



Truro Select Board
Tuesday, September 13, 2022
Executive Session- 4:00pm
Regular Meeting-5:00pm

EXECUTIVE SESSION (4:00 PM)

<https://meet.goto.com/815351085>

1-877-309-2073 Access Code: 815-351-085

This will be a remote meeting. The meeting will begin in open session solely for the purpose of moving, as set forth below, to enter into executive session. The meeting will be locked and closed to the public once the Board votes to enter into executive session.

Move that the Select Board enter into Executive Session for the following purposes:

- 1. in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel (Town Manager); and not to reconvene in open session.*
- 2. in accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a) 7 to comply with, or act under the authority of, any general or special law (Massachusetts General Law, Chapter 30A, §22 (f)(g)(Open Meeting Law), specifically, to review and approve and determine whether continued nondisclosure of the following executive session meeting minutes is warranted: November 19, 2019, September 14, 2021, June 14, 2022, July 12, 2022, July 26, 2022; and not to reconvene in open session.*

REGULAR MEETING (5:00 PM)

<https://meet.goto.com/984085293>

1-866-899-4679 Access Code: 984-085-293

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: 984-085-293 or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser:**

<https://meet.goto.com/984085293> 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.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS

- A. FY2023 Tax Classification Hearing and Votes to Approve Tax Rate Options

3. INTRODUCTION TO NEW EMPLOYEES

- A. Katy Ward, Communications & Marketing Coordinator



4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interview and Possible Appointment of Applicants to the Local Comprehensive Planning Committee:
Kait Blehm
Raphael Richter
John Thornley

5. STAFF/ COMMITTEE UPDATES

- A. Informational Update on Sept 17th Tour of Truro Historic Cemeteries, Cemetery Commission Chair
Holly Ballard Gardner

6. TABLED ITEMS – NONE

7. SELECT BOARD ACTION

- A. Approve Land Agreement for Cloverleaf
Presenter: Darrin Tangeman, Town Manager
- B. Request for Affordable Housing Trust Funds for 25 South Highland Road
Presenter: Darrin Tangeman, Town Manager
- C. Vote to Revise all Select Board Policies to Reflect Official Titles of Select Board and Town Manager and to Make Gender-Specific Language Gender Neutral
Presenter: Darrin Tangeman, Town Manager
- D. National Suicide Prevention Month Proclamation 2022
Presenter: Stephanie Rein, Select Board

8. CONSENT AGENDA

- A. Review/Approve and Authorize Signature: NONE
- B. Review and Approve Appointment Renewals: NONE
- C. Review and Approve Select Board Minutes: August 23, 2022

9. Select Board Reports/Comments

10. Town Manager Report

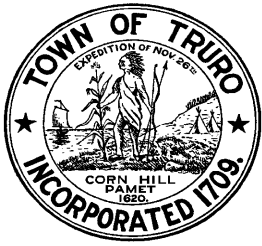
11. Next Meeting Agenda: Joint Meeting with Provincetown September 26th, Regular Meeting September 27th

TOWN OF TRURO
4:01 pm

SEP 09 2022

RECEIVED
TOWN CLERK

NS



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Assessors Department

REQUESTOR: Jon Nahas, Principal Assessor

REQUESTED MEETING DATE: September 13, 2022

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

EXPLANATION: Every year, prior to setting the tax rate, the Select Board must conduct a classification hearing for the purpose of determining the percentages of the local tax levy for the Fiscal Year and to vote on the tax rate options available to the municipality under the property tax classification statute, MGL Chapter 40, Sec. 56. The hearing is held after the Assessors have determined final values, classified all properties, and reported this information to the Department of Revenue for certification. On August 25, 2022, the Department of Revenue Bureau of Local Assessment certified Truro’s Assessed Values for Fiscal Year 2023. The Assessors herein provide the Select Board with the information necessary to make classification decisions.

Listed below are the FY2023* & FY2022 levy totals by classification from the state report LA-5, allowing a visual of potential impact on the individual class. (*The FY2023 levy values have not yet been finalized)

DOR Code	Municipality	Fiscal Year	Residential Levy	Open Space Levy	Commercial Levy	Industrial Levy	Personal Prop Levy	Total Tax Levy	Res/OS as a % of Total	CIP as a % of Total
300	Truro	2023	\$18,243,017*	0*	\$707,769*	\$12,098*	\$271,532*	\$19,234,417*	94.85	5.15
300	Truro	2022	\$17,267,727*	0*	\$722,357*	\$13,046*	\$238,335*	\$18,241,465*	94.66	5.34

1. Classifying the tax rate:

- Classifying the tax rate (Splitting the Tax Rate) means applying the same or different tax rates to different classes of property (residential, open space, commercial, industrial, and personal property) according to procedures and formulas set by state statutes. Truro does not have any property that is classified by DOR as Open Space.
- Voting a residential factor of “1” establishes that the same tax rate is applied to all classes of property at a single rate per thousand dollars of value.

- Voting a residential factor of “.9” would reallocate the tax from the residential and Open Space (by reducing their tax rate 10%) to the Commercial, Industrial & Personal Properties classes (by increasing their tax rate 10%).
- Though the tax rates would differ according to the property class, the total tax levy remains the same.
- At their meeting held on August 30, 2022, the Board of Assessors voted to recommend voting a residential factor of “1”.

2. Open Space Discount:

- Truro does not have any properties classified (by the Department of Revenue) as Open Space so it would have no effect if the Board of Selectmen should vote on an open space discount.
- The Open Space properties are addressed through conservation restrictions or chapter land exemption.
- At their meeting held on August 30, 2022, the Board of Assessors voted to recommend voting not to grant an Open Space discount.

