

## **Select Board Minutes**

February 25, 2025

Via Zoom Platform (Hybrid)

Select Board Members Present: Susan Areson-Chair; Robert Weinstein-Vice Chair; Nancy Medoff-Clerk; Susan Girard-Irwin-Member; Stephanie Rein-Member;

Others Present: Kelly Clark-Assistant Town Manager; Jarrod Cabral (DPW Director); Chris Palmer (Climate Action Coordinator); Tim Silva (Chairman of the Pamet Harbor Commission); David Bannard (Zoning Task Force Chair); Brian Boyle (Co-Chair of the Energy Committee); Bob Higgins-Steele (Co-Chair of the Energy Committee and Ad Hoc Building Committee); Lili Flanders (Chair of the Climate Action Committee); Michael Cohen (Co-Chair of the Ad Hoc Building Committee); Jeff Alberti (Weston & Sampson); Brian Massa (Environmental Investigation Manager); Karen Ruymann (Truro Resident); Tim Hickey (Truro Resident); Michael Forgione (Truro Resident); Roberta Lema (Truro Resident); Jonathan Sperber (Truro Resident); Chris Lucy (Truro Resident)

Absent: None

Chair Areson opened the meeting at 5:00 pm and read aloud the information for members of the public to join the meeting.

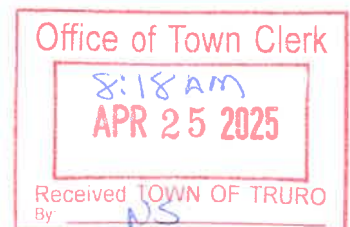
### **EXECUTIVE SESSION MINUTES REPORT**

#### **PUBLIC COMMENT**

Chair Areson read aloud the rules for the public to follow when making public comments.

Chair Areson recognized the following individuals who made public comments: Karen Ruymann who was concerned whether Truro has prioritized protecting its water resources when considering building more housing, considering especially any plans to build a well on the Walsh property; Bob Higgins-Steele who attended on behalf of the Cape Light Compact to inform listeners about energy assessments; Tim Hickey who was concerned that the size of the proposed DPW facility is more than what the DPW workers need and would like for the DPW to log their activities daily for the month of March and share it with the citizens of Truro; Michael Forgione who asked where the town is planning to base the current DPW operations while the site is under construction, expressed concern that the increase in price of the new DPW facility shows they are not considering the desires of voters or prioritizing affordability, provided a list of questions and concerns that have not been answered about the assessment at 340 Route 6, encouraged the Board to consider current the current Assistant Town Manager to the position of Town Manager, and suggested that the Select Board change their recommendation that the new DPW facility be built at 340 Route 6 by voting in favor of Town Hall Hill; Roberta Lema who stated she believes the voters will reject the plan for the DPW facility with a higher cost estimate, causing delays and increases in cost, therefore hurting the town's residents like herself. Jonathan Sperber, who is dissatisfied with the cemetery commission for refusing to buy back his lot, which he had purchased and felt was unmaintained; Chris Lucy who hopes the towns in the Outer Cape join together to petition the federal government to build wells on the National Seashore to ensure that they have clean water.

#### **PUBLIC HEARINGS**



**A. Public Hearing on Proposed Changes to the Pamet Harbor Fee Schedule and Skiff Regulation Changes**

Tim Silva, Chairman of the Pamet Harbor Commission, stated that the commission decided to raise fees about 10%. Mr. Silva reviewed the list of fee increases they have planned (see attachment) as well as the guidelines for the size and materials of skiffs used in the harbor. Vice Chair Weinstein suggested clarifying regulation number 16 to remove the word “hazardous,” change “will be covered” to “shall be covered”, and specify that the regulations also exclude canoes from the dinghy dock area because they are often too long.

