

Select Board Meeting Minutes

December 10, 2024, Budget Task Force (BTF) Meeting

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Jarrod Cabral-DPW Director, Tony Jackett-Harbormaster/Shellfish Constable, Trudi Brazil-Town Accountant, Paul Wisotzky-Town Moderator, Robert Panessiti-Finance Committee Chair, Michael Fee-Finance Committee Member, Michael Forgione (Truro Voter and Truro Resident)

Chair Areson called the meeting to order at 8:30 am and turned over the meeting to Finance Director Lessin.

Finance Director Lessin provided an overview of the last BTF meeting and then reviewed the agenda for today's meeting:

1. CIP/DPW Suite
2. Harbor/Shellfish

Finance Director Lessin also announced the Town staff present for the meeting and gave information regarding how to access the FY2026 Capital Improvement Plan under the Budget Overview tab on ClearGov.

Town Manager Tangeman noted that this transparency into the Town's budget process was part of an initiative to give the public the ability to participate in the process.

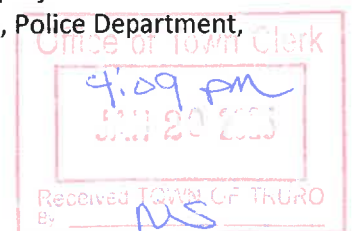
Finance Director Lessin provided information for the public to contact him on the feedback page with any questions or comments and he then introduced DPW Director Cabral.

CIP/DPW Suite

Note: DPW Director Cabral's FY2026 Proposed Budget is as of 12.5.24.

DPW Director Cabral reviewed the key FY2026 projected capital needs and justifications for Town Hall, Council on Aging, IT, Recreation & Beach, Police Department, Fire Department, Department of Public Works (DPW), Public Building Maintenance, Transfer Station, Truro Central School, Library, Pamet River Resiliency, DPW Facility, Housing, Pond Village, Harbor Jetty, and Public Water.

DPW Director Cabral then provided an update on key FY2025 capital improvement projects for Town Hall, Community Center, Corn Hill, Head of the Meadow, Great Hollow Beach, UTVs, Police Department,



DPW, Transfer Station, Truro Central School, Library, Pamet River Resiliency, DPW Facility, Housing, Harbor Jetty, and Public Water.

Chair Areson announced that (in order) the Select Board members and members of the Finance Committee, and then the members of the public could now comment or ask questions of DPW Director Cabral.

The members, DPW Director Cabral, Town Manager Tangeman, and Finance Director Lessin commented or discussed the following highlighted topics: the priorities for HVAC replacement (nurse's office, art room, and then main area and hallway) and the roof repair cost for Truro Central School; Chapter 90 grant funding for Old County Road (Prince Valley to Depot Road only) and how grant funding mechanisms from the Warrant are reflected in the budget; and the source of funding for the purpose of remediation of the soil on Town Hall Road.

Chair Areson asked if there were any questions or comments from any members of the Finance Committee and there were none.

Chair Areson then opened questions or comments to the members of the public and she recognized Mr. Forgione who commented on the scope of work regarding the Community Center technology update and the Truro Motor Inn. There were no other questions or comments from members of the public.

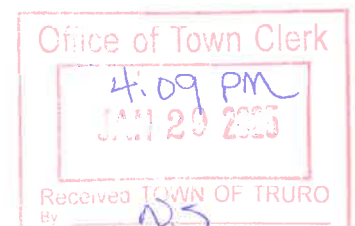
Finance Director Lessin reviewed the FY2026 proposed department-level budget with comparisons to the FY2024 Revised Budget, FY2024 Actual, FY2025 Budgeted, and FY2025 vs. FY2026 Proposed. The department-level budget included: Municipal Street Lighting (*Note: DPW Director Cabral noted that streetlights did not include parking lots lights.*) and Snow Removal.

DPW Director Cabral then reviewed the DPW Budget Narrative and highlighted Infrastructure, a status update on EV charging stations, updates on additional and ongoing projects, anticipated cost increases or decreases in the areas of Street Light Maintenance (no changes in funding for FY2026), Snow Removal (no changes in funding for FY2026), DPW Highway (total increase for FY2026: \$103,354.86), Building Maintenance (total increase for FY2026: \$18,855.40), and Transfer Station (total increase for FY2026: \$36,812).

DPW Director Cabral highlighted staffing and compared Full Time Equivalent Staff for FY2025 to Full Time Equivalent Staff for FY2026. Public Works staff total is 14 and DPW Director Cabral noted that those staffing levels have been unchanged since 2003.

DPW Director Cabral reviewed expenditures by function for the FY2026 Proposed and compared it to FY2024 Revised Budget, FY2024 Actual, FY2025 Budgeted, and FY2025 Budget vs. FY2026 Proposed. The FY2026 Proposed has an anticipated total expenditures of \$1,068,537 which is a 10.8% increase from the FY2025 Budget.

Chair Areson asked if any members of the BTF or the Finance Committee had any questions or comments and there were none.



Chair Areson recognized Mr. Forgione who commented on the Transfer Station purchased services and noted the increase from FY2024 to FY2025. DPW Director Cabral replied that he would answer that question shortly as the Transfer Station presentation is upcoming.

Chair Areson then recognized Town Moderator Wisotzky who asked for the locations of the EV charging stations. DPW Director Cabral replied that one (dual port like at Town Hall) would be between the Library and the Community Center, another one (dual port as well) at the Beach Office, and two dual ports going in at Noons Landing.

DPW Director Cabral then reviewed the Public Building Maintenance budget and highlighted the following: a small increase in the wage line and purchase of supplies and not otherwise classified expenditures had no significant increases. The FY2026 Proposed has a projected expenditure of \$520,935 that is a 3.1% increase from the FY2025 Budget. There were no questions or comments regarding this budget.

