



Truro Select Board Hybrid Meeting

Tuesday, September 24, 2024

Regular Meeting-5:00pm

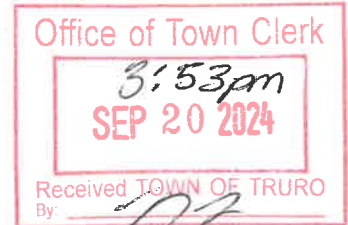
Executive Session to immediately follow Select Board Meeting

Truro Town Hall, 24 Town Hall Road

REGULAR MEETING

<https://us02web.zoom.us/j/86017539079>

1-646-931-3860 Meeting ID: 860 1753 9079



This will be a hybrid (in-person *and* remote) meeting. Citizens can view the meeting on **Channel 8** in Truro and on the web on the "Truro TV Channel 8" button under "Helpful Links" on the homepage of the Town of Truro website. Click on the green "Watch" button in the upper right of the page. **To provide comment during the meeting please call-in at 1-646-931-3860 and enter the following access code when prompted: 860 1753 9079, or you may join the meeting from a computer, tablet or smartphone by entering the follow URL into your web browser; <https://us02web.zoom.us/j/86017539079>**

Please note that there may be a slight delay (15-30 seconds) between the meeting and the live-stream (and television broadcast). If you are watching the meeting and calling in, please lower the volume on your computer or television during public comments so that you may be heard clearly. We ask that you identify yourself when calling in to help us manage multiple callers effectively.

1. PUBLIC COMMENT

2. PUBLIC HEARINGS

- A. Tax Classification Hearing Pursuant to MGL Ch. 40 S. 56
Presenter: Jon Nahas, Principal Assessor

3. INTRODUCTION TO NEW EMPLOYEES – NONE

4. BOARD/COMMITTEE/COMMISSION APPOINTMENTS

- A. Interviews and Possible Appointments to the Zoning Task Force: Ellery Althaus, Dave Bannard, Nick Brown, Maura Glatzel, Darrell Shed, Dan Silva, and Daniel Winslow.

5. STAFF/ COMMITTEE UPDATES

- A. Cloverleaf Update
Presenter: Darrin Tangeman, Town Manager

6. TABLED ITEMS – NONE

7. SELECT BOARD ACTION

- A. Appointment of Jay Talerman, Esq., Mead, Talerman & Costa, LLC as Special Counsel to Represent the Town in Negotiating Amendments to the Intermunicipal Water Agreement with the Town of Provincetown
Presenter: Barbara Carboni, Town Planner & Land Use Counsel
- B. Review and Possible Approval of Assignment of Conservation Restriction of 17 Depot Road, Truro
Presenter: Fred Gaechter, Chair of the Truro Conservation Trust

8. REPORTS

- A. Select Board Reports/Comments
- B. Town Manager Report

9. CONSENT AGENDA

- A. Review/Approve and Authorize Signature:
 - 1. November 5, 2024 Election Early Voting Hours
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2024 Seasonal Business Licenses: None
- D. Review and Approve Select Board Meeting Minutes: June 11, 2024; Work Session Minutes of June 18, 2024

10. Next Meeting Agenda: Joint Meeting with Provincetown Select Board: September 30, 2024; Work Session & Regular Meeting: October 8, 2024

EXECUTIVE SESSION

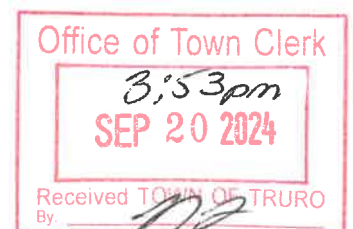
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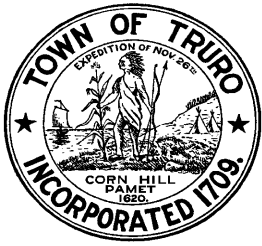
1-309-205-3325 Meeting ID: 852 3410 1514

This will be an in-person meeting, with the option for remote participation for Board members and/or the invited participants. The meeting will begin in open session solely for the purpose of moving, as set forth below, to enter into executive session. The meeting will be closed to the public once the Board votes to enter into Executive Session. Access to the open session portion of this meeting will be available in person and via the link/phone number listed above but will not be live-streamed on Channel 8 or Truro TV.

Move that the Select Board enter into Executive Session for the following purposes:

- (1) In accordance with the provisions of Massachusetts General Law, Chapter 30A, §21 (a)(3) To discuss strategy with respect to collective bargaining (Laborer's International Union of North America, Truro Police Union Federation, Truro Permanent Firefighters, American Federation Of State, County And Municipal Employees) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, and not to reconvene in open session.*





TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Assessors Department

REQUESTOR: Jon Nahas, Principal Assessor

REQUESTED MEETING DATE: September 24, 2024

ITEM: Tax Classification Hearing pursuant to MGL Ch. 40 S. 56

EXPLANATION:

Every year prior to setting the tax rate, the Select Board must conduct a classification hearing for the purpose of determining the percentages of the local tax levy for the Fiscal Year and to vote on the tax rate options available to the municipality under the property tax classification statute, MGL Chapter 40, Sec. 56. The hearing is held after the Assessors have determined final values, classified all properties, and reported this information to the Department of Revenue for certification. On August 20, 2024, the Department of Revenue Bureau of Local Assessment certified Truro's Assessed Values for Fiscal Year 2025. The Assessors herein provide the Select Board with the information necessary to make classification decisions.

1. Classifying the tax rate:

- Classifying the tax rate (Splitting the Tax Rate) means applying the same or different tax rates to different classes of property (residential, open space, commercial, industrial, and personal property) according to procedures and formulas set by state statutes. Truro does not have any property that is classified by DOR as Open Space.
- Voting a residential factor of "1" establishes that the same tax rate is applied to all classes of property at a single rate per thousand dollars of value.
- Voting a residential factor of ".9" would reallocate the tax from the residential and Open Space (by reducing their tax rate 10%) to the Commercial, Industrial & Personal Properties classes (by increasing their tax rate 10%).
- Though the tax rates would differ according to the property class, the total tax levy remains the same.
- Truro is approximately 95.5% Residential and 4.5% CIP(Commercial/Industrial &

Personal Property). Often towns with large commercial bases (ex. Boston, Avon etc.) shift tax burdens to the CIP class. Rarely do towns with such limited CIP bases enact a Split Tax Rate.

- At their meeting held on September 3, 2023, the Board of Assessors voted to recommend voting a residential factor of “1”.

2. Open Space Discount:

- Truro does not have any properties classified (by the Department of Revenue) as Open Space so it would have no effect if the Board of Selectmen should vote on an open space discount.
- The Open Space properties are addressed through conservation restrictions or chapter land exemption.
- At their meeting held on September 3, 2024, the Board of Assessors voted to recommend voting not to grant an Open Space discount.

3. Small Commercial Exemption:

- This exemption would reallocate the tax within the Commercial and Industrial classes from the small Commercial and Industrial properties (under \$1million valuation & less than 10 employees) to larger Commercial and Industrial properties in Town.
- As Truro has a minimal Commercial/Industrial class, the Small Commercial exemption could cause hardship on some local businesses.
- Many small businesses rent space rather than own, and this exemption gives the savings to the property owner and not the small business occupying the property. There is no guarantee that the savings would be passed on to the tenants.
- At their meeting held on September 3, 2024, the Board of Assessors voted to recommend voting not to grant a small business exemption.

4. Residential Exemption:

- Under Massachusetts General Law, the residential exemption grants an exemption of up to 35% of the average assessed residential property value (\$1,094,373) to residential parcels that are the principal residence of the taxpayer as of Jan 1, 2024.
- The intent of the exemption is to promote owner occupancy and is designed to provide a proportionately greater benefit to lower valued homes.
- The residential exemption is a dollar amount of value that is exempt from taxation. For example, in FY2024 a qualified homeowner received \$312,841 (30% of the average residential parcel value in FY2024) deducted from their property's assessed value for purposes of calculating the tax bill.
- The amount of the tax levy paid by the class remains the same, but because of the exempted valuation, it is distributed over less assessed value resulting in the entire residential class paying a higher tax rate.

- At their meeting held on September 3, 2024, the Board of Assessors voted to recommend to the Select Board to continue the Residential Exemption at a percentage determined by the Select Board due to their knowledge of Town Finances and the impact on the Tax Rate.

5. LA-5 Signature/Conclusion:

- As part of the annual Recapitulation Report (Recap) being certified by the Department of Revenue, the Assessor is required to inform the Board of Selectmen the amount of the current year Excess Levy Capacity. This is dependent on if the Residential Exemption is adopted and after the vote, the final Excess Levy Capacity amount will be announced.

FINANCIAL SOURCE (IF APPLICABLE):

IMPACT IF NOT APPROVED: The Fiscal Year Tax Recapitulation Report cannot be completed, and the new Tax Rate cannot be set to generate timely Real Estate Tax Bills.

SUGGESTED ACTIONS:

- On the matter of **classifying the tax rate**,
Motion to approve a residential factor of "1".
- On the matter of an **open space discount**,
Motion to not grant an Open Space discount.
- On the matter of a **small commercial exemption**,
Motion to not grant a small business exemption.
- On the matter of a **residential exemption**,
Motion to grant a residential exemption

If YES....in the amount of _____% (1-35%).

ATTACHMENTS:

1. Legal Notice
2. Recommendations from the Board of Assessors
3. State Tax Form LA-4 which indicates totals by class of the FY2025 certified parcel values.
4. FY25 Tax Classification-Assessor Presentation

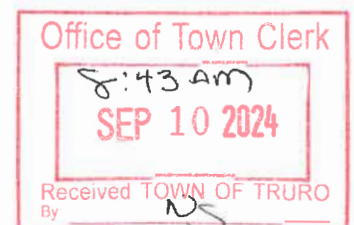


**LEGAL NOTICE
TOWN OF TRURO
SELECT BOARD-PUBLIC NOTICE
FY2025 TAX CLASSIFICATION HEARING
SEPTEMBER 24, 2024**

Notice is hereby given that the Truro Select Board will hold a remote public hearing on Tuesday, September 24, 2024, at 5:00 p.m. pursuant to MGL Ch. 40, Section 56, for the purpose of determining the percentages of the local tax levy to be borne in Fiscal Year 2025 by each class of property: residential, open space, commercial, industrial, and personal property. The public is encouraged to attend the meeting, submit comments in writing to the Office of the Town Manager/Select Board, PO Box 2030, Truro, MA 02666, by emailing the Town Manager at dtangeman@truro-ma.gov or by calling into the hearing. To provide comment during the public hearing, please call-in at 1-646-931-3860 and enter the following meeting ID# when prompted: 860 1753 9079 You may also join from your computer, tablet, or smartphone at <https://us02web.zoom.us/j/86017539079>

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Susan Areson,
Select Board, Chair





TRURO BOARD OF ASSESSORS

24 Town Hall Rd

P.O. Box 2012

Truro, MA 02666

Phone : (508) 349-7004

Fax : (508)349-5505

September 3, 2024

The Town of Truro's Tax Classification Hearing is planned for September 24, 2024.

The Board of Assessors make the following recommendations to the Select Board for FY2025.

To make a motion:

To Vote a Residential Factor of "1". This would maintain a 100% full value tax for all classes.

To Vote NOT to grant a discount for Open Space.

To Vote NOT to grant a Small Business Exemption.

To Vote TO grant a Residential Exemption at a percentage decided upon by the Select Board.

So, voted on Sept. 3, 2024

Alfred Hauckler

Annie D'Acchio

Caithlin Lunnell

Truro Board of Assessors

LA4 Comparison Report - Fiscal Year 2025

Small PP Exemption:	0	Certification Year:	2022
Billing Cycle:	Semi-Annually	BLA Advisor:	Jennifer Williams
Chapter 653:	No		

Property Type	Description	FY 2024 Parcel Count		FY 2024 Assessed Value	FY 2025 Parcel Count		FY 2025 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
101	Single Family	2,137		2,790,987,030	2,146		2,931,391,170	9	0.4%	140,404,140	5.0%
102	Condominiums	555		269,428,200	555		289,148,600	0		19,720,400	7.3%
MISC 103,109	Miscellaneous Residential	140		222,150,300	138		229,103,900	-2	-1.4%	6,953,600	3.1%
104	Two - Family	54		53,336,520	54		55,188,020	0		1,851,500	3.5%
105	Three - Family	5		4,785,500	4		4,173,400	-1	-20.0%	-612,100	-12.8%
111-125	Apartment	9		9,551,300	10		10,606,500	1	11.1%	1,055,200	11.0%
130-32,106	Vacant / Accessory Land	422		127,588,400	410		124,776,200	-12	-2.8%	-2,812,200	-2.2%
200-231	Open Space	0		0	0		0	0		0	
300-393	Commercial	79		99,592,300	78		103,372,500	-1	-1.3%	3,780,200	3.8%
400-442	Industrial	4		2,010,500	4		2,053,700	0		43,200	2.1%
450-452	Industrial Power Plant	0		0	0		0	0		0	
CH 61 LAND	Forest	0	0	0	0	0	0	0		0	
CH 61A LAND	Agriculture	6	7	38,770	6	7	42,160	0		3,390	8.7%
CH 61B LAND	Recreational	0	0	0	0	0	0	0		0	
012-043	Multi-use - Residential	24		11,395,628	24		11,913,560	0		517,932	4.5%
012-043	Multi-use - Open Space	0		0	0		0	0		0	
012-043	Multi-use - Commercial	0		14,536,772	0		15,693,640	0		1,156,868	8.0%
012-043	Multi-use - Industrial	0		0	0		0	0		0	
501	Individuals / Partnerships / Associations / Trusts / LLC	2,390		30,424,610	2,380		30,988,540	-10	-0.4%	563,930	1.9%
502	Corporations	37		1,326,440	38		1,382,600	1	2.7%	56,160	4.2%
503	Manufacturing	0		0	0		0	0		0	
504	Public Utilities	1		15,929,600	1		17,500,340	0		1,570,740	9.9%
505	Centrally Valued Telephone	3		1,410,100	3		1,410,500	0		400	0.0%

LA4 Comparison Report - Fiscal Year 2025

Property Type	Description	FY 2024 Parcel Count	FY 2024 Assessed Value	FY 2025 Parcel Count	FY 2025 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
506	Centrally Valued Pipelines	0	0	0	0	0		0	
508	Wireless Telephone	3	435,260	3	517,550	0		82,290	18.9%
550-552	Electric Generating Plant	0	0	0	0	0		0	
EXEMPT VALUE	Exempt Property	458	228,701,900	463	238,146,900	5	1.1%	9,445,000	4.1%

LA4 Comparison Report - Fiscal Year 2025

Small PP Exemption:	0	Certification Year:	2022
Billing Cycle:	Semi-Annually	BLA Advisor:	Jennifer Williams
Chapter 653:	No		

Property Type	Description	FY 2024 Parcel Count	FY 2024 Assessed Value	FY 2025 Final Parcel Count	FY 2025 Assessed Value	Parcel Difference	Parcel % Difference	Assessed Value Difference	Assessed Value % Difference
Total Class 1	TOTAL RESIDENTIAL	3,346	3,489,222,878	3,341	3,656,301,350	-5	-0.1%	167,078,472	4.8%
Total Class 2	TOTAL OPEN SPACE	0	0	0	0	0		0	
Total Class 3	TOTAL COMMERCIAL	92	114,167,842	91	119,108,300	-1	-1.1%	4,940,458	4.3%
Total Class 4	TOTAL INDUSTRIAL	4	2,010,500	4	2,053,700	0		43,200	2.1%
Total Class 5	TOTAL PERSONAL PROPERTY	2,434	49,526,010	2,425	51,799,530	-9	-0.4%	2,273,520	4.6%
Total Taxable	TOTAL REAL & PERSONAL	5,876	3,654,927,230	5,861	3,829,262,880	-15	-0.3%	174,335,650	4.8%

LA4 Reviewer:	Jennifer Williams	Approval Date:	08/20/2024
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Edits :

Comments
No comments to display.

Documents
Documents have been uploaded.

Fiscal Year 2025 Town of Truro Tax Rate Classification Hearing

A Review of the Fiscal Year 2025
Property Tax Levy and Classification Options



September 24, 2024

Assessed Values

Truro realized a growth in overall property value of **4.8%** for Fiscal Year 2025.

Sales have returned to a more “typical” increase in value-rather than the large increases in value seen the previous two years (25% & 19%).

