves are all matching in style, she said. She has made other shelf replacements. Ms. Ford explained the privacy issues behind the request for acoustical work in the office and around the circulation desk. The Library Director said this is a request that could wait, but she would like to keep it in the queue. Ms. Palmer said the acoustic work and reconfiguring Library space were both in the capital requests. Ms. Ford and Task Force members discussed reconfiguration ideas. Ms. McGann said the Trustees have studied possibilities for the Director's office with a consultant, but there is no perfect solution. Ms. Palmer will ask the DPW Director about moving thermostats out of the Director's office.

Fiscal Year 2021 School Budget

The updated worksheets for the Fiscal Year 2021 School Budget were distributed, and Superintendent of Schools Michael Gradone, School Committee Chair Chris Roderick and Director of Student Services Stephanie Costigan came forward to discuss the 2.33% increase. Dr. Gradone said the conversion of the heating system had been in last year's operating budget. He considers this year's request an unremarkable budget that continues much the same. There is a new staff person for the after-school program, he said. An enrollment of 114 represents an increase in students. Nauset enrollment is down. Dr. Gradone discussed the enrollment fees for Truro students who go to Nauset Regional Middle and High Schools. There is a five-year contract holding tuition costs to 2 ½% until the fifth year. He gave costs for sending Truro students to Nauset Middle School and High School, and he gave the total costs for the Truro Elementary School enrollment. He expects enrollment at Truro Elementary School to stay above 100. There are five students in sixth grade. Some sixth graders go to the Nauset Middle School and some go to Provincetown. The Elementary School will return to discuss programs to attract the students to stay in Truro. They redesign their special offerings and approaches every year to orientate sixth graders for the transition to middle school and high school. Dr. Gradone said enrollment at all Cape schools has been trending down except for Nantucket, which makes housing available for families with children. He discussed state help for rural communities and small cities, school choice and Special Ed reimbursements. In Truro there is a close balance in choice. Twenty-three students stay here, and twenty-seven students go elsewhere, mainly to Provincetown.

All the School budget material is public record, but Janet Worthington suggested preparing a pamphlet or information sheet to explain the cost implications of students going to Nauset. Ms. Palmer pointed out that 211 is total student enrollment when those going to Nauset are included.

The School Capital Budget included the surfacing of the playground area. Ms. Palmer asked about costs for soft surfacing portions of the playground. Dr. Gradone explained increases in other lines. Their goal is to post policies and paper documents online for quicker access. The School Committee had asked for reconsideration of salary for substitutes in order to fill vacancies when they occur. The custodial line was up 7% in an effort to keep the staff they have now. In Operations, propane expense has increased, explained by a transition from oil to gas. Ms. Costigan explained contracted services lines for psychological services at the elementary level. The budget was basically level funded. The Task Force recommended that the Superintendent prepare an information worksheet for the general public to help them understand School costs and enrollment.

Cape Cod Tech Budget

Town Accountant Trudi Brazil reviewed the budget for Cape Cod Tech. She said there was a decrease in enrollment. She did not have the number of students, but it is small. There is a reduction of tuition costs. However, Truro shares the assessment for the reconstruction of the building.

Scheduling Suggestions

Ms. Palmer suggested scheduling a work session on February 18 or 19, 2020. The Select Board members recommended holding a 10 a.m. meeting.

Adjournment

Robert Weinstein moved to adjourn. The motion carried 3-0.
The meeting was adjourned at 3:41 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Janet Worthington, Chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein, Vice-chair**Public Records Material of 2/6/2020**

Draft FY21 Budget worksheets

DRAFT

**Truro Select Board Work Session
Tuesday, February 11, 2020
Truro Town Hall Select Board Chambers**

Board of Selectmen Members Present: Chair Janet Worthington; Susan Areson, Kristen Reed, Robert Weinstein

Finance Committee Member Present: Richard Wood

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Town Accountant Trudi Brazil

Select Board Chair Janet Worthington called the meeting to order at 11:30 a.m.

Overview of FY21 Budget

The Select Board examined the Draft Summary Budget Recap as Town Manager Rae Ann Palmer reviewed items for Town Meeting and those that would be handled through Free Cash transfers. Ms. Palmer reported the sources of revenue and suggested use of the Dennis Gift Fund to cover the short-term debt for the Walsh Property, which must be closed by June to avoid an arbitrage penalty. Even with use of the Dennis Gift Fund, the Budget is not balanced. The Select Board needed to decide on methods to achieve balance by raising and appropriating more money or by making cuts. Town Accountant Trudi Brazil discussed Free Cash transfers that had been made this year to cover debt for Cape Tech, the Transfer Station and the short-term loan for the Walsh Property.

Janet Worthington asked about the status of the Ambulance line in the Capital Budget. Ms. Palmer said even though it is set for Fiscal Year 21, it needs time for Town Meeting approval and a debt exclusion ballot vote. Ms. Palmer discussed doing a Free Cash transfer for satellite phones for the Beach Department to eliminate the need for personnel to take calls at the Beach Office at all times. Ms. Palmer and Assistant Town Manager Kelly Clark explained the Assistant Recreation and Beach Director's role and schedule, especially in the winter months. Although Recreation programs are discretionary, they promote sustainability for families.

Ms. Palmer called attention to other budget concerns. She discussed how the Dennis Gift Fund is separate from the penalty money that goes into Free Cash. She noted an addition of \$85,000 added to the FY21 Budget in the line for the Town Clerk/Treasurer/Treasurer position, in the event that the position needs to be separated into two. Ms. Palmer and the Town Accountant are comfortable about going forward at this point with a budget that is over by \$100,000, but Ms. Palmer proposed overrides for the four firefighter paramedics and potentially for Beach EMTs also.

The meeting was suspended for a lunch break, and Robert Weinstein left at 12:10 p.m.

The meeting resumed after lunch with discussion of items that will potentially increase the Budget. There is a municipal single use plastic bottle ban Warrant Article that, if passed, would necessitate provision for hydrating stations, an ice machine at the Public Safety Facility and a cooler for the Beach truck. There would be no change to the operating budget since the money for these provisions can be transferred from the Capital Stabilization Fund. There is a possibility for some revenue if there was a fee is established for use of the ice machine. The Climate Action Committee has made a request for \$10,000 for a consultant to do a baseline study for water salinity and the carbon footprint. There is an Article for zero carbon footprint in 2050 that the Climate Action Committee is expected to present at Annual Town Meeting; however, Ms. Palmer and the Board considered the Water Resources Committee the more appropriate board to conduct the proposed water study. The Truro 400 Committee requests from Truro Connections, Friends of the Library, Sustainable Cape, Truro Treasures, Castle Hill, the Historical Society and Paint the Mayflower were adjusted by \$3,000. The Open Space Committee had recently realized that the Open Space and Recreation Plan, which is required every 6 years, is due for a revision. They have not submitted their budget request and will have to wait until next year.

Next Select Board Meetings

There will be a work session on Thursday, February 13, 2020 to discuss the profile and search for the next Town Manager. The regular meeting for February 25, 2020, with a new Select board member, is scheduled to discuss the closing on the Walsh Property, inspect the Town Meeting Warrant and decide upon use of the Dennis Gift Fund.

The meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Janet Worthington, Chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein, Vice-chair

Public Records Material of 2/11/2020
Draft Summary Budget Recap worksheet

DRAFT

**Truro Select Board Meeting
Tuesday, February 11, 2020
Truro Town Hall**

Select Board Members Present: Janet Worthington, Chair; Susan Areson, Kristen Reed, Robert Weinstein

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Attorney Jonathan Silverstein, Town Counsel

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

PUBLIC COMMENT

Joan Holt asked if Truro had to use the new voting tabulator for the upcoming primary election. Ms. Palmer said she would check if there was a possibility of postponing the process.

Chris Lucy clarified information that had been mentioned at Candidate's Night regarding costs at the Transfer Station and the Charter charge to fill vacancies on the Select Board.

SELECT BOARD ACTION

Cape Cod Commission Update

Executive Director of the Cape Cod Commission Kristy Senatori and Truro Representative Kevin Grunwald gave updates on three Commission plans and some upcoming priority work. The first update was for the Regional Policy Plan. They have streamlined their regulatory review process and now are concentrating on community activity centers and have performance measures included, Ms. Senatori said. The Comprehensive Economic Development Strategy Plan was updated and looks at the regional economy. Designation as an economic development district makes them eligible for federal funding. The third plan was the Regional Transportation Plan, which takes a longer term look at transportation and infrastructure investments. All three plans were in aligned with the Cape Cod Commission Act. The Commission continues to update their 208 Water Management Plan and work with the communities. The Cape and Islands Water Protection Fund, which was passed last year, is now providing a revenue stream. The Commission is working on coastal resiliency efforts for the Cape. They have completed a three-year study with National Oceanic and Atmospheric Association (NOAA) on ways to communicate the impact of environmental and socio-economic impact of coastal resiliency and climate change. This is available on their website. The Commission will be moving forward with a larger climate initiative. Finally, they continue to work with the communities on housing and a regional housing strategy to align zoning, where it makes sense, to housing needs for the Cape. Ms. Senatori gave the Board a few copies of the Cape Cod Commission 2019 Year End Review.

Kevin Grunwald has been representative to the Cape Cod Commission from Truro since 2013. He said that the Commission's Regional Policy Plan has provided the template for Truro's Local

Comprehensive Plan. He discussed some of the workshops offered at the 6th Annual One Cape Summit and noted that the Commission had commended Truro on for the planning process on the Cloverleaf Property. The Commission has worked with the Town on municipal vulnerability planning. He recommended the interactive Resilient Cape Cod tool on the Commission's website. Mr. Grunwald said that the Herring River application had been submitted to the Commission. Even though Truro had withdrawn from the first phase of the project, he considers it an important project. He had been to a training on form-based codes, a planning tool focused on utilizing public input. He thanked Ms. Senatori for coming to Truro and for her commitment to keeping communities informed.

Kristen Reed said that she had made copies of the form-based code information worksheets. She mentioned Governor Baker's MMA conference comments that zoning wasn't working.

DPW Facility

Town Manager Rae Ann Palmer introduced Jeffrey Alberti of Westin & Sampson, who had presented plans for a new DPW facility to the Select Board in fall. Mr. Alberti was at the meeting to offer revisions, present the Westin & Sampson feasibility analysis, address cost and size for the facility, and answer questions that arose at the meeting of December 10, 2019. He has worked with DPW Director Jarrod Cabral and considered communications which had been forwarded to him. Town Counsel Jonathan Silverstein was present to answer any legal questions.

The overall cost of \$20,655,018 topped the list of questions, Mr. Alberti said. Westin & Sampson had reviewed the program to determine if additional space reductions could be made to reduce overall costs. He and Jarrod Cabral evaluated alternate systems to minimize building size. They prepared a more detailed site development estimate to validate site development costs. They focused on the high contingencies and market adjustments to determine if these figures could be lowered. They wanted to make smart cuts and evaluated real escalation figures and the location factor.

A first reduction in square footage for the office, office support, employee facilities, workshops, vehicle maintenance area, the wash bay, and vehicle and equipment storage space produced an 11.5% decrease in the size of the facility. A second revision of size of these areas resulted in a reduction of 19.3%. The overall program was reduced by approximately 8%. Several industrial equipment purchases were deferred. The building will be designed so that they may be added any time in the future. The mezzanine area was reduced by about 13%. The canopy area was adjusted by around 10%. They adjusted the site development costs based on a detailed estimate for the anticipated site development. The basic site development work was reduced, but specialty site work increased, according to Mr. Alberti. He reviewed items on the line estimates of cost and came up with a more defined cost estimate. That allowed them to reduce the design contingency from 5% to 4%.

Westin & Simpson was able to reduce the market adjustment from 10% to 7 %. They also reduced the Year-1 escalation figures from 6% to 5% and Year-2 from 6% to 4%. This was based on discussion of anticipated escalation rates with four different contractors. With all those changes, there is a reduction to the overall architectural and engineering fees and the OPM fees which are based on the overall percentage for the project. The final adjustment was a reduction in the communication/low voltage system allowance. With all the proposed revisions, the overall cost of the project was reduced from \$20,650,000 to \$17,982,000. That is a \$2,673,000 reduction. Contingencies are still built in because it is early in the process, Mr. Alberti said. He showed how this compared with square feet costs for other communities. The \$498 per square foot cost for this project was very reasonable for comparison purposes, he said.

Mr. Alberti listed the inquiries Westin & Sampson had received about the project: how were the potential sites analyzed and ranked; how will water for domestic use and fire protection be handled; what proactive measures would be incorporated into the salt shed to prevent pollution; what protective measures would be included in the building to prevent pollution; how will the stormwater be managed; can the existing buildings be renovated and reused; and are there any noise or visual barriers proposed around the site. In response, he reviewed the four locations that had been considered in the site selection process. He explained the generic test to see about the facility fitting on a site. This took into consideration that most of the facility needs to be on the first floor, but some office space could be built on a second level. However, it does not reduce the footprint very much. The site beside the Public Safety Facility passed the fit test and for environmental concerns. He explained that the site near the Transfer Station was not suitable because of environmental issues. The buildings did not fit at that location.

Janet Worthington asked for the size of the existing DPW facility and the difference in the proposed facility. Mr. Alberti said he had compared the existing building space and the exterior storage space. This provided a more accurate comparison because equipment being stored outside often goes into the new facility. The proposed facility is for 29,600 square feet. The current building has 11,700 square feet and exterior storage of 8,300 square feet, which, rounded off, equals 20,000 square feet. Mr. Alberti said that the 29,600 square feet provides bathroom, shower, locker, circulation and egress that meet code. Ms. Worthington said she asked because of the space issues for locating the facility. The site near the Transfer Station allowed for 20,000 square feet, Mr. Alberti said. The fourth site considered was the existing one, examined for environmental receptors as well as fit for size. Although the facility would fit, there are Zone 1 and Zone 2 well, already in non-conformance, disqualifying the site as a suitable location.

Mr. Alberti addressed the question on water for domestic use and fire protection. He said there are many steps in the design phase to check flow and pressure. Based on preliminary review Westin & Sampson anticipates that domestic service will be provided from the existing water main. Fire protection is expected to be provided with a cistern and fire pump.

In response to the question on protective measure for the new salt shed, Mr. Alberti explained how the enclosed structure is designed to prevent pollution and to protect the investment in the

salt. There is no exterior handling or storage of salt. The salt is stored on an impervious asphalt floor. The salt shed will have a loading ramp that provides better visibility for loading trucks and which will reduce the potential for spilling or overfilling. The DPW will implement procedures to immediately clean up any spillage.

