



Truro Select Board

Tuesday, July 28, 2020

Remote Meeting-5:00pm

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: 677-821-405.** 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

- A. Interview and Approve Christopher Bellonci-Cable and Internet Advisory Committee
- B. Interview and Approve Gerald Buncher-Council on Aging Committee

4. TABLED ITEMS NONE

5. SELECT BOARD ACTION

- A. Discussion of Walsh Property Community Planning Committee (WPCPC)
Presenter: Rae Ann Palmer, Town Manager & Stacie Smith, CBI
- B. Approval of the 1/12th Budget
Presenter: Trudi Brazil, Town Accountant
- C. Future Dates for Payomet Theater
Presenter: Kevin Rice, Executive Artistic Director of Payomet Performing Arts Center
- D. Year-Round Conversion of Sea Haven Condominiums (510 Shore Road)
Presenter: Emily Beebe, Conservation and Health Agent
- E. Update on Cable and License Renewal Negotiations
Presenter: Rae Ann Palmer, Town Manager

6. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. *Reappointment of Linda Noons-Rose to the Conservation Commission*
 - 2. *Reappointment of Darrell Shedd to the Zoning Board of Appeals*
 - 3. *Reappointment of Susan Roderick to the Bike and Walkways Committee*
 - 4. *Reappointment of Claudia Tuckey to the Council on Aging Board*
 - 5. *Reappointment of Mark Farber to the Energy Committee*
 - 6. *Reappointment of Richard Wood to the Human Services Committee*
 - 7. *Reappointment of Sallie Tighe to the Human Services Committee*
 - 8. *Reappointment of Robert Higgins-Steele to the Energy Committee*
- B. Review and Approve Appointment of Interim Town Clerk, Interim Tax Collector, and *Interim Treasurer*

C. Review and Approve Select Board Minutes: June 23, 2020 Reopening Task Force, June 23, 2020 and July 7, 2020 Special and Reopening Task Force, and July 14, 2020

7. **SELECT BOARD REPORTS/COMMENTS**
8. **TOWN MANAGER REPORT**
9. **NEXT MEETING AGENDA: August 11th**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Application to Serve-Cable and Internet Advisory Committee

EXPLANATION: Christopher Bellonci has submitted an application to serve on the Cable and Internet Advisory Committee.

SUGGESTED ACTION: ***MOTION TO** appoint Christopher Bellonci to the Cable and Internet Advisory Committee as a full member with a term set to expire on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve: Christopher Bellonci



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: Christopher Bellorci HOME TELEPHONE: [REDACTED]
 ADDRESS: 186 Old County Road WORK PHONE : [REDACTED]
 MAILING ADDRESS: P.O. Box 457, Truro E-MAIL: [REDACTED]
02666
 FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

Cable & Internet Advisory Committee

SPECIAL QUALIFICATIONS OR INTEREST: I, like many in Truro, am unable to get Comcast (they quoted me \$140,000 to bring cable to our home) which impacts my ability to work here and participate in local town governance during a pandemic.

COMMENTS: _____

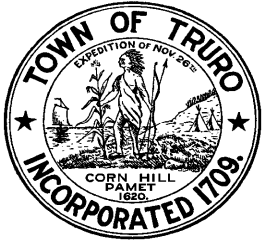
RCVD 2020MAY17 AM 10:00
ADMINISTRATIVE OFFICE
TOWN OF TRURO

SIGNATURE: Chr Be DATE: 5/13/20

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: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Application to Serve-Council on Aging Committee

EXPLANATION: Gerald Buncher has applied to serve on the Council on Aging Committee.

SUGGESTED ACTION: ***MOTION TO** appoint Gerald Buncher to the Council on Aging as a full member with a term set to expire on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve: Gerald Buncher



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

Gerald Buncher
 NAME: _____ HOME TELEPHONE: _____
 3 Pine Ridge Road same as home
 ADDRESS: _____ WORK PHONE: _____
 P.O. Box 302
 MAILING ADDRESS: _____ E-MAIL: _____
 N/A
 FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____
 Council on Aging/ _____

MSW in Social Work, worked in the Jewish Communal Field

SPECIAL QUALIFICATIONS OR INTEREST: _____
for over 30 years. The last half in which I was an Executive Director, for three separate Agencies.

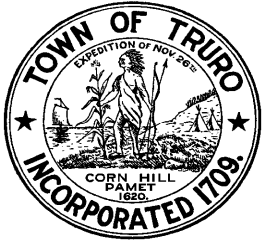
Developed budgets in the range of 3 to 7 million dollars, and was lead Professional Staff in the Campaign to build a 25 million dollar Campus in Orange County CA

COMMENTS: _____
I supervised staff in Senior Adult/Older Adult/Adult Departments. Supervised the staff of Special Needs Services ranging in ages of Pre-School to Adult Age. Worked in conjunction with State and Federal Funding Partners as well as the United Way. Co-ordinated and ran the Senior Olympics programs while working in Houston and Orange County CA. My husband and I moved to North Truro in May of 2020, and I would enjoy becoming an integral part of my town!

SIGNATURE: Gerald Buncher DATE: 6/16/2020

COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)
RCVD 2020 JUN 22 04:37
ADMINISTRATIVE OFFICE
TOWN OF TRURO

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: July 28, 2020

ITEM: Discussion of Walsh Property Community Planning Committee (WPCPC)

EXPLANATION: Stacie Smith of the Consensus Building Institute completed her review of the applications to serve on the Walsh Property Community Planning Committee as requested by the Board. She will present an overview of the applications to the Board and will provide options for next steps in the process.

FINANCIAL SOURCE (IF APPLICABLE): N/A

SUGGESTED ACTION: *MOTION TO...*

ATTACHMENTS:

- 1.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 28, 2020

ITEM: Approval of August One-Twelfth Budget

EXPLANATION: As noted in June, due to the COVID-19 Public Health Emergency, we implemented the alternative budget process approved by the Commonwealth. This process requires the development of a minimum one twelfth budget, approval of the budget by the Select Board and approval by the Department of Revenue. Attached for your review and approval is a one-twelfth budget for August.

SUGGESTED ACTION: *MOTION TO approve the August 2020 One Twelfth Budget and to authorize the Town Manager to forward the budget to the Department of Revenue for approval.*

ATTACHMENTS:

1. FY 2021 Spending Plan

22,483,347.39

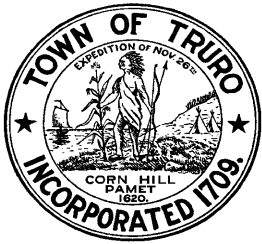
<u>Proposed Monthly Budget w/o approved FY 2021 Budget:</u>		<u>August</u>	<u>August Notes:</u>	<u>Additional / Reduced Amounts:</u>
FY 2020 Budget By Department:				
Transfers to Other Funds				
General Government	2,895,186.00		389,217.02	
Moderator	295.00		25.00 1/12	
Select Board	101,566.00		8,464.00 1/12	
Manager	573,997.00		62,833.00 1/12+ Contractual Requirements due in August	15,000.00
Finance & Advisory Committee	1,000.00		218.00 1/12 + Annual Dues	135.00
Reserve Fund	94,000.00		86,167.00 11/12 (Balance of FY proposed budget)	78,334.00
CIP: Operating Capital Account	450,500.00		37,542.00 1/12	
Accounting	173,161.00		14,430.00 1/12	
Assessing	196,813.00		36,301.00 1/12 +19,900 Consultant Services Annual Fee	19,900.00
Clerk/Treasurer/Collector	288,001.00		24,000.00 1/12	
Legal Counsel	175,000.00		24,583.00 1/12 + \$10K for Planning Department Assistance	10,000.00
Vaca/Sick Leave Contingency Acct	15,000.00		1,250.00 1/12	
Pending Salary/Wage Adjustments/Employee Benefit buy-out	110,000.00		9,167.00 1/12	
COLA	5,000.00		0.00 N/A In July, August or September	(416.67)
IT	318,651.00		51,554.00 1/12 + Annual Maint Contracts/renewals	25,000.00
Elections/Board of Registrars	13,480.00		1,123.00 1/12	
Cable TV & Internet Advisory Committee	130,000.00		10,833.00 1/12	
Planning Department	5,660.00		472.00 1/12	
Zoning Board of Appeals	5,320.00		443.00 1/12	
Town Hall Operations	66,950.00		5,579.00 1/12	
Annual Town Report/Town Meeting Warrant	9,000.00		750.00 1/12	
Allocated Energy Account	148,500.00		12,375.00 1/12	
Municipal Postage	13,292.00		1,108.00 1/12	
Public Safety	3,790,411.00		380,722.00	
Police Department	2,170,897.00		210,908.00 1/12 + Contractual obligations, lease fees	30,000.00
Parking Magistrate	6,504.00		542.00 1/12	
Fire Department	983,383.00		116,949.00 1/12 + Summer Beach/ EMT staffing	35,000.00
Lower Cape Ambulance Assoc Assessment	429,594.00		35,800.00 1/12	
Cape & Islands EMS System	1,750.00		0.00 21 Assessment paid in July	(145.83)
Building & Inspections Department	189,533.00		15,794.00 1/12	
Truro Emergency Mgt Agency (TEMA)	8,750.00		729.00 1/12	
Education	6,225,865.00		562,123.99	
Truro Central School & Gr 7 - 12	6,098,297.00		508,191.00 1/12	
Cape Cod Reg'l Tech High School Assessmnt	127,568.00		53,933.00 1/12 + balance of Assessment due in July	43,302.00
Public Works	1,654,730.00		184,770.01	
DPW	702,175.00		88,515.00 1/12 + Seasonal Portable toilets (rental, cleaning)	30,000.00
Snow Removal	25,000.00		2,083.00 1/12	
Municipal Street Lighting	200.00		17.00 1/12	
Transfer Station/Disposal Area Operations	456,151.00		50,013.00 1/12 + increase in disposal fees	12,000.00
Public Building Maintenance	436,904.00		41,409.00 1/12 + 5K PBM Condensor repair	5,000.00
Town Cemeteries	30,300.00		2,525.00 July mowings: 4th holiday	
Soldiers & Sailors Lots	2,500.00		208.00 July mowings: 4th holiday	
Cape Cod Greenhead Fly Control District	1,500.00		0.00 Assessment paid in July	(125.00)
Human Services	616,646.00		51,388.00	
Human Service Committee	46,200.00		3,850.00 1/12	
Health & Conservation Department	225,270.00		18,773.00 1/12	

Water Resources Oversight Committee	7,300.00		608.00	1/12	
Senior/Community Services (COA)	305,903.00		25,492.00	1/12	
Veterans' Services	31,773.00		2,648.00	1/12	
Disabilities Committee	200.00		17.00	1/12	
Culture and Recreation	1,133,863.00		141,926.99		
Truro Public Library	422,586.00		35,216.00	1/12	
Truro Recreation Program	272,112.00		22,676.00	1/12	
Bike & Walkways Committee	2,000.00		167.00	1/12	
Truro Beach Program	203,630.00		64,406.00	1/12+ 47,437 wages, supplies & services for Aug	47,437.00
Pamet Harbor Commission	325.00		27.00	1/12	
Harbor and Shellfish Operations	138,635.00		11,553.00	1/12	
Pamet Harbor Dredging Program	94,400.00		7,867.00	1/12	
Truro Historical Commission	175.00		15.00	1/12	
Debt	615,868.00		51,323.00		
Principal on LT Debt (General Fund)	470,000.00		39,167.00	1/12	
Interest on LT Debt (General Fund)	79,525.00		6,627.00	1/12	
Short term borrowing interest	66,343.00		5,529.00	1/12	
State Assessments	667,666.00		55,639.00		
	667,666.00		55,639.00	1/12	
Employee Benefits - Town Share	2,920,056.00		161,132.00		
County Retirement Assessment	1,166,488.00		0.00	Assessment paid in July	(97,207.33)
Workers Compenstaion	78,500.00		6,542.00	1/12	
Unemployment Insurance	73,500.00		6,125.00	1/12	
Group Health Insurance	1,463,925.00		136,994.00	1/12 + Known premium increases	15,000.25
Group Life Insurance	2,071.00		173.00	1/12	
FICA/Medicare	135,572.00		11,298.00	1/12	
Insurance			51,606.00		
Municipal Liability Insurances	235,500.00	235,500.00	51,606.00	Total Premiums due in August	31,985.00
Totals: Operating Budget:	20,755,791.00	20,755,791.00	2,029,847.99	= August Spending plan	300,198.74
CPA	635,672.00				
MWPAT	10,400.00				
Budgeted Transfers to other Funds (OPEB)	400,000.00				
'19 Budget Amendments on '20 Recap	461,081.43				
CS Offsets on '20 Recap	116,190.00				
Provision for Abates & Exempts on '20 Recap	104,212.96				
Total Amount To Be Raised on FY 2020 ReCap (Item Ia.)	22,483,347.39				
Municipal Expenditures:	1,423,882.00				
School Expenditures	605,965.99				
Enterprise Funds	0.00				
August FY 2021 requested amount	2,029,847.99	-	1,729,649.25		300,198.74

9.03% of Total amount to be raised from
FY 2020 Tax Rate Recap

Minimum
requirement

Request in
excess of
minimum



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Licensing Department

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Approval of remaining Drive-In Events for Payomet Performing Arts

EXPLANATION: With the opening of Phase III, Kevin Rice, Executive Artistic Director of Payomet Performing Arts Center provided a plan to the Select Board at the July 7th meeting to host drive-in performances. The Board approved two dates (July 18th and July 22nd) for drive-in events limited to 100 individuals as permitted by the Massachusetts Reopening Safety Standards. Mr. Rice is requesting that the Board now consider the remaining dates for approval on Payomet's entertainment license. Health Agent Emily Beebe reported that the event on July 18, 2020 was well organized, rules were followed and there was plenty of space to allow for social distancing.

MGL Chapter 140 § 181 provides local authority to license performance events. Payomet Performing Arts has submitted an Entertainment License application for their 2020 Season, with an attached updated list of event dates (Weekdays and Sundays) and a Commonwealth of Massachusetts License for Public Entertainment on Sunday-Sunday dates of July 26, and August 2, 9, 16, 23, 30 and September 6, 13, 20, 27, October 4, 11, 18 and 25. The Entertainment application has been reviewed and approved by the Chief of Police.

In addition, Payomet is applying for a MassDevelopment Grant for funds to assist with the cost of the stage and infrastructure improvements that allow for use of the ball field and requests that the Board provide a letter of support to include with the application. These improvements include further marking of the ball field, porta potties and washstands, and a canopy to protect the performers, as these are all daytime events this year.

There is a sample letter of support for the Board's review.

IMPACT IF NOT APPROVED: Performances will not continue for Payomet Performing Arts Center at 29 Old Dewline Rd (Highland Center) in Truro.

SUGGESTED ACTION: *MOTION TO approve the drive-in Entertainment License for Payomet Performing Arts Charitable Trust for the 2020 Season and the Commonwealth of Massachusetts License for Public Entertainment on Sunday and to Authorize the Chair to electronically sign the application and the Board to electronically sign the licenses.*

AND

MOTION TO approve the Letter of Support for Payomet Drive-In for the Massachusetts Development Grant and to authorize the Chair to sign.

ATTACHMENTS:

1. 2020 Entertainment Application, Sunday State Entertainment Application and list of event dates.
2. Letter of Support for Payomet Drive-In to the Massachusetts Development Grant
3. MA Safety Standards: Theaters and Performance Events



TOWN OF TRURO
Licensing Department
PO Box 2030, Truro, MA 02666
 PH: 508-349-7004, Ext. 110 or 124 Fax: 508-349-5505
 Email: ntudor@truro-ma.gov or nscoullar@truro-ma.gov

RCUD 2020JUN29 PM4:32
 ADMINISTRATIVE OFFICE
 TOWN OF TRURO

Application for an Entertainment License

Weekday Saturday *Sunday

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

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

BUSINESS/ORGANIZATION INFORMATION

Kevin Rice / Payomet Performing Arts Center

Name of Applicant: PO Box 1202 Truro MA 02666 Business/Organization Name:

Mailing Address of Business/Organization

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

Kevin Rice / 508-349-2929 / info@payomet.org

Contact Person: Phone Number: Email:

INDIVIDUAL APPLICANT INFORMATION

Individual's Name: Mailing Address:

Phone Number: Email Address:

EVENT INFORMATION

See Attached. Music and Theatrical Entertainment

Day (s)/Date (s) of Event for License to be issued: Purpose of Event (example: fundraiser):

Hours of Event (from - to) 3pm - 7pm

29 Old Dewline Road (ballfield)

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

Location (Must provide facility name, if any, street number and name)
 Highlands Center @ Cape Cod National Seashore

Property Owner Name and Address: Phone number:

Seating Capacity: 90 cars / 360 people Occupancy Number: 90 cars / 360 people

n/a Approximate number of people attending 100-300

Name of Caterer (if applicable)

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

Will an admission fee be collected? Yes No

Will there be a One Day Alcohol License Yes No

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

Will there be Police Traffic Control? Yes No

ENTERTAINMENT INFORMATION

Type of Entertainment: Please check the appropriate boxes.

Dancing: By Patron By Entertainers No Dancing

Music: Recorded Juke Box Live No Music

Number of Musicians & Instruments (Type) _____

Amplified System: Yes No

Shows: Theater Movies Floor Show Light Show
 No Show

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

Applicant's Signature

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

Kevin Rice

6/29/20

Signature

Date

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

Office Use Only

Fee \$50.00

APPROVAL

License No. 2020-ENT

Seasonal-01 and

2020-ENT SUN01

Select Board _____

Meeting Date _____

Police Department _____

Date 6/30/2020

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

THE COMMONWEALTH OF MASSACHUSETTS



State Fee, \$ 5.00 per event

Town **OF** Truro

Municipal Fee, \$ **Fee: \$50.00** per date

Non-Profit Rate:

50% off first date-\$25.00

75% off remaining dates-\$12.50 **PUBLIC ENTERTAINMENT ON SUNDAY**

LICENSE

For

The Name of the Establishment is Payomet Performing Arts Center in or on the property at No.

29 Old Dewline Road, Truro MA 02666 (address)

The Licensee or Authorized representative, Kevin Rice in

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

DATE	TIME	Proposed dancing or game, sport, fair, exposition, play, entertainment or public diversion
see attachment		Music and Theatrical Entertainment

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

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

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

Do not write in this box

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

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

Payomet Summer 2020 Season:

Please note that we have listed all dates between July 30 and September 4, plus weekends in September and October. We do not anticipate having programming on all of these days, but as we are not able to book events until we know that the drive-in concept is approved, we want to be able to book on any of these dates. We expect to present about 4 days per week, with 2 events per day, taking place during daylight hours only (ex. at 3pm and 6pm). These events will include music concerts, circus performances, and humanities events.