3. Small Commercial Exemption:

- This exemption would reallocate the tax within the Commercial and Industrial classes from the small Commercial and Industrial properties (under \$1million valuation & less than 10 employees) to larger Commercial and Industrial properties in Town.
- As Truro has a minimal Commercial/Industrial class, the Small Commercial exemption could cause hardship on some local businesses.
- At their meeting held on August 30, 2022, the Board of Assessors voted to recommend voting not to grant a small business exemption.

4. Residential Exemption:

- The residential exemption grants an exemption of up to 35% of the average assessed residential property value (\$873,179 for FY23) to residential parcels that are the principal residence of the taxpayer as of Jan 1, 2022.
- The intent of the exemption is to promote owner occupancy and is designed to provide a proportionately greater benefit to lower valued homes.
- The residential exemption is a dollar amount of value that is exempt from taxation. For example, in FY2022 a qualified homeowner received \$174,978 (25% of the average residential parcel value in FY2022) deducted from their property's assessed value for purposes of calculating the tax bill.
- The amount of the tax levy paid by the class remains the same, but because of the exempted valuation, it is distributed over less assessed value resulting in the entire residential class paying a higher tax rate.
- At their meeting held on August 30, 2022, the Board of Assessors voted to recommend to the Select Board to continue the Residential Exemption; at a percentage determined by the Select Board due to their knowledge of Town Finances and the impact on the Tax Rate.

5. LA-5 Signature/Conclusion:

- The Town Clerk will attest that this public hearing was held in accordance with the Open Meeting Law and certify the votes taken here today and electronically sign the LA-5 report in Gateway. It is no longer required for individual signatures by the Select Board.
- As part of the annual Recapitulation Report (Recap) being certified by the Department of Revenue,

the Assessor is required to inform the Board of Selectmen the amount of the current year Excess Levy Capacity. This is dependent on if the Residential Exemption is adopted and after the vote, the final Excess Levy Capacity amount will be announced.

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

SUGGESTED ACTIONS:

- On the matter of **classifying the tax rate**,
Motion to approve a residential factor of "1".

- On the matter of an **open space discount**,
Motion to not grant an Open Space discount.

- On the matter of a **small commercial exemption**,
Motion to not grant a small business exemption.

- On the matter of a **residential exemption**,
Motion to grant a residential exemption in the amount of _____% (1-35%).

ATTACHMENTS:

1. Legal Notice
2. Recommendations from the Board of Assessors
3. State Tax Form LA-4 which indicates totals by class of the FY2023 certified parcel values
4. FY2023 Truro Residential Exemption Statistics, if approved, as of 8/30/2022.



**LEGAL NOTICE
TOWN OF TRURO
SELECT BOARD-PUBLIC NOTICE
FY2023 TAX CLASSIFICATION HEARING
SEPTEMBER 13, 2022**

Notice is hereby given that the Truro Select Board will hold a remote public hearing on Tuesday, September 13, 2022, at 5:00 p.m. pursuant to MGL Ch. 40, Section 56, for the purpose of determining the percentages of the local tax levy to be borne in Fiscal Year 2023 by each class of property: residential, open space, commercial, industrial, and personal property. The public is encouraged to submit comments in writing to the Office of the Town Manager/Select Board, PO Box 2030, Truro, MA 02666, by emailing the Town Manager at dtangeman@truro-ma.gov or by calling into the hearing. To provide comment during the public hearing, please call-in toll free at 1-866-899-4679 or 571-317-3116 and enter the following access code when prompted: 984-085-293. You may also join from your computer, tablet, or smartphone at <https://meet.goto.com/984085293>. You can also 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.

Kristen Reed,
Select Board, Chair

TOWN OF TRURO
3:29 PM
AUG 23 2022
RECEIVED
TOWN CLERK
NS



TRURO BOARD OF ASSESSORS

24 Town Hall Rd

P.O. Box 2012

Truro, MA 02666

Phone : (508) 349-7004

Fax : (508)349-5505

August 30, 2022

The Town of Truro's Tax Classification Hearing is planned for September 13, 2022.

The Board of Assessors make the following recommendations to the Select Board for FY2023.

To make a motion:

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

To Vote NOT to grant a discount for Open Space.

To Vote NOT to grant a Small Business Exemption.

To Vote TO grant a Residential Exemption at a percentage decided upon by the Select Board.

So, voted on 8/30/2022

R. Louise Holman
Alfred Hauckler

Keith Linnell
Truro Board of Assessors

LA4 Comparison Report - Fiscal Year 2023

Small PP Exemption:	0	Certification Year:	2022
Billing Cycle:	Semi-Annually	BLA Advisor:	Jennifer Williams
Chapter 653:	No		

