

**Truro Select Board Meeting
Tuesday, April 28, 2020
Remote Meeting**



Select Board Members Attending: Janet Worthington, Chair; Susan Areson, Kristen Reed, Stephanie Rein, Robert Weinstein

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark: Health Agent Emily Beebe; DPW Director Jarrod Cabral; Susan Howe, Kristen Roberts

Chair Janet Worthington convened the virtual meeting at 2:03 p.m. and explained how the public could view and participate in the remote meeting. She announced Governor Baker's extension of the stay at home order until May 18, 2020.

PUBLIC COMMENT

Chair Worthington said she had received letters from Joan Holt and Dan Holt, who were concerned about the dates for Annual Town Meeting. Town Meeting date is to be part of a discussion further into the meeting. Susan Areson said there was also a letter from Eric Parker also about Town Meeting dates. The three letters will be posted on the Town website. Debra Best Parker called in to express dismay over the March 25, 2020 minutes of the remote Finance Committee meeting where members involved in affordable housing, although recused from voting, exhibited what Ms. Best Parker felt was uncivil behavior toward members of another board.

Select Board members agreed to move the public comment period to another section of their virtual meetings. They decided to immediately offer public comment at the end of each part of the meeting in session to be sure community members could participate.

COVID-19 UPDATE

Health Agent Emily Beebe discussed the Governor's extension of the stay at home order until May 18th. She said there are many questions on seasonal businesses, condominiums rentals, pools and beaches. Condominiums are being asked to develop plans for social distancing of owners and longer rentals and send their plans to the Town. The Board of Health meeting, scheduled for Thursday, April 30, 2020 will decide if an emergency order to wear masks in all public places should be issued. She has been examining the regulations instituted by other communities that order individuals entering public spaces, common spaces in condominiums and essential service employees to wear masks. Town Counsel will review the order, she said.

Town Manager Rae Ann Palmer asked for the Select Board's opinion on a mask order by the Board of Health. Ms. Worthington asked about enforcement. Ms. Beebe said it would be initiated to get people in the habit of wearing masks. She expects the order to be in effect for quite a while. Ms. Beebe said the public would let the Town know about violators. Wearing masks in public would be required, but she didn't plan on fines. Janet Worthington asked about

the larger numbers of people as the season opens and people who do not follow the guidelines. Agent Beebe said she expects cooperation with the guidelines.

Stephanie Rein asked about who would provide personal protective equipment (PPE) in reopened workplaces. Ms. Beebe said the employers would be responsible that their employees and anyone coming into their establishment wear masks. She anticipated that some employers would provide their workers with masks. She said the Health Departments would be publicizing this on it with on their Facebook page. She is willing to do a mask demonstration at the next Select Board meeting.

Robert Weinstein asked about Town staff and a policy for wearing masks. Ms. Palmer said the DPW and staff, when they are working in Town buildings, are wearing masks. Kristen Reed discussed continued plans for requiring mask and taking the temperatures of those entering buildings by people in the food industry to avoid a second surge in the virus. She favored a policy on masks set by the Town. Emily Beebe said taking temperatures as standard operating procedure for employers is another point for Truro to consider.

Robert Weinstein discussed the state document on waterways and harbors and asked to have it posted on the Town website for Truro Harbor, which will remain open. Ms. Palmer said she wanted the Board to participate in a working group to set some procedures for Harbor parking and payment methods. Janet Worthington and Robert Weinstein immediately volunteered to be part of the *ad hoc* committee. Ms. Palmer said the State Orders applied only to Massachusetts vehicles. Susan Areson asked about people from other states who have Truro properties and moorings at the Pamet Harbor. She said that she was interested in working on the regulations through State channels. Ms. Palmer said those with moorings are not the ones that would be prevented from coming to the harbor. It would be aimed at day launches from the ramp.

Janet Worthington asked about limiting beach parking to local sticker holders. Ms. Beebe said that is a question on the minds of many people. There are two issues: water quality, which will need to be tested regularly and parking area management to determine numbers of people at the beaches.

Ms. Palmer said the working group with the National Seashore and other Lower Cape towns has been discussing consistency in management of beaches and parking lots. The working group agreed what one town does will impact the other towns. Some towns are considering beaches for residents only. Some are considering limits for day trippers. Truro wants to keep beaches open. This will be an agenda topic for a future meeting.