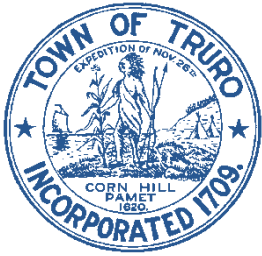
WEEKDAYS/SATURDAYS:

Thursday, July 30
Friday, July 31
Saturday, August 1
Monday, August 3
Tuesday, August 4
Wednesday, August 5
Thursday, August 6
Friday, August 7
Saturday, August 8
Monday, August 10
Tuesday, August 11
Wednesday, August 12
Thursday, August 13
Friday, August 14
Saturday, August 15
Monday, August 17
Tuesday, August 18
Wednesday, August 19
Thursday, August 20
Friday, August 21
Saturday, August 22
Monday, August 24
Tuesday, August 25
Wednesday, August 26
Thursday, August 27
Friday, August 28
Saturday, August 29
Monday, August 31
Tuesday, September 1
Wednesday, September 2
Thursday, September 3
Friday, September 4
Saturday, September 5

Saturday, September 12
Saturday, September 19
Saturday, September 26
Saturday, October 3
Saturday, October 10
Saturday, October 17
Saturday, October 24
Saturday, October 31

SUNDAYS:

Sunday, July 19
Sunday, July 26
Sunday, August 2
Sunday, August 9
Sunday, August 16
Sunday, August 23
Sunday, August 30
Sunday, September 6
Sunday, September 13
Sunday, September 20
Sunday, September 27
Sunday, October 4
Sunday, October 11
Sunday, October 18
Sunday, October 25



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Select Board

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

July 28, 2020

Amanda Gregoire
Program Manager
MassDevelopment
99 High Street
Boston, MA 02110

Dear Amanda Gregoire and Mass Development Staff,

The Town of Truro Select Board is sending this letter in support of Payomet Performing Art Center's application for a Mass Development grant to assist in funding the second and final phase of construction of their drive-in stage. Completion of that stage and bandshell, as well as other infrastructural improvements will allow them to continue to offer public programming in a safe manner during the Coronavirus pandemic.

The drive-in format with its built-in social distancing is a proven model for these times and Payomet's construction of this stage and bandshell --together with the additional public safety measures they are implementing-- means that they will be able to bring important and needed live cultural programming to the Outer Cape. This exciting "drive-in" approach to presenting music, circus and humanities fits squarely inside the state's guidelines. The public benefits to the economy, health and welfare of residents of the outer Cape are and will be enormous.

For those reasons, we wholeheartedly support Payomet's improvements to its physical infrastructure and to the cultural landscape of the Outer Cape.

Respectfully Submitted,

Robert Weinstein
Chair, Truro Select Board

THEATERS AND PERFORMANCE VENUES

MA Safety Standards



In Step 1 of Phase 3, only outdoor Theater and Performance Venues and indoor movie theaters may reopen. Drive-in movie theaters may continue to operate under guidance issued for Drive-In Movie Theaters. Other indoor Theater and Performance Venues must remain closed until authorized to open under a subsequent order.

Large capacity event venues must continue to remain closed until Phase IV. This includes venues used for group or spectator sports, entertainment, business, and cultural events including:

- Stadiums, arenas, and ballparks
- Exhibition and convention halls

MANDATORY SAFETY STANDARDS



SOCIAL DISTANCING

Indoor movie theaters must monitor customer entries and exits and limit occupancy at all times to:

- 40% of each individual theater or screening room's maximum permitted occupancy as documented in its occupancy permit on record with the municipal building department or other municipal record holder, and never more than 25 persons in a single enclosed, indoor space
- Venues for which no permitted occupancy limitation is on record may allow 8 persons per 1,000 square feet of accessible space, and never more than 25 persons in a single enclosed, indoor space

Each outdoor venue must monitor customer entries and exits and limit occupancy at all times to 25% of the venue's maximum permitted occupancy as documented in its occupancy permit on record with the municipal building department or other municipal record holder, **but in no event may the venue admit or host more than 100 persons**

All occupant counts and calculations for indoor and outdoor venues must include customers, workers, and any other persons present

Post clearly visible signage regarding the need to maintain 6 feet of social distancing and not to enter a room until that distancing can be maintained

Venues must put markers outside of the building to ensure 6 feet of distance for customers who are waiting outside to enter

Ensure separation of 6 feet or more between individuals where possible:

- Close or reconfigure worker common spaces and high density areas where workers are likely to congregate (e.g., break rooms, eating areas, backstage areas) to allow social distancing
- Physical partitions must separate workstations that cannot be spaced out (partitions must be at least 6 feet in height)
- Install physical barriers for ticket stations where possible, otherwise maintain 6 feet distance where not possible
- Install visual social distancing markers to encourage customers to remain 6 feet apart (e.g., lines for equipment if applicable, checkout lines, lines to use the restroom)

Establish directional pathways to manage visitor flow for foot traffic, to minimize contact (e.g., one-way entrance and exit to shows, one-way pathways). Post clearly visible signage regarding these policies

Reconfigure seating areas to ensure 6 feet distancing between customers not in the same group

- Distance shall be measured from the closest boundary of one customer recreation or seating area to the closest boundary of another customer recreation or seating area
- This may require blocking every other row of seats and staggered seating within rows

Limit group sizes to no more than 10 people for groups attending together

Stagger lunch and break times for workers, regulating max number of people in one place and ensuring at least 6 feet of physical distancing

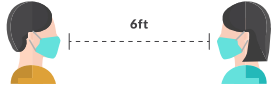
Require face coverings for all workers and customers, except where unsafe due to medical condition or disability

Special protocols should be followed for close contact between live performers:

- Encourage performers to wear face coverings during performances if possible
- Performers should remain at least 6 feet apart. Any activity requiring performers to be closer than 6 feet must be as brief as possible
- Activities that require prolonged direct contact (e.g. intimate scenes, fight scenes) are discouraged
- Prohibit direct interaction between performers and audience before, during, or after performances (including backstage and post-performance meet and greets)



MANDATORY SAFETY STANDARDS



SOCIAL DISTANCING

For outdoor live performances, singing and the playing of brass and wind instruments is discouraged. For performances involving singing or brass or wind instruments, special distancing should be followed:

- At least 10 feet between performers
- At least 25 feet between performers and first row of the audience

All commonly touched physical materials must be discarded or sanitized between use

Any self-serve racks or containers for these materials should be removed, and instead all materials must be handed out individually by workers

Recommended Best Practices

Venues are encouraged to offer exclusive hours or other accommodations for those in high-risk populations as defined by the CDC

Contactless payment methods and / or digital ticketing are encouraged

Encourage the use of electronic versions or no-touch displays in place of commonly touched physical materials (such as menus and playbills) where possible



HYGIENE PROTOCOLS

Disinfect shared equipment before use by another worker

Ensure access to handwashing facilities on site, including soap and running water, wherever possible and encourage frequent handwashing; alcohol-based hand sanitizers with at least 60% alcohol may be used as an alternative

Supply workers at workplace location with adequate cleaning products (e.g., sanitizer, disinfecting wipes)

Alcohol-based hand sanitizers with at least 60% alcohol should be made available at entrances, exits and throughout floor areas for workers, performers, and customers

Avoid sharing equipment and supplies between workers including performers

Post visible signage throughout the site to remind customers and workers of hygiene and safety protocols

Prohibit any mutual touching of customer or worker equipment without sanitation between uses

Audience members should wear face coverings while seated during the performance unless unsafe due to disability or medical condition



STAFFING & OPERATIONS

Provide training to workers on up-to-date safety information and precautions including hygiene and other measures aimed at reducing disease transmission, including:

- Social distancing, hand-washing, proper use of face coverings
- Self-screening at home, including temperature and symptom checks
- Importance of not coming to work if ill
- When to seek medical attention if symptoms become severe
- Which underlying health conditions may make individuals more susceptible to contracting and suffering from a severe case of the virus

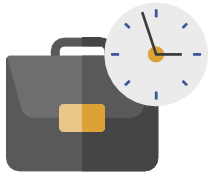
Venues must screen workers at each shift by ensuring the following:

- Worker is not experiencing any symptoms such as fever (100.0 and above) or chills, cough, shortness of breath, sore throat, fatigue, headache, muscle/body aches, runny nose/congestion, new loss of taste or smell, or nausea, vomiting or diarrhea
- Worker has not had "close contact" with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic
- Worker has not been asked to self-isolate or quarantine by their doctor or a local public health official
- Workers who fail to meet the above criteria must be sent home

Adjust workplace hours and shifts (leverage working teams with different schedules or staggered arrival / departure) to minimize contact across workers and reduce congestion at entry point



MANDATORY SAFETY STANDARDS



STAFFING & OPERATIONS

Venues should maintain operating hours that allow for on-going off-hour sanitation and cleaning

Limit visitors and service providers on site; shipping and deliveries should be completed in designated areas

Maintain a log of workers and visitors to support potential contact tracing (name, date, time, contact information)

Workers may not appear for work if feeling ill

If the employer is notified of a positive case at the workplace, the employer shall notify the local Board of Health (LBOH) in the city or town where the workplace is located and assist the LBOH as reasonably requested to advise likely contacts to isolate and self-quarantine. Testing of other workers may be recommended consistent with guidance and / or at the request of the LBOH

Post notice to workers and customers of important health information and relevant safety measures as outlined in the Commonwealth's [Mandatory Safety Standards for Workplace](#)

Stagger event times (such as theater showings) to avoid congregation of customers in different groups and to allow for thorough cleaning of the activity space (e.g., seating areas or tables) before new customers arrive

Workers should facilitate organized entrance and exit between events where audiences are arranged in rows or other large groups to prevent unnecessary congregation of customers

Facilities should develop a seating plan for which customers can reserve spots ahead of time and which is adjustable to the size of the booking party allowing couples and small groups to sit together while maintaining at least 6 feet of distance from other individuals/groups

Instruct customers to limit seating groups only to related or associated members of same party

Additional on-site amenities and services may only open and operate when those amenities or services would otherwise be authorized to operate under the Commonwealth's Phased Reopening Plan and then must adhere to all sector-specific safety protocols, available on the [Reopening Plan website](#), applicable to the amenity or service. Examples include:

- Restaurants/food service: Must follow the latest restaurant guidelines
- Gift shops: Must follow the latest retail guidelines
- Performer hair and makeup: Must follow the latest close contact business guidance

In Step 1, food service is only permitted at outdoor venues

Reconfigure lobbies to discourage congregation of customers before, during, or after shows

Recommended Best Practices

Limit worker movement to discrete work zones to minimize overlap where possible

Workers who are particularly vulnerable to COVID-19 according to the Centers for Disease Control (e.g., due to age or underlying conditions) are encouraged to stay home

Workers are strongly encouraged to self-identify symptoms or any close contact to a known or suspected COVID-19 case to the employer

Encourage workers who test positive for COVID-19, to disclose to the employer of the office for purposes of cleaning / disinfecting and contact tracing

Encourage advanced reservations and digital ticketing where possible

Intermissions should be avoided in order to limit time of performance and to prevent congregating and close contact with others



CLEANING & DISINFECTING

Conduct frequent cleaning and disinfection of site (at least daily and more frequently if feasible)

Keep cleaning logs that include date, time, and scope of cleaning

Conduct frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, bathrooms, seats, ticket counters, staff break rooms)

In event of a positive case, shut down site for a deep cleaning and disinfecting of the workplace in accordance with current CDC guidance

Disinfect seating areas and any other mutually-touched objects immediately after each use. At no point should customers come in contact with objects that others have touched without first being disinfected according to CDC guidelines

Recommended Best Practices

Open windows and doors to increase air flow where possible



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Health Department

REQUESTOR: Emily Beebe, Health and Conservation Agent

REQUESTED MEETING DATE: July 28, 2020

ITEM: Seahaven Condominium, Year-Round Conversion

EXPLANATION: Seahaven Condominium located at 510 Shore Road, Units A, B & C, is requesting conversion from seasonal to year-round use per [§40.3 Conversion of Cottage or Cabin Colony, Motor Court, Motel or Hotel](#). The amended Zoning By-Law allows existing condominium to convert to year-round use if the condominiums meet building, health and safety codes. Seahaven Condominium approved the conversion and amended their documents accordingly. The process then requires the vote of the Select Board to approve removing the seasonal covenant. All units completed the year-round conversion process in July of 2020. A release of the seasonal covenant is required to allow for the year-round use of Units A, B & C.

FINANCIAL SOURCE (IF APPLICABLE):

IMPACT IF NOT APPROVED: Seahaven Condominium will not have year-round use of the units.

SUGGESTED ACTION: *Motion to approve the year-round use and removal of the seasonal covenant for Seahaven Condominium located at 510 Shore Road.*

ATTACHMENTS:

1. Step 1 Application & Vote
2. Step 2 Application & Vote
3. Declaration of Covenant
4. Amendment to Master Deed
5. Release from Declaration of Covenant

Note: *the amendment to the Master Deed will be recorded simultaneously with the Release from Declaration of Covenant.*

PAID
320
\$400

Step 1- Pre Application Condominium Conversion Application



TOWN OF TRURO

Date: 08/27/19
Establishment Name: SEA HAVEN
Property Address: 510 SHORE ROAD, UNITS A, B, & C
Mailing Address: P.O. BOX 1083, N. TRURO 02652 until 11/01/19
P.O. BOX 272, N. TRURO 02652 after 11/01/19
Designated representatives: NANCI YURONIS
Telephone: [REDACTED]
Email: [REDACTED]

24 Town Hall Road
PO Box 2030
Truro, MA 02666
508-349-7004

Tel (508)-349-7004
Fax (508)-349-5508

RUSSELL BRAUN

BUILDING DEPARTMENT
TOWN OF TRURO

AUG 27 2019

RECEIVED BY:

Property Compliance Checklist- preliminary file research

Health

- Current Title V inspection report + *Pumps*
- 105 CMR 410 - Minimum Standards for Human Habitation - general compliance

Conservation

- If any required site work is in a resource area or buffer zone make proper filings with Truro Conservation Commission
- If any dwelling units are in a flood hazard zone provide elevation certificates

Site and Utilities

- Water - If on town water provide sign-off from Provincetown Water Department regarding suitability of on-site distribution system for year-round use.
- Gas - Individually metered units if source is common tank *(CONDO ASSOC)*
- Electric - units are individually metered

Building (based on 780 CMR - 9th edition)

- Egress, light and ventilation - compliant with R102.6.4
- Bedroom and basement emergency escape and rescue openings - compliant with R310
- Energy - compliant with Ch. 11 and 2015 IECC 505 w/ appendix AA (stretch code)
- Fire protection - compliant with R313 and R314. For multifamily units (3 or more per building) compliance with 2015 IBC, Ch. 9, with MA amendments

Notes

Inspection March 4, 2019

3 cottages, 6 BR

2004 Partial

No open orders of conditions Fall 2016

SE # 75-560

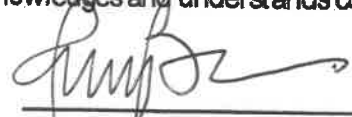
needs recording - all set

Seasonal Shutdown on 11/9/19

- Fire separation assemblies – for single and two unit dwellings compliant with F302 and for multiunit buildings compliant with Ch. 7
- Laundry connection per 248 CMR 10.10(o), properly connected to septic system
- Install 1.6 gallons/flush toilets
- For all gas-fired appliances install code-compliant vents
- Upgrade wall and above-counter electric outlets
- For new circuits install arc-fault circuit breakers
- All kitchen appliances on individual circuits

Step 2 site visit notes

Applicant acknowledges and understands content of checklist. The checklist hereby becomes part of the Conversion Application



 Signature

RUSSELL BROWN

 print name

8/27/19

 date

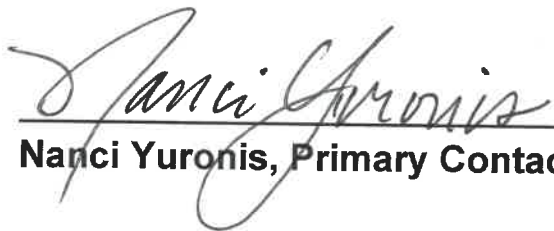
AUG 30 2019

RECEIVED BY:

VOTE OF SEAHAVEN CONDOMINIUM TRUST

At a meeting of unit owners of the SeaHaven Condominium Trust, the unit owners voted to authorize the following individuals to act as representatives of the Condominium, and further, the unit owners have agreed to pursue the Step 1 application for the year-round condominium conversion process with the Town of Truro.

The following individuals are authorized to act on behalf of the SeaHaven Condominium Trust.



Nanci Yuronis, Primary Contact



Russell Braun, On-Site Manager

Signed this 29th day of August, 2019.



Russell Braun, Sole Trustee

Step 2:
Condominium Conversion Application

Date: 06/29/20

Establishment Name: SEA HAVEN

Property Address: 510 SHORE RD N. TRURO


Mailing Address: PO BOX 372, 02652

Designated representatives: NANCI YURONIS / RUSS BRAUN

Telephone: [REDACTED]

Email: [REDACTED]

TOWN OF TRURO



24 Town Hall Rd.
PO Box 2030
Truro, MA 02666
Tel (508) 349-7004
Fax (508) 349-5508

HEALTH DEPARTMENT
TOWN OF TRURO

JUL 08 2020

RECEIVED BY:

Please identify the type of conversion being sought:

- Existing Cottage Colony/Motel to seasonally restricted use (year-round manager's unit allowed)
- Existing Cottage Colony/Motel to year-round use (full property or individual units)
- Existing Condominium to year-round use (full property or individual units)

Current number of: 3 Units 6 Bedrooms

Unit #'s Going Year-Round: 2 + manager's unit which is already year-round.