Regarding protective measures within the facility itself, Mr. Alberti described the fully enclosed storage garage, the trench drain/sump system for runoff, drips and/or leaks from vehicles. The closed drainage system will be connected to state approved gas, oil and sand separator which will discharge to a DEP registered tight tank. The wash bay will include a trench drain and deep sump to collect the wash water, which will be routed through a grit separation tank and a state approved separator which will discharge to a DEP tight tank. No wash water runoff from the wash bay will discharge to the stormwater system. The vehicle maintenance area is fully enclosed. The fluids will be stored separately, and will be connected to the Fire Department, who would be called in case of a leak. The tanks are to be stored in a room compliant with Fire regulations. The new fueling system includes relocation of the double walled, leak detection tanks. There are grooves designed to catch any spill off that might occur. The fuel system will include continuing monitoring.

Stormwater measures include erosion and sedimentation control systems for protection during construction. A new stormwater system, designed in compliance with the Massachusetts DEP Stormwater Handbook, will treat all stormwater runoff. It will have deep-sump hooded catch basins, stormwater treatment units called hydrodynamic separators, infiltration galleries with isolation row, infiltration swales, and perimeter curbing to contain runoff and prevent untreated discharge into surrounding properties.

The existing buildings are too small and do not meet current codes; therefore, they are not a viable option. A last question was on visual and noise barriers. Mr. Alberti displayed fencing options in several slides. From a noise perspective, he said that everything is indoors, so it is unlike a contractor's yard with loud vehicles.

Mr. Alberti concluded his presentation with the sustainable and energy efficiency design considerations Westin & Sampson had planned. It is all state-of-the-art building system with improved code, heat recovery and destratification. They have planned for rainwater harvesting, have designed the roof to be photovoltaic ready, provided a superinsulation envelope, use natural daylight, and install smart HVAC controls.

Kristen Reed thanked Mr. Alberti for recognizing that Truro was a green community in planning the energy saving components for the facility. Robert Weinstein commented on size and the review of locations. He said he was concerned about future ongoing operating costs and asked about solar panels and other energy measures included in the plans. He said that Truro is close to having an adequate equipment level, so he is not convinced that the size is appropriate. Janet Worthington asked about creating outdoor canopies to protect equipment. Mr. Alberti said that had been incorporated into the plans but did not mean that the building should be reduced in size.

Members of the audience asked questions and expressed their concerns. Dana Pazolt asked about the project being one of significant regional impact and asked why it couldn't be combined with the state equipment barn. Rae Ann Palmer said that the Town had talked to state about acquiring or sharing the property with the state, but the proposal didn't go forward. The building condition and possible environmental issues were deterrents.

Mr. Alberti responded to Kevin Kuechler's three water related questions. Mr. Alberti addressed the possibility of reconfiguring Zone 1, but it was not possible to move the operation entirely out of the Zone 1 area at the current location. Regarding relocating the well, there is no location that has been identified, Mr. Alberti said. This was based on Zone 1 restrictions. Janet Worthington said she would like more further information on that. Susan Areson asked about removing the salt shed if that would give more opportunity for reconfiguration. Mr. Alberti said he will look into this further. Michael Janopolis said he had spoken to former DPW Director Paul Morris about Snow's Field, a Town-owned property as a possible location for a well for the DPW facility at its current site. Dana Pazolt said there is a property abutting the DPW for sale. He said it would save money to buy that and expand the site we have. Janet Worthington said the Town would investigate it. Mr. Alberti said that Kevin Kuechler's second question about Zone 2 at the proposed site had not been a deciding factor in choice of that location. Mr. Kuechler's third question on design for a salt shed to prevent salt's destructive capabilities or for relocation elsewhere was something Mr. Alberti said he would have to discuss with the DPW.

Paul Scannell sought a more detailed explanation of why other sites had failed. Mr. Alberti said he will check regulations further, but the designation was pass/fail. Richard Wood asked about building size, outdoor storage needs and storing equipment in a second location. Mr. Alberti said there are cost impacts of time spent in non-productive labor driving back and forth with equipment from a second site. Consolidation works more efficiently. At Kristen Reed's request, Mr. Alberti displayed the slide for inside storage of equipment.

Jennifer Cohen posed three questions. Mr. Alberti responded that money has been budgeted for the costs of levelling the property and installing retaining walls. He said he could do a Truro-specific cost analysis of reducing indoor space and putting equipment outside, but storage area is the most inexpensive space to build and equipment needs protection from cold climate. Ms. Cohen's third question was about relocation of the salt shed.

Lori Lee asked for more public opportunities for participation in the planning process. She said her homeowners' association has felt left out since 2015. Janet Worthington said they just need to show up at meetings when the DPW facility is on the agenda. Rae Ann Palmer reviewed the introduction of a feasibility study, approved at 2015 Town Meeting, and the procurement process, which is not done at public meetings. From this point forward, the DPW facility discussions will be held in publicly noticed meetings, she said.

Michael Janopolis submitted a letter from Paul Morris, former DPW Director, who said there had been negotiations for the state barn area. He mentioned the Aikens property, adjacent to the state barn, but Janet Worthington said that lot is inside the National Seashore and has environmental contamination. Mr. Janopolis called for more public involvement. He said only 3 people out of 33, whom he had contacted, knew about the proposal for the DPW facility. Janet Worthington said the Town will continue the process, but it will not be ready for the April 2020 Town Meeting Warrant.

Bruce Ployer asked about traffic impact and about the fall zone for the communications tower at the Public Safety Facility. Janet Worthington said that Tradesman Park South had passed traffic requirements in a very congested area. Mr. Alberti said that the fall zone for the tower did not impact the site.

Jennifer Cohen said she would like to see the results of the fall zone analysis. She also had concerns for salt and Zone 2 for the well at the proposed location. Mr. Alberti promised to provide information on fall zone of communications tower.

Joan Holt asked three questions. Jarrod Cabral responded to her first one about use of salt. He said that salt mixed with sand is used on Truro roads. All towns use some salt. Mr. Alberti explained the height planned for the maintenance and shop areas and pointed out the lower allowances for storage and office areas of the facility. In response to Ms. Holt's question about tree replacement, he said Westin & Sampson does provide green areas with revegetation and trees; however, plans are now only at the conceptual level.

Karen Kinsella was concerned about runoff from higher elevation of the site. The slope causes this now. She, at the first lot to the south, has already put in a retaining wall. Mr. Alberti said the plan is to will try to capture that water before runoff. The underground infiltration and storage system to prevent water from exiting the site is designed according to the Mass DEP stormwater book. The system can be maintained from the surface. Westin & Sampson has been installing them for 20 years. Mr. Alberti said that he was not aware of any failures.

Mr. Alberti outlined the next phases of the project. This is now a feasibility analysis. The next steps will include more detailed traffic studies and impact on abutters. The design phase with up to 60% completion and the construction phase follow. Altogether, it is about an 8-month process, he said. Information updates will be provided.

Steve Sollog asked about cleaning up the current site that is contaminated by salt and mentioned his Route 6 traffic concerns, especially the fatality accident that happened in front of Public Safety Facility. Bob Higgins-Steele called for a comparison in cost for redoing the existing facility and construction one on the new site. He asked that the facility be as energy efficient as possible.

Janet Worthington read the letter from Paul Morris into record as he had requested. Mr. Morris expressed his concerns about costs for new site. He said the facility should be in scale for what the DPW does. The site beside the Public Safety Facility had been examined before with consideration of noise levels and traffic dangers. Increased traffic makes the site more of a danger now. The site's high elevation should be reserved for a future water tower. He considered contamination of a new site from chemical and salt runoff. He looked at options for improving the current facility or considering other sites. He concluded, "Let's get this right."

