

Select Board Meeting Minutes – Work Session

June 18, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager; Kelly Clark-Assistant Town Manager; Arozana Davis-Assistant Health and Conservation Agent; Jarrod Cabral-DPW Director; Jon Nahas-Principal Assessor; Barbara Carboni-Town Planner and Land Use Counsel; Trudi Brazil-Town Accountant; Michelle Peterson-COA Deputy Director; Damion Clements-Community Services Director

Chair Areson opened the Work Session at 1 pm and read aloud the information for members of the public to join the meeting. Chair Areson added that the Work Session would be conducted in accordance with Select Board Policy 56.

Chair Areson announced that the topic of the Work Session was to discuss FY2025 Select Board Goals & Objectives and that a public hearing regarding this topic, moderated by Town Moderator Paul Wisotzky, would be held on June 25, 2024.

Discussion on FY2025 Goals & Objectives

Note: The FY2024 Goals and Objectives listed below are listed in sequential order as contained in the FY2024 Goals and Objectives PDF on the www.truro-ma.gov website.

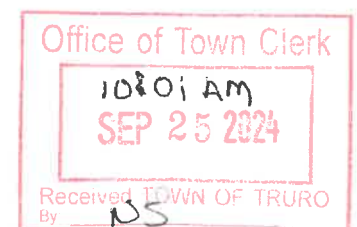
Chair Areson reviewed the process and noted that there were 14 remaining FY2024 Goals & Objectives from the previous Select Board so they would be reviewed, updated, modified, or eliminated. Vice Chair Weinstein provided an overview regarding the process as well and paper copies of the process were distributed to the Members and the members of the public who were present.

Members provided their comments regarding the process, the previous Goals & Objectives, and the considerations and suggested criteria for new Goals & Objectives.

Chair Areson read aloud the five goals listed in the Local Comprehensive Plan (LCP) and noted that the Select Board's remaining 14 Goals were actually Objectives.

Chair Areson read aloud those Objectives individually and invited those present for comment.

FY2024 Objective #2: Through the Town of Truro representatives and in concert with the Provincetown Water & Sewer Board, the Select Board will support intermunicipal collaboration to determine safe yield estimates for the purpose of developing a water resources management plan. In addition, invite current/future stakeholders & intermunicipal staff to more frequent (2x per year) Select Board updates to discuss shared planning, future water supply protection, and for development of new source(s).



The Members, Town Manager Tangeman, Assistant Town Manager Clark, Assistant Health and Conservation Agent Davis, DPW Director Cabral discussed the following: coordination with the Provincetown Town Manager, Provincetown Assistant Town Manager, and Provincetown town staff for additional discussions and potential collaboration on this topic; water resources shared by Truro and Provincetown; the impact of water resources on the Walsh Property and a study that determined that the Walsh Property was the best location for a water tower; the installation of a public water supply well can take up to 7 years to install and a water storage tank can take up to 3 years from concept to completion; and the historical background as to why Provincetown and Truro are co-joined in water resources.

FY2024 Objective #3: The Select Board will review all Town owned land to assess possibilities for municipal use, housing, economic development, open space, water, wastewater, and/or disposition to be completed by September 30, 2023.

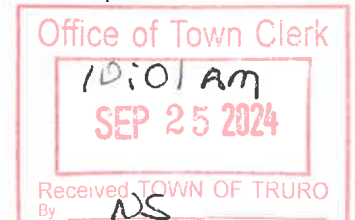
The Members, Town Manager Tangeman, Assistant Town Manager Clark, Principal Assessor Nahas, Town Planner and Land Use Counsel Carboni discussed the following topics: paring down this goal to target some of the municipally owned lots for housing by the end of this fiscal year; as per The Charter, the Members are the custodians of all town-owned properties and do not need approval from Town Meeting to make decisions regarding how these properties are used; a re-evaluation of town-owned lots for possible other options (housing, water protection, and business development) and then compiling a new list based upon how the lots were purchased by the Town of Truro; focus on policy, not on administration and operations, and keep the objective as written; the exploration of hiring a consultant to assist in the development of a Strategic Land Use Plan as well as the identification of a funding resource for the consultant; and the goal of the development of a Strategic Land Use Plan was enthusiastically supported by Town Planner and Land Use Counsel Carboni.