Property Type	Description	FY 2022 Parcel Count	FY 2022 Assessed Value	FY 2023 Parcel Count	FY 2023 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
101	Single Family	2,123	1,850,310,680	2,127	2,324,373,590	4	0.2%	474,062,910	25.6%
102	Condominiums	553	195,915,600	556	230,209,300	3	0.5%	34,293,700	17.5%
MISC 103,109	Miscellaneous Residential	134	140,768,300	140	187,767,200	6	4.5%	46,998,900	33.4%
104	Two - Family	55	37,376,320	55	46,298,920	0		8,922,600	23.9%
105	Three - Family	4	2,669,100	4	3,453,900	0		784,800	29.4%
111-125	Apartment	9	7,230,000	9	8,517,700	0		1,287,700	17.8%
130-32,106	Vacant / Accessory Land	439	96,165,600	429	109,628,800	-10	-2.3%	13,463,200	14.0%
200-231	Open Space	0	0	0	0	0		0	
300-393	Commercial	80	85,533,300	80	99,605,600	0		14,072,300	16.5%
400-442	Industrial	4	1,767,800	4	1,938,400	0		170,600	9.7%
450-452	Industrial Power Plant	0	0	0	0	0		0	
CH 61 LAND	Forest	0	0	0	0	0		0	
CH 61A LAND	Agriculture	6	7,328,800	6	7,356,100	0		2,730	8.3%
CH 61B LAND	Recreational	0	0	0	0	0		0	
012-043	Multi-use - Residential	27	10,065,743	26	11,407,682	-1	-3.7%	1,341,939	13.3%
012-043	Multi-use - Open Space	0	0	0	0	0		0	
012-043	Multi-use - Commercial	0	12,314,117	0	13,707,958	0		1,393,841	11.3%
012-043	Multi-use - Industrial	0	0	0	0	0		0	
501	Individuals / Partnerships / Associations / Trusts / LLC	2,136	16,883,590	2,376	26,561,600	240	11.2%	9,678,010	57.3%
502	Corporations	35	1,028,600	35	1,270,240	0		241,640	23.5%
503	Manufacturing	0	0	0	0	0		0	
504	Public Utilities	1	12,443,880	1	13,771,020	0		1,327,140	10.7%
505	Centrally Valued Telephone	3	1,341,600	3	1,365,400	0		23,800	1.8%

LA4 Comparison Report - Fiscal Year 2023

Property Type	Description	FY 2022 Parcel Count	FY 2022 Assessed Value	FY 2023 Parcel Count	FY 2023 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
506	Centrally Valued Pipelines	0	0	0	0	0		0	
508	Wireless Telephone	4	597,050	4	518,660	0		-78,390	-13.1%
550-552	Electric Generating Plant	0	0	0	0	0		0	
EXEMPT VALUE	Exempt Property	449	163,883,600	455	204,857,100	6	1.3%	40,973,500	25.0%

LA4 Comparison Report - Fiscal Year 2023

Small PP Exemption:	0	Certification Year:	2022
Billing Cycle:	Semi-Annually	BLA Advisor:	Jennifer Williams
Chapter 653:	No		

Property Type	Description	FY 2022 Parcel Count	FY 2022 Assessed Value	FY 2023 Final Parcel Count	FY 2023 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
Total Class 1	TOTAL RESIDENTIAL	3,344	2,340,501,343	3,346	2,921,657,092	2	0.1%	581,155,749	24.8%
Total Class 2	TOTAL OPEN SPACE	0	0	0	0	0		0	
Total Class 3	TOTAL COMMERCIAL	93	97,880,297	93	113,349,168	0		15,468,871	15.8%
Total Class 4	TOTAL INDUSTRIAL	4	1,767,800	4	1,938,400	0		170,600	9.7%
Total Class 5	TOTAL PERSONAL PROPERTY	2,179	32,294,720	2,419	43,486,920	240	11.0%	11,192,200	34.7%
Total Taxable	TOTAL REAL & PERSONAL	5,620	2,472,444,160	5,862	3,080,431,580	242	4.3%	607,987,420	24.6%

LA4 Reviewer:	Jennifer Williams	Approval Date:	08/25/2022
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Edits :

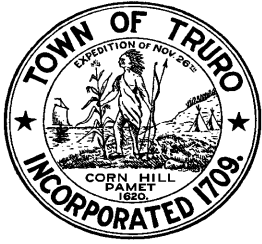
- LA4002 | Residential Class values changed more than 10% from previous year
- LA4003 | Personal Property Class values changed more than 25% and \$200,000
- LA4004 | Total values changed more than 10% from previous year
- LA4027 | Exempt value changed more than 10% from previous year

Comments

No comments to display.

Documents

Documents have been uploaded.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 13, 2022

ITEM: Introduction to New Employee, Katy Ward

EXPLANATION: Town Manager Tangeman will introduce Katy Ward, the Town of Truro's first Communications & Marketing Coordinator. This new position is intended to improve transparency and provide information sharing on critical issues impacting our residents. Ms. Ward will work closely with Town staff, departments, committees, and most importantly - our residents - to keep the public informed. This position will be responsible for creating the town's first Strategic Communications Plan, as well as launching our Bang the Table segment and the creation of our town's first brand book. Additionally, Ward will be the Town's go-to person for all communication needs including but not limited to - social media, the town website, press releases, media contacts, and the monthly Truro Talks Newsletter.

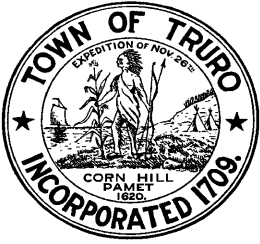
Ward is a Truro native with deep roots in the Lower Cape community. After receiving her BA Degree in English Communications & Media Cultural Studies from Emmanuel College in Boston, she returned to her hometown where she worked as the Provincetown Banner's sole reporter until 2019. Ward possesses a strong understanding of how local municipal governments operate, the uniqueness of our tiny town and residents, as well as a broad spectrum of technologic and creative tools.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: *None.*

ATTACHMENTS: None



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant

REQUESTED MEETING DATE: September 13, 2022

ITEM: Applications to Serve

EXPLANATION: Three people have submitted applications to serve on the Local Comprehensive Plan Committee; Kait Blehm, Raphael Richter, and John Thornley. There are currently two full member vacancies which need to be filled. The Chair has spoken with the applicants and their comments are included in the packet.

