

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
SPECIAL MEETING MINUTES
MONDAY, October 6, 2014 5:00pm
TOWN HALL – JUDGE WELSH ROOM**

Chairman Donegan convened the meeting at 5:00pm, noting the following:

Board of Selectmen attending: Tom Donegan, Robert Anthony, Cheryl Andrews, Raphael Richter and Erik Yingling

Other attendees: Acting Town Manager David Gardner, Finance Director Dan Hoort

Recorder: Dan Hoort

Agenda Item 1. Consent Agenda

Without objection the Board of Selectmen approve the Consent Agenda as printed.

1. **MOVE that the Board of Selectmen vote to submit a grant application to the Executive Office of Energy & Environmental Affairs through the Massachusetts Office of Coastal Zone Management for the development of a town-wide Vulnerability Assessment.**
2. **MOVE that the Board of Selectmen vote to approve a proclamation to recognize Thursday, October 30, 2014 as Tour Guide Appreciation Day in the Town of Provincetown**
3. **MOVE that the Board of Selectmen vote, as Commissioners of the Town of Provincetown Gift Funds, pursuant to MGL C44 § 53A, to approve the use of \$995.00 from the Library Gift Fund to pay for the attached invoice(s).**
4. **MOVE that the Board of Selectmen vote to certify the Provincetown Sergeant's Promotional list pursuant to Article XXV of the current collective bargaining agreement.**

Selectman Donegan congratulated Selectman Richter on his recent marriage and wished him all the best.

Agenda Item 2. 10 Year Financial Plan

Finance Director Hoort gave a presentation on the 10 year financial forecast. There are things we know, some things we have a pretty good idea of and some things we have to make our best educated estimate.

- Debt exclusions are based on actual existing borrowing.
- Cherry Sheets are based on history and recently have become more positive as the state's economy has improved.
- Estimated local aid is restricted by the Department of Revenue on the tax recap.
- There is a delayed effect of debt exclusions. The article is approved and the funds are usually borrowed approximately two years later.

Staff is looking at the budget and categorizing expenses into variable versus fixed expenses.

No motions were made.

Agenda Item 3. BOS Calendar

Board agreed not to meet between Dec 22 and Jan 5, 2015 unless we have an emergency. Tues/Wed will be good for budget meetings in January. 4:30pm

Selectmen discussed timing of traffic hearing.

Selectman Andrews said **that maybe we could have a Fall Traffic Hearing instead of the Spring Traffic Hearing.**

Selectman Richter said the spring 2014 traffic hearing was very difficult.

Selectman Donegan asked if the Traffic Hearing generates proposals.

Acting town manager Gardner said yes, people bring them forward when they hear there will be a hearing. If the Selectmen do not have a spring traffic hearing they will most likely hear about it.

Selectman Donegan asked the calendar be updated to include the meetings and public hearings leading up to town meeting.

Mr. Gardner asked if schedule should be updated/changed due to religious holidays.

September 14, 2015 conflicts with Rosh Hashanah. We'll look at moving that meeting to the 16th.

Mr. Gardner reminded the Selectmen to get hotel registrations in for the MMA conference on January 22, 23 & 24, 2015.

Agenda Item 4A. Approval of the 2020 Steering Committee Draft Invite Letter

Selectmen voted by unanimous consent to approve the draft invite letter as submitted.

Agenda Item 4B. Board of Selectmen Secretary

Selectman Andrews moved to offer the position of Selectmen's Secretary to Loretta Dougherty. 2nd by Selectmen Anthony.

Selectman Yingling was concerned about the length of time Ms. Dougherty planned to work for the town.

Selectman Anthony saw an enthusiasm there that was palpable. That's what swung him in favor of Ms. Dougherty.

Selectman Richter was not here for the interview so he will be abstaining.

Selectman Anthony was impressed with her resume during the interview and thought she was very personable.

Selectman Yingling reminded the Selectmen that there is an actual cost to the town if someone leaves in six months.

Selectman Donegan thought Jeremy McCulla was outstanding and he hopes he applies for other customer service jobs in town. He will support the motion for Ms. Dougherty.

Motion passed 3-0-2 (EY/RR)

Selectman Donegan moved to thank Elisabeth Verde for stepping up to help during this transition.

2nd by Selectman Richter. Motion passed 5-0-0

Agenda Item 5. Executive Session

Raphael Richter moved that the Board of Selectmen vote to go into Executive Session pursuant to MGL c30A Section 21 (a) Clause 2 for the purpose of: Clause 2- To conduct strategy sessions in preparation for contract negotiations with non-union personnel, (potential new town manager); and Clause 6 - To consider the purchase, exchange, lease or value of real estate, as the chair so declares that an open meeting may have a detrimental effect on the negotiating position of the public body. and not to convene in open session thereafter. The chair did declare.

2nd by Selectman Donegan

Roll Call Vote:

Cheryl Andrews: yes

Raphael Richter: yes

Tom Donegan: yes

Erik Yingling: yes

Bobby Anthony: yes

The Board went into executive session at 7:29 pm