

# Provincetown

2014 ANNUAL TOWN REPORT



# *In Memory of*

**Carla Anderson**

Harbor Committee  
MacMillan Pier Nominating  
Committee  
Recycling & Renewable  
Energy Committee  
Wastewater Management Planning  
Citizens Advisory Committee

**Andrew Aull**

Library Circulation Aide  
Personnel Board

**Frederick Bardsley**

School Superintendent

**Renee Gibbs Brady**

Children's Librarian

**Mildred Garran**

Cape End Manor Employee

**Philip M. Gaudio**

Finance Committee  
John Anderson Francis Family  
Scholarship Committee  
Town Scholarship Committee

**Kay Halle**

Board of Health  
Recycling Committee  
Visitor Services Board  
Wastewater Mgmt Planning  
Citizens Advisory Committee

**Susan A. Hoffman**

Cable Advisory Commission  
Board of Library Trustees

**Conrad Malicoat**

Conservation Commission  
Fire Department  
Engine Company #5

**Paul D. Noonan**

Town Clerk

**Patricia C. Papetsas**

Cape End Manor Board of  
Directors

**Thomas C. Paquin**

Town Counsel

**Rex Peterson**

Permit Coordinator  
Local Comprehensive Plan  
Implementation Committee

**Alice Santos**

Cape End Manor Employee

**Pauline Saunders**

COA Program Coordinator  
COA Cook/Office Aide

**Mildred S. Silva**

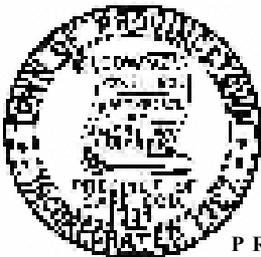
Election Registrar  
Parking Dept. Seasonal Employee

**Patrick A. Silva**

Assistant Harbormaster

**Robert F. Silva**

Building Needs Committee



# ANNUAL TOWN REPORT YEAR 2014 TOWN OF PROVINCETOWN

PROVINCETOWN, MASSACHUSETTS

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Annual Reports of the Officers of the Town of Provincetown,  
Massachusetts for the year ending December 31, 2014.  
Financial Reports for the fiscal year ending June 30, 2014.

**Cover:** Provincetown graphic artist Melinda Ancillo creates a haunting moonlight image of the Town Hall steeple and Provincetown Harbor. For more works by the artist please see [www.melindaancillo.com](http://www.melindaancillo.com).

## **Photo Credits:**

Vince Guadagno: pages 9, 11

## **Acknowledgements:**

Thanks to the Town Boards and Departments for submitting reports for inclusion in this year's Annual Town Report. Thanks as well to Edward Terrill for his help with layout and design, and Darlene Van Alstyne and Richard Faust for proofreading assistance.

Compiled and Edited by  
Doug Johnstone, Town Clerk  
[www.provincetown-ma.gov](http://www.provincetown-ma.gov)

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## Directory of Town Officials

### Elected Officials

*Elected by Voters*

#### Town Moderator

Mary-Jo Avellar 5/15

#### Board of Selectmen

Thomas Donegan, Chair 5/16

Robert Anthony 5/17

Raphael Richter 5/17

Cheryl Andrews 5/16

Erik Yingling 5/15

#### Board of Library Trustees

Stephen Borkowski (Appointed) 5/17

James Johnson 5/17

Stephen Desroches (Appointed) 5/16

Evelyn Kratz 5/15

Donna Vaillancourt 5/15

#### Charter Enforcement Commission

Robert Klytta 5/17

Mark Phillips (Appointed) 5/16

Mark Juairé 5/15

Julia Perry 5/15

Vacant 5/17

#### Housing Authority

Elaine Anderson 5/19

Diana Fabbri 5/18

Kristin Hatch 5/17

Jennifer Germack 5/15

Nancy Jacobsen (State Appointed) 7/16

#### School Committee

Elizabeth Lovati 5/17

Kerry Adams 5/16

Anthony Brackett 5/16

Cass Benson 5/15

Shannon Patrick 5/15

### Appointed Officials

*Appointed by the Board of Selectmen*

#### Town Manager

David Gardner (Acting)

#### Secretary to Bd of Selectmen

Mary Timmons (Resigned)

Loretta Dougherty

### Appointed Officials

*Appointed by the Town Manager*

#### Assistant Town Manager

David Gardner

#### Grant Administrator

Michelle Jarusiewicz

#### Information Systems Director

Beau Jackett

#### Tourism Director

Anthony Fuccillo

#### Town Clerk

Douglas Johnstone

#### Town Counsel

Kopelman & Paige, P.C

#### Executive Assistant to the Town Mgr.

Elisabeth Verde

### Community Development

#### Building Commissioner

Russell Braun (Resigned)

Geoffrey Larsen

#### Health & Environmental Affairs Mgr.

Brian Carlson (Resigned)

#### Licensing Agent

Aaron Hobart

### Permit Coordinator

Maxine Notaro (Retired)

Leif Hamquist

### Appointed Town Boards

*As of January 12, 2015*

*Appointed by the Board of Selectmen*

### Public Health & Safety Officer

Morgan Clark

### Town Planner

Gloria McPherson

### Human Services

### Council on Aging/Public Health Dir.

Christeny Hottle

### Library Director

Cheryl Napsha (Resigned)

Matthew Clark (Acting)

### Recreation Director

Brandon Motta

### Municipal Finance

### Municipal Finance Dir./Town Acct.

Daniel Hoot

### Treasurer

Constance Boulos

### Collector

Jim Denietolis

### Principial Assessor

Paul Gavin (Retired)

Scott Fahle

### Public Safety

### Chief of Police

James Golden (Acting)

### Police Lieutenant

James Golden

### Harbormaster/Pier Manager

Rex McKinsey

### Shellfish Constable

Tony Jackett

### Public Works

### Director of Public Works

Richard Waldo

### DPW Deputy Director

Eric Larsen

### Airport Commission

Heath Gatlin 12/17

Michael Valenti 12/17

John Reed 12/16

Darin Janoplis 12/15

Clinton Parker 12/15

Stephen Katsurinis, Alt. 12/17

### Animal Welfare Committee

Sherry Brec 6/17

Carol MacDonald 6/17

Elizabeth G. Brooke 6/16

Barbara Murphy 6/15

Vacant 6/16

Jody O'Neil, Alt. 6/15

### Art Commission

Peter Petas 12/17

Christopher Busa 12/16

John Dowd 12/16

Donald Whitcomb 12/16

Vacant 12/17

Vacant, Alt. 12/16

### Board of Assessors

Patricia DeLuca 12/16

Robert Sanborn 12/16

Gregory Muse 12/15

Leslie Parsons 12/15

Scott Fahle Indefinite

Vacant, Alt. 12/15

### Beautification Committee

Bill Docker 12/17

Ross Sormani 12/17

Frank Vasello 12/16

Anika Costa 12/15

Vacant 12/17

Dorothy Freitas, Alt. 12/15

### Bicycle Committee

Rik Ahlberg 12/17

David Moorman 12/17

Jeffrey Epstein 12/16

Roger Chauvette 12/15

Mark Juairé 12/16

Max Cliggot-Perlt, Alt. 12/15

**Building Committee**

Thomas Coen	12/17
Leif Hamnquist	12/17
Richard Murray	12/16
Donald Murphy	12/15
Kevin Shea	12/15
Sheila McGuinness, Alt.	12/15

**Cape Cod National Seashore General Management Plan Implementation Advisory Committee**

Priscilla Jackett	6/16
Susan Avellar	6/15
Carole Carlson	6/15
Vacant	6/17
Vacant	6/16
Vacant Alt.	6/16

**Community Housing Council**

Brenda Haywood	6/17
Donna Szeker	6/16
Susan Cook	6/15
Kristin Hatch	6/15
Louise Silver	6/15
Vacant, Alt.	6/17

**Community Preservation Comm.**

Polly Burnell	6/16
Judith Cicero	6/16
Susan Cook	6/16
Michelle DeMarco	6/16
Suzanne Harding	6/16
Kristin Hatch	6/16
Barbara Prato	6/16
Brandon Quesnell	6/16
Vacant	6/16

**Council on Aging**

Christine Asselin	12/17
Robert Gaynor	12/16
David Ketchum	12/16
Charlene Priolo	12/16
Vacant	12/17
Gladys Johnstone, Alt.	12/15

**Cultural Council**

Brian O'Malley	12/17
Bragan Thomas	12/17
Judith Cicero	12/16
Cherie Mittenthal	12/16
Robert Speiser	12/16
Francine D'Olimpio	12/15
Grace Ryder-O'Malley	12/15
Donald Whitcomb	12/15

**Harbor Committee**

Susan Avellar	6/17
Francis J. Santos	6/17
Victor Seltsam	6/17
Laura Ludwig	6/15
Vacant	6/15
Christopher Brooke, Alt.	6/15

**Board of Health**

Ken Janson	12/17
Mark Phillips	12/17
Janet Whelan	12/16
Elizabeth Williams	12/16
Vacant	12/15
Stephen Katsurinis, Alt.	12/15

**Historic District Commission**

Laurie Delmolino	12/17
Lisa Pacheco Robb	12/17
Thomas Biggert	6/16
Marcene Marcoux	12/15
David McGlothlin	12/15
Martin Risteen, Alt.	12/15
Vacant, Alt.	12/17

**Human Services Committee**

Elton Cutler	6/17
Jean Knee	6/17
Cynthia Franco	6/16
Karen Kelly	6/16
Donna Szeker	6/16
Gabriella Villegas	6/15
Joseph Murphy	6/15

**John Anderson Francis Family Scholarship Committee**

Mary Ann Cabral	12/16
Eleanora Irving	12/16
Robert Speiser	12/16
Olympia Ciliberto	12/15
Mary Beck	12/15
Julia Perry, Alt.	12/16

**Licensing Board**

Michelle Foley	12/17
Deborah Heller	12/17
Kristin Hatch	12/16
Frank Thompson	12/16
Vacant	12/15
Regina Binder, Alt.	12/17
Stephen Rome, Alt.	12/17

**Open Space Committee**

April Baxter	6/16
David Hale	6/16
Dennis Minsky	6/16
Rebecca Matarazzi	6/15
Vacant	6/17
Suzanne Harding, Alt.	6/17

**Planning Board**

Brandon Quesnell	12/17
Marianne Clements	12/16
Mark Weinress	12/16
John Golden	12/15
Grace Ryder-O'Malley	12/15
Vacant Alt.	12/15

**Provincetown Public Pier Corp.**

Kerry Adams	7/18
Regina Binder	7/17
LeRoy Fraser	7/16
Carlos Verde	7/15
Herbert Hintze	7/19

**Recreation Commission**

Heather Rogers	12/17
Timothy Downey	12/16
David Oliver	12/16
Carrie Notaro	12/15
Vacant	12/16
Lori Arnott, Alt.	12/15

**Recycling & Renewable Energy Committee**

Lydia Hamnquist	12/17
Laura Ludwig	12/16
Susanalice Musall	12/15
Elise Cozzi	12/15
Jennifer Rumpza	12/15
Anna Meade, Alt.	12/17
Tracey Primavera, Alt.	12/16

**Board of Registrars of Voters**

Marianne Clements	12/16
Dick Caouette	12/15
Vacant	12/17
Doug Johnstone	Indefinite

**Shellfish Committee**

Bob Hazard	6/16
Melville Cote	12/16
Richard Macara	12/16
David Flattery	12/16
Loretta Santos	12/15
Nancyann Meads, Alt.	12/16

**Visitor Services Board**

Richard Murray	6/17
Robert Sanborn	6/17
Rita Schwartz	6/17
Jim Bakker	6/16
Catherine Nagorski	6/16
Marian Peck	6/16
Mick Rudd	6/15

**Water & Sewer Board**

Kevin Kuechler	6/17
George Haunstrup	12/17
William Worthington	6/16
Mark Collins	12/15
Shannon Corea	6/15
Kathleen Meads	12/15
Sacha Richter	12/15
Jonathan Sinaiko	12/15
Vacant Alt.	12/16

**Zoning Board of Appeals**

Robert Littlefield	12/17
Amy Germain	12/16
Jeffrey Haley	12/15
David Nicolau	12/15
Joseph Vasta	12/15
Rob Anderson, Alt.	12/17
Bryan Armstrong, Alt.	12/17
Vacant, Alt.	12/16
Peter Page, Alt.	12/15
Vacant, Alt.	12/15

**Appointed Town Boards***As of January 12, 2015**Appointed by the Town Manager***Cemetery Commission**

James Cox	12/16
Susan Avellar	12/15
Richard Olson	12/15
Vacant	12/17
Vacant	12/15
Gregory Howe, Alt.	12/16

**Conservation Commission**

Lynne Kimball-Martin	12/17
Dennis Minsky	12/17
Barbara Prato	12/17
David Hale	12/15
Mark Irving	12/15
Vacant, Alt.	12/16
Vacant, Alt.	12/17

**Disability Commission**

Herbert Hintze	12/17
Linda Loren	12/17
Vernon Porter	12/17
Gloria McPherson	12/16
Nancy Swanson	12/16
Michelle DeMarco	12/15
Michelle Foley	12/15

**Board of Fire Engineers**

Warren Alexander	12/15
Gerard Menangas	12/15
James Roderick	12/15
Michael Trovato	12/15
Russell Zawaduk	12/15
Two Vacant	12/15

**Historical Commission**

Susan Avellar	12/17
Stephen Borkowski	12/17
Polly Burnell	12/17
Charlene Priolo	12/15
Vacant	12/15
Deborah Minsky, Alt.	12/15
Vacant, Alt.	12/17

**Appointed Town Boards***As of January 12, 2015**Appointed by Town Moderator***Finance Committee**

Michael Canizales	4/17
Douglas Cliggott	4/17
Louise Venden	4/16
Stanley Sikorski	4/16
Mark Hatch	4/15
Duane Steele	4/15
Clarence Walker	4/15
Elenore Alickman, Alt.	4/17
Vacant, Alt.	4/16

**Personnel Board**

Marianne Clements	12/17
Regina Cassidy	12/16
Lisa Westervelt	12/16
Vacant	12/15
Vacant	12/15
Alex Brown, Alt.	12/15

**Board of Selectmen & Town Manager****Board of Selectmen**

The Board of Selectmen and the Community Housing Council started 2014 by convening a housing summit to address community housing in Provincetown. The summit was very well attended and the end product was the Housing Action Plan which represents a consensus of the community. Our housing issues are core to our ability to sustain ourselves, not only as a year round community, but also to provide the goods and services expected in any Tourist destination. It is clear that our lack of community housing is steadily eroding the Towns' capacity to sustain itself on a year-round basis. There are no easy solutions,

yet the Board of Selectmen continue to believe our commitment to sustain a viable, diverse year-round community begins and ends with housing. While Provincetown has more affordable housing units than ever before, we are still not close to addressing the needs of our community. The housing summit identified these key leverage areas which have been adopted by all eight individuals who served on the board of Selectmen in 2014.



*Board of Selectman 2014 (l to r) Erik Yingling, Robert Anthony, Raphael Richter, Cheryl Andrews, Thomas Donegan, Chair.*

1. Education
2. Affordable and Community Housing Development and Redevelopment
3. Getting the Incentives Right
4. Slowing the Loss of Year-Round Rental Stock
5. Engaging the Second Home Community
6. Connecting Owners and Renters
7. Funding the Effort

Additionally, the housing summit has created a lot of momentum and several projects are under way:

- Grace Gouveia Building/ 26 Alden Street: 3 new affordable rentals and \$1 Million in sale proceeds are dedicated to affordable housing.
- Stable Path: State funding was awarded for 23 new rental units (18 low/moderate; 5 median) as well as protracted commitment of local CPA funds from the Town of Provincetown. Occupancy could be mid-2016.
- 44 Bradford Street/Old Community Center: The Town received a technical

assistance grant for the Massachusetts Housing Partnership to develop feasibility analysis of this site for Community Housing. Initial results came late in 2014 and provided a framework for development of the site. This building will remain a symbol of community by creating 10 to 12 rental units for the people of Provincetown.

- VFW & Winslow Farm: The VFW Site at 3 Jerome Smith Street could easily accommodate 20 to 30 units as well as create a new home for the Provincetown Police Department. If the Town of Provincetown procures Winslow Farms it could construct another 10 homes, create another means of egress, as well as honor the aspirations of the Housing Action Plan by constructing Community Housing for residents from a variety of socio-economic strata. Furthermore, the DART report has identified these two parcels as crucial to realizing our housing needs. The Board of Selectmen has proposed the purchase of Winslow Farm as it begins to realize the Housing Action Plans call for twice as many Community Housing units.

**Long Term Planning:** The Local Comprehensive Plan (LCP) is an essential master-planning document that serves as a planning tool and guideline for formulating goals, policies zoning and objectives for the Town. The existing LCP which began in 1996, was built on previous Master Plan and Community Vision Surveys, and was ultimately approved by Town Meeting. This year, the Town applied for and received a grant from the American Institute of Architects. Provincetown was one of only two communities to receive the DART grant. The results and findings were presented in late 2014 and a working group has been established to follow up on specific planning elements. The next step is for the official formation of a LCP Committee which will occur in 2015.

**Fiscal Management:** The Board of Selectmen explored different approaches to taxing property to promote year-round businesses and housing. In our discussion of possible changes in tax policy to support a year-round community including a residential exemption the majority of the Board felt the state law did not provide proper incentives to rent property on a year round basis and in fact the current law provided reverse incentives to create year round rentals. Without special legislation that protects property owners who rent their property to year round residents, including small business exemption, a year round residential exemption, and taxing short term rentals. A five year Fiscal Policy Plan and a five year Capital Improvement Plan are essential tools needed for future forecasting and planning and are included in the Charter. Your Board of Selectmen decided to take a longer view and for fiscal year 2015. This year we worked with Finance Director Dan Hoort and the Finance Committee to develop a 10 year Financial Plan that projects revenue and expenses to determine what, if any, changes in expense, revenue or development trends are required. What is clear is that health care inflation has, and continues to put pressure on the Town Operating budget. While the OPEB liability remains significant, Provincetown remains one of the

few towns to have implemented a plan to fund our OPEB liability and protect our promised benefits to retirees.

**Our Thanks and Gratitude:** The Board of Selectmen would like to extend thanks to the volunteers who make Provincetown the viable and special place that it is, and to the Board members who serve thousands of hours a year to keep the work of the Town Government moving forward. We also rise in appreciation to recognize the extraordinary work of Acting Town Manager, David Gardner and all our Town employees for their dedicated service to our town. We would like to particularly recognize the stewardship of James Bakker, Polly Burnell, John Dowd, Treg Kaeselau and Olive Ahmuty as they have each volunteered on their respective boards for 9 consecutive years. We are grateful for their commitment to making Provincetown a better place and we hope they will continue serving the community. Additionally, we thank David McChesney, Elaine Anderson and Austin Knight for their years of service on the Board of Selectmen.

The Board of Selectmen held 71 public meetings in 2014. Tom Donegan attended 70, Erik Yingling 68. For the period before the Town Election the board held 29 meetings: Elaine Anderson 28, Austin Knight 29, and David McChesney 28. In the period after the Town Election the board held 42 meetings Robert Anthony 42, Cheryl Andrews 42, and Raphael Richter 41. All 5 absences were excused. It has been an honor and privilege to serve the Town of Provincetown and we look forward to continuing to represent you in 2015.

*Respectfully submitted,*

**Thomas Donegan**

Chair

## Town Manager

I am pleased to submit the Town Manager's annual report for 2014 and to provide the following information regarding the status of some of the projects in Town, as well as a brief overview of specific matters pertaining to the government. The Town continues to be in a state of transition after the unsuccessful recruitment of a new Town Manager. In 2014, the Town was not only without a permanent Town Manager and Police Chief, but we also lost department heads from our Assessor, Shellfish, Library, Building and Health Departments.



*David Gardner*

Staff changes in personnel are always challenging due to the temporary void it creates in departmental functions. The loss or retirement of so many long term employees is difficult for a small town government that relies so much on the experience and continuity of employees to compensate for the lack of redundancy and manpower. I am very grateful for the support and enthusiasm of the employees

of Provincetown, who together as a team, have helped me to keep things running as smoothly as possible.

**Fiscal Management:** Financial management is a key responsibility and obligation of the Town Manager. Of primary importance is the continuing goal to provide transparency of all substantive activities relating to the finances of the Town. The budget process is one of the most important and time-consuming activities of government. The Finance Director and I play a vital role in the budget process since we are expected to be responsible financial stewards of the public's funds. I'm happy to report that we are carrying out our duties effectively, as the budget document serves policy decisions made, as well as addressing financial, operational and communication decisions necessary throughout the year. The Finance Director continues to accomplish a great deal of work in correcting inefficient practices of the past. I am once again proud we have met the goal of proper accountability to the Department of Revenue while making government operations more open, honest, efficient and transparent. Helping to monitor the overall financial picture of the Town into the foreseeable future is a ten year fiscal policy plan and comprehensive capital improvement plan which is used to guide the Selectmen and the Finance Committee through challenging times. These are vital tools that will be used in future decision making for all departmental functions. I am pleased to report that our upcoming fiscal year's budget cycle appears sound and maintains the fiscal responsiveness necessary to run the day-to-day operations of the Town. However, we must not lose sight of the fact that the challenges inherent in municipal government finance remain as we endeavor to meet the needs of the community, while being ever-mindful of the burden on the taxpayers. The upcoming budget was crafted and presented to the Selectmen with the leanest fine-tuning from each department head who, once again, are being asked to do more with fewer resources. However, projected deficits will occur as we try to keep up with ever-increasing costs of energy, insurance and personnel at the same time that we make the necessary investments in our infrastructure that are needed to keep our community viable into the future.

**Town Buildings and Infrastructure:** The recently completed Veteran's Memorial Community Center turned out to be a wise investment for the Town as departments including the School's Early Learning Center, Council on Aging, Veterans Affairs, the Housing Office, the Recreation Department and Department of Public Works have settled in and are thriving in their new environment. It is a joy to see so much activity returned to the building as employees, seniors and children happily coexist under one roof. Work to seal and repair the brickwork façade of the former high school building was successfully completed in 2014. The capital repairs totaling slightly over one million dollars were necessary to prevent further water seepage into the building, as well as maintaining its structural integrity. We were lucky to be accepted by the Massachusetts School Building Authority program for a feasibility study to replace the outdated heating system

and replace the roofs above the gymnasium and science wing. We will work well into 2015 to ensure the long term upkeep of this historic gem of a building. The Building Committee continues to work closely with a new Board of Selectmen for the sorely needed new police station. Unfortunately, the process is slowed by our concern for the overall cost to replace this critical facility. With the recent purchase of the Veterans of Foreign Wars building on Jerome Smith Road, it is anticipated that renewed interest in constructing a police station, as well as affordable housing, will be brought to the voters in 2015.

Major water and wastewater project improvements have been ongoing throughout the year as the Town completed the fourth phase of sewer expansion. Work associated with the final phased expansion of the wastewater treatment facility will soon commence as we analyze the need to develop further wastewater capacity in the future. Provincetown continues to be much further along than other Cape Cod towns on being able meet its critical wastewater and water infrastructure needs. The work being completed is of utmost importance, and even unprecedented, for a small town such as Provincetown. The Knowles Crossing Water Treatment Facility was completed and came online in early 2014. This state-of-the-art facility, which utilizes membrane filtration technology, accomplishes the goal of iron and manganese removal and substantially improves water quality entering the water distribution system. This facility treats water from both the Knowles Crossing and the South Hollow well fields, both of which contain levels of iron and manganese. The Water Department is continuing leak detection efforts and a trend toward the reduction of unaccounted-for water has been made since 2009.

**Economic Development:** Fortunately for the Town and for business owners, the summer season was, once again, another good one as Provincetown continues to be a destination for second homeowners and tourists alike. Parking revenue, as well as room and restaurant tax receipts continue to show modest gains throughout the year. However, we continue to struggle with the limitations of being a seasonal tourism town and we continue to express concerns about the loss of our year round population, housing opportunities and jobs. Provincetown asked for assistance on community and affordable housing and economic development through urban design with the American Institute of Architects Design and Resiliency Team program. In 2014, the AIA grant looked at themes that included the year round community, economic development and climate change. The AIA acknowledged that Provincetown had given great thought to the need to accommodate both seasonal and year-round residents, as well as what it means to be resilient in a community in which local residents are being outbid and displaced by seasonal housing. They agreed with the Town and the community that the time is ripe for Provincetown to address its challenges and build a more resilient community. The final DART report provided much material to energize the Provincetown community and we continue to meet on a regular basis to move some of those recommendations into action items.

**Housing Development:** The availability of affordable year round housing continues to be a primary concern for the Selectmen and the community as a whole. We held a Housing Summit earlier in the year that resulted in an updated Housing Needs Analysis and Housing Action Plan. The Selectmen have made housing their number one priority in FY2015 and they seek to move forward on several of the action items identified. The Town was successful in selling the surplus property that included Grace Gouveia building. Not only will the redevelopment of that property include three affordable rental units, but the revenue from the sale will be reinvested in housing. We continue to work to redevelop the former Community Center property into affordable housing as well and hope to see that project move forward in 2015.

Again, I am grateful to the worthy staff for their commitment and dedication in providing an exception level of service to the community. I would like to thank the sitting Selectmen and all other Town committee and board volunteers for their encouragement, support and confidence in me as we collectively work to meet the needs of our wonderful Town.

*Respectfully submitted,*

**David Gardner**

Acting Town Manager

### Grant Administrator

Community Housing Specialist Michelle Jarusiewicz provides part-time staff support to the Community Housing Council (CHC) and the Community Preservation Committee along with grant administration work. In November 2014, the position expanded to full-time on a temporary basis to allow for additional hours as the Acting Assistant Town Manager. In late 2013 and early 2014, the Town of Provincetown engaged a consultant, John Ryan of Development Cycles (Mr. Ryan had completed the initial housing needs assessment and housing summit in 2006/2007), to guide residents through a series of meetings and a Housing Summit, to create a Housing Action Plan and an updated Housing Needs Assessment. Both were completed in March 2014 and adopted by the CHC and the Board of Selectmen in April 2014. Approximately 60 residents attended the Housing Summit and provided significant momentum for the community to move forward on various strategies. Accomplishments included converting the Community Preservation Act (CPA) percentage for affordable housing to 60% (instead of the minimum of 10%) at the April 2014 Annual Town Meeting; approving a checkbox on tax bills for an optional donation to the affordable housing trust fund; initiating a home sharing program through Helping Our Women and the Homeless Prevention Council; and increasing the eligibility under the Town's affordable housing tax exemption to 80% AMI. The need to have a full range of affordability options in housing is a key component of any vibrant and diverse community. However, fully achieving this is a very

challenging undertaking that requires a long-term and ongoing commitment by that community. In Provincetown, our unique geographical location and the seasonal nature of our economy combined with an expensive housing market present us with significant challenges in housing. The Town is at a crisis point for lack of stable community housing for its residents and its workers. According to the US Census, Provincetown lost 500 residents from 2000 to 2010 (6%). The Town declined by 92 households (5%). The 2014 Housing Action Plan calls for the doubling of the number of needed Community Housing from 200 to 400 by 2025. With limited resources, the Town must consider all possibilities and think outside the box to accomplish this over the next 10 years. As part of an overall planning process to kick-off the update of the Local Comprehensive Plan, the Town Planner received technical assistance from AIA that brought a team of planners – DART – Design and Resiliency Team - from various backgrounds to Provincetown in the fall of 2014. The end result – Provincetown 365 – includes pursuing the development of affordable housing on a portion of the old VFW site and potentially on an abutting site. In the pipeline: the Town entered into a public/private partnership with the sale of the Grace Gouveia building which will lead to the development of three new year round rental units by the end of 2015; the Stable Path development off of Race Point Road received its funding from the state in the summer of 2014 and construction will begin in 2015 which will provide 23 new year round rental units; the Town received technical assistance from the Mass. Housing Partnership for a feasibility analysis for developing community housing at the former Community Center; and several ownership units came up for resale.

