



Truro Select Board

Tuesday, April 21, 2020

Remote Meeting-2:00pm

AMENDED

This will be a remote meeting. Citizens can view the meeting on Channel 18 in Truro and on the web on the "Truro TV Channel 18" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call in toll free at 1-866-899-4679 and enter the following access code when prompted: 323-637-821.** Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comment so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively. Citizens may also provide public comment for this meeting by emailing the Town Manager at rpalmer@truro-ma.gov with your comments.

1. PUBLIC COMMENT

A. Covid-19 Update - Staff

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

A. Notice of Vote in Executive Session on April 14, 2020

Presenter: Jan Worthington, Chair

B. Discussion of FY 2021 Budget

Presenter: Rae Ann Palmer, Town Manager & Trudi Brazil, Town Accountant

C. Discussion & Possible Vote Regarding Date of Annual Town Meeting & Scope of Town Meeting

Presenter: Rae Ann Palmer, Town Manager

D. Discussion & Possible Vote Regarding Date of Town Election

Presenter: Rae Ann Palmer, Town Manager

E. Town Manager Search Committee Discussion

Presenter: Jan Worthington, Chair

F. Discussion on Open Businesses

Presenter: Jan Worthington, Chair

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. None

B. Review and Approve Use of ABCC Transportation and Delivery Permit for Salty Market and Days Market and Deli

C. Review and Approve Select Board Minutes-March 31, 2020

7. SELECT BOARD REPORTS/COMMENTS

8. TOWN MANAGER REPORT

9. NEXT MEETING AGENDA: April 28 and May 5



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

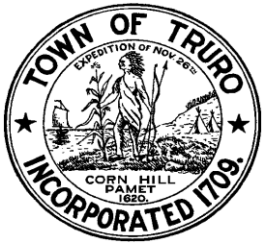
REQUESTED MEETING DATE: April 21, 2020

ITEM: Discussion of FY 2021 Budget

EXPLANATION: Due to the uncertainty related to the Corona virus pandemic, the Town Accountant, Trudi Brazil, and I have been looking at the revenues and trying to project what impact a shortened season or no season might have on the fiscal years 2021 and 2022. It looks like the Town could make it through 2021 with the budget prepared for Annual Town Meeting. We believe, however, that it would be prudent to review the budget for items that could be held or possibly cut until a revenue forecast for 2022 can be completed with some accuracy. Ms. Brazil will join us at your meeting for a discussion and to hear your thoughts.

SUGGESTED ACTION: MOTION TO

ATTACHMENTS: NONE



Agenda Item: 5C

TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

MEETING DATE: April 21, 2020

REQUESTED BY: Rae Ann Palmer, Town Manager

ITEM: Discussion of Dates for Annual Town Meeting

EXPLANATION: Annual Town Meeting, scheduled by Charter for April 28, 2020, was delayed at your March 24th meeting. Since Governor Baker extended his order for the closure of non-essential businesses and gathering of groups until May 4, 2020, the Board decided to wait to set a date. I think we should set a date for later in June, either the 16th or the 23rd, allowing time for printing of the warrant. I also think it would be appropriate to consider limiting the action at the upcoming Town Meeting to include only essential business items such as financial items and plan for a fall Town Meeting to complete the remainder of the business. If you concur, staff and I will review the warrant and make recommendations for the Board to review and vote on at your next meeting. I reached out to the Chair of the Planning Board, Anne Greenbaum, to request that the Planning Board consider what the impact would be on holding the Zoning Bylaw Amendments until fall. She will try to provide feedback for the meeting.

Other communities on the Cape are considering virtual Town Meetings or outdoor Town Meetings. We may need to consider an outdoor Town Meeting or another postponement as we get closer to the date. I think the lack of reliable and consistent internet service in Truro would make a virtual Town Meeting not accessible to all voters.

SUGGESTED ACTION: *MOTION TO set the Annual Town Meeting date to June XX, 2020.*

ATTACHMENTS:

1. None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Kelly Clark, Assistant Town Manager

REQUESTED MEETING DATE: April 21, 2020

ITEM: Discussion & Possible Vote Regarding Date of Municipal Election

EXPLANATION: At the April 7, 2020 meeting, the Board voted to postpone the Annual Town Election to a date to be determined due to the COVID-19 Public Health Emergency. The election must be held on or before June 30, 2020. Staff reviewed the calendar and recommends that the Annual Town Election be held on June 23, 2020 or June 30, 2020. The Election must be set at least 20 days prior to holding it and will need to be posted in accordance with the law.

