

## **Select Board Minutes**

March 11, 2025

Via Zoom Platform (Hybrid)

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

Others Present: Kelly Clark-Assistant Town Manager; Jarrod Cabral (DPW Director); Alex Lessin (Finance Director); Emily Beebe (Health/Conservation Agent); Jim Summers (Co-Chair Community Preservation Committee); Lisa Medeiros (Owner of Montano's); Rich Roberts (Chair Planning Board); Tim Collins (Truro Fire Chief); Pamela Wolff (Truro Resident)

Absent: None

Chair Areson opened the meeting at 5:00 pm and read aloud the information for members of the public to join the meeting.

## **EXECUTIVE SESSION MINUTES REPORT**

### **PUBLIC COMMENT**

Chair Areson read aloud the rules for the public to follow when making public comments.

Chair Areson recognized the following individuals who made public comments: Robert Weinstein who wanted to announce that the Nauset boy's hockey team will be participating in the state championship at TD Garden; Stephanie Rein who wanted to promote the Annual Pasta Dinner at Truro Central School and inform everyone that transportation will be provided by the Council on Aging; Tim Collins who stated that the fire department sponsored an electric vehicle fire class on Saturday with the Massachusetts fire academy and wanted to acknowledge citizens who volunteered their electric vehicles; Pamela Wolff who voiced her concerns about water contamination and the impact of new housing being considered at the Walsh property and in Provincetown.

### **PUBLIC HEARINGS**

None

### **INTRODUCTION TO NEW EMPLOYEES**

None

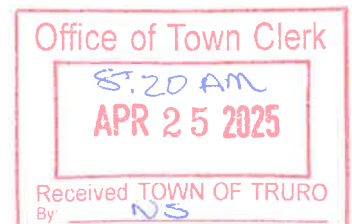
### **BOARD/COMMITTEE/COMMISSION APPOINTMENTS**

None

### **STAFF/ COMMITTEE UPDATES**

A. Staff Update: 25 South Highland Road

Presenter: Kelly Clark, Assistant Town Manager



Assistant Town Manager Clark stated that the town has been attempting to work with Mass Development to salvage grant funds to rehabilitate the property since the Underutilized Properties Grant can no longer be applied after the cottage was demolished without the town's knowledge. Assistant Town Manager Clark has organized the receipts to assign them to the appropriate funding sources (Affordable Housing Trust Fund and the Underutilized Properties Grant). A budget amendment request was created, and receipts were submitted for reimbursement. Mass Development will bring the new funding plan to their executive team. They have about \$200,000 remaining to spend from the grant. They would not be able to complete the expansion of the donated cottage.

#### **TABLED ITEMS**

None

#### **SELECT BOARD ACTION**

- A. Review and Possible Approval of Change of Manager-Montano's Restaurant

Presenter: Kelly Clark, Assistant Town Manager

The town received a change of manager application for Montano's Restaurant. The owner stated that the new manager has been an employee of Montano's for nine years.

**Robert Weinstein moved to approve the change of manager from Anna A. White to Leah Dewey at Montano's Restaurant for the annual all alcohol pouring license for submission to the Alcoholic Beverage Control Commission**

**Clerk Medoff seconded the motion**

**Roll Call Vote:**

**Member Rein - Aye**

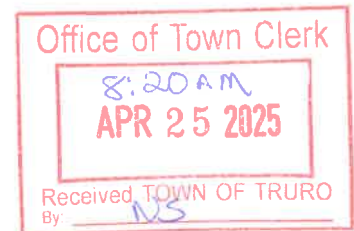
**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Vice Chair Weinstein - Aye**

**Chair Areson - Aye**

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



- B. FY2026 Budget Presentation and Overview of Anticipated Warrant Articles

Presenter: Alex Marini Lessin, Finance Director, and Kelly Clark, Assistant Town Manager

Jim Summers, Co-Chair of the CPC, stated that they have eight applications to be placed in the warrant for ATM 2025. The application for Pamet Harbor will require assistance from DPW for installation, which has already been discussed with the DPW. Other applications include the Truro Affordable Housing Trust (which receives at least 60% of the CPC funding), the Historical Society digitization of documents, FORWARD community housing located in Dennis, the Truro Meeting House restoration, a natural burial cemetery by the Cemetery Commission, and the Corn Hill Beach Handicap Boardwalk. Mr. Summers will report the exact figures of money set aside for future use in

each category. He also reported that they have already been informed that next year the funding provided from the CPA will be less.