**CPA & Other Grant Administration Activities:**

**FAWC-Days Lumberyard restoration (\$25,000): Complete.**

**UU Meeting House restoration (\$25,000): Complete.**

**School Restoration (\$200,000): Complete.**

**Winthrop Street Cemetery (\$80,000):** A RFP was issued for design with the selection of RDLA of Boston for final design to complete the dune restoration, pathways, and signage portions of the Master Plan. **Underway.**

**Other FY 2015 projects that are underway include:** Pilgrim Memorial Park, B-Street Garden Conservation Park stormwater improvement, Connected Trails, "Little Fix" program, and the local housing voucher program.

**FY 2016 CPA Grants:** 11 applications were submitted in December 2014 totaling \$2,623,800; approximately \$500,000 is available.

The success of all of our endeavors is through the very hard work of so many people. I would like to thank all of those involved, both paid staff and volunteers, for the many hours of effort to make this happen.

*Respectfully submitted,*

**Michelle Jarusiewicz**

Grant Administrator/Housing Specialist

<b>Town Meeting &amp; Elections</b> <b>Annual Meeting - Monday, April 7, 2014</b>
--

Meeting Called to Order. Town Moderator Mary-Jo Avellar convened the Annual Town Meeting at 6:00 p.m. on Monday, April 7, 2014 in the in the Town Hall Auditorium and hearing no objection decided to hold the Special Town Meeting first. Town Moderator Mary-Jo Avellar convened the Annual Town Meeting at 6:58 p.m. on Monday, April 7, 2014.

**Preliminary motions:**

Elaine Anderson moved that the Town vote to waive the reading of the warrant.

**Motion Passed.**

Elaine Anderson moved that the Town vote to grant permission to speak at the April 7, 2014 Annual Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., Town Counsel; Connie Boulos, Treasurer; Russell Braun, Building Commissioner; Morgan Clark, Public Health and Safety Officer; Martin R. Donahue and John Bologna, Coastal Engineering; James Golden, Acting Chief of Police; Beau Jackett, Management Information Systems Director; Michelle Jarusiewicz, Housing Specialist/Grant Administrator; Eric Larsen, Deputy Director of the Public Works; Rebecca Levin, Library Member Services Coordinator; Rex McKinsey, Pier Manager/Harbormaster; Gloria McPherson, Town Planner; Brandon Motta, Recreation Director; Kim Y. Pike, District Principal; Domenic Rosati, Parking Administrator; Cody Salisbury, Water Superintendent; Beth Singer, Superintendent of Schools; Richard Waldo, Director of Public Works. **Motion Passed.**

Elaine Anderson moved that on all matters to come before the April 7, 2014 Annual Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

**Article 1. To Hear Town Reports.** To see if the Town will vote to hear the reports of the Town Officials and Committees and to act thereon.

*[Requested by the Board of Selectmen]*

**Board of Selectmen Recommends: 5-0-0**

Elaine Anderson moved that the Town vote to hear the reports of the Town Officials and Committees and to act thereon. **Motion Passed.**

Julia Perry read a report from the Charter Review Ad Hoc Committee.

**Article 2. FY 2015 Operating Budget.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$23,159,257 to fund operating budgets for the several Town departments for Fiscal Year 2015 in accordance with Chapter 9, Section 1 of the Provincetown Charter, as follows:

**Provincetown**

## 2014 Annual Town Report

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Budget Division	FY 2014	FY 2015	% '14 - '15
I. General Government	\$1,179,224	\$1,096,855	-7.0%
II. Finance	8,991,596	9,573,830	+6.5%
III. Public Safety		4,751,059	-0.1%
IV. Public Works	3,063,116	3,215,186	+5.0%
V. Public Services	901,724	932,029	+3.4%
Sub-total, I-V	\$18,889,638	\$19,568,959	+3.6%
VI. Public Schools	3,367,784	3,590,298	+6.6%
Total, I-VI	\$22,257,422	\$23,159,257	+4.1%

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

Budget	Actual FY 2013	Budget FY 2014	FinCom FY2014	Selectmen FY2014	% 13-14
<b>I. GENERAL GOVERNMENT</b>					
113 Elections & Town Meetings					
Expenses	\$12,086	\$10,378	\$14,036	\$14,036	35.2%
122 Board of Selectmen					
Personal Services	51,846	52,769	52,940	52,940	
Expenses	5,428	8,000	10,500	10,500	
sub-total	57,274	60,769	63,440	63,440	4.4%
123 Town Manager					
Personal Services	290,123	308,140	261,881	290,884	
Expenses	10,891	16,195	16,195	16,195	
sub-total	301,014	324,335	278,076	307,079	-5.3%
151 Legal Services					
Expenses	208,359	200,000	240,000	251,000	25.5%
156 Administration					
Expenses	57,372	59,640	59,590	59,590	-0.1%
157 Land Bank					
Maintenance	0	13,050	13,800	13,800	
Affordable Hsg	0	43,500	46,000	46,000	
Debt Service	76,578	73,775	71,525	71,525	
sub-total	76,578	130,325	131,325	131,325	0.8%
161 Town Clerk					
Personal Services	97,513	106,104	108,262	108,262	
Expenses	3,316	4,445	4,445	4,445	
sub-total	100,829	110,549	112,707	112,707	2.0%
169 Licensing					
Personal Services	36,776	42,498	43,348	43,348	
Expenses	0	300	300	300	
sub-total	36,776	42,798	43,648	43,648	2.0%
171 Conservation Commission					
Expenses	8,232	8,090	8,190	8,190	1.2%
175 Planning Board					
Expenses	1,380	1,940	1,940	1,940	0.0%
176 Zoning Board of Appeals					
Expenses	2,083	2,700	2,700	2,700	0.0%
179 Historical Commission					
Expenses	414	500	500	500	0.0%

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Budget	Actual FY 2013	Budget FY 2014	FinCom FY2014	Selectmen FY2014	% 13-14	
180 Historic District Comm						
Expenses	1,764	2,250	2,250	2,250	0.0%	
181 Building Committee						
Expenses	200	5,500	5,500	5,500	0.0%	
482 Airport Commission						
Expenses	92,641	98,450	98,450	98,450	0.0%	
499 Provincetown Television						
Expenses	124,000	126,500	0	0		
I. General Govern	\$1,081,002	\$1,179,224	\$1,056,852	\$1,096,855	-7.0%	
<b>II. FINANCE</b>						
131 Finance Committee						
Expenses	\$5,631	\$4,325	\$4,325	\$4,325		
Reserve Fund	0	80,769	101,943	101,943		
sub-total	5,631	85,094	106,268	106,268	24.9%	
135 Town Accountant						
Personal Services	169,640	176,263	188,038	188,038		
Expenses	42,654	48,925	49,375	49,375		
sub-total	212,294	225,188	237,413	237,413	5.4%	
136 Information Systems Department						
Personal Services	158,056	173,140	176,603	176,603		
Expenses	275,340	268,000	308,500	308,500		
sub-total	433,396	441,140	485,103	485,103	10.0%	
141 Board of Assessors						
Personal Services	171,940	177,944	180,492	180,492		
Expenses	39,779	57,260	52,260	52,260		
sub-total	211,719	235,204	232,752	232,752	-1.0%	
145 Treasurer/Collector						
Personal Services	162,293	167,348	163,539	163,539		
Expenses	24,814	35,920	37,120	37,120		
sub-total	187,107	203,268	200,659	200,659	-1.3%	
710 Debt Service						
Expenses	1,934,395	2,085,977	2,256,114	2,256,114	8.2%	
820 Tax Title						
Expenses	11,899	26,000	20,000	20,000	-23.1%	
910 Retirement/Benefits/Insur						
Expenses	4,895,037	5,689,725	6,035,521	6,035,521	6.1%	
II. Finance	\$7,891,478	\$8,991,596	\$9,573,830	\$9,573,830	6.5%	
<b>III. PUBLIC SAFETY</b>						
210 Police						
Personal Services	\$2,117,042	\$2,199,655	2,147,775	2,159,930		
Expenses	145,406	145,366	153,600	153,600		
sub-total	2,262,448	2,345,021	2,301,375	2,313,530	-1.3%	
211 Police Station						
Expenses	42,800	42,800	0	0	-100.0%	
220 Fire						
Personal Services	379,508	423,935	446,363	446,363		

Provincetown	2014 Annual Town Report					19
Budget	Actual FY 2013	Budget FY 2014	FinCom FY2014	Selectmen FY2014	% 13-14	
Expenses	182,249	190,899	206,190	206,190		
sub-total	561,757	614,834	652,553	652,553	6.1%	
231 Ambulance Service						
Expenses	721,371	769,364	\$791,022	\$791,022	2.8%	
240 Inspections						
Personal Services	167,286	170,485	173,015	173,015		
Expenses	5,960	5,960	5,960	5,960		
sub-total	173,246	176,445	178,975	178,975	1.4%	
241 Community Development						
Personal Services	114,470	174,418	169,008	169,008		
Expenses	18,500	20,100	22,195	22,195		
sub-total	132,970	194,518	191,203	191,203	-1.7%	
291 Emergency Management						
Expenses	6,330	7,830	9,910	9,910	26.6%	
294 Harbor Committee						
Expenses	250	250	700	700	180.0%	
295 Harbormaster						
Personal Services						
Expenses	115,378	118,263	118,263	118,263		
sub-total	115,378	118,263	118,263	118,263	0.0%	
296 Shellfish						
Personal Services	47,906	48,678	48,678	48,678		
Expenses	6,850	7,400	7,900	7,900		
sub-total	54,756	56,078	56,578	56,578	0.9%	
299 Parking						
Personal Services	343,051	344,275	351,025	351,025		
Expenses	75,300	84,300	87,300	87,300		
sub-total	418,351	428,575	438,325	438,325	2.3%	
III. Public Safety	\$4,489,657	\$4,753,978	\$4,738,904	\$4,751,059	-0.1%	
<b>IV. PUBLIC WORKS</b>						
192 Buildings & Grounds						
Personal Services	\$671,115	\$680,696	\$690,395	\$690,395		
Expenses	407,040	521,975	634,906	634,906		
sub-total	1,078,155	1,202,671	1,325,301	1,325,301		
	43,958	43,808	43,808	43,808		
	1,122,113	1,246,479	1,369,109	1,369,109	9.8%	
421 Administration						
Personal Services	159,878	130,879	\$122,323	\$122,323		
Expenses	199,250	202,850	207,750	207,750		
sub-total	359,128	333,729	330,073	330,073	-1.1%	
422 Highway						
Personal Services	442,291	444,802	\$452,429	\$452,429		
Expenses	229,700	116,800	119,800	119,800		
sub-total	671,991	561,602	572,229	572,229	1.9%	
423 Snow & Ice						
Personal Services	34,734	27,000	\$27,000	\$27,000		

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Budget	Actual FY 2013	Budget FY 2014	FinCom FY2014	Selectmen FY2014	% 13-14	
Expenses	123,605	140,700	140,700	140,700		
sub-total	158,340	167,700	167,700	167,700	0.0%	
431 Solid Waste/Recycling						
Personal Services	450,532	455,356	\$436,375	\$436,375		
Expenses	122,300	127,500	130,950	130,950		
sub-total	572,832	582,856	567,325	567,325	-2.7%	
432 Recycling Committee						
Expenses	0	2,750	2,750	2,750	0.0%	
439 Waste Disposal/Other						
Expenses	143,645	168,000	206,000	206,000	22.6%	
IV. Public Works	\$3,028,049	\$3,063,116	\$3,215,186	\$3,215,186	5.0%	
<b>V. PUBLIC SERVICES</b>						
511 Health Inspector/Agent						
Personal Services	\$91,551	\$97,073	\$99,134	\$99,134		
Expenses	6,650	7,300	7,450	7,450		
sub-total	98,201	104,373	106,584	106,584	2.1%	
512 Public Health/Nurse						
Personal Services	19,871	20,060	\$20,079	\$20,079		
Expenses	27,624	27,600	26,100	26,100		
sub-total	47,495	47,660	46,179	46,179	-3.1%	
513 Board of Health						
Expenses	1,135	1,610	1,610	1,610	0.0%	
541 Council on Aging						
Personal Services	189,473	200,298	\$202,036	\$202,036		
Expenses	11,800	12,050	26,250	26,250		
sub-total	201,273	212,348	228,286	228,286	7.5%	
543 Veterans Services						
Personal Services	0	0	\$0	\$0		
Expenses	42,332	42,270	42,825	42,825		
sub-total	42,332	42,270	42,825	42,825	1.3%	
545 Disability Commission						
Expenses	5,060	5,000	15,000	5,000	0.0%	
550 Animal Welfare Committee						
Expenses	0	1,540	1,540	1,540	0.0%	
560 Bicycle Committee						
Expenses	7,871	8,100	7,863	7,863	-2.9%	
610 Library						
Personal Services	206,586	222,178	\$227,760	\$227,760		
Expenses	84,725	82,150	81,209	81,209		
sub-total	291,311	304,328	308,969	308,969	1.5%	
630 Recreation Department						
Personal Services	132,720	144,496	\$146,574	\$146,574		
Expenses	19,686	21,150	21,450	21,450		
sub-total	152,406	165,646	168,024	168,024	1.4%	
672 Art Commission						
Expenses	9,105	8,649	8,649	8,649	0.0%	

Provincetown	2014 Annual Town Report					21
Budget	Actual FY 2013	Budget FY 2014	FinCom FY2014	Selectmen FY2014	% 13-14	
673 Cultural Council						
Expenses	0	200	6,500	6,500	150.0%	
V. Public Services	\$856,189	\$901,724	\$942,029	\$932,029	#REF!	
<b>VI. PUBLIC SCHOOLS</b>						
300 Provtown Public Schools						
Pre K - 8th	\$2,864,964	\$2,769,398	\$2,811,291	\$2,811,291	1.5%	
High School	\$401,931	\$598,386	\$779,007	\$779,007	30.2%	
VI. Public Schools	\$3,266,895	\$3,367,784	\$3,590,298	\$3,590,298	6.6%	
<b>OPERATING BUDGET SUMMARY</b>						
I. General Govt	\$1,081,002	\$1,179,224	\$1,056,852	\$1,096,855	-7.0%	
II. Finance	7,891,478	8,991,596	9,573,830	9,573,830	6.5%	
III. Public Safety	4,489,657	4,753,978	4,738,904	4,751,059	-0.1%	
IV. Public Works	3,028,049	3,063,116	3,215,186	3,215,186	5.0%	
V. Public Services	856,189	901,724	942,029	932,029	3.4%	
Subtotal, I-V	17,346,375	18,889,638	19,526,801	19,568,959	3.6%	
VI. Public Schools	3,266,895	3,367,784	3,590,298	3,590,298	6.6%	
Total, I-VI	20,613,270	22,257,422	23,117,099	23,159,257	4.1%	

**Article 2. FY 2015 Municipal Operating Budget.  
Division I. General Government.**

**Board of Selectmen Recommends: 5-0-0  
Finance Committee Does Not Recommend: 6-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$963,030, transfer \$2,500 from Wetlands Protection Fund, and \$131,325 from the Land Bank Fund for a total of \$1,096,855 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division I, General Government, as requested by the Board of Selectmen.

Michael Canizales moved to amend the Article 2 Division I General Government by adopting the Finance Committee recommendation for line 123 Town Manager Personnel Services by reducing the amount from \$290,884 to \$261,881. **Motion to Amend Passed. (For: 136 Against: 70)**

Amended motion now reads: to raise and appropriate the sum of \$934,027, transfer \$2,500 from Wetlands Protection Fund, and \$131,325 from the Land Bank Fund for a total of \$1,067,852 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division I, General Government. **Motion As Amended Passed.**

**Motion to Reconsider Article 2 Division I General Government.  
Motion to Reconsider Does Not Pass.**

**Article 2. FY 2015 Municipal Operating Budget.****Division II. Finance.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$9,543,175, transfer \$30,655 from Title V Septic Revolving fund for a total of \$9,573,830 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division II, Finance, as requested by the Board of Selectmen and recommended by the Finance Committee.

**Motion Passed.****Article 2. FY 2015 Municipal Operating Budget.****Division III. Public Safety.****Board of Selectmen Recommends: 5-0-0****Finance Committee Does Not Recommend: 6-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$4,651,059, transfer \$40,000 from the Ferry Embarkation fund, transfer \$60,000 from Municipal Waterways fund for a total of \$4,751,059 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division III, Public Safety, as requested by the Board of Selectmen.

Michael Canizales moved to amend the board of Selectmen recommendation by reducing the 210 Police Personnel Services line item by \$12,155 (total reflects half of FY 2015 total since position believed to remain unfilled for half of the fiscal year). **Motion to Amend Passed. (For: 117 Against:70)**

Amended motion now reads: to raise and appropriate the sum of \$4,638,904, transfer \$40,000 from the Ferry Embarkation fund, transfer \$60,000 from Municipal Waterways fund for a total of \$4,738,904 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division III, Public Safety. **Motion As Amended Passed.**

**Article 2. FY 2015 Municipal Operating Budget.****Division IV. Public Works.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum \$3,215,186 to fund operating budgets for the several Town departments for

Fiscal Year 2015 under budget Division IV, Public Works, as requested by the Board of Selectmen and recommended by the Finance Committee.

**Motion Passed.****Article 2. FY 2015 Municipal Operating Budget.****Division V. Public Services.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

David Gardner moved the Town vote to raise and appropriate the sum \$932,029 to fund operating budgets for the several Town departments for Fiscal Year 2015 under budget Division V, Public Services, as requested by the Board of Selectmen and recommended by the Finance Committee.

**Motion Passed.****Article 2. FY 2015 Municipal Operating Budget.****Division VI. Public Schools.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****School Committee Recommends: 5-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$2,811,291 to fund the local Provincetown Public School System Budget for Fiscal Year 2015. **Motion Passed.**

**Article 3. FY 2015 Cape Cod Regional Technical High School Assessment.**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Town of Provincetown's assessment for the CCRTHS FY2015 operating budget; or to take any other action relative thereto. *[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****School Committee Recommends: 5-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$100,851 for its assessment for Cape Cod Technical Regional High School for FY 2015. **Motion Passed.**

**Article 4. FY 2015 High School Tuition.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Town of Provincetown's high school tuition payments for the FY2015

operating budget; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**School Committee Recommends: 5-0-0**

David Gardner moved that the Town vote to raise and appropriate the sum of \$779,007 to fund the Provincetown Public School High School tuition cost for Fiscal Year 2015. **Motion Passed.**

**Article 5. FY 2015 Enterprise Funds.** To see if the Town will vote to raise and appropriate or transfer from available funds the following amounts for enterprise funds of the Town of Provincetown for Fiscal Year 2015:

6001 Water Enterprise Fund	FY 2014	FY 2015	% 14-15
Enterprise Fund Costs	\$2,079,208	2,112,693	
General Fund Costs	280,898	295,000	
TOTAL COSTS	\$2,360,106	\$2,407,693	2.0%
6002 Wastewat Enprise Fund	FY 2014	FY 2015	14-15%
Enterprise Fund Costs	\$3,487,541	\$3,984,921	
General Fund Costs	144,257	144,257	
TOTAL COSTS	\$3,631,798	\$4,129,178	13.6%

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Article 5. FY 2015 Enterprise Funds.**

6001 Water Enterprise Fund.

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 4-0-0**

Erik Yingling moved that the Town vote that \$2,407,693 be appropriated to operate the Water Enterprise Fund, \$1,845,713 to come from Water Enterprise Fund revenues and \$266,980 from Retained Earnings, and further, \$295,000 to be appropriated in the general fund and funded from Water Enterprise revenues. **Motion Passed.**

**Article 5. FY 2015 Enterprise Funds.**

6002 Wastewater Enterprise Fund.

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Erik Yingling moved that the Town vote that \$4,129,178 be appropriated to operate the Wastewater Enterprise Fund, \$3,300,050 to come from Wastewater Enterprise Fund revenues and \$684,871 from reserved for debt service, and further, \$144,257 to be appropriated in the general fund and funded from Wastewater Enterprise revenues. **Motion Passed.**

James King moved to take Article 28 through and Article 31 out of order and be heard now. **Motion to Take Articles Out of Order Does Not Pass.**

**Article 6. Fund Contractual Obligation to Retired Employee.** To see if the Town will vote to raise and appropriate or transfer from available funds \$13,000 to fund the contractual obligation to a now retired employee; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to raise and appropriate \$13,000 to fund a contractual obligation to a former, now retired town employee.

**Motion Passed.**

**Article 7. FY 2015 Revolving Accounts.** To see if the Town will vote to continue for FY 2015 the following revolving accounts established pursuant to MGL C.44, §53E½:

1. Preservation of Town Hall Auditorium: To allow receipts from the rental and custodial fees charged for the public use of Town Hall Auditorium to be segregated into a special account; and with funds therefrom, up to a limit of \$50,000 annually, to be expended for the repair, updating, refurbishing and maintenance of the Town Hall Auditorium under the direction of the Town Manager and Board of Selectmen;
2. Shellfish Grants: To allow receipts from Shellfish Grants to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended under the direction of the Shellfish Warden and the Board of Selectmen for the purpose of shellfish seeding and cultivation on public shellfish areas;
3. B Street Garden: To allow receipts from the annual community garden membership fees charged for the public use of the community garden to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended for the repair, updating and maintenance of the B-Street Garden under the direction of the Town Manager and the Conservation Commission;

4. Fuel Reimbursement: To allow receipts from the sale of fuel to be segregated into a special account; and with funds therefrom, up to a limit of \$125,000 annually, to be expended for the purchase of fuel under the direction of the Town Manager and the Director of Public Works;

5. Council on Aging Transportation: To allow receipts from donations to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for the transportation cost under the direction of the Town Manager and the Director of the Council on Aging;

6. Affordable Housing: To allow fees received by the Town on the sale and resale of affordable housing dwellings, fees paid for monitoring services provided by the Town, fees paid to ensure compliance with affordable housing restrictions and agreements, and donations earmarked for affordable housing purposes to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually to be expended for costs associated with the administration, management and support of affordable housing in the Town, including, without limitation, cost of marketing and conducting lotteries under the direction of the Town Manager and the Housing Specialist; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to continue for FY 2015 the revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant. **Motion Passed.**

**Article 8. Facilities and Grounds Rental Revolving Account.** To see if the Town will vote to establish a Revolving Account for costs related to the rental of town owned facilities and grounds, as established pursuant to MGL C.44 §53 E1/2, to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for janitorial hired staffing and other costs related to rental costs under the direction of the Town Manager; or to take any other action relative thereto. *[Requested by the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote to establish a Revolving Account for Facilities and Grounds Rental pursuant to MGL C.44, §53E½ as printed in the warrant. **Motion Passed.**

**Article 9. Cape Cod Greenhead Fly Control District Assessment.** To see if the Town will vote to raise and appropriate or transfer from available funds an

amount for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and authorize the Town Treasurer to pay said appropriation into the State Treasury; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to raise and appropriate the sum of \$1,438.75 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and authorize the Town Treasurer to pay said appropriation into the State Treasury. **Motion Passed.**

**Article 10. Community Preservation Budget for FY 2015.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation Budget, to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

1. Reserves: Part 1

- A. \$55,000 for Open Space;
- B. \$55,000 for Community Housing;
- C. \$55,000 for Historic Resources;

2. Debt Service Appropriations: Part 2

- A. \$237,300 for affordable housing debt service;
- B. \$55,524 for open-space debt service;
- C. \$171,704 for historic preservation debt service;

3. Grant Requests Appropriations: Part 3

- A. Community Housing Office, Housing Specialist - \$67,475: Partial funding of Housing Office including 15 hours per week for Housing Specialist and 5 hours per week for CPA Administration along with pro-rated health benefits and some expenses;
- B. CPA General Administration - \$20,766;
- C. Pilgrim Memorial Park - \$30,000: Phase 1 for the restoration and conservation of the Bas Relief in anticipation of the 2020 Commemoration; \$20,000 to hire a conservation firm to develop a conservation plan for the Bas Relief and other monuments on site and \$10,000 to hire a Landscape Architect to develop conceptual plans for the overall park including analysis of historic plans; said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee;
- D. Winthrop St Cemetery Phase 4, Cemetery Commission - \$30,000: Phase 4 implementation of Preservation Plan: signage and historical information, and completion of all phases; said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee;

E. B-Street Garden Conservation Park Stormwater Improvement Project - \$153,100: Water quality and habitat assessment evaluation; delineation of the stormwater collection area; said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement;

F. Connected Trails - \$43,214: Connect trails throughout town to connect conservation land open-space; said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement;

G. Provincetown "Little Fix" Program - \$30,000: Assist seniors, disabled, and veterans maintain their housing with community volunteer program tackling small home and landscaping improvements;

H. Provincetown Local Housing Voucher Program - \$180,000 to be spent over a 3 year period: Provide rental assistance to income eligible households [at or below 60% AMI] for up to 3 years, along with financial counseling to become self-sufficient;  
or to take any other action relative thereto.  
*[Requested by the Community Preservation Committee]*

**Article 10. Community Preservation Budget for FY 2014.  
1 & 2. Reserves and Debt Service**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Housing Authority Recommends Art. 10 – 1B: 5-0-0**  
**Housing Authority Recommends Art. 10 – 2A: 5-0-0**

Dorothy Palanza moved that the Town vote to set aside from Community Preservation Act undesignated reserves the sum of \$55,000 for the Open Space reserve fund, the sum of \$55,000 for the Community Housing Reserve Fund and the sum of \$55,000 for the historic resources reserve fund. And further to appropriate the sum of \$464,528 to fund debt service for Fiscal Year 2015 as follows: the sum of \$237,300 from Affordable Housing reserves, the sum of \$55,524 from Open Space estimated revenues, and the sum of \$171,704 from Historic Preservation estimated revenues. **Motion Passed.**