The FY2024 property values are based on the sales in calendar years 2021, 2022 & 2023.

Class	FY2025 Value	FY2024 Value	Change	% Increase
Residential	3,656,301,350	3,489,222,878	+ 167,078,472	4.8
Commercial	119,108,300	114,167,842	+ 4,940,458	4.3
Industrial	2,053,700	2,010,500	+ 43,200	2.1
Personal Property	51,799,530	49,526,010	+ 2,273,520	4.6
Total	3,829,262,880	3,654,927,230	+ 174,335,650	4.8

Fiscal 2025 Tax Levy	Description	Amount
<p>The levy limit is increased by any voter approved capital and/or debt exclusions and other special assessments.</p> <p>At both Town & Special Town Meetings held in May 2024 \$0 Overrides were passed successfully at Town Meeting and the Ballot Box.</p> <p>Net New Growth for FY25 is \$202,662, a decrease of (26% or \$70,698) from FY24</p> <p>Please Note:</p> <p>Presentation Estimates Taxing at the Maximum Allowable Levy for FY25 ~\$22M (6.7% higher than FY24 Tax Levy)</p> <p>This would give us a \$0 Excess Levy Capacity. Prior Excess Levy Capacity was \$668k in FY24 and \$470.00 in FY23.</p> <p>*=Preliminary as not yet approved by the DOR</p>	Fiscal Year 2024 (Prior Year) Levy Limit	\$20,249,933
	Prior Year Levy Limit * 2.5%	\$506,248
	FY25 New Growth	\$202,662
	Approved Overrides-Town Mtgs April 2024	\$0
	Levy Limit Subtotal	\$20,958,843
	Approved Debt Exclusions	\$911,433
	Fiscal 2025 Capital Expenditure Exclusions	\$0
	Fiscal 2025 Cape Cod Commission Assessment-Environ. Fund Protect. Tax	\$99,757
	Fiscal 2025 Maximum Allowable Levy	\$21,970,033*
	FY2025 Preliminary Tax Levy	\$21,970,033*
	FY25 Preliminary Excess Levy Capacity	\$0*
	Fiscal Year 2025 Levy Ceiling	\$95,731,572

Tax Levy Options

The Tax Rate can be impacted by the Select Board decisions regarding classification and the Residential Exemption options.

1. Adopting a Split Tax Rate

2. Open Space Discount

1. Classifying the Tax rate or The “Split Tax Rate” allows for a shift of the tax burden from the residential class of property to the commercial, industrial and personal property classes (CIP).

With our limited Commercial/Industrial base in Truro, splitting the Tax rate is NOT recommended by the Board of Assessors.

2. Open Space Discount. Truro does not have any properties classified as open space by the DOR.

The Board of Assessors recommend to NOT vote to grant an Open Space Discount

Tax Levy Options

3. Small Business Commercial Exemption

4. Adopting a Residential Exemption

3. The Small Business Commercial Exemption. Would reallocate the tax within the Commercial/Industrial Class from smaller companies to larger ones.

With our limited Commercial/Industrial base in Truro, Board of Assessors recommend NOT to grant a Small Business Commercial Exemption.

4. The Residential Exemption allows for the exemption of a portion of the residential value for residents who demonstrate that Truro is their primary domicile. It provides a decrease in the taxable value of qualified residences. The amount of the tax levy paid by the Residential Class remains the same, however, due to the exempted valuation, it is distributed over less assessed value, resulting in the entire residential class paying a higher tax rate.

The Board of Assessors recommend TO grant a Residential Tax Exemption.

Residential Exemption

This option reduces the taxable assessed value for each qualified primary residence. Truro has **694** (as of 9/3/24) qualified properties for FY25 and the result of the adoption would be a higher tax rate for all residential properties.

In FY25 there are 3341 Residential Parcels

Approximately 21% of the Residential parcels receive the Residential Exemption

NOTE: Not all residents who make Truro their primary domicile elect to apply and receive the exemption.

- The Select Board can authorize up to a 35% Residential Exemption to Truro residents (FY26 up to 50% per Affordable Homes Act-Seasonal Community Designation)
- The exemption applied is up to 35% of the total **average** residential parcel value
- The property must be the "primary domicile" of the owner as used for income tax purposes
- This option exempts value **only within** the residential class of taxpayers & does not significantly change the levy amount itself or impact Commercial Industrial or Personal (CIP) property owners
- If continued, Truro would be one of **18** communities out of 351 in MA to adopt in FY24-FY25.

Town of Truro, MA

Community	Percentage
Barnstable	25^
Boston	35
Brookline	20
Cambridge	30
Chelsea	35
Concord	10
Everett	25
Malden	30
Mashpee	5
Nantucket	25
Oak Bluffs	15^
Provincetown	35
Somerville	35
Tisbury	22
Truro	30^
Waltham	35
Watertown	33
Wellfleet	30^

EXPANDED RENTAL RESIDENTIAL EXEMPTION

Seven (7) Expanded Exemptions Granted FY24 (FY22& FY23-Years 1 & 2-five granted each year)

Passed At Town Meeting in 2019

Approved by the MA Legislature and Signed into Law Feb 2021

Promotes Year-Round Housing Options rather than Short Term Leasing.

This option reduces the taxable assessed value for each qualified primary residence.

- The Expanded Rental Residential Exemption follows the Residential Exemption and will be implemented at the same rate should the Select Board approve the Residential Exemption program annually. If the Select Board does not approve the Residential Program, this Exemption will not exist.
- Owners renting their home on a year-round basis to **tenants** who as of the Jan 1 prior the Fiscal Year have established the parcel as their “Primary Domicile” by ensuring they are on Town’s census list, register their vehicles in Truro, file their taxes at the Truro parcel and provide a copy of the year-round lease covering Jan 1 prior to the Fiscal Year are eligible.
- All exemptions will be in the form of an Abatement amount deducted from the Tax Bill at the same rate as the Residential Exemption.
- Owners must apply annually to receive the Expanded Rental Res Ex.
- An owner may only receive one Residential or Expanded Rental Residential Exemption per parcel.
- As with all Exemptions, Applications are due on April 1, 2025.

Residential Exemption Calculation

To calculate the exemption, the average assessed value of all residential parcels must first be determined.

The adopted percentage is multiplied by the number of eligible parcels and then the amount is exempted from the Residential Value.

The exemption may not exceed 35% of the average assessed value of all residential properties.

NOTES:

- ARV is not the same as the Average Single-Family Home Value (\$1,365,979) or Avg Condo Value (\$520,988) for FY25.
- FY25 Median Residential Parcel Value is \$899,000

Total Residential Value FY2025	\$3,656,301,350
Divided by Total Residential Parcels	3341
Average Residential Value (ARV)	\$1,094,373

ARV	\$1,094,373	\$1,094,373	\$1,094,373	\$1,094,373
Exemption %	20%	25%	30%	35%
Exemption Value	\$218,875	\$273,593	\$328,312	\$383,031
Qualified Parcels	694	694	694	694
Residential Value Exempted	\$151,899,250	\$189,873,542	\$227,848,528	\$265,823,514

Residential Exemption Impact on the Tax Rate

Fiscal Year 2025	Without Residential Exemption	With 20% Residential Exemption	With 25% Residential Exemption	With 30% Residential Exemption	With 35% Residential Exemption
Residential Value	\$3,656,301,350	\$3,656,301,350	\$3,656,301,350	\$3,656,301,350	\$3,656,301,350
Value Exempted		(\$151,899,250)	(\$189,873,542)	(\$227,848,528)	(\$265,823,514)
Net Value Taxed	\$3,656,301,350	\$3,504,402,100	\$3,466,427,808	\$3,428,452,822	\$3,390,477,836
Estimated Tax Rate: Assume \$21M Levy (95.5% Res)	\$5.74*	\$5.99*	\$6.06*	\$6.13*	\$6.19*

FY24 Tax Rate: \$5.63 Commercial / Industrial & Personal Property Classes
\$5.99 Residential Class including 30% Residential Exemption

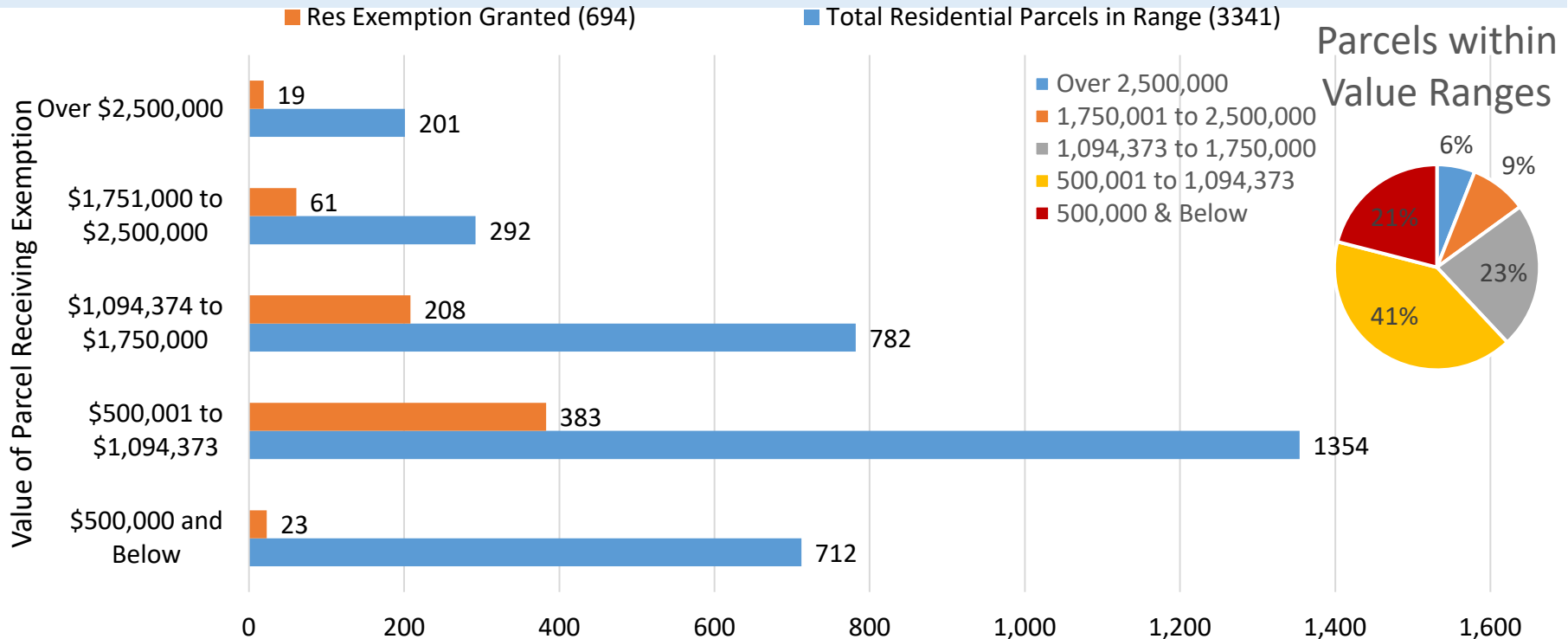
**Approximate until DOR approval. Assuming Taxing at Maximum Allowable Levy of ~\$22M*

Fiscal Year 2025 Residential Exemption Scenarios-Impact on Tax Bills

	WITHOUT RTE		20% RESIDENTIAL EXEMPTION (\$218,875 of Value Exempted from Assessment)				
Property Value	Tax Rate	Tax Amount	New Tax Rate	RTE Tax Bill	RTE SAVINGS	NON-RTE Tax Bill	NON-RTE Tax Bill Increase
500,000	5.74	\$2,870	5.99	\$1,684	-\$1,186	\$2,995	\$125
899,000	5.74	\$5,160	5.99	\$4,074	-\$1,086	\$5,385	\$225
1,094,373	5.74	\$6,282	5.99	\$5,244	-\$1,037	\$6,555	\$274
1,750,000	5.74	\$10,045	5.99	\$9,171	-\$874	\$10,483	\$438
2,500,000	5.74	\$14,350	5.99	\$13,664	-\$686	\$14,975	\$625
	WITHOUT RTE		25% RESIDENTIAL EXEMPTION (\$273,593 of Value Exempted from Assessment)				
Property Value	Tax Rate	Tax Amount	New Tax Rate	RTE Tax Bill	RTE SAVINGS	NON-RTE Tax Bill	NON-RTE Tax Bill Increase
500,000	5.74	\$2,870	6.06	\$1,372	-\$1,498	\$3,030	\$160
899,000	5.74	\$5,160	6.06	\$3,790	-\$1,370	\$5,448	\$288
1,094,373	5.74	\$6,282	6.06	\$4,974	-\$1,308	\$6,632	\$350
1,750,000	5.74	\$10,045	6.06	\$8,947	-\$1,098	\$10,605	\$560
2,500,000	5.74	\$14,350	6.06	\$13,492	-\$858	\$15,150	\$800
	WITHOUT RTE		30% RESIDENTIAL EXEMPTION (\$328,312 of Value Exempted from Assessment)				
Property Value	Tax Rate	Tax Amount	New Tax Rate	RTE Tax Bill	RTE SAVINGS	NON-RTE Tax Bill	NON-RTE Tax Bill Increase
500,000	5.74	\$2,870	6.13	\$1,052	-\$1,818	\$3,065	\$195
899,000	5.74	\$5,160	6.13	\$3,498	-\$1,662	\$5,511	\$351
1,094,373	5.74	\$6,282	6.13	\$4,696	-\$1,586	\$6,709	\$427
1,750,000	5.74	\$10,045	6.13	\$8,715	-\$1,330	\$10,728	\$683
2,500,000	5.74	\$14,350	6.13	\$13,312	-\$1,038	\$15,325	\$975
	WITHOUT RTE		35% RESIDENTIAL EXEMPTION (\$383,031 of Value Exempted from Assessment)				
Property Value	Tax Rate	Tax Amount	New Tax Rate	RTE Tax Bill	RTE SAVINGS	NON-RTE Tax Bill	NON-RTE Tax Bill Increase
500,000	5.74	\$2,870	6.19	\$724	-\$2,146	\$3,095	\$225
899,000	5.74	\$5,160	6.19	\$3,194	-\$1,966	\$5,565	\$405
1,094,373	5.74	\$6,282	6.19	\$4,403	-\$1,878	\$6,774	\$492
1,750,000	5.74	\$10,045	6.19	\$8,462	-\$1,583	\$10,833	\$788
2,500,000	5.74	\$14,350	6.19	\$13,104	-\$1,246	\$15,475	\$1,125

NOTE: Assume Tax @ Maximum Allowable Levy; **\$899,000** is the **MEDIAN** Residential Parcel Value in FY25; **\$1,094,373** is the **AVERAGE**

FY25 Residential Exemptions to be Granted if Approved & Number of Parcels in Each Value Class



Average Residential Parcel FY25-\$1,094,373

- In FY18 through FY21 the Truro Select Board elected to adopt a 20% Residential Exemption. FY22&FY23=25%; FY24 @ 30%
- If adopted-(as of 9/3/2024) 58.5% of FY25's Residential Exemptions will go to residents at or below the FY25 Avg Res Parcel value in Truro of \$1,094,373.
- Expanded Rental RTE-FY25= 3 Recipients qualified as of 9/3/2024 (not included above. Note: 7 granted in FY24)

9/24/2024

Town of Truro, MA

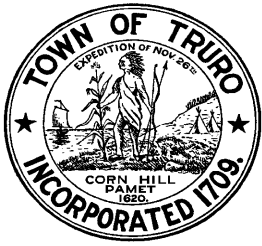
Number of Residential Exemptions Granted by FY:

FY18=551	FY19=589
FY20=589	FY21=615
FY22=646	FY23=672
FY24=699	11

Summary of the Board of Assessors Recommendations

At their meeting on September 3, 2024, the Board of Assessors voted to:

1. Recommend to vote a Residential Factor of “1” – i.e., NOT to split the tax rate which would shift a percent of the Tax Rate from Residential to Commercial.
2. Recommend NOT to grant an Open Space Discount
3. Recommend NOT to grant a Small Business Exemption w/in the commercial class.
4. Recommend TO grant a Residential Exemption at a rate to be determined by the Select Board.



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 24, 2024

ITEM: Interviews and Possible Appointments to the Zoning Task Force

EXPLANATION: Seven applicants for the Zoning Task Force will be interviewed for possible appointment to five regular member seats and one alternate member seat. The applicants are: Ellery Althaus, Dave Bannard, Nick Brown, Maura Glatzel, Darrell Shed, Dan Silva, and Daniel Winslow. The charge indicates that all appointments will be until May 30, 2026 or until such time that the task force's charge is completed, whichever occurs first.