**Clerk Medoff moved to approve the proposed changes to the Pamet Harbor Rules and Regulations with the suggested amendments from Vice Chair Weinstein.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Vice Chair Weinstein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**INTRODUCTION TO NEW EMPLOYEES**

None

**BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

None

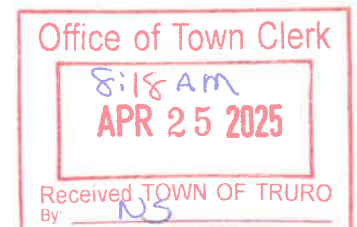
**STAFF/ COMMITTEE UPDATES**

**A. Zoning Task Force Quarterly Update**

**Presenter: David Bannard, Zoning Task Force Chair**

Mr. Bannard stated that their charge is to review and prepare draft bylaw or policy amendments to the town zoning bylaw for recommendation to the Select Board. They have proposed a bylaw amendment to create an overlay district for the Walsh Property, allowing the town to move forward with plans to develop the Walsh Property. They aim to achieve this by the end of May 2026, when their charge ends. They have been working with a consultant and Barbara Carboni, Town Planner and Land Use Counsel, who has acted as a liaison to town staff. Katie Halvorsen, the Housing Coordinator, has also attended most of their meetings.

They realized that the Walsh Property could not be developed as stated in the Town Meeting mandate without changing the current zoning of the property, which would allow fewer units than desired and



limit the type of housing. The plan requires smaller lots and affordable and attainable housing. They have met with the Ad Hoc Walsh Committee to discuss the proposed overlay district.

They would like to subdivide the property into three subdistricts: one medium density subdistrict, a recreational subdistrict (to be used for open space, passive recreation, and for the school's use), and a low-density subdistrict. Each border will be set back from any adjoining residential properties. Parking availability will be low. They set a minimum of 20% affordable housing and a height limit to keep units within character of the town.

They continue to work with the Ad Hoc Walsh Committee, have reached out to the chair of the Planning Board, and invited the public to meetings. They hope to have a recommendation of the overlay district bylaw amendment for the Select Board by the end of the next meeting of the Zoning Task Force. He encouraged the public to join the hybrid meeting scheduled for February 26, 2025.

**B. Energy Committee Update on Annual Town Meeting 2025 and Possible Select Board Vote**

**Presenter: Brian Boyle, Energy Committee Co-Chair**

Co-Chairs of the Energy Committee, Brian Boyle and Bob Higgins-Steele, and the Chair of the Climate Action Committee, Lili Flanders, gave a presentation to discuss plans for energy resilience and cleaner energy. They have proposed a solar array to be installed at the transfer station. The landfill is able to hold 3000 solar panels and create revenue, which will pay for the solar array and create a surplus. The Energy Committee has requested that the Select Board ask voters for authorization to develop solar on the landfill that is owned by the town, through either buying the equipment or leasing equipment. They will propose creating a revolving energy fund in 2026.

Member Girard-Irwin asked whether the grant could be used to buy or lease the equipment and Mr. Boyle stated it could be used for either, but leasing would cost more overall. Clerk Medoff suggested including town staff feedback when they return with a warrant article for the final plan. The Energy Committee has also taken inventory of town-owned buildings for future solar.

**Chair Areson moved that the Select Board include the solar warrant articles presented by the Energy Committee and supported by the Climate Action Committee for inclusion in the warrant, pending staff review and modifications.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

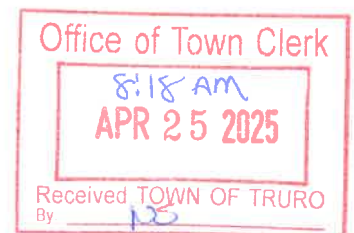
**Vice Chair Weinstein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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



**C. Ad Hoc Building Committee for the Future Public Works Facility Update and Recommendation to the Select Board and Possible Select Board Vote**

Presenters: Michael Cohen & Bob Higgins-Steele, DPW Ad Hoc Building Committee Co-Chairs,  
and Jarrod Cabral, DPW Director

DPW Director Cabral provided an update on the cost comparison for the sites proposed for the facility, stating that the estimated cost savings for 340 Route 6 is \$1.2 million. The Committee is still moving forward with the design planned for Town Hall Hill and has decided to use a consolidated design.