Unit #'s Staying Seasonal: 0

Proposed number of: 3 Units 6 Bedrooms

→ see attached
Applicant Signature

06/29/20
Date

Submit the following documents in support of this application:

N/A Completed Declaration of Covenant (for newly created condominiums –seasonal or year-round use)

Completed Modification/Removal of Covenant (existing condominiums)

Parking plan (newly created condominiums) approved: N/A
Building Commissioner date

Septic Plan (if required by Health Dept.) approved: N/A
Health Agent date

Step 2:
Condominium Conversion Application

TOWN OF TRURO

Date: 06/29/20
Establishment Name: SEA HAVEN
Property Address: 510 SHORE RD N. TRURO
RUSS'S
Mailing Address: PO BOX 270, 02652
Designated representatives: NANKI YURONIS / RUSS BRAUN
Telephone: [REDACTED]
Email: [REDACTED]



24 Town Hall Rd
PO Box 2030
Truro, MA 02666
Tel (808) 349-7004
Fax (808) 349-5508

HEALTH DEPARTMENT
TOWN OF TRURO

JUL 08 2020

RECEIVED BY

Please identify the type of conversion being sought:

- Existing Cottage Colony/Motel to seasonally restricted use (year-round manager's unit allowed)
- Existing Cottage Colony/Motel to year-round use (full property or individual units)
- Existing Condominium to year-round use (full property or individual units)

Current number of: 3 Units 6 Bedrooms

Unit #'s Going Year-Round: 2 + manager's unit which is already year-round

Unit #'s Staying Seasonal: 0

Proposed number of: 3 Units 6 Bedrooms

Applicant Signature

Date

06/29/20

Submit the following documents in support of this application:

- Completed Declaration of Covenant (for newly created condominiums -seasonal or year-round use)
- Completed Modification/Removal of Covenant (existing condominiums)
- Parking plan (newly created condominiums) approved: N/A Building Commissioner date
- Septic Plan (if required by Health Dept.) approved: Health Agent date

Current Septic System Inspection Report

3/14/2019

date

year of installation

Property Compliance Checklist from Step 1 – Pre Application

Comments of the Health Agent




Health Agent

7/20/2020

date

Comments of the Building Commissioner

New CO issued referencing the year-round units versus the seasonally restricted units.



Building Commissioner

7-20-20

date

The Town of Truro, as represented by its Select Board shall execute the attached Covenant subject to the successful completion of the required actions outline in the Condominium Conversion Process.

This application has been approved by the undersigned:

Select Board

date

STEP 2 VOTE

The undersigned being all of the Trustees of the **SEAHAVEN** Condominium Trust, under a Declaration of Trust dated March 3, 2004, and recorded with the Barnstable County Registry of Deeds Book 18351, Page 281, hereby certify that the following vote was unanimously adopted in connection with the modification of the Declaration of Covenant to allow for the year-round occupancy of Units A, B & C.

“The owners of Units A, B & C agree to be solely responsible for undertaking and completing all required upgrades and improvements to Units A, B & C and the common areas and to pay all costs associated therewith to convert to year-round occupancy. We further certify that the owners of Units A, B & C, representing 100% interest in the common areas and facilities, approved the Condominium Conversion filings for Units A, B & C.”



Russell J. Braun, Trustee,
SEAHAVEN Condominium Trust

Year-round

TOWN OF TRURO
LICENSE INSPECTION FORM - ADDENDUM

PROPERTY ADDRESS: 510 Shore Rd.
EMAIL ADDRESS: _____
MANAGER: Russell Braun
INSPECTION DATE: 2/1/2020
REINSPECTION DATE: _____

BUSINESS NAME: Seahaven Condos
BUSINESS OWNER: _____
MANAGER'S UNIT: _____
TELEPHONE NO: _____

PLUMBING/GAS INSPECTOR:

PLUMBING/GAS INSPECTOR COMMENTS: _____

Plumbing/Gas Inspector Signature: _____

HEALTH DEPARTMENT:

HEALTH AGENT COMMENTS: V:A 2BR upstairs: loft living room
V:B 2BR upstairs loft has beds in it (2 beds) + partitions
↳ loft itself is open to living room (temporary)
V:C year round

Health Agent Signature: already - did not inspect: had he spoken to someone about this?

BUILDING DEPARTMENT:

BUILDING COMMISSIONER COMMENTS: _____

Building Commissioner Signature: _____

WIRING/FIRE COMPLIANCE INSPECTOR:

WIRING/FIRE INSPECTOR COMMENTS: _____

Wiring/Fire Inspector Signature: _____

APPLICANT'S SIGNATURE: _____

DATE: _____

Michelle Fogarty

From: Emily Beebe
Sent: Thursday, July 16, 2020 12:18 PM
To: Arozana Davis
Cc: Michelle Fogarty
Subject: RE: Beds, Unit 2

Yes- that's fine, thanks. Please be sure to add this documentation to their file!

Tx
-Em

-----Original Message-----

From: Arozana Davis <ADavis@truro-ma.gov>
Sent: Wednesday, July 15, 2020 12:08 PM
To: Emily Beebe <EBeeBe@truro-ma.gov>
Cc: Michelle Fogarty <MFogarty@truro-ma.gov>
Subject: Beds, Unit 2

Emily and Michelle,

Mr. Winer of Unit 2, Sea Haven, has remove the beds and partitions from the loft.

MICHELLE, as long as it's ok with Emily, I would say they can continue on with their process.

Best,

Arozana

Arozana D.T. Davis / Assistant Health & Conservation Agent / Town of Truro / 24 Town Hall Rd, Truro MA 02666 / P:508-214-0202 / F: 508-349-5508 / adavis@truro-ma.gov

-----Original Message-----

From: BRUCE WINER [REDACTED]
Sent: Tuesday, July 14, 2020 5:04 PM
To: Arozana Davis <ADavis@truro-ma.gov>; [REDACTED]
Subject: 20200714_135410.jpg

Hello Arozana we took away beds in loft at 510 shore rd B today. Attached is picture that you requested of the room. Please confirm you received this,thank you, Bruce winer



TOWN OF TRURO
INSPECTION LOG FOR
PLUMBING INSPECTOR

DATE FAXED: JUNE 30, 2020

Inspection Date	Owner	Address	Rough or Final	Fail or Pass	Permit #	Comments
		✓ 510 SHORE RD		O.K.		TEAM INSPECTION
		✓ 17 FAIRWAYS PASSAGE	F	NO	18-113	1) TEMPS 2) RELIEF TUBE
		✓ RICK TOY -	F	NO	18-084 G	2) FUEL PORT VALVE
		✓ 19 MILL POND	F	O.K.	19-147 P	1) BRACKET + OVEN CONV. 2) CONV. LABEL FLOW.
		✓ MAYN HOUSE	F	O.K.	19-211 G	
		✓ 19 MILL POND	F	O.K.	20-28 P	
		✓ COTTAGE	F	O.K.	20-32 G	
		✓ 19 MILL POND	F	O.K.	29-10 P	
		DAYS - TANK + GENERATOR				
		✓ 17 FAIRWAYS MARCEY OIL - TANK	F	O.K.	18-116 G	

STEP 2 - Year round
Gondo conversion inspection

TOWN OF TRURO
INSPECTION REPORT

TUES 6/30 @
11:00
DATE RECEIVED _____

OWNER Russ BRAUN CONTACT PHONE# _____

LOCATION 510 Shore Rd
Address Sea Haven Condo Map _____ Parcel _____

- GAS
- PLUMBING
- ELECTRICAL
- BUILDING

PERMIT # _____

*If this is a final/CO inspection: Curb Cut Sign Off? Septic System Certified?

PASS FAIL _____ OK TO CONTINUE _____ DATE INSPECTED 6-30-20

COMMENTS
ALL A OK!

Michelle Fogarty

From: Tim Collins
Sent: Thursday, July 16, 2020 2:37 PM
To: Michelle Fogarty
Subject: Russ Braun

Russ is all set

Respectfully,

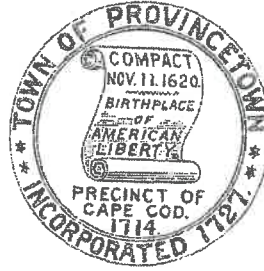
Timothy Collins
Fire Chief/EMD
Truro Fire Department
508-487-6589
TCollins@Truro-Ma.gov

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TOWN OF PROVINCETOWN

Department of Public Works
Buildings & Grounds Division
Engineering Division
Highway Division
Sanitation Division
Transfer Station/Recycling Center
Water & Sewer Division

Richard J. Waldo, P.E., Director
Steven H. Wlodkowski, Deputy Director
Sherry Prada, Operations Director
Cody J. Salisbury, Water Superintendent
Robert Capurso, P.E., Town Engineer



Veterans Memorial Community Center
2 Mayflower St., Room 74
Mail: 260 Commercial Street
Provincetown MA 02657
Phone: 508.487.7060
FAX: 508.487.4675
<http://www.provincetown-ma.gov>

rwaldo@provincetown-ma.gov
swlodkowski@provincetown-ma.gov
sprada@provincetown-ma.gov
csalisbury@provincetown-ma.gov
rcapurso@provincetown-ma.gov

December 10, 2018

Mr. Russel Braun
PO Box 272
North Truro, MA 02652

Re: 497 & 510 Shore Road, N. Truro, Water Service Inspection for Year Round Condo Feasibility

Dear Ms. Braun:

The Town of Provincetown Water Department has performed an inspection of the current water service arrangement at the above referenced properties. The purpose of the inspection was to determine the feasibility of year-round use the condominium units within the building(s) in accordance with the Town of Truro regulations. The Water Department technician noted minor deficiencies which are recommended to be corrected, as noted below. A copy of the original work order is also included for your reference:

1. The water service at 497 Shore Road is not enclosed where it enters the buildings and does not include heat tape, it is recommended to heat tape and enclose the service lines in order to prevent freezing.
2. The meter pits located at 497 Shore Road are exposed approximately 6"-12" above the existing grade. The grade around the meter pits should be raised to provide additional cover, and the meter pits should be insulated to prevent freezing (the manufacturer can provide an insulated interior cover for these pits).

Should you have any further questions please do not hesitate to contact me.
Very truly yours,

Cody J. Salisbury
Water Superintendent

BUILDING DEPARTMENT
TOWN OF TRURO

APR 29 2019

RECEIVED BY:

Michelle Fogarty

From: Cody Salisbury <csalisbury@provincetown-ma.gov>
Sent: Wednesday, October 30, 2019 9:33 AM
To: Michelle Fogarty
Cc: Emily Beebe
Subject: RE: Sea Haven Condominium/Year-Round Condo Conversion

A water technician visited this site in order to evaluate this earlier this year. Any concerns were noted in a letter to the owner and are being addressed. **We do not have any concerns as the current water service material is compliant.**

Cody

From: Michelle Fogarty <MFogarty@truro-ma.gov>
Sent: Tuesday, October 29, 2019 10:57 AM
To: Cody Salisbury <csalisbury@provincetown-ma.gov>
Cc: Emily Beebe <EBeeBe@truro-ma.gov>
Subject: Sea Haven Condominium/Year-Round Condo Conversion

Hello Cody:

Attached please find the application for the Sea Haven Condominium, located at 510 Shore Road, for conversion to year-round use. Would you kindly review the attached application and let us know if you have any concerns or require any upgrades for compliance? If you determine the association is in compliance, please let me know.

Also attached for your reference are the site/floor plans and the assessor's cards for each unit. Is there anything else I can provide that will be helpful to you?

Thank you in advance for your assistance!

Michelle

Michelle Fogarty
Office Assistant
Town of Truro/Building, Health and Conservation Departments
P.O. Box 2030
Truro, MA 02666
Phone: 508-349-7004 x130
Fax: 508-349-5508



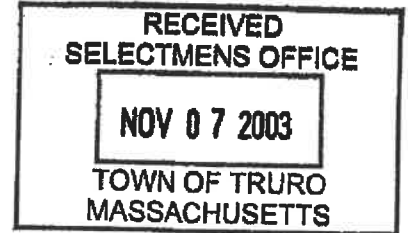
Bk 18123 Pg 89 #2913
01-13-2004 @ 03:22p

TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 487-2702 Fax: (508) 487-2762

CONDOMINIUM DECLARATION OF COVENANT



WHEREAS, BLUE NOTE LLC

hereinafter referred to as "OWNER," is the owner of certain real estate currently being operated
as SEAHAVEN situated on
SHORE RD.

in NORTH TRURO, Massachusetts, which said real estate is fully and completely
described in the deed marked Exhibit "A," annexed hereto and made a part hereof; and

WHEREAS, the Owner is desirous of holding the above-described property as a
condominium; and

WHEREAS, the use of the above-described property as a Condominium without the
restrictions set forth hereinafter would constitute a use which is prohibited by the Truro Zoning
Bylaw and further that such a use could expand the use of the above-described property beyond
its current seasonal occupancy thereby causing greater use of available water resources, increased
sewerage disposal, increases to the school population and other increases in municipal services
which would be provided by the Inhabitants of the Town of Truro, and

WHEREAS, it is the intention of the Owner that the property continue in part to be used
and operated as a motel, as defined in said Section II of Truro Zoning Bylaws; and

WHEREAS, the Owner is desirous of continuing to be licensed in the Town of Truro
pursuant to General Laws Chapter 140, Sections 32A, 32B, 32C, 32D and 32E;

16
7/2/03

Condominium
Declaration of Covenant
Page 2

NOW, THEREFORE, the Owner hereby imposes the following restrictions on said premises for the benefit of (a) the owner or owners of said property, and the shareholders of said Condominium corporation, and (b) the Inhabitants of the Town of Truro:

1. The property, consisting of 3 units, is intended for and is to be used only for seasonal use, and, except as otherwise provided herein, all units owned by the Owner and the Condominium shall not be occupied between November 30 of each year and April 1 of the succeeding year. Provided that, nothing contained herein shall restrict or limit the year-round use of one (1) unit, that being unit # C, which is designated as the resident manager's unit.

2. No agreement between the Owner or Condominium and any of its members to modify or amend the Occupancy Agreement of any unit with respect to the seasonal use restrictions of each unit shall be of any force or effect unless the same has been approved and assented to in a written instrument signed by the Board of Selectmen of the Town of Truro.

3. The attempted amendment or modification of any such Occupancy Agreement to provide for use of a unit beyond the season of April 1 to November 30, shall constitute the extension of a pre-existing, non-conforming use as well as a violation of Section VIII.D. of the Zoning Bylaws of the Town of Truro as amended on May 19, 1981.

4. This Covenant and the restrictions herein contained shall remain in effect so long as the property is established as a Condominium, including any successor Condominium.

5. The Inhabitants of the Town of Truro, through its Board of Selectmen and/or Building Inspector, shall have the right to enforce the provisions of this Covenant, and to obtain from a Court of competent jurisdiction the appropriate orders and injunctive relief prohibiting any violations of the conditions and covenants herein contained. In the event that the said Town

Condominium
Declaration of Covenant
Page 3

of Truro shall commence an action to enforce compliance for the provisions of this covenant, the costs incurred by the said Town of Truro in that action, including its reasonable attorney's fees, shall be assessed to and paid by the owner of the property.

6. No amendment, revision, termination or substitution of this Declaration of Covenant shall be effective unless the same is assented to in writing by the Inhabitants of the Town of Truro through its Board of Selectmen.

7. The original of this Covenant shall be recorded with the Barnstable County Registry of Deeds and shall be marginally referenced to the deed of the owner and shall run with the land.

8. The invalidity of any provision of this Agreement shall not be deemed to impair or affect in any manner the validity, enforceability, or effect of the remainder of this Agreement and, in such event, all of the other provisions of this Agreement shall continue to full force and effect as if such invalid provisions had never been included herein.

9. The property will continue to be licensed under the authority of the Board of Health pursuant to MGL Ch. 140, Sections 32A, B, C, D and E.

EXECUTED AS A SEALED INSTRUMENT this 7th day of NOVEMBER, 2003 By: [Signature]
Owner

IN WITNESS WHEREOF, BLUE NOTE LLC has caused its name to be signed and its corporate seal to be hereto affixed by RUSSELL BRAUN

its ~~President~~ MANAGER on the day and year above written.

By: [Signature]
~~President~~ MANAGER

Condominium
Declaration of Covenant
Page 4

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss. November 7, 2003

Then personally appeared the above named Russell Brown and

acknowledged the foregoing instrument to be a free act and deed; before me.

Susan Travis
Notary Public

My commission expires: December 4, 2009

TRURO BOARD OF SELECTMEN

Cliff G
Lloyd F. Rose
Harold A. Eastman

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss December 3, 2003

Then personally appeared the above- named Christopher R. Lucy,

Lloyd F. Rose and Harold A. Eastman

_____, as they are the Truro Board of Selectmen,

and acknowledged the foregoing instrument to be their free act and deed; before me,

Julia L. DuPree
Notary Public

My commission expires Julia L. DuPree
Notary Public
My Commission Expires
January 29, 2010

**SECOND AMENDMENT TO THE
MASTER DEED OF
SEAHAVEN CONDOMINIUM**

REFERENCE is made to the Master Deed dated March 3, 2004, recorded with the Barnstable County Registry of Deeds in Book 18351, Page 264, wherein BLUE NOTE, LLC, a Massachusetts Limited Liability Company, created the Seahaven Condominium, which Master Deed was amended by the First Amendment to the Master Deed of the Seahaven Condominium dated May 18, 2005, recorded with the Barnstable County Registry of Deeds in Book 18351, Page 264.

The undersigned are the Unit Owners of Units A, B and C in the Condominium being all of the Units in the Condominium and being the holders of one hundred (100%) percent of the undivided interest in the common areas and facilities of the Condominium.

Pursuant to Section eight (8) of the Master Deed, hereby amend the Master Deed in the following manner:

1. Section 7 of the Master Deed, Special Permit and Seasonal Use Covenants, is hereby amended by deleting the second sentence of the second paragraph thereof regarding the seasonal use restriction and inserting in its place the following sentence:

“Said Condominium Declaration of Covenant has been modified and amended in accordance with the provisions of the Release From Declaration Of Covenant recorded with said Registry in Book _____, Page _____.”

2. Section 8 of the Master Deed, Amendment of Master Deed, is hereby amended by deleting the first paragraph thereof and inserting in its place the following:

“The Condominium Trustees, with the consent in writing of Unit Owners holding at least sixty-six and 2/3 (66 2/3%) percent of the beneficial interest in the Condominium Trust may at any time and from time to time, amend, alter, add to, or change this Master Deed in any manner or to any extent, subject to the Trustees first being duly indemnified to their reasonable satisfaction against outstanding obligations and liabilities, provided always, however, that no such amendment, alteration, addition or change which would, in any manner, render the Condominium Master Deed contrary to or inconsistent with any requirements or provisions of Chapter 183A, shall be valid or effective. No Amendment will be valid if it adversely affects the right of any Unit Owner, unless the affected Unit Owner consents to said amendment. Where mortgagee consent is required under the Master Deed and/or Chapter 183A, or where any Amendment may adversely affect a mortgagee’s interest, the instrument of amendment shall be deemed assented to by the holders of the first mortgagees of record with respect to the Units upon the giving of sixty (60) days written notices sent to said mortgagees by certified mail/return receipt requested. All consents obtained pursuant to this Section 12 shall be effective upon the registering of an affidavit by the Trustees stating that all necessary notices have been sent via certified mail/return receipt requested, and the receipt cards have been returned

evidencing actual notice or refusal of notice to such mortgage holders of record. Any amendment, alteration, addition or change pursuant to the foregoing provisions of this paragraph shall become effective upon the registering with the Registry District of any instrument of amendment, alteration, addition or change, as the case may be, signed, sealed and acknowledged in the manner required in Massachusetts for the acknowledgement of deeds by the Trustees, setting forth in full the amendment, alteration, addition or change, and reciting the consent of the Unit Owners required by the Condominium Trust to consent thereto, and provided such instrument is registered no later than six months from its date thereof. Such instrument, so executed and registered, shall be conclusive evidence of the existence of all facts and of compliance with all prerequisites to the validity of such amendment, alteration, addition or change whether stated in said instrument or not, upon any question as to title or affecting the rights of third persons and for all other purposes.”