Attorney Jonathan Silverstein offered legal opinions requested by David Reed on the adequacy of the original Town Meeting vote of taking the land for public safety. He said another two-thirds, Town Meeting vote would be needed for the new site proposal. Regarding building height, the DPW facility would require a Special Permit just as the Public Safety Facility had for exceeding 30 ft. The original condition for a 90 ft. buffer to the east at the Public Safety Facility might no longer be binding, but it doesn't matter because the DPW building would require a new Special Permit, he said.

Attorney Silverstein responded to Regan McCarthy's questions. The 2008 ANR plan that divides the property into two lots does not require them to be treated separately. They have stayed under common ownership. It would be easy to reset the lot through a perimeter plan. He said that the Natural Heritage maps had been revised recently and do not indicate endangered species on the site.

Jennifer Cohen said that 2017 maps eliminated the parcel from Natural Heritage & Endangered Species protected habitat, but there could be restrictions on development as it is still an area of concern. Mr. Alberti said the Natural Heritage maps determined Westin & Sampson's planning,

John Reimer asked about review by the Cape Cod Commission. Mr. Alberti said he had sent in notification, but towns are typically exempt from review. Town Planner Jeff Ribeiro said that the Cape Cod Commission does not review municipal projects.

Chair Janet Worthington said this was the beginning of more meetings and more transparency. There will be chances for the public to weigh in on what happens next.

Rental Registration Fee for 2020

Rae Ann Palmer explained the requirements for the Select Board review of the rental registration program fees for homeowners who are renting homes for 2020 summer season for less than 120 days. Last year the Town was uncertain about revenues from the short-term rental fee. There has been an increase of \$168,000, she said. The rental registration fee is one of the revenues that goes into the Budget. If the Town were to choose not to continue, that revenue would be lost. It also helps to offset some of the costs related to Transfer Station and Beach stickers. Monitoring of the short term rental keeping the rental fee of \$200. She said a large portion of the summer rentals are done by condominiums and cottage colonies. Since they are licensed by the Health Board, they are not required to do a rental registration. This poses some issues for use of the

Transfer Station and beaches, she said. She suggested a bylaw change to apply the rental registration program to anyone renting a property. This could be a Warrant Article on Annual Town Meeting 2020 and be put into effect the next season.

Janet Worthington said it seemed fair that everyone be treated the same. Kristen Reed said the Budget Task Force has discussed this as a possibility for increasing revenue. She agreed with Chair Worthington that everyone should be treated fairly. Susan Areson agreed and said that Town Meeting should decide. Robert Weinstein discussed the large number of units that would be added. It is a potential revenue source, he said. He agreed that everyone should be treated equally, and that the decision should be left to Town Meeting vote.

Joan Holt came forward and discussed the one-bedroom cottage she rents for only a few weeks at a low rate. She said there should be some way to charge people who get a large rent more than people who receive much smaller rents. She did not know what to suggest, however. Richard Wood said the new tax for condos defines who pays rental registration fees. He said rentals for under 30 days are not covered.

Robert Weinstein moved to approve the rental registration fee for 2020 and to authorize the Town Manager to prepare a Warrant Article as discussed. Susan Areson seconded, and the motion carried 4-0.

Town Manager Search Committee Members

Chair Janet Worthington said two Select Board members are needed for the Town Manager Search Committee. She said she, as chair, should be one of those members. Robert Weinstein, Susan Areson and Kristen Reed all expressed their interest in serving. Ms. Palmer reminded the Board that it is a screening committee; the applicants will come before the Select Board for a public review, the ride-arounds and the final vote. Kristen Reed said she would defer to the other members even though she is interested. Robert Weinstein said that he and Janet Worthington had experience in the search process when Ms. Palmer was being hired and said that he would bring institutional memory and the longest tenure. Susan Areson said she would also be an asset, but she is willing to step away.

Kristen Reed moved to appoint Janet Worthington and Robert Weinstein as the two Select Board members to serve on the Screening Committee for the Town Manager Search and to appoint Police Chief Jamie Calise to the Screening Committee. Robert Weinstein seconded.

Ms. Palmer clarified that the Screening Committee operates in executive session for purposes of privacy. In order to protect the applicants, the search cannot be done by the Select Board. Once the finalists are chosen, the process becomes public.

The motion to appoint Robert Weinstein and Janet Worthington from the Select Board and Police Chief Calise to the Selection Committee for the Town Manager carried 4-0.

Curb Cut for 587 Shore Rd.

DPW Director Jarrod Cabral and Project Manager Eric Newhouse explained Application #1 and #2 for a curb cut for 587 Shore Rd. Mr. Newhouse explained that the applications pertain to a building permit that the homeowner and various engineers have been trying to get for the property. For some reason, the curb cut application had been overlooked. He is trying to get the project back on track, and the curb cut is the last piece that needs to be completed.

Janet Worthington asked what curb cuts had been done without a permit. Mr. Newhouse said there were two side by side curb cuts that had been made, but the third curb cut permit application had not been submitted. The owner is now applying for the third curb cut, he said. Jarrod Cabral explained that there have been different engineers who have worked on the project. The third engineer has received site plan approval from the Conservation Commission. If Mr. Cabral had seen the plan, he would have said that it needed a curb cut; however, it had not been submitted to him. He said that Mr. Newhouse is now trying to make things right and finish the project. Mr. Newhouse said he has finished up the Orders of Conditions placed on the property. He said that the Conservation Agent had been pleased with the outcome. Mr. Newhouse has worked with Jarrod Cabral on all the paperwork and has brought the curb cut permits before the Select Board for approval. Mr. Cabral said he cannot give a variance for a third curb cut, so that decision is up to the Select Board. Mr. Newhouse said that the third curb cut is there, but like other Shore Rd. curb cuts, it is very open. It has been kept natural, and there is a catch basin in place. Adjacent to the curb cut, there is a stone barrier to prevent runoff into the wetlands. That has been effective, and there has been no runoff onto Route 6 from this property, he said. Jarrod Cabral said that he had recommended an asphalt berm for better prevention of runoff. It would be placed right by the other curb cuts.

Janet Worthington expressed concern over people not following regulations, but she could see how the plan works environmentally and safety-wise. She asked if there were any fines, but Mr. Cabral said there were no fines mentioned anywhere in the policy. Ms. Palmer said she and Jarrod Cabral had researched the history of the project, begun at the time the of the bylaw change, and found that there was some staff error in communications since the first permit was for pilings. There has also been miscommunication between the property owner and engineers. She said the Town needs to take some responsibility for the error. Jarrod Cabral said there have been three different Building Commissioners, who have been involved in the process. Mr. Newhouse said he wants to see things go in the right direction as the project moves forward. Ms. Worthington asked about the addition of the asphalt berm, and Jarrod Cabral said that was a part of the curb cut request. She asked if there were any issues with traffic or the sight lines. Mr. Cabral said that he had sent an e-mail, and the Police Chief had signed off on these aspects. Mr. Newhouse explained what had been done with the initial three cottages for the septic systems under the driveways. There is an embankment involved because of the height of the land. He has turned one of the driveways into parking for the main house. There is area for emergency vehicle turn around. Safety, turn-around space and the egress to Shore Road were all considered in the curb cut plan, Mr. Newhouse said.

Robert Weinstein moved to approve both curb cuts for 587 Shore Rd. and grant a variance that a third curb cut shall be installed with asphalt berms as directed by the DPW Director. Susan Areson seconded, and the motion carried 4-0.