Michael Cohen shared the recommended design on which the Committee voted. He also shared that he had visited a similar site designed by Weston & Sampson, which increased his confidence in the plan. Jeff Alberti from Weston & Sampson reviewed the proposed timelines and stated that they recommend the bottom schedule in the packet, in which they obtain bids and bring the proposal to the 2026 Town Meeting. Throughout both timelines they would continue to work with the AHBC and take comments from the public and the Select Board.

There are risks involved in bringing the funding request to the 2025 Town Meeting, including delays and increased costs. Any escalations of cost initially believed to come with a three-month delay can be avoided by including a notice of intent to award so the contractor can do their buyout for the project. Michael Cohen also suggested holding more information sessions for the benefit of the public.

**Clerk Medoff moved to direct the Assistant Town Manager, the Ad Hoc Building Committee for the future public works facility, and town staff to continue work on the future DPW Facility design and to draft a borrowing authorization for the engineering and construction of the new public works facility for the 2026 Annual Town Meeting warrant.**

**Member Rein seconded the motion.**

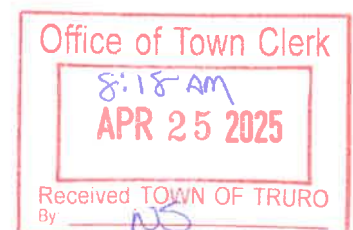
**Discussion:** Clerk Medoff asked why they have not indicated a site in the recommendation. Vice Chair Weinstein asked the OPM and Jeff Alberti if they can decide on a design without first determining the location, to which he responded that you have to select the site before completing a design. Vice Chair Weinstein read a document he had written that analyzed the pros and cons of both sites and determined that 340 Route 6 was the better site for the facility. Chair Areson agreed with Vice Chair Weinstein but noted that the voters at Town Meeting stated their preference for Town Hall Hill and no money was approved for design and engineering at Route 6. She worries if they present a plan at 340 Route 6, voters will reject it. Clerk Medoff believes they should no longer delay making a decision on the site.

**Member Girard-Irwin made a motion to amend the motion on the floor to direct the Assistant Town Manager, the Ad Hoc Building Committee for the future public works facility, and town staff to continue working on the future DPW Facility design at Town Hall Hill and draft a borrowing authorization for the engineering and construction of the new public works facility for the 2026 Annual Town Meeting warrant.**

**Clerk Medoff seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - No**



**Member Rein - Abstain**  
**Clerk Medoff - Aye**  
**Member Girard-Irwin - Aye**  
**Chair Areson – Aye**  
**So voted, 3-1-1, motion carries.**

**D. Environmental Monitoring and Testing Update for Town Hall Hill Site and Transfer Station**

**Presenter: Jarrod Cabral, DPW Director**

DPW Director Cabral stated that they have completed Phase 2 at the Town Hall Hill site. Brian Massa, a licensed site professional managing the environmental investigation for the DPW and the landfill shared a presentation about what was found and potential costs for remediation. They have tested soil and groundwater for PFAS, and during the borings for soil samples, they found that PFAS goes down to 20 feet so it is assumed to go deeper into the groundwater. They have collected deeper samples for analysis.

They are also analyzing to see how far it has spread horizontally on the property. Private wells within 500 feet have been sampled and a few wells did have PFAS detected, however only one tested above the regulatory standard. The plume of PFAS seems to be following the flow of ground water and towards Castle Road and the river.

A PFAS filtration system can be used to remove the PFAS from the soil. Monitoring wells will assess how far and deep the PFAS has spread. Any homes that have been impacted must be provided with bottled water and POET systems (Point of Entry Treatment filtration for drinking water) will be installed and monitored. IRA Status Reports will be submitted to MassDEP every four months for one to two years. The plan to cap the soil and creating an underground wall made of carbon (Permeable Barrier Reactive Wall - PBR) will prevent the continued spread of PFAS via the groundwater.