Note: Assistant Town Manager Clark presented on the screen the proposed revision of the objective as follows: "By the end of 2025, a review of all Town-owned land will be completed, and funding will be identified for the longer-term goal of creating a Strategic Land use Plan that will offer recommendations for uses and opportunities for Town-owned land (including the Truro Motor Inn and the Walsh Property) and will hold a public meeting to make decisions on the report. The Assessor will provide quarterly updates on the progress of the Assessor's review."

FY2024 Objective #4: The Select Board will initiate a revised cost estimate of a multi-phased approach for a new Department of Public Works Facility at a yet to be determined site in the FY2025- FY2029 Capital Improvement Plan. By August 15, 2023, the Town Manager will work with the Public Works Director to welcome the public to site visits of the current Public Works Facility via in-person visits and virtual visits.

The Members, Town Manager Tangeman, and DPW Director Cabral discussed the following topics: if the CIP is funded at the ballot, a Phase II Environmental Study can be initiated and completed within 4 months with a schematic design started by the end of FY2025; a proposed revision of the objective as a site has yet to be determined; and the possibility to revise this objective in July.

Note: Assistant Town Manager Clark read aloud the proposed revision of the objective as follows: "By March 2024, the Select Board will prepare a Town Meeting article for the DPW Facility based upon the



work of the DPW Ad Hoc Committee, Town staff, the consultants, and the results of the Phase II Environmental Study of Town Hall Hill."

FY2024 Objective #6: The Select Board will appoint a task force of local experts and staff and two members of the Select Board to examine recurrent revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by April 1, 2024.

The Members, Town Manager Tangeman, and Assistant Town Manager Clark discussed the following topics: make this a smaller objective to revise the Charge for the Committee to be primarily Town staff and current volunteers; the implementation of a measured approach to develop revenue generation options; and the possibility of extending this objective into FY2026 due to time constraints prior to the budget season and the lack of interested applicants to serve.

Note: Assistant Town Manager Clark read aloud a proposed revision of the objective as follows: "The Select Board will work to revise the Charge of the Ad Hoc Municipal Revenue Task Force and establish a working group that will composed of Town staff, two Members of the Select Board, and other stakeholders to engage the public and examine recurring revenue generation options resulting in a detailed report and recommendations for both short-term and long-term implementation to the Select Board by the end of FY2025."

FY2024 Objective #8 The Select Board will hold joint work sessions with participation from the Truro Housing Authority, Planning Board and Zoning Board of Appeals to develop housing initiatives that will diversify the range of seasonal, year-round and transitional housing for people of varying income levels and will develop related articles for the 2023 Fall Special Town Meeting and 2024 Annual Town Meeting. The Select Board will provide an update on these efforts at least semi-annually.

Chair Areson reported that this objective was still a priority but another committee, yet to be appointed, will complete the work.

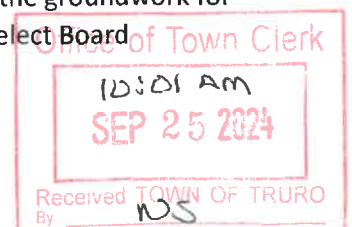
FY2024 Objective #9 The Select Board will support and encourage projects that protect and restore our coastal environment including these current and ongoing projects:

- Pamet River Tidal Flow Restoration and Watershed Study
- East Harbor Culvert Replacement
- Mill Pond and Eagle Creek Repairs and Improvement
- Little Pamet Watershed Study and Culvert Repair
- Coastal Management

The Members agreed to keep this objective on the list and noted that DPW Director Cabral provides routine (quarterly) updates on these initiatives.

The Members, Town Manager Tangeman, and Assistant Town Manager Clark discussed the following topics: three times a year there will be reports from Town staff on these initiatives and the Select Board will sign appropriate documents or prepare appropriate articles as needed.

FY2024 Objective #10 The Select Board will provide resources in the FY2024/FY2025 budget to increase the digitization of town services and records, and address cybersecurity and will lay the groundwork for a five-year digitization and cyber security plan that will be initiated in FY2025. The Select Board



Ambassador working with the Town Manager and IT Director will provide an outline to present at a Select Board meeting prior to beginning the FY2025 Budget Process.