IMPACT IF NOT APPROVED: There will not be a quorum of Zoning Task Force members to complete the work of the Charge.

SUGGESTED ACTION: *MOTION TO appoint_____ as a full member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.*

MOTION TO appoint_____ as a full member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.

MOTION TO appoint_____ as a full member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.

MOTION TO appoint_____ as a full member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.

MOTION TO appoint_____ as a full member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.

MOTION TO appoint_____ as an alternate member to the Zoning Task Force for a term to expire May 30, 2026, or at such time as the task force's charge is complete whichever comes first.

ATTACHMENTS:

1. Charge of the ZTF
2. Application to Serve-Ellery Althaus
3. Application to Serve-Dave Bannard
4. Application to Serve-Nick Brown
5. Application to Serve-Mara Glatzel
6. Application to Serve-Darrell Shedd
7. Application to Serve-Dan Silva
8. Application to Serve-Daniel Winslow



TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004, Extension: 110 or 124 Fax: 508-349-5505

Date: February 13, 2024; Revised August 13, 2024

From: Select Board
To: Zoning Task Force
Re: Charge

In accordance with the Truro Town Charter, Chapter 6-6-4, the Truro Select Board hereby establishes an ad hoc Zoning Task Force, advisory to the Select Board.

The purpose of this task force is to propose ways to increase housing opportunities, housing production and economic development. It will focus on Truro's zoning and general bylaws and on the recommendations contained in the 2023 Local Comprehensive Plan, Housing Production Plan and Economic Development Plan.

ZONING TASK FORCE CHARGE

The task force shall:

- Review the town's zoning and general bylaws with a focus on provisions that may affect housing opportunities or production.
- Familiarize themselves with and incorporate the Affordable Homes Act.
- Identify unclear, outdated and/or inconsistent zoning bylaw provisions in need of removal or replacement.
- Evaluate the recommendations in the most recent Local Comprehensive Plan, Housing Production Plan, Walsh Advisory Plan and Economic Development Plan with the goal of proposing specific bylaw or policy changes to promote housing and economic development opportunities.
- Work closely with relevant town boards and committees, community organizations and businesses.
- Draft bylaw and/or policy amendments for recommendation to the Select Board.
- Prepare an annual report for the Select Board outlining the proposed bylaw or policy changes. This report will be delivered with sufficient time for the Select Board to review and include proposed articles for the Annual Town Meeting warrants in 2025 and 2026.

Organization: The task force shall be composed of five regular members and one alternate member, selected from all individuals who apply to serve. The Select Board will appoint a liaison and the Town Manager will appoint a staff liaison.

Appointment: The Select Board shall appoint all the task force members to terms expiring on May 30, 2026, or at such time that the task force's charge is completed, whichever occurs first. The task force shall then be dissolved, unless the Select Board votes to extend the appointment period for one or more additional one-year periods.

Meetings: The task force will meet monthly or more frequently as needed to accomplish its work.

Progress updates: The task force will update the Select Board quarterly on the topics under consideration and progress made on its charge.



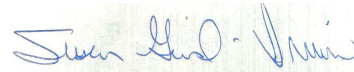
Susan Areson, Chair



Robert Weinstein, Vice Chair



Nancy Medoff, Clerk



Susan Girard- Irwin



Stephanie Rein

Select Board
Town of Truro

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Althaus"/>
First Name	<input type="text" value="Elery"/>
Middle Initial	<input type="text"/>
Email Address	<input type="text" value="[REDACTED]"/>
Phone Number	<input type="text" value="[REDACTED]"/>
Address (Street)	<input type="text" value="1 north unionfield rd"/>
Address (City)	<input type="text" value="North truro"/>
Address (State)	<input type="text" value="Ma"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="Po box 992"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

Board/ Committee Information

What Board/ Committee Are You Applying For?

Briefly Describe Why You Wish to Serve on This Board or Committee:

As a former truro business owner, I cant help but be interested in zoning changes that the town might pursue and I would like to be a part of the process

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

Have you read the Select Board's current Goals and Objectives?

☒ Yes ☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes ☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Lcpc 2017-2024
Truro chamber board of directors 2015-2023
Planning board 2021-now

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Signature

Ellery althaus

Date

08/21/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	Bannard
First Name	David
Middle Initial	Y
Email Address	[REDACTED]
Phone Number	[REDACTED]
Address (Street)	4 Yellow Brick Road
Address (City)	North Truro
Address (State)	MA
Address (Zip Code)	02652
Mailing Address (Please indicate box number and zip code)	PO Box 309 02652-0309

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☐ Yes ☐ No

Are you registered to vote in Truro?

☐ Yes ☐ No

BOARD SECRETARY OFFICE
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For? Ad Hoc Zoning Task Force

Briefly Describe Why You Wish to Serve on This Board or Committee:

I have reviewed the revised Zoning Task Force Charge, the FY 2023-2027 Town of Truro Housing Needs Assessment and Production Plan, the October 2023 Town of Truro Local Comprehensive Plan, and the March 2023 Town of Truro Economic Development Vision & Strategy. One of the common issues in each of these critical planning documents is that the Town's Zoning By-law must be reviewed and revised in a manner that will encourage the development of more affordable and work force housing, as well as economic development within our town.

I am a lawyer, admitted in the Commonwealth of Massachusetts, a full-time resident of the Town of Truro and someone committed to advancing the development of affordable and work force housing, not only in our town, but across the country. I believe that my background, which includes experience with land use planning, real estate and development of affordable housing and public finance, my enthusiasm and affection for our town and my experience working with groups of dedicated people with varied backgrounds and viewpoints to find successful solutions to the problems that confront us. I would like to help be part of finding those solutions, to work to amend our zoning bylaw to encourage development of affordable and work force housing, to help increase economic development in our town, while working to preserve our town's unique and wonderful characteristics - our rural character, our beautiful beaches and the rest of the important assets that we must protect, including our natural resources. Achieving that balance will require hard work and creativity and I would love to be a part of that effort.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

Have you read the Select Board's current Goals and Objectives?

☒ Yes ☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes ☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

I am currently serving on the Charter Review Committee and I hope to serve on the Walsh Property Committee.

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

As noted above, I am a member of the Charter Review Committee. In my former town, I was a committed member of my church, serving as a member of many boards and committees, including the Board of Trustees, chairing the Board of Deacons and, ultimately, serving as the church Moderator. In my professional life, I regularly work as part of a large working group comprised of varied persons with differing clients and agents to achieve a large, important goal. I understand that compromise is necessary in order to achieve these big goals and that listening to and respecting your colleagues is critical. If selected, I will bring these experiences to my work on the Zoning Task Force.

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

I'd like to add that I think that we will have to really hit the ground running if the Zoning Task Force is achieve the goals set forth in the Zoning Task Force Charge within the time period set forth. We will need to become familiar with the current zoning bylaw, review the other materials set forth in the charge, research approaches taken in other, similar (and in some cases, disparate) municipalities, and then listen to our fellow townspeople and business owners to understand their concerns. Only when we have done our homework can we begin to consider how best to modify the current zoning bylaw.

Signature

David Y. Bannard

Date

08/21/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Brown"/>
First Name	<input type="text" value="Nicholas"/>
Middle Initial	<input type="text" value="L"/>
Email Address	<input type="text" value="[REDACTED]"/>
Phone Number	<input type="text" value="[REDACTED]"/>
Address (Street)	<input type="text" value="300 RT6, Truro, MA 02666, PO Box 2003"/>
Address (City)	<input type="text" value="PO Box 1121"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02666"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="PO BOX 1121 TRURO MA 02666"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☒ Yes
 ☐ No

Are you registered to vote in Truro?

☒ Yes
 ☐ No

Board/ Committee Information

What Board/ Committee Are You Applying For?

Briefly Describe Why You Wish to Serve on This Board or Committee:

18 YEARS TRURO PLANNING BOARD. FOUNDING MEMBER OF HIGHLAND AFFORDABLE HOUSING.
2 YEARS SPENT GAINING 40' WAY TO UNLOCK THE WALSH PROPERTY.
ADVOCATE FOR INCREASING AFFORDABLE/WORKER HOUSING IN TRURO.

Have you attended a meeting of the committee listed above?

☐ Yes

☒ No

Have you read the charge of the committee?

☒ Yes

☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes

☒ No

Have you read the Select Board's current Goals and Objectives?

☒ Yes

☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes

☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

NONE

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

NONE

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

18 YEARS TRURO PLANNING BOARD
4 YEARS HIGHLAND AFFORDABLE HOUSING
TRURO ZBA MEMBER 3 YEARS

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

TRURO REALTOR FOR 19 YEARS
TRURO LAND DEVELOPER FOR 25 YEARS
MILITARY VETERAN US ARMY VOLUNTEER 3 YEARS

Signature

NICHOLAS L BROWN

Date

04/04/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Glatzel"/>
First Name	<input type="text" value="Mara"/>
Middle Initial	<input type="text" value="G"/>
Email Address	<input type="text" value="REDACTED"/>
Phone Number	<input type="text" value="REDACTED"/>
Address (Street)	<input type="text" value="10 Old Firehouse Rd."/>
Address (City)	<input type="text" value="North Truro"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="PO Box 493"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☐ Yes ☐ No

TRURO TOWN OFFICE
ADMINISTRATIVE OFFICE
TOWN OF TRURO

Board/ Committee Information

What Board/ Committee Are You Applying For?

Briefly Describe Why You Wish to Serve on This Board or Committee:

During our work with the local comprehensive plan, as well as my work on the housing authority with creating the housing production plan, it has become clear that changes in local zoning are integral to finding creative housing and economic growth solutions that fit Truro. Through my work on both of these committees and the public outreach that I have facilitated over the last couple of years, I feel I have a good understanding of both what the needs and desires of our community as it relates to increasing housing opportunities, housing production and economic development, as well as the common frustration points or arguments against certain pathways to change. I desire to continue the work that we began with the LCP and Housing Production Plan and actively participate in doing the tangible work of actualizing those visions.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☐ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

Have you read the Select Board's current Goals and Objectives?

☐ Yes ☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes ☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

None at this time, thank you.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Not at this time

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Over the last five years, I have been the chair of the local comprehensive plan committee, bringing the plan through drafting, public outreach and feedback, staff feedback, passage at town meeting, and acceptance by the Cape Cod Commission. I currently serve as the vice chair of the housing authority, president of the Truro Central School Family Group, advisory council member to the Cape Development Partnership, and Earthstar Play School board member, as well as being a Truro-based virtual business owner and parent of two children at TCS.

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Professionally, I am hold a masters in social work with a specialization in trauma and interpersonal violence. This educational background provides me with a depth of understanding of how issues such as housing impact the mental health and well-being of all of the members of a community, as well as an inherent belief system in working collaboratively, transparently, and inclusively.

Signature

Mara Glatzel

Date

09/13/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Shedd"/>
First Name	<input type="text" value="Darrell"/>
Middle Initial	<input type="text"/>
Email Address	<input type="text" value="REDACTED"/>
Phone Number	<input type="text" value="REDACTED"/>
Address (Street)	<input type="text" value="4 Friendship Way"/>
Address (City)	<input type="text" value="North Truro"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="P O Box 301"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☒ Yes ☐ No

Are you registered to vote in Truro?

☒ Yes ☐ No

Board/ Committee Information

What Board/ Committee Are You Applying For?

Briefly Describe Why You Wish to Serve on This Board or Committee:

I currently serve on the ZBA which has given me a good prospective of our zoning bylaws. I think the Zoning Task Force will be an opportunity to explore all aspects of our current bylaws and hopefully improve them for the overall benefit to the town and its residents

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☐ Yes ☒ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

Have you read the Select Board's current Goals and Objectives?

☒ Yes ☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☒ Yes ☐ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Currently Vice Chair of the ZBA

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Signature

Darrell Shedd

Date

09/13/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Silva"/>
First Name	<input type="text" value="Daniel"/>
Middle Initial	<input type="text" value="J"/>
Email Address	<input type="text" value="[REDACTED]"/>
Phone Number	<input type="text" value="[REDACTED]"/>
Address (Street)	<input type="text" value="3 Daniel lane"/>
Address (City)	<input type="text" value="North Truro"/>
Address (State)	<input type="text" value="Massachusetts"/>
Address (Zip Code)	<input type="text" value="02652"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="P.O. Box 430 North Truro MA 02652"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☐ Yes ☐ No

Are you registered to vote in Truro?

☐ Yes ☐ No

Board/ Committee Information

What Board/ Committee Are You Applying For?

Briefly Describe Why You Wish to Serve on This Board or Committee:

I have lived in Truro for my entire 56 years and make my living here. With my background and experiences here in Truro, I feel like I could be an asset to this committee and I would like to help guide the town forward with their goals and objectives.

Have you attended a meeting of the committee listed above?

☐ Yes ☒ No

Have you read the charge of the committee?

☒ Yes ☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes ☒ No

Have you read the Select Board's current Goals and Objectives?

☒ Yes ☐ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes ☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Truro's economic committee
Truro's board of fire engineers (20+ years ago)
Served on Truro's Fire Department for 27+ years as firefighter/emt, fire lieutenant, and fire captain

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

Co-own and operate a construction company for the past 30+ years
Co-own and operate the Truro Tradesmen Park for the last 18+ years

Signature

Daniel J. Silva

Date

09/01/2024

Application to Serve on a Board or Committee

Applicant Information

Last Name	<input type="text" value="Winslow"/>
First Name	<input type="text" value="Daniel"/>
Middle Initial	<input type="text" value="B"/>
Email Address	<input type="text" value="[REDACTED]"/>
Phone Number	<input type="text" value="[REDACTED]"/>
Address (Street)	<input type="text" value="11 Depot Road"/>
Address (City)	<input type="text" value="Truro"/>
Address (State)	<input type="text" value="MA"/>
Address (Zip Code)	<input type="text" value="02666-0141"/>
Mailing Address (Please indicate box number and zip code)	<input type="text" value="PO Box 141, 02666-0141"/>

Only full-time, registered Truro voters are able to serve on regulatory boards and commissions. All taxpayers/ residents are eligible to serve on non-regulatory boards and commissions.

Are you a full-time resident of Truro?

☒ Yes

☐ No

Are you registered to vote in Truro?

☒ Yes

☐ No

Board/ Committee Information

What Board/ Committee Are You Applying For?	<input type="text" value="Ad Hoc Zoning Task Force"/>
---	---

Briefly Describe Why You Wish to Serve on This Board or Committee:

I have expertise and experience in drafting zoning bylaws and in land use planning, so I think I could be helpful.

Have you attended a meeting of the committee listed above?

☐ Yes

☒ No

Have you read the charge of the committee?

☒ Yes

☐ No

Have you spoken with the chair or any committee members solely to get a sense of the work involved?

☐ Yes

☒ No

Have you read the Select Board's current Goals and Objectives?

☐ Yes

☒ No

Do you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve?

☐ Yes

☒ No

If you have any questions or concerns about any Select Board Goals that are relevant to the board/committee on which you are applying to serve, please elaborate.

Are there other Boards/ Committees in which you are interested? Note: To be appointed to a regulatory board or committee, you must be a full-time resident and registered voter in Truro. Please list the Boards/ Committees names:

Experience

Briefly list your experience working on a committee or team. This can be professional, town, volunteer, charity, etc.

Norfolk Town Planning Board, Norfolk Zoning Bylaw Study Committee, Norfolk Master Plan Committee, Massachusetts legislature.

Briefly list any other relevant experience such as professional work, training, education, etc. A resume is NOT required. If you choose to attach a resume, it will become a public document.

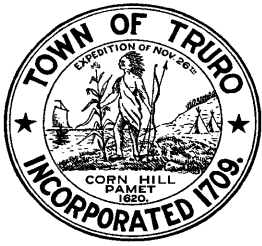
linkedin.com/in/danielwinslow

Signature

/Daniel B. Winslow/

Date

04/15/2024



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Darrin Tangeman, Town Manager

REQUESTED MEETING DATE: September 24, 2024

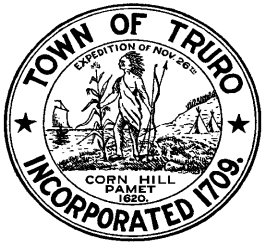
ITEM: Cloverleaf Update

EXPLANATION: Town staff will provide a brief update on the status of funding and timeline of the Cloverleaf Housing Development located at 22 Highland Road.

