

**Truro Select Board
Tuesday, August 25, 2020
Remote Meeting**

Select Board Members Attending: Robert Weinstein, Chair; Kristen Reed Vice-Chair; Susan Areson Clerk; Jan Worthington; and Stephanie Rein

Attending: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Health Agent Emily Beebe; Town Accountant Trudi Brazil; Town Moderator Monica Kraft; Finance Committee Chair Robert Panessiti; DPW Director Jarrod Cabral; Lisabeth Chapman; and Bart Mitchell

TRURO SELECT BOARD

Select Board Chair Robert Weinstein opened the Select Board Meeting at 5:00PM. He introduced the Board and guests to the meeting.

Public Comment

Town Manager Rae Ann Palmer stated that she had an email from Clinton Kershaw. Town Manager Palmer read into record the contents of Mr. Kershaw's letter regarding voting on the quorum amount for Town Meeting. Select Board Chair Weinstein stated that he has a letter from Kevin Grunwald. He read Mr. Grunwald's letter into the record and noted that it was not read at the Planning Board Meeting.

Public Hearings

None

Lisbeth Wiley Chapman to the Truro Historical Commission

Lisbeth Chapman, per the instructions of the Chair, spoke of her attributes. She spoke of her desire to serve on the Historical Commission and discussed her communication with Chuck Steinman, Co-Chair of the Historical Commission, and his desire to have her serve on the Commission.

Select Board Member Susan Areson made a motion to appoint Lisabeth Wiley Chapman as a full member of the Truro Historical Commission for a three-year term expiring on June 30, 2023. Seconded by Select Board Member Stephanie Rein. Motion Passes, 5-0-0.

Bart Mitchell to the Truro Historical Commission

Committee applicant Bart Mitchell introduced himself to the Board and spoke of his willingness to serve on the Historic Commission. Select Board Member Areson stated that she looked forward to working with both Lisabeth and Bart.

Select Board Member Susan Areson made a motion to appoint Bart Mitchell as a full member of the Truro Historical Commission for a three-year term expiring on June 30, 2023. Seconded by Select Board Vice-Chair Kristen Reed. Motion Passes, 5-0-0.

Vote to Hold 2020 Annual Town Meeting on September 26, 2020 at the Truro Central School Ballfield

Town Manager Palmer stated that the Town Charter dictates that Town Meeting be held the fourth Tuesday in April. It was postponed because of the Covid Emergency. Town Manager Palmer recommended that Town Meeting be held outside to minimize risk. It was recommended that Town Meeting be held September 26th at 12pm with check-in commencing at 11am. A rain date is scheduled for Sunday September 27th. The chairs will be set in pairs with 6-foot radiuses around the chairs. Audio equipment is being rented. A document has been created by the Assistant Town Manager identifying any issues.

Assistant Town Manager Clark explained the diagram of the Town Meeting set-up. Select Board Member Stephanie Rein asked if there will be shade covering for the Town officials. She asked about the location of the restrooms with respect to the check-in area. She also asked that exits be defined on the Town Meeting map. Town Manager Palmer stated that they would revisit the location of the restrooms. Assistant Town Manager Clark stated that they were looking at locations for the restrooms that would be accessible for individuals with mobility issues.

Select Board Vice-Chair Kristen Reed stated her concern for the exits was the same as her colleague and was concerned about everyone exiting safely from Town Meeting. Select Board Member Areson agreed that the exit strategy at the end of the meeting was critical. Town Manager Palmer noted that they will provide sunscreen, bug spray wipes and bottled water. The check-in procedure will be very well organized. The Town Clerk will be giving voters large and brightly colored cards for voting. She reported that they are trying to live-stream the meeting. Select Board Member Areson asked that people bring their own bottles of water. Town Manager Palmer reminded the Board that there was a discussion that people need water if they overheat.

Select Board Member Areson moved that the Annual Town Meeting being held on September 26, 2020 with a rain date of September 27, 2020 at 12pm outside in the Truro Central School ballfield. Select Board Vice-Chair Reed seconded the motion. Motion Passes, 5-0-0.