While the previous appointments indicated that appointments will expire when the plan is completed, this is not in accordance with Town Charter 6-4-4. It is recommended that any appointments made tonight be for a one-year term expiring June 30, 2023.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The LCPC will not have a full complement of members.

SUGGESTED ACTION: *Motion to appoint {Candidate's Name} and {Candidate's Name} to the Local Comprehensive Plan Committee for a one-year term to expire June 30, 2023.*

ATTACHMENTS:

1. Application to Serve: Kait Blehm, Chair's Comments
2. Application to Serve: Raphael Richter, Chair's Comments
3. Application to Serve: John Thornley, Chair's Comments

Truro

Application to Serve on a Board or Committee

Last Name

Blehm

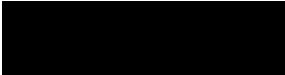
First Name

Kait

Middle Initial

M

Email Address



Phone Number



Address (Street)

12 North Union Field Rd

Address (City)

North Truro

Address (State)

MA

Address (Zip Code)

02652

Mailing Address (Please indicate box number and zip code)

PO Box 705, 02652

RCVD 2022AUG11 am11:38

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

LCPC

Briefly Describe Why You Wish to Serve on This Board or Committee:

As someone who grew up in Truro and returned with my family, I care deeply about the future of Truro. I have hope that Truro's community can grow so that we have a sustainable, vibrant year-round community.

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Have you read the Select Board's current Goals and Objectives?

Yes

No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

Yes

[*] No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

No

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

I am currently a library trustee and I am running the committee responsible for the library's five year plan.

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

I am an employee of the town of Orleans. I understand how municipalities operate and the role of boards and committees.

Signature

Kait Blehm

Date

Aug 11, 2022

Noelle Scoullar

From: Mara Glatzel [REDACTED]
Sent: Wednesday, August 24, 2022 9:16 PM
To: Noelle Scoullar
Subject: Re: Application to Serve-LCPC-Kait Blehm

Having known Kait Blehm for the majority of my life, I have had the distinct honor to witness her incredible work ethic, organizational skills, and passion for bringing ideas to fruition first hand. Kait's efforts as a library trustee and advocacy as a parent within the school system are two examples of how she continually works to create the vibrant year round community she describes in her application. We would be lucky to have her as a member of the LCPC, particularly at this juncture when we are planning public events and could benefit from her organizational prowess and impeccable follow through.

On Thu, Aug 11, 2022 at 11:40 AM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Hi Mara,

We've received an application to serve on the LCPC from Ms. Kait Blehm. Please reply to this email with your comments/approval. Once received, I'll work with Ms. Blehm to schedule an interview with the Select Board.

Thank you,
Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Thursday, August 11, 2022 11:25 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458

This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate that to the sender and delete the copy you received. When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. Please take notice: All e-mail communications sent or received by persons using the Town of Truro network may be subject to disclosure under the Massachusetts Public Records Law (M.G.L. Chapter 66, Section 10) and the Federal Freedom of Information Act

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Truro

Application to Serve on a Board or Committee

Last Name

Richter

First Name

Raphael

Middle Initial

W

Email Address

[Redacted]

Phone Number

[Redacted]

Address (Street)

6 Snows Rd

Address (City)

Truro

Address (State)

MA

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

PO Box 656, 02666

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

RCVD 2022AUG11 09:00
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

Local Comprehensive Planning Committee

Briefly Describe Why You Wish to Serve on This Board or Committee:

I wish to be on the committee to be an advocate for current and future families wishing to make a life in Truro.

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Have you read the Select Board's current Goals and Objectives?

Yes

No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

Yes

No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Provincetown Select Board Chair, 2014-2018 Truro Finance Committee, 2019-present Community Development Partnership, Board Member

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Signature

Raphael W Richter

Date

Aug 11, 2022

Noelle Scoullar

From: Mara Glatzel [REDACTED]
Sent: Wednesday, August 24, 2022 9:23 PM
To: Noelle Scoullar
Subject: Re: Application to Serve-LCPC-Raphael Richter

Over the years that I have known him, Raphael Richter has proved himself to be a staunch advocate for local families, affordable housing, and economic development that nurtures the year round community on the outer Cape. He is a bold thinker who I can only imagine will bring new ideas to the table as we work to move the comprehensive plan forward to present at town meeting next year. His breadth of experience makes him an excellent candidate for membership on the LCPC.

On Thu, Aug 11, 2022 at 9:02 AM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Morning Mara,

Here is a second application to serve, from Raphael Richter. Please reply to this email with your comments/approval and then I shall contact Mr. Richter to schedule an interview with the Select Board.

Thank you,

Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Thursday, August 11, 2022 8:49 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458

This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate that to the sender and delete the copy you received. When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. Please take notice: All e-mail communications sent or received by persons using the Town of Truro network may be subject to disclosure under the Massachusetts Public Records Law (M.G.L. Chapter 66, Section 10) and the Federal Freedom of Information Act

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Truro

Application to Serve on a Board or Committee

Last Name

THORNLET

RCVD 2022AUG11 AM7:53

First Name

JOHN

ADMINISTRATIVE OFFICE

TOWN OF TRURO

Middle Initial

M

Email Address

[REDACTED]

Phone Number

[REDACTED]

Address (Street)

3 BENSON ROAD , TRURO

Address (City)

TRURO

Address (State)

MASSZCHUSETTS

Address (Zip Code)

02666

Mailing Address (Please indicate box number and zip code)

P.O.BOX 23. 02666-0023

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

Yes

No

Are you registered to vote in Truro?