IMPACT IF NOT APPROVED: N/A

SUGGESTED ACTION: Report only.

ATTACHMENTS: NONE



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Planning

REQUESTOR: Barbara Carboni, Town Planner & Land Use Counsel

REQUESTED MEETING DATE: September 24, 2024

ITEM: Appointment of Jay Talerman, Esq., Mead, Talerman & Costa, LLC as Special Counsel to represent the Town in negotiating amendments to the Intermunicipal Water Agreement with the Town of Provincetown, and in any related negotiations pertaining to the Provincetown Water System.

EXPLANATION:

- Staff-level discussions have commenced regarding anticipated amendment of the Intermunicipal Water Agreement (IMA) with the Town of Provincetown, and related issues. The next step will be Select Board-level negotiations regarding the IMA, with both parties advised by counsel.
- KP Law is Town Counsel to Provincetown as well as Truro. Given the differing perspectives and interests of the two Towns in negotiating the IMA, it is recommended that Truro retain special counsel to represent the Town in these and related negotiations.
- Jay Talerman, Esq., Mead, Talerman & Costa, LLC is recommended for appointment as Special Counsel. Attorney Talerman and his firm focus on representation of municipal clients, and Jay has ample experience in representing municipalities in negotiating IMAs.

FINANCIAL SOURCE (IF APPLICABLE): Legal Budget

IMPACT IF NOT APPROVED: The Town will not have its own counsel in these significant negotiations, unless another attorney/firm is appointed special counsel.

SUGGESTED ACTION: Motion to appoint Jay Talerman, Esq., Mead, Talerman & Costa, LLC as Special Counsel to represent the Town in negotiating amendments to the Intermunicipal

Water Agreement with the Town of Provincetown, and in any related negotiations pertaining to the Provincetown Water System, and to authorize the Town Manager to enter into a contract with Mead Talerman & Costa for purposes of this representation.

ATTACHMENTS: Resume of Jay Talerman, Esq.
 Firm summary of Mead, Talerman & Costa
 Draft fee agreement

Jason R. Talerman



Jason R. Talerman, a partner in the firm of Mead, Talerman & Costa, LLC, has been practicing municipal law for over two decades. Jay has wide experience in a variety of municipal practice areas and serves as primary counsel for several of the cities and towns that the firm represents.

Jay is well known for his expertise in Town Meeting procedures and has extensive expertise in the areas of general municipal law, environmental law, land use and affordable housing. He has practiced before the Housing Appeals Committee, Appellate Tax Board, Department of Environmental Protection, District Court, Land Court, Superior Court, Appeals Court, Supreme Judicial Court, U.S. Bankruptcy Court and Federal District Court. Jay is a resident of the Town of Norfolk, where, in addition to currently serving as Town Moderator, he has served as a member on a variety of local boards and

committees, including the Conservation Commission, Community Preservation Committee, Bylaw Review Committee, Council on Aging and Master Plan Committee.

Prior to joining the firm, Jay was a partner at Kopelman & Paige, where he provided Town Counsel services to nearly a third of the cities and towns in the Commonwealth. He frequently lectures on a variety of municipal topics and served as an appointed member of the Massachusetts Housing Appeals Committee Rules Advisory Committee. Jay graduated as a Commonwealth Scholar from the University of Massachusetts with degrees in English and Communications and also attended Oxford University.

In addition to his duties with the firm, Jay is also a part-owner of the Boston Glory, a professional ultimate frisbee team that plays in the Ultimate Frisbee Association.

Education:

- . B.A., University of Massachusetts (Amherst, Massachusetts), 1988
- . J.D., Boston College Law School (Newton, Massachusetts), 1994
- . Trinity College, Oxford University (Oxford, England), 1985

Selected Publications and Presentations:

- . Lecturer, Suffolk University, 2022-present
- . Panelist, Massachusetts Moderator's Association, Annual Conference, Fall, 2020
- . Speaker, Massachusetts Association of Assessing Officials, Winter 2020
- . Speaker, Conference of Massachusetts Building Commissioners (Annually, 2011-present)
- . Recent Developments in Regulatory Takings, Boston Bar Journal, Fall, 2019
- . Featured Panelist, 2012 REBA Annual Conference
- . Speech: "Planned Production Implementation," MMA Annual Conference (2009)
- . Speech: "Affordable Housing in Massachusetts," Annual Conference of the American Planners' Association (2006)
- . Speech: "Chapter 40B Update," CLE International Land Use Forum (2005-06)
- . Speech: "Ask the Experts," Affordable Housing Seminar (Co-sponsored by DHCD,

MassHousing, CHAPA & MHP) (2004-06)

- . Speech: "Housing Everyone in the Commonwealth," Harvard University Kennedy School of Government (2003)
- . "Life After 40B," Architecture Boston Magazine (May/June 2003)
- . Presenter, "Community Preservation Act," SE and Western Mass Moderators Associations



Mead, Talerman & Costa, LLC
Attorneys at Law

FIRM SUMMARY

The firm of Mead, Talerman & Costa, LLC offers the Commonwealth's cities and towns expertise in general municipal law, land use and zoning law, energy and environmental law, labor and employment law and residential and commercial real estate law. The firm's practice is focused on these areas, providing its clients with relevant, timely and sound counsel. Most of the firm's clients are municipalities, housing authorities and other public and quasi-public entities. The firm provides counsel in all areas of municipal law. With offices located in Newburyport, Millis and New Bedford, the firm is geographically well-situated to effectively serve all of its municipal clients.

The firm's attorneys provide general municipal counsel as well as project-based special counsel services. The team is thoroughly familiar with the day-to-day workings of municipal government and the myriad of challenges facing localities as they manage daily operations, emergency situations, long-term planning and strategic efforts. The firm presently serves as City Solicitor for Fitchburg and Haverhill and also serves as Town Counsel for the Towns of Alford, Ashland, Berkley, Burlington, Deerfield, Douglas (as co-Town Counsel), Easton, Groveland, Hadley, Hanson, Holliston, Kingston, Longmeadow, Ludlow, Lunenburg, Marblehead, Maynard, Merrimac, Middleton, Millis, Newbury, Rehoboth, Southborough, South Hadley, Stoughton, Townsend, Tyngsborough, Wilbraham, Winchester, Wrentham and Yarmouth. The firm's attorneys have also represented well over 100 municipalities in the past 20 years on Special Counsel assignments. For over ten years, Mead, Talerman & Costa, LLC, has taken pride in creating strong ongoing relationships with its municipal clientele.

ATTORNEYS

In addition to being well-versed in the full spectrum of services we offer, our attorneys' areas of expertise in the municipal context are as follows:

Lisa L. Mead: Municipal law; land use and planning law; renewable energy

Jason R. Talerman: Municipal law; land use, planning, wetlands and environmental law; renewable energy; trial and appellate court advocacy

Adam J. Costa: Municipal law; land use and planning law; trial and appellate court advocacy

Katherine M. Feodoroff: Municipal law; labor and employment law

Brian Winner: Municipal law; land use, planning, wetlands and environmental law

Alex Castro: Municipal law; labor and employment law

Stephen J. Chaplin: Municipal law; labor and employment law

Ryan S. Clemens: Municipal law; land use, planning, wetlands and environmental law; conservation and coastal development

Jane Medeiros Friedman: Municipal law; labor and employment law

Elizabeth Lydon: Municipal law; land use, planning and wetlands law; procurement law

Matthew D. Provencher: Municipal law; land use and planning law; trial and appellate advocacy

Bethany J. Raffa: Commercial and residential real estate law; municipal law

Benjamin Roberts: Municipal law; land use and planning law; real estate law

Joseph Ruotolo, Jr.: Commercial and residential real estate law; municipal law

Per C. Vaage: Municipal law; land use; title matters and contracts

Samantha Vasques: Municipal law; labor and employment law; trial and appellate advocacy

Lisa L. Mead*Partner*

Lisa L. Mead, a partner in the firm, is also former City Solicitor for the City of Somerville. She is a former three-term Mayor of the City of Newburyport and a former two-term City Councilor for the City of Newburyport. Lisa also served as State Director for Senator John Kerry's Massachusetts operations. Previously, she worked in a private practice specializing in real estate, banking, securities and corporate law, and as Assistant General Counsel for the Massachusetts Department of Public Welfare. As a partner at Mead, Talerman & Costa, LLC, she provides general municipal counsel services to towns and cities as well as special counsel services.

Having served as both the chief elected officer for a municipality and City Solicitor for a major urban city, Lisa is broadly qualified to assist municipalities as they address a variety of local legal issues, including: procurements, finances, licensing, zoning, affordable housing development, permitting, litigation, state and federal relations, renewable energy contracts and public construction. Drafting and negotiating power purchase agreements as well as tax agreements on behalf of municipalities have become areas of focus for Lisa.

Lisa's work also extends into local permitting for non-land use matters, such as licensing. She permitted the first commercial grade wind turbine on the North Shore and the first 5 MW solar facility in Massachusetts.

Lisa serves a myriad of different land use clients, working with private homeowners as well as large residential and commercial developers. Her work extends to providing counsel to major health care facilities concerning their real estate assets as well as permitting and related commercial leases.

Lisa has presented at the Boston Bar Association, Department of Housing and Community Development and Massachusetts Managers Association on various municipal topics such as renewable energy matters, medical marijuana permitting, managing relationships between town management and boards of selectmen, smart growth tools and other topics.

Education:

- B.A., University of Massachusetts (Amherst, Massachusetts)
- J.D., New England School of Law (Boston, Massachusetts)

Selected Publications and Presentations:

- Faculty, Suffolk University Municipal Managers Certification Program, Local Government Leadership and Management, Legal Challenges for Local Government (2016-present)
- Boston Bar Association, Local Permitting and the Wind Siting Reform Act (December 2011)

- Massachusetts Managers Association, Annual Boot-Camp; Strategies for Building Relationships among the Board of Selectmen, Town Manager and Town Counsel (October 2009 and 2010)
- Developing a Green Legal Thumb Emerging Practice Issues; Green Real Estate, How to Handle Zoning and Permitting (October 2009)
- Keeping Current with Chapter 40B, Citizens Housing & Planning Institute and Department of Housing and Community Development (October 2008)
- A New Look at the Old 40B, A Municipal Perspective, Suffolk University's Moakley Institute (September 2008)
- Local Investment Accounts Ensure Funding, "American City and County Magazine" (March 2002); co-authored with Stephen Lisauskas

Recognitions

- Selected 2022 Top Women in the Law, Massachusetts Lawyers Weekly

Jason R. Talerman

Partner



Jason R. Talerman, a partner in the firm, has been practicing municipal law for nearly two decades. Jay has wide experience in a variety of municipal practice areas and serves as primary counsel for several of the Towns that the firm represents.

Jay is well known for his expertise in Town Meeting procedures and has extensive expertise in the areas of environmental law, land use and affordable housing. He has a strong litigation background and has practiced before the Housing Appeals Committee, Appellate Tax Board, Department of Environmental Protection, District Court, Land Court, Superior Court, Appeals Court, Supreme Judicial Court, U.S. Bankruptcy Court and Federal District Court. Jay is a resident of the Town of Norfolk, where, in addition to currently serving as Town Moderator, he has served as a

member on a variety of local boards and committees, including the Conservation Commission, Community Preservation Committee, Bylaw Review Committee, Council on Aging and Master Plan Committee.

Prior to joining the firm, Jay was a partner at Kopelman & Paige, where he provided Town Counsel services to nearly a third of the cities and towns in the Commonwealth. He frequently lectures on a variety of municipal topics and served as an appointed member of the Massachusetts Housing Appeals Committee Rules Advisory Committee. Jay graduated as a Commonwealth Scholar from the University of Massachusetts with degrees in English and Communications and also attended Oxford University.

In addition to his duties with the firm, Jay is also the Director of Operations of the Boston Glory, a professional ultimate frisbee team that plays in the American Ultimate Disc League.

Education:

- B.A., University of Massachusetts (Amherst, Massachusetts)
- J.D., Boston College Law School (Newton, Massachusetts)
- Trinity College, Oxford University (Oxford, England)

Selected Publications and Presentations:

- Faculty, Suffolk University Municipal Managers Certification Program, Local Government Leadership and Management, Legal Challenges for Local Government (2016-present)
- Recent Developments in Regulatory Takings, Boston Bar Journal, Fall, 2019
- Speaker, Conference of Massachusetts Building Commissioners (Annually, 2011-present)
- Featured Panelist, 2012 REBA Annual Conference
- Speech: "Planned Production Implementation," MMA Annual Conference (2009)

- Speech: "Affordable Housing in Massachusetts," Annual Conference of the American Planners' Association (2006)
- Speech: "Chapter 40B Update," CLE International Land Use Forum (2005-06)
- Speech: "Ask the Experts," Affordable Housing Seminar (Co-sponsored by DHCD, MassHousing, CHAPA & MHP) (2004-06)
- Speech: "Housing Everyone in the Commonwealth," Harvard University Kennedy School of Government (2003)
- "Life After 40B," Architecture Boston Magazine (May/June 2003)
- Presenter, "Community Preservation Act," SE and Western Mass Moderators Associations

Adam J. Costa

Partner



Adam J. Costa, a partner in the firm, is an experienced practitioner in the areas of general municipal law, land use and zoning law and real estate law. He is admitted to practice in both Massachusetts and New Hampshire.

Adam works with a varied clientele including municipalities, private developers and other individuals. He advises municipal clients on a wide range of topics, from substantive matters such as bylaw enforcement and property sales/acquisitions to procedural matters such as procurement and Open Meeting Law compliance. Representing both municipal and private clients, Adam has extensive experience with Chapter 40B development, the adoption of Chapter 40R smart growth zoning and expedited permitting under Chapter 43D. Adam is also well-versed in all aspects of residential and commercial real estate law.

Adam frequently represents clients in the District Courts, Superior Courts, Housing Court and Land Court, as well as before administrative agencies including the Housing Appeals Committee (HAC), the Department of Environmental Protection (DEP), the Appellate Tax Board (ATB) and the Alcoholic Beverages Control Commission (ABCC). Adam has successfully argued before the Massachusetts Appeals Court on multiple occasions. Representing a municipal client, Adam defended its denial of the protections afforded nonconformities to a structure that was not lawfully in existence at the time of its creation. See Godfrey v. Board of Appeals of Lancaster, 71 Mass. App. Ct. 1118 (2008). Adam also rebuffed an effort by a group of residents in a different municipality to prevent the sale of property for the development of an age-restricted affordable housing project. See Baun v. Board of Selectmen of Ashland, 87 Mass. App. Ct. 1130 (2015).

Adam is a graduate of Wake Forest University School of Law, where he was active in appellate advocacy, was selected for the Wake Forest National Moot Court Team and was a recipient of the North Carolina Academy of Trial Lawyers Award for his outstanding achievements in trial advocacy. Adam received his Bachelor of Arts degree from the University of New Hampshire, majoring in political science and international affairs.

Education:

- B.A., University of New Hampshire (Durham, New Hampshire)
- J.D., Wake Forest University School of Law (Winston-Salem, North Carolina)

Selected Publications and Presentations:

- Presenter, Annual Conference and Spring and Fall Workshops, Citizen Planner Training Collaborative (2016-present)
- “Adopting and Revising Rules and Regulations,” CPTC Workshop Presentation and Supplemental Materials (2019)
- “Drafting Zoning Amendments,” CPTC Workshop Presentation and Supplemental

Materials (2019)

- “Zoning with Overlay Districts,” CPTC Workshop Presentation and Supplemental Materials (2019)
- “Zoning for Medical Marijuana: Approaches and Considerations,” Boston Bar Journal (2016)
- Panelist, “The Next 10 Years of Smart Growth Housing in Massachusetts,” A Roundtable on the Chapter 40R Program (Sponsored by the Boston Foundation) (2014)

Recognitions:

- Selected Massachusetts Super Lawyer (2021, 2022, 2023, 2024)

Katherine M. Feodoroff

Partner

Director, Labor & Employment Law



Katherine McNamara Feodoroff has been practicing law since 2003, primarily in municipal law. Having served as the Senior Assistant Solicitor for the seventh largest city in the Commonwealth, Kate has a breadth of knowledge and deep experience in all facets of municipal law generally, ranging from open meeting law complaints to representation at town meetings. However, during her tenure with the City, and continuing with our firm, Kate has focused extensively on labor and employment law, and currently leads the firm in this practice area. Such experience includes managing labor disputes, labor negotiations, contract interpretation, unfair labor practices, discipline and termination cases, arbitrations, providing routine employment advice on FMLA, sick time abuse and performance plans, and all other facets of labor and

employment. Kate's broad experience has enabled her to provide quick and thoughtful advice to her clients on many topics routinely faced by municipalities.