Chair Areson noted that this is ongoing and should be retained by the Select Board.

The Members, Town Manager Tangeman, and Town Accountant Brazil discussed the following topics: available state grants to digitize records; consultants are on staff working on this project; and this project will take several more years to complete as the Town is in the first year of a five-year project.

The Members agreed to remove this objective from the list.

FY2024 Objective #11 The Select Board will review the Senior Needs Assessment, invite feedback from the community on specific programs and services requested, and explore the feasibility and the cost and social impact of expanding services and programs for seniors to inform the FY2025 budget process.

Chair Areson read aloud the suggestion to combine FY2024 Objective #11 with FY2024 Objective #17.

FY2024 Objective #17 A Needs Assessment for Persons with Disabilities will be conducted, the Select Board will invite feedback from the community on specific programs and services requested, and will explore the feasibility and the cost and social impact of expanding services and programs for persons with disabilities to inform the FY2025 budget process.**Collaboration with the objective related to the Senior Needs Assessment would be beneficial as there may be overlap between needs or between populations.

The Members agreed to combine both objectives, keep the objectives, and to survey the people with disabilities.

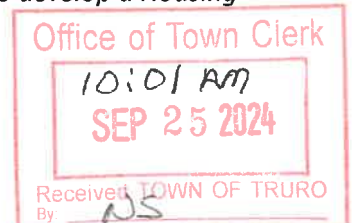
The Members, Town Manager Tangeman, COA Deputy Director Peterson discussed the following topics: the need for additional funding resources; workload as a result of the survey; division of work effort (Community Services or COA); inclusion of previous focus group information; formatted as an Action Plan; and assistance from UMass in this effort.

Note: Assistant Town Manager read aloud the proposed modification of these two combined objectives as follows: "At the FY2025 Town Meeting, the Select Board will review the Senior Needs Assessment, the COA Focus Group Report, and the Self-Evaluation and Transition Plan, invite feedback from the community on specific programs and services requested with the goal of expanding services, programs, and resources for seniors and persons with disabilities by the end of FY2025."

FY2024 Objective 12 The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by October 31, 2023.

The Members, Town Manager Tangeman, Assistant Town Manager Clark, and Town Planner and Land Use Counsel Carboni discussed the following topics: an update of the current status and the need to solicit quotes from the consulting firms to continue this item; the importance of this objective to the community; the definition of a Housing Playbook; the need of updating the Housing Playbook possibly annually; the goal to complete Housing Playbook prior to the next Town Meeting.

Note: Assistant Town Manager Clark read aloud the proposed modification for this objective as follows: "The Select Board will work with the Housing Authority and the Housing Consultant to develop a Housing Playbook by March 2025."



FY2024 Objective 14 The Select Board will provide support to and collaborate with the Climate Action Committee and the Energy Committee on the goals of creating a Climate Action Plan for the Town of Truro, and researching the hiring of a Climate Action Agent, as well as to work with the Climate Action Committee and Energy Committee to develop a policy memorandum that facilitates and guides progress in all relevant areas toward a “Net Zero Truro” by 2050, and will ask for updates at least twice per year. The Board will also revise the charges of the Energy Committee and the Climate Action Committee to incorporate the directives from Article 53 of the 2022 Annual Town Meeting.

The Members and Town Manager Tangeman discussed the following topics: the draft Climate Action Plan; the need for a Climate Action Coordinator to assist with this objective; the Climate Action Coordinator position will be posted within the next couple of weeks once Health and Conservation Agent Emily Beebe completes the review of the job description; further discussions among the Select Board, the Climate Action Committee, and the Energy Committee would be held; and the Climate Action Committee has updated the Members a minimum of twice a year.

Note: Assistant Town Manager Clark read aloud the proposed modification for this objective as follows: “The Select Board will direct Climate Action Committee and the Energy Committee, working with the Climate Action Coordinator, to finalize the Climate Action Plan for the Town of Truro.”

FY2024 Objective 18 The Select Board will rework, update and set clearer objectives in Policy 54 and Policy 31, and will work to enhance compliance by December 31, 2023.

Chair Areson recommended removing this objective and there was no opposition.

Town Manager Tangeman did note that Policy 31 (not reviewed since 2017) needed legal review by Town Counsel as the current policy was not aligned with current law.