**Article 10 – 3A Community Preservation FY 2014 Budget  
Community Housing Office, Housing Specialist**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 5-0-0**  
**Community Preservation Committee Recommends: 8-0-0**  
**Housing Authority Recommends: 5-0-0**

Ann Maguire moved that the Town vote to appropriate from Affordable Housing Reserves the sum of \$67,475 for Housing Office and CPA support.  
**Motion Passed.**

**Article 10 – 3B Community Preservation FY 2015 Budget  
General Administration**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 5-0-0**  
**Community Preservation Committee Recommends: 8-0-0**

Dorothy Palanza moved that the Town vote to appropriate the sum of \$20,766 from estimated revenues to be used for CPA general administration.  
**Motion Passed.**

**Article 10 – 3C Community Preservation FY 2015 Budget  
\$30,000 Pilgrim Memorial Park**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Historical Commission Recommends: 4-0-0**  
**Visitor Services Board Recommends: 4-0-0**  
**Community Preservation Committee Recommends: 8-0-0**

Eric Dray moved that the Town vote to appropriate under the Community Preservation Act - Historic Resources Program the sum of \$30,000 from estimated revenues. \$20,000 to hire a conservation firm to develop a conservation plan for the Bas Relief and other monuments on site and \$10,000 to hire a Landscape Architect to develop conceptual plans for the overall park including analysis of historic plans; said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee.  
**Motion Passed.**

**Article 10 – 3D Community Preservation FY 2015 Budget  
\$30,000 Winthrop St Cemetery Phase 4, Cemetery Commission**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Historical Commission Recommends: 4-0-0**  
**Community Preservation Committee Recommends: 8-0-0**

Eric Dray moved that the Town vote to appropriate under the Community Preservation Act – Historic Resources Program the sum of \$30,000 from estimated revenues for the Phase 4 implementation of the Preservation Plan for

the Winthrop Street Cemetery: signage and historical information & completion of all phases and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee. **Motion Passed.**

**Article 10 – 3E Community Preservation FY 2015 Budget  
\$153,100 for B-Street Garden Conservation Park Stormwater Improvement Project**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Conservation Commission Recommends: 3-0-0**  
**Board of Health Recommends: 4-0-0**  
**Community Preservation Committee Recommends: 8-0-0**

Dorothy Palanza moved that the Town vote to appropriate under the Community Preservation Act – Open Space Program the sum of \$153,100 from estimated revenue for the water quality and habitat assessment evaluation at the B-Street Garden; the delineation of the stormwater collection area and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement. **Motion Passed.**

**Article 10 – 3F Community Preservation FY 2015 Budget  
\$43,214 Connected Trails**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 7-0-0**  
**Conservation Commission Recommends: 3-0-0**  
**Community Preservation Committee Recommends: 7-0-1**

Dorothy Palanza moved that the Town vote to appropriate under the Community Preservation Act –Open Space Program the sum of \$43,214 from estimated revenues to connect conservation land open-space and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement. **Motion Passed.**

**Article 10 – 3G Community Preservation FY 2015 Budget  
\$30,000 Provincetown “Little Fix” Program**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Housing Authority Recommends: 5-0-0**

**Community Preservation Committee Recommends: 8-0-0**

Ann Maguire moved that the Town vote to appropriate under the Community Preservation Act –Community Housing Program the sum of \$30,000 from community housing reserves to be used for the Provincetown “Little Fix” Program to assist seniors, disabled, and veterans maintain their housing with community volunteer program tackling small home and landscaping improvements. **Motion Passed.**

**Article 10 – 3H Community Preservation FY 2015 Budget  
\$180,000 Provincetown Local Housing Voucher Program**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-1-0**  
**Housing Authority Recommends: 5-0-0**  
**Community Preservation Committee Recommends: 8-0-0**

Kristin Hatch moved that the Town vote to appropriate under the Community Preservation Act –Community Housing the sum of \$180,000 from community housing reserves to be used to provide rental assistance to income eligible households [at or below 60% AMI] for up to 3 years along with financial counseling to become self-sufficient. **Motion Passed.**

10:02 p.m. Michael Canizales moved to adjourn Annual Town Meeting until tomorrow, April 8, 2014 at 6 p.m. **Motion Passed.**

Town Moderator Mary-Jo Avellar called the meeting to order at 6:00 p.m. on Tuesday, April 8, 2014.

James King moved to take Articles 28 through 31 out of order. **Motion to Take Articles Out of Order Does Not Pass.**

**Article 11. FY 2015 Capital Improvements Program.** To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the following sums to defray the costs of the Fiscal Year 2015 Capital Improvements Program submitted in accordance with Chapter 9, section 2 of the Provincetown Charter as follows, provided that one or more of the appropriations listed below shall be contingent on a Proposition 2½ Capital Outlay or Debt Exclusion ballot question:

1. MIS Department Server Replacement - \$25,000 to be expended under the direction of the Town Manager and the MIS Department Director for the purchase of hardware and/or software upgrades for the purpose of replacing several town servers, and costs related thereto;
2. Police Fleet Upgrade Plan - \$39,738 to be expended under the direc-

tion of the Town Manager and the Chief of Police for the purchase of one police vehicle, and costs related thereto;

3. Police Fleet Upgrade Plan - \$42,778 to be expended under the direction of the Town Manager and the Chief of Police for the purchase of one police vehicle, and costs related thereto;

4. Police Fleet Upgrade Plan - \$24,960 to be expended under the direction of the Town Manager and the Chief of Police for the 3rd and final year of a three year lease of two police vehicles as initially approved by town voters at the April 2012 Annual Town Meeting, Article 5-2, and costs related thereto;

5. Fire & Rescue, Refurbish Hummer - \$25,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the purpose of refurbishing a town owned Hummer, and costs related thereto;

6. Fire & Rescue, Replace Main Station Garage Doors - \$35,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of the garage doors at the main fire station, and costs related thereto;

7. Use of Parking Funds to Complete Grace Hall Parking Lot Renovations and MPL Security Cameras - \$45,400 from the Parking Fund to be expended under the direction of the Town Manager for the repairs to and the installation of new equipment for the Grace Hall and Municipal parking lots and to make any other parking improvements, and costs related thereto;

8. School Stairway Replacement - \$29,900 to be expended under the direction of the Town Manager and the School Superintendent for the replacement of the stairwell between the VMCC and the High School building, and costs related thereto;

9. DPW Street Sidewalk Replacement - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works for maintenance and repair of streets and sidewalks, and costs related thereto;

10. Storm Water Management - \$100,000 to be expended under the direction of the Town Manager and the Director of Public Works to be used for ongoing improvements to the town's drainage system in conjunction with making application for various grants which may become available, and costs related thereto;

11. Public Works Fleet Replacement Plan - \$45,000 to be expended under the direction of the Town Manager and the Director of Public Works for the replacement purchase of one pick-up truck, and costs related thereto;

12. Roadway Paving Plan - \$200,000 to be expended under the direction of the Town Manager and the Director of Public Works to continue additional roadway maintenance as outlined in the town-wide paving plan, and costs related thereto;

13. Commercial Street Paving - \$600,000 to be expended under the direction of the Town Manager and the Director of Public Works to continue the repaving of Commercial Street and additional roadway maintenance as outlined in the town-wide paving plan, and costs related thereto;

14. VMCC Generator Replacement - \$110,000 to be expended under the direction of the Town Manager and the Director of Public Works to replace the generator at the Town's emergency shelter at the VMCC, and costs related thereto;

15. Library Carpet Replacement - \$30,000 to be expended under the direction of the Town Manager and the Library Director to replace one floor of carpeting at the Provincetown Library, and costs related thereto;

16. Purchase and Install Meter Pits for Water Department - \$40,000 to be expended under the direction of the Town Manager and the Director of Public Works to purchase meter pits for the Water Department, and costs related thereto;

17. Purchase Water Meters for Water Department - \$70,000 to be expended under the direction of the Town Manager and the Director of Public Works to purchase water meters for the Water Department, and costs related thereto;

18. Purchase Service Trucks for Water Department - \$90,000 to be expended under the direction of the Town Manager and the Director of Public Works to purchase two service trucks for the Water Department, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

#### **Article 11. FY 2015 Capital Improvements Program.**

##### **11-1. MIS Department Server Replacement**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$25,000 from free cash to be expended under the direction of the Town Manager and the MIS Director for the purchase of hardware and/or software upgrades to replace several town servers and costs related thereto. **Motion Passed.**

#### **Article 11. FY 2015 Capital Improvements Program.**

##### **11-2. Police Fleet Upgrade**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$39,738 from free cash to be expended under the direction of the Town Manager and the Police Chief for the purchase of one replacement police vehicle and costs related thereto.

**Motion Passed.**

#### **Article 11. FY 2015 Capital Improvements Program.**

##### **11-3. Police Fleet Upgrade**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer the sum of \$42,778 from free cash to be expended under the direction of the Town Manager and the Police Chief for the purchase of one replacement police vehicle and costs related thereto. **Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-4. Police Fleet Upgrade**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer the sum of \$24,960 from free cash to pay for the third year of a lease of two police vehicles to be expended under the direction of the Town Manager and Chief of Police and costs related thereto. **Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-5. Fire & Rescue, Refurbish Hummer**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer the sum of \$25,000 from free cash to pay for the refurbishing of the town owned Hummer in the Fire and Rescue department to be expended under the direction of the Town Manager and Fire Chief and costs related thereto. **Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-6. Fire & Rescue, Replace Main Station Garage Doors**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer the sum of \$35,000 from article 11-7 of the 2013 April Annual Town meeting, Fire and Rescue All Terrain Vehicle to pay for the replacement of the garage doors at the main fire station on Shank Painter Road to be expended under the direction of the Town Manager and the Fire Chief and costs related thereto. **Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-7. Use of Parking Funds to Complete Grace Hall Parking Lot Reno-**

**inations and MPL Security Cameras**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$45,400 from the Parking Fund to be expended under the direction of the Town Manager for the renovations to the Grace Hall parking lot and security cameras in the Municipal Parking Lot and costs related thereto. **Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-8. School Stairway Replacement**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**School Committee Recommends: 5-0-0**

Tom Donegan moved that the Town vote to transfer \$29,900 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the School Superintendent for the replacement of the stairwell between the VMCC and the High School building and costs related thereto. **Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.**

**11-9. Streets & Sidewalks Replacement**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$50,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Director of Public Works for improvements to the town's streets and sidewalks and costs related thereto. **Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.**

**11-10. Storm Water Management**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 4-0-0**

**Conservation Commission Recommends: 3-0-0**

Tom Donegan moved that the Town vote to transfer \$100,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Director of Public Works for improvements to the town's drainage system and costs related thereto.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-11. DPW Fleet Replacement**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$45,000 from the Capital Improvement Stabilization Fund for a Public Works fleet replacement vehicle to be expended under the direction of the Town Manager and the Director of Public Works and costs related thereto.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-12. Roadway Paving Plan**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to appropriate the sum of \$200,000 to be expended under the direction of the Town Manager and the Director of Public Works for the roadway maintenance plan as outlined in the town-wide paving plan and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$200,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m). **Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-13. Commercial Street Paving**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0****Conservation Commission Recommends: 3-0-0**

Tom Donegan moved that the Town vote to appropriate the sum of \$600,000 to be expended under the direction of the Town Manager and the Director of Public Works for the re-paving of portions of Commercial Street and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$600,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-14. VMCC Generator Replacement**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$110,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Director of Public Works for the replacement of the Veteran's Memorial Community Center generator and costs related thereto.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-15. Library Carpet Replacement**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to transfer \$30,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Library Director for the replacement of one floor of library carpeting at Provincetown Public Library and costs related thereto.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.****11-16. Purchase Water Meters for Water Department**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to appropriate from Water Enterprise Fund Retained Earnings the sum of \$40,000 to purchase and install meter pits, including all costs incidental and related thereto; it is the intent of the Town that the cost for this project shall be paid from the Water Enterprise Fund.

**Motion Passed.**

**Article 11. FY 2015 Capital Improvements Program.**

**11-17. Purchase and Install Meter Pits for Water Department**

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to appropriate from Water Enterprise Fund Retained Earnings the sum of \$70,000 to purchase water meters, including all costs incidental and related thereto; it is the intent of the Town that the cost for this project shall be paid from the Water Enterprise Fund.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 11. FY 2015 Capital Improvements Program.**

**11-18. Purchase Service Trucks for Water Department**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to appropriate from Water Enterprise Fund Retained Earnings the sum of \$90,000 to purchase two replacement service trucks, including all costs incidental and related thereto; it is the intent of the Town that the cost for this project shall be paid from the Water Enterprise Fund. **Motion Passed.**

**Article 12. Amendments to Personnel By-law/Classification and Compensation Plan.** To see if the Town will vote as follows:

Schedule A: To amend Schedule A, "Permanent Full and Part-time Non-Union Positions," of the Classification and Compensation Plan of the Town, effective July 1, 2014, as follows:

Grade	Actual FY 2014		Proposed FY 2015		Position Title
	Min.	Max.	Min.	Max.	
21		exempt		exempt	Town Manager [exempt – MGL C.41,§108N]
20		exempt		exempt	Chief of Police [exempt – MGL C.41,§108O]
19	74,567	97,763	76,058	99,718	Director of Public Works
18	69,494	95,018	69,494	95,018	Assistant Town Manager
					Police Staff Lieutenant
17	66,994	81,968	68,334	83,607	Director of Municipal Finance
					Water Superintendent

Grade	Actual FY 2014		Proposed FY 2015		Position Title
	Min.	Max.	Min.	Max.	
16	63,501	80,336	64,771	81,943	Building Commissioner
					MIS Director
15	60,189	75,705	61,393	77,219	Deputy Director of Public Works
14	57,173	71,837	58,316	73,274	Health & Environ. Affairs Mgr
					Town Planner
13	54,450	65,544	55,539	66,855	No positions assigned
12	51,858	66,950	52,895	68,289	Human Services/Council on Aging Director
					Library Director
					Town Clerk
					Principal Assessor
					Town Accountant
11	49,388	61,800	50,376	63,036	Collector
					Treasurer
					DPW Operations Director
					MIS Analyst
					Tourism Director
10	46,500	57,991	47,430	59,151	Deputy Town Accountant
					Town Manager's Executive Assistant
					Employee Benefits Coordinator
					Recreation Director
					Admin Asst to Chief of Police
					Public Health & Safety Officer
9	44,797	55,230	45,693	56,335	Local Building Inspector
					Permit Coordinator
					Parking Administrator
8	42,663	52,104	43,516	53,146	COA Outreach Coordinator
					Library Public and Member Services Coordinator
7	40,632	49,155	41,445	50,138	Electrical/Deputy Building Inspector
					Assistant Town Accountant
					Admin. Accounting Assistant
					MIS Technician
					Licensing Agent
6	38,697	47,763	39,471	48,718	Assistant Tourism Director
					Secretary to the Board of Selectmen
					Library Marketing and Program Director

Schedule C: To amend Schedule C, "Seasonal and Part-time Non-Union Positions," effective July 1, 2014, as follows:

Annual Stipends for Reimbursement of Expenses

Position:	Current:	Proposed:
1st Deputy Fire Chief	\$7,700	\$8,700
2nd Deputy Fire Chief	\$5,500	\$6,500
District Fire Chief/Engineer	\$2,200	\$2,200
Firefighter	\$800	\$800
Fire Auxiliary	\$400	\$400
Fire Captain	\$750	\$750
Fire Lieutenant	\$500	\$500
Engine Steward	\$880	\$880
Station Steward	\$1,100	\$1,100

Position:	Current:	Proposed:
Ladder Steward	\$1,300	\$1,300
LaFrance Steward	\$500	\$500
Oil Inspector	\$1,747	\$1,747
Rescue Steward	\$3,000	\$3,000
Rescue Captain	\$2,200	\$2,200
Rescue Lieutenant	\$1,450	\$1,450
Rescue Training Officer	\$1,650	\$1,650
Radio Officer	\$550	\$550
Air Officer	\$1,000	\$1,000
Summer Standby Coordinator	\$2,500	\$2,500
Infection Control Officer	\$500	\$800
Annual Salary:		
Fire Chief	\$40,000	\$45,000
Non-Firefighter Positions		
First Responders	\$18.00/hr	\$18.00/hr
EMT-Basic	\$22.61/hr	\$23.29/hr
EMT-Intermediate	\$24.34/hr	\$25.07/hr
EMT-Paramedic	\$26.65/hr	\$27.45/hr
Stand-by	\$25.00/hr	\$25.00/hr
Safety Inspections	\$20.00/hr	\$20.00/hr
Rescue Squad Participation (per quarter)	\$250	\$250

Schedule C: To amend Schedule C, "Seasonal and Part-time Non-Union Positions," effective July 1, 2014, as follows:

	Grade	Actual Proposed	
	FY 2014	FY 2015	
L	\$17.22	\$17.56	Proposed Position Classifications Parking Lot Technical Manager Property Inspector (Assessors)
K	16.73	17.06	Assist Harbormaster with police powers Police Officer, Summer/Auxiliary
J	16.25	16.57	No Positions Assigned
I	15.94	16.25	Parking Meter Collection/Repair On-call van Driver
H	15.48	15.78	Police Matron Police Summer Dispatcher
G	15.18	15.48	No Positions Assigned
F	14.74	15.03	Assist Harbormaster w/o police powers COA Program Coordinator (added) COA Meal Program Coordinator (added) COA Cook (moved from grade A) Parking and Traffic Officers Parking Lot Assistant Technical Manager

	Grade	Actual Proposed	
	FY 2014	FY 2015	
			Proposed Position Classifications Parking Meter Enforcement Part-time Clerical Secretary, On-call Relief Transfer Station Laborer
E	14.48	14.76	Part-time Library Circulation Aide
D	14.05	14.33	On-call Library Circulation Aide Parking Lot Attendant/Out-booth/Floater
C	13.64	13.91	Barrels & Grounds Laborer Restroom/Building Custodian Seasonal Recreation Supervisor
B	13.39	13.65	No Positions Assigned
A	13.17	13.43	Parking Lot Attendant/In-booth Seasonal Recreation Aides

or to take any other action relative thereto.

*[Requested by the Personnel Board and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Does Not Recommend: 6-0-0**

**Board of Selectmen Recommends: 4-0-0**

Elaine Anderson moved that the Town vote to approve Article 12 as printed in the warrant.

Stanley Sikorski moved to indefinitely postpone.

**Motion to Indefinitely Postpone Article 12 Passed.**

**Article 13. Expenditures from the Tourism Fund.** To see if the Town will vote to transfer from the Tourism Fund the sum of \$ 615,000 to be expended under the direction of the Board of Selectmen and the Visitor Services Board to fund the following expenditures which market, beautify or enhance tourism in Provincetown pursuant to Chapter 178 of the Acts of 1996:

1. \$120,000 for coordination/support of the Visitor Service Board and the Tourism Department, and costs related thereto;
2. \$320,000 for marketing, and costs related thereto;
3. \$40,000 for municipal projects, and costs related thereto;
4. \$125,000 for tourism grants, and costs related thereto;
5. \$10,000 for Beautification Committee, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Visitor Services Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 4-0-0**

Austin Knight moved that the Town vote to approve Article 13 as printed in the warrant. **Motion Passed.**

Town Moderator Mary-Jo Avellar recused herself and relinquished the role of Moderator to Town Clerk Doug Johnstone.

**Article 14. FY 2015 Human Services Grant Program.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$69,175 to be expended under the direction of the Board of Selectmen, to fund grants to assist non-profit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low and moderate income and those who are uninsured or underinsured, as follows:

AIDS Support Group of Cape Cod	\$8,700
Cape Cod Children's Place	5,250
Consumer Assistance Council	550
Gosnold on Cape Cod	14,300
Helping Our Women	8,000
Homeless Prevention Council	3,850
Independence House	4,600
Lower Cape Outreach Council, Inc.	6,000
Mass-A-Peal	525
Outer Cape Health Services	8,000
Sight Loss Services, Inc.	600
Soup Kitchen in Provincetown	4,000
South Coast Counties Legal Services	4,800
Total	\$69,175

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and Human Services Committee]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 4-0-2**

**Board of Health Recommends: 4-0-0**

Tom Donegan moved that the Town vote to raise and appropriate the sum of \$69,175 to be expended under the direction of the Board of Selectmen, to fund grants to assist non-profit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low and moderate-income and those who

are uninsured or underinsured, as printed in the warrant. **Motion Passed.**

Town Moderator Mary-Jo Avellar returned to the meeting.

**Article 15. July 4th Celebration.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$22,000 to be expended under the direction of the Town Manager, the Chief of Police and the Director of Public Works for costs associated with the July 4th fireworks display; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 4-0-0**

Erik Yingling moved that the Town raise and appropriate \$22,000, to be used to pay for town expenses associated with the costs for the July 4th fireworks display, as printed in the warrant. **Motion Passed.**

**Article 16. Fund Collective Bargaining Agreement.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the cost items contained in the first year of a collective bargaining agreement commencing in Fiscal Year 2015 reached between the Town and NEPBA, and to fund the cost items contained in the one year collective bargaining agreement for Fiscal Year 2014 reached between the Town and NEPBA; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Erik Yingling moved that the Town vote to raise and appropriate \$40,075 to fund the cost items contained in the first year of a collective bargaining agreement commencing in Fiscal Year 2015 reached between the Town and NEPBA. **Motion Passed.**

**Article 17. Fund Collective Bargaining Agreement.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the cost items contained in the first year of a collective bargaining agreement commencing in Fiscal Year 2015 reached between the Town and AFSCME; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote to raise and appropriate \$22,570 to fund the cost items contained in the first year of a collective bargaining agreement commencing in Fiscal Year 2015 reached between the Town and the AFSCME union. **Motion Passed.**

**Article 18. Room Occupancy Tax- A Home Rule Petition.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation applying the local room occupancy tax to seasonal rentals as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition. AN ACT APPROVING THE APPLICATION BY THE TOWN OF PROVINCETOWN OF THE LOCAL OPTION ROOM OCCUPANCY EXCISE TO SEASONAL RENTAL PROPERTIES IN THE TOWN OF PROVINCETOWN

Section 1. Notwithstanding the provisions of any general or special law to the contrary, in addition to the authority to impose a local excise tax upon any transfer of occupancy of any room or rooms as may be set forth in and authorized by Chapter 64G section 3A of the Massachusetts General Laws or other law, as the same may be amended from time to time, the town of Provincetown shall, commencing on the first day of the fiscal year that begins after the effective date of this Act, be authorized to impose a local excise tax upon the transfer of occupancy of any room in a seasonal rental property or other transient accommodations located within said town by any operator at the rate of up to but not exceeding six (6) percent of the total amount of rent of each such occupancy.

Section 2. For the purposes of this chapter, all terms used herein shall, unless the context requires otherwise, have the same meanings as set forth in Chapter 64G section 1 of the Massachusetts General Laws and as follows:

“Occupancy”, the use or possession, or the right to the use or possession, of any room or rooms in a bed and breakfast establishment, bed and breakfast home, hotel, lodging house, motel, seasonal rental property or other transient accommodation designed and normally used for sleeping and living purposes, or the right to the use or possession of the furnishings or the services and accommodations, including breakfast in a bed and breakfast establishment or bed and breakfast home, accompanying the use and possession of such room or rooms, for a period of ninety consecutive calendar days or less, regardless of whether such use and possession is as a lessee, tenant, guest or licensee. “Seasonal rental property or other transient accommodations” shall mean any bed and breakfast home, as defined by Chapter 64G section 1 of the Massa-

chusetts General Laws and any residential or commercial dwelling, dwelling unit or part thereof, unit of a condominium as defined by Chapter 183A of the Massachusetts General Laws or time-share as defined by Chapter 183B of the Massachusetts General Laws, used for the lodging of guests or invitees in exchange for rent.

Section 3. No excise shall be imposed upon for the transfer of occupancy of any room in a seasonal rental property or other transient accommodations if the total amount of rent is less than fifteen dollars per day or its equivalent or if the accommodation, other than a bed and breakfast home, is exempt under the provisions of Chapter 64G section 2 of the Massachusetts General Laws.

Section 4. All operators of seasonal rental property or other transient accommodations shall be responsible for assessing, collecting, reporting and paying such local excise tax as set forth in Chapter 64G sections 3, 4, 5, 6 and 7A of the Massachusetts General Laws and shall be liable in the same manners as operators in Chapter 64G section 7B of the Massachusetts General Laws.

Section 5. This act shall take effect upon its passage.

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-6**

**Visitor Services Board Recommends: 4-0-0**

Austin Knight moved that the Town vote to approve Article 18 as printed in the warrant. **Motion Passed.**

**Article 19. 0.5% Real Estate Transfer Fee - A Home Rule Petition.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing the Town to impose a 0.5% Real Estate Transfer Fee as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition. AN ACT AUTHORIZING THE TOWN OF PROVINCETOWN TO IMPOSE A 0.5% REAL ESTATE TRANSFER FEE.

Section 1. There is hereby imposed a Real Estate Transfer Fee equal to 0.5% (half percent, ½%) of the purchase price upon the transfer of any real property interest in any real property situated in the Town of Provincetown. Said fee shall be the liability of the purchaser of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the responsibility for bearing said fee shall not affect such liability of the purchaser. The fee shall be paid to the Town of Provincetown. The first \$250,000 collected in each fiscal year shall be deposited in the

Town's Capital Improvement Stabilization Fund. The remaining funds collected each fiscal year shall be deposited into the Town's General Fund.

Section 2. The following transfers of real property interests shall be exempt from the Real Estate Transfer Fee:

A. First time homebuyers who live in the home for at least 5 years. A lien shall accompany the deed stating that "There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met."

B. Transfers to the Government of the U.S., The Commonwealth, the Town of Provincetown and any of their instrumentalities, agencies or sub-divisions, such as the Provincetown Housing Authority.

C. Transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made.

D. Transfers of convenience with consideration under \$100.00 which include: name change, into trusts, out of trust, etc.

E. Transfers to any charitable organization as defined in Clause Third of Section Five of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.

F. Transfers between family members, marriage partners, parents and children, grandchildren, step-parents and step-children, brothers and sisters.

Section 3.

A: The fee imposed shall be due at the time of the transfer of the real property interest.

B: The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid Real Estate Taxes.

C: The Town shall notify a buyer by Registered or Certified Mail of any failure to discharge the amount in full of fee due.

D: All fees and interest required to be paid under this Act shall constitute a personal debt of the buyer and may be recovered in an action of contract.