DPW Director Cabral presented the Transfer Station budget and highlighted the following: slightly lower salaries (-1.6%), lower tipping fees (-7%), professional/technical/engineering services, and no increase in supplies. The FY2026 Proposed has a projected expenditure of \$614,668 (-5.7%) from the FY2025 Budget. There were no questions from the Select Board members or the Finance Committee members.

Mr. Forgione confirmed with DPW Director Cabral that he was comfortable with \$361,800 for purchased services in the FY2026 Proposed for the Transfer Station.

Finance Committee Chair Panessiti noted that, regarding municipal finance, changes cannot be made to the budget unless funds are raised and appropriated at Town Meeting. Budgets by nature should be overfunded as this is an exercise to anticipate needs in two years.

Assistant Town Manager Clark gave an update on the Senior Perks Program as it is related to Transfer Station permit sales. The staff group has worked since early summer and calculating the data to develop a conservative estimate of what the Senior Perks Program would cost. The staff group plans to give a Senior Perks Program presentation on January 14, 2025, to the BTF as to how the program would impact the FY2026 Budget. After that presentation, the BTF would make recommendations which would be presented to the Select Board (the fee setting body for beach permit fees) and the Board of Health (the fee setting body for Transfer Station fees). The Town will implement the Senior Perks Program as the Select Board voted this year.

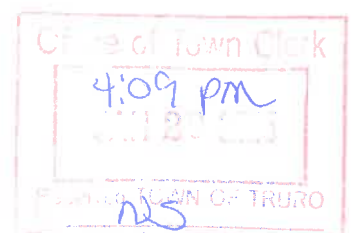
There were no questions or comments for Assistant Town Manager Clark or DPW Director Cabral.

The FY2026 Proposed for Public Works is \$1,068,537 and is a 10.8% increase over the FY2025 Budgeted.

The FY2026 Proposed for Snow Removal is \$25,000 and is a 0% increase over the FY2025 Budgeted.

The FY2026 Proposed for Street Lights is \$1,200 and is a 0% increase over the FY2025 Budgeted.

The FY2026 Proposed for the Transfer Station is \$614,668 and is a 5.7% reduction over the FY2025 Budgeted.



The FY2026 Proposed for Public Building Maintenance is \$520,935 and is a 3.1% increase over the FY2025 Budgeted.

Harbor/Shellfish Department

Harbormaster/Shellfish Constable Jackett gave an overview the FY2026 Budget Narrative and highlighted the following topics: prepare the harbor during the spring (1st or 2nd week of April); mooring blocks are put in the water following the dredging season; dredging shall occur in the next week or two (this is done annually); the shellfish season opens the first part of November and runs through the middle of April; the shellfish stock is put out through different areas of the harbor during early spring; the Harbor has stable revenue; the Harbor Commission is considering fee increases which would require public hearings; went a couple of years understaffed due to the passing of longtime employee John Bloom but hired an employee this past August ; and the shellfish stock has increased in cost so the budget reflects the ability to sustain current stock levels; wages and salaries; seasonal employees have worked well so recruitment efforts have been successful; the water is turned on in the spring and turned off in December; fresh water is used to clean the buildup on the lower part of the boat ramp and the docks; advertising costs will cover the announcement of a public hearing for an increase in fees; a \$1,700 replacement light for the jetty; installation of a buoy that has the ability to measure the wave activity in the deeper end of the channel and this information will help determine why the erosion occurs the way that it does; and uniform costs cover tee shirts and gloves.

The FY2026 Proposed for Harbor/Shellfish is \$175,661 and that is a 2% increase from the FY2025 Budgeted.

The FY2026 Proposed for Pamet Harbor Dredging is \$106,799 and is a 2.5% increase over the FY2025 Budgeted.

Chair Areson noted that dredging occurs every other year in the basin area and Harbormaster/Shellfish Constable Jackett said that this year the entire channel will be dredged. He also noted that harbor has been well maintained annually over the last twenty years so there is less sand to dredge.

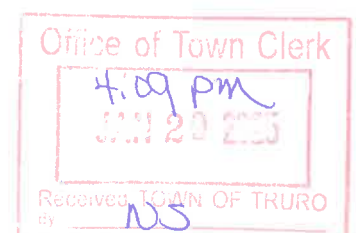
There were no questions or comments from the Select Board, Finance Committee, or the public.

Finance Director Lessin announced that the next BTF meeting will be on December 17, 2024, at 8:30 am. The budget presentations will be for the Police Department, Fire & Rescue, and Truro Emergency Management.

Finance Director Lessin also reviewed the BTF meeting scheduled for January 7, 2025, at 8:30 am. The budget presentations will be for Building/Inspections, Planning/Zoning, Health/Conservation, and Community Services.

Chair Areson thanked the Town staff and noted that she liked the ClearGov tool as it was extremely helpful.

Member Rein made a motion to adjourn the meeting at 10:08 am.



Chair Areson seconded the motion.
By unanimous vote, the motion passed.

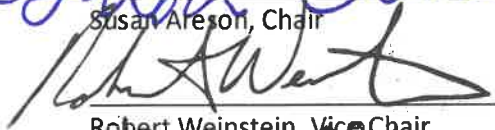
Respectfully submitted,



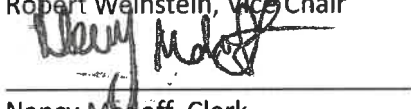
Alexander O. Powers
Board/Committee/Commission Support Staff



Susan Areson, Chair



Robert Weinstein, Vice Chair



Nancy Medoff, Clerk

Stephanie Rein, Member



Susan Girard-Irwin, Member

Public Records Material Attachment

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