Voter registration must remain open until 10 days prior to the Election and a registration session must be held during the following time blocks: 2:00 PM to 4:00 PM and from 7:00 PM to 8:00 PM.

Voters may opt to vote by absentee ballot or by early voting by mail if they do not wish to vote in person at the Annual Town Election. Section 4 of Chapter 45 of the Acts of 2020 specifically allows for “any person taking precaution related to COVID-19” to be eligible to vote by absentee ballot. Additionally, a new “modified” early voting by mail provision allows for voters to file a written request with the Clerk’s office to vote early by mail.

The ballot is attached for your reference.

SUGGESTED ACTION: *MOTION TO set the Annual Town Election date to June XX, 2020.*

ATTACHMENTS:

1. 2020 Annual Town Election Ballot

Annual Town Meeting – Tuesday, April 28, 2020

**ANNUAL TOWN
ELECTION**

**ANNUAL TOWN ELECTION
TUESDAY, MAY 12, 2020
TRURO COMMUNITY CENTER – 7 Standish Way, North Truro, MA 02652
7:00 AM – 8:00 PM**

Barnstable ss
To the Constable for the Town of Truro
Greetings:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town who are qualified to vote in a Town Election, to vote at Truro Community Center, 7 Standish Way, Truro, MA on Tuesday, May 12, 2020 from 7:00 am to 8:00 pm for the following Town offices and questions:

#	OFFICE	TERM
1	Selectmen	3 year
1	School Committee	3 year
1	Moderator	3 year
2	Library Trustee	3 year
1	Cemetery Commission	3 year
2	Planning Board	5 year
1	Housing Authority	5 year

QUESTION 1

Shall the Town of Truro be allowed to assess an additional one hundred seventy thousand dollars (\$170,000.00) in real estate and personal property taxes for the purpose of acquiring a heavy duty tractor truck, and for the payment of all other costs incidental and related thereto, for the fiscal year beginning July first, two thousand and twenty?

Annual Town Meeting – Tuesday, April 28, 2020

**ANNUAL TOWN
ELECTION**

Yes _____ No _____

QUESTION 2

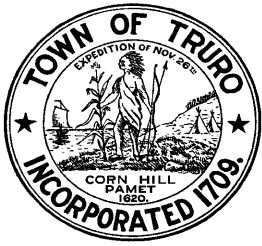
Shall the Town of Truro be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to pay costs of acquiring a Fire Department Ambulance, and for the payment of all other costs incidental and related thereto?

Yes _____ No _____

QUESTION 3

Shall the Town of Truro be allowed to assess an additional three hundred fifty-one thousand, nine hundred four dollars (\$351,904.00) in real estate and personal property taxes to supplement the operating budget for the addition of (4) full-time firefighter/paramedics to the Fire/Rescue Department's staffing, for the fiscal year beginning July first, two thousand and twenty?

Yes _____ No _____



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

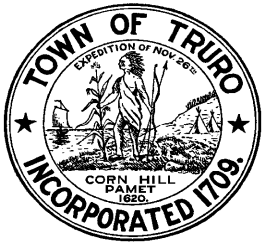
REQUESTED MEETING DATE: April 21, 2020

ITEM: Town Manager Search Committee

EXPLANATION: The Select Board requested that this topic be added to the agenda to determine the date by which the Town Manager Screening Committee be named and the for the screening process starts. Bernie Lynch of Community Paradigm recommends that the Screening Committee be named no later than early May and the screening process proceed. He suggests that the committee review applications through a virtual meeting and then schedule interviews for mid to late May. Select Board interviews of the finalists will be held until they can be in person. Mr. Lynch is available to participate in your discussion.