3. Section 10 of the Master Deed, Determination of Percentages in Common Elements, is hereby amended by deleting the same in its entirety and substituting therefor the following:

“The percentages of interest in the respective Units in the Common Elements have been determined upon the basis of the approximate relation which the fair market value of each Unit on the date of this First Amendment bears to the aggregate fair value of all of the Units on this date, which percentages are stated in the First Revised Schedule A attached hereto.”

4. Except as modified by this First Amendment, all of the terms and provisions of the Master Deed are hereby ratified and confirmed.

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SIGNATURE PAGES TO IMMEDIATELY FOLLOW

FIRST REVISED

SCHEDULE A

Unit #	Description	Area	Percentage Interest
A	Great Room, 2 bedrooms 2 bathrooms, attic loft	1,325 Sq. Ft +/-	33 1/3 %
B	Great Room, 2 bedrooms 2 bathrooms, attic loft	1,366 Sq. Ft +/-	33 1/3 %
C	Great Room, 2 bedrooms 2 bathrooms, attic loft	1,364 Sq. Ft +/-	33 1/3 %

Witness my hand and seal this 3 day of MARCH, 2020.



Russell J. Braun
Owner of Unit C - 33 1/3%



Russell J. Braun, Trustee of the
Seahaven Condominium Trust

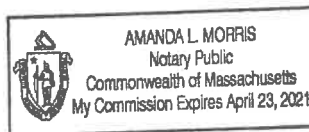
Commonwealth/State of MASSACHUSETTS
County of BARNSTABLE

On this 3rd day of MARCH, 2020, before me, the undersigned notary public, personally appeared **Russell J. Braun, Individually and as Trustee**, proved to me through satisfactory evidence of identification, which was MA Drivers License, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of his knowledge and belief, and acknowledged to me that he signed it as his free act and deed.



Notary Public,

My commission expires:



Witness my hand and seal this 20 day of February, 2020.

Nanci S. Yuronis, Trustee

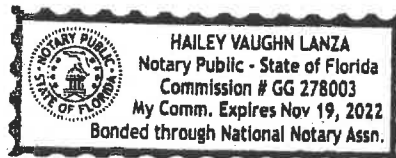
Nanci S. Yuronis, Trustee of the
Nanci S. Yuronis Revocable Trust
Owner of Unit A – 33 1/3%

Commonwealth/State of Florida
County of Seminole

On this 20 day of February 2020, before me, the undersigned notary public, personally appeared Nanci S. Yuronis, Trustee, proved to me through satisfactory evidence of identification, which was valid FL DL & Medicare card to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of her knowledge and belief, and acknowledged to me that she signed it as her free act and deed as Trustee of the Nanci S. Yuronis Revocable Trust.

Hailey Lanza
Notary Public,

My commission expires: 11/19/2022



TRUSTEE'S CERTIFICATE
NANCI S. YURONIS REVOCABLE TRUST

The undersigned, **NANCI S. YURONIS**, Trustee of the Nanci S. Yuronis Revocable Trust, under a Declaration of Trust dated March 18, 1996, and reestablished on March 28, 2017, a Certificate of which is recorded with the Barnstable County Registry of Deeds in Book 30924, Page 108, with an address of 311 East Morse Boulevard 5-5, Winter Park, FL 32789, hereby on oath certify that:

1. The undersigned is the sole Trustee of the Trust.
2. Said Trust has not been altered, amended, revoked or terminated.
3. That all of the beneficiaries of the Trust are of full legal age and are competent.
4. Pursuant to said Trust, and as authorized and directed by all the beneficiaries, I as Trustee, have full power and authority to execute the Second Amendment to the Master Deed of the Seahaven Condominium and record the same with the Barnstable County Registry of Deeds, pursuant to said Trust.
5. All interested in title may rely on the continuing existence of said Trust, until a further certificate is recorded or registered establishing the expiration or the termination of said Trust.

The undersigned Trustee has full power and authority pursuant to the terms of said Trust to execute such documents and instruments as the Trustee shall deem necessary in order to effectuate the above-described transaction.

Further your deponent sayeth not.

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Signed under the penalties of perjury this 20 day of February, 2020.

Nanci S. Yuronis Revocable Trust

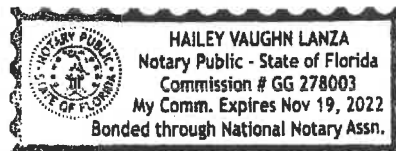
Nanci S. Yuronis, Trustee
Nanci S. Yuronis, Trustee

Commonwealth/State of Florida
County of Seminole

On this 20 day of February, 2020, before me, the undersigned notary public, personally appeared **Nanci S. Yuronis, Trustee**, proved to me through satisfactory evidence of identification, which was valid FL DL & medicare card, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of her knowledge and belief, and acknowledged to me that she signed it as her free act and deed as Trustee of the Nanci S. Yuronis Revocable Trust.

Hailey Lanza
Notary Public,

My commission expires: 11/19/2022



Signed under the penalties of perjury this 20 day of Feb, 2020.

Sheila S. Sheehan Revocable Trust

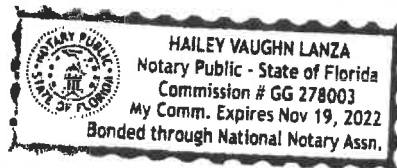
Sheila S. Sheehan Trustee
Sheila S. Sheehan, Trustee

Commonwealth/State of Florida
County of Seminole

On this 20 day of February, 2020, before me, the undersigned notary public, personally appeared Sheila S. Sheehan, Trustee, proved to me through satisfactory evidence of identification, which was Valid FLDL 3 Costco CC, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of her knowledge and belief, and acknowledged to me that she signed it as her free act and deed as Trustee of the Sheila S. Sheehan Revocable Trust.

Hailey Lanza
Notary Public,

My commission expires: 11/19/2022



TRUSTEE'S CERTIFICATE
SHEILA S. SHEEHAN REVOCABLE TRUST

The undersigned, **SHEILA S. SHEEHAN**, Trustee of the Sheila S. Sheehan Revocable Trust, under a Declaration of Trust dated October 1, 1997 and reestablished on November 18, 2016, a Certificate of which is recorded with the Barnstable County Registry of Deeds in Book 31396, Page 47, with an address of 12300 Mandarin Road, Jacksonville, FL 32223, hereby on oath certify that:

1. The undersigned is the sole Trustee of the Trust.
2. Said Trust has not been altered, amended, revoked or terminated.
1. That all of the beneficiaries of the Trust are of full legal age and are competent.
4. Pursuant to said Trust, and as authorized and directed by all the beneficiaries, I as Trustee, have full power and authority to execute the Second Amendment to the Master Deed of the Seahaven Condominium and record the same with the Barnstable County Registry of Deeds, pursuant to said Trust.
5. All interested in title may rely on the continuing existence of said Trust, until a further certificate is recorded or registered establishing the expiration or the termination of said Trust.

The undersigned Trustee has full power and authority pursuant to the terms of said Trust to execute such documents and instruments as the Trustee shall deem necessary in order to effectuate the above-described transaction.

Further your deponent sayeth not.

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Witness my hand and seal this 20 day of Feb, 2020.

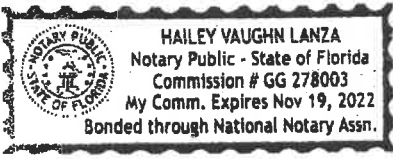
SSA Trustee

**Sheila S. Sheehan, Trustee of the
Sheila S. Sheehan Revocable Trust
Owner of Unit A - 33 1/3%**

Commonwealth/State of Florida
County of Seminole

On this 20 day of February, 2020, before me, the undersigned notary public, personally appeared **Sheila S. Sheehan, Trustee**, proved to me through satisfactory evidence of identification, which was valid FL DL & Costco CC, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of her knowledge and belief, and acknowledged to me that she signed it as her free act and deed as Trustee of the Sheila S. Sheehan Revocable Trsut.

Hailey Vaughn Lanza
Notary Public,
My commission expires: 11/19/2022



TRUSTEE'S CERTIFICATE
BRUCE WINER 1997 FAMILY TRUST

The undersigned, **Bruce Winer and Russell Braun**, Trustees of the Bruce Winer 1997 Family Trust, under a Declaration of Trust dated December 31, 1997, a Certificate of which is recorded with the Barnstable County Registry of Deeds in Book 18397, Page 242, with an address of 111 Pendleton Drive, Longmeadow, MA 01106, hereby on oath certify that:

1. The undersigned are currently the sole Trustees of the Trust.
2. Said Trust has not been altered, amended, revoked or terminated.
4. That all of the beneficiaries of the Trust are of full legal age and are competent.
4. Pursuant to said Trust, and as authorized and directed by all the beneficiaries, I as Trustee, have full power and authority to execute the Second Amendment to the Master Deed of the Seahaven Condominium and record the same with the Barnstable County Registry of Deeds, pursuant to said Trust.
5. All interested in title may rely on the continuing existence of said Trust, until a further certificate is recorded or registered establishing the expiration or the termination of said Trust.

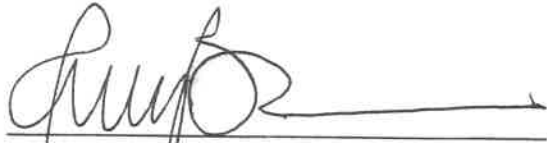
The undersigned Trustee has full power and authority pursuant to the terms of said Trust to execute such documents and instruments as the Trustee shall deem necessary in order to effectuate the above-described transaction.

Further your deponent sayeth not.

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SIGNATURE PAGE TO IMMEDIATELY FOLLOW

Witness my hand and seal this 3 day of MARCH, 2020.

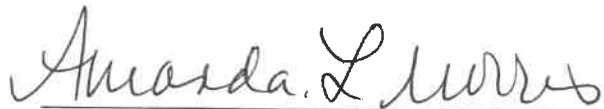
BRUCE WINER 1997 FAMILY TRUST



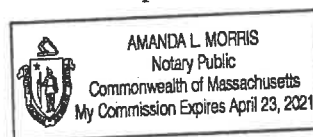
Russell J. Braun, Trustee
Owner of Unit B - 33 1/3%

Commonwealth/State of MASSACHUSETTS
County of BARNSTABUR

On this 3rd day of MARCH, 2020, before me, the undersigned notary public, personally appeared **Russell J. Braun, Trustee** proved to me through satisfactory evidence of identification, which was MA Drivers License, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of his knowledge and belief, and acknowledged to me that he signed it as his free act and deed as Trustee of the Bruce Winer 1997 Family Trust.



Notary Public,
My commission expires:



TRUSTEE'S CERTIFICATE
BRUCE WINER 1997 FAMILY TRUST

The undersigned, **Bruce Winer and Russell Braun**, Trustees of the **Bruce Winer 1997 Family Trust**, under a Declaration of Trust dated December 31, 1997, a Certificate of which is recorded with the Barnstable County Registry of Deeds in Book 18397, Page 242, with an address of 111 Pendleton Drive, Longmeadow, MA 01106, hereby on oath certify that:

1. The undersigned are currently the sole Trustees of the Trust.
2. Said Trust has not been altered, amended, revoked or terminated.
4. That all of the beneficiaries of the Trust are of full legal age and are competent.
4. Pursuant to said Trust, and as authorized and directed by all the beneficiaries, I as Trustee, have full power and authority to execute the Second Amendment to the Master Deed of the Seahaven Condominium and record the same with the Barnstable County Registry of Deeds, pursuant to said Trust.
5. All interested in title may rely on the continuing existence of said Trust, until a further certificate is recorded or registered establishing the expiration or the termination of said Trust.

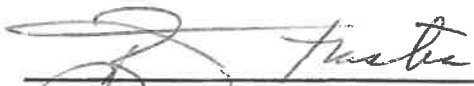
The undersigned Trustee has full power and authority pursuant to the terms of said Trust to execute such documents and instruments as the Trustee shall deem necessary in order to effectuate the above-described transaction.

Further your deponent sayeth not.

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Witness my hand and seal this 28 day of February, 2020.


BRUCE WINER 1997 FAMILY TRUST



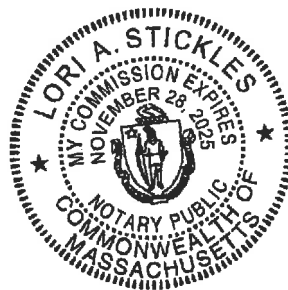
Bruce Winer, Trustee
Owner of Unit B – 33 1/3%

Commonwealth/State of Massachusetts
County of Hampden

On this 28 day of February, 2020, before me, the undersigned notary public, personally appeared **Bruce Winer, Trustee** proved to me through satisfactory evidence of identification, which was FI. DL, to be the person whose name is signed on the preceding or attached document, and who swore and affirmed to me that the contents of the document are truthful and accurate to the best of his knowledge and belief, and acknowledged to me that he signed it as his free act and deed as Trustee of the Bruce Winer 1997 Family Trust.



Notary Public,
My commission expires: 11/28/2025



**RELEASE FROM
DECLARATION OF COVENANT**

RELEASE dated this 28th day of July, 2020, by and between the Trustees of the **SEAHAVEN Condominium Trust** (the "Condominium"), established pursuant to G.L. c. 183A by a Master Deed recorded with the Barnstable Registry of Deeds in Book 18351, Page 264, as may be amended, and a Declaration of Trust recorded with said Registry of Deeds in Book 18351, Page 281, as may be amended, having an address of 510 Shore Road, North Truro, Massachusetts 02652, and the **Town of Truro**, acting by and through its Select Board, having an address of 24 Town Hall Road, Truro, Massachusetts 02666 (the "Town").

WHEREAS, the Condominium is subject to a Condominium Declaration of Covenant (the "Covenant"), dated November 7, 2003, recorded with the Barnstable Registry of Deeds in Book 18123, Page 89;

WHEREAS, pursuant to the Covenant, the Condominium is restricted to seasonal use, and the Condominium units may not be occupied between November 30 and April 1 of the succeeding year (the "Seasonal Restriction");

WHEREAS, Paragraph 6 of the Covenant states that no amendment, revision, termination or substitution of the Covenant is effective unless the same is assented to in writing by the Inhabitants of the Town of Truro, acting by and through its Select Board; and

WHEREAS, the Town and the **SEAHAVEN Condominium** desire to terminate the Seasonal Restriction as to the Condominium.

NOW, THEREFORE, the Town and the **SEAHAVEN Condominium**, for good and valuable consideration, and on the terms and conditions set forth herein, agree as follows:

1. The Seasonal Restriction affecting the Condominium, as set forth in the Covenant recorded with the Barnstable Registry of Deeds in Book 18123, Page 89 is hereby released and terminated as to said Condominium.
2. This Release is binding on the heirs, successors and assigns of the parties hereto.

[Signature Page Follows]

Executed as of the date and year above written.

SEAHAVEN Condominium Trust
By: Russell J. Braun, Trustee

TOWN OF TRURO,
By Its Select Board

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ____ day of _____, 2020, before me, the undersigned notary public, personally appeared _____, member of the Select Board, proved to me through satisfactory evidence of identification, which was _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose on behalf of the Town of Truro.

Notary Public,
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss.

On this ____ day of _____, 20____, before me, the undersigned notary public, personally appeared Russell J. Braun, Trustee, proved to me through satisfactory evidence of identification, which was _____ to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee of the SEAHAVEN Condominium Trust.

Notary Public,
My Commission Expires:



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 28, 2020

ITEM: Update on Cable License Renewal Negotiations

EXPLANATION: I will provide an update on the negotiations with Comcast Cable for the Board's input and consideration.

SUGGESTED ACTION: *None Required at this time.*

ATTACHMENTS: None



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

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

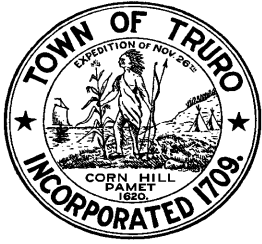
6. **CONSENT AGENDA**

A. Review/Approve and Authorize Signature:

1. *Reappointment of Linda Noons-Rose to the Conservation Commission*
2. *Reappointment of Darrell Shedd to the Zoning Board of Appeals*
3. *Reappointment of Susan Roderick to the Bike and Walkways Committee*
4. *Reappointment of Claudia Tuckey to the Council on Aging Board*
5. *Reappointment of Mark Farber to the Energy Committee*
6. *Reappointment of Richard Wood to the Human Services Committee*
7. *Reappointment of Sallie Tighe to the Human Services Committee*
8. *Reappointment of Robert Higgins-Steele to the Energy Committee*

B. Review and Approve Appointment of Interim Town Clerk, Interim Tax Collector, and Interim Treasurer

C. Review and Approve Select Board Minutes: June 23, 2020 Reopening Task Force, June 23, 2020 and July 7, 2020 Special and Reopening Task Force, and July 14, 2020



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointment of Linda Noons-Rose to the Conservation Commission

EXPLANATION: Linda Noons-Rose submitted her application to be reappointed to the Conservation Commission

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Applicant would be unable participate on the Conservation Commission as a member.

SUGGESTED ACTION: *Motion to reappoint Linda Noons-Rose to the Conservation Commission for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve
2. Approval of Chair



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

RCVD 2020 JUL 15 04:20
ADMINISTRATIVE OFFICE
TOWN OF TRURO

NAME: Linda Nouns-Rose HOME TELEPHONE: [REDACTED]

ADDRESS: 4 Bayberry Lane WORK PHONE : _____

MAILING ADDRESS: _____ E-MAIL: _____

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

Conservation Com.

SPECIAL QUALIFICATIONS OR INTEREST: Knowledge of plants, soils, area of impact. Native of Truro. Have history of past years on this board.

COMMENTS: _____

SIGNATURE: Linda Nouns-Rose DATE: 7/10/20

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

SIGNATURE: _____ DATE: _____

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

Noelle Scoullar

From: jack mcmahon <[REDACTED]>
Sent: Wednesday, July 15, 2020 6:21 PM
To: Noelle Scoullar
Cc: Jack McMahon; Nicole Tudor; Emily Beebe
Subject: Re: Application to Serve-Conservation Commission

Yes, I approve.

On Wed, Jul 15, 2020 at 3:33 PM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Afternoon Jack,

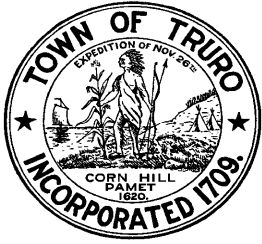
Linda Noons-Rose has applied to be reappointed to the Conservation Commission. I have attached her application to serve. Please respond to this email with your comments/approval and we shall place her on the next available Select Board meeting for reappointment.

