

Walsh Property Community Planning Committee (WPCPC)
Summary for Meeting #2

March 31, 2021 | 6:30 – 8:30 PM
Zoom Webinar

Meeting in Brief

The Walsh Property Community Planning Committee (WPCPC) met virtually on March 31, 2021, from 6:30 to 8:30 PM on the Zoom webinar platform. This second meeting of the WPCPC included a discussion of a leadership structure for the WPCPC, a quick review of findings from the structural engineering and topography study, an overview of land use planning, a discussion of the preliminary workplan and community engagement, a brainstorm on a public outreach plan, and an overview of next steps.

Action Items

Who	What
WPCPC Members	<ul style="list-style-type: none">• Send comments / corrections for this (March 2021) meeting summary to Maggie Osthues, CBI• Those interested in serving as a chair or co-chair to email Maggie Osthues, CBI, to have their name included in the open voting process at the April 2021 Meeting
Town Staff & Facilitation Team	<ul style="list-style-type: none">• Compile and share WPCPC member bios• Once approved in the April 2021 WPCPC Meeting, post this meeting summary on the Town of Truro website along with the recording of this meeting (available to watch here)• Consolidate existing reports and Town resources that may help inform future WPCPC deliberations, including the CCC LCP template• Circulate a survey regarding comfort levels and scheduling preferences for a socially-distant site tour of the Walsh Property• Coordinate with Todd Schwebel on conducting a drone survey• Connect with Truro's concurrent LCP committee to facilitate coordination between processes• Develop a draft outline for a public engagement and outreach plan for further discussion at the April meeting• Develop an overview of Bang the Table web platform• Address the Town Charter requirement that town committees contain an odd number of members

Find details on upcoming WPCPC meetings, as well as prior agendas and materials at <https://www.truro-ma.gov/walsh-property-community-planning-committee-0>

WPCPC Members in Attendance

Russ Braun
Eileen Breslin
Morgan Clark
Fred Gaechter
Kevin Grunwald

Susan Howe
Hannah King
Jane Lea
Christine Markowski
Craig Milan

Janice Parky
Ryan Schmidt
Todd Schwebel
Paul Wisotzky
Steve Wynne

Town of Truro Select Board Liaison Stephanie Rein; Town of Truro staff Barbara Carboni, Darrin Tangeman, Kelly Clark, and Jarrod Cabral; and Consensus Building Institute (CBI) facilitation team Stacie Smith and Maggie Osthues were also in attendance, as were many members of the public.

I. Welcome

Due to impacts from COVID-19, Governor Charlie Baker issued an executive order on March 10, 2020, suspending certain provisions of Massachusetts's Open Meeting Law, allowing for online meetings open to the public in lieu of in-person gatherings. Meeting #2 of the WPCPC took place on the Zoom online webinar platform, with access information shared in the agenda posted with the public meeting notice on the Town of Truro's website.

Following a brief review of how to engage effectively on the Zoom webinar platform, Stacie Smith, CBI facilitator, opened the second meeting of the WPCPC, welcoming attendees, calling roll, and reviewing the topics to be addressed in the meeting. WPCPC voted to approve the meeting summary from their first meeting on February 24, 2021, available to view on the Town website [here](#). (Town staff noted that anyone could subscribe to receive automated updates from the Town website about WPCPC by signing up for the Committee's e-alerts, [here](#).)

Although the WPCPC had suggested at their previous meeting waiting to determine their committee leadership structure, a WPCPC member had reminded the planning team by email that the Truro Town Charter requires the selection of a chair or co-chairs.¹ Ms. Smith then proposed an approach for selecting these roles. She began by reviewing the responsibilities of a chair or co-chairs to help WPCPC operate effectively, highlighting their role in planning agendas and guiding the process between meetings, helping enforce protocols and procedures, and assisting in group problem solving. For the selection process, Ms. Smith proposed collecting nominees between meetings over email, conducting an anonymous straw poll of nominees to inform discussion in the meeting, and then conducting a consensus-based decision process through dialogue in the meeting.

Following Ms. Smith's presentation, WPCPC members engaged in a full-group discussion of how to best structure a selection process for a chair or co-chairs. Below is a brief synthesis of the results of this conversation, organized by topic.

- Multiple attendees raised concerns that an anonymous voting process would not comply with Open Meeting Law, and Barbara Carboni, Truro Town Planner, confirmed that "no vote be taken by secret ballot" as per Chapter 30 A, Section 22 B of Massachusetts' Open Meeting Law.
- A member highlighted transparency as fundamental to this selection process, preferring an open process.
- Another member noted the importance of selecting a chair for monthly meetings to work with staff on agendas, call roll, and serve the WPCPC.