SUGGESTED ACTION: MOTION TO

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: April 21, 2020

ITEM: Discussion of Truro Businesses

EXPLANATION: At the April 14, 2020 meeting of the Select Board, Board members requested highlighting the businesses that are open in Truro. The following list is based on one posted by the Truro Chamber of Commerce with additional businesses and opening dates included, as well as notes about specific operations. This list is not comprehensive and as our local businesses adapt their operations, some of the information may change. It does include some businesses outside of Truro that are members of the Truro Chamber of Commerce. We encourage the public to call ahead for orders where permitted and to reach out directly to businesses for updates about their offerings. We can provide a link on our COVID-19 Information Page with the following list and any additions/ changes the Board provides.

Take Out/ Delivery/ Curbside Pickup:

Montano's—Takeout

Box LunchTruro—Takeout, delivery, curbside pickup

Savory and the Sweet Escape—Phone ahead for contact-free takeout, delivery

Pamet Valley Liquor Inc.

Cape Tip Seafood—"Shore to Door" curbside pickup and delivery

Day's Market and Deli—Grocery delivery and takeout

Fanizzi's By the Sea

Bayberry Gardens—Curbside pickup

Online Retail:

Atlantic Spice—Shipping and curbside pickup

Truro Vineyard and South Hollow Spirits—Shipping and curbside pickup

Jobi Pottery—Shipping and curbside pickup
Chequessett Chocolate
A Will o' the Wisp
Wellfleet Marine Retail Shop

Services:

Helping Our Women (HOW)
Truro Library
Truro Town Hall
Sustainable Cape
Community Development Partnership
Cape Light Compact
Outer Cape Health Services (P-Town/Wellfleet)
Cape Cod Refrigeration, Heat & A/C
F.A. Days - Days Propane
Roderick's Payroll Service
Seamen's Bank
Benson Young & Downs Ins Agency Inc.
Kaplansky Insurance
ColeWebDev
The Furies - Cleaning
Ethan Poulin Landscaping
Swain Construction
A.F. Hultin & Co., Inc
Long Point Electric
M.A Frazier Enterprises
James J.Roderick Inc.
Duarte\Downey Real Estate
Kinlin Grover Real Estate
Thomas D. Brown Real Estate
Jane Booth Kinlin Grover
Claire Carroll Properties

SUGGESTED ACTION: None required. Discussion only.



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. None

B. Review and Approve Use of ABCC Transportation and Delivery Permit for Salty Market and Days Market and Deli

C. Review and Approve Select Board Minutes-March 31, 2020



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: April 21, 2020

ITEM: Review and Approve Salty Market's and Days Market and Deli Use of their Transportation and Delivery Permits issued by the Alcoholic Beverages and Control Commission (ABCC)

EXPLANATION: Salty Market will be offering takeout and delivery when they open on May 1st. The delivery will include the delivery of their licensed alcohol products. Days Market and Deli has also received their Transportation and Delivery Permit. In accordance with MGL 138 Section 22, a Transportation and Delivery Permit allows a licensee to deliver to the customer what their license allows them to sell.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Salty Market and Days Market and Deli will not be able to offer delivery of their alcohol beverages for their customers.

SUGGESTED ACTION: **MOTION TO** *approve Salty Market's and Days Market and Deli's use of their Transportation and Delivery Permits from the Alcoholic Beverages Control Commission for home delivery of their licensed alcohol product.*

ATTACHMENTS:

1. MGL 138 Section 22
2. Transportation and Delivery Permit (Salty Market)
3. Transportation and Delivery Permit (Days Market and Deli)

MGL 138

Section 22: Transportation of alcoholic beverages; permits; fees; railroads or vessels; trucking businesses; production of permit upon demand

Section 22. Any person may, but only for his own use and that of his family and guests, transport alcoholic beverages or alcohol, without any license or permit, but not exceeding in amount, at any one time, twenty gallons of malt beverages, three gallons of any other alcoholic beverage, or one gallon of alcohol, or their measured equivalent; provided, that any person may, without any license or permit, transport from his place of residence to a new place of residence established by him alcoholic beverages manufactured by him for his own private use.

Licensees for the sale of alcoholic beverages or alcohol, as the case may be, may transport and deliver anywhere in the commonwealth alcoholic beverages or alcohol lawfully bought or sold by them, in vehicles owned or leased by them or their employees, if each vehicle used for such transportation and delivery is covered by a permit issued by the commission; provided, however, that vehicles owned or leased by holders of permits under section nineteen A may be used only for the transportation of samples or of no more than twenty-four gallons of alcoholic beverages or alcohol; provided, further, that the salesperson possesses the proper invoice and that a record of these deliveries is kept available by the wholesaler for commission inspection. The permit fee for each vehicle shall be \$150.