Section 4. This Act shall take effect on passage; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-1-0**

Elaine Anderson moved that the Town vote to approve Article 19 as printed in the warrant. **Motion Passed.**

**Article 20. General By-law Amendment: Non-Criminal Disposition of Pier Corporation Regulations.** To see if the Town will vote to amend the Provincetown General By-laws by amending §2-3-1-1 to read as follows:  
2-3-1-1. Any rule or regulation of the Provincetown Public Pier Corporation

duly enacted as of ~~April 2, 2013~~ April 1, 2014 shall be deemed a regulation of the Board of Selectmen. Violation of such rules or regulations may be enforced by any available means in law or equity, including but not limited to non-criminal disposition pursuant to G.L. c.40, §21D, and Sections 2-3-1 through 2-3-3 of the General By-laws. For the purposes of this by-law, the following officials shall be enforcing persons: the Harbormaster and his designees and any police officer of the Town of Provincetown.

2-3-2-1. Violations of the Provincetown Public Pier Corporation Regulations in Effect on ~~April 2, 2013~~ April 1, 2014 (attached as Appendix 1 to Schedule A): 1st offense, \$100.00; 2nd offense, \$200.00; 3rd and subsequent offenses, \$300.00; or to take any other action relative thereto.

*[Requested by Provincetown Public Pier Corporation]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Kerry Adams moved that the Town vote to amend the General Bylaws as printed in the warrant under Article 20. **Motion Passed.**

**Article 21. General By-law Amendment: Community Preservation**

**Committee By-law.** To see if the Town will vote to amend the Provincetown General By-laws by amending §5-14-2-4 as follows:

5-14-2-4. In every fiscal year, the community preservation committee must recommend either that the legislative body spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for open space/recreation (~~not including land for recreational use~~), not less than 10% of the annual revenues in the Community Preservation Fund for historic resources; and not less than ~~10%~~ 60% of the annual revenues in the Community Preservation Fund for community housing, and further to authorize the Board of Selectmen to file a home rule petition to effectuate the intent of the proposed bylaw amendment, if necessary; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and Community Housing Council]*

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Recommends: 6-1-0**

**Conservation Commission Does Not Recommend: 3-0-0**

**Historical Commission Does Not Recommend: 4-0-0**

**Community Preservation Committee Does Not Recommend: 7-1-1**

**Housing Authority Recommends: 5-0-0**

Kristin Hatch moved that the Town vote to amend the General Bylaws as printed in the warrant under Article 21.

**Motion Passed. (For: 90 Against: 74)**

**Article 22. General By-law Amendment: Single-Use Plastic Bag Reduction.** To see if the Town will vote to amend the General By-laws by inserting the following section regarding the reduction of single-use plastic bags:

13-6 Provincetown Single-Use Plastic Bag Reduction

13-6-1. Purpose and Intent

The production and use of single-use plastic bags have significant impacts on the marine and land environment of all coastal communities, including, but not limited to: contributing to the potential death of marine and terrestrial animals through ingestion and entanglement; contributing to pollution of the land and coastal environment; clogging our storm drainage systems; creating a burden to our solid waste collection and recycling facility; and requiring the use of millions of barrels of crude oil nationally for their manufacture. Therefore the Town of Provincetown seeks to phase out the use of single-use plastic bags by all retail establishments over a period of 18 months.

The purpose of this legislation is to phase out the usage of single-use plastic bags by all retail and restaurant establishments in the Town of Provincetown.

13-6-2. Definitions

“Establishment” means any business selling goods, articles, food or personal services to the public, including but not limited to restaurants.

“Single-use plastic bags” means bags made of plastic with integral handles of any thickness that are intended to be used for the transport of products purchased at an Establishment as defined herein.

“Reusable bag” means a bag that is specifically designed for multiple use and is made of cloth, fabric or other durable materials.

13-6-3. Use Regulations

Single-use plastic bags shall not be distributed or sold at any Establishment within the Town of Provincetown. Existing stock of single-use plastic bags shall be phased out by January 15, 2015; any remaining stock shall be disposed of properly by the Establishment.

Customers are encouraged to bring their own reusable shopping bags to stores. Establishments may provide reusable bags at no charge, or charge a fee for paper or other bags, as they so desire. Establishments are strongly encouraged to make reusable bags available for sale to customers at a reasonable price.

Thin-film plastic bags used by Establishments to contain dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are exempt from the provisions of this By-law.

13-6-4. Administration and Enforcement

This By-law may be enforced by any Town police officer, enforcement officers or agents of the Board of Health.

This By-law may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40, §21D and Chapter 2 of the Town’s General By-laws. If non-criminal disposition is elected, then any Establishment which violates any provision of this by-law shall be subject to the following penalties:

First Offense: \$50 fine

Second Offense: \$100 fine

Third and subsequent Offense \$200 fine

Subsequent offenses shall be determined as offenses occurring within two years of the date of the first noticed offense. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense; or to take any other action relative thereto.

*[Requested by the Recycling and Renewable Energy Committee]*

**Board of Selectmen Recommends: 4-0-1**

**Finance Committee Has No Recommendation**

**Conservation Commission Recommends: 3-0-0**

**Board of Health Recommends: 4-0-0**

**Recycling and renewable Energy Committee Recommends: 4-0-0**

Laura Ludwig moved that the Town vote to amend the General Bylaws as printed in the warrant under Article 22 with the following amendments: to delete the sentence “Therefore, the Town of Provincetown seeks to phase out the use of single plastic bags by all retail establishments over a period of 18 months”; to amend the definition of “Single-use plastic bags” as follows: “Single-use plastic bags” means bags made of thin film (2.25 mils or less) plastic with integral handles that are intended to be used for the transport of products purchased at an Establishment as defined herein; to amend 13-6-3 Use Regulations as follows: Thin-film plastic bags used by Establishments to contain doggie clean up bags, dry cleaning, newspapers, produce, meat, bulk foods, wet items and other similar merchandise, typically without handles, are exempt from the provisions of this By-law.

Patrick Patrick moved to indefinitely postpone Article 22.

**Motion to Indefinitely Postpone Passed.**

9:39 p.m. Michael Canizales moved to adjourn Annual Town Meeting until tomorrow, April 9, 2014 at 6 p.m.

**Motion Passed. (For: 84 Against: 75)**

Town Moderator Mary-Jo Avellar called the meeting to order at 6:00 p.m. on Tuesday, April 8, 2014.

**Article 23. Zoning By-law Amendment: Floodplain District.** To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 2, Sections 2330 through 2337, and to add a new Section 2338, as follows:

Amend Section 2330, Floodplain District Boundaries and Base Flood Elevation Data, as follows:

The Floodplain District (“District”) is herein established as an overlay district.

The District shall include all special flood hazard areas designed on the Town of Provincetown Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP) dated July 15, 1992 as Zone A, AE, AH, AO, A1-30, A99, V, V1-30, VE. The FIRM designates the parameters of the 100-year base floodplain. The boundaries of the District shall be coincident with the 100-year base flood elevations as shown on the FIRM, Floodway Maps and Flood Insurance Study booklet, all of which are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, and Conservation Commission.

The Floodplain District is herein established as an overlay district. The District includes all special flood hazard areas within the Town of Provincetown designated as Zone AE, AO or VE on the Barnstable County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Barnstable County FIRM that are wholly or partially within the Town of Provincetown are panel numbers 25001C0103J, 25001C0104J, 25001C0108J, 25001C0109J, 25001C0111J, 25001C0112J, 25001C0114J, 25001C0116J, 25001C0117J and 25001C0118J dated July 16, 2014. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Barnstable County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, and Conservation Commission.

And within Section 2331, Elevation, make the following deletions:

2331 Elevation New construction or substantial improvement (which shall be defined for the purposes of this section as any repair, construction or alteration costing 50% or more of the market value of the structure before improvements; or if damaged, before damage occurred) of residential structures shall have the lowest floor (including basement) elevated to not less than Base Flood Elevations. (Substantial improvement is deemed to have occurred when the first alteration of any structural part of the building commences).

New construction or any substantial improvement of non-residential structures shall either be similarly elevated or, together with attendant utility and sanitary facilities shall be flood proof (i.e. watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy to or above that level) to not less than the Base Flood Elevations. However, structures such as boathouses that would be functionally impaired by such measures, because it requires a water level location, and is not continuously used for human occupancy, may be exempted from this requirement, upon the issuance of a Special Permits from the Zoning Board of Appeals.

~~In Zone AO, all new construction and substantial improvements are subject to the following requirements:~~

~~-residential structures shall have the lowest floor (including basement) elevated above the crown of the nearest street to or above the depth number specified on the Flood Insurance Rate Maps (FIRM);~~

~~-non-residential structures shall have the lowest floor (including basement) elevated above the crown of the nearest street or above the depth number on the FIRM or be flood proof (i.e., watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy to or above that level.~~

No changes to Section 2332;

And within Section 2333, Use of Available Flood Data, make the following changes:

2333 Use of Available Flood Data The Building Inspector shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a Federal, State, or any other source, as a criteria for requiring that new construction, substantial improvements, or other development in ~~A~~ Zones ~~A~~ meet all requirements set forth in Section 60.3 (c) (2), (3), (5), and (6) and (d) (3) of the National Flood Insurance Program. ~~Final Rule dated August 25, 1986. In Zone AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.~~

And within Section 2334, "V" Zones, make the following changes:

2334 "V" Zones No land within areas designated as V (velocity) Zones on the ~~F.I.A. Federal Emergency Management Agency Flood Insurance Hazard Rate Maps shall be developed unless such development:~~

No changes to sub-section 2334(a) through 2334(b);

And within Section 2335, Other Use Regulations, make the following changes:

2335 Other Use Regulations

1) Within Zones ~~AH and AO~~ on the FIRM, adequate drainage paths shall be provided around structures on slopes, to guide floodwaters around and away from proposed structures.

No changes to sub-section 2335(2);

No changes to Section 2336 through 2337;

And add a new Section 2338, Notification of Watercourse Alteration, as follows:

2338 Notification of Watercourse Alteration.

In a riverine situation, the Zoning Enforcement Officer shall notify the following of any alteration or relocation of a watercourse:

- Adjacent Communities
- NFIP State Coordinator

Massachusetts Department of Conservation and Recreation  
251 Causeway Street, Suite 600-700

Boston, MA 02114-2104

• NFIP Program Specialist

Federal Emergency Management Agency, Region I

99 High Street, 6th Floor

Boston, MA 02110

or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

**Conservation Commission Recommends: 3-0-0**

Marianne Clements moved that the Town vote to amend the Zoning Bylaws as printed in the warrant under Article 23.

Barbara Rushmore moved to amend motion by removing section 2333.

**Motion to Amend Does Not Pass.**

**Motion Passed. (2/3rd's Vote Declared)**

**Article 24. Zoning By-law Amendment: Growth Management.** To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 6, Growth Management Bylaw, Section 6500, Table of Use Categories and Priorities, as follows:

No changes to General Use Category 1;

No changes to General Use Category 2;

Within General Use Category 3, make the following changes:

3a. Expansions or alterations to existing residential structures or uses that result in increased Title 5 flow, not to exceed the Title 5 Design Flow pursuant to 310 CMR 15.203(2). A total of 330 gallons per year will be reserved for one bedroom per year per applicant.

3b. Single-family dwelling on one lot; ~~two family dwelling on one lot; two single-family dwellings on one lot; or a two family dwelling on one lot.~~

3c. Two-family dwelling on one lot; two single-family dwellings on one lot;

3de. All other market rate residential projects without affordable housing components that result in increased Title 5 flow, except that no one applicant may gain access to 65% of allowable growth within this category within any given year.

No changes to General Use Category 4;

or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

Grace Ryder-O'Malley moved that the Town vote to amend the Zoning Bylaws as printed in the warrant under Article 24.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 25. Zoning By-law Amendment: Dimensional Schedule.** To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 2, Districts and District Regulations, Section 2560, Dimensional Schedule, as follows:

To delete footnote 1 from Min. Rear Yard (feet) for the Res 2 District;

To delete footnote 1 from Min. Rear Yard (feet) for the Res 3/Res B District;

or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

Dorothy Palanza moved that the Town vote to amend the Zoning Bylaws as printed in the warrant under Article 25. **Motion Does Not Pass.**

**Article 26. Zoning By-law Amendment: High Elevation Protection District.** To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 2, Districts and District Regulations, Section 2320, High Elevation Protection District, as follows:

No changes to sub-section A;

No changes to sub-section B;

And within sub-section C, make the following changes:

C. Special Regulations for HEP Districts A and B. All new construction or additions and expansions, including but not limited to decks and other non-enclosed structures, even if the overall footprint is not being enlarged, or any excavation, land removal or earth moving of more than 2500 cubic feet that will alter the topography from natural grade, whether or not subject to a building permit shall be subject to Site Plan Review as specified in Section 4160 with additional requirements as specified herein.

No changes to sub-section C1;

No changes to sub-section C2;

No changes to sub-section D; or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

Two-Thirds Vote Required

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Has No Recommendation**  
**Planning Board Recommends: 5-0-0**

Mark Weinress moved that the Town vote to amend the Zoning Bylaws as printed in the warrant under Article 26.

**Motion Passed. (2/3rd's Vote Declared)**

**Article 27. Disability Commission – Beach Access Mats.** To see if the Town will vote to raise and appropriate or transfer from available funds \$25,000 to be expended under the direction of the Town Manager and the Disability Commission for beach access mats and associated equipment for the Johnson Street Beach, East side of MacMillan Wharf Beach and Ryder Street West Side Beach; or to take any other action relative thereto.

*[Requested by the Disability Commission]*

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**  
**Board of Health Recommends: 4-0-0**  
**Conservation Commission Recommends: 3-0-0**

Tom Donegan moved that the Town vote to raise and appropriate the sum of \$25,000 for the purchase of beach mats for town beaches to be expended under the direction of the Town Manager and the Disability Commission.

**Motion Passed.**

Erik Yingling moved to take Article 37 out of order.

**Move to Take Article 37 Out of Order Does Not Pass.**

**Article 28. Increase Parking Rates at the Municipal Lots – Alternative One.** To see if the Town will vote to recommend to the Board of Selectmen that the hourly parking rate at the MacMillan Pier Municipal Parking Lot be increased from \$3.00 to \$3.50; and that the hourly parking rate at Grace Hall Municipal Parking Lot be increased from \$2.00 to \$2.25; and further that the hourly parking rates at the kiosk municipal lots be increased from \$1.50 to \$2.00, or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Does Not Recommend: 4-0-1**  
**Finance Committee Recommends: 3-0-3**

Raphael Richter moved Articles 28 through Article 31 as a whole for the pur-

poses of presentation and discussion.

Cheryl Andrews moved to take each articles 28 through article 31 separately.  
**Motion to Take Articles 28 Through Article 31 Separately Does Not Pass.**

Raphael Richter moved that the Town vote to recommend to the Board of Selectmen that the hourly parking rate at the MacMillan Pier Municipal Parking Lot be increased from \$3.00 to \$3.50; and that the hourly parking rate at Grace Hall Municipal Parking Lot be increased from \$2.00 to \$2.25; and further that the hourly parking rates at the kiosk municipal lots be increased from \$1.50 to \$2.00, or to take any other action relative thereto.

**Motion Passed.**

**Article 29. Increase Parking Rates at the Municipal Lots – Alternative Two.** To see if the Town will vote to recommend to the Board of Selectmen that the hourly parking rates at all Municipal Parking Lots and all parking kiosks be increased by 5% each year starting May 1, 2014; or to take any other action relative thereto. *[Requested by the Finance Committee]*

**Board of Selectmen Does Not Recommend: 4-0-1**  
**Finance Committee Does Not Recommend: 4-0-2**

Raphael Richter moved that the Town vote to recommend to the Board of Selectmen that the hourly parking rates at all Municipal Parking Lots and all parking kiosks be increased by 5% each year starting May 1, 2014.

**Motion Does Not Pass.**

**Article 30. Limitation on Parking Permits.** To see if the Town will vote to recommend to the Board of Selectmen to alter the status of resident and non-resident permits so that they would not be valid at the MacMillan Pier Municipal Parking Lot or the Ryder Street parking kiosks between June 30, 2014 and September 1, 2014. Exceptions would be made for vehicles with senior permits and handicapped permits. This one year pilot project will be re-evaluated at Town Meeting in April 2015. If parking revenue growth exceeded the targeted 12 – 13% in the coming year, hourly rates could be lowered for the summer of 2015; or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Does Not Recommend: 4-0-1**  
**Finance Committee Recommends: 6-0-0**

Raphael Richter moved that the Town vote to recommend to the Board of Selectmen to alter the status of resident and non-resident permits so that they would not be valid at the MacMillan Pier Municipal Parking Lot or the Ryder

Street parking kiosks between June 30, 2014 and September 1, 2014. Exceptions would be made for vehicles with senior permits and handicapped permits. This one year pilot project will be re-evaluated at Town Meeting in April 2015. If parking revenue growth exceeded the targeted 12 – 13% in the coming year, hourly rates could be lowered for the summer of 2015.

**Motion Does Not Pass.**

**Article 31. Multi-Tiered Parking Permits for MPL and Ryder Street.**

To see if the Town will vote to recommend to the Board of Selectmen to create a multi-tiered pricing structure for parking permits for the MacMillan Pier Municipal Parking Lot and the Ryder Street parking kiosks between June 30, 2014 and September 1, 2014. Parking permits that allowed parking in the two locations during the months of July and August would be sold at a higher price and regular permits would not be allowed to park in these locations without paying the regular rate; or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Does Not Recommend: 4-0-1**

**Finance Committee Recommends: 6-0-0**

Raphael Richter moved that the Town vote to recommend to the Board of Selectmen to create a multi-tiered pricing structure for parking permits for the MacMillan Pier Municipal Parking Lot and the Ryder Street parking kiosks between June 30, 2014 and September 1, 2014. Parking permits that allowed parking in the two locations during the months of July and August would be sold at a higher price and regular permits would not be allowed to park in these locations without paying the regular rate. **Motion Does Not Pass.**

**Article 32. Remove the “Water Meter” Charge.** Whereas, the Water and Sewer Board has had a progressive water rate on water usage with lower rates for lower users, which somewhat spares the economical and careful water users; Whereas, the imposition of the “Meter Charge” averaging \$200/yr on all users, which effectively imposes a huge cost on many in Town, raising about \$800,000.00 every year; I move to see if the Town will vote to ask the Water and Sewer Board to drop the “Meter Charge” from water bills and put the entire cost of running the Water Dept. on water usage completely. Any vacant, non-water using properties could be charged a nominal fee. Since the Fiscal Year starts July 1st, the next billing will be paid in the Fall of 2014 and the Spring of 2015; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**

**Finance Committee Does Not Recommend: 6-0-0**

**Water and Sewer Board Does Not Recommend: 5-0-0**

Barbara Rushmore moved that the Town vote to approve article 32 as follows: Whereas, the Water and Sewer Board has had a progressive water rate on water usage with lower rates for lower users, which somewhat spares the economical and careful water users; Whereas, the imposition of the “Meter Charge” averaging \$200/yr on all users, which effectively imposes a huge cost on many in Town, raising about \$535,516.00 every year; I move to see if the Town will vote to ask the Water and Sewer Board to drop the “Meter Charge” from water bills and put the entire cost of running the Water Dept. on water usage completely. Any vacant, non-water using properties could be charged a nominal fee. **Motion Does Not Pass.**

**Article 33. Split Tax Rate.** To see if the Town will vote to ask the Selectmen to investigate the split tax rate between residential and commercial properties, publish a report with the cooperation of the Town Assessor and the Finance Committee, giving facts and figures so the Town may vote at the next Special or Annual Town Meeting to see if the Board of Selectmen should change to a split tax rate as a revenue measure and for fairness’ sake; or to take any other action relative thereto. *[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 4-0-1**

**Finance Committee Does Not Recommend: 5-0-1**

Barbara Rushmore moved that the Town vote to approve article 33 as printed in the warrant. **Motion Does Not Pass.**

**Article 34. Solar Panels at the Dump.** To see if the Town will vote to be in favor of installing solar panels on our capped landfill (or any other suitable location). Since the National Seashore owns the land, negotiations must be made first. Perhaps ownership of Provincetown conservation land near Clapp’s Pond could be traded or some of the electricity generated could be provided to the Visitors’ Center. A report shall be made at the next Town Meeting, and if favorable, an estimate of the cost and timing of installing the solar panels should be made; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Recommends: 3-0-2**

**Finance Committee Has No Recommendation**

**Conservation Commission Does Not Recommend: 3-0-0**

**Recycling and Renewable Energy Committee Recommends: 4-0-0**

Barbara Rushmore moved that the Town vote to approve article 34 as printed in the warrant. **Motion Passed.**

**Article 35. No More War.** Whereas, in 2001 after 9/11 the “Authorization

of the Use of Military Force” bill passed Congress. It allows the President to declare war without a vote of Congress. It has been used 30 times since 2001; Whereas, our Constitution gives the right to declare war to Congress; Whereas, Last year 185 votes were recorded on a motion to repeal this law; I move to see if the Town will vote to ask Representative William Keating and all the Congressmen from Massachusetts to sponsor and repeal “Authorization of the Use of Military Force” bill of 2001; or to take any other action relative thereto. *[Requested by Barbara Rushmore and others]*

**Board of Selectmen Recommends: 4-0-1  
Finance Committee Has No Recommendation**

Barbara Rushmore moved Whereas, in 2001 after 9/11 the “Authorization of the Use of Military Force” bill passed Congress. It allows the President to declare war without a vote of Congress. It has been used 30 times since 2001; Whereas, our Constitution gives the right to declare war to Congress; Whereas, Last year in Congress 185 votes were recorded on a motion to repeal this law; I move to see if the Town will vote to ask Representative William Keating and all the Congressmen from Massachusetts to sponsor and repeal “Authorization of the Use of Military Force” bill of 2001. **Motion Passed.**

**Article 36. Restore the View at Race Point Parking Lot.** Whereas, we will have a new Board of Selectmen in May and a new Town Manager, and since the National Seashore has moved the parking at Herring Cove Parking Lot 200 yards away from the beach; Whereas, without consultation with the Town, the National Seashore has bulldozed huge dunes surrounding the Race Point Parking Lot completely and the center of the Herring Cove Parking Lot, completely obstructing views of the water; Whereas, only in Provincetown can one see the sunset into the Atlantic Ocean; I move to see if the Town will vote to negotiate with the National Seashore and remove all those man-made dunes at the Race Point Parking Lot and the Herring Cove Parking Lot; or to take any other action relative thereto. *[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 4-0-1  
Finance Committee Has No Recommendation  
Conservation Commission Does Not Recommend: 3-0-0**

Barbara Rushmore moved that the Town vote to approve article 36 as printed in the warrant. **Motion Does Not Pass.**

**Article 37. Zoning By-law Amendment: Site Plan Review.** To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 4, Sections 4015 as follows:  
4015. Site plan Review by Special Permit

a. The following developments shall require Site Plan Review by Special Permit by the Planning Board:

- (1) Developments consisting of the aggregate of residential units that will result in four or more residential units on any parcel;
- (2) Developments consisting of more than 2,000 square feet of new commercial area;
- (3) Development of properties consisting of an existing or proposed drive-through facility or raised loading dock;
- (4) Development of commercial properties that have curb cuts greater than 25% of their existing or proposed street frontage;
- (5) All new construction or additions or any excavation, land removal or earth moving of more than ~~750~~ 2000 cubic yards that will alter the topography from natural grade, whether or not subject to a building permit; or to take any other action relative thereto. *[Requested by Stanley Sikorski and others]*

Two-Thirds Vote Required

**Board of Selectmen Does Not Recommend: 4-0-0  
Finance Committee Has No Recommendation  
Planning Board Does Not Recommend: 5-0-0  
Conservation Commission Does Not Recommend: 2-0-1**

Stanley Sikorski moved that the Town vote to approve article 37 as printed in the warrant. **Motion Does Not Pass. (For: 49 Against:118)**

Town Moderator Mary-Jo Avellar motioned to dissolve the April 7, 2014 Annual Town Meeting at 10:08 p.m. **Motion Passed.**

Annual Town Meeting dissolved at 10:08 p.m.

**Special Town Meeting - Monday, April 7, 2014**

Meeting Called to Order. Town Moderator Mary-Jo Avellar convened the Special Town Meeting at 6:00 p.m. on Monday, April 7, 2014 in the Town Hall Auditorium.

Preliminary Motions:

Elaine Anderson moved that the Town vote to waive the reading of the warrant. **Motion Passed.**

Elaine Anderson moved that the Town vote to grant permission to speak at the April 7, 2014 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., Town Counsel; Connie

Boulos, Treasurer; Russell Braun, Building Commissioner; Morgan Clark, Public Health and Safety Officer; Martin R. Donahue, Coastal Engineering; James Golden, Acting Chief of Police; Beau Jackett, Management Information Systems Director; Michelle Jarusiewicz, Housing Specialist/Grant Administrator; Eric Larsen, Deputy Director of the Public Works; Rex McKinsey, Pier Manager/Harbor Master; Gloria McPherson, Town Planner; Brandon Motta, Recreation Director; Kim Y. Pike, District Principal; Domenic Rosati, Parking Administrator; Cody Salisbury, Water Superintendent; Beth Singer, Superintendent of Schools; Richard Waldo, Director of Public Works.

**Motion Passed.**

Elaine Anderson moved that on all matters to come before the April 7, 2014 Special Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

**Article 1. FY 2014 Budget Adjustments.** To see what amendments the Town will vote to make to the Fiscal Year 2014 operating budgets established under Article 2 of the April 2013 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefor; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 4-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the Town vote the following budget adjustments: Transfer \$224,972 from department 910 Benefits & Insurance to the following departments: \$850 to department 122, Board of Selectmen B budget for the Charter Ad Hoc Review Committee's work; \$50,000 to department 151, legal expenses; \$19,000 to department 156, general administrative; \$3,600 to department 192, Buildings and Grounds B Budget; \$52,000 to department 421, DPW Administration B Budget; \$30,000 to department 423, Snow and Ice B Budget; \$69,522 to department 300, Provincetown Schools B Budget.

**Motion Passed.**

**Article 2. Prior Year Bills.** To see what sum the Town will vote to raise and appropriate or transfer from available funds for the purpose of paying prior year unpaid bills; or to take any other action relative thereto.