¹ The Town Charter also requires that committees have an odd number of members. The Town Manager committed to look into solutions to this inconsistency with the Select Board.

Ms. Smith proposed a refined selection process: WPCPC members will indicate their interest in serving as a chair or co-chair by emailing CBI prior to the April 2021 WPCPC meeting, and the WPCPC will have an open vote on all self-nominees in the April meeting. No WPCPC members raised concerns or opposition.

II. Update: Structural Engineering and Topography Studies

Jarrold Cabral, Director of the Department of Public Works, presented briefly on the results of the structural evaluation and topography survey of the Walsh Property site completed in mid-March. Mr. Cabral also shared more details on septic systems on the property following interest at last meeting. He noted that the Town opted to not complete any septic inspections prior to sale of the property. Ten (10) Walsh Way was documented as having a Title V system, but inspection revealed that system was never installed, though there is a stamped engineer plan on file with a permit application. He highlighted that all parcels on the property currently have cesspools.

Mr. Cabral reviewed the structural report findings, sharing the common conclusion for all structures to replace foundations, refashion or replace framing, repair roof leaks, and replace damaged exterior wood due to mold. In some cases, large structural components have been recommended to be replaced and reconstructed entirely. He noted that research was conducted on each parcel and that a field survey was conducted with LIDAR data to field locate each structure for depiction on the project plan and topography map. Mr. Cabral commented that the structural survey did not include an evaluation for presence of asbestos, lead, radon, or mold, though asbestos was commonly used at the time of the buildings' construction.

The structural reports are available to view [here](#) and the topographical survey is available to view [here](#). No WPCPC members posed clarifying questions or comments following Mr. Cabral's presentation.

III. Land Use Planning 101

Barbara Carboni, Town Planner, delivered an overview presentation on land use planning, offering the example of a Local Comprehensive Plan (LCP) process and zoning as a useful model the WPCPC could use to frame its efforts. She noted that the LCP process determines priorities, defines visions for the future, and plans for growth, change, and the protection of resources. Ms. Carboni described the requirements for both the state and Cape Cod Commission (CCC) approach for developing an LCP – including requirements to address elements like land use, housing, economic development, natural and cultural resources, open space and recreation, capital facilities and infrastructure, and implementation.

Ms. Carboni also addressed zoning bylaw adoption in Truro, suggesting that it is anticipated that part of the WPCPC's work will be to recommend zoning changes or recommendations. New zoning bylaws must be adopted by Town Meeting following a Planning Board public hearing. She noted that WPCPC could shape development by determining the allowed uses of different parts of the Walsh property and encourage certain uses with overlay districts (e.g., mixed-use districts or village center overlays). Ms. Carboni highlighted that recent changes with Housing Choice legislation allow zoning changes that encourage housing with an eye towards density and multi-family to be adopted with only a simple majority versus the standard 2/3 majority. She encouraged WPCPC to consider compatible and incompatible uses, and areas to be preserved as open space and others to be developed. Ms. Carboni explained that zoning can be a statement of values – while development outcomes cannot be guaranteed, zoning can lay the groundwork for what the community would like to see on the property.

Below are member clarifying questions and comments posed throughout Ms. Carboni's presentation. WPCPC member questions are **bolded**, answers from Truro staff and/or CBI are *italicized*, and any further comments or questions made by members are in regular text.

- **Could the connection between the role of the WPCPC and the LCP process be further clarified?**
 - *The process for preparing an LCP is a useful model for the work of the WPCPC because it looks at many of the same things that this Committee is tasked with considering. WPCPC is not going to be developing an LCP, but this may be a useful model for members to consider in framing their work to avoid re-inventing the wheel.*
- **The Town of Truro's LCP is out of date and there is a committee working to update it. Will we be working in tandem with that committee rather than doing similar, separate work focused only on this parcel? I would like to see WPCPC piggybacking on the efforts of the LCP committee.**
 - *Yes, the WPCPC should draw on what is being done in the concurrent LCP process to benefit from their insights and efforts.*
 - *One way that WPCPC could structure its work would be to focus on the end product, which will likely include recommendations for new or amended zoning.*
- **What is the timeline for the LCP committee's work and how will it dovetail with the work of WPCPC?**
 - *It is anticipated that the LCP process and product would be completed by the end of this year, as the CCC (funder) would like to see recommendations presented by December 31. The question of how this fits together may be a subject for all committee members to think about.*
- **I thought that WPCPC would be coming up with a written plan of what the community wants to see on the property with sketches of plans within existing zoning bylaws, rather than conduct an intensive planning process akin to an LCP.**
 - *This 70-acre parcel is sizeable for the town that could take 15+ years to completely implement a vision. It requires a different kind of planning process; the end result could be a physical planning document, but it's up to WPCPC to decide what that product looks like. There are a lot of elements that will go into this "mini" planning process similar to large-scale, town-wide planning processes. WPCPC's efforts don't need to be intensely data-driven but incorporating some of those planning elements may prove meaningful.*
 - *The LCP is the master and the WPCPC's plan will hopefully facilitate the accomplishment of items that the LCP identifies the values and priorities for the Town. It is important that the values of both processes align to inform the end result. WPCPC will need to coordinate with the LCP committee to ensure our efforts support the broader effort.*
 - *The WPCPC has flexibility to help determine what the outcome of this process could look like. The expectation is that WPCPC's recommendations will fit into the other plans for the Town, which raises a timing question for coordinating with concurrent efforts that we will need to answer. We will flag this question and determine how to best coordinate with LCP efforts and any others.*
- **CCC has shared a template for LCP processes in the past. Would it be possible to share that template with WPCPC members?**
 - *Yes – that template has been provided to the LCP committee, and we can share it here as well.*
- **Would the Housing Choice legislation apply to the creation of overlay zones or new zones?**
 - *It could apply if the zones allow for housing at a greater density for multi-family housing.*