Kristen Reed asked if the Select Board should explore a policy concerning people who move ahead without the proper permissions that there is some appropriate response, so that a precedence is not being set. Ms. Palmer said that Conservation and DPW are working on a revision to the current policy.

Warrant for Presidential Primary

Rae Ann Palmer asked for approval for the Warrant for the Presidential Primary election to be held March 3, 2020. In order to post the Warrant, the Select Board needs to sign it. Susan Joseph, temporary Assistant Town Clerk, had prepared the Warrant, Ms. Palmer said. Ms. Palmer added, for the record, that the Town will not be using the new tabulator for the Presidential Primary. Those votes will be hand-counted. The tabulator will be used for the state primary in September, Ms. Palmer said. Ms. Palmer explained that the machine is not connected to the web, so nothing like what happened in Iowa will occur. The tabulator counts ballots, and it is programmed to separate ballots with errors.

Kirsten Reed moved to approve signing of the 2020 Presidential Primary Warrant. Robert Weinstein seconded, and the motion carried 4-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *2019 MWIP Standard Contract for the Cloverleaf Public Water and Infrastructure Project*
- B. Seasonal Population Estimate for Alcoholic Beverages Control Commission
- C. Appointment of Bob Higgins-Steele to be Truro's Alternate Representative to the Cape Light Compact
- D. Review and Approve Select Board Minutes-January 21, 2020, Budget Task Force Minutes-January 27, 2020, Select Board Minutes-January 28, 2020

Susan Areson made amendments to the three sets of minutes. Janet Worthington requested more quotes from the Board in future minutes.

Janet Worthington moved to approve the Consent Agenda with the amended minutes of January 21, 27 and 28, 2020. Robert Weinstein seconded, and the motion carried 4-0.

SELECT BOARD REPORTS/COMMENTS

Robert Weinstein said he has been attending the Budget Task Force meetings. He urged members of the community to attend or view the taped meetings in order to understand the intricacies of the Budget and bring questions about it to Annual Town Meeting.

Susan Areson said that Fiscal Year 2021 Budget information is available for people to review. She reported on the last Open Space meeting, which she had attended. She recommended that

the public look for the agenda for their monthly meetings, currently devoted to updating their Open Space Plan.

Kristen Reed distributed the Cape Cod Commission information sheet on strategic zoning. She read Governor Baker's quotes on how zoning is not working. Ms. Reed had attended the Recycling Committee's meeting and reported that the fee schedule has remained the same, waste at the Transfer Station has decreased and recycling is up. The Recycling Committee has submitted the request for water recharging stations.

Janet Worthington said that the Budget Task Force has been studying the draft Fiscal Year 2021 Budget and working to balance the rising costs with services. She appreciates the hard work put into the effort by the Budget Task Force. Ms. Worthington also recommended the programs at the Council on Aging, especially the lunch offered once a week. Programs of interest are expected to be added to the lunches. She suggested checking online to see the many things happening at the COA.

TOWN MANAGER'S REPORT

Town Manager Rae Ann Palmer said the Police Chief had just announced that Truro had received a grant for E-citations. By March, there will be printers in police vehicles that will produce the citations. Ms. Palmer has been working on the FY2021 Budget and preparations for Annual Town Meeting.

ADDITIONAL COMMENTS

Janet Worthington asked for an update from the Police Chief on the new hands-free driving regulations. Kristen Reed asked that people please stop stealing campaign signs to show respect for the democratic process and the candidates.

NEXT MEETING AGENDA

Ms. Palmer reviewed agenda items for the February 25, 2020 Select Board meeting. These include: Conservation Commission interviews for new members; the FY21 Budget, the draft Warrant for Annual Town Meeting; discussion of the use of the Dennis Gift Fund; and a report on hands-free driving regulations.

CORRECTION OF PUBLIC COMMENT

John Reimer came forward to correct what he perceived as an inaccurate statement made during the Public Comment period. He cited Charter regulation 4-1-2 regarding filling a vacancy on the Select Board.

ADJOURNMENT

Robert Weinstein moved to adjourn, and the motion carried 4-0.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Janet Worthington, Chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein, Vice-chair

Public Records Material of 2/11/2020

1. Cape Cod Commission report
2. Westin & Sampson worksheet on DPW facility costs and space reductions
3. Curb cut for 487 Shore Rd. applications and plans
4. Warrant for Primary election March 3, 220
5. 2019 MWIP Standard Contract for the Cloverleaf Public Water and Infrastructure Project
6. Seasonal Population Estimate for Alcoholic Beverages Control Commission
7. Appointment papers for Bob Higgins-Steele to be Truro's Alternate Representative to the Cape Light Compact

DRAFT

**Truro Select Board Meeting
Tuesday, February 25, 2020
Truro Town Hall**

Select Board Members Present: Janet Worthington, Chair; Susan Areson, Stephanie Rein, Robert Weinstein

Regrets: Kristen Reed

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Attorney Katharine Klein of KP Law

Chair Janet Worthington called the meeting to order at 5:00 p.m. and welcomed new Select Board member Stephanie Rein.

PUBLIC COMMENT

Deborah Best-Parker, addressing the townspeople, made a plea for civility in local political practices.

Janet Worthington said several people have expressed their desire to keep the old, crank voting machine. She suggested bringing the issue to Town Meeting for a vote.

COMMISSION APPOINTMENT

Carol Girard-Irvin explained her interest in serving on the Conservation Commission. Her background in the New Jersey Division of Fish and Wildlife and her concern for the environment qualify her for the position, she said.

Robert Weinstein moved to appoint Carol Girard-Irvin to the Conservation Commission for a three-year term expiring June 30, 2022. Susan Areson seconded, and the motion carried 4-0.

SELECT BOARD ACTION

Walsh Property Order of Taking

Town Manager Rae Ann Palmer reviewed the history of the Walsh Property. The financial source for the purchase of the property is a Bond Anticipation Note (BAN) received on June 24, 2019 as approved at the May 14, 2019 Annual Town Election. If the Town does not acquire the Walsh Property at this time, the Town will pay a penalty on the BAN proceeds because the closing needs to take place within a year from the date of the borrowing. The Conservation Trust will contribute \$500,000 to the purchase.

Town Counsel Katharine Klein said all the money from the Town and the Conservation Trust is being held in escrow by KP Law. The Town intends to move forward with the purchase although one of the brother's share of the property is in probate. She is confident that title will show his sons as heirs to his one-third interest in the property. That share of approximately \$500,000 will be held in escrow until the estate is probated in Puerto Rico and in Barnstable County. She said KP Law has protected Truro with the order of taking and the escrow

agreement, which sets forth the terms. Personal property in some of the structures still needs to be removed. If it remains after an inspection, the Town can determine the cost of removal and hold that money back until the buildings are cleared. KP Law will be sure that the Town is not left with any costs for the removal of the personal property. The closing date is scheduled for February 27, 2020.

Susan Areson moved that the Select Board vote to execute the Order of Taking for the Walsh property. Robert Weinstein seconded, and the motion carried 4-0.

Ms. Klein presented the Order of Taking, and the Select Board members signed it.

Use of Dennis Gift Funds

Janet Worthington read the explanation of the Dennis Gift Fund Account, established in 2016 as a part of a court ordered mediation with the Dennis family. The gift from the Dennis family in the amount of \$2,532,000 is to be donated over the course of 10 years. The current balance of the Dennis Gift Fund Account is \$1,032,000. The proposed amount to be used to offset debt service on the Walsh Property is \$124,550 in the Fiscal Year 2021 Budget. Chair Worthington had requested the opportunity to discuss the use of the Dennis Gift Fund at a Select Board meeting.