Finance Director Alex Lessin has been working with staff to update the budget with revenue projections, the CIP, and free cash transfers. He highlighted several aspects of the completed budget, including an increase in insurance premiums, pointing out that the town will see a 6.5% increase while most other municipalities in the state will have 12-18% increases. The budget also funds a Human Resources Coordinator, an Outer Cape Nurse and Navigator, a teen room at the library, and beach nourishment.

The Proposed Omnibus Operating budget warrant article includes a 4.8% increase from the article proposed in 2025. Employee benefits have impacted this increase, but most categories have not seen significant changes from the previous year. The Human Resources Coordinator was included in the budget for this year without requiring an override, which was previously voted down, by making other sacrifices in the budget.

The State Assessments and receipts is dependent on the state legislature, which has been impacted by instability in the federal government, and they have seen a decrease in assessments and receipts but the net the state is providing has increased. They are currently projecting a \$100,000 overlay for tax abatements, which the assessor can use for abatements and residential tax exemptions. Finance Director Lessin reviewed the Free Cash articles, noting the OPEB Trust Fund, the position of Climate Coordinator, the Senior Perks Pilot Program, and funding from FEMA and CARES provided for the COVID-19 emergency.

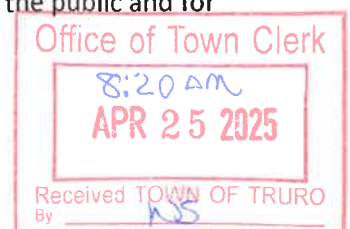
Revenues include CPA Funds for CPA articles, which will be reviewed to ensure they meet requirements for affordable housing, and Free Cash. It also includes the Receipts Reserved Funds, which must be voted on as part of the Omnibus Article and can only appropriate what they have in the bank. There has been about an \$8,000 decrease in overall revenue.

The difference between projected expenditures and revenue is currently \$108,214 and they are working to reduce that deficit and create a balanced budget. The budget allows them to continue important projects and increase how much they rely on local non-tax revenue to balance the budget. Chair Areson noted that there will be a public hearing on the budget at the pre-town meeting.

#### C. Staff Update and Discussion from Water Communications Team to Share with Select Board

Presenter: Nancy Medoff, Select Board Clerk and Provincetown Water & Sewer Board Representative

Katie Riconda, the Communications Coordinator, and Clerk Medoff have created a team to work on a water communication plan to ensure the community has accurate and objective information that is easy to find online as well as a means for the community to ask any questions they have about water. There is a page for water on the town website that is easily navigated to from the homepage. They will also be posting information on social media on "Water Wednesdays" moving forward. Events will be held this summer, which will allow for engagement of the public and for



connections with stakeholders in the community. Their goal is to ensure information is tailored to the specific and unique wants and needs of the town.

DPW Director Jarrod Cabral stated there are two ongoing evaluations regarding water. This includes identifying a location for a water tower, currently being conducted by Stantec and working with Provincetown and Wellfleet. They have also been working with GHD on wastewater. They have already completed studies on infrastructure. Information from these studies will be shared via the methods mentioned above. Clerk Medoff encouraged all Truro residents to check the sources of information they receive and ask questions if they hear something that concerns them because it may be misinformation. Rich Roberts, chair of the Planning Board, asked when information will be available, and the response was that Stantec's work will be completed at the end of this fiscal year, and they are working on obtaining the draft report from GHD soon and they will continue their work into FY26.