Janet Worthington discussed requests to postpone Town Meeting until the fall. She said waiting until fall might be the best choice because people do not want to gather in a large group. Waiting until fall brings up big issues, however. Ms. Palmer said there are current year items that need to be decided for this year. The Walsh Property and debt is one of them. Running the Town next year on one-twelfth of the budget is another problem. There are immediate items that need to be

approved, but the Select Board has until June 9th to decide upon the date for Town Meeting. Susan Areson suggested waiting for the next meeting to get more information from Rae Ann Palmer and Trudi Brazil on the minimum amount needed to run the Town during the next fiscal year. Ms. Palmer said that she has been in touch with Town Counsel and expects to have more information for the next Select Board meeting.

Kristen Reed asked about any county updates from Emily Beebe, who is waiting for further Department of Health information. Agent Beebe said, based on things she is hearing about COVID-19, people should look at fact-based information and be wary of false information. As an example, she mentioned a myth that warm weather would kill the virus. A look at warm weather locations around the world where COVID-19 is present should dispel that notion. Johns Hopkins' website is a good source of information to help make decision based on facts, she said.

COMMITTEE APPOINTMENTS

There were two candidates standing by to be interviewed for the Town Manager selection committee.

Kristen Roberts introduced herself and gave her background as a Truro resident and business owner. She is on the board of the Chamber of Commerce and at Seaman's Bank. In response to questions from Kristen Reed, Ms. Robert discussed, as most important characteristics, the balanced and fair approach a Town Manager should take and an ability to stay calm. The key issues facing the Town that she considered are different from six weeks ago, she said, but the environment, Truro's natural beauty, seasonality, Town budget concerns balanced with concerns for businesses are all important. In order for a Town Manager to balance the budget yet provide services, Ms. Roberts said the person must try to understand the needs of the town. She would also examine past experience on their resumes. Susan Areson asked what Ms. Roberts' first question or topic of interest would be for a candidate to discuss. Ms. Roberts said she would ask what drew them to Truro and why they wanted to be Town Manager. Kristen Roberts stated that it was important to have a member of the business community on the selection committee and thanked the Select Board for her interview.

Susan Howe introduced herself and explained her involvement in Truro activities, her love of the town and wish to get the right balance in those leading the Town. The Town Manager needs many skills to manage all sides of what Truro has to offer, needs to support the Select Board and supervise and coordinate the staff, she said. Most important is to be able to listen, evaluate, not be drawn emotionally into one camp or another and love being here. Susan Howe did not identify a single issue because Truro is so unique and diverse. Its people are this way, and so is the town, she said. What comes up in their conversations and the candidates' resumés would show their ability to balance services and fiscal management. Susan Howe cited the community effort of creating Puma Park as a good example of balancing and uniting all types of people. The person who becomes Town Manager should have experience in small town government and budget development with staff, she said. Susan Areson asked what her first question to the

candidates would be. Susan Howe said she would ask, "What brings you here, and what makes you think you have the necessary skills?"

Janet Worthington said there is still a remaining interview for Jim Summers at next week's meeting.

SELECT BOARD ACTION

Little Pamet Culvert

DPW Director Jarrod Cabral explained the contract with the Woods Hole Group to continue the Little Pamet culvert replacement alternatives analysis began in July 2019. The scope of the work covers 80 acres, including the upstream freshwater portion of the Little Pamet nearest to Castle Rd. This phase will include a shellfish survey conducted in the outlet channel seaward from Corn Hill Rd. to help determine the density of shellfish resources. Work will also include a wetland delineation to determine resource boundaries, salt marsh, coastal bank, coastal dune and vegetated wetlands. A subsurface investigation will be completed at each culvert location at Corn Hill Rd. and Castle Rd. to determine foundation requirements. The Woods Hole Group has determined that the watershed needs to be drained as much as possible. Mr. Cabral said that the proposal considers increasing culvert sizes at Corn Hill Rd. and Castle Rd. Controlling tidal flow would be the second part of the proposal.

Stephanie Rein asked about the substrata borings for the analysis. Jarrod Cabral said that the Woods Hole Group would be getting information of what is through the borings. There are no water lines, underground utilities or septic systems at the locations, Mr. Cabral said. Ms. Rein asked about proceeding incrementally and within budget constraints.