*[Requested by the Town Manager]*

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the town vote to indefinitely postpone Article 2.  
**Motion Passed.**

**Article 3. Rescind Unused Borrowing Authority.** To see if the Town will vote to rescind unused borrowing authority, as follows:  
or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

Date of Vote	Art. No.	Auth. & Unissued Debt	Fund	Amt. Auth. Authorized	Total Borrowed or Reduced by	Rescind Unused
04/07/04	ATM 4-8	Water-New Source	Water	\$250,000	\$203,281	\$46,718.59
			Enterprise			
04/04/05	ATM 8-10	S. Hollow Pmp Hse	Water	\$200,000	\$184,600	\$15,400
			Enterprise			
04/04/05	ATM 8-11	S. Hollow Well	Water	\$200,000	\$198,500	\$1,500
			Enterprise			
04/04/07	ATM 6-2	Parking Equipment	General	\$33,400	\$0	\$33,400
04/07/08	STM 3	Water Dept Block Grant	Water	\$50,000	\$0	\$50,000
			Enterprise			
04/02/12	ATM 20	Purchase of Sateriale Property	LandBank	\$608,000	\$0	\$608,000
04/02/12	ATM 19	Deed Restrict Dunes Edge Campgrnd	LandBank	\$850,000	\$0	\$850,000
04/05/10	ATM 19	Purch Aunt Sukey's W	LandBank	\$526,800	\$252,864	\$273,936
04/05/10	ATM 16	Library Renovations	General	\$2,092,000	\$1,736,500	\$355,500

or to take any other action relative thereto.

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to rescind the following unused borrowing authority:

- April 2004 Annual Town Meeting article 4-8 New Water Source in the amount of \$46,718.59
- April 2005 Annual Town Meeting article 8-10 South Hollow Pump House in the amount of \$15,400
- April 2005 Annual Town Meeting article 8-11 South Hollow Well in the amount of \$1,500
- April 2007 Annual Town Meeting article 6-2 Parking Equipment in the amount of \$33,400
- April 2008 Special Town Meeting article 3 Water Dept Block Grant in the amount of \$50,000
- 2012 Annual Town Meeting article 20, Land Bank purchase of Sateriale property in the amount of \$608,000
- 2012 Annual Town Meeting article 19, Land Bank purchase of deed restriction on Dunes Edge Campground property in the amount of \$850,000
- 2010 Annual Town Meeting article 19, Land Bank purchase of Aunt Sukey's Way property in the amount of \$273,936

- 2010 Annual Town Meeting article 16, Library Renovations in the amount of \$355,500

For a total of \$2,234,454.59.

**Motion Passed.**

**Article 4. Transfer of Funds from previous article.** To see if the Town will vote to transfer \$80,000 from Article 6 of the April 2012 Special Town Meeting, VMCC Heating, for the installation of air conditioning at the Veteran's Memorial Community Center; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Tom Donegan moved that the town vote to transfer \$80,000 in unused funds from article 6 of the April 2012 Special Town Meeting, VMCC Heating for the installation of air conditioning at the Veteran's Memorial Community Center.

**Motion Passed.**

**Article 5. Fund Collective Bargaining Agreement.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the cost items contained in the one year collective bargaining agreement for Fiscal Year 2014 reached between the Town and NEPBA; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Erik Yingling moved that the Town vote to ratify the funding of the cost items contained in a one year collective bargaining agreement between the Town and the New England Benevolent Association for Fiscal Year 2014, the necessary funding having already been appropriated into the Fiscal Year 2014 Police Department budget. **Motion Passed.**

**Article 6. School MSBA Feasibility Study.** To see if the Town will vote to appropriate, borrow or transfer from available funds, the sum of \$300,000 to be expended under the direction of the School Building Committee for a feasibility study of the heating system repairs or replacement, window repair or replacement and the replacement of the gymnasium roof at Provincetown High School, 12 Winslow Street, Provincetown, MA 02657, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs

the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

**School Committee Recommends: 5-0-0**

**Recycling and Renewable Energy Committee Recommends: 4-0-0**

Elaine Anderson moved that the Town transfer the sum of \$300,000 from October 2012 Special Town Meeting article #7, High School Repairs for the purpose of paying costs for a feasibility study For the repair or replacement of the gymnasium roof and windows and the repair or replacement of components of the heating system at Provincetown High School, 12 Winslow Street, Provincetown, MA 02657, including the payment of all costs incidental or related thereto, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of The School Building Committee. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the Town and the MSBA.

Barbara Rushmore moved to amend the motion by substituting the following from the main motion: to reduce the scope of the Provincetown High School repairs to the heating system or replacements, and to transfer the sum of \$100,000 from the October 2012 Special Town Meeting article #7.

**Motion to Amend Does Not Pass.**

**Motion Passed.**

**Article 7. Funding for Police Station Feasibility Study.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$45,300 to be expended under the direction of the Town Manager and the Building Committee, for the preliminary design and estimated construction costs to evaluate a police station to be located either at the current location on Shank Painter Road or the former VFW location on Jerome Smith Road, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Does Not Recommend: 5-0-0**

**Finance Committee Does Not Recommend: 6-0-0**  
**Building Committee Does Not Recommend: 4-1-0**

Tom Donegan moved that the town vote to approve Article 7 as printed in the warrant. **Motion Does Not Pass.**

Special Town Meeting dissolved at 6:58 p.m. on April 7, 2014.

**Special Town Meeting - Monday, October 27, 2014**

Town Moderator Mary-Jo Avellar reconvened the October 27, 2014 Special Town Meeting at 6:00 p.m. in the Town Hall Auditorium.

**Preliminary Motions:**

Tom Donegan moved that the Town vote to waive the reading of the warrant. **Motion Passed.**

Tom Donegan moved that the Town vote to grant permission to speak at the October 27, 2014 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., Town Counsel; Mark Robinson, Representative from The Compact of Cape Cod Conservation Trusts; Steven Fossella, Representative from the Provincetown Part-Time Resident Taxpayer Association; Constance Boulos, Treasurer; Austin Brandt, Energy Manager; Matthew Clark, Library Marketing and Program Director; Morgan Clark, Public Health and Safety Officer; Scott Fahle, Principal Assessor; James Golden, Acting Chief of Police; Beau Jackett, Director of Management Information Systems; Michelle Jarusiewicz, Housing Specialist/Grant Administrator; Eric Larsen, Deputy Director of the Public Works; Geoffrey Larsen, Building Commissioner; Rex McKinsey, Pier Manager/Harbormaster; Brandon Motta, Recreation Director; Domenic Rosati, Parking Administrator; Cody Salisbury, Water Superintendent; Richard Waldo, Director of Public Works. **Motion Passed.**

Tom Donegan moved that on all matters to come before the October 27, 2014 Special Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

**Article 1. FY 2015 Budget Adjustments.** To see if the Town will vote to amend the FY 2015 Municipal Operating Budget for Division II, Finance, reducing the debt service from \$2,256,114 to \$2,106,114 as voted under Article 2 of the April 7, 2014 Annual Town Meeting by raising and appropriating or transferring from available funds the following amounts:

Finance Depart. 04-07-14 Approved \$9,573,830  
 Amended Amount \$9,423,830

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**

Erik Yingling moved that the Town vote to amend the Fiscal Year 2015 Operating Budget, Division II Finance Department as follows to decrease the debt service budget from 2,256,114 to \$2,106,114: and to raise and appropriate the sum of \$9,393,175, transfer \$30,655 from Title V Septic Revolving Fund for a total of \$9,423,830 to fund the operating budgets for the several Town departments for Fiscal Year 2015 under budget Division II. **Motion Passed.**

**Article 2. Prior Year Bills.** To see what sum the Town will vote to raise and appropriate or transfer from available funds for the purpose of paying prior year unpaid bills; or to take any other action relative thereto.

*[Requested by the Town Manager]*

9/10th's Vote Required

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**

Cheryl Andrews moved that the Town vote to transfer the sum of \$3,496.60 from 2013 Annual Town Meeting article 15 for the purpose of paying the following prior year bill: \$3,496.60 Dell Computers.

**Motion Passed Unanimously.**

**Article 3. Demolition of the Building at 3 Jerome Smith Road (Formerly the Veterans of Foreign Wars Lewis A. Young Post 3152).** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$71,500 for the purpose of demolishing the building at 3 Jerome Smith Road, (formerly the Veterans of Foreign Wars Lewis A. Young Post 3152); or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 4-1-0**  
**Finance Committee Does Not Recommend: 6-0-0**

Cheryl Andrews moved that the Town vote to transfer the sum of \$71,500 from free cash to be expended under the direction of the Town Manager and the Department of Public Works Director for the demolition of the building at 3 Jerome Smith Road, formerly the Veterans of Foreign Wars Lewis A. Young

Post 3152 and costs related thereto.

**Motion Does Not Pass.**

**Article 4. Special Act/Affordable Housing Tax Bill Donation Check-off Box.**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for a special act in the form below, providing that the Town may designate on its municipal tax and/or motor vehicle excise tax bills a space to voluntarily donate to the Town's Affordable Housing Trust Fund; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition;

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The Town of Provincetown may, subject to the approval of the Commissioner of Revenue, designate a place on its municipal tax bills, motor vehicle excise tax bills or mail with such tax bills a separate form whereby taxpayers of the Town may voluntarily check off, donate or pledge an amount of money, which shall increase the amount already due and which shall be paid over to the Provincetown Affordable Housing Trust Fund, established pursuant to Chapter 230 of the Acts of 2002 for the support of the Town's affordable housing efforts.

SECTION 2. This act shall take effect upon its passage; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Does Not Recommend: 6-0-0**

**Community Housing Council Recommends: 4-0-0**

Tom Donegan moved that the Town vote to approve Article 4 as printed in the warrant. **Motion Passed.**

**Article 5. Purchase of the Hall Beach Property.** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, a certain parcel of land shown on Assessors Map 12-2 as Parcel 15, consisting of approximately 13,127 s.f. of land and known by its street address as 387-395A Commercial Street, for recreation purposes, said parcel to be placed under the care, custody, control and management of the Provincetown Recreation Commission; and, further, to appropriate a sum of money not to exceed \$1,700,000 for said acquisition, including costs incidental and related thereto; and to determine how the same shall be raised, includ-

ing appropriation from the so-called Land Bank Fund, under the Cape Cod Land Bank Act, and/or Community Preservation Fund, under the Community Preservation Act, transfer from any other available fund, and/or borrowing said sum or any part thereof pursuant to Chapter 44, Section 7(3) and/or Chapter 44B, Section 11 of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor; and, further, that the Board of Selectmen and the Town Manager, at the Board of Selectmen's direction, be authorized to submit, on behalf of the Town, any and all applications deemed necessary under the PARC (formerly Urban Self-Help) Act, as amended, Chapter 933 Acts of 1977, (301 CMR 5.00), and/or any other sources, including those in aid of recreation land acquisition, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect the foregoing, and to receive and accept such grants or reimbursements for this purpose for the acquisition within the scope of this Article; and, further, to authorize the Board of Selectmen to convey a perpetual restriction in accordance with Chapter 184, Sections 31-33 of the Massachusetts General Laws to the Provincetown Conservation Trust, or similar qualified organization, in accordance with said Land Bank and Community Preservation acts, limiting the use of the property to the aforesaid recreation purposes and uses; or to take any other action relative thereto.

*[Requested by the Open Space Committee]*

**Board of Selectmen Does Not Recommend: 3-2-0**

**Finance Committee Does Not Recommend: 5-1-0**

**Conservation Commission Recommends: 3-0-0**

**Open Space Committee Recommends: 3-0-0**

**Recreation Commission Recommends: 4-0-1**

**Harbor Committee Recommends: 3-0-1**

2/3rd's Vote Required

Tom Donegan moved to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, a certain parcel of land shown on Assessors Map 12-2 as Parcel 15, consisting of approximately 13,127 s.f. of land and known by its street address as 387-395A Commercial Street, for recreation purposes, said parcel to be placed under the care, custody, control and management of the Provincetown Recreation Commission; and, further, to appropriate the sum of \$1,700,000 for said acquisition, including costs incidental and related thereto; that to meet said appropriation to authorize the Treasurer with the approval of the Board of Selectmen to borrow the sum of \$1,700,000 pursuant to General Laws Chapter 44, Section 7(3) or any other enabling authority and to issue bonds or notes of the Town therefor; and, further, that the Board of Selectmen and the Town Manager, at the Board of Selectmen's direction, be authorized to submit, on behalf of the Town, any and

all applications deemed necessary under the PARC (formerly Urban Self-Help) Act, as amended, Chapter 933 Acts of 1977, (301 CMR 5.00), and/or any other sources, including those in aid of recreation land acquisition, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect the foregoing, and to receive and accept such grants or reimbursements for this purpose for the acquisition within the scope of this authorization; and, further, to authorize the Board of Selectmen to convey a perpetual restriction in accordance with Chapter 184, Sections 31-33 of the Massachusetts General Laws to the Provincetown Conservation Trust, or similar qualified organization, in accordance with said Land Bank and Community Preservation acts, limiting the use of the property to the aforesaid recreation purposes and uses.

Raphael Richter moved to indefinitely postpone Article 5.

**Move to Indefinitely Postpone Does Not Pass.**

Barbara Rushmore moved to amend the Article 5 by removing “for recreational purposes, said parcel to be placed under the care, custody control and management of the Provincetown Recreation Commission” and replace with the following: “80% commercial parking and 20% for a Preston Hall Park along the waterfront walkway to Commercial Street.”

**Motion to Amend Does Not Pass.**

**Motion Does Not Pass. (For 145 Against 98) 2/3rd’s Vote Needed**

**Article 6. Home Rule Petition/Charter Amendment/Residency Requirement.** To see if the Town will vote to instruct its senator and representative in the General Court to file a home rule petition for a special act to read as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

Section 1. The Charter of the Town of Provincetown, which is on file in the office of the Archivist of the Commonwealth as provided in Section 12 of Chapter 43B of the General Laws, is hereby amended by deleting Chapter 7, Article 1, Section 7-1-2: The Town Manager shall be a resident of Provincetown or shall become a resident within six months following his or her appointment.

Section 2. The Charter of the Town of Provincetown, which is on file in the office of the Archivist of the Commonwealth as provided in Section 12 of Chapter 43B of the General Laws, is hereby amended by deleting Chapter 8, Article 1, Section 8-1-1: The Director of the Department of Public Works, the Police Chief and the Fire Chief shall be residents of Provincetown or shall

become residents within three months of assuming office; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Does Not Recommend: 5-1-0**

**Charter Enforcement Commission Does Not Recommend: 3-1-0**

**Personnel Board Recommends: 3-0-0**

Erik Yingling moved that the Town vote to approve Article 6 as printed in the warrant.

Erik Yingling moved to divide the question on Article 6 into two sections.

**Motion to Divide the Question Does Not Pass.**

Julia Perry moved to amend Article 6, by keeping section 7-1-2 and deleting the words “following his or her appointment” and replacing those words with “after the initial trial period of his or her contract”, so section 7-1-2 shall read: The Town Manager shall be a resident of Provincetown, or shall become a resident within six months after the initial trial period of his or her contract, and further moved to amend Article 6, Section 2 by keeping section 8-1-1 and making the following changes: Delete the fire chief from this section; replace “shall be residents of Provincetown” with the words “shall be residents of the Outer Cape (defined as Provincetown, Truro, Wellfleet or Eastham)”; replace “shall become residents within three months of assuming office” with the words “shall become residents of the Outer Cape within six months of assuming office”, so that section 8-1-1 shall read: The Director of the Department of Public Works and the Police Chief shall be residents of the Outer Cape (defined as Provincetown, Truro, Wellfleet or Eastham), or shall become residents of the Outer Cape within six months of assuming office.

**Motion to Amend Does Not Pass.**

**Motion Does Not Pass.**

A petition of 10 registered voters was received moving to reconsider Article 5.

**Motion to Reconsider Article 5 Passed.**

**Article 5 as Reconsidered Does not Pass. (For 107 Against 80) 2/3rd’s Vote Needed**

**Article 7. General Bylaw Amendment/Delivery Hours.** To see if the Town will vote to amend the General Bylaw as follows:

13-3-8. Delivery vehicle restrictions.

13-3-8-1. Deliveries during spring, summer and fall. From April first through October thirty-first, all deliveries on Commercial Street, between Pearl and Central streets, will be allowed only until ~~11:00am~~ 12:00 p.m. Said deliveries

may be made in this area anywhere along Commercial Street that is not designated as otherwise illegal parking. Any person making deliveries on Commercial Street shall first make deliveries to businesses located between Ryder Street (260 Commercial Street) and Winthrop Street (171 Commercial Street) before any other section of Commercial Street. Exceptions thereto may only be made by the Chief of Police or his or her designee.

13-3-8-2. Alternate unloading zones. For the period of April first through October thirty-first, the Board of Selectmen shall establish off-Commercial Street alternative unloading zones within the area of Pearl and Central streets for deliveries to establishments on Commercial Street made after ~~11:00am~~ 12:00 p.m. No other off-Commercial Street unloading zones between Pearl and Central Streets shall be used after ~~11:00am~~ 12:00 p.m.; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

#### **Board of Selectmen Recommends: 5-0-0**

Raphael Richter moved that the Town vote to approve Article 7 as printed in the warrant. **Motion Passed.**

**Article 8. General Bylaw Amendment/Plastic Bag Reduction.** To see if the Town will vote to amend the General Bylaw by adding a new Section 13-6 to the General Bylaws as follows:

#### 13-6 Provincetown Single-Use Plastic Bag Reduction Bylaw

##### 13-6-1. Purpose and Intent

The use and disposition of single-use plastic bags, including bags made of high-density polyethylene, low-density polyethylene, “biodegradable,” “compostable” or “oxo-biodegradable” materials, have significant impacts on the marine and terrestrial environment of all coastal communities, including but not limited to:

- 1) Contributing to the injury and potential death of marine and terrestrial animals through ingestion and entanglement;
- 2) Contributing to pollution and degradation of the terrestrial and coastal environment;
- 3) Clogging storm drainage systems; and
- 4) Creating mechanical and disposal burdens for solid waste collection and recycling facilities.

Studies have shown that even those plastic bags made from “biodegradable,” “compostable” or “oxo-biodegradable” materials, which all require very specific and controlled environments to fulfill their claims, are for all intents and purposes identical to single-use high or low-density polyethylene plastic bags in their potential impacts to the environment as set forth above. Bags of these types are therefore also subject to the requirements herein.

The goal of this Bylaw is to protect, conserve and enhance the Town’s unique

natural beauty and irreplaceable natural resources through the elimination, within the retail sector, of certain single-use plastic bags and by encouraging the use of reusable bags within the retail and municipal sectors. Therefore the Town of Provincetown seeks to phase out the use of single-use plastic bags by April 15, 2015.

##### 13-6-2. Definitions

An “Establishment” means any business in Provincetown selling goods, articles, food or personal services to the public, including but not limited to markets, restaurants, bars, take-out food purveyors, merchandise retailers, florists and galleries.

A “single-use plastic bag” for the purposes of this Bylaw is defined as a bag made of plastic, including but not limited to bags made of high-density polyethylene, low-density polyethylene, “biodegradable,” “compostable” or “oxo-biodegradable” materials, with a thickness of less than 1.5 mils provided at the checkout stand, cash register, point of sale or other point of departure and that are intended for the purpose of transporting food or merchandise out of the Establishment.

Single-use plastic bags do not include plastic bags which are a maximum of 11 inches by 17 inches and are without handles provided to the customer:

- (1) To transport produce, bulk food, candy or meat from a department within a store to the point of sale;
- (2) To hold prescription medication dispensed from a pharmacy;
- (3) To segregate food or merchandise that could damage or contaminate other food or merchandise when placed together in a point-of-sale bag;
- (4) To distribute newspapers; or
- (5) To protect clothing in dry-cleaning establishments.

A “reusable bag” is defined as a bag with handles that is specifically designed and manufactured for multiple reuse and is either:

- (1) Made of cloth or other machine washable fabric;
- (2) Made of durable plastic that is at least 1.5 mils thick; or
- (3) Other durable material suitable for reuse.

##### 13-6-3. Use Regulations

Single-use plastic bags shall not be distributed or sold at any Establishment beginning April 15, 2015, by which date existing stock of single-use plastic bags shall be phased out; any stock remaining after that date shall be disposed of properly (e.g., recycled or returned to manufacturer) by the Establishment. Customers are encouraged to bring their own reusable shopping bags to Establishments. Establishments may provide paper or reusable bags at no charge, or charge a fee which would be kept by the Establishment, as they so desire.

##### 13-6-4. Administration and Enforcement

This Bylaw may be enforced by any Town police officer, enforcement officer or agent of the Board of Health or Licensing Department.

This Bylaw may be enforced through any lawful means in law or in equity, including, but not limited to, non-criminal disposition pursuant to G.L. c. 40,

§21D and Chapter 2 of the Town's General Bylaws. If non-criminal disposition is elected, then any Establishment which violates any provision of this Bylaw shall be subject to the following penalties:

First Offense: \$50 fine

Second Offense: \$100 fine

Third and Subsequent Offenses: \$200 for each fine

Subsequent offenses shall be determined as offenses occurring within two years of the date of the first reported offense. Each day or portion thereof shall constitute a separate offense. If more than one, each condition violated shall constitute a separate offense;

or to take any other action relative thereto.

*[Requested by the Recycling and Renewable Energy Committee]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee recommends: 5-0-0**

**Board of Health Recommends: 5-0-0**

**Conservation Commission Recommends: 5-0-0**

**Recycling & Renewable Energy Committee Recommends: 4-0-0**

Raphael Richter moved that the Town vote to approve Article 8 as printed in the warrant. **Motion Passed.**

**Article 9. General Bylaw Amendment/Schedule A- Fines.** To see if the Town will vote to amend Schedule A of the General Bylaw as follows:

Licensing regulations: ~~\$50.00~~

1st Offense: \$100.00

2nd Offense: \$200.00

3rd and Subsequent Offenses: \$300.00

or take any other action relative thereto. *[Requested by the Licensing Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Licensing Board Recommends: 3-0-0**

Frank Thompson moved that the Town vote to approve Article 9 as printed in the warrant. **Motion Passed.**

**Article 10. General Bylaw Amendment/Outdoor Lighting.** To see if the Town will vote to amend the Provincetown General Bylaws, as follows:

Add a new Chapter 16, Outdoor Lighting Bylaw, as follows:

16. OUTDOOR LIGHTING BYLAW

16-1 Purpose and applicability.

A. There is a need for lighting controls that recognize the benefits of outdoor lighting for night-time safety, utility, security, productivity, enjoyment and

commerce, while providing clear guidelines for the design and installation so as to:

(1) Conserve energy and resources and reduce the financial costs of outdoor lighting;

(2) Reduce light pollution and skyglow and improve the nighttime enjoyment of property and the environment;

(3) Protect property values by minimizing adverse offsite impacts of lighting such as light trespass, glare and obtrusive light;

(4) Preserve the community character of a traditional New England village;

(5) Help protect the natural environment and wildlife from the adverse effects of night lighting.

B. Lighting standards in this chapter shall be applicable to all outdoor lighting within the Town of Provincetown, except as exempted in Section 16-6, and no outdoor lighting shall be installed or expanded in a manner that violates the standards of this bylaw.

16-2 Definitions.

As used in this section, the following terms shall have the meanings indicated:

BULB - The component of a light source that produces the actual light.

FIXTURE -The assembly that houses a Bulb(s), including but not limited to the following parts: a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror and/or a refractor or lens.

FLOOD or SPOTLIGHT - Any outdoor Fixture or Bulb that incorporates a reflector or a refractor to concentrate the light output into a directed beam in a particular direction.

FULL CUTOFF FIXTURES – A Fixture that is designed or shielded in such a manner that all light rays emitted by the Fixture, either directly from the Bulbs or indirectly from the Fixture, are projected below a horizontal plane running through the lowest point on the Fixture where light is emitted.

GLARE - Light emitting from a light source with intensity great enough to reduce a viewer's ability to see.

HEIGHT OF LIGHT SOURCE - The height of a light source shall be the vertical distance from the ground directly below the centerline of the light source to the lowest direct-light-emitting part of the light source.

LUMEN – A unit of standard measurement of the amount of visible light emitted by a source; this measurement is often used along with wattage to determine the luminous efficiency of a light source:

170 Lumens = 25 Watt, 495 Lumens = 40 Watt, 830 Lumens = 60 Watt, 1100

Lumens = 75 Watt, 1600 Lumens = 100 Watt

OUTDOOR LIGHTING - The nighttime illumination of an outside area or object by any man-made device located outdoors that produces light by any means.

UPLIGHTING - Lighting that is directed in such a manner as to shine light rays above the horizontal plane.

16-3 General regulations and prohibitions.

A. Any non-exempt residential and commercial Outdoor Lighting Fixture shall be contained in a Full Cutoff Fixture such that the Bulb is not directly visible from adjacent and neighboring properties or public and private rights-of-way.

(1) Residential properties shall not have Outdoor Lighting Fixtures which exceed 1100 lumens per fixture.

(2) Commercial property or properties containing mixed uses with a commercial component shall not have Outdoor Lighting Fixtures which exceed 1600 lumens per fixture.

B. Parking area lights in commercial areas shall be contained in a Full Cutoff Fixture and are encouraged to be greater in number, but lower in height and lower in lumens, as opposed to fewer in number, higher in height and higher in light level (lumens). Parking lot lighting shall not exceed the minimum lighting limits recommended by the Illuminating Engineering Society of North America (IESNA) in the most recent ANSI/ASHRAE/IESNA Standards, which at the time of the writing of this bylaw is Standard 90.1-2007.

C. Pedestrian area lighting shall not exceed 12 feet in height and shall be contained in Full Cutoff Fixtures.

D. Notwithstanding any other provision contained in this chapter, no Outdoor Lighting Fixture shall be used in any manner that interferes with the safe movement of motor vehicles on roadways. Specifically, all roadway lights and area lights along roadways shall be shielded to prevent glare as seen from the road and only placed in areas deemed necessary for safety. Full Cutoff Fixtures are required.

16-4 Special lighting regulations.

A. Uplighting shall be allowed only when used as follows:

(1) To light a primary entrance, as long as all uplight is captured under an architectural element (e.g. roofs over walkways/entries or overhanging, non-translucent eaves).

(2) To light the national flag, a maximum of two Outdoor Lighting Fixtures per flagpole shall be used, with a maximum of 1100 lumens per Fixture. The fixtures shall be shielded such that the Bulb is not visible outside a fifteen-foot radius, although the preferred method of lighting the flag is pole-mounted downlighting.

B. Highlighting is only permitted when used as follows:

(1) Illumination of building facades, landscape features, sculptures and other works of art located on public and non-profit properties, with a maximum of 1,100 lumens per Fixture. The Fixtures shall be shielded such that the Bulb is not visible outside a fifteen-foot radius.

(2) Linear architectural highlighting of public, non-profit and commercial buildings, provided that the lighting must be turned off within 30 minutes after the close of public hours.

C. Floodlighting is permitted only when it is down-directed in Full Cutoff

Fixtures, such that the Bulb is not visible from adjacent and/or neighboring properties.

D. When motion sensors are used for controlling nighttime illumination, the duration of illumination shall be no longer than ten minutes after the last detection of motion. Motion sensors shall be permitted only where the sensor is triggered by motion within the owner's property line.