Additionally, Kate has appeared frequently before the Housing Court, District Court, Land Court, Superior Court and U.S. District Court. Kate has also argued several times before the Massachusetts Appeals Court.

Kate received her Juris Doctor from Seton Hall University School of Law. She received her Bachelor of Arts degree from Boston College in Economics and German. She studied abroad in Frankfurt and Berlin, spending a year in Munich as an exchange student at the Ludwig Maximilian Universität.

Education:

- B.A., Boston College (Chestnut Hill, Massachusetts)
- J.D., Seton Hall University School of Law (Newark, New Jersey)

Brian Winner*Partner*

Brian Winner has represented both public and private clients in the field of municipal law for over 15 years. In addition to serving as Town Counsel and representing municipal clients in all facets of municipal and general civil law, Brian has a broad range of experience throughout Massachusetts specializing in land use and environmental planning, permitting, and litigation. He has represented clients in a broad range of cases, including land use, tort, contract, licensing, permitting and environmental law, before all levels of the Massachusetts trial courts and administrative agencies. Brian also specializes in representing the firm's municipal clients in enforcement and compliance matters such as general and zoning bylaw compliance, subdivision compliance, wetlands compliance and nuisance and/or abandoned properties and structures.

Brian has represented a wide array of local officials, boards, commissions, councils and committees as well as mayors, building, police, fire and health officials, harbor masters, councils, boards of selectmen, planning boards, zoning boards of appeal, boards of health, historic commissions and conservation commissions. He has represented both his private and public clients before all levels of the courts, before numerous state agencies including the Department of Environmental Protection, Division of Administrative Law Appeals, Building Code Appeals Board, Board of Electricians Appeals, Elevator Appeals Board, Appellate Tax Board, Firearms Review Board and Department of Public Safety, as well as in negotiations and partnerships by and between municipalities, districts and state agencies. He also counsels both private and public clients as to navigating implementing, applying, complying with and/or enforcing the various charters, ordinances, bylaws, policies, codes and regulations they oversee or that govern their endeavors.

Brian served as member of his community's Conservation Commission and he currently serves as a member of the Massachusetts Bar Association's Public Law Council. He is also an active member of the Massachusetts Municipal Association, Massachusetts Municipal Lawyers Association and the Massachusetts Association of Conservation Commissions. Brian has also conducted seminars and workshops on various land use, governmental and administrative law topics at various municipal and community events, for the Citizen Planner Training Collaborative and for the Graduate School of Architecture at Northeastern University.

Education:

- B.A., University of New Hampshire (Durham, New Hampshire)
- J.D., Boston University School of Law (Boston, Massachusetts)

Selected Publications and Presentations:

- Faculty, Suffolk University Municipal Managers Certification Program, Local Government Leadership and Management, Legal Challenges for Local Government (2016-present)

Alex Castro*Associate*

Alexander Castro has over a decade of experience representing our municipal and private clients in all aspects of labor and employment law, including collective bargaining, arbitrations, internal investigations, performance management, discrimination, reasonable accommodations, leave, wage and hour law, and workplace policies. In addition to labor and employment matters, Alex has extensive experience representing our municipal clients in proceedings of all types.

Alex previously served as in-house labor and employment counsel for the Massachusetts Bay Transportation Authority (MBTA) and while in law school clerked for both the Equal Employment Opportunity Commission and the District Court.

Education:

- B.A., Bowdoin College (Brunswick, Maine)
- J.D., Northeastern University Law School (Boston, Massachusetts)

Steve Chaplin

Associate



Steve Chaplin has been practicing law in central Massachusetts since 2013. Prior to his admission to the Massachusetts Bar, Steve served as a Judicial Intern to the Hon. William H. Pauly III in the United States District Court for the Southern District of New York and as a Law Clerk for private practices in lower Manhattan and central Massachusetts. Since 2013, Steve has represented an array of private clients in nearly all departments of the Massachusetts Trial Court as well as in arbitration, administrative, and municipal proceedings.

Steve is a summa cum laude graduate of the Berklee College of Music and cum laude graduate of Brooklyn Law School. After graduating from law school, Steve returned to his hometown in central Massachusetts and soon became an active member of his community's Rotary Club, serving a term as Club President and multiple terms as liaison to the Milford High School Rotary Interact Club. At that time, Steve also joined the board of the Claflin Hill Music Performance Foundation, Inc., a regional musical non-profit organization for which he has since served as both a performer/producer and as Board President.

In 2019, Steve became a member of his community's Planning Board, and in 2020, became Planning Board Chair. This experience ultimately led Steve to pursue a career in municipal law and to join Mead, Talerman & Costa in 2023.

Outside of law practice and municipal government, Steve performs frequently in central Massachusetts as a pianist and vocalist at his church and as a freelance jazz artist.

Education:

- B.M., summa cum laude, Berklee College of Music (Boston, Massachusetts)
- J.D., cum laude, Brooklyn Law School (Brooklyn, New York)

Ryan Clemens

Associate



Ryan Clemens joined Mead, Talerman & Costa in 2022. A recent law school graduate, Ryan interned at the United States District Court for the District of Massachusetts, the Massachusetts Land Court, the Conservation Law Foundation, the Environmental Law Institute and NOAA's Office of General Counsel, gaining experience in land use and real estate litigation, Massachusetts General Law Chapters 91 and 93A, industrial regulation, natural resource management and restoration, both within and beyond Massachusetts and across local, state, federal, and international law.

Ryan received his Juris Doctor/Master of Environmental Management from Vermont Law & Graduate School and the Yale School of the Environment. At Vermont, Ryan was a Staff Editor and Articles Editor at the Vermont Law Review, captain of the Ultimate Justice frisbee team and competed in the Debevoise Moot Court Competition. At Yale, Ryan studied legal protections for marine and coastal natural resources and strategies to conserve and co-manage those resources under the threats of climate change and overexploitation. He also worked with the NRDC on coastal development litigation and offshore aquaculture policy as part of the Environmental Protection Clinic at Yale. Ryan received his Bachelor of Arts degree from Colby College in Environmental Studies with a Policy Concentration, where he studied climate change impacts, co-management regimes and industry responses in the Gulf of Maine lobster fishery and Bermuda coral reef ecosystem.

Education:

- B.A., Colby College (Waterville, Maine)
- J.D., Vermont Law & Graduate School (South Royalton, Vermont)
- M.E.M., Yale School of the Environment (New Haven, Connecticut)

Selected Publications and Presentations:

- "Safe Harbor: The Proposed Cape Cod Seal Cull's Illegality Under the MMPA, Ineffectiveness, and Cruelty," Vt. L. Rev. Blog (June 13, 2021)
- "Fisheye Lens: Data Stewardship and Privacy Rights Under the Northeast Multispecies Fishery Management Plan's Amendment 23's Proposed Electronic Monitoring," 45 Vt. L. Rev. 323 (2021)

Jane Medeiros Friedman

Associate



Jane Medeiros Friedman has been practicing law since November 1992, specializing in municipal law. Having served as the First Assistant Solicitor for the sixth largest city in the Commonwealth, Jane has a breadth of knowledge and deep experience in areas including labor and employment disputes, labor negotiations, open meeting law and public records, code enforcement, contract negotiation, conservation, zoning, and planning issues. Jane's broad experience has enabled her to provide quick and thoughtful advice to her clients on many topics routinely faced by municipalities.

Additionally, Jane has appeared frequently before arbitrators and various state administrative agencies including the Massachusetts Civil Service Commission, Division of Labor Relations, Joint Labor Management Committee, Division of Administrative Law Appeals. Jane has also appeared before the Massachusetts Housing Court, District Court, and Superior Court.

Jane received her Juris Doctor from Southern New England School of Law (now UMass Law). She received her Bachelor of Arts degree from Southeastern Massachusetts University (now UMass Dartmouth) in Economics.

Education:

- B.A., Southeastern Massachusetts University (Dartmouth, Massachusetts)
- J.D., Southern New England School of Law (Dartmouth, Massachusetts)

Elizabeth (Liz) Lydon*Associate*

Elizabeth Lydon routinely represents clients in a broad range of environmental, land use, zoning, permitting and other regulatory matters. Liz is trained in public procurement and reviews municipal contracts and bidding procedures. Liz also provides counsel on a variety of other matters affecting our municipal clients.

Prior to joining Mead, Talerman & Costa, Liz worked for the City of New Bedford representing the ZBA, planning board, park board and conservation commission, as well as various departments in procurement, contract negotiations and mediations, Housing Court and Superior Court. Liz served as a hearing officer for many years at the Department of Public Utilities, as well as a regulatory officer for the Cape Cod Commission. Liz also volunteered on the Wareham Conservation Commission for several years.

Liz graduated from Stonehill College, where she spent a semester abroad in Sicily, and went on to receive her Juris Doctor from Suffolk University Law School.

Education:

- B.A., magna cum laude, Stonehill College (Easton, Massachusetts)
- J.D., Suffolk University Law School (Boston, Massachusetts)

Matthew Provencher

Associate



Matt Provencher joined Mead, Talerman & Costa in 2022. Before joining the firm, Matt served as a law clerk to the Justices of the Superior Courts of the State of Rhode Island and the Commonwealth of Massachusetts, and spent five years in private practice at a boutique law firm specializing in complex injury litigation in Providence, Rhode Island. He has extensive experience in the use and presentation of scientific and technical expert evidence in complicated litigation and is admitted to practice in Massachusetts and Rhode Island in state and federal courts.

Matt graduated from Roger Williams University School of Law, where he was a “Notes and Comments” Editor at the Roger Williams University Law Review and a member of the Moot Court Board. Matt completed his undergraduate studies at the University of Massachusetts, Amherst.

He is currently the Vice-Chair of the New Bedford Regional Airport Commission, and is a past Vice President of the Friends of the New Bedford Public Library.

Education:

- B.A., University of Massachusetts (Amherst, Massachusetts)
- J.D., magna cum laude, Roger Williams University (Bristol, Rhode Island)

Publications:

- “Burying Evidence’s Dead Hand,” 24 *Rog. Will. L. Rev.* 317 (Spring 2019)

Bethany J. Raffa*Associate*

Bethany J. Raffa joined Mead, Talerman & Costa in 2022 and focuses her practice on residential and commercial real estate title and conveyancing in Massachusetts and New Hampshire, including Buyer, Seller and Lender representations. Bethany has more than 20 years of related legal experience.

Before joining the firm, Bethany gained a volume of real estate and title experience at real estate law firms in Andover and Newburyport, Massachusetts, where she also handled estate planning, wills, trusts and probate matters, corporate formation and subdivision and condominium formation. Prior to law school, Bethany worked for five years in the private sector as an accountant.

Education:

- B.S., The University of Rhode Island (Kingston, Rhode Island)
- M.B.A., Suffolk University (Boston, Massachusetts)
- J.D., Suffolk University (Boston, Massachusetts)

Ben Roberts*Associate*

Ben Roberts joined Mead, Talerman & Costa in 2023, specializing in municipal law, land use and planning law and also real estate matters. Before joining the firm, he practiced corporate law in Boston and earned his Juris Doctor from Boston College Law School in 2022.

During law school, Ben clerked for Mead, Talerman & Costa and various other firms, gaining experience in municipal, land use, construction, employment, special education, and corporate law. Ben also worked as a student attorney at Boston College Law's Community Enterprise Clinic, where he counselled non-profit and for-profit entities.

Ben graduated from Ohio State University with a business degree and worked in aerospace manufacturing and software sales before entering law school.

Education:

- B.S.B.A., Ohio State University (Columbus, Ohio)
- J.D., Boston College Law School (Newton, Massachusetts)

Joseph Ruotolo, Jr.

Associate



Joseph Ruotolo, Jr., is an experienced real estate practitioner specializing in residential and commercial real estate, title and conveyancing, representing individual buyers, entities, private and institutional lenders and sellers.

Prior to joining the firm, Joe practiced real estate law at a firm in Woburn for 12 years, where he managed the real estate practice including all aspects of conveyancing, condominium conversion, corporate entity formation and providing lenders with legal opinions.

Joe delivers very personalized, high-touch real estate services in which personal attention, efficiency, communication and responsiveness enhance the attorney-client relationship.

Prior to law school, Joe worked in the finance industry at large institutions.

Education:

- B.S., University of Maine, (Orono, Maine)
- J.D., Massachusetts School of Law, (Andover, Massachusetts)

Per C. Vaage*Associate*

Prior to joining the firm, Per Vaage was in private practice for nearly 20 years in Rhode Island, representing municipal, private, and non-profit clients in Rhode Island and Massachusetts in connection with land use, title, professional and personal liability claims, and defense and contract matters. He is a graduate of the State University of New York at Buffalo, and the New England School of Law, where he was a merit scholar.

While in law school, Per interned as an assistant clerk in the United States District Court for the District of Rhode Island under Senior Magistrate Judge Jacob Hagopian; with the Rhode Island Attorney General's office's criminal prosecution division; and with the Massachusetts Division of Administrative Law Appeals. He is licensed to practice before the State Courts in Massachusetts and Rhode Island, the United States District Court for the District of Rhode Island, the First Circuit Court of Appeals, and the United States Supreme Court.

Per has served on the boards of directors of several local nonprofits, as well as a term member of his community's budget oversight committee. He has been involved for many years coaching local youth hockey associations in Rhode Island and Massachusetts.

Education:

- B.A., SUNY at Buffalo (Buffalo, New York)
- J.D., New England School of Law (Boston, Massachusetts)

Samantha Vasques

Associate



Sam Vasques joined Mead, Talermin & Costa in 2023. Before joining the firm, Sam served as a Judicial Clerk for the Honorable William P. Robinson III of the Supreme Court of Rhode Island. She also spent eight years in private practice, representing a variety of commercial and governmental clients in a range of business, employment, and regulatory disputes in Providence, Rhode Island. She is admitted to practice in Massachusetts and Rhode Island in state and federal courts.

Sam graduated from Roger Williams University School of Law, where she was the valedictorian and a member of the Roger Williams University Law Review. Sam completed her undergraduate studies at the University of Massachusetts, Amherst.

Sam is currently the Secretary of the Portuguese-American Bar Association, and is a past President of the Rhode Island Women's Bar Association.

Education:

- B.A., University of Massachusetts (Amherst, MA)
- J.D., summa cum laude, Roger Williams University (Bristol, RI)

Publications:

- Co-Author, "FTC Challenges Jefferson-Einstein Merger," Antitrust Practice Group Bulletin, American Health Lawyers Association (Mar. 6, 2020)
- Co-Author, "Married, But Not Certified: An Overview of the Rhode Island MBE/WBE Certification Process and Its Application to Married Women," Rhode Island Bar Journal: Volume 67, Number 2, September/October 2018
- Co-Author, "A New Hope: Tortious Interference with an Expected Inheritance in Rhode Island," Roger Williams University Law Review, Vol. 22, Iss. 3, No. 3 (Summer 2017)

FIRM PROJECTS

General Municipal Counsel

Alford, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Ashland, Massachusetts (2008-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Bellingham, Massachusetts (2008-2017): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Berkley, Massachusetts (2011-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Burlington, Massachusetts (2019-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Chatham, Massachusetts (2012-2015): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Deerfield, Massachusetts (2004-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Douglas, Massachusetts (2011-present): The firm serves as Town Counsel for land use matters, representing the Town in all phases of land use matters.

Easton, Massachusetts (2010-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Fitchburg, Massachusetts (2024-present): The firm serves as City Solicitor, in charge of all legal affairs for city.

Grafton, Massachusetts (2013-2017): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Groveland, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Hadley, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Hanson, Massachusetts (2014-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Haverhill, Massachusetts (2024-present): The firm serves as City Solicitor, in charge of all legal affairs for city.

Holliston, Massachusetts (2017-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Kingston, Massachusetts (2008-2023): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Longmeadow, Massachusetts (2023-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Ludlow, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Lunenburg, Massachusetts (2017-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Marblehead, Massachusetts (2005-present): The firm serves as co-Town Counsel, representing the Town in all phases of municipal law.

Maynard, Massachusetts (2010-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Merrimac, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Middleton, Massachusetts (2018-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Millis, Massachusetts (2001-2006; 2017-present): From 2001-2006, Attorney Talerman served as primary municipal law contact for Town, was responsible for coordination of all legal representation including representation at Town Meeting. The firm currently serves as Town Counsel.