Discussion and Possible Vote on 2020 Annual Town Meeting Petitioned Articles

Town Manager Palmer reported that it is recommended to postpone a number of articles approved for Town Meeting in March to a future Town Meeting. Petitioned articles may not be removed from the Warrant unless all voters who originally signed the petition make a request in writing to remove the articles from the Warrant. The Board may choose to offer a motion at Town Meeting to pass over the petitioned articles, with the assurance that the articles will be considered at a subsequent Town Meeting. To do this, the Select Board should vote prior to the Annual Town Meeting to place the pending petitioned articles on a subsequent Special or Annual Town Meeting Warrant, as Select Board Articles, which will eliminate the need for the petitioners to gather the required signatures on a new petition.

Town Manager Palmer explained that a motion will have to be made to hold the articles for inclusion on a subsequent Town Meeting Warrant.

Town Moderator Kraft stated that she would have to speak to Town Counsel about the specific wording for the Town Meeting motion.

Select Board Member Areson stated that she wanted to make the public aware that even though these will be presented at a future Town Meeting as Select Board Articles, this is a procedural issue. Select Board Chair Weinstein added that this will help shorten Town Meeting for the safety of the public.

Select Board Vice-Chair Reed made a motion to include the 2020 Annual Town Meeting Petitioned Articles on a subsequent Special or Annual Town Meeting as Select Board Articles. Select Board Member Rein seconded the motion. Motion Passes, 5-0-0.

Discussion of ATM Warrant

Town Manager Palmer noted at the March 23rd Meeting, the Board voted to approve the final Warrant. Due to some articles being held and a changing budget, the Select Board needs to open the Warrant to make changes to the Financial Articles and to vote to hold the certain articles. She asked to hold off on closing the Warrant until September 8th as the Planning Board is discussing their 11 Articles and whether they will hold those and remove them from the Warrant.

Select Board Chair Weinstein asked for a motion to Open the Town Meeting Warrant. Select Board Member Areson so moved. Seconded by Select Board Vice-Chair Reed. Motion Passes, 5-0-0.

Town Manager Palmer referred to the Warrant list with strike outs for articles. She went through the list of articles being recommended for holding. She explained Articles 2 and 3 should be included. Amendments to the FY20 Operating Budget can be eliminated, as the free cash transfers to FY2020 cannot be done after the close of the fiscal year. Articles 6-9 are funding articles; Article 11 is for the lease of land for the Cellular Tower. Article 13 is to amend the Personnel Bylaw. She explained that Article 15 passed at the Ballot and Article 14 did not, but if it passes at Town Meeting the Board can schedule another election to have it. There are also Community Preservation Articles. Articles 17-19 are for general acceptance. They authorize our inspectors to work in town yet not inspect their own work.

She further added that Article 20 changes the Rental Registration requirements so that the requirements will also apply to Condominiums. Articles 21 and 22 are recommended for holding, due to their potential of being discussion items. Articles 23-34 are all Planning Board Articles. Article 35 is an Advisory Article and Article 36 should be held, followed by the five Petitioned Articles.

Town Moderator Kraft asked if the Select Board had a chance to look at Chatham's videos regarding Town Meeting to see what the public could anticipate. She read the definition of "Consent Agenda" for Town Meeting. The articles chosen could move forward under Consent and could be voted on rather quickly as they are not likely to engender any discussion.

Town Moderator Kraft explained that anyone can call to "hold" an item on the Consent Agenda.

Select Board Vice-Chair Reed agreed that the Town Moderator should make a statement at the beginning of Town Meeting explaining the decision that the Board has made at this meeting. Select Board Chair Weinstein suggested that the Town Manager and the Town Moderator create an informational overview to explain to the voters the procedure. Select Board Member Worthington suggested that an explanatory video be created. Town Manager Palmer responded that a video could be created explaining the process.