E. Outdoor recreational lighting may exceed the maximum allowed lumens, provided that it shall be turned off not later than 10:00 p.m., or at the conclusion of a competition begun before 10:00 p.m. No lighting shall remain on after midnight.

F. Blinking, flashing, moving, revolving, scintillating, flickering, changing intensity and changing color lights within the front yard along a public or private right-of-way shall be prohibited except for temporary holiday displays, lighting for public safety or traffic control or lighting required by the FAA for air traffic control and warning purposes.

16-6 Exemptions.

A. The following types of Outdoor Lighting shall be exempt from the provisions, requirements and review standards of this chapter:

(1) All residential Outdoor Lighting Fixtures with 495 lumens or less per Fixture, provided that there is no light spillage across property lines.

(2) Underwater lighting in swimming pools and other water features.

(3) Municipal Street Outdoor Lighting Fixtures however, when a new fixture is needed, each new Fixture shall be a Full Cutoff Fixture.

(4) Winter seasonal outdoor lighting and lighting for holidays for residential and commercial properties is allowed before and during the holiday period.

(5) Historic Outdoor Lighting Fixtures which would otherwise be nonconforming, but which are consistent with the character of a historic structure, shall be exempted. Any such Outdoor Lighting Fixtures shall be consistent with the relevant architectural period and design style of the structure and the total lumens shall not exceed 510 lumens per Outdoor Lighting Fixture.

(6) All temporary emergency Outdoor Lighting Fixtures needed by the Police Department or Fire Department or other emergency services, including for emergency night repairs of public infrastructure.

(7) FAA and other federal Outdoor Lighting Fixtures.

(8) Vehicular and bicycle light sources.

16-7 Effective date.

A. Unless otherwise specified within this section, within three years of October 27, 2014, all Outdoor Lighting Fixtures that do not conform to requirements of this code must be replaced with conforming Fixtures or existing Fixtures must be retrofitted to comply. Existing Fixtures may not be expanded or increased in a manner that would result in greater nonconformity. Bulbs must conform to lumen guidelines within 6 months.

16-8 Violations and penalties.

A. If, after investigation, the Police Department finds that any provision of

Chapter 16 is being violated, the Officer may give notice by hand delivery or by certified mail, return receipt requested, of such violation to the owner and/or to the occupant of such premises, demanding that the violation be abated within 30 days of the date of hand delivery or of the receipt of the notice.

B. If the violation is not abated within the thirty-day period, the Police Department may institute actions and proceedings, either legal or equitable, to enjoin, restrain or abate any violations of this section and to collect the civil penalties for such violations. Any violation of Chapter 16 shall result in a penalty of \$50 for the first offense and \$300 for the second and subsequent offenses which may be enforced by means of noncriminal disposition tickets pursuant to Schedule A of the Provincetown General Bylaws. Each day the violation continues to exist shall be considered a separate violation, but each violation shall require notice; or to take any other action relative thereto.

*[Requested by the Planning Board]*

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Does Not Recommend: 6-0-0**

**Planning Board Recommends: 3-0-0**

**Historical Commission Recommends: 3-0-1**

Mark Weinress moved that the Town vote to approve Article 10 as printed in the warrant. **Motion Does Not Pass.**

**Article 11. Zoning Bylaw Amendment/Article 4, Special Regulations, Section 4053 Commercial Design Standards.** To see if the Town will vote to amend the Provincetown Zoning Bylaws, as follows:

No changes to sub-sections 4053(1) through 4053(5).

Add a new sub-section 4053(6), Bicycle and Pedestrian Accommodation in Commercial Developments and Redevelopments, as follows:

6. Bicycle and Pedestrian Accommodation in Commercial and Industrial Developments and Redevelopments:

The proposed plan should encourage pedestrian and bicycle access to the site and promote the convenience and safety of vehicular, bicycle and pedestrian movement within the site and from adjacent public and private ways and public transit routes, including provisions for persons with disabilities.

Pedestrian, bicycle and vehicular traffic movement on site shall be separated, to the extent possible, and walkways shall be provided between businesses within a single parcel and from public ways, sidewalks and bike lanes/paths.

Plans shall show:

a. The location of parking and loading areas, public and private ways, drive-ways, walkways, bike lanes/paths, access and egress points, including proposed surfacing.

b. Bicycle, pedestrian and vehicular circulation within the site, which shall be designed to minimize conflicts and safety problems.

c. Adequate pedestrian access, which shall include provisions for sidewalks to provide access to adjacent properties and between individual businesses within a parcel.

d. Provision of bike racks for public use:

1) In the GC Zoning District, bicycle racks (the inverted "U," circular, or post and ring are the preferred types) or other provision for indoor or outdoor storage of bicycles shall be provided for all commercial uses. Storage must allow for the locking of bicycles to racks or inside storage lockers.

2) In all other Zoning Districts, the Planning Board may require bicycle racks or other provisions for bicycle storage; or to take any other action relative thereto. [Requested by the Planning Board]

2/3rd's Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Does Not Recommend: 5-2-0**

**Planning Board Recommends: 3-0-0**

Brandon Quesnell moved that the Town vote to approve Article 11 as printed in the warrant. **Motion Does Not Pass. (2/3rd's Vote Declared)**

**Article 12. Zoning Bylaw Amendment/Article 2, Districts and District Regulations, Section 2400 Use Regulations.** To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Districts and District Regulations, Section 2400, Use Regulations, as follows:

Add a new Section 2480, Portable Storage Structures, as follows:

2480 PORTABLE STORAGE STRUCTURES Portable storage structures shall be prohibited in the Town of Provincetown, except as follows:

A. The parking, loading or unloading of a portable storage structure which is properly registered under the laws of any State as a motor vehicle, provided the parking, loading and/or unloading of said motor vehicle complies with all other provisions of the Commonwealth of Massachusetts, and provided that said activity does not exceed a 48 hour period of time.

B. The use of portable storage structures in industrial or commercial Zoning Districts for the disposal of waste materials by a contractor licensed for such disposal services.

C. The use of portable storage structures at construction sites for storage and/or disposal of materials, provided that an active building permit exists for the property. The use and placement shall be limited to a maximum period of 6 months, with one additional 6 month extension period allowed at the discretion of the Building Commissioner. Written notification must be provided to the Building Commissioner upon the initial placement of a portable storage structure at a construction site.

D. The use of portable storage structures by the Town, its agencies or subdivisions and the National Seashore.

E. In the GC Zoning District, the use of no more than one portable storage structure as an accessory use may be permitted on a lot only pursuant to a Special Permit from the Zoning Board of Appeals and subject to the following criteria:

- (1) Portable storage structures shall only be located on private property and only in the rear yard of the property, as defined in the Zoning Bylaws, and located behind the principal structure;
- (2) Portable storage structure shall not exceed 53 feet in length, shall not exceed 8 feet in height from the bed of the structure or 14 feet in height from the ground to the top of the structure, and shall not be greater than 8ft-6in in width. At no time shall the top of any mobile storage structure exceed the height of the building behind which it is located;
- (3) Portable storage structures shall be subject to the requirements of the dimensional schedule as defined in the Zoning Bylaws and shall not be permitted if setback and lot coverage requirements are not met;
- (4) Portable storage structures shall not be located in or impede the use of any required parking spaces, loading area or driveway;
- (5) Portable storage structures shall be screened from view from any adjacent public or private way or residential use; and
- (6) No materials classified as high hazard by 780 CMR Massachusetts State Building Code may be stored in any portable storage structure.

And to amend the Provincetown Zoning Bylaws, Article 1, Definitions, as follows:

Add a new definition of Portable Storage Structure, as follows:

PORTABLE STORAGE STRUCTURE A transportable storage structure that is designed and used primarily for the storage of tangible property and not for occupancy by persons or animals, designed to be used without a permanent foundation, and having at least one dimension exceeding 10 feet. Such structures are uniquely designed for their ease of loading to and from a transport vehicle. For the purposes of this bylaw, the trailer portion of a tractor trailer, boxcars and shipping containers shall also be considered portable storage structures when expressly used for the purposes of on-site storage.

And to amend the Provincetown Zoning Bylaws Article 2, Districts and Regulations, Section 2450, Accessory Uses, as follows:

Add a new Accessory Use, G19, Portable Storage Structures, as follows:

G19 Portable Storage Structures

Res 1	Res 2	Res 3	TCC	GC	S	M
No	No	No	No	BA	Yes	Yes

or to take any other action relative thereto. *[Requested by the Planning Board]*  
2/3rd's Vote Required

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Does Not Recommend: 6-0-0**  
**Planning Board Recommends: 3-0-0**

Grace Ryder-O'Malley moved that the Town vote to approve Article 12 as printed in the warrant with the following amendment to Section 2480, Subsection A, Portable Storage Structures by deleting the words "48 hours" and by replacing with the words "10 days". **Motion Does Not Pass.**

**Article 13. Funding for Phase III of Commercial Street Paving Project.**

To see if the Town will vote to transfer from free cash the sum of \$500,000 to be expended under the direction of the Town Manager and the Department of Public Works Director, for Phase III of the Commercial Street paving project, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Recommends Indefinite Postponement: 4-0-1**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 5-0-0**

**Conservation Commission Recommends: 3-0-0**

Doug Cliggott moved that the Town vote to approve Article 13 as printed in the warrant.

**David Bedard moved to indefinitely postpone Article 13.**

**Motion to Indefinitely Postpone Passed.**

**Article 14. Funding for Police Station Repairs.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$200,000 to be expended under the direction of the Town Manager and the Chief of Police, for repairs to the police station on Shank Painter Road, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Recommends: 6-0-0**

**Building Committee Does Not Recommend: 3-0-0**

Michael Canizales moved that the Town vote to transfer the sum of \$200,000 from free cash to be expended under the direction of the Town Manager and the Police Chief for repairs to the Provincetown Police Station on Shank Painter Road and costs related thereto.

Jennifer Cabral moved to indefinitely postpone Article 14.

**Motion to Indefinitely Postpone Article 14 Does Not Pass.**

**Motion Passed.**

**Article 15. Selection of Town Counsel.** To see if the Town will vote to

recommend to the Board of Selectmen and Town Manager that a new policy be adopted to issue a Request for Proposals for legal services immediately, and that a new Request for Proposals for legal services be issued at least every five years; and it is further recommended that the Board of Selectmen establish an ad-hoc committee consisting of the Town Manager, Chair of Personnel Board (or designee), Chair of Planning Board (or designee), Chair of Historic District Commission (or designee), Chair of the Licensing Board (or designee) and Chair of the Zoning Board of Appeals (or designee) to prepare and issue the Request for Proposals and conduct an evaluation of any proposals for legal services that are received in response to the RFP. Said committee would make recommendations for review by the Board of Selectmen and the Finance Committee, but subject to appointment of Town Counsel by the Town Manager in accordance with the Town Charter; or to take any other action relative thereto. *[Requested by the Finance Committee]*

**Board of Selectmen Recommend to Indefinitely Postpone: 3-0-2**  
**Finance Committee Recommends: 6-0-0**

Mark Hatch moved that the Town vote to recommend to the Board of Selectmen and Town Manager that a new policy be adopted to issue a Request for Proposals for legal services immediately, and that a new Request for Proposals for legal services be issued at least every five years.

During discussion of Article 15 a point of order was called questioning whether there was a quorum. A count was taken and it was determined that the Special Town Meeting no longer had a quorum of 100 registered voters in attendance.

Town Moderator Mary-Jo Avellar dissolved the October 27, 2014 Special Town Meeting at 11:10 p.m. **Motion Passed.**

October 27, 2014 Special Town Meeting dissolved at 11:10 p.m.

**Annual Town Election - May 6, 2014**

**Registered Voters = 2,840 Ballots Cast = 965**

<b>Selectman (3 yr)</b> Vote for Two		<b>Selectmen (2 yr)</b> Vote for One	
Robert P. Anthony	610	Cheryl Lee Andrews	700
Wayne P. Martin	244	Blank	203
Raphael Winslow Richter	584	Write-In	62
Blank	453	Total	965
Write-In	39		
Total	1,930		

**Registered Voters = 2,840 Ballots Cast = 965**

<b>School Committee (3yr)</b> Vote for 1		<b>Housing Authority (5 yr)</b> Vote for 1	
Elizabeth Lovati	708	Elaine J. Anderson	653
Blank	256	Blank	305
Write-In	1	Write-In	7
Total	965	Total	965

<b>Bd Library Trustees (3 yr)</b> Vote for 2		<b>Housing Authority (1 yr)</b> Vote for 1	
James R. Johnson	551	Jennifer Lynn Germack	634
Mark A. Westman	521	Blank	329
Blank	857	Write-In	2
Write-In	1	Total	965
Total	1,930		

<b>Charter Enf. Com. (1 yr)</b> Vote for 1		<b>Ballot Ques. 1 - Roadway Maint.</b>	
Blank	747	Yes	633
Vincent Currier (Write-In)	48	No	235
Mark Juaire (Write-In)	114	Blank	97
Mark Phillips (Write-In)	28	Total	965
Write-In (Other)	28		
Total	965		

<b>Charter Enf. Com. (3 yr)</b> Vote for 2		<b>Ballot Ques. 2 - Com'l St. Paving</b>	
Daniel R. Hoort	510	Yes	649
Robert J. Klytta	435	No	215
Blank	911	Blank	101
Write-In	74	Total	965
Total	1,930		

**State Primary- September 9, 2014**

**Democratic Party**

**Total Democratic Party Ballots Cast = 618**

<b>Senator in Congress</b>		<b>Governor</b>	
Edward J. Markey	495	Donald M. Berwick	107
Blank	122	Martha Coakley	360
Write-in	1	Steven Grossman	143
Total	618	Blank	8
		Write-in	0
		Total	618

**Democratic Party****Total Democratic Party Ballots Cast = 618**

<b>Lieutenant Governor</b>		<b>Councillor</b>	
Leland Cheung	152	Oliver P. Cipollini, Jr.	253
Stephen J. Kerrigan	252	Joseph C. Ferreira	119
Michael E. Lake	87	Alexander Kalife	16
Blank	127	Walter D. Moniz	57
Write-in	0	Blank	173
Total	618	Write-in	0
		Total	618
<b>Attorney General</b>		<b>Senator in General Court</b>	
Maura Healey	508	Daniel A. Wolf	543
Blank	16	Blank	75
Write-in	0	Write-in	0
Total	618	Total	618
<b>Secretary of State</b>		<b>Representative in General Court</b>	
William Francis Galvin	497	Sarah K. Peake	560
Blank	121	Blank	58
Write-in	0	Write-in	0
Total	618	Total	618
<b>Treasurer</b>		<b>District Attorney</b>	
Thomas P. Conroy	106	Richard G. Barry	455
Barry R. Finegold	145	Blank	163
Deborah B. Goldberg	282	Write-in	0
Blank	85	Total	618
Write-in	0		
Total	618		
<b>Auditor</b>		<b>Register of Probate</b>	
Suzanne M. Bump	462	Blank	605
Blank	156	Write-in	13
Write-in	0	Total	618
Total	618		
<b>Representative in Congress</b>		<b>County Commissioner</b>	
William Richard Keating	526	Mark R. Forest	464
Blank	91	Blank	154
Write-in	1	Write-in	0
Total	618	Total	618

**Republican Party****Total Republican Party Ballots Cast = 20**

<b>Senator in Congress</b>		<b>Representative in Congress</b>	
Brian J. Herr	15	Mark C. Alliegro	5
Blank	5	John C. Chapman	8
Write-in	0	Vincent A. Cogliano, Jr.	3
Total	20	Daniel L. Shores	3
		Blank	1
<b>Governor</b>		<b>Write-in</b>	
Charles D. Baker	12	Write-in	0
Mark R. Fisher	6	Total	20
Blank	2		
Write-in	0	<b>Councillor</b>	
Total	20	Blank	20
		Write-in	0
		Total	20
<b>Lietuenant Governor</b>		<b>Senator in General Court</b>	
Karyn E. Polito	18	Ronald R. Beaty, Jr.	12
Blank	2	Allen R. Waters	4
Write-in	0	Blank	4
Total	20	Write-in	0
		Total	20
<b>Attorney General</b>		<b>Representative in General Court</b>	
John B. Miller	16	Blank	20
Blank	4	Write-in	0
Write-in	0	Total	20
Total	20		
<b>Secretary of State</b>		<b>District Attorney</b>	
David D'Arcangelo	16	Michael D. O'Keefe	17
Blank	4	Blank	3
Write-in	0	Write-in	0
Total	20	Total	20
<b>Treasurer</b>		<b>Register of Probate</b>	
Michael James Heffernan	16	Anastasia Welsh Perrino	16
Blank	4	Blank	4
Write-in	0	Write-in	0
Total	20	Total	20
<b>Auditor</b>		<b>County Commissioner</b>	
Patricia S. Saint Aubin	15	Leo G. Cakounes	15
Blank	5	Blank	5
Write-in	0	Write-in	0
Total	20	Total	20

## State Election - November 4, 2014

**Registered Voters = 2,897 Ballots Cast = 1652**

**Senator in Congress**

Edward J. Markey	1484
Brian J. Herr	140
Blank	28
Write-In	0
<b>Total</b>	<b>1652</b>

**Governor and Lt. Governor**

Baker and Polito	219
Coakley and Kerrigan	1357
Falchuk and Jennings	46
Lively and Saunders	9
McCormick and Post	8
Blank	12
Write-In	1
<b>Total</b>	<b>1652</b>

**Attorney General**

Maura Healey	1475
John B. Miller	149
Blank	28
Write-In	0
<b>Total</b>	<b>1652</b>

**Secretary of State**

William Francis Galvin	1449
David D'Arcangelo	110
Daniel L. Factor	66
Blank	27
Write-In	0
<b>Total</b>	<b>1652</b>

**Treasurer**

Deborah B. Goldberg	1356
Michael James Heffernan	161
Ian T. Jackson	89
Blank	46
Write-In	0
<b>Total</b>	<b>1652</b>

**Auditor**

Suzanne M. Bump	1362
Patricia S. Saint Aubin	140
MK Merelice	76
Blank	74
Write-In	0
<b>Total</b>	<b>1652</b>

**Representative in Congress**

William R. Keating	1479
John C. Chapman	148
Blank	24
Write-In	1
<b>Total</b>	<b>1652</b>

**Councillor**

Joseph C. Ferreira	1400
Blank	251
Write-In	1
<b>Total</b>	<b>1652</b>

**Senator in General Court**

Daniel A. Wolf	1498
Ronald R. Beaty, Jr.	121
Blank	30
Write-In	3
<b>Total</b>	<b>1652</b>

**Representative in General Court**

Sarah K. Peake	1522
Blank	126
Write-In	4
<b>Total</b>	<b>1652</b>

**District Attorney**

Michael O'Keefe	371
Richard G. Barry	1227
Blank	54
Write-In	0
<b>Total</b>	<b>1652</b>

**Registered Voters = 2,897 Ballots Cast = 1652**

**Register of Probate**

Anastasia Welsh Perrino	781
Blank	866
Write-In	5
<b>Total</b>	<b>1652</b>

**Question 2. Expand Bev. Dep.**

Yes	767
No	844
Blank	41
<b>Totals</b>	<b>1652</b>

**County Commissioner**

Leo G. Cakounes	222
Mark R. Forest	1353
Blank	77
Write-In	0
<b>Total</b>	<b>1652</b>

**Question 3. Prohibit Gambling**

Yes	692
No	904
Blank	56
<b>Totals</b>	<b>1652</b>

**Barnstable County Delegate**

Brian O'Malley	1371
Blank	279
Write-In	2
<b>Total</b>	<b>1652</b>

**Question 4. Employee Sick Time**

Yes	1039
No	446
Blank	167
<b>Totals</b>	<b>1652</b>

**Question 1. Remove Gasoline Tax**

Yes	563
No	1022
Blank	67
<b>Totals</b>	<b>1652</b>

**Question 5. Expand Emerg. Zone**

Yes	1125
No	224
Blank	303
<b>Totals</b>	<b>1652</b>

**Question 6. Regulate Marijuana**

Yes	1104
No	286
Blank	262
<b>Totals</b>	<b>1652</b>



## General Government

## Town Clerk

In addition to the Special and Annual Town Meetings held on April 7, 2014, one additional Special Town Meeting was held on October 27, 2014. A total of three elections were held in 2014: The May 6, 2014 Annual Town Election, with a 34% voter turnout; the September 9, 2014 State Primary Election, with a 22% voter turnout; and the November 4, 2014 State Election, with a total of 57% of registered voters casting ballots.

Work on the Provincetown History Project, with a mission to preserve, protect and provide greater access to documents pertaining to the history of Provincetown, continues. With the move of Town departments to the Veteran's Memorial Community Center, the History Project looks forward to displaying physical artifacts from the Town's collection in appropriate areas in this new venue in the coming year.

2014 marked the ten year anniversary of the advent of same sex marriage in Massachusetts. In 2004 Massachusetts was the only state to offer equal treatment to same sex couples seeking to wed. Now, ten years later, same sex couples can legally marry in 36 states and the District of Columbia! Great progress! The Town Clerk's Office looks forward to the day when all couples – same sex and opposite sex – are treated equally throughout the entire country.

Same sex marriage has had a tremendous impact on the daily operations in the Town Clerk's Office and Provincetown continues to be a place that couples come to in order to marry. In the decade prior to 2004, the Town Clerk's Office recorded a total of 284 marriages. From 2004 through 2014 the Town Clerk's Office has recorded a total of 4,780 marriage licenses, 4,352 (91%) to same sex couples and 436 (9%) to opposite sex couples. Of the 4,780 recorded marriages from 2004 through 2014 a total of 1,245 were filed by in-state couples (26%) and a total of 3,525 (74%) were filed by out-of-state couples.

Special thanks to Assistant Town Clerk Darlene Van Alstyne who continues to be remarkably proficient in all she undertakes and greatly enhances the function of the Town Clerk's Office. Thanks as well to the Election registrars and ballot counters for the three elections held in 2014, and to the wonderful volunteers who have worked in the Clerk's Office in 2014: Susan Avellar, Stephen Borkowski, Don Cote, Elise Cozzi, Laurel Guadagno, Irene Joseph, Lorraine Kujawa, Joy Long, Julia Perry, Jim Rann, Lauren Richmond, Joe Vasta, and Helene Watt.

*Respectfully submitted,*

**Doug Johnstone**

Town Clerk

## Vital Statistics

### Births 2014

In accordance with a request from the Massachusetts Department of Public Health and in respect to the privacy rights of children, individual names of births recorded in Provincetown are not listed.

Total births recorded in 2014: 10

Male – 5, Female - 5

### Marriages 2014

Total Marriage Licenses Recorded in 2014: 440

Same Sex Couples: 400

Opposite Sex Couples: 40

In-State Residents: 78

Out-of-State Residents: 362

### Deaths 2014

Date	Name	Age	Date	Name	Age
6-Jan	Wartenberg, Barry F.	83	18-Jun	Berube, Thomas E.	61
8-Jan	Christofels, Adrian L.	92	22-Jun	Eum, Kenneth S.	26
18-Jan	Capano, Matthew	88	4-Jul	Fried, Miriam	97
19-Jan	Souza, William H.	27	12-Jul	Thatcher, Paul J.	59
27-Jan	Bonaccorso, Dominick J.	85	15-Jul	Morin, Marc Paul	53
8-Feb	Burch, Howard William	96	25-Jul	Silva, Veronica Mae	82
13-Feb	Catania, Frank A.	54	7-Aug	Silva, Robert F.	84
17-Feb	Silva, Mildred S.	84	24-Aug	Szczepanek, Lawrence	69
20-Feb	Christie, Santa R.	88	31-Aug	Aull, Andrew J.	64
27-Feb	Schmidt, Marga	89	6-Sep	Littlefield, Ruth Victoria	96
6-Mar	Polay, Edward	72	21-Sep	Sharpless, Lincoln Kennedy	58
6-Mar	Roderick, Natalie	95	22-Sep	Terrat, Winifred Gill	86
18-Mar	Russell, Avis E.	94	24-Sep	Pavek, Laurence H.	56
19-Mar	Black, Carl B.	86	27-Sep	Corbett, Karen	64
29-Mar	Majestic, James L.	87	29-Sep	Enos, Jane Ann	84
16-Apr	Burns, John W.	59	29-Sep	Mark, Joan F.	76
21-Apr	Joseph, Priscilla	82	16-Oct	Malicoat, Conrad H.	78
22-Apr	Grace, Helen F.	86	20-Oct	Shabunia, Blondina	96
25-Apr	Comerford, John T.	81	29-Oct	Simmons, James Sterling	89
20-May	Jackson, Alice Emily	99	12-Nov	Constandy, Peter	80
21-May	Anderson, Carla Sue	53	18-Nov	DeRiggs, Alberta P.	82
22-May	Poli, Nicoletta	55	19-Nov	Boening, Carolyn Elizabeth	88
31-May	DeVita, Stephen	60	2-Dec	Papetsas, Patricia	84
3-Jun	Hoffman, Susan Alice	67	17-Dec	Alleva, Joseph Patrick	60
10-Jun	McQuinn, Dorothy	89	17-Dec	Newman, Joel	96
13-Jun	Laliberte, Edward J.	92	23-Dec	English, Richard W.	72

## Town Counsel

During 2014, Town Counsel provided significant legal services to the Town, including the rendering of numerous legal opinions, approving contracts as to form, attending Town Meetings, and meeting with the Board of Selectmen and various other Town boards. There are currently twelve active litigation cases involving the Town which are pending in various courts. Five cases were closed in 2014.

Town Counsel partnered with the Board of Selectmen on a number of affordable housing projects which has been identified as a top priority for the Board. In that regard, we represented the Town in all aspects of the disposition and development of the Grace Gouveia Building for affordable rental housing purposes,

with construction to commence early 2015, and the financing and development of the Stable Path affordable housing project, and ensuring the long-term affordability of such housing.

In the labor and employment area, the most significant case for which Town Counsel provided legal services was the arbitration involving the termination of the former Police Chief. We represented the Town Manager and the Board of Selectmen during three days of arbitration hearing and we are currently preparing the Town's post hearing brief. In addition, Town Counsel has provided significant advice to the Town Manager Search Committee and the Board of Selectmen in connection with the important task of hiring a new Town Manager. Town Counsel has provided a number of training sessions to Town staff and boards and committees on compliance with the Open Meeting Law, the Public Records Law, and the Conflict of Interest Law. We also have provided substantial legal services in connection with numerous public records requests and open meeting law complaints.

We extend our appreciation to the Board of Selectmen and the Town Manager for their confidence in retaining this firm. We also appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, the Acting Town Manager, department heads, and the boards and committees with whom we have worked. We look forward to working with the members of the Town government in the future.