Ms. Worthington said that she had recommend a discussion because of the provisions set for use of the money when the Dennis Gift Fund was established. She said discussion would provide transparency about the proposed use of the funds. Ms. Worthington considers it an appropriate use of the fund but asked her colleagues for their opinions. Susan Areson clarified that the part of the fund being considered is not the fine associated with the house and agreed that it is an appropriate use of the Dennis Gift Fund. Ms. Palmer stated that the fine, determined by the number of days that the building was in violation, was received in 2019. Robert Weinstein said that he and Janet Worthington had taken part in the nine-hour mediation that resolved the case with the gift fund and the fee for the violation period. Ms. Palmer said she has met with the Dennises annually, and they have conveyed to her their sentiment that they would be proud to have the money used for the Walsh Property.

Robert Weinstein moved to utilize funds from the Dennis Gift Fund to pay the debt service on the Walsh Property acquisition in the amount of \$124,550. Susan Areson seconded, and the motion carried 4-0.

Hands-Free Use of Mobile Telephones

Police Chief Jamie Calise discussed the new driving law, House Bill, No.4203, for hands-free use of mobile phones that went into effect on February 23, 2020. He presented statistics on fatalities that involves distracted drivers in the United States. He reviewed the prohibited use when the vehicle is in a traffic lane, a bicycle lane or at a stop signal. Drivers under the age of 18 are not allowed to use mobile devices even in a hands-free mode. The exceptions to the law allow for 911 calls or other emergency calls. Chief Calise listed the cost per offense: \$100, \$250

with a mandatory distracted driver class and \$500 with an insurance surcharge. He reviewed the one touch or swipe allowed for a dashboard mounted device. There is a CB radio exemption, he said. The Chief explained that reporting for insurance purposes is like reporting speeding violations. Ms. Palmer asked about use of navigation maps, audio books and music apps. Chief Calise said that the hands-free rule did apply. Mr. Weinstein asked for more clarification of emergency situations and exemptions for emergency personnel, and Chief Calise expanded on those instances.

Zoning Bylaw Amendments

Ms. Palmer explained that this agenda item was procedural. The Select Board must refer the zoning bylaw amendments back to the Planning Board for a public hearing to be held by the Planning Board. The Select Board will have another opportunity to comment on the proposed amendments at a later date.

John Reimer, speaking as a member of the public, raised a point of order. He asked what circumstances require Select Board members to submit written recusals when they have previously addressed issues as private citizens at a public meeting. This was in reference to the Select Board meeting of January 28, 2020. Ms. Palmer discussed procedure for filing a disclosure statement if there was a perceived ethics violation. She and Janet Worthington said that members who recuse themselves from discussion abstain from voting on an issue.

Chair of the Planning Board Ann Greenbaum and Town Planner Jeffrey Ribeiro said that the Planning Board had voted to refer the zoning bylaw amendments, in accordance to Mass General Law. Ms. Greenbaum said that the Planning Board has focused on streamlining processes, making the bylaws more efficient and easier to understand, trying to eliminate confusion, and making applications easier for the Planning Board, applicants and people who might want to apply. There is more work to be done, but the amendments that are being proposed are a start, she said.

Susan Areson asked for a summary of the changes in the Auxiliary Dwelling Units (ADU) bylaw. Ms. Greenbaum said the subcommittee had prepared the amendments on criteria for parking requirements, the number of copies for applications, removing the requirement of prior approvals by other committees by having a meeting with the Town Planner first, providing sufficient information on renovations for Planning Board to make a decision, removing language on appeals, and changing references to tax exemptions. Susan Areson asked about the tax exemption for Affordable Auxiliary Dwelling Units (AADUs). Jeffery Ribeiro said that AADUs were eliminated from the zoning bylaws and now appear in the Town's general bylaws.

A public hearing on the amendments is scheduled for March 4, 2020. There will be one more meeting for further discussion after the public hearing, Ms. Greenbaum said.

Susan Areson moved to refer the proposed bylaw amendments to the Planning Board to begin the necessary public hearing process, pursuant to MGL c.40, § 5. Janet Worthington seconded, and the motion carried 4-0.

Robert Weinstein explained that he has had numerous discussions with Town Counsel and the Ethics Commission about his ability to vote on bylaws. He is permitted to participate on town-wide bylaws but excluded from those that apply to the Seashore District, where he resides. He also has filed a disclosure form with the Town Clerk.

Fiscal Year 21 Budget

Town Manager Rae Ann Palmer said that the final Town Manager Budget has been lowered by reductions in the Recreation and Beach. The total budget is \$21,006,508. She said that does not include the proposal for four firefighter/paramedics; however, there is a proposed Proposition 2 ½ override that would allow the Town to hire them by the beginning of July. The Select Board received a two-page summary and the full FY21 Budget.

Town Accountant Trudi Brazil reviewed the two-page recap of the Budget, broken down into expenditures and off-setting revenues. She said that there are additional purchases planned, one by debt and one by capital exclusion. An ambulance would be paid by debt service over a period of about five years, and a tractor trailer for the Transfer Station would be a one-time capital exclusion item. These raise the total to \$21,526,508. Other expenditures that are not presented at Town Meeting include the overlay, cherry sheet offsets, and state and county assessments. Expenditures from Free Cash transfers are budget neutral, she said, but they raise the total to \$23,194,989. Ms. Brazil explained debt payment on the Mass Water Pollution Abatement Trust grant. She discussed transactions for the OPEB trust, transfers, the Affordable Housing Trust Fund, employee benefit buyouts, local revenues such as dog licenses, shellfish permits and parking tickets, excise taxes, room tax, and short-term rentals. The special revenues include receipts received from various sources. The levy limit is \$17,877,073. Deducting spending from revenues, she noted the shortage of \$89,269 from the budget. She said that anything under a \$100,000 variance is reasonable since much of the budget is estimated. A slide depicting the breakdown of the figures was displayed and will be posted on the Town website.

Ms. Palmer explained the concern for hiring additional firefighter/paramedics. Since Provincetown, Lower Cape Ambulance and Truro are in discussion about changing the modelling of ambulance services, Truro needs to be ready for change by hiring the firefighter/paramedics. Ms. Palmer said there also are some grant options for Truro if Lower Cape Ambulance is no longer available. Robert Weinstein spoke about the importance of staffing firefighter/paramedics to serve Truro's aging population.

In response to a question from Chair Worthington about money in the Other Post-Employment Benefits (OPEB) fund, Trudi Brazil supplied the figure of available OPEB money at this time. Ms. Palmer said Select Board members and the public are welcome to come discuss in further detail the FY21 Budget with her and the Town Accountant. Susan Howe came forward to ask if

there would be a forum before Town Meeting to discuss the firefighter/paramedics. The Budget hearing scheduled for April 14, 2020 at the Pre-Town Meeting/Candidates' Night will provide an opportunity for more discussion, Ms. Palmer said.