Susan Areson asked about grants to cover costs and the price of the project. Jarrod Cabral said the grant the Town has already received a grant for the Little Pamet. He had asked for both Millpond, the Pamet and Little Pamet to be funded at the same time. The Cape Cod Conservation District had asked the Town to prioritize, and that was the culvert at Truro Center Rd. Jarrod Cabral said he hopes to receive future funding from National Oceanic and Atmospheric Organization (NOAA), Department of Ecological Restoration (DER), United States Department of Agriculture (USDA) and Cape Cod Conservation District grants later in the project. Ms. Palmer said that funding in the amount of \$103,700 for this phase of the Little Pamet project comes from the 2017 Special Town Meeting approval, already in place.

Robert Weinstein asked for a definition of "thalweg," which is a term for a line connecting the lowest points of successive cross-sections along the course of a valley or river. He had another question about the shellfish survey because dredging would be devastating for the soft-shelled clams and quahogs in the area. He reported that Wellfleet Shellfish Warden Nancy Civetta removes shellfish in anticipation of dredging in areas of Wellfleet Harbor. Jarrod Cabral said that the intent of the culvert work is to make the area a thriving shellfish habitat. NOAA would be potential source of funding if this is achieved.

Robert Weinstein moved to authorize the Town Manager to sign the Woods Hole Group proposal on behalf of the Select Board. Kristen Reed seconded, and the motion carried 5-0.

License Fees and Meals Tax

Chair Janet Worthington said the suggestion to waive license fees and suspend meals tax had come from the Chamber of Commerce. Mr. Weinstein said he is in favor of helping the business community, but the Town would need to know the impact it would have on its budget. Ms. Palmer provided licensing information for fees of \$75 for transient vendors, \$50 for common and victuallers and \$175 for food trucks. The big money comes from alcohol licenses which go up to \$2,000. Meals tax brought in revenue of \$59,000 last year. That is not rooms' tax or short-term rental tax, she explained. Janet Worthington requested more information for a work session next week. Kristen Reed said it would be a proactive step, but, before deciding, she had specific questions to ask at the work session about the number of businesses, liquor licenses, the amount of revenue and dates for licenses. Ms. Palmer will provide the information for next week. Susan Areson asked about the amount of staff time spent on inspecting businesses and the expense of those inspections. She said she supports businesses but supports Town operations as well. The topic of waiving the fees and suspending the meals tax will be discussed at the work session.

Town Manager Search Committee

Janet Worthington said that a fair amount of people interested in serving on the selection committee have experience on Town boards. She said the thought behind increasing the number was to get more members from the general public. Susan Areson said that she would rather not say *no* to community members who are coming forward for the first time. She is in favor of increasing the number of community members to six. Kristen Reed said she has not made a decision yet. She mentioned that Mr. Lynch said larger groups can draw out the process and become cumbersome. She does not want to impede the process by having too many people. She said the members who are chosen will be good because all the candidates have been excellent. Mr. Lynch had also mentioned that Town Manager candidates are dropping out. Janet Worthington said there is still one more selection committee member yet to be interviewed. Robert Weinstein also considered Bernard Lynch's thoughts on keeping the committee number manageable, but he is waiting for the final interview. He said that because of their experience, he would not preclude choosing former Select Board members or those who have participated in past Town Manager searches. He would like to seriously consider all the candidates because of their diverse backgrounds. He said the Charter defines the role of the Town Manager. Susan Areson said Janet Worthington and Robert Weinstein, already on the committee, are good representatives from Town government. However, she said that she wants to see more members from the public; that's why she favors expanding the number of the committee. She said there are 12 applicants from the public, willing to serve on the committee. Stephanie Rein said the process should be open to all community members, weighed on their merits and ability to make a good decision. Whether or not someone has or has not been on other boards should not be the deciding criteria. Susan Areson said it was desirable to have a good mix of diverse experience on the committee.

Susan Areson moved to add three members to the selection committee for a total of six representatives from the general public. Janet Worthington seconded. The motion did not carry 2-3.

CONSENT AGENDA

A. Review/Approve and Authorize Signature: *None*

B. Review and Approve Select Board Minutes-April 7, April 9, April 14, 2020

Susan Areson made a few amendments to the minutes of April 7, 2020.

Susan Areson moved to approve the Consent Agenda as printed with amendments the amendments to the April 7, 2020 minutes. Robert Weinstein seconded. The motion carried 5-0.