All policies have been signed by Linda, so she is up to date.

Thank you,

Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Wednesday, July 15, 2020 2:58 PM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Darrell Shedd, current member on the Zoning Board of Appeals, has submitted an application to be re-appointed to the Zoning Board of Appeals for a one-year alternate term. All forms/paperwork are up-to-date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

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

SUGGESTED ACTION: *MOTION TO appoint Darrell Shedd to the Zoning Board of Appeals for a one-year term, expiring on June 30, 2021.*

ATTACHMENTS:

1. Application to Serve-Darrell Shedd and Chair comments/approval.



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: DARRELL SHEDD HOME TELEPHONE: [REDACTED]

ADDRESS: 4 FRIENDSHIP WAY WORK PHONE: _____

MAILING ADDRESS: PO BOX 301 E-MAIL: [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST: _____

COMMENTS: EXISTING MEMBER

SIGNATURE: *Darrell Shedd* DATE: 7/14/20

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

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____

APPOINTMENT DATE (IF APPLICABLE): _____

Elizabeth Sturdy

From: Art Hultin [REDACTED]
Sent: Tuesday, July 14, 2020 12:32 PM
To: Elizabeth Sturdy
Subject: RE: Darrell Shedd - Alternate Appointment to the ZBA

Thank you Elizabeth,

Would you please add this to the form with my signature by proxy:

Dear Members of the Select Board,

Darrell Shedd has been an excellent addition to the ZBA. He is thoughtful and analytical. I hope you will re-appoint Darrell to a full term.

Sincerely,

Art Hultin, Chairman, ZBA

From: Elizabeth Sturdy <ESturdy@truro-ma.gov>
Sent: Tuesday, July 14, 2020 12:06 PM
To: Arthur Hultin <AHultin@truro-ma.gov>
Subject: Darrell Shedd - Alternate Appointment to the ZBA

Art,

As Chair, would you please comment/recommend Darrell for this Alternate position on the ZBA and get back to me at your earliest convenience. Thank you,

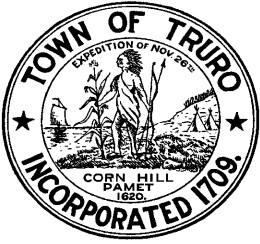
Liz

Elizabeth Sturdy

Elizabeth Sturdy, Office Assistant
Truro Town Hall
Tel: (508) 214-0935
Fax: (508) 349-5505
Email: esturdy@truro-ma.gov



From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Tuesday, July 14, 2020 11:27 AM



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Susan Roderick, current member and Chair on the Bike and Walkways Committee, submitted an application to be re-appointed to the Bike and Walkways Committee for a three-year term. All forms/paperwork are up-to-date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

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

SUGGESTED ACTION: *MOTION TO appoint Susan Roderick to the Bike and Walkways Committee for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Susan Roderick
2. Reappointment Board/Committee/Commission Membership Checklist

SIGNATURE: _ Susan Roderick

DATE: _____ 7/16/2020

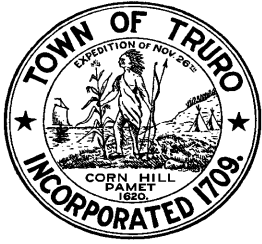
**COMMENT/RECOMMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY
(OPTIONAL)**

SIGNATURE:

DATE:

INTERVIEW DATE:

APPOINTMENT DATE (IF APPLICABLE): _____



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Claudia Tuckey, current member on the Council on Aging Board, submitted an application to be re-appointed to the Council on Aging Board for a three-year term. All forms/paperwork are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Applicant will not be able to serve on the Board they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Claudia Tuckey to the Council on Aging Board for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Claudia Tuckey and Approval from Chair



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: Claudia Tuckey HOME TELEPHONE: [REDACTED]

ADDRESS: 3 Marten's Way WORK PHONE: _____

MAILING ADDRESS: PO Box 588 E-MAIL: [REDACTED]

FAX: _____ MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: 19

COA Board

SPECIAL QUALIFICATIONS OR INTEREST: _____

professional background serving senior population
for many years. COA board member since 2000

COMMENTS: _____

SIGNATURE: Claudia Tuckey DATE: 7/17/2020

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

SIGNATURE: _____ DATE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): RCVD 2020 JUL 17 AM 2:34

ADMINISTRATIVE OFFICE
TOWN OF TRURO

Noelle Scoullar

From: Ronald Boyles <[REDACTED]>
Sent: Saturday, July 18, 2020 6:45 AM
To: Noelle Scoullar
Subject: Re: Application to Serve-COA Committee-Claudia Tuckey

Approved. Thank You, Ron

On 07/17/2020 2:54 PM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

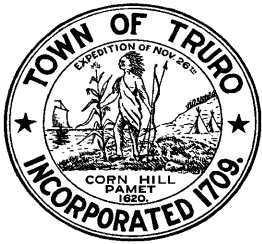
Good Afternoon Ronald,

Claudia Tuckey has submitted her application to serve to be reappointed for another term on the Council on Aging Committee. Please respond to this email with your comments/approval.

Thank you,

Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Friday, July 17, 2020 2:06 PM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Mark Farber, current member on the Energy Committee, submitted an application to be re-appointed to the Energy Committee for a three-year term. All forms/paperwork are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Applicant will not be able to serve on the Board they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Mark Farber to the Energy Committee for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Mark Farber and Approval from Chair



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: MARK FARBER ^{MOBILE} HOME TELEPHONE: [REDACTED]

ADDRESS: 11 HARDING'S WAY WORK PHONE : _____

MAILING ADDRESS: POB 686 E-MAIL: [REDACTED]

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

ENERGY COMMITTEE

SPECIAL QUALIFICATIONS OR INTEREST: I HAVE WORKED IN THE ENERGY INDUSTRY SINCE 1976, INCLUDING UTILITY CONSULTING, CEO OF EVERGREEN SOLAR (PANEL MANUFACTURER), PRESIDENT OF CEDAR ENERGY INVESTORS, AND BOARD CHAIR OF E4THEFUTURE (ENERGY NONPROFIT).

COMMENTS: I'VE SERVED ON THE ENERGY COMMITTEE SINCE 2011 AND AM INTERESTED IN CONTINUING.

SIGNATURE: Mark Farber DATE: 7/17/20

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

RCVD 2020 JUL 17 am 11:33

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: _____ DATE: _____

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

Noelle Scoullar

From: Brian Boyle <[REDACTED]>
Sent: Saturday, July 18, 2020 3:29 PM
To: Noelle Scoullar
Cc: Nicole Tudor
Subject: Re: Application for reappointment-Mark Farber-Energy Committee

By all means, YES.

Mark is a key member of the Energy Committee, has unique knowledge of solar energy procurement and projects, and has done amazing work on behalf of the town.

Best,
Brian

-----Original Message-----

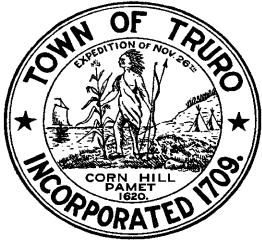
From: Noelle Scoullar <nscoullar@truro-ma.gov>
To: Brian Boyle <[REDACTED]>
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Sent: Fri, Jul 17, 2020 11:41 am
Subject: Application for reappointment-Mark Farber-Energy Committee

Hi Brian!

Mark has applied for reappointment to the Energy Committee. May I ask that you respond to this email with your approval and comments?

Thank you!
Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Friday, July 17, 2020 11:07 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Richard Wood, current member on the Human Services Committee, submitted an application to be re-appointed to the Human Services Committee for a three-year term. All forms/paperwork are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Applicant will not be able to serve on the Board they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Richard Wood to the Human Services Committee for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Richard Wood and Approval from Chair



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: Richard Wood HOME TELEPHONE: [REDACTED]

ADDRESS: 19 Andrew Way WORK PHONE: [REDACTED]

MAILING ADDRESS: P.O. Box 1175 E-MAIL: [REDACTED]

FAX: — MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: Human Services

SPECIAL QUALIFICATIONS OR INTEREST: 5 yrs experience on sci & board

COMMENTS:

SIGNATURE: [Signature] DATE: 7/16/2020

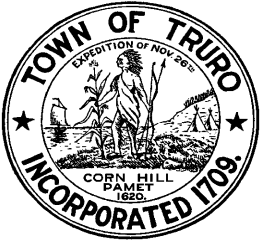
COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)

Rich is an integral part of our board and I'm very happy for his service

SIGNATURE: [Signature] DATE: 7/20/20

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

RCUD 2020.M.17 en237
ADMINISTRATIVE OFFICE
TOWN OF TRURO



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Sallie Tighe, current member on the Human Services Committee, submitted an application to be re-appointed to the Human Services Committee for a three-year term. All forms/paperwork are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Applicant will not be able to serve on the Board they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Sallie Tighe to the Human Services Committee for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Sallie Tighe and Approval from Chair



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: Sallie Q. Tighe HOME TELEPHONE: [REDACTED]
 ADDRESS: 176 RT6/P WORK PHONE: NIA
 MAILING ADDRESS: POB 300 02666 E-MAIL: [REDACTED]
 FAX: NIA MULTI-MEMBER BODY ON WHICH I WISH TO SERVE: _____

Human Services Committee

SPECIAL QUALIFICATIONS OR INTEREST: 40 continue to serve the people of Truro, to be of service as an active committee member; bd mbr of the Dexter Keizer fund. family advocate; former Truro + Provincetown School personnel.

COMMENTS: _____

My passion to be of service and doing my civic duty

SIGNATURE: Sallie Q. Tighe DATE: July 19, 2020

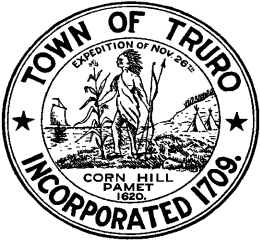
COMMENT/RECOMENDATION OF CHAIRPERSON OF MULTI-MEMBER BODY (OPTIONAL)

I LOVE Sallie! I'm so glad that she is a member of our Committee!

RCVD 2020 JUL 20 PM 12:57

SIGNATURE: [Signature] DATE: _____ ADMINISTRATIVE OFFICE: _____

INTERVIEW DATE: _____ APPOINTMENT DATE (IF APPLICABLE): _____ TOWN OF TRURO



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: July 28, 2020

ITEM: Reappointments of Board, Committee, Commission Members

EXPLANATION: Robert Higgins-Steele, current member on the Energy Committee, submitted an application to be re-appointed to the Energy Committee for a three-year term. All forms/paperwork are up to date.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Applicant will not be able to serve on the Board they have applied to.

SUGGESTED ACTION: *MOTION TO appoint Robert Higgins-Steele to the Energy Committee for a three-year term, expiring on June 30, 2023.*

ATTACHMENTS:

1. Application to Serve-Robert Higgins-Steele and Approval from Chair



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 E Higgins-Steele HOME TELEPHONE: [REDACTED]

ADDRESS: 3 Whitmanville Rd WORK PHONE : _____

MAILING ADDRESS: _____ E-MAIL: [REDACTED]

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

SPECIAL QUALIFICATIONS OR INTEREST: I am keenly interested and a bit geeky about Energy, Climate change and buildings. I currently serve on the Energy Committee and the Climate Action

Committee. I my presence on both committees helps with our communication. As liason between the two committees I help fulfill the part of the Climate Action Committee's charge to work closely with the

Energy Committee
COMMENTS: _____

RCVD 2020 JUL 20 AM 10:37

ADMINISTRATIVE OFFICE

TOWN OF TRURO

SIGNATURE: _____ DATE: _____

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

SIGNATURE: [Signature] DATE: 7/7/2020

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

Noelle Scoullar

From: Brian Boyle <[REDACTED]>
Sent: Tuesday, July 21, 2020 11:31 PM
To: Noelle Scoullar
Subject: Re: Bob Higgins-Steele Reappointment to Energy Committee

Hi Noelle,
Bob Higgins-Steele is an invaluable member of the Energy Committee, and makes a very large contribution.
I am very pleased that he is interested in renewing his appointment, and wholeheartedly approve his reappointment.
Best,
Brian

-----Original Message-----

From: Noelle Scoullar <nscoullar@truro-ma.gov>
To: Brian Boyle <[REDACTED]>
Sent: Tue, Jul 21, 2020 2:39 pm
Subject: FW: Bob Higgins-Steele Reappointment to Energy Committee

Hi Brian,

Just a reminder to respond. I'd like to get Bob's application onto this upcoming agenda.

Thank you!
Noelle

From: Noelle Scoullar
Sent: Monday, July 20, 2020 10:41 AM
To: Brian Boyle <[REDACTED]>
Cc: Nicole Tudor <ntudor@truro-ma.gov>
Subject: Bob Higgins-Steele Reappointment to Energy Committee

Good Morning Brian!

Bob has applied for reappointment to the Energy Committee. If you would, please respond to this email with your comments and approval.

Thank you!
Noelle

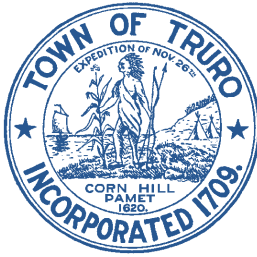
From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Monday, July 20, 2020 10:07 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458

TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Office of the Select Board

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



Committees/Commissions/Board Members Seeking Reappointment

Committee/Commission/Board Name: Conservation Commission

Committee/Commission/Board Member Name: Linda Noons-Rose

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

On-Line Ethics Training Completed *Certificates good for 2 years*

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Zoning Board of Appeals

Committee/Commission/Board Member Name: Darrell Shedd

Length of term: **1 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

On-Line Ethics Training Completed *Certificates good for 2 years*

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Bike and Walkways Committee

Committee/Commission/Board Member Name: Susan Roderick

Length of term: **3 Year Term**

Chair's endorsement of reappointment n/a

Standards of Professional Conduct signed

On-Line Ethics Training Completed *Certificates good for 2 years*

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Council on Aging Board
Committee/Commission/Board Member Name: Claudia Tuckey
Length of term: **3 Year Term**
Chair's endorsement of reappointment
Standards of Professional Conduct signed
On-Line Ethics Training Completed *Certificates good for 2 years*
Signed Acknowledgment/Summary of Conflict of Interest Law
Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Energy Committee
Committee/Commission/Board Member Name: Mark Farber
Length of term: **3 Year Term**
Chair's endorsement of reappointment
Standards of Professional Conduct signed
On-Line Ethics Training Completed *Certificates good for 2 years*
Signed Acknowledgment/Summary of Conflict of Interest Law
Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Human Services Committee
Committee/Commission/Board Member Name: Richard Wood
Length of term: **3 Year Term**
Chair's endorsement of reappointment
Standards of Professional Conduct signed
On-Line Ethics Training Completed *Certificates good for 2 years*
Signed Acknowledgment/Summary of Conflict of Interest Law
Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Human Services Committee
Committee/Commission/Board Member Name: Sallie Tighe
Length of term: **3 Year Term**
Chair's endorsement of reappointment
Standards of Professional Conduct signed
On-Line Ethics Training Completed *Certificates good for 2 years*
Signed Acknowledgment/Summary of Conflict of Interest Law
Sexual Harassment Board of Selectmen Policy #19

Committee/Commission/Board Name: Energy Committee

Committee/Commission/Board Member Name: Robert Higgins-Steele

Length of term: **3 Year Term**

Chair's endorsement of reappointment

Standards of Professional Conduct signed

On-Line Ethics Training Completed *Certificates good for 2 years*

Signed Acknowledgment/Summary of Conflict of Interest Law

Sexual Harassment Board of Selectmen Policy #19



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Manager

REQUESTED MEETING DATE: July 28, 2020

ITEM: Appointment of Temporary Town Clerk, Temporary Tax Collector and Interim Treasurer

EXPLANATION: With the upcoming retirement of the Town's Clerk/Treasurer/Collector, we need to appoint an interim Treasurer, a Temporary Town Clerk and a Temporary Tax Collector. The interim appointments will ensure that there are authorized signatories for Town business in the absence of a permanent Town Clerk/Collector. Mary McIssac, retired Barnstable County Finance Director has agreed to an appointment as Interim Treasurer. She will be responsible for all aspects of cash management and oversee the office until permanent replacements are hired. Susan Josephs will be appointed Temporary Town Clerk and Molly Stevens Temporary Tax Collector. Both staff members have been instrumental in maintaining operations in the Clerk/Treasurer/Collector office over the last year.

IMPACT IF NOT APPROVED:

SUGGESTED ACTION: *MOTION TO appoint Mary McIssac Interim Treasurer, Susan Josephs Temporary Town Clerk, and Catherine Molly Stevens Temporary Tax Collector.*

ATTACHMENTS: None

**Truro Select Board / Reopening Task Force
Tuesday, June 16, 2020
Remote 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; Police Chief Jamie Calise; Fire Chief Timothy Collins; Recreation/Beach Director Damion Clements; Town Planner Jeffrey Ribeiro; Cape Cod National Seashore Superintendent Brian Carlstrom; Chief Ranger Leslie Reynolds; Bob Montano; Steve Roderick; Jason Silva

Janet Worthington opened the work session at 12:04 p.m.

PUBLIC COMMENT

No one called in during the Public Comment period of the meeting.

DISCUSSIONS

Beaches and Ponds

Cape Cod National Seashore Superintendent Brian Carlstrom and Chief Ranger Leslie Reynolds were attending the virtual meeting to discuss the Park's phased reopening plans. Superintendent Carlstrom said that plans are underway for a summer which will be different, "a summer like no other." They are working moment by moment with thought for Truro and the other towns. Their priorities are preventing the spread of Covid-19 and keeping visitors and employees safe, he said. So far, no Seashore employee has had the virus. The visitors' centers remain closed, and the headquarters are operating with 25% occupancy. The Seashore has been following Governor Baker's guidance. The superintendent discussed their problems maintaining porta-potties. Beaches have remained open but without lifeguards. They are aiming to have lifeguard training completed and have them on beaches by July, but there are not going to be guards for all six National Seashore beaches this year. Fee collection at their beaches has been suspended until June 19th at the earliest, he said. That will have an impact on how many seasonal employees they will have. The maintenance workers, rangers and officers will have priority for housing. Their programs and tram operations to Coast Guard Beach, Eastham will be limited this year.

Robert Weinstein expressed his concern about the absence of signs at trailheads and ponds within the Seashore. Superintendent Carlstrom said the signs will soon be installed with the same messaging for Barnstable County towns. He mentioned the circumstances of limited staff and the many access points to the ponds.

