

**Truro Board of Selectmen Meeting
Truro Public Library
Tuesday, June 6, 2017**

Members Present: Chair Paul Wisotzky; Maureen Burgess, Jay Coburn, Robert Weinstein, Janet Worthington

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Town Accountant Trudi Brazil

Chair Paul Wisotzky called the regular meeting to order at 6:00 p.m.

Public Comment

Peter Wyler of the Part-time Residents Association was present to ask about meetings with agenda items dealing with a differential residential tax.

Amendment to Police Lieutenant's Contract

Rae Ann Palmer said the period of June 5, 2017 to the retirement of the Police Chief is to be amended in the Police Lieutenant's Contract to be Interim Chief. Use of the Police Chief's vehicle use was included in the contract.

Robert Weinstein moved to approve the amendment to the Interim Police Chief's contract. Maureen Burgess seconded, and the motion carried 5-0.

Approval of One-day Liquor License

Jay Coburn moved to approve the one day liquor license at the Community Center from 5 to 9 p.m. on June 10, 2017. Maureen Burgess seconded, and the motion carried 5-0.

Adjournment of Regular Meeting

Maureen Burgess moved to adjourn the regular meeting. Robert Weinstein seconded, and the motion carried 5-0.

Work Session

The regular meeting was adjourned at 6:04 p.m. and the Work Session opened immediately.

Goals & Objectives Review and Discussion

Chair Paul Wisotzky suggested flagging goals and objectives that had fiscal implications. He also suggested adding a preface on overall purpose: We believe in working with others to solve problems and address community need both locally and regionally.

Town Services

TS-1 Staffing has been removed.

TS-2 Collaboration with other Outer Cape towns for shared services is a continuing effort.

TS-3 Unpaved Roads in National Seashore has been removed

TS-4 Parking and Shuttle Service continues. The Town Manager will work with the Cape Cod Commission on issues related to parking and transportation and report to the Board quarterly on these issues. This replaces TS-3 and TS-4

TS-5 RTA (related to TS-4) is now merged with TS 4.

TS-6 DPW Facility Relocation has dates set for development of needs assessment and feasibility study by September 2017, bid announcement by October 2017 and the needs assessment and feasibility bid to be awarded no later than December, 2017.

TS-7 Solid Waste Disposal has been removed.

TS-8 Licensing Streamlining continues with a date set for October 31, 2017.

TS-9 Technology for Town Government has been removed

TS-10 Annual Performance Review for Fire & Police Chief has been removed.

TS-11 Hazard Mitigation Plan has been completed and removed.

TS ADDITION - The Board of Selectmen will develop a policy that addresses modifications to Town property by November 1, 2017.

TS ADDITION Senior Survey to residents 55 and older was added with a date to be determined.

Financial Management

FM -1 Other Sources of Revenue has been completed and removed.

FM2 – Revenue Reports for Harbor, Recreation, Shellfish & COA. The Selectmen and Town Manager will work on reports that show income contribution of these fee based programs. Trudi Brazil suggested adding all departments.

FM3 – Strategic Financial Plan for the Town – Language was changed to a five-year strategic plan which the Town Manager, Town Accountant and Finance Committee will prepare by the end of the Fiscal Year, but this will wait until they get sample plans and consider .

Trudi Brazil's suggestion to work it out through department goals.

FM-4 Ten-year Capital Plan was removed.

FM-5 Town Fees has been removed.

FM-6 Fiscal Policy Manual – Trudi Brazil edited language to "OPEB liabilities" and gave a date of June 30, 2018.

FM ADDITION – Flagging fiscal interest on cover sheets was not accepted.

Public Safety

PS-1 Long Term sustainability for Fire & Police Departments was removed.

PS-2 Visioning Statement for Police Dept. has been completed and removed.

PS-3 Emergency Management Training for Selectmen has been completed and removed.

PS-4 Accessible Safe Centers has been submitted to State and removed.

PS-5 Work on Bike & Walkways was discussed with concerns about the bike lane on Route 6 and for greater awareness of future work. Robert Weinstein said meetings on the 5-year plan by the Metropolitan Planning Organization (MPO) are available to the public. Other suggestions were for more communications between the Bike & Walkways Committee and MPO, and more signage for the bicyclists on use of the bike lanes.

PS-6 Strengthen Treatment for Substance Abuse – The Town Manager will provide a report on the Community Navigator program by February 28, 2018. The Town Manager will provide quarterly reports on public safety.

PS-7 Study Gloucester Program for Addiction has been removed.

PS Addition – The date for a new Police Chief to be in place was set as June 30, 2018.

PS Additional – Maureen Burgess suggested revising the General Noise Bylaw to improve its clarity and scope. The date for this is February 1, 2018.

Community Sustainability

CS-1 Update Local Comprehensive Plan Committee has been completed and removed.

CS-2 Accessory Dwelling Units has been completed and removed.

CS-3 Affordable Housing Ideas/Programs – Selectmen working with the Planning Board will develop a zoning bylaw by February of 2018 to be presented at Town Meeting 2018.