FY2024 Objective 19 The Select Board will task the Economic Development Committee with inviting the Massachusetts Cultural Council to present to the Select Board, Economic Development Committee and the Truro Cultural Council on the process of creating a designated cultural district in Truro.

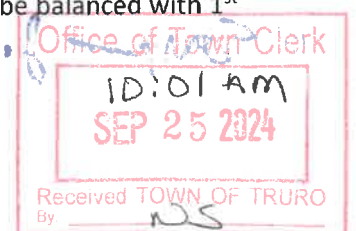
Chair Areson noted that the Economic Development Committee no longer existed.

The Members and Town Planner and Land Use Counsel Carboni discussed the following topics: an update on creating the Town of Truro as a designated cultural district; the creation of the designated cultural district was not a high priority for the Members; and the possible inclusion of the Chamber of Commerce into this process.

Discussion on FY2025 New Goals & Objectives

Members discussed the following topics: encouraged Town staff to let the Members know if there was anything missed during tonight’s meeting; a review of boards and committees which have duplication of effort or are currently inactive; and the public’s interest in community-led community forums.

Chair Areson proposed an objective to update the Sign Code and Town Manager Tangeman and Town Planner and Land Use Counsel Carboni Select Board suggested using a consultant to assist in this effort as the Planning Board Chair Rich Roberts indicated that this would not be a priority for the Planning Board. Town Manager Tangeman noted that this was a divisive issue and needed to be balanced with 1st



Amendment rights. Town Manager Tangeman added that this would be a policy matter so the Select Board (working with Town Counsel, Town staff and a consultant) would have to determine this.

Chair Areson proposed an objective for the Select Board to work with the Town Moderator and Town staff to research the technology and cost of electronic voting for Special and Annual Town Meetings to be accomplished and included by FY2026 Budget deliberations. Chair Areson noted that having this accomplished by FY2026 Budget deliberations may not be attainable.

The Members, Town Manager Tangeman, Assistant Town Manager Clark, and Community Services Director Clements also discussed the following highlighted topics: an action item for the Select Board to develop an article regarding electronic tabulation; the need for input from the Town Moderator, the Town Clerk, and the IT Director; organizational resistance regarding the consolidation or elimination of specific committees and boards (this will be added to a future Select Board meeting agenda for additional discussion as to whether or not add this topic to the FY2025 Goals & Objectives list); revamping the process for boards and committees specifically addressing inclusivity and training; the establishment of public forums, or round tables, for the community to participate in open discussions on topics other than "hot topics"; the impact on Town staff and resources regarding community-led community forums on Town property; a suggestion of adding an objective focused on more community/public engagement; a recruitment strategy for committees and boards; the challenges of recruiting 185 seats for the 37 boards and committees; the need of recognition for the work of the volunteers who serve on community boards and committees; and the Town will enter Collective Bargaining Agreement (CBA) negotiations this year which may have a significant impact on the budget and Town staff.

Chair Areson noted that the finalization of the priorities of the FY2025 Goals and Objectives would occur at the public meeting on July 11, 2024.

Vice Chair Weinstein made a motion to adjourn at 4:07 pm.

Member Medoff seconded the motion.

By unanimous consent, the meeting was adjourned.

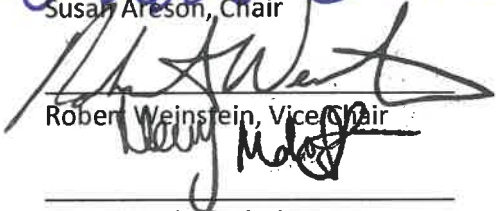
Respectfully submitted,



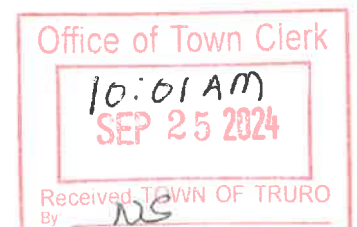
Alexander O. Powers
Board/Committee/Commission Support Staff




Susan Areson, Chair



Robert Weinstein, Vice Chair


Nancy Medoff, Clerk

Stephanie Rein, Member


Susan Girard-Irwin, Member

Public Records Material Attachments

Legal Notice