#### D. Vote on Referral of Zoning Bylaw Amendment Articles

Presenter: Kelly Clark, Assistant Town Manager

Three articles were submitted that should be referred to the Planning Board for Public Hearing. The Public Hearing has been scheduled for April 9, 2025, at 5pm. Chair Areson stated that the Zoning Task Force altered their article about the overlay district on the Walsh property to remove the section for five stories and reduced it to three stories.

Member Rein asked about the language in the lot coverage article, concerned it eliminated commercial lots, though they have the largest percentage of impervious surfaces, and coverage that uses irrigation, which includes a garden. She feels gardens and the planting of native plants are important as resources and habitat for pollinators, though they require irrigation to become established. Planning Board Chair Rich Roberts agreed that a garden should be considered a permeable surface and should be exempt. He also stated that the article does offer flexibility in how one can comply.

Votes for whether Select Board members recommend the articles will occur prior to the Public Hearing. The Select Board clarified that the article would not change unless they were asked to take on the article before printing or if a non-substantive change was made on the Town Meeting floor. Assistant Town Manager Clark suggested the Planning Board return when the meeting at which they will vote to recommend is held.

**Chair Areson made a motion to refer the proposed bylaw amendments to the Planning Board for Public Hearing pursuant to M.G.L. Chapter 48 §5.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

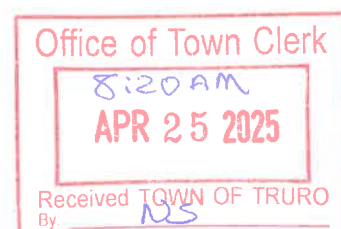
**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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



E. Discussion and Possible Vote on Town Meeting Warrant Articles

Presenter: Kelly Clark, Assistant Town Manager

Assistant Town Manager Clark stated they are to discuss and possibly vote on the CPA Articles, a Home Rule Petition to impose a 0.5% real estate transfer fee, and the acceptance of MGL Chapter 41 §110A regarding office hours on a Saturday to treat Saturdays as a legal holiday for clerk purposes.

**Member Rein moved to recommend Article XX: Community Preservation Act: Administrative Support.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**Member Girard-Irwin moved to recommend Article XX: Community Preservation Act: Pamet Harbor History Outdoor Display.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**Clerk Medoff moved to recommend Article XX: Community Preservation Act: Contribution to the Affordable Housing Trust Fund.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

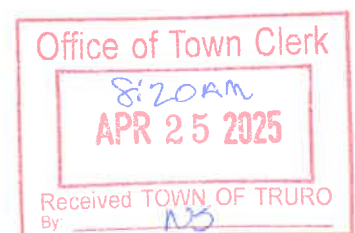
**So voted, 5-0-0, motion carries.**

**Chair Areson moved to recommend Article XX: Community Preservation Act: Media and Digitization Outreach.**

**Vice Chair Weinstein seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**



Member Rein - Aye  
Clerk Medoff - Aye  
Member Girard-Irwin - Aye  
Chair Areson – Aye  
So voted, 5-0-0, motion carries.

Member Rein moved to recommend Article XX: Community Preservation Act: FORWARD at the Rock Phase II, Regional Housing for Cape Cod Residents with Disabilities.

Chair Areson seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

Member Girard-Irwin moved to recommend Article XX: Community Preservation Act: South Facade Restoration for the Truro Meeting House.

Vice Chair Weinstein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

Chair Areson moved to recommend Article XX: Community Preservation Act: Create the Old County Natural Burial Cemetery.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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

Vice Chair Weinstein moved to recommend Article XX: Community Preservation Act: Corn Hill Beach Handicap Boardwalk and Expanded Accessible Recreation Improvements.

Member Rein seconded the motion.