Millville, Massachusetts (2001-2006): Attorney Talerman served as primary municipal law contact for Town, responsible for coordination of all legal representation and representation at Town Meeting.

Newbury, Massachusetts (2013-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Norton, Massachusetts (2004-2006): Attorney Talerman served as primary municipal law contact for Town, responsible for coordination of all legal representation and representation at Town Meeting.

Rehoboth, Massachusetts (2012-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Rochester, Massachusetts (2023-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Scituate, Massachusetts (2004-present): Attorney Talerman represents the Town of Scituate on a variety of general municipal matters, ranging from tax issues to sewer construction.

Somerville, Massachusetts (2002-2004): Attorney Mead served as City Solicitor, in charge of all legal affairs for city.

South Hadley, Massachusetts (2019-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Southborough, Massachusetts (2013-present): The firm had served as Special Town Counsel for regional school district and land use matters; and, since 2021, serves as Town Counsel.

Southbridge, Massachusetts (2009-2014; 2014-present): From 2009-2014, the firm served as co-Town Counsel, representing the Town in all phases of municipal law. The firm currently serves as Special Counsel on liquor licensing and certain land use matters.

Stoughton, Massachusetts (2016-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Templeton, Massachusetts (2011-2012): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Townsend, Massachusetts (2019-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Tyngsborough, Massachusetts (2018-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Uxbridge, Massachusetts (2018-2023): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Wareham, Massachusetts (2011-2013): The firm served as Town Counsel, representing the Town in all phases of municipal law.

Webster, Massachusetts (2018-present): The firm serves as counsel on all land use matters as well as a variety of general municipal and labor matters.

Wilbraham, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Winchester, Massachusetts (2022-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Wrentham, Massachusetts (2021-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Yarmouth, Massachusetts (2016-present): The firm serves as Town Counsel, representing the Town in all phases of municipal law.

Town Meetings

In addition to the firm's assistance with Town Meetings for the foregoing Towns, Attorney Talerman has served as Town Counsel at Town Meetings in the following Towns: Blandford, Chelmsford, Edgartown, Medfield, Oak Bluffs, Salisbury, Tisbury and Westport.

Drafting Municipal Bylaws, Ordinances, Etc.

In addition to drafting by-laws for the Towns for which the firm serves as Town Counsel, the firm has drafted bylaws, ordinances, rules and regulations for the following municipalities:

Cambridge, Massachusetts (2016): Drafted suggested modifications to Outdoor Lighting Ordinance on behalf of neighborhood organization.

Clinton, Massachusetts (2011): Drafted Zoning and General Bylaw amendments to streamline permitting for designated commercially- and industrially-zoned properties.

Dighton, Massachusetts (2007): Completely recodified Subdivision Rules and Regulations for Planning Board. Enacted 2007.

Douglas, Massachusetts (2007-2010): Drafted Zoning and General Bylaw amendments to expedite the permitting process for designated industrially-zoned properties. Drafted Residentially- and Commercially-Scaled Wind Energy Conversion Facility Bylaws.

Gardner, Massachusetts (2005): Completely recodified Zoning Ordinance with Taintor & Associates. Adopted 2006.

Grafton, Massachusetts (2008): Prepared Operations and Maintenance Manual for Affordable Housing Trust.

Greenfield, Massachusetts (2009): Drafted Zoning Ordinance and General Code amendments to expedite the permitting process for designated commercially- and industrially-zoned properties.

Groveland, Massachusetts (2006): Completely recodified Zoning Bylaw.

Methuen, Massachusetts (2008): Completely recodified Zoning Ordinance. Enacted 2008.

Natick, Massachusetts (2006): Drafted Comprehensive Permit Rules for the Zoning Board of Appeals.

Needham, Massachusetts (2011): Drafted both General Rules and Regulations and Comprehensive Permit Rules of the Zoning Board of Appeals, together with Community Opportunities Group, Inc.

Norwood, Massachusetts (2010): Drafted Zoning and General Bylaw amendments for the Vanderbilt Expedited Permitting District.

Legal Assistance to Local Boards and Commissions

The members of the firm have served as City Solicitor, Town Counsel and Special Town Counsel to land use boards and commissions, (i) assisting in the review of permit applications, subdivision plan submittals, Notices of Intent and Title V applications, (ii) preparing written decisions under the direction of the board or commission and (iii) representing these boards and commissions, if necessary, in appeals before the courts and administrative agencies of the Commonwealth.

The members of the firm have successfully handled the following matters on behalf of governmental clients:

Land Use, Zoning, Environmental and Energy Law

Representation of boards and commissions in land use, zoning, environmental and energy law matters including applications for zoning relief, ANR and subdivision applications, site assignments, reviews of renewable energy projects and appeals of all of the foregoing, in the following municipalities:

Acushnet	Amesbury	Aquinnah
Ashland	Bellingham	Berkley
Blackstone	Boxborough	Boxford
Brockton	Burlington	Chatham
Chelmsford	Chilmark	Clinton
Cohasset	Concord	Dedham
Deerfield	Dighton	Douglas
Easton	Edgartown	Franklin
Freetown	Grafton	Great Barrington
Hadley	Hamilton	Haverhill
Holliston	Ipswich	Kingston
Lancaster	Malden	Mansfield
Marblehead	Maynard	Medway
Mendon	Merrimac	Methuen
Millis	Millville	Natick
Newburyport	Norfolk	Norton
Oak Bluffs	Provincetown	Quincy
Rochester	South Hadley	Sterling
Stoughton	Sturbridge	Templeton
Tewksbury	Tisbury	Uxbridge
West Boylston	Westford	Westport
West Tisbury	Winchester	

Wetlands and Sewage Disposal Systems

Representation of Conservation Commissions regarding filings and/or enforcement under the Wetlands Protection Act and local wetlands bylaws, as well as representation of Boards of Health in Title V matters, in the following municipalities:

Acushnet	Ashland	Amesbury
Bellingham	Carver	Chatham
Chelmsford	Douglas	Easton
Edgartown	Freetown	Holbrook
Kingston	Marblehead	Mattapoisett
Mendon	Millis	Millville
Norton	Provincetown	Rehoboth
Scituate	Tisbury	Upton
Westport	Yarmouth	

Comprehensive Permit Law

Comprehensive permit review (G.L. c. 40B, §§ 20-23) with a team of interdisciplinary professionals including civil engineers, traffic engineers, wetlands specialists, landscape architects, financial consultants and others, as required, as legal counsel to Zoning Boards of Appeal in the following municipalities:

Amesbury	Ashland	Avon
Bellingham	Blackstone	Boxborough
Boxford	Boylston	Brookline
Chelmsford	Dartmouth	Deerfield
Douglas	Franklin	Freetown
Georgetown	Great Barrington	Groton
Groveland	Haverhill	Holliston
Kingston	Lakeville	Lancaster
Longmeadow	Lunenburg	Mansfield
Marblehead	Marion	Mashpee
Medfield	Medford	Melrose
Mendon	Merrimac	Methuen
Millis	Natick	Needham
Newbury	Newburyport	Norfolk
North Andover	North Attleborough	Norwell
Pembroke	Petersham	Provincetown
Rochester	Sandwich	Scituate
Sterling	Sunderland	Templeton
Tewksbury	Tisbury	Tyngsborough
Upton	Wenham	West Boylston
Westford	West Newbury	Westport

Smart Growth Zoning and Housing

Smart growth overlay district review (G.L. c. 40R) with a team of interdisciplinary professionals including planners, architects, engineers and others, as required, in the following cities and towns, either as municipal counsel or working cooperatively with the municipality on behalf of a private party:

Andover	Dartmouth	Easton
Fairhaven	Foxborough	Grafton

Hingham	Kingston	Methuen
Northampton	Norwood	Pittsfield
Sharon	Walpole	

Expedited Permitting

Assistance with the adoption and implementation of the expedited permitting program (G.L. c. 43D) for commercial, industrial and/or mixed-use development of priority development site(s), as designated by the following municipalities:

Ashland	Boylston	Clinton
Deerfield	Douglas	Greenfield
Norwood	Uxbridge	Worcester

Legal Counsel to Housing Authorities

The members of the firm have served as general legal counsel to housing authorities covering all aspects of day-to-day operations along with special projects. They include:

Newburyport Housing Authority (2005-present): Provide general counsel to the Housing Authority on all matters.

Franklin Housing Authority (2015-present): Provide general counsel to the Housing Authority on all matters.

Collective Bargaining and Labor Representation

The firm serves as labor counsel having advised on all labor and employment matters from hiring to termination, grievance and arbitration proceedings, as well as unfair labor practices, certification and clarification petitions. Members of the firm have been involved with collective bargaining with the IAFF, SEIU, LIUNA, AFSME, UPSEU, Teamsters, FOP, MassCOPS, and Police Associations, through the mediation and arbitration processes.

Berkley	Brockton	Burlington
Dartmouth	Deerfield	Easton
Hadley	Hanson	Kingston
Marblehead	Maynard	Merrimac
Middleton	Milford	Millis
Newbury	Rehoboth	South Hadley
Southborough	Stoughton	Townsend
Wrentham	Yarmouth	

The firm serves as a special investigator or hearing officer for the following cities and towns:

Chatham	Fall River	Lynn
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Cannabis Representation

As Town Counsel and as Special Counsel, the firm has represented municipalities in the negotiation of Host Community Agreements for both Adult-Use and Medical Cannabis. The firm takes an active role in determining the unique needs and demands of each municipality to ensure compliance with this emerging and dynamic area of law.

Ashland	Avon	Berkley
Bernardston	Deerfield	Dighton
Douglas	Fall River	Hanson
Holliston	Kingston	Lunenburg
Marblehead	Maynard	Millis
Rehoboth	Tyngsborough	Uxbridge
Webster		

In addition to assisting in the development of Host Community Agreements, the firm has helped to develop local bylaws, some allowing the responsible siting of cannabis establishments and others effecting partial or total prohibitions, guiding each municipality through this complex process.

Finally, the firm has aided communities with navigating recent legislative changes and modifying agreements where necessary and appropriate.

REFERENCES

We invite you to contact any of the following references, each in communities where we currently provide Town Counsel services:

Alford, Town of

Contact: Peggy Henden-Wilson, Town Clerk and Selectperson

Phone: (413) 528-4536, Ext. 102

E-mail: clerk@townofalford.org

Ashland, Town of

Contact: Michael Herbert, Town Manager

Phone: (508) 532-7911

E-mail: mherbert@ashlandmass.com

Berkley, Town of

Contact: Matt Chabot, Town Administrator

Phone: (774) 501-0350

E-mail: selectmen@berkleyma.us

Burlington, Town of

Contact: Paul Sagarino, Town Administrator

Phone: (781) 270-1635

E-mail: psagarino@burlington.org

Deerfield, Town of

Contact: Kayce Warren, Town Administrator

Phone: (413) 665-1400, Ext. 105

E-mail: townadmin@town.deerfield.ma.us

Easton, Town of

Contact: Connor Read, Town Administrator

Phone: (508) 230-0510

E-mail: cread@eastonma.us

Hadley, Town of

Contact: Carolyn Brennan, Town Administrator

Phone: (413) 207-1809

E-mail: townadmin@hadleyma.org

Holliston, Town of

Contact: Travis Ahern, Town Administrator

Phone: (508) 429-0608

E-mail: Ahernt@holliston.k12.ma.us

Longmeadow, Town of

Contact: Lyn Simmons, Town Manager

Phone: (413) 565-4110

E-mail: lsimmons@longmeadow.org

Lunenburg, Town of

Contact: Heather Lemieux, Town Manager
Phone: (978) 582-4130, Ext. 143
E-mail: hlemieux@lunenburgma.gov

Marblehead, Town of

Contact: Thatcher Kezer, Town Administrator
Phone: (781) 631-0000
E-mail: kezert@marblehead.org

Maynard, Town of

Contact: Gregory Johnson, Town Administrator
Phone: (978) 897-1375
E-mail: gjohnson@TownofMaynard.net

Middleton, Town of

Contact: Justin Sultzbach, Town Administrator
Phone: (978) 777-3617
E-mail: justin.sultzbach@middletonma.gov

Millis, Town of

Contact: Michael Guzinski, Town Administrator
Phone: (508) 376-7040
E-mail: mguzinski@millisma.net

Southborough, Town of

Contact: Mark Purple, Town Administrator
Phone: (508) 485-0710
E-mail: mpurple@southboroughma.com

Townsend, Town of

Contact: Eric Slagle, Town Administrator
Phone: (978) 597-1700, Ext. 1701
E-mail: eslagle@townsendma.gov

Tyngsborough, Town of

Contact: Colin Loiselle, Town Manager
Phone: (978) 649-2300, Ext. 109
E-mail: cloiselle@tyngsboroughma.gov

CLIENT FEE AGREEMENT

1. The Town of Truro, 24 Town Hall Road, Truro, Massachusetts 02666, (the “Client”) hereby agrees to retain the law firm of Mead, Talerma & Costa, LLC, of 30 Green Street, Newburyport, Massachusetts 01950, (the “Firm”) in connection with:

The provision of Special Town Counsel services to the Town, in particular, representation of the Town in negotiating amendments to the Intermunicipal Water Agreement with the Town of Provincetown, and in any related negotiations pertaining to the Provincetown Water System

2. Legal services actually performed by the Firm for the Client shall be charged at the rate of \$295.00 per hour. Except as provided herein, no additional charge(s) will be incurred by the Client for the services of paralegals, legal secretaries or other office staff.

3. The Client has not provided the Firm with a retainer, nor is any being required as of the date hereof. The Client may be requested to provide a retainer in the event that fees are not paid in accordance herewith. Interim billings will be submitted to the Client from time to time, and said interim billings will be paid in full by the Client within thirty (30) days from the date thereof.

4. The Client understands that it has the right to consult with another lawyer in connection with any of the terms of this agreement prior to signing it.

5. The Firm’s internal costs, such as telephone services, utilities and clerical assistance, are not billed to the Client. Nor are standard mailing fees or routine copying costs charged to the Client. Filing fees, the cost of bulk copying and extraordinary mailing fees (e.g. certified mailings, overnight mailings), recording costs and costs for other similar items will be billed on a direct basis to the Client. Expert consulting fees, title examinations and costs for stenographic transcripts shall also be the responsibility of the Client. If a particular charge is substantial, we may request that you pay it directly to the vendor or reimburse us immediately. The Firm agrees to obtain the Client’s prior approval before incurring any disbursement in excess of \$1,000.00, except with regard to the expenses of noticed depositions. The Client agrees to pay for all of said out-of-pocket expenses within thirty (30) days of the date of any bill of statement of account for said out-of-pocket expenses.

6. It is understood and agreed that the hourly time charges for legal services include, but are not limited to, the following: court or agency appearances; travel, roundtrip from the Firm’s New Bedford office; conferences; telephone calls; correspondence; legal research; preparing for and conducting depositions; preparation of pleadings and memoranda; reading and reviewing file materials; preparation for agency, pre-trial hearings and trial; and post-trial proceedings. Telephone calls and correspondence shall be billed at a minimum rate of two-tenths (2/10) of one (1) hour.

7. The Firm shall not at any time be required to continue to represent the Client unless all of the Firm’s prior bills have been paid when due.

8. In the event that the Firm ceases to represent the Client and the Client owes

an outstanding indebtedness to the Firm, the Firm shall return to the Client all papers, documents and tangible materials which the Client furnished to the Firm, if requested by the Client. The Client is not entitled to any other items such as investigative reports, depositions, or the lawyer's work product, unless said items have been paid for.

9. It is understood and agreed that bills rendered by the Firm shall, in addition to reflecting the time expended, take into account the factors prescribed by the Supreme Judicial Court to be considered as guides when determining the reasonableness of fees for legal services, including the following:

- (a) the time and labor required, the novelty and difficulty of the questions involved, and the skill requisite to perform the legal service properly;
- (b) the fee customarily charged in the locality for similar legal services;
- (c) the amount involved and the results obtained;
- (d) the time limitations imposed by the Client or by the circumstances;
- (e) the nature and length of the professional relationship with the Client; and
- (f) the experience, reputation and ability of the lawyer or lawyers performing the services.

10. The Firm will retain the Client's file for six (6) years following the close of any matter. After that time, the Firm will destroy the Client's file. All originals will be provided to the Client during the representation of the Client.