Preliminary Warrant Article List for Annual Town Meeting

Town Manager Rae Ann Palmer reviewed the Warrant Articles for April 28, 2020 Annual Town Meeting. The deadline for submission of monetary petitioned Articles has passed, but the deadline for other petitioned Warrant Articles is February 28, 2020 at 4:00 p.m. To date, there is one petitioned Article about the nuclear power plant in Plymouth. Articles in the Warrant included: the Planning Board's zoning bylaw amendments, the Climate Action Committee's a zero carbon objective by 2050 and Standard Articles. Ms. Palmer said that the Standard Articles include the renewal of leases for the cell towers at the Transfer Station and the Public Safety Facility. The Truro Conservation Trust is requesting a piece of land on Pond Rd. There is the one-year debt exclusion for a tractor trailer truck. There is a short-term borrowing Article for the ambulance service. The Community Preservation Act Articles are expected but have not yet been submitted. Other Articles include: acceptance of Mass General Law provisions for electrical and plumbing inspectors, expansion of rental registration to condominiums, a Mylar balloon ban, a municipal single-use plastic bottle ban, new zoning bylaws for food trucks and an advisory vote on the tabulator. Ms. Palmer explained the advisory nature of the electronic tabulator vote. If Town Meeting voters decide to continue with the hand cranked voting machine, the Select Board will need to revote the method for counting ballots.

Ms. Palmer said she will be proposing an Article to change the municipal calendar dates from half days before Christmas and New Year's Eves to whole days, but she hadn't yet discussed this with the Select Board. She said it is hard to schedule the half days for union staff in Public Safety. This would increase the number of paid holidays to 14 per year. The proposal will be included in the Warrant.

Susan Howe came forward to ask about the schedule at the Transfer Station, especially around the holidays. It's very difficult when it is closed three days in a row, she said. Ms. Palmer said the Town will work out a schedule and budget for staff overtime to avoid the longer closures at the Transfer Station.

Annual Town Report Cover and Theme

Janet Worthington said the 2019 Annual Report needs a theme and a cover. The Annual Report will be dedicated to Bill Worthington and Maureen Burgess. Stephanie Rein suggested featuring Puma Park. Ms. Palmer said that young people could be the theme, but she also suggested a multi-generational approach. Disabilities Commission Chair Susan Howe spoke in favor of choosing the multi-generational theme and featuring Puma Park. She said that Puma Park is not just for children anymore. The Commission on Disabilities has a request, through repurposed Community Preservation money to be approved at Town Meeting, to purchase adult fitness stations for Puma Park. She sees the theme and park as a way for everyone to come together. Stephane Rein discussed the original intent for use of Puma Park by all generations. Susan

Howe commended Kelly Clark for securing a grant in addition to the Community Preservation's grant that helped staff, volunteers and everyone in the community come together. Stephanie Rein will help gather photographs for the Annual Report. Susan Areson said photos of other recreational offerings for all age groups should be included along with Puma Park as the centerpiece of the 2019 Town Report. Ms. Palmer mentioned a ribbon cutting ceremony still pending at Head of the Meadow Park.

Susan Areson moved to approve a multi-generational theme and use the refreshed Puma Park cover photo for the 2019 Annual Town Report. Robert Weinstein seconded, and the motion carried 4-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approval of the 2020 Seasonal Licenses: Highland Links Café, Terra Luna Restaurant, Whitman House Restaurant (Common Victualer) and Jobi Pottery (Transient Vendor)
- C. Review and Approve Select Board Minutes – February 3, 2020 Budget Task Force

Susan Areson called attention to a date which she believed to be in error for the Terra Luna Seasonal License. Ms. Palmer said there was an error in the application, but the actual license will have the corrected date.

Susan Areson moved to approve the Consent Agenda with the once correction on the Terra Luna application. Robert Weinstein seconded, and the motion carried 4-0.

SELECT BOARD REPORTS/COMMENTS

Robert Weinstein said he had attended the most recent School Committee meeting and thanked the Chair for changing the day to accommodate his schedule. He explained the distribution of the six-million-dollar figure appropriated for the School Budget, saying that the expenses fell in line with other towns. He discussed pre-school, school choice and a possible limitation for those from outside of Truro.

Mr. Weinstein's second report was from the most recent Metropolitan Planning Organization (MPO) meeting. He represents Region D from Eastham to Provincetown. Discussions concerned the Transportation Improvement Program (TIP) funds, which come in in five-year blocks, and climate change resiliency programs. MPO members discussed visible high water near the highway, but he was concerned with the unseen water that in the culverts under Rte. 6 at the Herring River, the Pamet and East Harbor. He stressed importance of keeping the culverts repaired.

Mr. Weinstein called attention to Wellfleet's plans for Rte. 6 and the need for coordination of the Department of Conservation and Recreation, the Department of Transportation (DOT) and the Town of Wellfleet for work Rte. 6 bike trail terminus and the intersection of Rte. 6 and Main

Street, a high accident area. Work there is now scheduled for 2023. The current federal administration has reduced funding for highways, which affects Truro's transit authority and plans for smaller busses to provide service to the beaches although parking areas have not been identified.

MPO had discussed the new Cape Cod Canal bridges being planned by the Army Corps of Engineers. They are moving forward with plans for two new bridges three times the width of the original bridges from the 1930s. Susan Areson noted that money for the bridges is not included in federal spending.

One last MPO item that Mr. Weinstein mentioned was the renumbering of exits on the State Highway because Massachusetts is not in compliance with federal highway regulations. He foresees problems and disruptions associated with the renumbering.

Susan Areson said the ballot box was the big topic of concern during her office hours. She recommended the Tuesday lunches at the COA. Janet Worthington said there will be a St. Patrick's Day Special. Stephanie Rein said that people don't realize it's open to all, not just older citizens. Susan Areson said that movies are going to be added to the program. She had attended a Housing Authority meeting and learned that Chair Kevin Grunwald and Ann Greenbaum are planning to offer work sessions on ADUs and other housing initiatives.

Stephanie Rein will receive some liaison assignments so that she can make future reports. She said she was amazed and gratified by the large voter turnout at the Special Election, saying it was nice to see that people cared.

Janet Worthington reported that her Select Board hours were all about "the crank," the old ballot box. She asked about finding an outdoor area for pickle ball and suggested putting that on a future agenda. Ms. Palmer said she needs to check with Jarrod Cabral and will add it to an agenda. Ms. Worthington requested updates on the DPW facility, the Cloverleaf, peer review and the zoning bylaw amendments.

Robert Weinstein said he too had heard much discussion about the hand cranked voting machine. He recommended the COA lunches and encouraged young people to attend them. Joan Martin, part-time pastor at the Christian Union Church, said she takes someone to lunch every Tuesday. She suggested a similar practice for business owners and others in the community.

TOWN MANAGER'S REPORT

Town Manager Rae Ann Palmer offered information on early voting at Town Hall. She reported that the Police Department is applying for a COPS grant for a school resource officer. She has been a part of Comcast negotiation with the five towns and Lower Cape TV to determine percentages from the fees. Truro is requesting a significant reduction in the number of homes per mile for cable installation, she said. The Town and the National Seashore Superintendent will be meeting to discuss sharks.

Ms. Palmer briefed the Select Board on meetings with the Cape & Islands Water Protection Fund. They had passed regulations for how the board operates and are now discussing distribution of the money. In order to be eligible for a share, the board specifies that towns apply through DEP, the Clean Water Trust and the State Revolving Fund. Ms. Palmer and Town Counsel do not agree with this interpretation and believe it will be difficult to get money through this route. She wanted the Select Board to be aware that Truro might want to withdraw from the Clean Water Trust after she has gone. If that happened, Ms. Palmer suggested increasing the short-term rental amount and designating that revenue for an environmental stabilization fund, thereby keeping the money in control by the Town. Short term rentals can be raised from 4% to 6 % through a Town Meeting vote. This could be done at a fall Special Town Meeting. She believes Truro is under-represented by the board of the Cape & Islands Water Protection Fund. Susan Areson said the Town should be sure that all short-term rental units are listed correctly as belonging to Truro. Janet Worthington asked if it would be easy to withdraw from the Clean Water Trust. Ms. Palmer said she would check on it. Brewster is planning to withdraw, she said. Ms. Palmer said that Town Counsel John Giorgio plans to go with her to the next Clean Water meeting.