Seasonal Rentals

Town Manager Rae Ann Palmer said that Phase 2 re-openings had authorized seasonal rentals with no restrictions but with a recommendation for a 24-hour interval between renters. The 14-day quarantine is "informed" but not enforced. She said that the health agent is getting calls about people not wearing

masks. Health Agent Emily Beebe recommended patience with people trying to differentiate between guidance, advisories, mandates and personal responsibilities. She welcomes calls from businesses or individuals about protection, and she expects more questions as the re-openings happen. She asked that people complete self-certifications and do the right thing.

Kristen Reed recommended posting protocols on the Town website. Ms. Palmer and Emily Beebe said they are on the website already. Information has also been sent out with Board of Health permits and to those on the rental registration list. Health Agent Beebe said she is open to more ideas to inform all parties. Home operations need to follow reopening guidelines the same as larger businesses. Susan Areson said that the Truro Part-time Resident Taxpayers Association is good about sharing information. Kristen Reed commented on how useful ALERTruro had been in giving directives and would be another good means of keeping people informed. Ms. Palmer said both suggestions were good ones. Susan Areson said she was concerned about people who take it upon themselves to be enforcers, and Chair Worthington agreed that doesn't always work.

Business Re-openings

Rae Ann Palmer said she and Town Planner Jeffrey Ribeiro have been developing plans for expanding outdoor seating for restaurants. At least one Truro restaurant has asked to expand. The Town Planner explained that Truro's plan would follow the Phase 2 policy that other Cape towns are using. This is a series of policies for Barnstable County including health codes, fire codes, and zoning approvals that could be eased on a case by case basis. Fire Chief Collins and Health Agent Beebe have concerns about the strength of barriers separating vehicles from the outdoor seating areas. Restaurants still need to get permission from abutters and provide perimeter plans that indicate parking area, vehicular movements and seating arrangements. The layout of tables and chairs should show backs of chairs with 6-foot separations and a pathway to move through the dining area with sufficient distancing. Mr. Ribeiro said Provincetown has worked out plans with input from their building and health agents, and restaurants have managed to expand their outdoor dining areas.

Robert Weinstein asked about zoning issues being held in abeyance until November as a part of the phased reopening plan. He wanted to know if the Planning Board and Zoning Board of Appeals had been informed about the flexibility on zoning approvals and special permits. Planner Jeffrey Ribeiro said Planning Board has waived site plan review for the wine bar at the Jams plaza to allow temporary use of the deck. He will contact ZBA to review procedures from now until November 1st. Susan Areson asked about abutter notifications, and Mr. Ribeiro said that notices and public hearings are suspended because that could prolong the process. He recommended that people watch Select Board meetings to know what is allowed. The intent is to get businesses open so they don't miss the short season.

Ms. Areson asked to hear from the business owners about limited business so far this year. Bob Montano said he was now in the fourth month of take-out meals. Steve Roderick has not heard of many restauranteurs who want to do outside seating. He asked about entertainment licenses. Ms. Palmer said that she has already received a request for an outdoor concert at Payomet, but allowances will be according to the Governor's phases. Jeffrey Ribeiro said outdoor entertainment has not yet been included in the Governor's policies. Health Agent Emily Beebe said entertainment will be included in Phase 3. Ms. Palmer said separate entertainment licenses go through the Select Board. Jeffrey Ribeiro explained that older, approved outdoor dining with live or recorded entertainment will be allowed to continue.

Town Planner Jeffrey Ribeiro said he sought direction from the Select Board on how to allow business owners to proceed with their reopening plans. Janet Worthington said that she wants to do whatever is needed to salvage part of the season. Susan Areson said businesses could tell their abutters about their plans but still cut through red tape. Kristen Reed agreed that businesses should try to get the most out of the season as possible, but issues need to be decided on a case by case basis. Stephanie Rein said she supports helping the business owners. Notifying abutters would slow the process. Robert Weinstein said he agrees with the rest of the Select Board and asked about discussing, and maybe voting on, an expedited process at the next regular meeting. Ms. Palmer said it was already on the agenda for next week's meeting.

Jason Silva said that he was puzzled on how to put together a plan for the Topmast Motel. They are working on it as their guests start to arrive. People already know about masks and social distancing and are taking on the personal responsibility, he said. Other business owners want to open up as soon as possible. It's good not to hamstring them anymore, Mr. Silva stated. Health Agent Beebe said that Jason Silva and the Topmast are planning for the long haul. Mr. Silva already plans to open his next season with many of this year's precautions in place. This is not just a stop gap. Covid is not going to disappear in the next 11 to 12 months. She expects it to be a subdued summer, but people come to Truro for the experience of isolating. We are all waiting for development of a vaccine, she said.

Bob Montano asked if there were any plans to provide more outdoor tables in public areas for people to enjoy. Janet Worthington said there was potential for this at the Veterans' Park, where the Farmers' Market has been held in the past. Ms. Palmer asked people to e-mail her quickly with suggestions. She will look at the park as a site for tables and porta-potties. Mr. Montano said that picnic tables on his parking lot would not work. A parking lot awning with flaps is not allowed. Jeffrey Ribeiro confirmed that a tent with flaps down is considered indoor seating. Ms. Beebe agreed that parking lot seating would not work at Montano's Restaurant. Mr. Montano does not own the grass strip out front. He said he was not going to try to create a back-deck area because that had been turned down when he tried to get a Special Permit for one several years ago. Mr. Montano said he is operating at a loss as he begins the fourth month without indoor dining. Chair Worthington expressed the hope that the governor would reopen indoor dining soon. Kristen Reed spoke in support of more picnic benches but recognized the need for accompanying porta-potties, trash barrels and trash disposal. Those costs add up, she said, so the Town should think about proceeding in a prudent way.

Town Events

Rae Ann Palmer said all Town events have been cancelled, but Steve Roderick had previously discussed ideas for Truro Treasures. Steve Roderick said that Truro Treasures is planning a Zoom event on Friday, holding an online auction with regular artists and creating an online dog show. For this year's popular dog show, people will be invited to post pictures and videos of dogs in their favorite places in Truro. The organizers are also considering a community event to celebrate business when it is safe to do so, he said.

Harbor Operations

Rae Ann Palmer said that the restriction on out-of-state vehicles at Pamet Harbor has been lifted. The mask requirement is something that needs to be reinforced at the Harbor.

Beach Preparations

The Beach Office is set to open. Beach Director Damion Clements explained that outside transactions will be allowed at that location, but people are encouraged to obtain their permits online. Curbside pick-

up will also be provided. There will be no daily passes or cash exchanges at the beaches. Pathways to the beaches are all one-way. There are signs posted for social distancing and all beach regulations. There will be the same number of lifeguards as last year, but they will be spaced further apart. Responding to a question from Susan Areson, Mr. Clements said there will be no increase in staffing. The assistant director and one clerk will be inside the beach office, and one staff member will be stationed outside. In response to Kristen Reed's question about beach parking, Damion Clements said that the Town Manager and DPW Director were working out ways to gauge when a beach was at capacity. He will give an update at another meeting.

Town Buildings

Town Manager Rae Ann Palmer reported that she and Assistant Town Manager Kelly Clark had met with Council on Aging Director Mary Elizabeth Briscoe to discuss reopening the COA. The building will not be opening, but they will restart essential transportation for medical appointments. The Library, like the other Cape towns, is providing a pick-up service. Some towns are planning to reopen libraries on a limited basis, starting in July. Brewster's plan to open on Tuesday and Thursday might work for Truro, Ms. Palmer said. The ducts in all Town buildings have been cleaned, and the Town Hall dehumidification system has been replaced; however, Ms. Palmer does not anticipate full use of Town Hall until a vaccine for Covid-19 becomes available. Ms. Palmer said she would discuss appointment systems with other town managers and administrators at their next meeting. Truro is already doing some Town Hall business by appointment.

Playgrounds

Recreation/Beach Director Damion Clements and Health Agent Emily Beebe have been examining playground cleaning procedures and costs. Cleaning would have to be contracted, but they have not figured out a plan of frequency that will work for the Town. That is holding up reopening, but they are getting closer. They are planning a swing-set arrangement that will allow better social distancing.

Next Steps

Select Board Chair Janet Worthington commented on progress over the weeks since the pandemic changed everything and thanked the Town staff for their continued support. She noted that we are not as fearful now as we were several months ago. She asked Police Chief Jamie Calise to give a report on last week's demonstration. Chief Calise discussed the peaceful protest that had taken place in Truro last Friday. He had received help from other agencies because of his safety concerns about traffic on Rte. 6. Police calls were diverted to Wellfleet, but there were no incidents or issues. He thanked everyone for keeping things safe.

Next Reopening Meeting Agenda

The next Reopening Task Force meeting will be held July 7, 2020 at 9 a.m. The scheduled meeting for June 30 is not suitable because it is the date for Town Elections. The governor will have announced plans for Phase 3 reopening on June 29th. Steve Roderick suggested adding a discussion of food pantries and financial hardship to the agenda. The regular Select Board meetings will be held June 23 and July 14, 2020. Expedited permitting for businesses like the wine bar will be an agenda item for the June 23rd.

Other Discussion and Announcements

Ms. Palmer announced that the Transfer Station would be open seven days a week beginning in July since the cleaning schedule at the Public Safety Facility is now set. Select Board members, the Health Agent and Fire Chief Collins discussed ways of making more masks available to the public. Chief Collins said

that MEMA and FEMA will only supply masks for emergency personnel, not to the general public. Chair Worthington noted that most restaurants and retail stores have masks available to their clients. The Health Agent and Select Board members Areson and Reed discussed a community drive for donations of home-made masks. Ms. Palmer said she believes the Town can get some plain cloth masks, and she asked Kelly Clark to check on available sources. Stephanie Rein suggested including information on the highway signboards notifying the public to wear masks to the Town Elections on June 30th. Rae Ann Palmer said the messages will be put on the signboards next week.

Adjournment

Susan Areson moved to adjourn. Stephanie Rein seconded, and the motion carried 5-0. The meeting was adjourned at 1:37 p.m.

Respectfully submitted,

Mary Rogers, Secretary

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

DRAFT

**Truro Select Board Meeting
Tuesday, June 23, 2020
Remote 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 & Conservation Agent Emily Beebe; Town Planner Jeffrey Ribeiro

Chair Janet Worthington opened the remote meeting at 5:05 p.m. and explained how to view the meeting and participate through e-mail or phone calls.

PUBLIC COMMENT

There were no calls from the public. Stephanie Rein, addressing her fellow Select Board members regarding an e-mail to the Chief of Police that had been forwarded to them, read the e-mail from two members of the community and called attention to unintended but disrespectful racist terminology included in the message. Ms. Rein stated, "Words matter." We must look at systemic racism at all levels in our country, beginning with ourselves. She concluded, "As an all-white board in a predominantly white community, it is our duty to address the inherent racism in our lives."

Covid-19 Update

Town Manager Rae Ann Palmer said Phase 2, Step 2 for Massachusetts had begun on Monday with indoor dining at restaurants allowed. The beaches are open. The one-way beach access paths have been established. The Beach Office is not open to the public. Beach self-distancing and masks will be the personal responsibility of beach goers. Other towns are considering use of ambassadors for compliance issues. EMTs will be on the ocean beaches. Health Agent Emily Beebe commented on Phase 2, Step 2 (2.2) restaurant reopening with limited inside dining. Other personal services businesses are allowed to open. Phase 3 does not have a date but is not far away, she said. Townspeople are concerned about enforcement in all public places, not just at the beaches, according to Ms. Beebe. Her advice is to maintain your own distance, wear a mask and wash your hands. It's a matter of education rather than enforcement. Everyone should do their part because Covid-19 will last until there is a treatment or vaccine, she said.

Emily Beebe said Massachusetts Covid cases are trending in the right direction. There is a push to test more people and continue contact tracing. We are still in first wave. We need to stay the course and continue to do what we're doing by maintaining physical separation and reminding others not to ease up. Ms. Beebe said no positive results came up in the tests done in Wellfleet and Provincetown after the recent demonstrations. She said testing is a good strategy. Kristen Reed added that businesspeople, both employees and employers, should be aware of their rights and call the Attorney General's Fair Labor Division to file a complaint or receive information about businesses or restaurants.

Susan Areson asked for information on antibody testing. Emily Beebe that it is complicated. Towns are using it, and she's read a lot about it, but it is unclear how Truro would use the antibody testing at this time. If you have the test, it is not a diagnostic that indicates you wouldn't transmit the virus, she said. More information is needed on how it can be used.

Other Comments

Because of the need for blood at this time, Susan Areson suggested adding information to the Town website about any upcoming blood drives in the area. Rae Ann Palmer said there is usually a blood drive held at the Community Center, but the Health Agent did not have an update on it. Janet Worthington recommended using the electronic message board or an ALERTruro with the information that people can go to the polls or vote by mail for the Town Election. Ms. Palmer said the notice will be put on the message boards and sent out a second time on ALERTruro. Assistant Town Manager Kelly Clark will post the information on the Town website. Susan Areson shared information from the Assistant Town Clerk that it was okay to leave ballots in the Town Hall drop box. Kristen Reed mentioned the need for election tellers and recommended that anyone interested get in touch with Town Clerk's office. Rae Ann Palmer added that tellers must be Truro voters and residents. They probably should not be public employees, she said.

PUBLIC HEARING

Jeff Ribeiro read the notice: This is a public hearing on an application in accordance with MGL Ch. 166, § 21, 22 and 25A from New Cingular Wireless PCS, LLC ("AT&T") in conjunction with Eversource Energy d/b/a/ NSTAR Electric for Grant of Location for Telecommunication Wires and Wireless Attachments and Appurtenances, fiber optic cable (s), remote radios mounted to the pole, an unobtrusive side mounted antenna, conduits and cable protectors, and an electrical meter with grounding rod for the small cell installation on the replacement Eversource utility pole. AT&T Site ID: CRAN_CP_17_P20A: Location: 37 Corn Hill Road, 42.000117N, -70.078439W, replacing pole # 82/15.

Attorney Edward Pare explained AT&T's effort to provide more wireless coverage and capacity to Truro. They use existing utility poles when possible, but Eversource had asked that the chosen pole be replaced. The height will be six feet taller although the attachment will be placed on the pole's side. The new installation should provide coverage in the neighborhood and down to Corn Hill Beach, he said. It meets emission control standards.

Robert Weinstein asked why this location had been chosen. Attorney Pare said the location was based on the volume of people it would serve. It is to be installed in the public right of way, originally further back on a new pole, but they found the existing pole closer to Corn Hill Beach. It really was about the volume of people at Corn Hill Beach, the attorney said.

Robert Weinstein moved to approve the Application of a New Cingular Wireless PCS, LLC (d/b/a AT&T) for a grant of location for a wires and wireless attachments and appurtenances on a replacement utility pole in the public right of way at the following location: Pole #82/15-Near 37 Corn Hill Road. Susan Areson seconded, and the motion carried 5-0.

Edward Pare asked about input from the public. Janet Worthington said there were no callers for the public hearing.

Chair Worthington closed the public hearing at 5:33 p.m.

Town Planner Jeffrey Ribeiro said a roll call vote was required. Kristen Reed, Susan Areson, Robert Weinstein, Stephanie Rein and Janet Worthington each said *Aye*. The motion carried unanimously.

Public Comment on Payomet Theater Proposal

Payomet Theater Director Kevin Rice called in for public comment. He said that Payomet had submitted a proposal for a drive-in format for entertainment at the ball field. Social distancing is built in with people in their vehicles. He had received around seven hundred favorable responses on a survey, support from the National Seashore and a letter from the Chamber of Commerce. Selectmen of Yarmouth, Newton and New Bedford have approved drive-ins for live entertainment, he said. Mr. Rice had not met the deadline to get his 9-page proposal on the agenda for the meeting, but he wanted to be sure the Select Board had Payomet's proposal. Rae Ann Palmer said staff is reviewing and commenting on it, and Payomet's proposal will be on the agenda for the next meeting. Mr. Rice talked about the overwhelming positive response to holding drive-in style events. Chair Worthington asked if there is state guidance for this, and the Health Agent said there is. She will work with Kevin Rice on a plan.

SELECT BOARD ACTION

Memorandum of Agreement for Inter-Municipal Shoreline Management Plan

Health & Conservation Agent Emily Beebe conveyed her enthusiasm for the completion of the first phase of the Inter-Municipal shoreline Management Plan. Working with the Center for Coastal Studies has been a great experience, she said. Agent Beebe read an overview of the project for the shared management of the Cape Cod Bay shoreline by Eastham, Wellfleet, Truro and Provincetown. The plan addresses coastal storms and climate change. The memorandum of agreement (MOA) to develop the plan needs approval from each town's Select Board. She encouraged Truro's Select Board to sign the MOA in order to 1.) develop and provide an accurate, up-to-date database, 2.) pursue the development and implementation of an inter-municipal management framework, 3.) promote a science based approach for the management of the shoreline and 4.) ensure uniform management principles and responsible stewardship relative to wetland resources, private and public properties, infrastructure, wildlife, fisheries, boating and public access along the shoreline.

Kristen Reed expressed her enthusiastic support and asked about Cape Cod Commission involvement. Emily Beebe said that the Commission and the Cape Cod Cooperative Extension have met with the group. They have applied for grants including an MVP one for the low-lying roads. They anticipate working further with the Cape Cod Commission and others interested in the undertaking. She said the Center for Coastal Studies is building a massive geo database which will be updated regularly. It will be accessible to each town although each is at a different stage of using GIS. Learning how to use it is a very positive experience, she said. Janet Worthington asked if there is a role for the public in the study. Agent Beebe replied that there is since the plan is meant to be an organic, working document, not something in a binder on a shelf.

There have been listening sessions and TV meetings. Departments from the towns have participated, including beach directors, shellfish constables, harbor masters, planners, DPW directors, police and fire chiefs. There are Phase 3 plans to bring in the public. The first phase was data collection. The MOA allows the towns to move forward together with data from the Center for Coastal Studies that allows them to see things they hadn't seen before.

Kristen Reed moved to adopt the Outer Cape Memorandum of Agreement for Shoreline Management. Stephanie Rein seconded, and the motion carried 5-0.

Draft Outdoor Dining Procedures

Kristen Reed recused herself from discussion or voting on the outdoor dining policy.

Town Planner Jeffrey Ribeiro said that procedures for outdoor dining had been reviewed at the reopening meeting. Governor Baker's order on June 1st allows the Select Board to grant restaurants outdoor service and preempts Planning Board approvals. Because the process will be expedited, public hearings are not required. The Select Board still must see that use, appropriateness, neighbors' concerns and health/fire/building codes are all met. The process is meant to operate in a safe way with the applicant working with the Health & Conservation Agent. The Building Inspector will check for code compliance. There must be six-foot distances between diners and pathways to the bathroom and exit. Parking lot traffic patterns must be shown on the plans. Mr. Ribeiro had provided the Select Board with a draft policy letter of permission, an acknowledgement from the owner for the seating arrangements and insurance, and the required information to be included on the plans.