Select Board Vice-Chair Reed commented that she has heard from people that are conflicted about attending Town Meeting due to Covid. Town Manager Palmer stated that they should have the Warrant completed before working on an informational video. She felt that the Public Hearing with the Finance Committee would also be a good time to explain to the public further about Town Meeting.

Select Board Member Worthington added that they could use the ALERTruro system to send information to residents. Select Board Member Areson stated that they could facilitate using the memo from today's packet explaining the layout for Town Meeting.

Town Manager Palmer stated that the Motion would be to put Articles 2,3, 9, 10, 11, 17, 18 and 19 on a Consent Agenda. Select Board Member Areson so moved. Seconded by Select Board Member Rein. Motion Passes, 5-0-0.

Town Manager Palmer noted without the Planning Articles that leaves a total of 8 articles, with Community Preservation and Cash Transfer remaining. Select Board Chair Weinstein added that the State is allowing for smaller quorums. Town Manager Palmer explained that the process to reduce the quorum is to advertise the discussion and potential vote in a newspaper, which has been done. It will be a discussion item on the agenda for September 8th. A reduced quorum will allow the essential articles to be voted even if turnout is lower than the typical turnout. These essential articles will be required for the Town to continue to operate. Town Manager Palmer stated that the quorum can be reduced to 10%. She responded to Select Board Vice-Chair Reed that staff will do an outreach to other towns for their quorum amounts.

Finance Committee Chair Bob Panessiti reiterated the need to pass the Budget. He said there are mandates by Mass State Law with respect to town operations. He felt that there needs to be a unified message across all Boards. Town Manager Palmer stated that the Town should be prepared for lower attendance so that a budget can be passed.

Select Board Member Areson agreed that it was the Board's responsibility to educate the public. Select Board Member Rein added that it's important to educate the Town and very important to have Town Meeting. Select Board Vice-Chair Reed stated that these are unprecedented times

and she wants to be very mindful of the health risks of a large gathering. Finance Chair Panessiti cautioned if the quorum isn't reached, there will be an issue. He also spoke of the possibility of not being able to hold a Town Meeting again until next April. He cautioned that they need a quorum that is attainable. He added that they need to be prepared to message people. Town Accountant Trudi Brazil felt that the message should also express that if there is higher attendance then they will not commence the meeting prior to seating everyone.

Town Moderator Kraft stated that she appreciates people's fears but the town has to continue to function, so it needs to be set low enough to continue the Town business. Select Board Chair added that they are trying to move a budget along to enable the services that people count on. The Finance Committee Chair agreed that the purpose to do this is to move forward in order to get business done in these difficult times.

Fiscal Year 2021 Budget Review and Discussion

Town Manager Palmer stated that the Board in March approved a joint budget between the Budget Task Force, the Finance Committee and the Select Board. The Budget was revisited in May. She reported that they closed the fiscal year in really good shape with roughly one million in unexpended funds from the Fiscal Year 20 budget and an additional revenue in the amount of 1.1 million. There is some available cash being used from the FY 2021 budget which actually comes from Fiscal Year 2019. She added that they are presenting the Board with a budget of \$20, 199, 495. It will provide funds for all services needed for the rest of the Fiscal Year. A significant amount of the Capital Budget was cut. She reminded the Board that they will not see the meals tax, vehicle tax, short-term rental tax until mid-October.

Town Accountant Brazil concurred that the Town is in good shape. Town Manager Palmer discussed with DPW Director Cabral some of the vehicles that need replacing on the Budget. Finance Chair Panessiti encouraged the Board that there may be opportunities moving forward that incentivize things like automated permitting. Delivering services effectively and efficiently while looking at the budget is incumbent for the Board and Finance Committee. It was noted the remote Budget Hearing is being held September 3rd at 4pm. Town Moderator Kraft explained that the Budget discussion will be the first hour then the Select Board will discuss the Warrant Articles. Town Manager Palmer add that the Articles will be voted on at the Select Board's next regular meeting.