There are three known sites that need POET systems, and it is expected there may be up to twenty in total. Mr. Massa provided the costs for 20 systems and continued testing for PFAS and the total cost is estimated to be \$5,050,000 to \$6,315,000. Construction of the new DPW facility can occur while they are treating the PFAS.

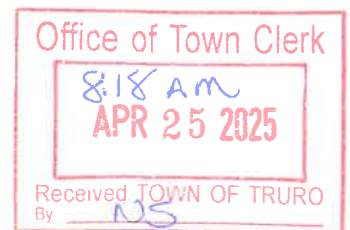
At the landfill, they found PFAS in 6 of 11 monitoring wells and, as of now, one home tested positive, below the regulatory levels. This home was given bottled water, and they are working on a POET system. They would like to test the drinking water at homes within 500 feet of that home, about four or five homes. The plans will be similar to those for Town Hall Hill.

**TABLED ITEMS**

None

**SELECT BOARD ACTION**

- A. Discussion and Possible Vote of Search Process for Town Manager and Updates to Policy #63, Select Board's Powers of Appointment



Presenter: Susan Areson, Chair

Chair Areson read a prepared statement that suggested the Board support Kelly Clark as the interim Town Manager. The position will be advertised, but the search will be postponed for 5-6 months to allow Kelly Clark to fulfill a role that she has earned and allow the town to assess her work. They will focus on finding more help for Kelly and town staff.

- B. Authorization to Enter into Contract Amendment Agreement with Weston & Sampson of the DPW Facility Schematic Design Plans

Presenter: Jarrod Cabral, Public Works Director

DPW Director Cabral and Jeff Alberti shared the schematic design, which was reviewed by the OPM Paul Millett. The Board suggested they focus on costs and consider a budget to create a plan that voters will accept. Mr. Alberti stated that discussion of the schematic design provides opportunities for larger changes and adjustments and input from other parties.

**Clerk Medoff moved to authorize the Assistant Town Manager to enter into and sign the Weston & Sampson contract agreement.**

**Chair Areson seconded the motion.**

Discussion: Member Girard-Irwin asked if Amendment 3 must include the site for the new facility. DPW Director Cabral agreed it should. Clerk Medoff withdrew her previous motion.

**Clerk Medoff moved to authorize the Assistant Town Manager to enter into and sign the Weston & Sampson Contract Amendment with the designation of the DPW site included.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - No**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

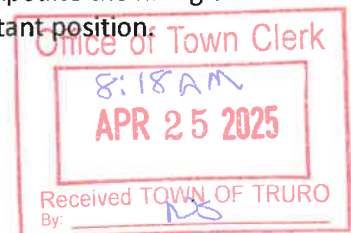
**Chair Areson – Aye**

**So voted, 4-1-0, motion carries.**

- C. Discussion and Possible Approval of Waiver of Policy 35: Town Manager's Powers of Appointment for Town Clerk Appointment

Presenter: Kelly Clark, Assistant Town Manager

Assistant Town Manager Clark consulted with the Board to waive Policy 35: Town Manager's Powers of Appointment for the permanent appointment of an internal candidate to the Town Clerk position. Since the previous Town Clerk vacated the position officially in January 2025, Executive Assistant Nicole Tudor has been acting as Town Clerk. Assistant Town Manager Clark would like to expedite the hiring of Nicole Tudor to the position of Town Clerk, so she is able to post the Executive Assistant position.





**Clerk Medoff moved to approve the Assistant Town Manager's recommendation to waive Policy 35: Town Manager's Powers of Appointment for the permanent appointment of the internal candidate.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**D. Discussion and possible Approval of Revised Policy 66: Communications**

**Presenter: Susan Areson, Chair**

Chair Areson noted that they had discussed and revised Policy 66 at the Work Session held prior to the Select Board Meeting.