IV. Preliminary Workplan

Stacie Smith, CBI facilitator, presented a preliminary workplan for the WPCPC outlining regular monthly WPCPC meetings, a site tour, and workshops to engage the broader public, noting that workshops, public forums, and informational meetings for broader constituencies would be scheduled in coordination with WPCPC members.

Following Ms. Smith's presentation, WPCPC members engaged in a full-group discussion of how to refine the proposed workplan. Below is a brief synthesis of the results of this conversation, organized by topic.

- **Outside resources:**
 - WPCPC may require additional technical expertise to develop a more complete concept of what the Walsh Property could look like (e.g., landscaping, development, and recreational experts). In similar processes, a key part of the process was looking at visual renderings of different alternatives.
 - Landscape architects may be a key resource in providing renderings. If the group feels it needs to secure additional expertise, the request will need to go through the Select Board.
 - WPCPC member Russ Braun noted that he would be happy to help lend his expertise as relevant for framing out designs and plans.
- **Timing:**
 - WPCPC will need to be mindful of the length of its process as it relates to the Town Meeting schedule. The workplan should be refined with an end date of delivery at Town Meeting in mind, whether that is the April 2022 or 2023 Town Meeting.
 - Some of the proposed sections may need to be elongated to allow for more open discussion and deliberation at the beginning and deeper community engagement throughout. WPCPC should consider more frequent meetings to accomplish its work.
- **Site Tour:**
 - Once safe and allowable, WPCPC members should do a socially distanced tour of the property to get to know the site and its topography. Recorded portions of the tour could be used for public engagement; a drone tour could also be helpful.
 - Todd Schwebel volunteered to conduct a drone survey of the property with his son.
 - The planning team will circulate a survey to judge everyone's comfort and preferred timing for a site tour.
- **Community Engagement:**
 - Public engagement should go beyond the two workshops noted in the workplan currently and be designed with a focus on meeting the public where they are at and including voices that are often not brought in through traditional outreach methods (e.g., targeted focus groups, charettes, events at community locations, etc.).
 - WPCPC should provide for online, asynchronous methods of engaging, like surveys.
 - *The Town of Truro is investing in an online engagement tool called Bang the Table, which will allow for online surveys and much more virtual engagement.*
- **Allowable uses:** Are all three uses in the charge from the Select Board – conservation, recreation, and housing – currently allowable on the Walsh Property?
 - The Warrant Article itself says "general municipal purposes," and the Select Board identified those three uses, but it was not prescribed. The community is intended to decide the end use.

- The property is currently zoned as residential single-family only. Across the street is a general business zone.

V. Public Engagement & Outreach

Stacie Smith, CBI facilitator, opened a group brainstorm to begin developing the WPCPC's public engagement and outreach strategy. She noted existing proposed methods of public workshops and an interactive website through the Town to facilitate virtual engagement outside of meetings. Below are key threads from this full-group brainstorm to guide the development of a draft outreach and engagement plan.