Roll Call Vote:

Vice Chair Weinstein - Aye

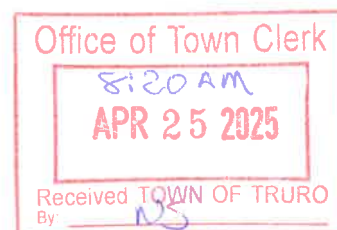
Member Rein - Aye

Clerk Medoff - Aye

Member Girard-Irwin - Aye

Chair Areson – Aye

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



**Clerk Medoff moved to recommend Article XX: Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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

**Vice Chair Weinstein moved to recommend Article XX: Acceptance of M.G.L. Chapter 41, §110A Office Hours on Saturday.**

**Chair Areson seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**

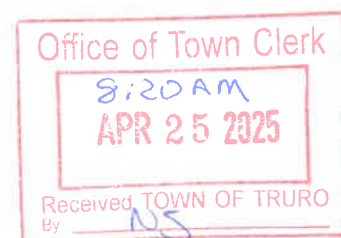
**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson – Aye**

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



The Board plans to discuss grouping articles together at a future meeting. A decision on the Consent Agenda needs to be made before March 25. They will also reach out to the petitioners of articles to see when they may be available to attend the meeting. They also considered asking the Planning Board and Zoning Task Force to attend a meeting, but Chair Areson suggested that any Select Board member may reach out to them individually and they can be invited to the meeting at which they will vote on the articles.

#### **F. Vote on Posting Executive Session Minutes to Website**

**Presenter: Susan Areson, Chair**

Assistant Town Manager Clark has informed Chair Areson that Executive Session Minutes can be posted online rather than held in the Clerk's office. Chair Areson thought this would be a good idea to increase transparency. Assistant Town Manager Clark said she would be able to upload any minutes that have been approved and released. They have a spreadsheet for the Executive Session meetings that records the status of those minutes and they can set aside a future meeting to review these minutes. Clerk Medoff asked if the public ever asked why parts of the meetings have been redacted and Assistant Town Manager Clark and Chair Areson agreed they can write a disclaimer to explain this.

**Chair Areson moved to request staff to post Executive Session Minutes to Board, Committee, and Commission pages of the town website once the minutes are approved for public release.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Aye**



Member Rein - Aye  
Clerk Medoff - Aye  
Member Girard-Irwin - Aye  
Chair Areson – Aye  
So voted, 5-0-0, motion carries.

## **SELECT BOARD REPORTS/COMMENTS**

### **A. Select Board Reports**

Vice Chair Weinstein informed the public that his physical absence from meetings is due to recovering from open-heart surgery and he is following the discharge instructions. He was instructed not to work and intends to return **in person** at the end of this month or the beginning of April.

Clerk Medoff noted that the Zoning Task Force has submitted their warrant articles or recommendations to bylaw changes. They held a well-attended listening session and made changes. The next phase of their work will begin at their next meeting being held on March 26, 2025. The Board and Committee Chair Round Table group is meeting on March 26, 2025. She also thanked Alex Lessin and his team for explaining everything fiscal for the budget process, as well as the Water Communications Team. Her office hours this week have been cancelled and rescheduled for the end of the month.

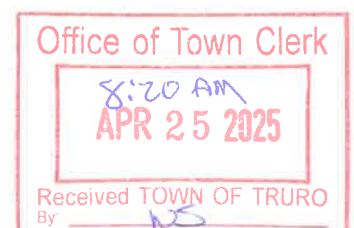
Member Girard-Irwin stated that she has Select Board Hours on Thursday 10-11:30 at the Community Center. She also mentioned that she and Nancy stopped by the library from 4-6pm where there was a community-led forum. The leaders held an affordable housing information session with Mara Glatzel and Betty Gallo to discuss the process. It was well received and attended.

Chair Areson stated that within the National Seashore Advisory Commission there have been discussions about the potential for wildfires in Truro. Tim Collins and his team are offering free Wildland Fire Home Assessments, where the fire department will visit your home and offer a free assessment on how to increase safety from wildfires on your property. The Climate Action Committee is also planning a forum about wildfire risk in June. Barnstable County is also updating their Fire Management Plan. She also attended last week's Part-time Resident Advisory Committee meeting, and they are encouraging people to fill out their surveys online. She also stated that there are a couple of lists of an inventory of town-owned property, but the lists do not agree, so she would like there to be a single list created. She has Office Hours on Wednesday after the Select Board meeting.