Yes

No

What Board/ Committee Are You Applying For?

COMPREHENSIVE PLAN

Briefly Describe Why You Wish to Serve on This Board or Committee:

I HAVE SPENT EVERY SUMMER OF MY LIFE IN TRURO AND SINCE 1996 I HAVE BEEN A YEAR ROUND RESIDENT. I CARE ABOUT THE FUTURE OF THIS (MY) TOWN.

Have you attended a meeting of the committee listed above?

Yes

No

Have you read the charge of the committee?

Yes

No

Have you met with the chair of the committee?

Yes

No

Have you read the Select Board's current Goals and Objectives?

Yes

No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

Yes

No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

QUALITY OF DRINKING WATER. FUTURE PROSPECTS OF THE TOWN

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

C. O. A. I WAS SECRETARY OF THE BOARD ZONING BOARD OF APPEALS. MEMBER.

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

I WAS AN ARCHITECT FOR 35 YEARS AND I WAS A PROFESSOR AT THE RHODE ISLAND SCHOOL OF DESIGN FOR 6 YEARS I HAVE A BA IN ARCHITECTURAL HISTORY AT DARTMOUTH COLLEGE & AN MFA FROM PRINCETON (ARCHITECTURE)

Signature

John Thornley

Date

Aug 10, 2022

Noelle Scoullar

From: Mara Glatzel [REDACTED]
Sent: Wednesday, August 24, 2022 9:10 PM
To: Noelle Scoullar
Subject: Re: Application to Serve-LCPC-John Thornley

I had the pleasure of having a phone call with Mr. John Thornley about his application to the LCPC. During this conversation, I described the duties of the committee, as well as the planned timeline for completing Truro's comprehensive plan. After answering his questions, Mr. Thornley was enthusiastic about participating in the process, bringing to it both his professional skills as well as his personal love for Truro.

On Thu, Aug 11, 2022 at 8:01 AM Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Morning Mara,

Mr. John Thornley has submitted an application to fill one of the vacancies on the Local Comprehensive Plan Committee.

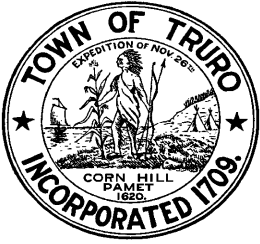
Please reply to this email with your comments and approval. Once received, I shall contact Mr. Thornley for an interview with the Select Board.

Thank you,

Noelle

From: scans@smtp.truro-ma.gov <scans@smtp.truro-ma.gov>
Sent: Thursday, August 11, 2022 7:47 AM
To: Noelle Scoullar <nscoullar@truro-ma.gov>
Subject: Message from Mail Room KM_C458

This communication may contain privileged or other confidential information. If you are not the intended recipient, or believe that you have received this communication in error, please do not print, copy, retransmit, disseminate, or otherwise use the information. Also, please indicate that to the sender and delete the copy you received. When writing or responding, please remember that the Secretary of State's Office has determined that email is a public record. Please take notice: All e-mail communications sent or received by persons using the Town of Truro network may be subject to disclosure under the Massachusetts Public Records Law (M.G.L. Chapter 66, Section 10) and the Federal Freedom of Information Act



TOWN OF TRURO

Select Board Agenda Item

Board/Committee/Commission: Cemetery Commission

REQUESTOR: Cemetery Commission Chair Holly Ballard Gardner

REQUESTED MEETING DATE: September 13, 2022

ITEM: Informational Update on Sept 17th Tour of Truro Historic Cemeteries

EXPLANATION: Cemetery Commission Chair Holly Gardner will provide information on the historical tour of the Truro Cemeteries being held on September 17th.

Truro Cemetery Tour

September 17 @ 10:00 am - 12:00 pm



Curious who's buried in Truro's Historic Cemeteries? Join the tour!

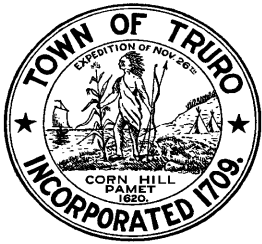
Meet at the Truro Public Library for a brief lecture, followed by a tour of several cemeteries. Your own transportation required for cemetery visits. RAIN OR SHINE.

Drop in or call to sign up 508-487-1125.

Presented by the Truro cemetery Commission in partnership with Truro Public Library.

SUGGESTED ACTION: None, discussion only.

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 13, 2022

ITEM: Approve Land Agreement for Cloverleaf

EXPLANATION: Community Housing Resource, Inc., is required to have site control of the Cloverleaf property in order to submit an application to DHCD (Department of Housing and Community Development). To that end, Town Counsel Katie Klein of KP Law prepared an amended and restated land development option agreement in concert with counsel for Community Housing Resources, Inc., the developer for the Cloverleaf Community Housing Development., as the existing land development option agreement (initially signed in September 2019 and amended twice) has expired. This iteration of the agreement memorializes the responsibility of the developer for the I/A system and reserves two units for Town of Truro employee housing.

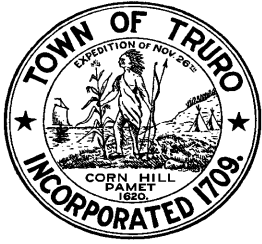
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The developer will not be able to demonstrate site control and will not be eligible for DHCD funding.