*Respectfully submitted,*

**Kopelman and Paige, P.C.**

Town Counsel

#### **TOWN OF PROVINCETOWN - LITIGATION STATUS REPORT MATTERS PENDING WITH TOWN COUNSEL**

##### **1. 16 Harry Kemp Way Condominium Trust v. JJR Realty, LLC**

Barnstable Superior Court, C.A. No. 14-185

This is an action brought by condominium association owners against two individual unit owners for non-payment of common expenses. The Town holds affordable housing restrictions on the units pursuant to the Town of Provincetown Growth Management Bylaw Affordable Housing Restriction (Rental), which was recorded in the Barnstable County Registry of Deeds on May 5, 2008 at Book 22881, Page 286. These restrictions represent encumbrances on the units recorded prior to the recording of the Master Deed and are therefore superior to the plaintiffs' purported liens on the units. The Town and the condominium association have entered into an Agreement for Judgment, and the Parties have agreed in a separate agreement that, as long as the units are sold as affordable units to qualified low-to-moderate income purchasers, subject to an affordable housing restriction, which is expected, no further orders from the court will be necessary.

##### **2. Anderson v. Provincetown Board of Appeals, et al.**

Barnstable Superior Court, C.A. No. BACV2011-00521

This is the September 7, 2011, appeal by an abutter from the August 26, 2011 final action of the Zoning Board of Appeals to affirm the decision of the Building Commissioner to deny zoning enforcement regarding storage racks at 131A Commercial Street, in the TCC Zoning District. The Commissioner determined that the storage racks are not structures and therefore, they do not violate the yard setback required on the easterly property line or violate lot coverage requirements. Since the ultimate determination was favorable to co-defendant, he is actively defending the matter. On November 7, 2012, the Superior Court denied the co-defendant's motion for summary judgment. A trial is scheduled for April 6, 2015.

##### **3. Brahm, et al. v. Provincetown Historic District Commission**

Barnstable Superior Court, C.A. No. BACV2009-00411

This is an appeal from the May 20, 2009, action by the Historic District Commission to deny a Certificate of Appropriateness to allow a roof deck on the gable roof at 92 Bradford Street, with an assertion by plaintiff that the Commission acted in bad faith. After a trial on the merits and a decision from the trial court, the Appeals Court annulled the Superior Court's decision granting the relief and ordered the Superior Court to allow the Commission an opportunity to provide supplemental findings. On January 8, 2013, the Commission filed the supplemental findings with the Town Clerk. On December 16, 2013, the Court upheld the Commission's decision, which was appealed by the plaintiff. Both parties have filed briefs with the Appeals Court, and we are awaiting further action from the Appeals Court.

##### **4. Commonwealth of Massachusetts Office of the Attorney General v. Town of Provincetown**

Suffolk Superior Court, C.A. No. SUCV2013-03636-G

This is an action filed by the Attorney General on October 2013, alleging violations of the Massachusetts Designer Selection Law by the School Department in the hiring of the project designer for the High School Exterior Renovation Project. The Board of Selectmen and the School Committee authorized Town Counsel to negotiate and sign a Final Judgment by Consent which was filed with the court on the same day that the complaint was filed. The Final Judgment requires the Town to file quarterly reports until June 2015 regarding the Town's compliance with the Massachusetts Public Construction Laws. The Quarterly Reports have been filed.

##### **5. Frankel v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court C.A. No. 1472CV00506

and

**Frankel v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court C.A. No. 1472CV00538

These two appeals were filed by the Plaintiff, Louis Frankel, who resides at 901 Commercial Street, Unit 3, from an October 2, 2014, Special Permit issued to Carolyn Collins and Dorothy Varon, to add dormers within the existing nonconforming setback to 901 Commercial Street, Unit 4 under ZBL §2640 and a September 29, 2014 Special Permit under Zoning By-Law §3110. The co-defendants/applicants Ms. Collins and Ms. Varon are the real parties in interest, and are actively defending the Board's decisions. All parties have entered an appearance with the Court, but there has been no further action at this time.

#### **6. Hatches Harbor Condominium Association v. Canizales, et al.**

Orleans District Court, Docket No. 14-CV-309

The Condominium Association is bringing action against the unit owner of 75 Province Lands Road, Unit 5, to foreclose on the unit due to unpaid common expenses. The Town is named as a defendant/party-in-interest on account of a sewer betterment recorded against the unit. The condominium association and defendant unit owners have entered into an Agreement for Judgment under which the unpaid common expenses will be paid back in a series of installments scheduled to be completed in May 2015.

#### **7. Jaran v. Town of Provincetown**

After a hearing held on December 11, 2013, the Town Manager, with the approval of the Board of Selectmen, terminated the employment of the Police Chief based on the findings set forth in the Marcum Investigation Report and other evidence and testimony that was presented at the hearing. The former Police Chief appealed the Town Manager's decision through his employment contract and an arbitration hearing was completed on December 16, 2014. Both parties are in the process of preparing post-hearing briefs. In addition, the former Chief also appealed the state's initial denial of his application for unemployment benefits. The Department of Unemployment Assistance ("DUA") issued a decision denying the appeal. The former Police Chief has now appealed the hearing officer's decision to the DUA's Board of Review. It should be noted that the decision on unemployment benefits is separate from the arbitration case and does not control in anyway the arbitrators' decision.

#### **8. NEBPA, Local 67 v. Town of Provincetown Police Department**

In this case, the Union claims that the Town should have followed a different process than it did when hiring a new police officer, allegedly in violation of Article XXII of the collective bargaining agreement, and Section 6-2-1 of the General By-Laws. An arbitration hearing previously scheduled was postponed, and is to be rescheduled.

#### **9. O'Connor v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court, C.A. No. BACV-2013-00482

This is an appeal by Plaintiff, Richard O'Connor from the September 9, 2013 decision of the Zoning Board of Appeals to grant Co-Defendant Todd Elmore a special permit under ZBL §3110 to construct a 6' by 4' addition, to fill in an existing niche to add to the existing kitchen at a residential condominium unit known as 7 Commercial Street, Unit 1. The co-defendant/applicant Mr. Elmore is the real party in interest, and is actively defending the Board's decision. On November 25, 2013, Mr. Elmore served a motion for summary judgment arguing that the plaintiff does not have standing to challenge the Board's decision. On January 13, 2014, the plaintiff served an opposition and cross-motion in which he argued that he is aggrieved by the Board's decision and the Board exceeded its authority by granting a special permit for the construction of an addition that will be located in a common area without the authorization of the condominium association. After a hearing, the Court denied the motions for summary judgment. The private parties are in the process of finalizing an out of court settlement that will result in the co-defendant's voluntary surrender of the relief granted by the Zoning Board of Appeals.

#### **10. Patten v. Town of Provincetown, et al.**

MCAD Docket No. 14NEM02100

In this case, a former employee whose employment was terminated alleges that she was discriminated against on the basis of her sexual orientation, gender, and subjected to sexual harassment and retaliation. Town Counsel is defending the Town, the former Town Manager, and the former Building Commissioner by assignment from the Town's insurer. The case is in its initial stages of investigation by the Massachusetts Commission Against Discrimination. An arbitrator previously upheld the Town's termination of this employee.

#### **11. Provincetown Board of Trade Land Court Registration**

Land Court Misc. No. 43338

This is a Land Court registration petition seeking to register land at 307 Commercial Street owned by Provincetown Board of Trade. The Town filed an answer and opposition to the petition on October 4, 2002, because the land proposed for registration appears to include land owned by the Town and used as part of the municipal parking lot next to Manual Lopes Square, and because the petition includes land beneath the Historic High Water Mark to which the petitioner cannot show record title. The petitioner has indicated he would amend the plan to address the Town's objections, but he has taken no further action in the matter.

#### **12. Town of Provincetown – Edwards Overtime Grievance**

AFSCME Council 93 and Town of Provincetown. The Labor Relations Connection #145-14/2014-180, L.1462. This is a grievance by a DPW employee, alleging that he has been denied opportunities to work snow plow overtime. An arbitration hearing is scheduled for March 2, 2015.

**MATTERS CLOSED****1. Mayo v Provincetown Zoning Board of Appeals**

Barnstable Superior Court, C.A. No. BACV-2013-00591

This was a November 8, 2013 appeal from the Zoning Board of Appeals' final action to grant a building scale special permit for a structure located at 292 Bradford Street. The private parties reached an out of court settlement and a Stipulation of Dismissal was filed with the Court on July 24, 2013.

**2. Schreyer v. Provincetown Historic Dist. Com. and Howard Burchman**

Barnstable Superior Court, C.A. No. BACV2012-00437

This was an appeal from the June 25, 2012, decision of the Commission to grant a Certificate of Appropriateness allowing renovation of a commercial structure at 12 Center Street to allow a new floor and a bump out addition to the existing cottage. The private parties reached an out of court settlement and a Stipulation of Dismissal was filed on September 5, 2014.

**3. Schreyer v. Provincetown Historic District Commission**

Barnstable Superior Court, C. A. No. BACV2011-00775

This was an appeal by Mr. Schreyer, as owner of 14B Center Street from the Commission's December 14, 2011, decision to partially grant and partially deny a Certificate of Appropriateness to allow expansion of structures at 12 Center Street. The private parties reached an out of court settlement and a Stipulation of Dismissal was filed on September 5, 2014.

**4. Schreyer v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court, C. A. No. BACV2011-00733

This was a December 8, 2011, appeal of final action taken by the Zoning Board of Appeals to grant special permit relief to allow construction of a second story addition to an existing single-family cottage up and along pre-existing, non-conforming rear and sideline setbacks at 12 Center Street in the TCC Zoning District. The private parties reached an out of court settlement and a Stipulation of Dismissal was filed on September 5, 2014.

**5. Town of Provincetown – Perry Overtime Grievance**

AFSCME Council 93 and the Town of Provincetown

AAA No. 11-390-283-12

In this case, the Union challenged assignment of snow-plowing overtime in response to a single snow event. This matter has been resolved.

**Animal Welfare Committee**

The Animal Welfare Committee (AWC) was delighted to welcome back Elizabeth Brooke as a member. It was Elizabeth's idea in 2005 to request that the Selectmen create an official town committee to oversee the care and treatment of animals, both pets and wildlife in town. During 2014, most of the poop bag stations were updated to replace the old rotten wooden stations. The new metal bag dispensers were paid for with a grant to the AWC by the Cape Cod Foundation McGovern Fund. The bags in these stations are paid for by the Town, (at a cost of approximately \$4,000.00 per year), and refilled by members of the Animal Welfare Committee. The AWC changed the time and location of meetings to make it easier for the Animal Control Officer and Health Agent to attend meetings, which are held at the Veteran's Memorial Community Center (VMCC) once a month at noon on the third Thursday of each month. A pre-registration form for admittance to the Pet Emergency Shelter at VMCC, which will be open when the emergency shelter for humans, is available on the town website [www.provincetown-ma.gov](http://www.provincetown-ma.gov). The AWC is in charge of running the pet shelter when it is open and is asking for volunteers to help. Numerous PSAs were written by members and were broadcasted on WOMR, included in The Banner, and on the Provincetown Dogs' Facebook page. The AWC donated a new microchip scanner for the Animal Control Officer (ACO) as hers was no longer functional. There was no money in the Police Department budget for this. It is important for the ACO to have the ability to scan for a microchip in order to identify and return wandering dogs and cats. After an abutter's complaint, the AWC, working with the Zoning Commissioner and the ACO, investigated and found more than fifty rabbits were being raised to be slaughtered for meat. They were living in unacceptable conditions. The property was not zoned for this use and the town and landlord had them removed.

*Respectfully submitted,*

**Carol MacDonald**

Chair

**Art Commission**

This year the Art Commission approved and facilitated the loans for three of the Provincetown Art Association & Museum's 100th anniversary exhibitions. Autumn in Maine, a watercolor by Florida Duncan was exhibited in Women Pioneers that celebrated the important role that women played in the early years of PAAM. The Town's Woodland Deer was shown in PAAM's landmark exhibition, Karl Knaths: Between Form and Freedom, side by side with other of his masterpieces borrowed from the Smithsonian, the Whitney Museum and the Phillips Collection among others. The Tradition of White-line Woodblock Prints

exhibition included nine prints from the Town's exemplary collection including three woodblock prints by Blanche Lazzell. PAAM's first annual exhibition was held in Town Hall in 1914.

The Commission was able to successfully remove Jay Critchley's installation, Fish 'n Chips from the Community Center and safely transport it to art storage until such time as it can be relocated. Artworks from the collection were also removed from the Grace Gouveia building. We oversaw, switched out and rehung artwork displayed in the Library, School and offices at the Town Hall. Conservation was completed on Oliver Chaffee's, My Room in Vence. The insurance appraisal of the Town Collection was also updated.

*Respectfully submitted,*

**James R. Bakker**

Chair

## Barnstable Assembly of Delegates

It is a privilege to submit my fourth annual report to the citizens of Provincetown. The County provides health services, human services, cooperative extension education services, regional planning and economic development, police and fire training, police radio, drug information bureau, purchasing and group insurance, and the Registry of Deeds. The Assembly is composed of 15 delegates, one elected by the voters in each of the County's 15 towns. Each has a weighted vote based on the most recent Federal Census. Provincetown's vote is currently 1.36%. The Assembly of Delegates has 2 major roles in County Government: the Assembly reviews and votes on the County Commissioners' proposed Annual Budget and reviews and votes on proposed planning regulations from the Cape Cod Commission.

Calendar Year 2014 will remain memorable for many of the Delegates as the first year since the Assembly was created following the adoption of a new County Charter in 1988, that the Assembly denied the County Commissioner's proposed Annual budget. In a 52.75 percent to 47.25 percent vote on May 7th, the Assembly disapproved the Commissioners proposed FY 2016 budget and stated that more financial information was expected for the majority to support the full request. While short of the 66.67% needed to override the Commissioners veto, the vote spurred considerable dialogue between the executive and legislative branches of County Government and the impasse was concluded when the Assembly passed the Commissioner's original request with a modest \$74,314 reduction on May 21. I voted with the majority both times. The concern raised by others and shared by your delegate is that the expense side of the budget is growing at a pace greater than the revenue side. The last few years have seen the Commissioners develop their budgets around revenue projections, particularly

from the Registry of Deeds, that were overly optimistic. The result is that the reserves are being used to balance the budget. The Assembly continued to press for a stronger role as fiscal watchdog when it passed two more Ordinances this year, over the voted objection of the Commissioners: Ordinance 14-07 which was a budget transfer to fund legal counsel for the Assembly and Ordinance 14-08 which establishes specific requirements for the Commissioners to use when transferring funds "from either a Special Revenue Account, Reserve Account, Savings Account, or any account in which unrestricted funds are placed...". Again, I voted with the majority.

On the political front, January of 2014 focused on the Final Report from the seven member County Charter Review Committee: Ron Bergstrom (Delegate from Chatham and Speaker), Suzanne McAuliffe (Delegate from Yarmouth), Julia Taylor (Delegate from Falmouth) Linell Grundman (former selectman, Sandwich), Ann Canedy (Barnstable Town Council) Austin Knight (Provincetown Selectman) and County Commissioner Bill Doherty issued their recommendations on January 8, 2014. They recommended a new "merged" legislature of 11 equal (by census) district representatives and an elected County executive. The full Assembly met January 15, 2014 and the proposal failed by a vote of 49.39 % to 50.61 %. I voted with the majority. The proposal would have significantly weakened the voices from the smaller Lower Cape towns, an unfair byproduct of seeking "efficiency", given the outsized financial contributions those towns make to the registry of deeds. To date, no further efforts have been made from the County Commissioner's Office to pursue this plan. I hope the next term continues to see a further strengthening of the oversight role the Assembly can, and should, play in monitoring the fiscal decisions of our County executives. I believe both branches share the same goals.

Dr. Brian O'Malley ran uncontested in the State election in November 2014 and will serve as Provincetown's Delegate beginning January 2015. I wish him the very best and thank the voters for the confidence they have expressed in me during these last four years. It has been an enjoyable journey and I will miss the camaraderie of my fellow Delegates from the rest of Cape Cod. More information on the Assembly of Delegates can be found at [www.barnstablecounty.org](http://www.barnstablecounty.org)

*Respectfully submitted,*

**Cheryl L Andrews, DMD**

Provincetown Assembly Delegate 2010-2014

## Cape Cod Regional Transit Authority

The Cape Cod Regional Transit Authority (CCRTA) has provided in Provincetown 83,756 one-way passenger trips from July 2013 through June 2014 (FY14). CCRTA provided 32 ADA and general public clients in Provincetown

with DART (Dial-a-Ride Transportation) service during FY14. These clients took a total of 614 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 200,536 in FY13 compared to 220,637 in FY14. CCRTA FY14 records for the Boston Hospital Transportation service indicates 26 Provincetown residents took 167 one-way trips on this service. The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro and Provincetown. A total of 22,500 one-way trips originated in Provincetown for the Flex route for the period July 2013 through June 2014; total ridership for the Flex for this period was 78,892.

The Provincetown Shuttle serves the towns of Truro and Provincetown. A total of 59,475 one-way trips originated in Provincetown for the Provincetown Shuttle for the period July 2013 through June 2014; total ridership for the Provincetown Shuttle for this period was 89,941. CCRTA supplied the Provincetown Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 1,168 rides from July 2013 to June 2014. Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources.

*Respectfully submitted,*

**Tom Cahir**

Administrator

## Cape Light Compact

Cape Light Compact is an award-winning energy services organization operated by the 21 towns and two counties on Cape Cod and Martha’s Vineyard. The Compact’s mission is to serve its 200,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, competitive electricity supply and green power options. For more information, visit [www.capelightcompact.org](http://www.capelightcompact.org).

**Power Supply:** Pricing in 2014 continued to be driven by regional natural gas concerns. The winter of 2013/2014 saw an even more pronounced price spike than was experienced during the preceding winter, as cold weather drove increased demand for natural gas for heating and electricity. This resulted in periodic constraints on the transmission used to transport natural gas into New England, driving natural gas and electricity prices to record highs. While oil units were dispatched to help ensure reliability in the face of limited gas supplies, this further contributed to increased electricity costs. The repeated winter price spikes lead to regional conversations about how to resolve the issue. The six New England governors, through the New England States Committee on Electricity (NESCOE), discussed a proposal to procure additional gas pipeline capacity by adding a fee onto the rates of all New England electricity consum-

ers. While the proposal generally received consensus from all six administrations, Massachusetts, following the failure of several Patrick administration-supported energy bills to pass, withdrew its support of the plan. Instead, the Commonwealth chose to focus on other potential solutions, most importantly, energy efficiency. While the incoming administration may decide to support the NESCOE proposal, several federal approvals would still be needed before it could be enacted. Even if these approvals were awarded, it would still likely take several years before a major expansion in pipeline capacity could be completed. This means that prices are likely to remain high over the next several years. Pricing periods covering the first half of the year, which includes the most expensive months, are likely to stay very high, while second half pricing will likely be slightly lower. Gas pipeline owner Spectra is pursuing a modest expansion of its existing Algonquin pipeline, but the limited size of the project is not likely to significantly impact prices, and won’t be completed before the end of 2016 at the earliest. In 2014, Cape Light Compact provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison Solutions. For 11 months, the Compact’s price was lower than NSTAR’s. The Compact also issued an RFP for a new supplier contract starting in December 2014. The contract was awarded to ConEdison Solutions for residential customers and NextEra for commercial and industrial customers. As of the most recent count, the Compact had approximately 4,200 electric accounts in the Town of Provincetown on its energy supply.

**Consumer Advocacy:** Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha’s Vineyard at the local, state and federal level. In 2014, the Compact focused much of its advocacy on grid modernization and time-varying rates. Both issues will have far-reaching impacts on customers on the Cape, affecting reliability, the cost of electricity and how prices are set, and the ability of our systems to accommodate increasing amounts of renewable energy. In March of 2014, the Compact also submitted to the Department of Public Utilities revisions to its Aggregation Plan, a document originally submitted around the time of the Compact’s inception. The Compact is currently awaiting a final order from the Department.

**Energy Efficiency:**

Jan-Feb 2014	#of Participants	Customer Savings	k-Wh Saved	Repates/Incent Pd to Custom.
Low Income	15	\$ 45,150.40	22,575	\$ 28,886.17
Residential	253	\$ 62,347.68	266,588	\$219,286.59
Commercial	73	\$281,940.80	1,409,704	\$534,305.39
<b>Total</b>	<b>341</b>	<b>\$389,438.80</b>	<b>1,698,866</b>	<b>\$782,478.15</b>

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy

education in our schools) comes from a monthly customer “energy conservation” charge (\$0.0025 cents multiplied by the number of kilowatt hours used during the month) and a portion of the “distribution charge” (\$0.01510 for residential customers and \$0.00972 for commercial and industrial customers) that appears on each customer’s electric bill.

Other Cape Light Compact Efforts Include:

- 50 ENERGY STAR® qualified homes were constructed in the Town of Provincetown.
- The Cape Light Compact continued to support energy education to the Provincetown Schools through our education partnership with the National Energy Education Development program (NEED), teacher workshops, and curriculum and science-based energy education materials aligned with the national and state science education standards.
- A total of 436 streetlights in Provincetown were retrofitted with LEDs, saving approximately 136,000 kWh and \$31,300 in energy and maintenance costs annually. In addition, the Compact funded other efficiency measures, will save an additional 67,000 kWh per year.

*Respectfully submitted,*

**Thomas Donegan**

Provincetown Representative

## Charter Enforcement Commission

Long-time Chair Tina Trudel stepped down from the Charter Enforcement Commission in March due to an anticipated change in residential status. Julia Perry was elected Chair. The Commission received a Citizen complaint in April challenging the right of a senior staff member of the Town to run for election to the Charter Enforcement Commission. The Commission held a Public Hearing on the Complaint and determined that while the election of a senior staff member presented a potential conflict with the Charter, there was nothing in the Charter that required action by the Board of Selectmen or the Town Manager to block the candidacy. The senior staff member was elected and served ably for six months before resigning to pursue other interests.

The Commission provided draft language to the Charter Review Ad Hoc Committee regarding amending the language in the Charter addressing the authority of the Commission. The Charter Review Ad Hoc Committee disbanded at the end of August without any changes having been approved. The Commission held a Public Hearing as part of the process to determine its position on a proposed warrant article for the October Town Meeting to abolish the residency requirement for the Town Manager, the Police Chief and the Director of the Department of Public Works (DPW). The Commission voted against abolish-

ing the residency requirement for the Town Manager and split on abolishing the residency requirement for the Police Chief and the Director of the DPW. The Chair prepared position statements opposing abolishing the residency requirement for the Town Manager and supporting abolishing the residency requirement for the Police Chief and the Director of the DPW. The position statements were approved by the Commission and read at the Town Meeting in October. Both proposals were voted down at Town Meeting.

*Respectfully submitted,*

**Julia L. Perry**

Chair

## Charter Review Ad Hoc Committee

*Charter Review Ad Hoc Committee statement to the Board of Selectmen delivered by Charter Review Ad Hoc Committee Chair Julia Perry to the Selectmen at their meeting on August 25, 2014:*

My name is Julia Perry. I am the Chair of the Charter Review Ad Hoc Committee and I am speaking to you today on behalf of the Committee. The Committee had a working session with the Board of Selectmen on August 11. The Committee held its next biweekly meeting on August 19 and had a discussion at that meeting of what would be the appropriate next step in the review process. Given the fact that our work over the past year has revealed significant issues that need to be addressed – issues that go beyond merely simplifying language or clarifying particular sections currently in the Charter – it appears to the Committee that the next logical step would be to recognize that the scope of the work is beyond the authority of the Committee as currently structured.

The Committee was structured under authority of Chapter 43B of the Massachusetts General Laws, Section 10, which covers “amendments to a city or town charter previously adopted or revised”. Our review over the past year has identified that the potential revisions necessary go beyond simply amending the current language of the Charter. Revision needs to include reorganizing some of the information, readdressing certain matters and bringing them up to date, as well as reassessing their effectiveness. A review of this scope requires an independent review as set forth in Chapter 43B. Therefore, the Committee recommends that the best way to conduct this process and provide a thorough review and vetting by the public, is to have this work done by an elected Charter Commission in accordance with MGL Ch. 43B, specifically as described in Sections 3-9 and 11. These Sections describe a process that includes a citizen petition signed by at least fifteen percent of the registered voters calling for the revision of the current Charter; the placing of this issue and the election of a Charter Commission on the ballot; and the nomination of proposed Charter Commission members and the placing of their names on the ballot. If the question of a

Charter revision is voted in the affirmative by a majority of the voters, then the nine nominated individuals who receive the highest number of votes constitute the Charter Commission. The Charter Commission must hold public hearings as directed in Section 9; and the resulting proposed Charter revision would go on the ballot in accordance with Section 11.

Since we see an independent review by an elected Charter Commission as the best and only way to proceed, the seven members in attendance on August 19th, as well as three members who reviewed this statement separately, all listed below, therefore do not seek re-appointment to the Charter Review Ad Hoc Committee when their terms end on August 31, 2014.

Judith Cicero; Thomas Coen; Marcy Feller; Doug Johnstone; David McGlothlin; Julia Perry; Mark Phillips; Robert Speiser; Robert Vetrick; Elizabeth Williams. In addition, Ann Maguire submitted her resignation from both the Charter Review Ad Hoc Committee and the Charter Enforcement Commission.

On an additional matter, at its meeting on August 18, the Board of Selectmen asked me as Chair to look into allegations about certain members of the Committee – allegations that these individuals attempted to control the discussions of the Committee. I can report to the Board of Selectmen from my own experience that these allegations are untrue. When the Committee was established, it was instructed to provide an independent review of all matters within the Charter. The Committee has striven over the past year to carry out this review in a manner that was not political, not biased, and not based on any agenda. Their effort was merely to review as objectively as possible everything in the Charter and determine whether it was clear, accurate to current procedures, and beneficial to the Town. The entire Committee approached its task with an open mind to all suggestions and concerns. No one member controlled the group; each listened to the others, learned from the others, compromised, and jointly created language.

In closing, I would like to say what an honor it has been to work with such a dedicated group of individuals. Each brought their intelligence, their experience, and their best effort to reviewing the Charter. It was a privilege to sit at the table with them and hear their ideas. I hope that the future efforts of the Town in revising the Charter can reflect that same level of conversation.

### Community Preservation Committee

The Community Preservation Committee (CPC) is charged with studying the needs, possibilities and resources of the town regarding community preservation. Community preservation in Provincetown is a public process and the CPC strongly encourages broad participation from all residents. The CPC will make

recommendations to Town Meeting for any use of the Community Preservation Funds. No funds can be expended for CPC recommended projects without Town Meeting approval. In 2014 CPC members Judith Cicero, Eric Dray, Kristin Hatch, Ann McGuire, Stephen Milkewicz, Dorothy Palanza and Barbara Prato made recommendations for the expenditure of Community Preservation Act funds.