Susan Areson moved to approve and adopt the policies and procedures as drafted. Janet Worthington seconded, and the motion carried 4-0.

Kristen Reed resumed her participation in the meeting.

Avenue D Outdoor Seating

Attorney Lester J. Murphy was unable to attend the meeting, so Jeffrey Ribeiro explained the request for Avenue D's outdoor seating. The wine bar had not been approved at a previous site plan review by the Planning Board. That is not being requested until November for the small deck at the rear of the building. Seating accommodates 12 diners with required back to back, six-foot separation from the chairs. The deck is existing. The proposal does not allow music or entertainment. It does not increase the approved capacity for the establishment. This is important for septic capacity and health codes, Mr. Ribeiro said.

Stephanie Rein expressed concern about the Planning Board denial based on community input. We want to support businesses in this challenging time, she said. However, she is apprehensive about the arrangement lasting until November. She said she was not in favor of allowing seating where they didn't have it. Susan Areson asked for clarification on the number of seats. The application form indicated 14, but the plan shows 12 seats, she said. Planner Jeffrey Ribeiro said it would take the owner to explain why the application says 14 seats. Robert Weinstein asked if the applicant had agreed to wait for the next Select Board meeting for a decision. Ms. Palmer said the attorney would prefer a decision at this meeting, but, if need be, it can be postponed.

Susan Areson said approval could be granted with the condition that full occupancy was approved until November 1st and revoked after that. Jeffrey Ribeiro said that reasonable conditions are okay since approvals will be considered case by case. The applicant could come back for further discussion if the Select Board approves for 12 seats now with the condition of stopping on November 1, 2020. With that caveat in place, Stephanie Rein said she could support a vote at this meeting. Robert Weinstein said he didn't see the necessity of an approval since Massachusetts guidelines indicate that there will not be an overall increase in seats and there is an end date of November 1st. Susan Areson said increasing capacity was not the issue. A full use of indoor seating ends the outdoor use. Janet Worthington said that is what she understands. Rae Ann Palmer offered the reminder that allowing for indoor dining means there must be allowances for social distancing. Avenue D is a wine bar with limited space. When they return to indoor dining, they won't exceed their original allowance, she said.

Ms. Palmer said the next Select Board meeting is scheduled for July 14th. The owner would prefer a decision now, but the matter could be tabled. Jeff Ribeiro said the Select Board could approve continued use of the outdoor area but put conditions on it. Mr. Weinstein said if the 12 seats are outdoors, the inside cannot be full use. He was willing to proceed with a vote.

Susan Areson moved to approve the temporary outdoor use at Ave D with the condition that if at any point prior to November 1, 2020, the interior occupancy can be met with proper social distancing, the outdoor use be discontinued. Kristen Reed seconded, and the motion carried 5-0.

Use of Dennis Family Gift Fund

Rae Ann Palmer explained the request for use of the Dennis Family Gift Fund to pay June 2020 interest on Walsh Property borrowing. If there is no Town Meeting before the end of June, the Town's ability to use Free Cash in the current fiscal year will have passed despite legislative efforts for relief to pay FY2020 expenses in FY 2021 or 2022 or to use FY2020 Free Cash. The Town has to pay the interest on the money borrowed for the purchase of the Walsh Property. The interest was not in the budget because the approval to buy the property didn't exist until Town Meeting, so the plan has been to use Free Cash in the current fiscal year. She asked that the Select Board authorize the Town to pay with the Dennis Gift Fund. The Select Board had previously authorized use of the Dennis Gift Fund to pay FY2021's interest which is due in FY2021. Since next year's budget is not set yet and we won't really know until September if we can cover it with Free Cash then, Ms. Palmer asked that the Select Board reserve that decision until the final FY2021 budget is prepared.

Susan Areson moved to approve use of the Dennis Family Gift Fund to pay short-term interest of \$116,847.22 due on the "Walsh property acquisition" portion of the June 2019 BAN. Kristen Reed seconded, and the motion carried 5-0.

CONSENT AGENDA

- A. Review/Approve and Authorize Signature: *None*
- B. Review and Approve 2020 Seasonal Licenses: Avenue D (Common Victualer)
- C. Review and Approve Select Board Minutes: May 19, 2020 Work Session, and May 28, 2020 Regular and Work Session

Susan Areson amended the minutes of May 28, 2020 and said that she will send some typos to the executive assistants for correction.

Susan Areson moved to approve the Consent Agenda as amended. Stephanie Rein seconded, and the motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Susan Areson enquired about the Annual Town Report, which typically this comes out after Town Meeting. Ms. Palmer said it is on the website and boxes of the reports are available when Town buildings reopen. Ms. Areson suggested offering the reports at the Library's curbside pickup.

Robert Weinstein reported the latest School Committee virtual meeting which he had attended. Of the \$500,000 remaining unspent in the School budget, \$350,000 will be returned to Free Cash because \$150,000 will be used to prepay the Special Education program. The School Committee is still waiting to hear from Governor Baker about reopening in fall. The summer program for around 60 students who experienced difficulties in the past semester, particularly because of Covid-19, will be held to help them catch up, Mr. Weinstein said.

Robert Weinstein commented on the problems encountered with technology during the current meeting. It was frustrating and too difficult to hear everyone, he said. Kelly Clark acknowledged the reverberations and echoes throughout the meeting. She suggested that everyone put themselves on mute when they were not speaking. She also said that IT might need to work with Mr. Weinstein on his connection. Susan Areson and Stephanie Reed noted that everyone was experiencing the audio problems.

Mr. Weinstein asked about harbor plans to install a credit card reader so they don't have to handle cash and a Dutch door for staff to converse with the public. Ms. Palmer promised to get the information for him.

Kristen Reed advocated for participating in Census 2020. She said Cape Cod's response has not been good, and Truro's is only 22%. Ms. Reed said she wants Truro to do better. She urged citizens to take the initiative and complete the census form online or by phone even if they had not received the census in their post office boxes. There is information on the Town website on how to participate. She suggested placing a reminder on the electronic message board.

TOWN MANAGER REPORT

Town Manager Rae Ann Palmer said there was a lot of confusion over the ballot question for a Proposition 2 ½ override for paramedic/firefighters. Provincetown expects to become an in-house rescue department, but Lower Cape ambulance service was extended there for another year. Truro and Provincetown had been in discussion with Lower Cape, but all meetings stopped because of the Covid public health emergency. Truro had determined that if Lower Cape stopped serving in Provincetown, it would end in Truro too. If Truro had to take over on its own, the Town would need eight new EMTs. During the Budget Task Force meetings, the Finance Committee and the Select Board, after much discussion, decided hiring four more paramedic/firefighters would put Truro in better position since the future with Lower Cape is

unknown. The Covid emergency has taught us to be prepared for the unexpected, Ms. Palmer said. She has also talked to Steve Roderick about the paramedic/firefighters. He said that Truro should be prepared. There are ongoing concerns about senior citizens and about being in the middle of the Covid-19 health emergency.

Janet Worthington said that people are asking why do this when we still have Lower Cape, but the Town needs to prepare since we don't know what is going to happen. Susan Areson asked about waiting if there are still some years left with Lower Cape. Ms. Palmer said the Town does not have two years left on the contract. It is up. Ms. Areson said that had been reported wrong in the media. Susan Areson also asked if the ballot question would go to another Town Election in spring if it does not pass now. Rae Ann Palmer said if it passes at Annual Town Meeting but not in the election, the question would go to another election and be on the 2021 Annual Town Meeting Warrant. Kristen Reed suggested posting the Town Manager's explanation on the Town website, but Ms. Palmer said she needs to check first because she does not want to violate any election laws.

Janet Worthington enquired about the Farmers' Market, and Ms. Palmer asked Stephanie Rein to report on it. Stephanie Rein said that the Farmers' Market was relatively well attended although not as busy as usual. People practiced social distancing and wore masks. The new location was a nice spot, but it got hot when sun came out without any sheltering trees or a breeze from the Pamet. It went well from a safety perspective, she said.

NEXT MEETINGS

Ms. Palmer reviewed agenda and dates for the next two meetings:

July 7, 9 a.m. – Reopening Task Force: Phase 3 discussion;

July 14, 5 p.m. – Regular meeting: Select Board reorganization and liaison list, final update on goals and objectives.

ADJOURNMENT

Susan Areson moved to adjourn. The motion carried 5-0.

The meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Mary Rogers,
Secretary

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

Public Records Material of 6/23/2020

1. E-mail to the Chief of Police
2. Public Hearing Notice and application papers for New Cingular Wireless
3. Inter-Municipal Shoreline Management Plan Memo of Understanding
4. Draft Policy for Outdoor Dining
5. 2020 Seasonal Licenses: Avenue D (Common Victualer)

DRAFT

**Truro Select Board / Special Meeting and Reopening Task Force
Tuesday, July 7, 2020
Remote 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; Police Chief Jamie Calise; Fire Chief Timothy Collins; Recreation/Beach Director Damion Clements; Town Accountant Trudi Brazil; Steve Roderick and Bob Montano

TRURO SELECT BOARD SPECIAL MEETING

Select Board Chair Janet Worthington opened the work session at 9:03 a.m.

PUBLIC COMMENT

No one called in during the Public Comment period of the meeting.

Review Payomet Drive in Events Entertainment License and Possible Vote to Approve

Select Board Chair Jan Worthington spoke to the Payomet Theater request for the 2020 season. Kevin Rice, Executive Director of the Payomet Performing Arts Center reached out to the Town proposing a drive-in entertainment feature. Chair Worthington explained that the proposal before the Board was similar to public performances that have been done in various other towns and cities in the Commonwealth. She added that Payomet's proposal for drive-in events included guidelines, parking plans, a stage plan and a National Park Risk Assessment.

Mass General Law Chapter 140, and 181 provides local authority to license performance events, and the Payomet Performing Arts submitted an entertainment license application for the 2020 season, with an attached list of event dates. The entertainment application has been reviewed and approved by the Chief of Police. Their temporary sign permanent applications have been submitted to the Planning Board. Town Manager Rae Ann Palmer noted that Phase III of Massachusetts' Reopening Plan began yesterday and allows for entertainment events.

Kevin Rice noted that Payomet occupies rental space from the Park Service at Highland Center. He added that they have had a number of patrons, audience members, and community members ask for the consideration of a drive-in concept. Payomet did a survey a month ago, which is included in the Select Board packet. He explained that it would be an open-air concept located in the 1.5 acre ballfield at the Highlands Center. Payomet decided not to have the children's circus camp due to the physical contact, but would have circus performances. He further explained several performances that were in the works for the 2020 season. Because of the Coronavirus, Payomet would host local and regional music artists, especially those who are within commuting distance.

Select Board Vice-Chair Robert Weinstein, thanked Mr. Rice for the thorough proposal and spoke to Payomet being a real treasure for the Community. He calculated that accommodating 86

cars on the ballfield with 4 people per car would total 344 people. He questioned whether that amount was allowable at Phase III.

Mr. Rice added that capacities referred to for Phase III are referring to indoor spaces with Phase III, not specifically referring to a drive-in format.

Mr. Weinstein added that he would love for this to be approved but due to capacity was concerned it could cause a super spreader location.

Select Board Clerk Kristen Reed stated that she had some logistical questions she needed clarified. She asked about the spacing of the vehicles and social distancing when people wait in line with respect to the restrooms. She also asked if masks will be provided, and how they will manage when people are not in compliance.

Mr. Rice responded that there will be entrance and exits for parking that will be clearly marked. There will be parking captains and parking monitors, with safety protocols being their highest priority. Mr. Rice added that there have been numerous discussions with staff, volunteers, and the public relative to the bathrooms. He explained that the music performances would generally run for an hour with no intermissions and that he didn't think many people would be using the bathrooms with such short performances.

Ms. Reed asked about when people leave their cars and perhaps become less vigilant and perhaps are not wearing their masks and are gathering. Mr. Rice said that Payomet would absolutely require a mask and failure to wear mask may result in the individual not being permitted to attend future events.

Town Manager Palmer read aloud a section of the Phase III guidance noting that no event can host more than 100 people. Ms. Reed commented that there was a great deal of social distancing imbedded in the proposed plans, but was concerned about the number of cars and the number of patrons in each car. Mr. Rice felt that there would not be that many vehicles attending with local regional artists, estimating about 70 cars would attend.

Select Board Chair Worthington felt the number of vehicles should be limited. Town Manager Palmer cited the State's guidance that "live performances must follow the rules for performers in the Theaters and Performance Venues guidance" and that the Theaters and Performance Venues guidance requires a 100-person maximum. Select Board Clerk Reed suggested that tickets could be sold before the event to control the number of people admitted. Select Board Member Susan Areson suggested approving the license with the number of people specified.

Select Board Member Areson asked for clarification on whether patrons would be required to stay in their vehicles and whether they could open the windows of their cars. Mr. Rice responded that it would not be possible to ask them to remain in their cars but they would be asked to stay in the space provided for the vehicle. Payomet would like car engines turned off during the performance. He added that the programming will be in the daytime mainly.

Select Board Member Stephanie Rein thanked her colleagues and Mr. Rice for all the information provided. She agreed that the bathrooms would be the weakest link in the operation. She added that she feels at ease that the performances will only run an hour, limiting the use of restrooms.

Select Board Clerk Reed expressed her concerns that restrooms will still be used frequently and are high touch areas.

Town Manager Palmer added that it will be difficult for people to remain in their cars and reiterated that the State's guidance limits occupancy to 100 people. Assistant Town Manager Kelly Clark posted the referenced guidance on the screen.

Mr. Rice interpreted Phase III to allow for 8 people per one thousand square feet of space because the venue is a hybrid of a drive-in and a performance venue. This would allow for 500-600 people at the ballfield. Mr. Rice stated he could cap admission at 85 cars and see how it goes for the first two concerts.

Town Manager Palmer offered that a decision could wait for the Health Agent to get a determination on the allowable limit of people from the Massachusetts' Department of Public Health. She suggested that the Board consider allowing two events with a close look at the operations. Chair Worthington agreed that the occupancy limits could be reviewed at that time.

Vice-Chair Weinstein stated the Board cannot approve Payomet to exceed the State occupancy limits. He suggested the occupancy could be limited to 100 people for the first two events and clarification from the Department of Public Health would help with a determination for the remainder of the proposed events.

Mr. Rice responded that Payomet is in very close communication with their audience ticket holders, and it wouldn't be difficult to limit to 100 people. Chair Worthington suggested that the Health Agent could attend the initial shows for observation.

Vice-Chair Weinstein moved to approve the drive-in entertainment license for Payomet Performing Arts Charitable Trust for the 2020 season and the Commonwealth of Massachusetts license for public entertainment, weekdays and on Sundays, and to limit the initial two performances to an attendance of no more than 100 individuals pending further instruction from Truro's Health Agent and the Commonwealth's Department of Public Health, which may increase this number and authorize the Chair to electronically sign the application, and the Board to electronically sign the license. Seconded by Select Board Member Rein.

Select Board Clerk Reed questioned if the 100 people included staff as well as patrons. Town Manager Palmer said the 100 includes staff *and* patrons. She added that the Board may need to revisit the 100 people amount after they get guidance from the State to clarify for the organizers. Chair Worthington noted that they can place it on a future Agenda for a revote. Ms. Reed asked if the motion needed to be amended to specify the 100 patrons and staff. Chair Worthington felt that it was inherent at this time, in the motion.

Vote: 5-0-0

Chair Worthington asked for a motion to adjourn the Special Meeting. Select Board Member Areson so moved. Select Board Vice-Chair Weinstein seconded. Voted: 5-0-0. Motion passed.

TRURO RE-OPENING TASK FORCE

Chair Worthington opened the Re-opening Task Force Meeting.

PUBLIC COMMENT

Town Manager Palmer stated that she did not see anyone for Public Comment. She asked that Steve Roderick of the Chamber of Commerce be heard next.

3. DISCUSSION/UPDATES

- A. Beaches**
- B. Reopening of Playground**
- C. Reopening Town Buildings**
- D. Town Events**
- E. Harbor Operations**
- F. Business Re-openings**
- G. Discussion of the Food Pantry and Community Needs**
- H. Next Steps & Future Agenda Items**

Business Re-openings

Steve Roderick of the Chamber of Commerce stated that the Chamber opened on Friday, May 26th with window-service only. He reported that people seem to be following social distance rules at this time. Mr. Roderick stated that there were masks available at the Chamber booth.

Bob Montano of Montano's Restaurant said business has been primarily take out (75%). Patrons are wearing their masks when they come into the restaurant. He was optimistic that dining-in would increase over time. He added that overall the numbers were good, but he is not serving the larger group sizes that he normally serves the summer.

Steve Roderick asked on behalf of a business owner if dance floors were permitted for outdoor weddings. Assistant Town Manager Kelly Clark explained that dance floors will not be allowed until Phase IV.

Beaches

Damion Clements, Recreation and Beach Director, reported that there were shark sightings during opening weekend. He announced that they are currently not selling day passes for Corn Hill or Head of the Meadow beaches. He reported that sales were good and spoke to how smoothly the shark sighting alert procedure went.

Select Board Clerk Reed spoke of two constituent grievances about not offering day passes and people creating their own path to Head of the Meadow Beach (Town-side) from the Seashore-

side. Town Manager Palmer added that the Cape Cod National Seashore does not have attendants or lifeguards at Head of the Meadow Beach this season. People are parking on the Seashore-side and using Truro beaches where lifeguards are stationed. She explained that not selling day passes was a two-fold decision for Truro; it allowed for more social distancing while for residents and nonresidents and the beaches and it also prevents the exchange of cash in close proximity. Staff checked with the vendor to see if there was any possibility of doing day passes online, but that feature is not available yet.

Select Board Member Areson asked if increased sales for the season included day passes sold last year. Recreation and Beach Director Clements responded that including day passes sold last year the sales this year are close due to the increase in sticker sales. It's unclear if that trend will continue.

Select Board Member Rein asked if it was possible to have the Seashore close their parking lot as it is impacting the Town lot. Town Manager Palmer shared Ms. Rein's concern. Ms. Palmer noted that she has had ongoing discussions with the Superintendent of the Seashore about this matter.

Select Board Vice-Chair Weinstein stated that he spoke with Brian Carlstrom because of the lack of signage both at the Seashore beach locations and the ponds. He reported that the Seashore was in the process of getting signage for all of the access points, not just at the beaches but also the trails. Mr. Weinstein felt the Seashore was really remiss in terms of their signage because people have not been wearing masks and have not practiced social distancing.

Town Manager Palmer had multiple discussions with the Superintendent and explained that the Seashore doesn't have housing for the typical number of people they hire. They had to reduce the number of people staying in the Seashore houses due to Covid precautions, which is driving the lack of lifeguards and gate attendants at Seashore beaches.

Recreation Director Clements further noted that the playground is open now with safety protocols in place.