SUGGESTED ACTION: *MOTION TO approve and electronically sign the Amended and Restated Land Development Option Agreement as prepared.*

ATTACHMENTS:

1. Amended and Restated Land Development Option Agreement **TO BE PROVIDED PRIOR TO THE MEETING.**



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 13, 2022

ITEM: Request for Affordable Housing Trust Funds for 25 South Highland Road

EXPLANATION: At the August 23, 2022 Select Board meeting, the Board designated 25 South Highland Road for the permanent placement of Town-owned housing structures for the purposes of Town of Truro employee transitional and seasonal housing. As indicated at that meeting, staff is returning to the Board as the Trustees of the Affordable Housing Trust to request \$433,824 to cover the costs to move the structures that will be situated at 25 South Highland Road. Public Works Director Cabral provided a memorandum (attached) with cost estimates associated to the move. As part of the moving process, the Town will also secure the necessary local approvals to locate the buildings. A future funding request to the Affordable Housing Trust to rehabilitate the structures will be requested once final evaluations and quotes for that phase of the project are prepared.

By moving these existing structures, the Town saves the time and costs of constructing new structures and the financial and environmental costs of demolishing the structures. Ultimately, these housing structures will be an essential tool in recruiting staff, both year-round and seasonal, as housing costs continue to rise in our area.

FINANCIAL SOURCE (IF APPLICABLE): Truro Affordable Housing Trust

IMPACT IF NOT APPROVED: The Walsh cottage and other donated property will not be moved and may be required to be demolished, 25 South Highland Road will remain vacant and underutilized, and the Town will have no transitional or seasonal housing for employees.

SUGGESTED ACTION: *MOTION TO commit \$433,824 of Affordable Housing Trust Funds for the purpose of moving Town-owned and donated housing structures to 25 South Highland Road and to authorize the Town Manager to initiate the relocation of the structures.*

ATTACHMENTS:

1. Opinion of Cost for Relocation of Donated ADU & 1 Walsh cottage #10 or #13

**Truro Department of Public
Works**

Memo

To: Darrin K. Tangeman, Town Manager

From: Jarrod J. Cabral, DPW Director

CC: Kelly Clark, Assistant Town Manager

Date: August 19, 2022

Re: Opinion of Cost for Relocation of Donated ADU & 1 Walsh cottage #10 or #13

Raise, lift, and move studio, and Walsh cottage:
\$130,000

Response pending from Eversource regarding permitting related to low-lying power lines on South Parnet.

Lay Foundations:
\$30,520

IA septic system:
\$56,000.00

Utility improvements at new site for water and electric installation:
\$20,000

Additional interior / exterior remodeling:
\$60,000

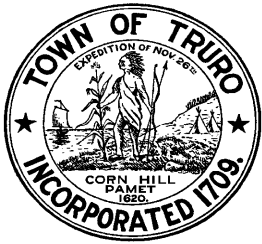
Engineering:
\$65,000

Design for septic, foundation, site survey, and permitting.
DEP recommended a Licensed Site Professional to review the location. This would include water & soil sampling.

Total without contingency:
\$361,520

Total with 20% contingency:
\$433,824

Sincerely,
Jarrod J. Cabral
Director



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 13, 2022

ITEM: Vote to Revise all Select Board Policies to Reflect Official Titles of Select Board and Town Manager and to Make Gender-Specific Language Gender Neutral

EXPLANATION: As voted by Town Meeting and ratified at the ballot, the Truro Charter was amended to change the titles of “Board of Selectmen” to “Select Board” and “Town Administrator” to “Town Manager.” The Select Board also proposed Charter changes to make the Charter gender neutral at the 2022 Town Meeting. In an effort to reflect the official titles of the Select Board and the Town Manager in Select Board Policies and to encourage inclusive language by removing gender-specific language and replacing it with gender neutral language, the Board is asked to provide blanket approval for staff to make these changes with a notation on each policy requiring revisions that indicates:

This policy was revised at the September 13, 2022 Select Board meeting solely to reflect the titles used in the Town Charter for the Town Manager and Select Board and to modify language to be gender neutral. No changes were made to the content of the Policy at that meeting.

The types of gender neutral language changes included would be replacing gender-specific pronouns with titles or similar descriptors or, in the event that a title is not appropriate, by using the pronoun “they.” Changing the title of Chairman to Chair will also be completed. Staff will update each of the policies one by one and will note which policies were updated on the Town website so that the Board and the community can track the progress of these updates. It is anticipated that all policies would be updated by the end of the calendar year. In the future, a similar effort could be made to update board and committee charges if

the Board approves at a future meeting.

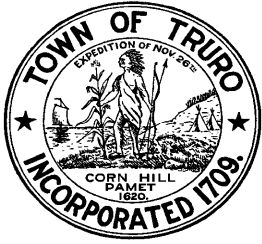
FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Outdated and/or gender-specific language will remain in the Select Board policies and will not be in alignment with the Town Charter.

SUGGESTED ACTION: *MOTION TO revise Select Board Policies 4-67 to use the titles of “Select Board” and “Town Manager” and to replace gender-specific language with more gender neutral language and to add the proposed notation to the revised policies.*

ATTACHMENTS:

NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Noelle Scoullar, Executive Assistant on behalf of Stephanie Rein, Select Board

REQUESTED MEETING DATE: September 13, 2022

ITEM: Suicide Prevention Month-Town Proclamation

EXPLANATION: In recognition of National Suicide Prevention Month, the Cape & Islands Suicide Prevention Coalition is seeking to have September recognized as suicide prevention month in all of the towns on Cape Cod. In proclaiming September 2022 Suicide Prevention Month, the Board encourages all residents to take the time to understand the importance of mental health education and recognize that taking care of ourselves and others includes taking care of mental health; publicly places its full support behind those who work in the fields of mental health, education, and law enforcement; and urges all Truro citizens to play a role in suicide prevention and promote mental health and wellness as we strive towards reducing suicides.