Any railroad or car corporation or the owner or operator of any vessel or shipping company or any common carrier by air may, if authorized by a permit issued by the commission, transport and deliver alcoholic beverages or alcohol; and the fee for such a permit covering all the cars, vessels or aircraft thereof shall be \$1,500.

Any individual, partnership or corporation regularly and lawfully conducting a general express or trucking business or regularly and lawfully engaged in the business of leasing trucks for hire, with or without drivers, may, if authorized by a permit issued by the commission, transport and deliver alcoholic beverages or alcohol. The fee for such a permit shall be \$150. No holder of such a permit shall be granted a permit under section nineteen A.

Certified copies of any permit issued under this section shall be furnished at \$50 each.

The commission may make and enforce rules and regulations governing the transportation and delivery of alcoholic beverages and alcohol under permits granted under this section.

Every person operating a vehicle when engaged in such transportation or delivery shall carry the vehicle permit or a certified copy thereof; provided, however, that no permit shall be required if during such transportation there has not been a pickup or delivery of such beverages within the commonwealth and shall, upon demand of any constable, policeman, member of the state police or any investigator of the commission produce such permit or copy for inspection; and failure to produce such permit or copy shall be prima facie evidence of unlawful transportation and shall, in the discretion of the commission, be sufficient cause for the suspension, cancellation, revocation or forfeiture of such permit.

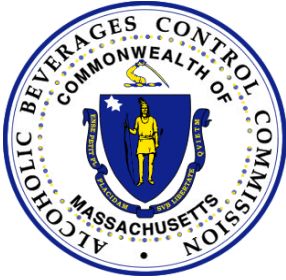
Whoever knowingly transports within the commonwealth any alcoholic beverages or alcohol except as authorized by this section shall be punished by a fine of not more than two thousand five hundred dollars or by imprisonment for not more than six months, or both.

Notwithstanding any other provision of this section, any individual, partnership, or corporation, regularly and lawfully conducting a parcel delivery service, or a general express or trucking business, or regularly and lawfully engaged in the business of leasing trucks for hire, with or without

drivers, may, if authorized by a permit issued by the commission, transport or deliver the products sold at retail by licensees under sections 19B, 19C and 19F to the ultimate consumers of such products. There shall be a fee for such permit, and persons operating a vehicle when engaged in such transportation or delivery shall be required to carry such permit or certified copy thereof. Parcels transported or delivered under this paragraph shall be clearly labeled with words that indicate that the package contains alcohol and that the signature of a person, age 21 years or older, is required for delivery. Receipts for delivery of such parcels shall contain a check box next to the recipient's signature where he shall certify that he is not under 21 years of age and a check box where the delivery person shall certify that valid identification showing that the recipient is not under 21 years of age was presented by the recipient upon delivery. Notwithstanding the foregoing, a delivery company may use an electronic device to receive the signature of a person accepting delivery of a parcel under this section and to certify that the person has displayed a valid identification as so required. No such delivery shall exceed 108 liters.

Upon application by an operator of a catering business, the commission is authorized to issue and may issue a permit, to be renewed annually, to such operator to receive alcoholic beverages or alcohol on behalf of, and transport and deliver such alcoholic beverages or alcohol to, any of such operator's customers if such receipt, transportation and delivery is in the ordinary course of such operator's business.

Any such operator of a catering business may store such alcoholic beverage or alcohol if such storage is reasonably incidental to such receipt, transportation and delivery. Said permit shall not authorize the resale of such beverages.