CS- 4– Selectmen and Planning Board will develop a Town-wide zoning bylaw for the Residential District. This will be prepared for Town Meeting 2018.

CS-5 Cloverleaf Parcel Use Study – The Selectmen will work with of the Housing Authority to develop an Referral for Project (RFP) for the Cloverleaf property by June 30, 2018.

CS-6 Housing Needs Assessment to increase affordable Housing has a date set for December 31, 2017.

CS-7 Environmental Projects & Education for:

- a.) Pamet River Valley has a date of August 17 for data collection and modelling completed by December 2017. This is a priority project.;
- b.) East Harbor's Phase 1 engineering scope is to be developed by October 2017 and the seaward portion is to be done by September 2018;
- c.) Eagle Creek's Phase 1 additional modeling is to begin no later than July 2017 and the scope of the services and plan is to be accomplished by June 2018. This is a priority project.
- d.) Old County Rd. culvert's scope of work and engineering is to be accomplished by September 2017, engineering services to be awarded by December 2017, the bid announcement for removal and replacement implemented by February 2018 and the culvert removal and replacement bid awarded no later than May 2018.

CS-7 Addition - Include Herring River Restitution Project to list. This was not added because there is no way to set a date for it.

CS-8 Impacts of Differential Tax Rates has been determined.

CS-9 Town Roads & Property Use. Janet Worthington suggested an addition to use agreements that property be left the way it was found it.

CS-10 Historic Preservation Bylaw has been accomplished and removed.

CS-11 Historic Commission & Historical Society has been removed.

CS-12 Meet with CPC Prior to Funding Cycle – This is to be done by August 31, 2017

CS-13 Economic Development & Comcast Broadband Services – In order to continue work on a new contract, the Selectmen need to revive the Cable Internet Advisory Commission by Sept. 1, 2017

CS-14 Additional Signage has been removed.

CS ADDITION – The Board of Selectmen will work with the Council on Aging on housing and other issues regarding aging.

Community Engagement in Government

CEG-1 Town Manager & Social Media Development has a date set for November 1, 2017.

CEG-2 Increase use of Town website, Facebook page and other electronic media was set for March 31, 2018.

CE-3 Policy Review – The Board of Selectmen will catalogue and review all of the Board's Policy Memorandums to identify those in need of update or deletion by adding review of at least 10 policies per month at regularly scheduled meetings in order to complete the review by December 31, 2017.

CEG-4 Study of Boards & Committees Consolidations & Incentives – Policy around advisory boards and committees will be completed by Dec. 31, 2017

CEG-5 Providing Video Taping – This will be change to prioritizing what is taped. There was much discussion about taping the Budget Task Force meetings with the aim of engaging the public in discussion prior to Budget development. Paul Wisotzky suggested taping the Budget Task Force meetings as a pilot, but there were suggestions of other means to get people aware of the budgetary process through changing meeting times, a newsletter, big meeting(s) conversation before the process begins or when the Board of Selectmen creates its Budget Memo. The Town Manager needs to prepare and present her Budget and depends upon the present Task Force meetings for developing the Budget. She asked that the Selectmen think further about the best means of engaging the public yet retaining the efficiency of the current Task Force meeting practices.

CEG Addition – Review Budget Process. The Selectmen will think more about how to have robust development process for Budget.

CEG-6 Support & Training for All Boards & Committees. The Town Manager will schedule a training session on best practices for running meetings and public hearings for citizen volunteers to be held in the first half of FY2018.

CEG-7 Enhance Compliance with Public Records Laws – A policy on use of email will be added by December 31, 2017.

CEG-8 Information from Residents & Visitors for Services and Policy Development – The Selectmen will hold quarterly conversational forums with citizens to gather information on town services.


CEG-9 through CEG 14 on meetings will be consolidated

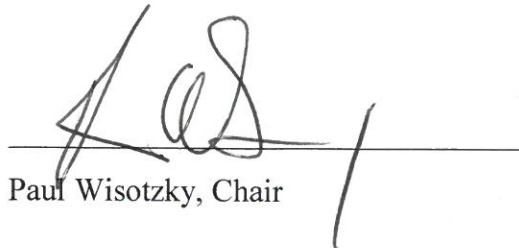
CEG ADDITION - The Selectmen will meet as needed with Part-time Residents, School Committee, Planning Board, ZBA, Conservation Commission and the Board of Health.


Adjournment

Maureen Burgess moved to adjourn. Janet -Worthington seconded, and the motion carried 5-0. The meeting was adjourned at 7:59 p.m.


Respectfully submitted,

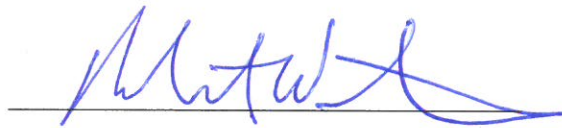

Mary Rogers, Secretary


Paul Wisotzky, Chair


Maureen Burgess Vice-chair


Jay Coburn


Janet Worthington,


Robert Weinstein, Clerk

Public Records Material of 6/6/17

1. Contract with Police Lieutenant
2. One-day use and liquor license for June 10, 2017
3. Draft Goals & Objectives of 6/6/17