Member Stephanie Rein will read the proclamation.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro will recognize September as suicide prevention month.

SUGGESTED ACTION: *MOTION TO proclaim September 2022 as National Suicide Prevention Month in the Town of Truro.*

ATTACHMENTS:

1. Suicide Prevention Month 2022 Proclamation

National Suicide Prevention Month Proclamation 2022 Town of Truro

WHEREAS, September is known as Suicide Prevention Month, a time in which mental health advocates, individuals, prevention organizations, survivors, allies and communities around the country unite to promote suicide prevention awareness; and

WHEREAS, the past year has presented our communities with challenges and led to transitions that, expected or unexpected, welcomed or not, can be unsettling, disorienting, and stressful; and

WHEREAS, the pandemic has changed our fabric of life, and major life changes are environmental risk factors for suicide; and

WHEREAS, we know that connecting, working with, and supporting one another can help prepare us for the future; and

WHEREAS, according to the American Foundation for Suicide Prevention (AFSP), Suicide is the 12th leading cause of death among adults, and the 2nd leading cause of death among individuals between the ages of 20 and 34 in the US; and

WHEREAS, nearly 46,000 people died by suicide across the United States in 2020, with an average of 130 suicides completed daily; and

WHEREAS, each suicide directly impacts a minimum of 100 additional people, including family, friends, co-workers, neighbors, and community members; and

WHEREAS, local organizations like the Cape and Islands Suicide Prevention Coalition encourage all residents to take the time to understand the importance of mental health education and recognize that taking care of ourselves and others includes taking care of mental health; and

WHEREAS, Truro, Massachusetts publicly places its full support behind those who work in the fields of mental health, education, and law enforcement;

WHEREAS, all Truro residents are urged to play a role in suicide prevention and promote mental health and wellness as we strive towards reducing suicides; and

WHEREAS, September is recognized across the United States as Suicide Prevention Month and provides the opportunity to educate our community about the warning signs for suicide and how to reach out and connect to those experiencing an emotional crisis;

NOW, THEREFORE, be it resolved that we, the Truro Select Board, do hereby proclaim the month of September 2022, as National Suicide Prevention Month in the Town of Truro.

Kristen Reed, Chair

Robert Weinstein, Vice Chair

John Dundas, Clerk

Susan Areson, Member

Stephanie Rein, Member

Select Board Regular Meeting Minutes
August 23, 2022
Via GoToMeeting Platform

Select Board Members Present: Kristen Reed-Chair, Robert Weinstein-Vice Chair, Susan Areson-Member, Stephanie Rein-Member

Select Board Members Absent: John Dundas-Clerk

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Kevin Grunwald-Chair Truro Housing Authority, Jon Nahas-Principal Assessor, Kevin Kuechler, Jay Coburn-Community Development Partnership, Lili Flanders, Jarrod Cabral-DPW Director, Ted Malone-Community Housing Resources, Joan Holt, Robert Panessiti

Chair Reed called the meeting to order at 5:00pm.

Public Comment

-Mr. Kuechler appeared before the Board to respond to comments made by the Vice Chair on May 17th in response to a column he wrote about the Cloverleaf project.

-Mr. Coburn appeared before the Board and commented on Select Board Agenda item 9 under Consent “Notice of Award and Contract for Housing Rehabilitation Services for Community Development Block Grant: The Resource, Inc.” He stated that approving this will end an 8-year relationship with Community Development Partnership. He urged the Board to delay the approval of the contract and conduct a review of the criteria and process in awarding it.

Public Hearings-None

Introduction to New Employees-None

Board/Committee/Commission Appointments

Interview and Possible Appointment of Applicant to the Climate Action Committee: Lili Flanders

Ms. Flanders introduced herself and talked about her interest in joining the Climate Action Committee. Chair Reed asked a question regarding any projects Ms. Flanders may be interested in instituting. Ms. Flanders answered the question.

Chair Reed noted that Member Areson was having difficulty with her connection and was unable to participate at that moment.

Member Rein made a motion to appoint Lili Flanders to the Climate Action Committee for a three-year, full membership, term that will end on June 30, 2025.

Member Weinstein seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Rein-Aye

Chair Reed-Aye

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

Staff/Committee Updates-None

Tabled Items-None

Select Board Action

Vote to Designate Use of Town-owned Property (25 South Highland Road) and Vote to initiate Conceptual Planning of Town-owned Property (0 Quail Ridge Road) for Work Force Housing.

Member Areson rejoined the meeting.

Principal Assessor Nahas presented a slideshow titled “Town Owned Property & Request for Direction/Action to establish Workforce Housing”.