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

Consent Agenda Item: 6B2

TRANSPORTATION & DELIVERY PERMIT

M.G.L. c. 138, § 22

This Permit hereby authorizes the use of the following vehicle for transportation and delivery of alcoholic beverages:

Vehicle Plate Number

914wl5

Related License:

SALTY MARKET LLC

ABCC License Number: TR-LIC-008330

License Type: Transportation Permit

Approved by the Alcoholic Beverages Control Commission on April 07, 2020

Jean Lorizio, Chairman

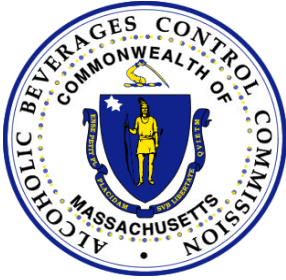
Crystal Matthews, Commissioner

License Number: **TR-LIC-008330**

Record Number: **2020-000081-TR-APP**

THIS PERMIT WILL EXPIRE DECEMBER 31, 2020 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS PERMIT SHALL BE CARRIED IN THE VEHICLE AT ALL TIMES



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

Consent Agenda Item: 6B3

TRANSPORTATION & DELIVERY PERMIT

M.G.L. c. 138, § 22

This Permit hereby authorizes the use of the following vehicle for transportation and delivery of alcoholic beverages:

Vehicle Plate Number

VT17013

Related License:

MCJLT INC.

ABCC License Number: TR-LIC-008347

License Type: Transportation Permit

Approved by the Alcoholic Beverages Control Commission on April 16, 2020

Jean Lorizio, Chairman

Crystal Matthews, Commissioner

Deborah Baglio, Commissioner

License Number: **TR-LIC-008347**

Record Number: **2020-000093-TR-APP**

THIS PERMIT WILL EXPIRE DECEMBER 31, 2020 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS PERMIT SHALL BE CARRIED IN THE VEHICLE AT ALL TIMES

DRAFT

Truro Select Board Meeting Tuesday, March 31, 2020 Virtual Meeting

Select Board Members Attending: Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Health Agent Emily Beebe

Chair Janet Worthington called the meeting to order at 3:05 p.m.

Message to the Public

Chair Worthington asked Town Manager Rae Ann Palmer if she would address the message to the public, but Ms. Palmer requested a switch in the agenda order to give the Health Agent time to join the virtual meeting. Ms. Worthington rearranged the agenda and began with a different topic.

Town Manager Search

Kristen Reed discussed moving forward with the process of appointing a Town Manager Search Committee and how to proceed under the new terms of the Covid-19 situation. Janet Worthington said business as usual is not happening. She said that the Select Board needed to discuss the Town Manager position with Rae Ann Palmer first. Given the Covid virus, everything needs to stay as is for now, she said. Interviews could be a problem for both candidates and search committee applicants. Susan Areson said that not having the opportunity to interview some search committee applicants in person, could give those who already had been interviewed by the Select Board an unfair advantage. It struck her as awkward. She did, however, agree with Kristen Reed that the Select Board should try to have a committee in place for when they could interview the Town Manager candidates in person. Ms. Palmer relayed her discussion with the consultant, Bernard Lynch of Paradigm Associates, regarding forming a screening committee, but she had not discussed the 29 applicants for the Town Manager position with him.

Robert Weinstein asked Ms. Palmer's if she would be willing to stay on for a period of time up to three months beyond her expected retirement in June. He advocated suspending whatever was going on with the applicants, providing continuity in leadership and keeping Town government stable.

Kristen Reed questioned if the search committee formation and interviewing Town Manager candidates would be considered "essential" business, which the Town has committed to provide. She also asked Rae Ann Palmer about her willingness to postpone her retirement, but not indefinitely. If the Select Board decides that's what they would like, Ms. Palmer said she would

consider an extension of her service. Kristen Reed said it was important that someone who knows the town be in place to help navigate in this difficult time. She still wondered if organizing the search committee was relevant at this time.

Susan Areson suggested a month by month extension of Rae Ann Palmer's service, not that she wouldn't favor retaining Ms. Palmer for a three-month period. Ms. Areson considered the logistics of interviewing for the screening committee to have them in place and ready for the next steps in the Town Manager selection process.

Robert Weinstein said it would be less problematic to interview the search committee using virtual meetings, but he said it was important for the community to keep the current Town Manager on, provided she is willing to do so, for her leadership and knowledge. He and the Chair will have further discussions with the Town Manager, but he asked for more input from the other members of the Board

Stephanie Rein thanked Ms. Palmer for her willingness to continue on a month by month or on a 3-month basis. She didn't think the Town Manager application process could continue at this time. She thought the search committee appointments might be completed, depending upon circumstances. She said the virtual meeting option was a way to set the members for the search committee.