Ms. Palmer's gave updates on the DPW facility. She said she has conference call scheduled with architect Jeff Alberti to discuss a Phase 1 Environmental study for the current location of the facility. The study would provide more information on options for the current site. Possibly a private developer would pay for the environmental clean-up of the site through EPAs Brownfields Program. There is money left in the Town's environmental fund for a study of the site. The Town needs to get all the information to make a decision about the DPW facility and is not ready to present a Warrant Article for it at the upcoming Town Meeting. Of concern are the possibility of OSHA fines or a shut down of the DPW at the present site. Snow's Field is not a viable site for a well because of pollution there, but the Town could run a line from the Provincetown water main to the site.

The salt shed is another matter of concern. Susan Areson asked about moving the salt shed now, but Ms. Palmer said there is no other place for it. The salt shed can't fit at the Transfer Station on a spot that is too close to the abutting National Seashore. The post closure agreement for the Transfer Station carries heavy restrictions on the amount of weight on the cap and vehicles that can be driven on the road to the back of the lot. The Town does not want responsibility for locating or sharing a salt shed at the already contaminated Massachusetts Highway Garage site.

The Cloverleaf Property does not yet have the peer review, Ms. Palmer said. A Fire Department test for apparatus access resulted in the elimination of one unit, a redesigned driveway and building reconfigurations. Test wells have been drilled and those results have just been received. The funding application has been submitted for tax credits. The next public hearing on the Cloverleaf is scheduled for March 12, 2020.

Finally, Ms. Palmer thanked Assistant Town Manager Kelly Clark for filling in while she spent time away with her family for the birth of her grandson and to care for her 2-year old granddaughter.

NEXT MEETING

Agenda for the next meeting includes: an interview for an Open Space Committee applicant; appointments for the Town Manager Screening Committee; the draft Warrant for Annual Town Meeting; liaison assignments for Stephanie Rein; permission for bicycle events; seasonal licenses; and an aquacultural development license.

ADJOURNMENT

Robert Weinstein moved to adjourn. Susan Areson seconded, and the motion carried 4-0.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Janet Worthington, Chair

Susan Areson

Kristen Reed, Clerk

Stephanie Rein

Robert Weinstein, Vice-chair

Public Records Material of 2/25/2020

1. Application papers for Carol Girard-Irvin for Conservation Commission appointment
2. Walsh Property BAN documents
3. Dennis Gift Fund
4. House Bill, No.4203
5. Zoning Bylaw amendments
6. Fiscal Year 2021 Budget
7. Preliminary list of Warrant Articles for Annual Town Meeting 2020
8. 2020 Seasonal Licenses: Highland Links Café, Terra Luna Restaurant, Whitman House Restaurant (Common Victualer) and Jobi Pottery (Transient Vendor)

DRAFT

**Truro Select Board Work Session
Tuesday, February 13, 2020
Truro Public Library**

Select Board Members Present: Janet Worthington, Chair; Susan Areson, Kristen Reed, Robert Weinstein

Present: Town Manager Rae Ann Palmer; Paradigm Associates Consultant Bernard Lynch; Associate Sharon Flaherty

Chair Janet Worthington called the work session to order at 3:02 p.m.

Town Manager Position and Town Profile

Rae Ann Palmer distributed draft copies of the profile. Consultant Bernard Lynch said he sought any changes to the document. Paradigm will then be ready to post the advertisement and circulate the information.

Chair Janet Worthington noticed a comment on Outer Cape Ambulance Services that didn't seem to be in the right place. Susan Areson said it might fit better in the *Finance* section with rescue services. That statement on emergency medical services was revised to read, "Truro will work with Provincetown," and the reference to Lower Cape Ambulance was removed.

Susan Areson had some punctuation edits for Paradigm Associate Sharon Flaherty, who will prepare the final profile. Ms. Areson discussed substantive matters that needed to be clarified, added or eliminated. Her additions included the number of registered voters, representation in county government, a Proposition 2 ½ override needed for firefighters, the use of private wells and "time management" as a qualification for the ideal candidate. She suggested eliminating mention of cannabis retail shops. Reference to undeveloped land needed to be eliminated, shortened or clarified, she said. She recommended using median figures instead of housing prices in the *Housing* section and changing a reference to "senior facility" to "senior recreation facility." Ms. Areson asked for clarifications on residents' perception of Truro, the emergency call box information and numbers in the *Education* section. Her suggestion for the possible addition of Wellfleet's offerings was not accepted.

Kristen Reed praised the profile that the consultants had produced. She requested that the candidates' minimum years of experience be changed from 3 to 5 years. Mr. Lynch said, and Ms. Palmer agreed, it could be changed to a minimum of 5 years.

Robert Weinstein requested some minor language changes in the candidate qualifications. He said he would prefer that housing stock not be described as "attainable." Ms. Palmer said the term *attainable* was appropriate. Mr. Weinstein said that *attainable* suggested financial implication. Kristen Reed suggested a compromise of leaving *attainable* in the introduction but

incorporating more discussion in the *Housing* section. The state housing goal of 10% will not be included in the profile, but housing need is covered. In *History*, Mr. Weinstein made corrections about the Pilgrims, ship building and the construction of Route 6. He suggested dropping the word “transparent” from the description of the municipal management leader. In the introduction to *Challenges and Opportunities*, Mr. Weinstein asked that “more” be removed from the description of Truro as a resort tourist community. The *Housing* section will state that hearings on the Cloverleaf are ongoing and will update the information that there are 39 units and 10 buildings planned. The *Finances* section needs better description of wealth, explaining how it is the state formula that determines the high property value, Mr. Weinstein said. In *Specializations*, launch regulations should be removed because those are controlled by the state, not Truro.

Ms. Flaherty said she would include Truro Treasures Weekend and the Farmer’s Market in *Specializations* section. The Select Board and consultants selected the cover photo and a replacement for a photo inside the profile. The profile will be posted tomorrow on MMA and ICA. The ad will have a hyperlink that connects to the consultant.

Mr. Lynch said the next step was to establish the selection committee. Ms. Palmer said there are already two applicants. Two Select Board members and the Chief of Police will be on the committee. The deadline for the Town Manager applicants is March 13, 2020, Mr. Lynch said. The committee appointees should be chosen by the March 11th Select Board meeting. The selection committee could then meet on March 19th in the morning. At that meeting, the committee could select 6 to 8 candidates to be interviewed. Interviews could begin late the following week or the week after, Mr. Lynch said. That would allow the candidates time to receive a one-week notice. All the interviews will be conducted in one day. Thursday, April 2, 2020 was set for the interviews, beginning at 8:30 a.m. at the Library.

Robert Weinstein moved to adjourn, and the motion carried 4-0.

The meeting was adjourned at 4:07 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Janet Worthington, Chair

Susan Areson

Kristen Reed, Clerk

Robert Weinstein, Vice-chair

Public Records Material of 2/13/2020

Draft profile of Truro for Town Manager applicants