- The goal is to discuss and receive direction for action on beginning the process of establishing workforce housing on existing town owned properties that require little or no zoning relief.
- It addressed what is workforce housing and why it’s needed.
- The timeline would be for it to be ready by Spring 2023 for the summer season.
- The presentation looked at three parcels that don’t require zoning relief for potential use:
 - 340 Route 6
 - 25 South Highland Rd.
 - 0 Quail Ridge Road
- Principal Assessor Nahas also mentioned available cottages/homes
 - Cottage 10 @ Walsh Property
 - Cottage 13 @ Walsh Property
 - Potential donation of home to the Town
- Principal Assessor Nahas focused on the lot at 25 South Highland Road and spoke about what it would support, along with what the zoning regulations would allow.
- DPW Director Cabral spoke about the water quality at the location which was last tested in 2016. No issues were detected. Town has completed all post-closure requirements for the burn dump and there is no more monitoring required. Overall cost to raise, lift and move one of the Walsh property cottages and to move a donated ADU would be around \$361,000.
- Kevin Grunwald has an issue with the term work force housing. He understands it’s housing intended to be used for Town employees but noted that work force housing is not a widely accepted term. He suggested using community housing to replace the work force housing wording. Town Manager Tangeman stated that whatever wording is used, it should convey the fact that it’s housing for Truro’s staff.

Member Weinstein made a motion to designate 25 South Highland Road for the permanent placement of Town-owned housing structures for the purposes of Town of Truro employee transitional and seasonal housing; and to authorize the Town Manager to enlist master planning services and begin a master placing process for 0 Quail Ridge Road.

Member Areson seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

So voted; 4-0-0, motion carries.

Request for Affordable Housing Trust Funds for Cloverleaf Project

Chair Reed called to order a meeting of the Truro Affordable Housing Trust at 7:13pm.

Member Weinstein seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

So voted; 4-0-0, motion carries.

Kevin Grunwald gave some history and context for the request.

Ted Malone gave his Cloverleaf Truro Housing Development presentation.

- This is a 3.91-acre site received from MassDOT.
- A MassWorks grant helped extend the water line to the location.
- Roof designs have been reoriented to allow for solar.
- 75% of the energy needs of this development will be served by solar through the energy efficiencies of a passive house building envelope.
- 70% of the units can be reserved for local preference in the initial selection process.
- Mr. Malone spoke of the financial aspects of the project.
- The closing is anticipated to occur by August 2023.
- Construction is anticipated to start around the same time next year with a 15- or 16-month construction process.

Mr. Malone answered questions asked by the Select Board.

Joan Holt thanked Mr. Malone for taking the need for this project to be emission free and fossil fuel free so seriously.

Robert Panessiti, Truro resident and Finance Committee Chair, stated that citizens should look at this as a necessary partnership between public and private. In the absence of these partnerships it places an untenable burden on the taxpayer to solely fund these projects.

Member Weinstein made a motion to commit \$800,000 of Affordable Housing Trust Funds to the Cloverleaf Community Housing Project, as requested by Community Housing Resource, Inc. and to authorize the Town Manager to pay reimbursements or invoices for the project up to \$800,000.

Member Areson seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

So voted; 4-0-0, motion carries.

Member Weinstein made a motion to adjourn the meeting of the Truro Housing Trust.

Member Rein seconded.

Roll Call Vote:

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

So voted; 4-0-0, motion carries.

Review and Possible Approval of Civility Pledge

Member Areson stated she did research on civility pledges from various groups and created a proposal. The point is to ask every appointed board to read this pledge at the beginning of every meeting. The Select Board would do so as well. She proceeded to read the pledge. Discussion regarding wording and the possibility of turning this into a policy was had. A decision was made to rework the pledge and revisit at a later date.

Consent Agenda

Member Areson has some minor corrections to the minutes which she will send to the Executive Assistants for amending.

Member Areson made a motion to approve the consent agenda as printed in the packet with minor editing in the minutes.

Member Rein seconded.

Roll call vote:

Member Weinstein-Aye

Member Areson-Aye

Member Rein-Aye

Chair Reed-Aye

So voted; 4-0-0, motion carries.

Select Board Reports/Comments

Member Weinstein brought up the disrespect for our environment. He walks on fire roads in the National Seashore and along North Pamet Road and encounters many plastic bags containing dog waste. He pointed out that there is no one employed by the Town or the NPS to pick these bags up. He asked pet owners to please take the bags with them and dispose of them properly.

Chair Reed and Members Areson and Rein chose to hold their reports due to the late hour.

Town Manager Report

Town Manager Tangeman experienced connectivity issues.

Assistant Town Manager Clark went over the topics on the September 13, 2022 agenda.

Member Weinstein made a motion to adjourn at 8:17pm
Member Areson seconded.
So voted; 4-0-0, motion carries.

Respectfully submitted,

Noelle L. Scoullar

Darrin K. Tangeman
Under the Authority of the Truro Select Board

Public Records material of 08.23.2022

1. Application to Serve-Lili Flanders
2. Slide presentation from Assessing regarding Town-owned properties available for municipal use, housing.
3. Slide presentation from Community Housing Resource, Inc regarding the Cloverleaf Community Housing project.
4. Civility Pledge
5. Crown Castle consent for modifications letter and anchor site configuration.
6. One-day entertainment application-Vinegrass
7. One-day entertainment application-Truro Vineyards
8. One-day entertainment application-Captain's Choice
9. One-day pouring license-Truro Historical Society-September 16, 2022
10. One-day pouring license-Truro Historical Society-September 23, 2022
11. Massachusetts standard contract for Green Community Grant award
12. Truro Water Service Application for 146 Shore Road
13. Contract with TRI for Housing Rehabilitation Program implementation services- Procurement Process for Housing Rehabilitation Sub-grantees and FY2021 CDBG Grant Administration Agreement
14. Select Board minutes of June 14, 2022; August 9, 2022;