11. The foregoing represents the entire agreement between the Firm and Client. By signing below, Client acknowledges that it has carefully read this Agreement, understands its contents and agrees to be bound by all of its terms and conditions; that the Firm has made no representation to the Client as to the likelihood of the outcome of any proceeding now pending or to be brought by or against the Client; and that the Client believes this Agreement to be fair and reasonable.

♦ REMAINDER OF PAGE INTENTIONALLY LEFT BLANK ♦

On behalf of the Truro Select Board

Date: _____, 2024

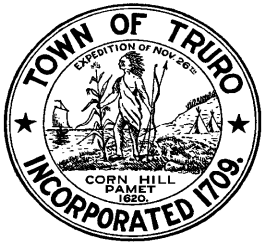
By: _____
Darrin K. Tangeman, ICMA-CM
Town Manager
Duly-authorized

Mead, Talerman & Costa, LLC

Date: _____, 2024

By: _____
Jason R. Talerman, Manager

Town Accountant



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Administration

REQUESTOR: Fred Gaechter, Chair of the Truro Conservation Trust

REQUESTED MEETING DATE: September 24, 2024

ITEM: Review and Possible Approval of Assignment of Conservation Restriction to 17 Depot Road.

EXPLANATION: This Conservation Restriction revises the previously approved Conservation Restriction, of June 11, 2024, on the same properties in order to change the holding entity from The Compact of Cape Cod Conservation Trusts to the Town of Truro as required by Massachusetts law for properties receiving a CPA grant. The Compact will become the monitoring entity, and the Truro Conservation Trust will remain as the properties' owner.

The Compact of Cape Cod Conservation Trusts, Inc. had sought approval (and received such) for a Conservation Restriction (CR) for 17 Depot Road. This almost 6-acre parcel of undeveloped land is strategically located between two existing protected land holdings in the Pamet River valley and preserves frontage along a designated Scenic River and a Scenic Road identified in the Local Comprehensive Plan. The protection of this land provides a connection from the Keezer Trail (with parking) across Depot Road and over this parcel to reach the river. The property is a significant parcel for critical habitat protection.

Final approval is required by the Select Board.

Note: the Select Board must wet sign the document.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Conservation Restriction will not be granted.

SUGGESTED ACTION: *Motion to approve the Conservation Restriction for 17 Depot Road, and to wet sign the document.*

ATTACHMENTS:

1. Conservation Restriction

ASSIGNMENT OF CONSERVATION RESTRICTION

ORENDA WILDLIFE LAND TRUST, INC., a Massachusetts charitable corporation with an office address at 4011 Main Street, Cummaquid, MA 02637 and a mailing address of P.O. Box 669, West Barnstable, MA 02668 (the “Assignor”), holds a Conservation Restriction over two tracts of land, said land being described in Exhibit A attached hereto and hereinafter referred to as the “Premises,” and,

WHEREAS, **THE TRURO CONSERVATION TRUST**, a nonprofit trust with a mailing address of P.O. Box 327, North Truro MA 02652, (“Owner”) owns said tracts of land in fee simple as recorded by deed dated 20 August 2024 and recorded in the Barnstable County Registry of Deeds in Book 36529 Page 81, subject to the Conservation Restriction cited herein above; and,

WHEREAS, **THE TOWN OF TRURO, a municipal corporation with an address at 24 Town Hall Road, Truro MA 02666, acting through its Select Board and Conservation Commission** (the “Primary Assignee”) is entitled to hold Conservation Restrictions pursuant to Sections 31-33 of Chapter 184 of the Massachusetts General Laws; and,

WHEREAS, **THE COMPACT OF CAPE COD CONSERVATION TRUSTS, INC.**, a Massachusetts charitable corporation with an office at 36 Red Top Road, Brewster, Massachusetts 02631 and a mailing address of P.O. Box 443, Barnstable, Massachusetts 02630, (the “Secondary Assignee”) and is both a qualified organization within the meaning of Section 170(h)(3) and Section 501(c)(3) of the Internal Revenue Code of 1954, as amended, (the “Code”) and an organization entitled to hold Conservation Restrictions pursuant to Sections 31-33 of Chapter 184 of the Massachusetts General Laws; and,

WHEREAS, Assignor desires to assign its interests in the Conservation Restriction of record to another holder or co-holders; and,

WHEREAS, it is consistent with the charitable and public purposes of the Assignees to hold and enforce the Conservation Restriction; and,

WHEREAS, Assignor and Assignees have mutually concluded that this ASSIGNMENT OF CONSERVATION RESTRICTION will not impair the qualification of the Conservation Restriction or the status of Assignor and Assignee under any applicable laws, including Section 170(h) of the Code and Sections 31-33 of Chapter 184 of the Massachusetts General Laws, is fully consistent with the purposes of the Conservation Restriction and with Article 97 of the Massachusetts Constitution, will not affect the perpetual duration of the Conservation Restriction, and will not have any adverse impact on the conservation values of the Premises (as such conservation values are defined in the Conservation Restriction).

NOW, THEREFORE, in consideration of the above and the mutual covenants and promises of the parties hereto, the Assignor and Assignees mutually agree as follows:

1. Assignor is hereunder and hereby assigning to Assignees, only with respect to the Premises, all of its benefits, burdens, rights, monitoring, and enforcement responsibilities under the Conservation Restriction. Assignees hereby accept and assume said assignment, and warrant and represent that they have the commitment and the resources to carry out, and will carry out, all of the duties and responsibilities, only with respect to the Premises, of Assignor under said Conservation Restriction, and except as otherwise provided in this ASSIGNMENT OF CONSERVATION RESTRICTION, Assignor is hereunder relieved of all duties, responsibilities, obligations, and liabilities under the Conservation Restrictions. Assignor and Assignees warrant and represent that the assignment provisions of the Conservation Restriction have been complied with in full and with the execution and recording of this ASSIGNMENT OF CONSERVATION RESTRICTION in the Barnstable County Registry of Deeds will have been fully satisfied to accomplish a valid assignment.
2. The Assignees agree to monitor and inspect the Premises regularly in accordance with the Conservation Restriction to ensure compliance with the terms of the Conservation Restriction, and agrees to take reasonable steps, including appropriate legal action, to enforce said Conservation Restriction. The Assignees also agree to prepare a written monitoring report promptly after each annual inspection and to provide Assignor and Owner with a copy upon demand. In this instance, the Secondary Grantee shall conduct the regular monitoring visit and make such reports to all parties, but the Primary Grantee does not waive its rights to do so at any time.
3. In the event of the dissolution or other termination of the Secondary Assignee, and upon the recording of an affidavit by the Assignor in the Barnstable County Registry of Deeds, which affidavit states that the Secondary Assignee has dissolved, or ceased to operate, or has ceased to function as a qualified organization under the aforementioned sections of the Code, as the case may be, the Conservation Restriction as assigned herein shall be maintained by the Primary Grantee in accordance with the Conservation Restriction and applicable law. Said affidavit shall state the effect of its recording.
4. Assignor and Assignees intend that this ASSIGNMENT OF CONSERVATION RESTRICTION take effect on the day and year that this instrument is recorded in the Barnstable County Registry of Deeds, after the signatures of the Assignor and Assignees have been affixed hereto.
5. The Primary Assignee delegates its monitoring and enforcement duties to the Conservation Commission of the Town of Truro.
6. This Assignment does not represent all or substantially all of the assets of the corporation.

IN WITNESS WHEREOF, Assignor and Assignees have set their hands under seal on the dates set forth below, no Massachusetts deed excise stamps being affixed hereto because this is an assignment without monetary consideration and no stamps are required.

WITNESS MY HAND AND SEAL this ____ day of September, 2024.

Assignor:
ORENDA WILDLIFE LAND TRUST, INC.

Daniel J. Morast, President
Orenda Wildlife Land Trust, Inc.

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss:

On this ____ day of September 2024, before me, the undersigned notary public, personally appeared Daniel J. Morast, President, Orenda Wildlife Land Trust, Inc., and proved to me through satisfactory evidence of identification, which was personal knowledge to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that he signed it voluntarily and for its stated purposes on behalf of said corporation.

Mark H. Robinson, Notary Public
My Commission Expires: 8 July 2027

CERTIFICATE OF VOTE

As duly elected Clerk of the Orenda Wildlife Land Trust, Inc., I hereby certify that at a meeting of the Board of Directors duly called on the 17th day of July 2024, at which meeting, acting throughout upon motion duly made and seconded, a quorum being present, it was unanimously

VOTED: that Daniel J. Morast, President of Orenda Wildlife Land Trust, Inc., be and hereby is authorized in the name of Orenda Wildlife Land Trust, Inc., to grant an Assignment of Conservation Restriction on land in Truro MA to The Compact of Cape Cod Conservation Trusts, Inc., his execution thereof shall be sufficient evidence of the Board of Directors' approval.

I further certify that Daniel J. Morast is the duly elected President of Orenda Wildlife Land Trust, Inc., and that I am the duly elected Clerk and that said vote is still in full force and effect.

A true copy.

Attest:

Caitlin Wojkowski, Clerk
Orenda Wildlife Land Trust, Inc.

Date: ____ September 2024

WITNESS OUR HANDS AND SEALS this ____ day of _____, 2024.

Primary Assignee:

**TOWN OF TRURO
SELECT BOARD**

Susan Areson, Chair

Robert Weinstein, Vice Chair

Nancy Medoff, Clerk

Stephanie Rein

Susan Girard-Irwin

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss:

On this ____ day of _____ 2024, before me, the undersigned notary public, personally appeared _____, and proved to me through satisfactory evidence of identification, which was personal knowledge to be the person whose name is signed on the proceeding or attached document, and acknowledged to me that s/he signed it voluntarily and for its stated purposes.

Notary Public
My Commission Expires:

WITNESS OUR HANDS AND SEALS this ____ day of September, 2024.

Secondary Assignee:

THE COMPACT OF CAPE COD CONSERVATION TRUSTS, INC.

By: _____
Leonard W. Johnson

Its: President, duly authorized

By: _____
Henry Lind

Its: Treasurer, duly authorized

COMMONWEALTH OF MASSACHUSETTS

Barnstable, ss:

On this _____ day of September, 2024, before me, the undersigned notary public, personally appeared Leonard W. Johnson, President of The Compact of Cape Cod Conservation Trusts, Inc., and Henry Lind, Treasurer of The Compact of Cape Cod Conservation Trusts, Inc., and proved to me through satisfactory evidence of identification which was personal knowledge to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose on behalf of said corporation.

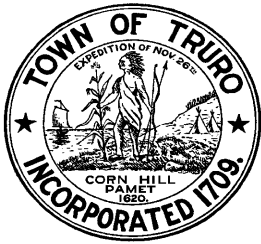
Mark H. Robinson, Notary Public
My Commission Expires: 8 July 2027

EXHIBIT A

Description of the Premises

The Premises subject to the Conservation Restriction and which are the subject of this Assignment are as follows:

TOWN NAME	ADDRESS	CONSERVATION RESTRICTION	DEED OF RECORD	PLAN OF RECORD	PROPERTY
Truro	17 Depot Road	Deeds Book 36447 - 1	36529 - 81	427-67	Mawhinney
Truro	0 Pamet River	Deeds Book 36447 - 1	36529 - 81	n/a	Mawhinney



TOWN OF TRURO

Select Board Agenda Item

DEPARTMENT: Town Clerk

REQUESTOR: Elisabeth Verde, Town Clerk

REQUESTED MEETING DATE: September 24, 2024

ITEM: Review and Approval of Early In-Person Voting Hours for the November 5, 2024 Election.

EXPLANATION: This is a procedural item regarding the upcoming Election on Tuesday, November 5, 2024. Please see the attached memo.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Non-compliance with MA General Law

SUGGESTED ACTION:

- 1. Motion to approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting for the November 5, 2024 Election on Saturday, October 26th from 9am to 5pm and from 10am to 4pm on Tuesday, October 29th through Friday, November 1st for a total of 32 hours for the week.*

ATTACHMENTS:

1. A memo regarding the proposed schedule for Early In-Person Voting for the November 5, 2024, Election from October 26 through November 1, 2024 (approved by the Board of Registrars on September 19, 2024)



TOWN OF TRURO
P.O. Box 2012, Truro, MA 02666
Town Clerk

MEMORANDUM

To: Select Board
From: Elisabeth Verde, Town Clerk
Date: September 13, 2024
Subject: Early In-Person Voting Hours for the November 5, 2024 State Primary Election

Early In-Person Voting Hours are required for State Elections. We are also required to be open from 9am to 5pm on the last day to register to vote, which is Saturday, October 26th. We must be open for Early Voting during regular business hours, but for a Town that has less than 5000 voters, the Select Board has the authority to reduce those hours by 25%. I propose that rather than offering Early Voting for 8 hours a day on weekdays, that we offer Early Voting for 6 hours a day. This would be a total of 32 hours that week that voters would be able to come into Town Hall to vote. The Board of Registrars approved the schedule below at their September 19, 2024 meeting and respectfully requests the approval of the Select Board.

Saturday, October 26 th	9am – 5pm (Also the last day to register to vote)
Sunday, October 27 th	Closed
Monday, October 28 th	Closed to the Public
Tuesday, October 29 th	10am – 4pm
Wednesday, October 30 th	10am – 4pm
Thursday, October 31 st	10am – 4pm
Friday, November 1 st	10am – 4pm

The proposed motion is as follows:

“I move that we approve the request of the Board of Registrars for the Town of Truro to hold Early In-Person voting for the November 5, 2024 State Primary Election on Saturday, August 26th from 9am to 5pm and from 10am to 4pm on Tuesday, October 29th through Friday November 1st for a total of 32 hours for the week.”

June 11, 2024, Meeting (Hybrid via Zoom)

Via Zoom Platform

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

Select Board Members Absent:

Others Present: Darrin Tangeman-Town Manager (remote); Kelly Clark-Assistant Town Manager; Jarrod Cabral-DPW Director; Emily Beebe-Health and Conservation Agent; Karen Ruymann (Truro Voter); Joan Holt (Truro Voter); Dennis O'Brien (Truro Resident); Steve Sollog (Truro Resident); Michael Forgione (Truro Voter), Deborah Rivlin (Truro Voter); Alex Limpaecher (Applicant to Serve); Tim Silva (Truro Voter and Pamet Harbor Commission Chair); David Crocker (Applicant to Serve); James Sloman (Applicant to Serve); John Donahue (Applicant to Serve); Dan Smith (Truro Resident and Chair of the Shellfish Advisory Committee); Fred Gaechter (Chair of the Truro Conservation Trust); Mark Robinson (Executive Director of The Compact Agreement with Woods Hole Group); Mitch Buck (Senior Coastal Engineer and Project Manager at the Woods Hole Group);

Vice Chair Areson called the meeting to order at 5:00 pm and read aloud the information for the public to access the meeting by telephone and participate. Vice Chair Areson introduced the Members present and read aloud the rules regarding Public Comment.

PUBLIC COMMENT

Vice Chair Areson recognized the following individuals who made public comments: Member Rein, Ms. Ruymann, Ms. Holt, Mr. O'Brien, Mr. Sollog, Mr. Forgione, and Ms. Rivlin.

PUBLIC HEARING

None

INTRODUCTION TO NEW EMPLOYEES

None

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

A. Climate Action Committee (Full Member Seat): Alex Limpaecher

Vice Chair Areson and the Members interviewed Mr. Limpaecher who expressed interest in this role.

Member Weinstein made a motion to appoint Alex Limpaecher to the Climate Action Committee for a 3-year term expiring June 30, 2027.

Member Rein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

B. Pamet Harbor Commission (3 Full-Member Seats, 1 Alternate): David Crocker, John Donahue, Timothy Silva, James Sloman

Vice Chair Areson provided background information regarding the previous interviews of these applicants by the previous Select Board and the justification as to why this agenda item was not on the Consent Agenda. Members unanimously agreed to move forward with a discussion with the applicants as they had previously been interviewed. Pamet Harbor Commission Chair Silva was present and asked for a deferment on this vote as the Pamet Harbor Commission will hold a meeting next week to discuss the applicants' interest in each role.

Vice Chair Areson recognized Mr. Crocker who came forward and offered to be appointed to a 2-year term so that the Select Board may decide the additional appointments this evening. Pamet Harbor Commission Chair Silva then offered to accept the 2-year appointment. Members were agreeable to this offer.

Vice Chair Areson made a motion to appoint James Sloman to the Pamet Harbor Commission as an Alternate for a 1-year term expiring June 30, 2025.