6. CONSENT AGENDA

A. Review/Approve and Authorize Signature:

- 1. Reappointment of Jarrod Cabral as Forest Warden, Chief Jamie Calise as Keeper of the Lockup and Kelly Clark as Truro's Alternate Representative to the Cape Cod Municipal Health Group*
- 2. Reappointment of Stanley Sigel as an Alternate to the Pamet Harbor Commission*
- 3. Reappointment of Madelyn Cordeiro to the Human Services Committee*
- 4. Reappointment of Gary Sharpless to the Shellfish Advisory Committee*
- 5. Reappointment of Richard Larkin to the Historic Commission*
- 6. Appointment of Nancy Medoff to the Energy Committee*

- B. Request to approve the Official's Bond for Mary McIsaac, Interim Treasurer
- C. Review and Approve Select Board Minutes: June 23, 2020; July 22, 2020

Select Board Member Rein spoke of the minutes of July 22nd, page 2 which, should state "of having" not "to having", then on page 3, 2nd paragraph needs a Member's name added. Select Board Member Areson, responded that it was either Select Board Members or Select Board Member Worthington.

Select Board Member Areson moved to approve the Consent Agenda with minute amendments made by Select Board Member Rein. Select Board Member Rein Seconded. Motion Passes, 5-0-0.

Select Board Reports or Comments

Select Board Member Worthington asked to start a conversation on getting the "Vote Out" in Truro and commented that she wants to allay people's fears of voting in person. She wondered if the Council on Aging could assist with getting people to the polls. Town Manager Palmer commented that currently there is Early Voting at Town Hall. A sperate drop box for ballots will also be placed at Town Hall. Alert Truro will be facilitated in letting people know they can vote early. Town Manager Palmer stated that she would speak with the CoA Director about facilitating people to the polls.

Select Board Member Areson stated that she is reminding seasonal residents to complete the Census. Select Board Vice-Chair Reed wanted to remind people about the approaching deadline for the Walsh Property Committee ends August 31st at 4:00pm if people wish to still apply. The application is on the Town Website with information.

Town Manager Palmer stated that negotiations are ongoing with Truro's Town Attorney for contract terms with Mr. Wood. She inquired if Friday or Monday would work to continue the discussions. It was agreed to meet on Monday pending Town Counsel's availability.

Town Manager Palmer proposed that they hold a meeting for September 29th for the Tax Classification to get the Tax rate set and allow the tax bills to move forward. It was discussed to have the meeting commence at 10am.

Next Meeting Agenda

Vote on the Quorum; Town Meeting Warrant; Eversource Petition; Review of the Updated Fire Department Policy Manual.

Select Board Vice-Chair Reed spoke of placing an update of the East Harbor Culvert on the Agenda for the 8th. Select Board Member Rein asked which meeting the Walsh Property Committee Applicants would be placed on. It was noted that it would be placed on the September 22nd Agenda.

Adjournment

Select Board Chair Weinstein asked for a Motion to adjourn. Select Board Member Areson so moved. Select Board Member Rein seconded. Motion Passes, 5-0-0.

The meeting was adjourned at 6:52pm.

Respectfully submitted,


Nicole Tudor, Executive Assistant

Acting Town Manager, Jamie Calise
Under the Authority of the Truro Select Board

Public Records material of 08/25/2020

1. Application to Serve Lisbeth Chapman
2. Application to Serve Bart Mitchell
3. Truro ATM Planning Document
4. Town Meeting Map
5. Town Meeting Petitioned Articles
6. ATM Warrant
7. Articles List
8. Application to Serve-Stanley Sigel
9. Application to Serve-Madelyn Cordeiro
10. Application to Serve-Gary Sharpless
11. Application to Serve-Richard Larkin
12. Application to Serve-Nancy Medoff
13. July 22, 2020 Select Board Minutes
14. June 23, 2020 Select Board Minutes
15. 2021 Simple Recap
16. Budget Memo Changes to FY 2021 Budget Approved in March and Draft Proposed Covid Budget and Draft 2021 Budget Recap Summary