SELECT BOARD REPORTS/COMMENTS

Stephanie Rein gave a moving tribute to John Hopkins, who had recently passed away. She recalled his many interests, his service to the country in Vietnam and to the Truro Planning Board, his role in the town's agricultural community and Augustus Construction, the company he had founded. She suggested people could honor his memory by being kind to each other.

Susan Areson mentioned a recent Board of Health meeting that had Truro Motor Inn on the agenda. She said the discussion was moved into an Executive Session, so she was waiting to hear the latest information about the Truro Motor Inn. She announced the Friday, May 1, 2020 invitation from the Community Development Partnership (CDP) for a webinar on rental assistance programs.

Kristen Reed requested information on the Walsh Property in the Town Manager's report or at the next meeting. She asked about planting a tree as a memorial for John Hopkins, possibly near war memorial. This could be considered at the next meeting. She thanked the Town for help on COVID-19 business listing with hyperlinks, phone numbers and provision for additions. Ms. Reed advertised Partners in Health job opportunities for contact tracing. Information is available at www.pih.org. Kristen Reed asked that the Select Board make its decision on members of the Town Manager selection committee after conducting the last interview next week. She also anticipated that Janet Worthington's proposal for a memorial tree for John Hopkins would be ready for the May 5, 2020 meeting. Ms. Palmer said the information, including suggestions for a location, would have to be submitted by Thursday morning to get on that agenda. The memorial tree could also go on the agenda for the May 12th meeting since ownership of the land needed to be determined. Janet Worthington said that Snow's Park might also be considered for a location. Kristen Reed said that someone had already offered to pay for the memorial tree.

Robert Weinstein thanked Stephanie Rein for her kind words for John Hopkins. He suggested adding John Hopkins' name to the list of veterans on the permanent granite war memorial. Janet Worthington said that the war memorial was established specifically for veterans who lived in Truro at the time of their service. Someone else had been considered that had not met the specifications, nor would John Hopkins. Susan Howe also spoke about the strict inclusion rules for the war memorial.

Mr. Weinstein continued his report with the information that the last day available for anyone with a Wellfleet shellfish license was Thursday. He said that the Wellfleet Shellfish Warden is concerned about consistency in Truro and Wellfleet regulations since differences could impact shellfish areas in each other's towns.

Janet Worthington commented on homebound and anxious people but mentioned the available mental health programs such as the Navigator program and COA resources. People should reach out to these and not be alone with their anxiety and fears, she said.

TOWN MANAGER'S REPORT

Rae Ann Palmer said she received an e-mail from Senator Julian Cyr. He and Sarah Peake have been working on guidance to seasonal residents. They have asked for the Town to support it. She will send the message to the Select Board. Truro continues to struggle with seasonal visitors and people coming early from out of state, Ms. Palmer said. She plans to meet with other towns to get broad agreement on going in regard to the seasonal influx. Ms. Palmer reported on the Walsh Property closing, removal of remaining items and the demolition of two buildings, which the sellers paid for. The consent agreement is in place to continue the process, and staff continues to get applications for the Walsh Property committee; however, everything is on hold. She said that the property is insured and there are extra patrols to safeguard the remaining quintessential Cape Cod cottages, which she described as lovely. Ms. Palmer will move ahead with plans for the full engineering survey of the topography. Ms. Palmer said she and Town Accountant Trudi Brazil have been working on budget cuts with concern over loss over rooms' tax, meals' tax, short-term rentals and the potential reductions of Beach and Harbor revenue. They are worried about the Fiscal Year 2022 Budget.

AGENDA FOR NEXT MEETINGS

Ms. Palmer reviewed the agenda for the next two meetings:

May 5, 2020: last interview for the Town Manager selection committee, choosing the Town Manager selection committee, licenses and the Community Housing Development Cloverleaf agreement.

May 12, 2020: Memorial tree for John Hopkins.

ADJOURNMENT

Robert Weinstein moved to adjourn. Susan Areson seconded, and the motion carried 5-0. The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Mary Rogers,
Secretary



Town Manager Rae Ann Palmer
Under the Authority of the Truro Select Board

Public Records material of 4/28/2020

1. E-mail communications from Joan Holt, Dan Holt and Eric Parker
2. Application paper for Susan Howe and Kristen Roberts
3. Woods Hole Group: Proposal for Little Pamet Watershed & Culvert Assessment