### **B. Town Manager Report**

Assistant Town Manager Clark reported that they received their 2026 allocation of Chapter 90 funds, \$298,033.34, and it is more than they received last year. The Truro Central School Pasta Party will be held on Friday night. She also stated that department heads met with the chairs of the Charter Review Committee, and the Committee will report to the Select Board at the meeting March 25. She met with the Superintendent of the National Seashore to discuss issues of mutual concern. She also informed everyone that she is currently focused on completing the Town Meeting Warrant and addressing less important issues may have to be delayed at this time.

## **CONSENT AGENDA**





- A. Review/Approve and Authorize Signature: None
- B. Review and Approve Appointment Renewals: None
- C. Review and Approve 2025 Seasonal Business Licenses: None
- D. Review and Approve Select Board Meeting Minutes: Budget Task Force - 01.14.25; Select Board Work Session - 01.28.25; Select Board Work Session - 02.11.25

Member Rein recused herself from approving the minutes on 01.28.25 because she was not present. Clerk Medoff and Vice Chair Weinstein recused themselves from approving the minutes on 02.11.25 because they were not present. Member Rein also noted that the minutes for 02.11.25 were labeled as a "work session" in the header, though the meeting was not a work session, and asked that her statements about Vice Chair Weinstein's recovery be corrected to say that he is back "on" the Board, rather than "up on the Board."

**Chair Areson moved to approve the consent agenda as printed in the packet with noted recusals and changes.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Abstain**

**Member Rein - Aye**

**Clerk Medoff - Aye**

**Member Girard-Irwin - Aye**

**Chair Areson - Aye**

**So voted, 4-0-1, motion carries.**

#### **NEXT MEETING AGENDA**

Regular Meeting: March Special Meeting (Date, TBD); March 25, 2025

The next meeting will take place 10am-12pm on March 19, 2025.

**Chair Areson made a motion to adjourn at 7:20 pm.**

**Member Girard-Irwin seconded the motion.**

**Roll Call Vote:**

**Vice Chair Weinstein - Abstain**

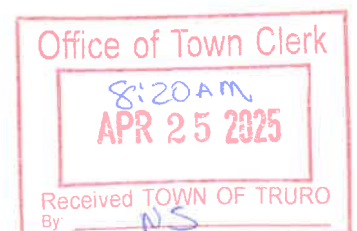
**Member Rein - Aye**

**Clerk Medoff - Aye**

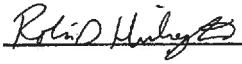
**Member Girard-Irwin - Aye**

**Chair Areson - Aye**

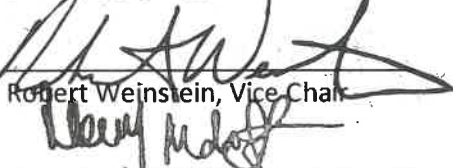
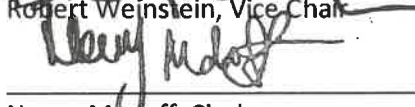

**By unanimous consent, the meeting was adjourned.**



Respectfully submitted,



Robin D. Huibregtse  
Board Support/CPC Coordinator

  
Susan Areson, Chair  
Robert Weinstein, Vice Chair  
Nancy Madoff, Clerk  
Stephanie Rein, Member  
Susan Girard-Irwin, Member

**Public Records Material Attachments**

UPP Budget Amendment Request

ABCC Application for Change of Manager

Chief of Police Memo

FY2026 Budget Presentation - will be presented at the Meeting and posted shortly after

Anticipated 2025 Annual Town Meeting Financial Articles (Highlighted)

CPC Articles included in Agenda Item 7E

Planning Board Submitted Zoning Bylaw Articles (2) for ATM 2025

Zoning Task Force Submitted Zoning Bylaw article (1) for ATM 2025

Draft Town Meeting Warrant Articles

a. Community Preservation Act Articles

b. Home Rule Petition to Impose a 0.5% Real Estate Transfer Fee and Acceptance of M.G.L.

Chapter 41, §110A Office Hours on Saturday

c. Zoning Amendment Articles

d. Petitioned Articles

Draft List of Town Meeting Articles