Reopening Town Buildings

Town Manager Palmer stated that she had sent the Board a re-opening plan for Town Hall that reflects the standards that have been issued for office space and municipal office spaces. She added that they were looking to re-open Town Hall two days a week with limited hours from 8:30 to 3:30pm when safety measure implementation was complete. Intercoms are being installed at the Town Hall entrance vestibule, where the glass doors are on either side. Once installed, a citizen would push an intercom button and would be buzzed in for their requested department. The person would be asked to complete a contact tracing document and six-foot interval spaces would be clearly designated. She added procedures will be modified for individuals with disabilities on an individual basis.

She reported that people having trouble with online access for purchasing Transfer Station Stickers sometimes show up at Town Hall and knock on the window to ask for help. Staff has accommodated these transactions.

Town Manager Palmer said staff will still be coming in on a rotating basis. The buildings will have a deep clean after those two days that Town Hall *is* open to the public. DPW Director Jarrod Cabral stated that the initial wiring for the intercom will be done between Wednesday and Friday of this week. Then the actual component is about two weeks from being installed due to shipping delays; adding that hopefully there will be an opening date in late July. It was noted that appointments will be encouraged, and meetings are still being restricted inside of Town Hall.

Town Events

Town Manager Palmer stated that there are no Town events other than a Yoga request and the Farmers' Market. Truro Treasures Weekend is still working on the possibility of a community event.

Harbor Operations

Town Manager Palmer spoke of the Dutch door being installed at the Harbor Office. There will also be a card reader installed for purchases. Assistant Town Manager Clark reported that credit card sales could be up and running by this weekend. Town Manager Palmer stated that the Harbor was fully open. She added people need to remember that they still have to socially distance along the gangway, and people need to wear masks. People moving from their vehicles to their boats and back need a mask.

Food Pantry and Community Needs

Town Manager Palmer reported to the Board that staff is helping with food pantry distribution on Fridays and the Community Kitchen is now at the Christian Union Church. The Food 4 Kids program, typically offered as part of the Recreation Summer Program, is being offered again this summer as a partnership between Food 4 Kids, the Library, and the Community Center staff.

Steven Roderick mentioned a fundraiser for the Church to assist with covering utility costs. He also spoke of a food drive which will start the last week of August and run until mid-September. He added that there is a need for food in the community. They will be collaborating with Salty Market for donations to the food drive.

Select Board Clerk Reed asked if masks were still available at the Fire Department. Chief Collins said that 150-200 masks were donated. Town Manager Palmer offered that locations like the Library and food pick-up areas can be used for mask distribution. There are also masks available in all the police cruisers.

Next Steps & Future Agenda Items

Town Manager Palmer stated that there is a regular meeting next week with a vote for reorganization of the Board and a discussion on the Select Board liaisons. She added that there will also be an update on the Board's goals as well as the approval of applications to serve for renewal of appointments. Select Board Clerk Reed added they may want to hear from Kevin Rice on how the Payomet events went and vote to authorize future events. Select Board Vice-Chair Weinstein asked for a discussion with the Police Chief regarding the nature of the training for Truro's Police Officers so the public knows the Board is concerned about continuing the good and necessary public service from the Police Department.

Select Board Clerk Reed felt that it was important to have a discussion on these topics but to also make policies around the discussions so there is intention and purpose. She added that she also received emails from constituents wanting to defund the Police Department. She felt that the Town has a responsibility to address some of these constituent concerns.

Select Board Vice-Chair Weinstein clarified that this discussion would be an opportunity for the Chief to explain how the department operates under the current policies and the nature of officer training.

Police Chief Calise commented that he would certainly welcome the opportunity to speak to the Board. He noted that the first budget of his tenure included a request for an increase in funding for training and that training budgets are usually around 1% of the entire budget. He added that he cannot stress the importance of training more and he welcomed the opportunity to discuss training. He added that the agency is working very hard to be professional and to be appropriate and responsive.

It was agreed to place this topic on the next Select Board Agenda.

Adjournment

Chair Worthington asked for a motion to Adjourn. Select Board Member Susan Areson moved to adjourn. Chair Worthington seconded. Motion carried 5-0.

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Nicole Tudor, Executive Assistant

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

Public Records material of 07/07/2020

1. Payomet Performing Arts Center Proposal for Drive-In Events Summer 2020 (Submitted 6/17/2020)
2. 2020 Seasonal Entertainment Application, including Public Entertainment on Sunday and list of proposed entertainment dates
3. Proposed Reopening Plan for Town Hall (7/7/2020)

**TOWN OF TRURO
SELECT BOARD MEETING MINUTES
JULY 14, 2020
Remote Meeting Via GoToMeeting**

Members Present: Chair-Janet Worthington, Vice Chair-Robert Weinstein, Clerk-Kristen Reed, Member-Susan Areson, Member-Stephanie Rein

Members Absent: None

Others Present: Town Manager-Rae Ann Palmer, Assistant Town Manager-Kelly Clark, Sally Brotman, Police Chief-Jamie Calise

Chair Worthington called the meeting to order at 5:00pm, announced the meeting would be virtual, and provided the toll-free number and access code.

Public Comment

Chair Worthington had two letters to read into the record. She read them in the order in which they were received.

The first letter was by Joan Holt and was signed by several people. It was addressed to the Select Board and the Zoning Board of Appeals. It was a statement on the Cloverleaf Housing Development its impacts on the environment in Truro. One worry is the amount of people that will be living near each other on four acres of land. Other concerns were raised with financial questions.

The second letter was by Sally Brotman and was signed by several people. It was also addressed to the Select Board and the Zoning Board of Appeals. The letter rejects the claim from the letter by Joan Holt that states density will be a public health problem. It also lays out the Boards and Committees which have received the Cloverleaf application for comment, and states that the Zoning Board of Appeals conducted televised meetings for the public to view and comment on. Financial concerns and concerns on the environment were also addressed.

Sally Brotman called in to the meeting. She stated that they received ninety signatures on the letter of support for the Cloverleaf which Chair Worthington just read into the record. The individuals that signed feel that, in terms of priorities, the housing situation is critical, and the lack of affordable housing is already impacting town services, businesses, health care, and the sustainability of the community.

Select Board Action

Chair Worthington stated that there was something which came up at very short notice and hence, was not on the agenda. Town Manager Palmer has an application for Federal assistance that she is going to ask the Board to vote on and authorize her to sign. The USDA came to the Town at the beginning of the week and offered design and construction funds for the Pamet River culvert at Truro Center Road. Unfortunately, a commitment to accept the construction funds cannot be made because it would require that the USDA pay seventy-five percent of the construction and the Town commit to pay twenty-five percent, which cannot be done without Town Meeting approval. The USDA needs to commit the money by the end of this week. As an alternative, the USDA has suggested that they'll give the Town \$200,000 for one hundred percent of the design of the new culvert. The USDA funded the analysis that will provide the Town with for replacing the failing culvert. Once the Town goes through that process and has community input, the next step would be to do the actual design for construction. Town Manager Palmer is asking the Select Board to take a vote to authorize her to accept the funds and to sign the contract for the \$200,000. The USDA will then be able to commit the funds and the Town can

keep the project moving. The USDA believes they will be able to tell the Town, by August, whether they can get Truro the actual seventy-five percent of the construction funds also.

Member Reed asked, procedurally, if the item was not posted then how are they able to vote on it? Town Manager Palmer explained that because it was not anticipated, it could be added to tonight's agenda, and they can vote on it.

Member Areson made a motion to authorize the Town Manager to sign a contract to accept \$200,000.00 for one hundred percent of the design work needed for the Pamet River culvert at Truro Center Road.

Member Rein seconded.

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

Election of Select Board Officers (Chair, Vice-Chair, and Clerk)

Member Areson made a motion to approve Chair Worthington to continue as the Chair of the Select Board.

No second was made.

Member Reed made a motion to approve Bob Weinstein as Chair of the Truro Select Board.

Member Rein seconded.

Member Areson asked if there would be discussion. Chair Worthington stated she was sorry she did not have the confidence of members Reed, Weinstein, and Rein going forward. She feels she's done a good job and thinks it would not be good to change the course at this point. She mentioned that she had graciously given her support to Member Weinstein when he asked for it during the last go-around and is sorry that he cannot do that in return.

Member Areson added that she had discussed, in private, with Member Weinstein her concerns for his running the Board for the one year he was Chair. She still holds true to those beliefs. She enjoys working with him but cannot support him as the Chair.

Member Reed thanked Chair Worthington for her leadership and service. She listed Member Weinstein's many years of experience serving the Town on various Boards (including this one) and having sat under him on this Board she thinks he is the best choice moving forward.

Member Rein wanted to thank Chair Worthington for all the work she's done. She, too, thinks Member Weinstein has more experience and she supports him as the Chair.

Chair Worthington asked Member Rein to explain how Member Weinstein had more experience, to which Member Rein explained he has been Chair in the past and has sat on multiple committees.

Chair Worthington then asked for a vote on all in favor of Member Weinstein as Chair.

Member Reed-Aye

Member Weinstein-Aye

Member Rein-Aye

Chair Worthington then asked for a vote on all against Member Weinstein as Chair.

Member Areson-Aye

Chair Worthington-Aye

So voted; 3-2-0, motion carries.

Chair Weinstein wished to comment. He wanted to thank Member Worthington, and stated he was sorry he didn't have complete support of the Board. He hopes he can gain the confidence of the two members of the Board who don't feel he should occupy the position. He confirmed that he sat down

with Member Areson about a year ago where she explained why she didn't think he would be a good Chair, and he listened. He does feel he is qualified and hopes he can get everyone's support. He is open to constructive criticism.

Chair Weinstein moved along to the next item on the agenda, which was to appoint the remaining two officers to the Board.

Member Areson nominated Member Worthington to be the Vice Chair. Member Worthington declined the nomination.

Member Rein nominated Member Reed to be Vice Chair.

Chair Weinstein seconded.

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

Member Reed nominated Member Areson as Clerk of the Select Board.

Member Rein seconded.

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

Town Manager Palmer asked if they could move the discussion on Truro Policing ahead of the Select Board liaison list and the update on goals and objectives. The Board members agreed.

Discussion on Truro Policing

Chief Calise stated he'd prepared a few remarks, to speak broadly about their daily operations, as well as their training focus and policy development for the department. He noted that they were having this discussion, in part, because of what happened in Minneapolis. The actions in the incident in Minneapolis are not consistent with fairness or equity, or anything that law enforcement in general stands for. Specifically speaking of Truro's Police Department, he stated the agency fully embraces community policing, collaboration, and they seek the trust of the community. The agency supports the principle that a police officer's job is enforcing the law, and not meting out punishment. Further, they believe strongly in partnership being the solution to many things; not division or tribalism.

He explained Massachusetts' policing focus. Massachusetts Police Recruits attend the Police Academy, and the Academy's focus is on best practices for law enforcement. The MPTC (Municipal Police Training Committee) focuses on problem solving, procedural justice, ethical decision making, and fair and impartial policing. The training includes topics such as de-escalation techniques, mental health call responses, etc. Last year the department went through a significant restructuring. They wanted to prioritize policy review and development of the agency. In 2019, they began a policy review and centralized the roles of training and internal matters. In January 2020, they reviewed their Use of Force policy. They have prioritized training for the agency, and Chief Calise gives thanks to the Town (elected officials and town members) who identified the increase in training as a priority.

All members of the department attend yearly in-service training through the State, which encompasses forty hours of training. Topics of trainings this past year were: Legal Update, Procedures and Protocols for Investigations Involving Animal, Police Survival, Defensive Tactics (which is inclusive of de-escalation techniques), Annual Firearms Training, CPR and First Aid. For the upcoming year, Legal Updates again are part of the training, as well as Defensive Tactics. There is also Officer Health and Wellness, Implicit Bias, Domestic Terrorism, Responding to Covid-19 States of Emergency, as well as traditional firearms and CPR training.

Member Areson asked how members of the public could learn more about the Truro Police Department and get more detail about the Citizens Police Academy. Chief Calise stated that information is regularly posted through the Department's Facebook page. The department's webpage also has information

related to the agency and its programs. He added that they always welcome questions from the public via e-mails, letters, and phone calls.

Member Reed stated that she's received constituent e-mails talking about broad-stroke defunding which feels reckless to her. She wants to address people's concerns as we watch the dialog happen at a state and national level. Chief Calise stated that for police officers to be effective, they must have confidence in the agency policies, but also the justice system and the law as a whole. That confidence is destroyed when changes happen too quickly without the benefit of either input or debate (perhaps in response to individual demands). The defunding aspect is something he is opposed to and would require discussion around alternative plans.

Chair Weinstein stated that the department's operating budget was roughly two million dollars with an estimated twenty-three thousand dollars allotted for training. He asked if that dollar amount was common to small departments like Truro's. He also wanted to know if that training budget could be augmented without damaging monies necessary for general operations of the department. Chief Calise stated that typically a department's training budget is about one percent of the police budget. The twenty-three-thousand-dollar amount was slightly more than one percent. He explained that currently, around eighty-nine percent of the budget are fixed costs due to contractual requirements, etc. The rough number of twenty-three thousand allows for professional development, as well as the cost of training that's mandated by the State. Training funding is prioritized by the department and is consistent with general budgets nationwide.

Chair Weinstein asked if there is training to respond to kinds of calls (including citizens who fail to call in for a wellness check) that would fall under the broad heading of "social services." Chief Calise stated that they have officers who work as liaisons with social service agencies. If someone doesn't call in for a wellness check, an officer will go to the home to determine if there is a problem. Some sort of action might need to be taken to ensure their safety or well-being.

Review and Approve Select Board Liaison List

All members were happy with their assigned Boards/Committees. Member Areson expressed interest in being the liaison to the Bike and Walkways Committee. Chair Weinstein agreed to relinquish the role he held as liaison to the Bike and Walkways Committee to Member Areson.

Member Areson made a motion to accept the liaison list as amended.

Member Rein seconded.

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

Update on FY20 Goals and Objectives

Town Manager Palmer provided an update on Fiscal Year 2020 Goals and Objectives. Some items were completed, others were in progress and some were not started. Challenges such as the unexpected death of a Select Board member who was actively involved in several of the Select Board objectives, and the pandemic, hindered completion. She recommended that the Board take the next week or so to review the existing goals and objectives and send her email with the objectives they'd like to keep or add to be compiled for a discussion. A Public Hearing can be scheduled in August.

Consent Agenda

Chair Weinstein asked if everyone had gone through and reviewed the items on the consent agenda. Member Rein made a revision to the minutes from June 16th.

Member Areson made a motion to approve the consent agenda with the amendment on the minutes from June 16th.

Member Rein seconded.
So voted; 5-0-0, motion carries.

Select Board Reports/Comments

Member Worthington reported that the search committee for the new Town Manager is moving along. They are starting interviews this week and all interviews should be complete by Friday evening. They hope to have finalists by then.

Member Rein reported that the Commission on Disabilities discussed their desire to purchase adult exercise equipment for people of all ages and abilities for Puma Park at their recent meeting. She feels it will be a great addition to Puma Park.

Member Areson reported that she is following the ongoing issues with Truro Motor Inn by watching Board of Health meetings. She also noted that the Zoning Board of Appeals cut short their meeting on the Cloverleaf due to people having difficulty hearing it. To be cautious, the Zoning Board postponed the meeting and the hearings are continuing. She encourages everyone to go back and view the Board meetings if they can't be attended live. She commented that the Board has done very well working together, and she will continue to work collaboratively with Board members and with members of the public.

Member Reed read a prepared statement regarding the opponents of the Cloverleaf project to the Board.

Member Worthington stated that she didn't feel it was helpful to continue the divisiveness about the subject. She feels people have a right to their opinions and will be able to vote how they feel about this. She encouraged the Board to be supportive and respectful of other's opinions and cautioned that deriding people for their opinions or calling names will make it difficult to get any kind of housing. She urged people to get together on it, and not pick sides. Member Reed appreciated Member Worthington's comments, and added that for people to work together, they must be work with facts, and not disseminate misinformation and use it to scare people.

Chair Weinstein stated he has been hounding the Cape Cod National Seashore on signage. He noticed the other day that the Seashore had installed a COVID alert sign at the trailhead on North Pamet Road for the set of trails which commence at the youth hostel. He wished to publicly thank the superintendent and his staff who were responsible for placing that sign. He hopes that the Seashore can place similar signs at pond accesses. He reported that there were no signs at Great Pond on Collins Road or at Horseleech Pond. He feels signage has been helpful, where it exists.

Town Manager Report

Town Manager Palmer wished to report that Payomet changed one of their two approved dates from Sunday, July 19th to Wednesday, July 22nd from 3 to 7pm. They also have a performance on the 18th. Payomet will be back on the agenda for the Select Board's next meeting. She also noted that the Town is having a problem at Head of the Meadow Beach where the Seashore does not have gate attendants or lifeguards. On July 13th at 1:00pm there were one hundred and seventy-five cars in the Seashore's parking lot at Head of the Meadow. There were people on floats and people swimming in the rip tides, which placed tremendous pressure on the Town's lifeguards. A meeting will be held with the Superintendent and his Chief Ranger.

Town Manager Palmer reported that preliminary numbers indicate that the Town will end Fiscal 2020 in relatively stable condition. A spending freeze was put in place in late March/early April and the expenses have been managed quite well. There are additional revenues, so she does not have the final numbers yet. She is very pleased with where the Town is.

Next Meeting Agenda

Member Reed would like to discuss how to move forward with the Walsh Committee. Member Areson would like to know if there is an update on the Town Planner applications. Town Manager Palmer stated there were two applicants. Town Manager Palmer explained that the position was advertised in the New England chapter of the American Planning Association and in the Beacon and that no deadline was included so that the next town manager can hire the next planner. Barbara Huggins Carboni, Senior Counsel at KP Law, will be taking over as the Interim Planner. Town Manager Palmer reviewed the agenda items for July 28th.

Member Areson made a motion to adjourn the meeting at 6:22pm.

Member Rein seconded.

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

Respectfully Submitted,

Noelle L. Scoullar

Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

Public Records Material of July 14, 2020

1. Cloverleaf Opposition Letter from Joan Holt and others
2. Cloverleaf Support Letter from citizens
3. Boards and Committees Liaison List FY2020
4. Policy Memorandum #34
5. Values and Fiscal Year 2020 Goals and Objectives
6. Application to Serve-Tracey Rose
7. Application to Serve-Meredith Goff and approval email from Chair, Tracey Rose
8. Application to Serve-Heidi Townsend and approval email from Chair, Art Hultin
9. Application to Serve-Jason Silva and approval email from Chair, Tracey Rose
10. Reappointment Checklist
11. Draft Minutes-Select Board Meeting of June 9, 2020
12. Draft Minutes-Select Board Reopening Task Force Meeting of June 16, 2020