**Chair Areson made a motion to approve the revisions of Policy 66 as was agreed upon during the Work Session held earlier today.**

**Member Rein seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**E. Discussion and Possible Approval of Policy 35: Town Manager Powers of Appointment**

**Presenter: Kelly Clark, Assistant Town Manager**

Chair Areson noted that they had discussed and revised of Policy 35 at the Work Session held prior to the Select Board Meeting.

**Member Girard-Irwin made a motion to revise Policy 35: Town Manager Powers of Appointment as drafted and authorize digital signature.**

**Member Rein seconded the motion.**

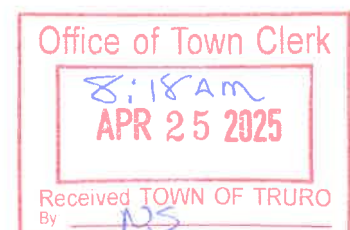
**Roll Call Vote:**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**



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

**F. Review and Approve 2025 Annual Election Date and Revised Annual Municipal Calendar**

Presenter: Kelly Clark, Assistant Town Manager

Assistant Town Manager Clark provided each Board Member with a revised Annual Municipal Calendar, which she discussed with K.P. Law. They recommend holding the election on Tuesday, May 13, which is the date the charter prescribes and ten days after the Annual Town Meeting. May 3, which is the date of the Annual Town Meeting, will also be the final day to register to vote, so a table will be set at the meeting to allow individuals to register.

**Clerk Medoff moved to set the Annual Town Election date as May 13 and update the Municipal Calendar to reflect the dates and associated timelines of 2025 Annual Town Meeting and Annual Town Election making any adjustments to the calendar recommended by Town Counsel.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**G. Review and Approve Letter to Governor Healy Regarding Closure of the Pocasset Mental Health Center**

Presenter: Susan Areson, Chair

Chair Areson stated that Barnstable County communications reported that Governor Healy has paused the closure request but they would still send their letter. Chair Areson drafted a letter and shared it with the Provincetown Select Board, who approved it. Chair Areson accepted the edits provided by the Provincetown Select Board. Sending this letter had been requested during Public Comment.

**Chair Areson moved to approve the letter urging Governor Healy to reconsider the closure of Pocasset Mental Health Center as drafted and amended and authorized digital signatures.**

**Clerk Medoff seconded the motion.**

**Roll Call Vote:**

**Member Rein - Aye**

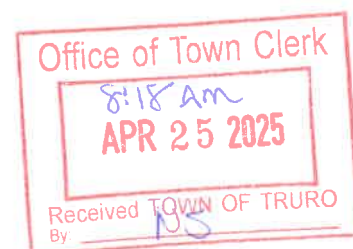
**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**SELECT BOARD REPORTS/COMMENTS**





#### A. Select Board Reports

Member Rein stated the Joint Meeting with Provincetown held the previous night allowed many voices to be heard and set a good course of action and communication. She also went to the Council on Aging Board Meeting as an ambassador from the Select Board to discuss the Senior Needs Assessment. She is hoping they can join with the Commission on Disabilities to correctly administer the Senior Needs Assessment and best serve the community.

Member Girard-Irwin set up a section on the town website for the Committee, Board, and Commission Chairs Round Table, to add their agendas and minutes. Their next meeting is March 26 at 5pm. It will be led by two co-chairs and a subcommittee is reviewing the handbook and Policy 13. Her Select Board hours are this Thursday at the Community Center, 10-11:30am.

Clerk Medoff stated she has office hours tomorrow at 9:30am at Town Hall. She noted they have a Work Session scheduled to look at CIP which can also be an opportunity to look at goals, objectives, and priorities. She also expressed concern over misinformation that is being circulated about the water systems, so she encouraged everyone to verify and question materials they read. She also suggested that the Water Communication Team should begin producing materials for the public.