- WPCPC will need to coordinate engagement activities with the LCP process to ensure that we are not confusing or overwhelming the public.
- Meeting people where they are is essential for meaningful public engagement. Tools like charettes at places like schools, playgrounds, coffee shops, places of worship, the motel, and transfer station could help deepen WPCPC's engagement. WPCPC members could split up and take different locations and/or facilitators could help.
- Truro Select Board has a great practice of "office hours" that WPCPC could consider replicating, with small groups of members holding office hours in places where people gather (in accordance with COVID protocols). This process has helped Select Board members listen to their constituents and hear issues that may not have surfaced in more formal engagement activities.
- In addition to determining the "how" and the "where," WPCPC will need to coordinate on "what" they are asking members of the public and what they hope to learn. It could start simple – with a few brief questions about their awareness of the process, their ideas for the property, their favorite thing that could happen there – in order to build awareness of the WPCPC process.
- Involving students, through a poster process and similar activities that led to the development of Puma Park, could help increase community involvement and lift up voices of younger generations that will be using the property in the future. Engaging students through the school could help reach and energize broader audiences, including families that may not have been included in previous outreach or those who may be wary of engaging with a majority white WPCPC membership.
 - Encouraging people to draw their visions could be a useful tool for older audiences as well. Other planning processes have come up with activities that use little icons to represent different elements to aid those who are less comfortable drawing.
- WPCPC should also take advantage of existing communications channels, like e-newsletters from the Council on Aging, the Town, and the Chamber of Commerce.
- WPCPC could consider having a table at Town Meeting to begin to share progress and information on this process. Town Meeting date has moved to June 26, with the 27 as the secondary date.

VI. Public Comment

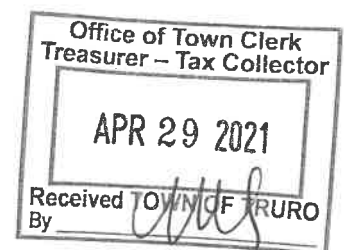
- The last few minutes of this discussion have been very exciting. You read my mind when you talked about the Puma Park process – a similar activity would be wonderful. The more we can involve the kids, the more excited the community will get. I am not sure where this will fit, but I think everyone in Truro needs to start thinking about the effects of climate change. There is a new climate plan for the state with specific targets that we need to learn about and be

aware of in our planning. We should not get too far ahead in our planning without understanding what lies ahead for us and the entire Cape. I would like to also suggest that farming that might be considered for the property, as it will be necessary in our community to protect against interruptions in our food supply. Another possible use would be a flood shelter because we may be cut off from Provincetown. We need to be thinking ahead, be aware of the what the CCC is thinking, and considering green development.

VII. Next Steps

Stacie Smith, CBI facilitator, closed the meeting, describing the next steps for the group. WPCPC members interested in serving as a chair or co-chair will email Maggie Osthues, CBI, to have their name included in the open voting process at the April 2021 Meeting. The planning team will circulate a survey regarding comfort levels and scheduling preferences for a socially-distant site tour of the Walsh Property; develop a draft outline for a public engagement and outreach plan for discussion at the April meeting; compile and share WPCPC member bios; coordinate with member Todd Schwebel about conducting a drone tour of the property; and reach out to the LCP committee to learn more about how to coordinate with their efforts and timeline. Suggested topics for future WPCPC meetings include the draft WPCPC public outreach and engagement plan and further discussion about the committee's final product and criteria for evaluating WPCPC's success. Ms. Smith ended by thanking the WPCPC members for their time and engagement and adjourned the meeting.

Respectfully submitted,



Appendix A: Meeting Chat Transcript

00:30:54 Steve Wynne: A great new job!

00:31:00 Craig Milan: Greater connection to nature. Watching bird habit especially

00:31:12 Eileen Breslin: walking more

00:32:02 Christine Markowski: board games with the kids

00:32:09 Jane Lea: Appreciation of smaller things in life.

00:32:44 Paul Wisotzky: Making all different types of sour dough bread with starter sent to me by my niece eating it and giving it to friends and family to enjoy.

00:32:57 Susan Howe: Making sourdough bread

00:33:27 Hannah King: Having small children- curbside pickup! not having to get my kids out of the car for every errand has been amazing!

00:33:39 Russ Braun: Making challah and naan. Long walks every day

01:02:18 Maggie Osthues (she/her): Walsh Way Structural Reports: https://www.truro-ma.gov/sites/g/files/vyhlif3936/f/uploads/walsh_way_structural_reports.pdf

01:37:15 Darrin Tangeman: https://www.capecodcommission.org/resource-library/file/?url=/dept/commission/team/Website_Resources/regulatory/LCP%20Guidance%20Document.pdf

01:39:00 Darrin Tangeman: Local Comprehensive Plan Guidance

01:46:51 Morgan Clark: Clearly I'm happy to help with any safety guidance / protocols

02:12:19 Hannah King: Possibly have something available for a table at Town Meeting on May 1 to show that we have begun our process?

02:13:41 Morgan Clark: I like that idea

02:14:48 Hannah King: That gives us even more time. Very good.

02:16:45 Hannah King: We are in the process of interviewing for a new principal so it will be important to bring that new person up to speed with any plans for outreach to the school.