Janet Worthington said the first step would be to establish a plan with Rae Ann Palmer and inform the townspeople. The Select Board could defer a decision on how to proceed with forming the search committee and determining when Town Manager candidates could participate in live interviews. Vice-chair Robert Weinstein and Chair Worthington will work out a plan with Rae Ann Palmer. They will report on this at the next meeting. Susan Areson suggested holding weekly virtual meetings. Everyone agreed that this was a good plan for the Board and the town.

Covid-19 Update

Ms. Palmer said the letter to the public about travelers coming to town had been posted on the website. She said it has valuable information and had Assistant Town Manager Kelly Clark, who had the letter immediately available, read it out loud. The message stressed the limited health resources that Truro provides and discouraged people from coming to Truro. The notice requested that those who did relocate here bring their own provisions and self-quarantine for 14 days, the guideline from the governor for people who come into Massachusetts from elsewhere. Susan Areson suggested removing "newly released" from the posting when it appears next week. Select Board members agreed the message was good for now.

Health Agent Emily Beebe reported that she has a weekly meeting with the Department of Public Health, which was running in the background as she spoke. She said Governor Baker's stay at home and social distancing advisory underscores the current plan. Everyone should be treating everyone else as if they have Covid-19. People need to act as if they have it, she said. Social

distancing, the primary goal, is defined as purposefully and deliberately distancing from other people. A part of that is respecting other people and being conscious of their desire to have space, especially at grocery stores. The messages to wash your hands – wash your hands and don't touch your face remain. There's a new symptom check list put out by the World Health Organization that allows you to log on and give your symptoms to see if you should be tested. Posted on the Town website are: Governor Baker's advisory, Truro's statement to the public, the Center for Disease Control's (CDC) travel advisory and a good phone number (508-862-5595) for people if they have fever, cough and trouble breathing, but no relationship with a doctor. The Health Board has posted all this and other needed information on the Health Department's page and the Covid-19 page on the Town of Truro's website.

Health Agent Beebe took questions from the Select Board. In response to Ms. Worthington request for advice about wearing masks, the Health Agent said they are a good reminder for social distancing, a reminder not to touch your face, but masks are not protecting you and could give a false sense of security. If you are in isolation and trying to protect the people around you, the masks are recommended for reducing what's in the atmosphere of your space. She concluded, there are pluses and minuses on wearing masks. There's nothing wrong with wearing one to the grocery store as long as you know it is not protecting you. It does send a message to other people that you are taking distancing very seriously. Susan Areson asked about people who have had the virus, recovered and became immune. She wanted to know if there is a test to determine if an asymptomatic person had had the virus and become immune. Emily Beebe said she was curious about this herself but did not have any information at this time. She will report about the antibody test when information becomes available. Kristen Reed asked about false negatives and reporting of cases. Ms. Beebe said she had little information on this. Health officials can only work with the data as it is presented. She wished she had a better answer, she said.

Robert Weinstein asked about testing strictures in Barnstable County. Here primary care physicians have to be connected to Cape Cod Hospital. He is troubled by the lack of specific information on the number of cases for each Cape town. Emily Beebe said it was a decision at the state level to have the numbers reported on a county level. Posting the information on a daily basis is being done on the Truro website, Ms. Palmer said. Emily Beebe said soon there will be two numbers to post: active cases and recovered cases. Mr. Weinstein asked about information on steps people should follow if they think they should be tested. Ms. Beebe recommended the phone number she had given, 508-862-5595, for those who do not have a relationship with a doctor. Kelly Clark said information on who can get tested and how to do so was posted on the Town website.

Rae Ann Palmer reported on Town services. COA phone calls to elders of concern and other program participants and Food Pantry work continue. Another food pickup is planned for April 12th. Library staff is posting on social media and working from home with parental meetings and reading stories to kids online. The Police are continuing business as usual. DPW is working. The Transfer Station is very busy. Ms. Palmer reminded those who need access to the

Transfer Station to go online. There have been reports of rude reactions from those without permission. People attempting to use the Transfer Station need to be respectful to staff. A new time for yard waste disposals only was set for Wednesdays from 8 to 10 a.m. It had been too hard to manage regular trash and yard waste disposal at the same time. The DPW Director had asked about keeping the 5-day schedule at the Transfer Station until the end of May. Ms. Palmer supports his recommendation, but she wanted to hear from the Select Board members.