Chair Areson acknowledged everyone who is picking up extra work at this time. She also noted that there were statements made about water that were not accurate during Public Comment, so she would appreciate a way to better inform the public.

#### B. Town Manager Report

The Annual Town Meeting Warrant closes on March 3, 2025. The Childcare Voucher program applications closes February 28, 2025, for any child who is not currently participating.

#### CONSENT AGENDA

- A. Review/Approve and Authorize Signature: Captain's Choice-Seasonal Entertainment License
- B. Review and Approve Appointment Renewals: NONE
- C. Review and Approve 2025 Annual Business Licenses: Top Mast Cafe-Common Victualer; Captain's Choice-Common Victualer
- D. Review and Approve Select Board Meeting Minutes: Regular Meeting Minutes 10-17-24 and 01-14-25

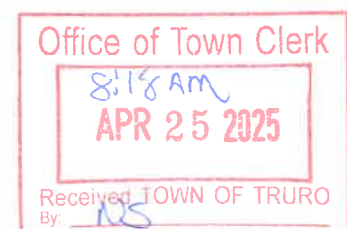
Chair Areson sent notes back for both sets of minutes, including two substantive changes.

Chair Areson moved to approve the consent agenda with the corrections in the minutes.

Member Rein seconded the motion.

**Roll Call Vote:**

**Member Rein - Aye**



Clerk Medoff - Aye  
Member Girard-Irwin - Aye  
Chair Areson – Aye  
So voted, 4-0-0, motion carries.

**NEXT MEETING AGENDA**

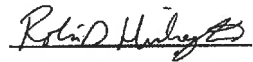
Executive Session, Work Session and Special Meeting: March 4, 2025; Executive Session and Regular Meeting: March 11, 2025

Chair Areson made a motion to adjourn at 7:53 pm.

Clerk Medoff seconded the motion.

By unanimous consent, the meeting was adjourned.

Respectfully submitted,



Robin D. Huibregtse  
Board Support/CPC Coordinator

  
Susan Areson, Chair  
Robert Weinstein, Vice Chair  
Nancy Medoff, Clerk

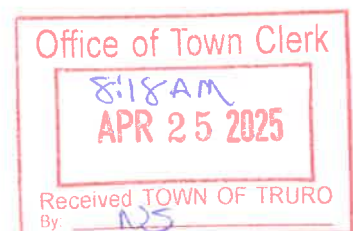
Stephanie Rein, Member



Susan Girard-Irwin, Member

**Public Records Material Attachments**

Public Hearing Notice  
Minutes from December 19, 2024, meeting  
Red-lined Pamet Harbor Rules and Regulations



February 18, 2025, draft of proposed zoning bylaw amendment that would create a Walsh Overlay District  
White paper summarizing proposed bylaw amendment  
Update on Solar Development, Proposed ATM 2025 Warrant  
Ad Hoc Committee memo  
Apex Cost Comparison Memo  
Conceptual consolidated design  
Weston & Sampson Schedule  
Existing Policy #63  
Proposed Policy #63 revisions - redlined  
Proposed Policy #63 revisions - formatted  
Contract amendment  
Policy 35: Town Manger's Powers of Appointment  
Town Clerk Job Description  
Police 66: Communications (current)  
Draft Policy 66: Communications (revised) - Red-lined  
Draft Policy 66: Communications (revised) - Formatted  
Policy 35: Town Manager's Powers of Appointment (current)  
Draft Policy 35: Town Manger's Powers of Appointment (revised)  
Amended Annual Municipal Calendar for 2025 ATM and Fiscal Year 2026 Budget Preparation  
Draft Letter to Governor Healy Regarding Closure of the Pocasset Mental Health Center  
Application for Entertainment License - Captain's Choice  
Renewal Application for 2025: Top Mast Cafe  
Renewal Application for 2025: Captain's Choice