Member Weinstein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

Vice Chair Areson made a motion to appoint John Donahue to the Pamet Harbor Commission as a Full Member for a 3-year term expiring June 30, 2026.

Member Rein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

**Note: After the previous vote, Vice Chair Areson withdrew her motion to appoint John Donahue to the Pamet Harbor Commission as a Full Member for a 3-year term expiring June 30, 2026 and offered the new motion listed below.*

Vice Chair Areson made a motion to appoint John Donahue to the Pamet Harbor Commission as a Full Member for a 3-year term expiring June 30, 2027.

Member Rein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

**Note: After the previous vote, Member Weinstein asked Vice Chair Areson to acknowledge that she had a relationship with Mr. Crocker and that acknowledgement be entered into the record. Member Weinstein also thanked and noted Mr. Silva for his community service. Vice Chair Areson thanked Member Weinstein and noted that she had previously submitted disclosure forms. Vice Chair Areson also stated that she had been told that there was no conflict of interest.*

Vice Chair Areson made a motion to appoint Tim Silva to the Pamet Harbor Commission as a Full Member for a 2-year term expiring June 30, 2026.

Member Weinstein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

Vice Chair Areson made a motion to appoint David Crocker to the Pamet Harbor Commission as a Full Member for a 3-year term expiring June 30, 2027.

Member Rein seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

C. Shellfish Advisory Committee (1 Full-Member, 2 Alternates): Steven Mundree and James Sloman

Vice Chair Areson provided background information on this agenda item and the options for the Members to consider for these appointments as Chris Clark had submitted his paperwork after the deadline. Vice Chair Areson recognized Shellfish Advisory Committee Chair Smith who said that he felt very good about the committee. Chair Smith noted that the committee was scheduled to have a meeting this week where the members could discuss their preference, and he said that he would be comfortable if the Select Board wanted to move forward this evening. The Members voiced their

support to let the Shellfish Advisory Committee meet this week and discuss and the Select Board voiced their support to allow the Shellfish Advisory Committee to meet and provide their recommendations to Assistant Town Manager Clark after the meeting.

STAFF/COMMITTEE UPDATES

A. Public Works Update on Staffing Levels, Beach Access Conditions, Pamet River Project Status and Capital Improvement Projects

Presenter: Jarrod Cabral, DPW Director

DPW Director Cabral gave an update on DPW staffing and the schedule for the Transfer Station. DPW Director also provided updates on beach access for Cold Storage Beach, Noons' Landing, Great Hollow Beach, and Longnook Beach. DPW Director Cabral also gave the Members an update on the Pamet River's Restoration Project and the solicitation of bids for CIPs.

DPW Director Cabral and the Members discussed: the potential of storage areas under the stairs at Great Hollow Beach, the new steps' configuration, a vacancy for a DPW truck driver approaching 14 months, the status of the East Harbor culvert and the lack of response from the MassDOT and the Department of the Interior.

No members of the public had any questions or comments for DPW Director Cabral.

TABLED ITEMS

None

SELECT BOARD ACTION

A. Election of Select Board Officers

Presenter: Sue Areson, Vice Chair

Member Girard-Irwin made a motion to appoint Susan Areson as Chair of the Select Board.

Member Medoff seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Vice Chair Areson – Aye

So voted, 5-0-0, motion carries.

Member Rein made a motion to appoint Robert Weinstein as Vice Chair of the Select Board.

Chair Areson seconded the motion.

Roll Call Vote:

Member Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

Member Rein made a motion to appoint Nancy Medoff as Clerk of the Select Board.

Member Girard-Irwin seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

B. Discussion on Special Town Election Ballot Questions

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman led the discussion on the four ballot questions which were formulated from the motions which passed at the 2024 Annual Town Meeting. The Town will hold a Special Town Election on Thursday, June 27, 2024.

DPW Director Cabral presented Question 1 regarding the HVAC system at Truro Central School and Question 2 regarding the costs of engineering and related services for a new Department of Public Works Facility at the Town Hall Hill site (excluding the 340 Route 6 site). Vice Chair Weinstein voiced his objection to certain words specifically used in Question 2.

Chair Areson recognized Ms. Holt who commented on Question 1.

Chair Areson then recognized Member Medoff who requested that Town Counsel be added to a future agenda and that the final word on the vote taken at the recent Town Meeting about the 340 Route 6 site. Chair Areson added that this should be added to a future agenda and there were no objections.

Assistant Town Manager Clark presented Question 3 with a slide deck (included in tonight's meeting agenda) for the justification of a \$113,158 override for the purpose of hiring a human resources coordinator.

DPW Director Cabral presented Question 4 regarding the restoration and drainage improvements at Mill Pond Road.

Town Manager Tangeman announced that there would be a Town Manager Coffee on June 20, 2024, at 8:30 am at the Community Center and on Zoom to answer any questions regarding the upcoming Special Town Election.

Member Medoff noted that early voting is at Town Hall on Tuesday (6/18/24) from 12pm-4pm, Thursday (6/20/24) from 12pm-4pm, and Friday (6/21/24) from 12pm-4pm.

C. Review and Possible Approval of Conservation Restriction for 17 Depot Road

Presenter: Mark Robinson, Executive Director of The Compact Agreement with Woods Hole Group

Chair Areson recognized Truro Conservation Trust Chair Gaechter who provided background information on this agenda item.

Truro Conservation Trust Chair Gaechter then introduced Mr. Robinson who participated remotely. Vice Chair Weinstein noted that the letter for the Select Board's signatures needed to be updated to reflect the current membership of the board. Mr. Robinson noted that he had already sent an updated letter to the Town staff.

Member Rein made a motion to approve the Conservation Restriction for 17 Depot Road.

Member Girard-Irwin seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

D. Review and Possible Approval of Entering into a Contract Agreement with Woods Hole Group

Presenter: Jarrod Cabral, DPW Director

DPW Director Cabral reviewed the contract proposal to address the breach at Pamet Harbor's north jetty (south end of Corn Hill Beach) and noted that Mr. Buck (Woods Hole Group) was in attendance and could answer any technical questions.

The Members and Mr. Buck discussed the following topics: the disconnect between studies, permitting, and Mother Nature; under what water conditions and/or season studies be conducted; the aspects of robust computer modelling; and the integration of past history as part of the analysis of today's current situation.

Chair Areson made a motion to authorize the Town Manager to sign the Woods Hole Group contract proposal and related contract documents to begin the Pamet Harbor inlet jetty and sediment study.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

E. Review and Possible Approval of Entering into a Contract Agreement with Cape Cod Builders, Inc.

Presenter: Jarrod Cabral, DPW Director

DPW Director Cabral provided an update on this agenda item and noted that plans are posted on the Town's website.

The Members and DPW Director Cabral discussed the following: the Walsh Cottage; the significant increase in cost escalation from when initially discussed; the square footage of the Walsh Cottage of 900 square feet when the renovation is completed.

Chair Areson recognized Mr. Forgione who commented on this topic.

Member Rein made a motion to authorize the Town Manager to sign the Cape Cod Builders Inc. Contract and related contract documents for the 25 South Highland housing project.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

Note: Once the previous vote was taken, Vice Chair Weinstein asked DPW Director Cabral for a projected start date and DPW Director Cabral replied that once documents were signed the project would take 210 days.

F. Review and Possible Approval to Sign Grant Documents for the Community Compact Cabinet's Municipal Fiber Grant Program

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman provided background information regarding this agenda item.

Member Rein made a motion to approve the Commonwealth of Massachusetts Contract to receive \$250,000 in grant monies and authorize the Chair to sign electronically and authorize the Town Manager as a signatory for subsequent documents related to the grant.

Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye

Member Girard-Irwin – Aye

Chair Areson – Aye

So voted, 5-0-0, motion carries.

G. Discussion on Goals & Objectives Process Planning

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman provided background information regarding this agenda item as well as an update on the current status of the Goals & Objectives. Town Manager Tangeman suggested a Work Session next week and a public hearing at the June 25, 2024, Select Board meeting to discuss SMART (specific, measurable, attainable, relevant, and timely, or time-based) goals. The goal is to identify a maximum of 10 objectives at the work session. The public is encouraged to provide input about the

FY2025 Goals & Objectives via email to the Members. The Members unanimously agreed to meet on June 18, 2024, at 1 pm, for the Work Session.

No motion was made, or vote was taken.

H. Discussion on Procedures for Responding to Public Comment

Presenter: Sue Areson, Chair

Chair Areson led the discussion to determine how to respond to a public comment in a timely manner and the possible need for an established methodology to respond to the public.

Members briefly discussed the following: public statements versus actionable items for the Members; to acknowledge that a public comment was made but not actionable; and the possible use of “best practices” on this topic from other Cape Cod towns. Chair Areson noted that this discussion should be continued at a future meeting due to the late hour.

I. Review and Approve Select Board Liaison List

Presenter: Darrin Tangeman, Town Manager

Town Manager Tangeman led the discussion of this agenda item with input from the Members as to their preferences for individual assignments.

Members agreed on their assignments, so no motion was made and no vote was taken.

CONSENT AGENDA

A. Review/Approve and Authorize Signature:

1. Special Town Election Warrant (and Approval to Post) and Designation of Police Officers for the Special Town Election on June 27, 2024
2. Deed Restriction 32 Shore Rd, Truro (The Resources Inc.)
3. Entertainment Licenses for Truro Concert Committee Summer Concerts

B. Review and Approve Town Manager Reappointment: Cape Cod and Islands Water Protection Fund Management Board, Darrin Tangeman

C. Review and Approve Staff Reappointments: Cape Cod Municipal Health Group-Darrin Tangeman, Town Manager, Cape Cod Municipal Health Group Alternate Representative-Kelly Sullivan Clark, Assistant Town Manager, Keep of the Lockup-Jamie Calise, Police Chief

D. Review and Approve Board, Committee, and Commission Reappointments: Mary Ellen Kimball-Beach Advisory Committee; Annie Ditacchio-Board of Assessors; Helen Grimm-Board of Health; Brian Koll-Board of Health; Steve Corcoran-Cable and Internet Advisory Committee; Christopher Roberts-Cable and Internet Advisory Committee; Brian Boyle-Charter Review Committee; Fred Fehlau-Charter Review Committee; Deborah Smulian-Council on Aging Board; Michael Holt-Concert Committee; Charlo Maurer-Concert Committee; Robert White-Conservation Commission; Bonnie Brown-Bonse-Community Preservation Committee; Ann Taggart-Cultural Council; Lynn Williamson-Cultural Council; Hannah King-Commission on Disabilities; Brian Boyle-Energy Committee; Harry Irwin-Energy Committee; Matthew Kiefer-Historical Commission; Jim Summers-Historical Commission; Patricia Wheeler-Human Services; Kathleen Higgins-Part Time Resident Advisory Committee; Lisa Peets-Part Time Resident Advisory Committee; Christine McGee-Recreation Advisory Committee; Barbara Wood-Taxation Aid Committee

E. Review and Approve 2024 Seasonal Business Licenses: Hawker Peddler License Joey's Food Truck

F. Review and Approve Select Board Meeting Minutes: March 12, 2024

Vice Chair Weinstein made a motion to approve the Consent Agenda as printed in the packet.

Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein – Aye

Member Medoff – Aye with the exception of the minutes as Member Medoff was not a Member.

Member Girard-Irwin – Aye

Chair Areson – Aye with the exception of the minutes as Member Girard-Irwin was not a Member.

So voted, 5-0-0, motion carries.

SELECT BOARD REPORTS/COMMENTS

Vice Chair Weinstein commented on his objection to the National Seashore's new signage adjacent to his property as it looks like Route 28. Vice Chair Weinstein acknowledged the new National Seashore's superintendent responsiveness to his concerns and Vice Chair Weinstein expressed hope that some of the signage would be removed.

Member Rein stated that the Recreation Advisory Committee met last week to adjourn and then convene as the Friends of the Recreation so it can raise funds and offset the costs of recreational programs. This summer will be the first summer that swimming lessons will be offered to Truro residents in partnership with the Wellfleet Recreation Department. The cost has not been finalized but information will be forthcoming. Member Rein welcomed Member Medoff and Member Girard-Irwin to the Select Board.

Member Medoff thanked everyone in the community for their support. Last week, Member Medoff and Member Girard-Irwin met with members of the Town staff to learn their roles, priorities, and responsibilities. In mid-July, Member Medoff and Member Girard-Irwin will visit the Water Treatment and Wastewater Treatment Facility and Member Medoff invited the other Members to join them. Member Medoff announced that she will tentatively hold office hours on Friday, June 14, 2024, from 9am-11am. Member Medoff announced that she will do a ride along with the Truro Police Department and was looking forward to it.

Member Girard-Irwin thanked everyone who voted and looked forward to looking at how the Members could engage with the community. Member Girard-Irwin thanked Town Manager Tangeman and Assistant Town Manager Clark for organizing the orientation for the new Members with the Town staff. Member Girard-Irwin reiterated her support for the hiring of a human resources coordinator.

Chair Areson said that she had nothing to report that could not wait and then recognized Vice Chair Weinstein who publicly welcomed and congratulated the new Members. Vice Chair Weinstein noted that he had called each of them immediately after the election to congratulate them. Vice Chair Weinstein also noted that the Ad Hoc DPW Building Committee meetings are interesting and that the public can view the meetings.

Chair Areson announced her condolences to the husband and family of Jane Peters who had recently passed away.

TOWN MANAGER REPORT

Town Manager Tangeman announced that the Beach Office opened on June 8, 2024 and beach stickers will be required as of June 15, 2024. In honor of the federal holiday, Juneteenth, Town offices will be closed on June 19, 2024. The election will be held on June 27, 2024. Town Manager Coffee will be held on Thursday, June 20, 2024, and Town Manager Tangeman will be available to answer any questions about the election.

Town Manager Tangeman reviewed the agenda for the next Select Board meeting on June 25, 2024. The Select Board work session will be held on June 18, 2024, from 1pm-3pm.

Chair Areson noted that Member Medoff needed to be sworn in as a replacement for previous Member John Dundas as a member of the Provincetown Water & Sewer Board.

Chair Areson reviewed the process for Members to submit items to be added to an upcoming Select Board meeting agenda and the deadline for the Chair, the Town Manager, and the Assistant Town Manager to put the agenda together.

Member Rein made a motion to adjourn at 8:21 pm.

Chair Areson 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

Application to Serve-Alex Limpaecher

Application to Serve-David Crocker

Application to Serve-John Donahue
Application to Serve-Tim Silva
Application to Serve-James Sloman
Application to Serve-Steven Mundree
Application to Serve-James Sloman
2024 Special Town Election Warrant for Posting
Letter to Select Board
Conservation Restriction
Woods Hole Group Contract Proposal
Cape Cod Builders Inc. Contract
Award Letter
Commonwealth of Massachusetts Contract
FY2024 Select Board Goals & Objectives Progress Report
Current (FY24) Liaison Assignments
Select Board Liaison Policy (Policy Memorandum #34)
Special Town Election of June 27, 2024 Warrant
Police Detail for Election Day
The Resources Inc. Christy Donovan, Housing Rehab Program Coordinator Letter and Deed Restriction
Application for Entertainment License
Cape Cod Municipal Health Group Website: <https://ccmhg.com/>
Application to Serve-Mary Ellen Kimball
Application to Serve-Annie Ditacchio
Application to Serve-Helen Grimm
Application to Serve-Brian Koll
Application to Serve-Save Corcoran
Application to Serve-Christopher Roberts
Application to Serve-Brian Boyle
Application to Serve-Fred Fehlau
Application to Serve-Deborah Smulian
Application to Serve-Michael Holt
Application to Serve-Charlo Maurer
Application to Serve-Robert White
Application to Serve-Bonnie Brown-Bonse
Application to Serve-Ann Taggart
Application to Serve-Lynn Williamson
Application to Serve-Hannah King
Application to Serve-Brian Boyle
Application to Serve-Harry Irwin
Application to Serve-Matthew Kiefer
Application to Serve-Jim Summers
Application to Serve-Patricia Wheeler
Application to Serve-Kathleen Higgins
Application to Serve-Lisa Peets
Application to Serve-Christine McGee

Application to Serve-Barbara Wood

Mobile Food Service Application: Taco Town LLC/Joey's Food Truck

Public Comment for Public Record from Joan Holt* (will be attached by Town staff-Noelle)

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: pairing down this goal to target some of the municipality-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 comprise 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 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: and 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; 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