Stephanie Rein expressed support for DPW workers at the Transfer Station. She agreed that the five days schedule was reasonable for now, and the full seven day schedule could begin June 1st. Everyone agreed with this. Robert Weinstein said people should recognize that all of our first responders should be given the recommended distancing. Janet Worthington asked about first responder buttons for identification of staff at the Transfer Station. the Chair said she would look into this. Ms. Palmer said Truro DPW has been setting out trash barrels at the beaches.

Stephanie Rein commended Suzie who is getting food out to students through the Food for Kids program at the Truro Central School.

Rae Ann Palmer said the Outer Cape Managers have started conversations with the County Health Director and will be holding more meetings. Preparations at the state and county level are being made for the potential surge in cases, a matter of concern. She said the lines of communication are good.

Fire Chief/Emergency Management Director Timothy Collins joined the meeting to report on preparations and equipment secured for Truro. His department has increased the mask supply, their Tyvek suit supply, eye shields and gloves. They are better equipped to deal with a potential increase in cases. Janet Worthington asked about transports arrangements with Lower Cape and Provincetown. He said people are hesitant to go to the hospital, so there hasn't been an increase in calls. Fire/Rescue is screening every request for services, sending one person in to assess if personal protective equipment (PPE) suits need to be donned for transporting a patient to the hospital by ambulance. They are trying to limit exposure to personnel, maximize the use of PPE equipment and reduce the risk to other people in the house, Chief Collins said.

Rae Ann Palmer discussed other arrangements for Town business. She said people are working from home. Mail, accounting, financial transactions and permitting are all being covered. She acknowledged work of Health Agent Emily Beebe, Trudi Brazil in Accounting, Susan Joseph and Molly Stevens in the Town Clerk's office, and Nicole Tudor, Noelle Scoullar and Liz Sturdy in Administration. The staff is really pulling together, she said. She thanked IT Director David Wennerberg, who had arranged the Go to Meeting technology that is being used. Kelly Clark also has helped with IT set up, Ms. Palmer said.

Susan Areson asked for information on the nine cases of Covid-19 in town, but that was not something Ms. Palmer could disclose for reasons of privacy. Ms. Palmer said she had only

received one e-mail at the start of the meeting from the Planning Board Chair, informing the Board that she had tuned in to the virtual meeting.

Kristen Reed thanked whoever had constructed the helpful website information on remote meetings, the Covid-19 information and the updates. She suggested a centralized location for the Covid-19 information on the home page. She said people have been asking about live streaming the meetings. Ms. Palmer said equipment for live streaming is on order. Once the part comes in, meetings can be streamed live at the same time they are broadcast live on TV. In the past, there was a policy that did not allow for remote participation or live streaming, but these are different times, she said. Kristen Reed asked about press releases, the privacy policy for cases and, specifically, the relationship with the press. Rae Ann Palmer said the Department of Public Health guideline is to post information on the Town website. If something is newsworthy, the Town will prepare a press release, but the Town will not be sending a daily number count of cases to the press.

Rae Ann Palmer read, via e-mail, an enthusiastic endorsement of the virtual meeting from Susan Howe, who had been watching it. The meeting wound down with an exchange of pleasantries, more thanks to staff and a decision to move the weekly meetings to 2 o'clock on Tuesdays to accommodate the Health Agent's scheduled meetings with the Department of Public Health.

Next Meeting

Select Board members agreed with Ms. Palmer that the regular meeting for April 7, 2020 should begin at 2 p.m. Agenda for that meeting includes: appointment of Liz Sturdy as registrar of voters, discussion of Town Meeting and Election postponement and dates, nomination papers, the Pamet culvert at Truro Center and MS Society annual bike ride. Nomination paper due dates do not change, Ms. Palmer said. Janet Worthington suggested inviting a doctor to a future meeting if possible. Rae Ann Palmer gave some advice for attending Provincetown's virtual meeting. Kelly Clark will provide the Select Board with the number to call.

Adjournment

Robert Weinstein moved to adjourn. Susan Areson seconded, and the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Rae Ann Palmer, Town Manager

Under the Authority of the Truro Select Board

Public Records material of 3/31/2020

e-mails from Ann Greenbaum and Susan Howe