The Community Preservation Act (CPA) Funds come from a 3% property tax surcharge that can be matched with state funds from a real estate transaction stamp tax. The Act requires funds be used on Affordable Housing, Historic Preservation, and Open Space/Recreation preservation initiatives in Massachusetts communities with a minimum of at least 10% of funds going to each of these three categories. The Town of Provincetown adopted the CPA at its May 4, 2004 Annual Town Election as well as a bylaw designating that 80% of the CPA revenues is directed to community housing. On November 3, 2008, Special Town Meeting revised the bylaw to reflect the standard of the Commonwealth and to allow for greater flexibility. The revision allotted 10% for each category, community housing, historic preservation, and open space/recreation, with 70% remaining undesignated and available for any category.

The Town held a Housing Summit in 2013/2014 and from recommendations at the summit the Community Housing Council proposed a change to the allocation of CPA funds. These efforts led to the re-allocation of CPA funds for Community Housing at the April 2014 Annual Town Meeting. The Town amended the split to reflect the priority for community housing to 60% of the CPA revenues for community housing, 10% each for historic preservation and open space/recreation, and 20% remaining undesignated and available for any category.

2014 CPA funds were allocated to the following projects: B-Street Garden - Conservation for water quality & habitat assessment, delineation of storm water collection area and remediation; Connected Trails - Connecting trails between conservation land parcels; Local Housing Voucher Program - Provide rental assistance to income eligible households for up to 3 years with financial counseling to become self-sufficient; Pilgrim Memorial Park - Restoration & conservation of Bas Relief in anticipation of 2020 commemoration; Provincetown Housing Office - Staff support for housing initiatives; The Little Fix- Assist seniors, disabled, and veterans maintain homes through volunteer program; Winthrop Street Cemetery - Signage and historic information; completion of master conservation plan.

*Respectfully submitted,*

**Kristin Hatch**

Chair

## Cultural Council

The Provincetown Cultural Council and the Town of Provincetown is proud to announce the release of a Request for Expression of Interest for the Provincetown AIDS Memorial. The Town of Provincetown, acting by and through its Cultural Council is seeking expressions of interest from qualified artists to develop a site-specific Memorial commemorating the lives lost to AIDS in the Town of Provincetown, and the Town's response to the AIDS crisis. Responses to this request are invited from established professional artists. The deadline for the submission of expression of interest is May 1, 2015. Additional information is available online at [www.ProvincetownAIDSMemorial.org](http://www.ProvincetownAIDSMemorial.org) or via email at [ProvincetownCulturalCouncil@gmail.com](mailto:ProvincetownCulturalCouncil@gmail.com). We are also currently seeking donations in any denomination to help support this meaningful cause. Thank you in advance for your support.

The Provincetown Cultural Council was established to disperse funds received from the Massachusetts Cultural Council to worthy applicants in the arts, humanities and interpretive sciences. During the 2014 grant cycle we were able to award nearly \$7,000 to local people and organizations. The annual grant deadline is October 15th and we encourage you to apply. This year's recipients are: The Center for Coastal Studies; Broadsided Press; the Truro Center for the Arts at Castle Hill's Paint the Race event; the Peregrine Theatre Ensemble; Tara Murphy of Cape Cod African Dance & Drum for a performance at the Provincetown Public Library; the Rise and Shine program at the Cultural Center of Cape Cod; the Cape Cod Chamber Music Festival for a concert this coming summer in town; the Provincetown Theater Foundation's Education Program for Youth and Adults; Rebecca Alvin and the Cape Cod Festival of Arab and Middle Eastern Cinema; and the Provincetown Film Society for their Film Art Series. The 2014 members of the Provincetown Cultural Council are: Judith Cicero, Francine D'Olimpio, Cherie Mittenthal, Brian O'Malley, Grace Ryder-O'Malley, Robert Speiser, Bragan Thomas and Donald Whitcomb.

*Respectfully submitted,*

**Grace Ryder-O'Malley**

Chair

## Historic District Commission

The Historic District Commission (HDC) is pleased to report on its regulatory activities during 2014. The HDC continued to ensure the promotion of the cultural, economic, education and general welfare of the members of the Town through three mandates. First, to preserve and protect the distinctive characteristics of the buildings and places significant to the history of Provincetown.

Second, to maintain and improve the settings of our buildings and maintain our historic streetscape. Third, to encourage design compatible with the buildings existing in the area and to help maintain the historic village, fishing, and artistic, cultural, commercial and residential character, which distinguishes Provincetown as a desirable community for residents and visitors. The HDC worked on many residential and commercial projects during 2014 to maintain the historic nature of these buildings. We worked to guide and regulate construction to conform to the Historic District Guidelines. We are captivated by the architectural history of Provincetown and work to maintain the unique characteristics that make Provincetown distinctive.

With strong support from our voters at past Town Meetings, we did make changes to Administrative Reviews by altering the Historic District General By-Laws to allow minor changes and one-for-changes to be handled with less bureaucracy. This makes requests for small-scale changes easier for Provincetown property owners. Now Administrative Reviews may be approved by the Commission without a public hearing or notice to abutters. This effectively streamlines requests for one-for-one replacements, as well as minor changes to external architectural features.

This year John Dowd served as Chair and David McGlothlin was Vice Chair. The remaining Commissioners were Polly Burnell and Marcene Marcoux. A new member was Thomas Biggert who moved from Alternate to being a regular member of the Commission. Lance Hatch was also an Alternate and he provided key insights into HDC decisions. Still, this year, involved dramatic changes at the end of 2014. After twelve years of dedicated service and twelve years of major contributions to the HDC, John Dowd and Polly Burnell faced term limits and attended their last meeting this December. For all their knowledge, enthusiasm and dedication, the HDC thanks both of them immensely. They have been major forces in the success of the work of the HDC and we are grateful for their amazing contributions. Also, Lance Hatch resigned as Alternate due to changes in his residence. We also thank him for his regular attendance and significant insights. We wish him well.

Another major change occurred when Maxine Notaro retired as Permit Coordinator. Her role in aiding the HDC in carrying out its important work has been immeasurable. She provided guidance, enthusiasm, and dedication and she was always helpful to contractors, property owners and the people of Provincetown. We were so fortunate to have Maxine Notaro working with us for these many years and we thank her profoundly for all she has done. Presently, the work of the HDC is enriched with the involvement of Gloria McPherson, Town Planner. Leif Hamnquist is the new Permit Coordinator and a helpful addition to the HDC. In another change, Russell Braun resigned as Building Commissioner and we welcome Geoffrey Larsen as the new enforcer of our by-laws. We would

also like to thank Annie Howard who, as Building Inspector, is an asset to our Commission.

The HDC continues to encourage feedback and comments from the public and our dedicated and enthusiastic members stand ready to offer advice and comments. Our meetings continue to be held on the First and Third Wednesdays of the month at the Judge Welsh Room at Town Hall. We hold Administrative Review meetings at 3:30 p.m. when contractors and residents can gain information on projects and, importantly, can gain approval for in-kind replacements of windows and doors and smaller structural changes. We also are open for Public Statements during this time. Our formal meetings begin at 4 p.m. for projects that have been publicly noticed out. The public is invited to attend any of our meetings. We look forward to seeing you there!

*Respectfully submitted,*

**Dr. Marcene Marcoux**  
Commissioner

### Historical Commission

The Historical Commission met ten times during 2014 and continues to oversee and maintain the artifacts held in trust by the Town and stored in various Town buildings and often on display. We remain grateful to the Town Clerk for his diligence and exceptional skill and care in the maintenance of this inventory. Our members are among the volunteers which keep the energy of the Provincetown History Project moving forward, often adding and refining new content. Volunteers also maintain the display cases in the central corridor of Town Hall and the Council on Aging. We are grateful for their dual participation. Our input has been sought on all matters relating to the rehabilitation of historic buildings owned by the Town and we continue to act in an advisory capacity. We had also made a recommendation to the Board of Selectmen for the new candidate on the Historic District Commission and the Community Preservation Committee. We have supported the efforts of the Cemetery Commission in the production of a privately funded guide to the cemetery. We would eventually like to create similar guides for the Town Hall and the Library illuminating the past uses of these historic buildings. Citizens have come forward with ideas to highlight buildings and areas which have been altered or destroyed and we welcome their input. Those projects were taken under advisement and appropriate action will continue to be explored and executed when feasible.

Much effort has been spent working on the print volume of “Building Provincetown” a companion to the website of the same name. This will continue to be an invaluable resource on the Town and its history and dovetail perfectly with our efforts on the History Preservation Project. We anticipate a print version by early summer, 2015. If there was a signal flare in anticipation of this volume, it

was the Historical Walking Tour Map, with free distribution estimated currently at many thousands. We thank the Visitor Service Board for again funding the printing of this map and their foresight in recognizing its value.

We will miss the expertise of former chairman Eric Dray, and the contributions of Steven Milkewicz, both of whom left the Commission in 2014.

*Respectfully submitted,*

**Stephen Borkowski**  
Chair

### John Anderson Francis Family Scholarship Com.

The Town Scholarship Committee and the John Anderson Francis Family Scholarship Committee are responsible for administering scholarship funds that began with a bequest from Cecilia C. Francis. This was followed by a bequest from Captain Joseph Oliver and contributions from countless Provincetown residents. Starting in the mid-1980s, the John Anderson Francis Family Scholarship Committee awarded scholarships to graduates of the Provincetown High School. Since the closing of the high school, the committees have also awarded scholarships to students who complete the entire eighth grade in the Provincetown school system subsequent to 2009 (the last year in which they could have gone on to complete their secondary education at Provincetown High School), and graduate from one of the thirteen public high schools on Cape Cod. The guidance departments of these schools have been provided with applications along with the revised guidelines for the John Anderson Francis Family Scholarship. The committees encourage eligible high school seniors to obtain applications from their guidance counselors.

In June, 2014, the John Anderson Francis Family Scholarship Committee awarded a total of \$7,000 to Jasmine Avallone-Osowski, Dylan Kaeslau and Michael Trovato. In addition, the Town Scholarship Committee awarded a \$1,500 scholarship to Jasmine Avallone-Osowski.

In the fall of 2014, \$10,500 in scholarships from the John Anderson Francis Family Scholarship Fund were awarded to the following Provincetown High School Alumni: Victoria Ainsworth, Katherine Bonadies, Colleen Curley, Thomas Dahill, Jennifer Gualpa, Mairead Hadley, Carol Laduke, Elizabeth Lopez, Kaitlyn Silva, Natalie Silva, Lydia Tesson-Legnine.

Simultaneously, a total of \$5,000 in Joseph Oliver Scholarships, which require that the recipients be residents of Provincetown, were awarded to Katherine Bonadies, Colleen Curley, Thomas Dahill, Jennifer Gualpa, Mairead Hadley, Carol Laduke, Elizabeth Lopez, Kaitlyn Silva, Natalie Silva, and Lydia Tesson-Legnine.

The balance of the John Anderson Francis Family Scholarship Fund as of October 31, 2014 was \$1,151,136.13. Of this, \$21,527.33 represented accrued earnings, available for scholarship grants. The balance of the Captain Joseph F. Oliver Scholarship Fund on the same date was \$503,901.56, of which \$6,991.26 was accrued earnings. The balance of the Town Scholarship Fund on October 31, 2014 was \$4,746.42.

The Committee would like to thank MIS Director Beau Jackett, Town Clerk Doug Johnstone, Town Treasurer Connie Boulos, and each of their staffs for their support and assistance during this past year. We also wish to thank Bill Schneider, our former chairman, for his guidance and for his tireless work on behalf of both the John Anderson Francis Family Scholarship and Town Scholarship Committees. Provincetown has always been very generous to its resident students. As they complete their secondary education and move on to colleges and universities, the financial support from our community scholarships remains vital. Through the partnership and generous support of residents and businesses alike, we look forward to the continuing educational success of our residents.

*Respectfully submitted,*

**Robert D. Speiser**

Chair

## Management Information Systems

The MIS Department accomplished many goals in 2014, thanks, in no small part, to the hard work and dedication of Lynne Martin and Tyler Keyes. At Provincetown Schools, MIS assisted with:

- Technology planning and purchasing recommendations for new devices such as Chromebooks and Promethean ActiveBoards.
- The implementation of a Google Chromebook pilot program for the fourth grade.
- Staff professional development for Google Apps and new gradebook software.
- The implementation of the Schools Interoperability Framework (SIF) module to automate data transmission to the state's Department of Elementary and Secondary Education (DESE).
- Website design and maintenance through Google Sites.
- The implementation of centralized software deployments and patch management
- The retrofitting of the media center to expand network capabilities.

On the municipal side, MIS coordinated:

- The annual desktop refresh as part of our lifecycle management strategy.
- The completion of a town-wide upgrade to Microsoft Windows 7. Microsoft ended support for Windows XP on April 8, 2014.

- Library software and hardware upgrades and installations, including the adoption of a Library Document Station for paper document management.
- The implementation of InvoiceCloud, which now allows the town to offer online payment for water and sewer bills, as well as personal property and real estate bills.
- The introduction of WebAssessor, which provides complete property information, including maps and photos, as either a property card or a property summary
- An update to the building scale program that now makes the data available to several town departments.
- The automation of weekly updates reflecting property owner/address changes.
- The implementation of Accela, a regional permitting, licensing and inspections solution.
- A flyover of Provincetown that will allow us to update the town's cadastral maps.
- The replacement of rugged laptops in the police cruiser fleet.

2015 will be another busy year. Here's what we have in store:

- Online payment for motor vehicle and boat excise bills
- The introduction of an interactive online cemetery database that will give comprehensive information of burials in Provincetown, as well as plots available and plots purchased, and potentially even the 1855-1873 smallpox burials
- An April go-live for Accela in the licensing & health departments, which will enable business to apply, renew and pay for associated licensing fees online
- Accela will be phased in for the building department during the months of June and July and will allow homeowners and contractors to apply for permits and pay for associated fees online
- An upgrade to the town's history project website, which will allow all of the wonderful information on that site to be accessible through the state's Digital Commonwealth repository
- A major upgrade to MUNIS, the town's financial management software
- The replacement of rugged laptops in the rescue vehicle fleet
- Several server replacements

There is no doubt that MIS will be working hard in 2015 to continue integrating technology solutions that streamline the way the town does business!

*Respectfully submitted,*

**Beau S. Jackett**

Director

## Personnel Board

The Personnel Board met several times during 2014. During that time the Board had two Chairs resign, but the board was able to accomplish the following activities:

- The Personnel Board completed and approved the Compensation Study
- The Personnel Board continued to provide input to the Town Manager regarding standardization, training, and equity for employees and smooth operation of government.
- The Personnel Board conducted a review of HR database options recommending increased use of current IT resources and database development to better track and manage employee data.
- The Personnel Board continued to support the Town Manager's efforts to improve Human Resource areas such as position and grade review on a regular schedule, job descriptions, and training and performance evaluations.

The Board would like to thank the following town staff for their support; David Gardner, Elisabeth Verde and Dan Hoort.

*Respectfully submitted,*

**Marianne Clements**

Chair

## Planning Board

The Planning Board is responsible for the administration of the Subdivision Control Laws as granted by Massachusetts General Laws Chapter 41, and the development of recommendations on all matters concerning the physical, economic, and environmental development of the town. The Planning Board has focused its attention on reviewing and updating the zoning by-laws and dealing with applications that require site plan review or endorsement under the Subdivision Control Law, along with its other standard business. In 2014, the board met on a regular bi-weekly basis. At the end of the year, longtime board member and Vice Chair Dorothy Palanza left the Board at the end of her term. Her work on numerous bylaws has left a significant impact, and she will be missed. With the elevation of Brandon Quesnell from alternate to full member, the Board retained a full slate, minus an alternate. This position was filled at the start of 2015. Our previous Permit Coordinator, Maxine Notaro, retired this year. Her long-term service, knowledge and guidance will be missed. We on the Planning Board want to thank her. Another significant event occurring just before Fall Town Meeting was the filling of the Building Commissioner position after the departure of Russell Braun. Geoffrey Larsen is an appreciated addition to the Department of Community Development. We welcome him. We wish to

thank Acting Town Manager, David Gardner; Town Planner, Gloria McPherson; and Permit Coordinator, Leif Hamnquist for their invaluable assistance.

In its course of business, the Board continues to hear multiple Approval Not Required requests, which allow lots to be divided provided they have sufficient frontage on a public way. The public is often concerned about such development and attends such meetings to take an active part in the decision making. The Board continued to its important business of numerous Site Plan Review decisions.

The Planning Board presented numerous articles at Town Meeting in April. It was requested that the Town vote to amend the zoning bylaw regarding the Floodplain District Article 2, in order to bring it into compliance with Commonwealth regulations. The motion was passed. An amendment was approved to the Growth Management bylaw Section 6500 to clarify that a two single-family dwellings on a single lot are to be treated the same as a two-family home on a single lot. A Zoning bylaw amendment regarding the Dimensional Schedule Section 2560 to simplify rear lot calculations did not pass. A proposed amendment to the zoning bylaw regarding the High Elevation Protection District, Section 2320 to included decks and other non-enclosed structures was passed.

The Planning Board also submitted a number of zoning proposals for the October Special Town Meeting. A general bylaw amendment to add a new Chapter 16 on Outdoor Lighting, was proposed in an attempt to continue the stated goal of Provincetown to be a green community. This proposal represented several years of work by the Planning Board in conjunction with other town Boards. The bylaw amendment would have limited light pollution and improved the view of the night sky in the town through a number of measures that would have also provided energy savings. The proposal was voted down by the Town. Another proposal, to amend Article 4, Section 4053 Commercial Design Standards to provide for bicycle racks in commercial and industrial developments and redevelopments was voted down. This proposal too, would have aided in the meeting of the goals of Provincetown to be a green community. A number of months before the Special Town Meeting, the Town Building Department submitted a request to the Planning Board, that a zoning bylaw amendment be proposed at Town Meeting regarding Portable Storage Structures. This bylaw, as written by the Planning Board, would amend Article 2, Districts and District Regulations, Section 2400. At the time, Portable Storage Structures were not covered in the bylaws and were therefore illegal in Provincetown. The Planning Board submitted a proposal to see if the Town would vote to add a new section regarding Portable Storage Structures in order to make them legal under various circumstances designed to protect the community from unsightly or permanent situations arising from the structures. The Town voted down the proposal, rendering all Portable Storage Units illegal in Provincetown.

The Planning Board looks forward to continuing their work and hopes that Town Boards can work more together more closely to craft zoning law amenable to all.

*Respectfully submitted,*

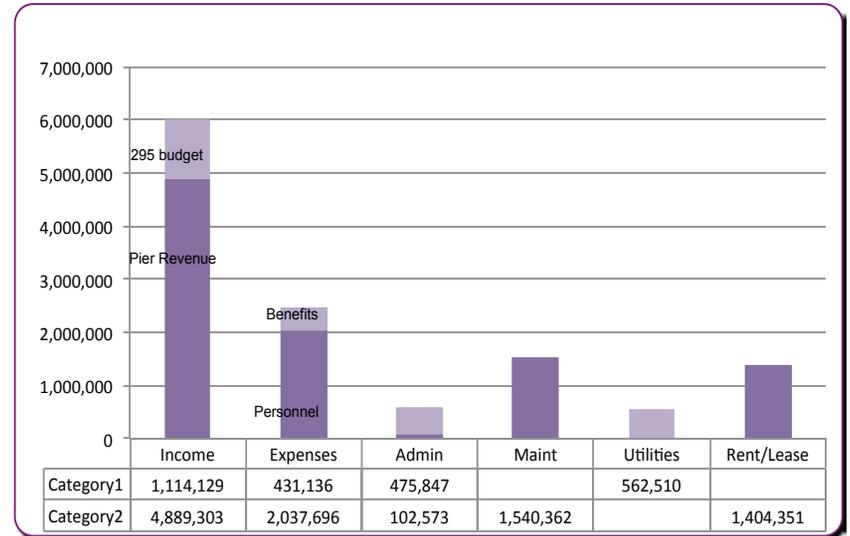
**Mark Weinress**  
Chair

**Provincetown Public Pier Corporation**

The Provincetown Public Pier Corporation (PPPC) is pleased to submit its Annual Report to the Town of Provincetown and its citizens. Our work over the past year builds on our commitment to support our changing fishing fleet and other commercial uses of the Pier and to further economic development in the Town. The Board of Selectmen approved a one-year extension to our contract due to changes in Town personnel and Board members. Unfortunately, this continues an underfunded budget for maintenance on the Pier. We have focused our efforts on engineering assessments of the Pier in order to inform a maintenance and remediation plan for the future, as well as for continuing economic development. Without additional funding, we will continue to miss our targets. Like the Town, PPPC's biggest challenge remains identifying new sources of revenue, while endeavoring to contain our budget and expand opportunities for our tenants and the Town. To that end, we have increased transient fees on the Pier, set up a pilot project to add vendors to the Pavilion and introduced an excursion embarkation fee patterned on the existing ferry embarkation fee adopted by the Town many years ago. This fee will most likely be challenged in Court by our tenants. Once that case is settled, we should see additional revenue to fund the Pier's maintenance reserve.

2014 represented an opportunity to look back at ten years of PPPC management of MacMillan Pier. The Pier has evolved into an efficient operation dedicated to economic development and maintenance of the facility. The accompanying graph shows in macro scale the result of our efforts. Revenues over the last 10 years have been over \$6 million. Of that, we have paid the Town rent of \$1.4 million; another \$1.5 million was used for maintenance supplies, equipment and contactors; and another \$1.5 million covered costs that would have been in the global budgets of the Tow, such as insurance and employee benefits. By having all the costs in one place we get a better understanding of what it costs to run a town pier. Yet there is more to be done. The operation is not without its challenges.

Income/Expense in Broad Categories after 10 years of Operation



<b>Income</b>		
<b>Pier Revenues</b>	4,889,303	
<b>295- HM Dept. Budget (since July, 2005)</b>	<u>1,114,129</u>	
	<b>6,003,432</b>	
<hr/>		
<b>Pier Expenses</b>		
<b>A Budget - Personnel</b>	2,037,696	
<b>A Budget - Benefits</b>	<u>431,136</u>	Global
	<b>2,468,832</b>	
<hr/>		
<b>B Budget - Expenses</b>		
<b>Admin -</b>		
<b>Departmental expenses</b>	102,573	
<b>Ins., Attorney, Auditor</b>	<u>475,847</u>	Global
	<b>578,420</b>	
<hr/>		
<b>All Maintenance Expense</b>		1,540,362
<i>(does not include labor in A budget)</i>		
<b>Utilities exp. Incl. water/sewer</b>		<u>562,510</u>
		Global
<hr/>		
<b>Rent/Lease payments to town</b>		1,404,351
<hr/>		
<b>Total expenses</b>		<b>6,554,475</b>

Our capital improvements and maintenance programs are driven by our engineering surveys. The engineers quantify the rate of decay for each of the parts of the Pier assigning those parts a grade. With those reports we cost out a rolling five-year maintenance plan to ensure the Pier does not fall into disrepair. The CIP Maintenance Plan shows we need to be spending \$200,000 to \$300,000 more than what we spend now. Our previous agreements with the Town included two level-funded plug numbers for Pier and Harbor maintenance (\$31,500 and \$5,000 respectively) and a plug number of \$50,000 for capital reserve. These numbers were not based in planning and are recognized as insufficient. The Town reasoned it could not approve an agreement that paid the Pier more for harbormaster services than the Town was being paid for rent. Each time the Town approves a one-year extension under those same terms, we have to defer more maintenance work on the Pier. That political decision for level-funded plug numbers does not allow for normal maintenance operations or growth as the Pier gets older. It does, however, allow the Town to move money from the Waterways Fund for mooring revenue to cover the Harbormaster's budget and then get rent back from the Pier for the general fund. Net costs to the Town for Pier management and maintenance and harbormaster services since 2008 have been minimal. PPPC has successfully achieved its core mission of maintaining a key Town asset without significant financial assistance from the taxpayers. This has been a much more advantageous situation for the Town than for PPPC and is not a sustainable model if the Pier is to be maintained in a steady state. In spite of underfunded maintenance, staff has done a remarkable job with the resources at hand. This past year, we rebuilt and refurbished damaged sections of the transportation dock and refurbished the Pavilion, repaired several wood fingers, dinghy dock extensions and rebuilt the 60-foot float 10W, added LED lighting to the boardwalk fixtures, and set another 20 fender piles, cap-logs and associated protective fixtures. This was all in addition to the usual activities needed to set up of the Pier for the season, including the repair of fixtures, installation of benches and canopies, painting and cleaning, the removal of debris and the opening of the public restrooms.

One area not represented by our financial reports is grant activity. In the last 10 years, we have generated \$1.4 million to support environmental programs for water quality and marine debris in the Harbor, energy efficiency on the Pier, public access to Commonwealth tidelands, restrooms, sewer and pump-out connections, and security improvements. This does not include the FEMA grant we are working on for the replacement of the floating docks damaged by the February 2013 blizzard. That process was delayed by a federal audit of Hurricane Sandy and blizzard expenditures. The audit seems to be over and FEMA is once again moving forward with our application package. In the meantime, we used up our capital reserves of over \$200,000 to shore up the floating docks until a replacement plan with wave attenuation can be developed and FEMA grant money is dispersed.

**PPPC Grant Programs to Date**  
**Grant awards after 10 years of Operation**

Boating Infrastructure Grant- CZM Pump out Facility	60,000 93,800	Courtesy Float expansion/ADA gangway Courtesy Float sewer connection
Ferry Terminal and Restrooms	500,000	Includes sewerage pier
Homeland Security Grants	10,000 100,000 12,000 3,000 2,000	Barricades Surveillance Police Radios- handhelds and base units Radio Direction Finder FLIR Unit
Seaport Advisory Council	35,000 60,000	Wreck removal
Water Quality Testing 604b	2007 47,730 2008 46,400 2009 46,400	A three year program with Umass Dartmouth and Truro for the Mass. Estuaries Project
Clean Vessel Act (total since 2005)	187,108	Annual program for pump-out boat and service
Sediment Transport for Coastal Resilience	169,745	
Marine Debris Clean-up and platform	35,600	
Cape Light Compact lighting improvements	25,000	
Conservation Moorings Pilot Project	17,000	
<b>Total PPPC Grant Activity</b>	<b>1,450,783</b>	

Wind Power Pilot Project at no cost with private firm  
 Coastal Resilience Grants in process  
 FEMA grant for storm damage in process  
 CCS marine debris grant submission next week  
 Real-time reporting tide gauge and weather instruments with software

Some grants require partners, such as Center for Coastal Studies on marine debris issues, Town of Truro for water quality and the Cape and Islands HM's for regional homeland security equipment. We also work closely with other town departments when needed.

We have made considerable progress in support of economic development for the Town. We welcomed a new ferry service departing from Plymouth's Town Pier. Staff completed a port security plan and tested that plan with the cruise ship Maasdam port call in May. The success of the security plan enables Provincetown to handle coordinated landings of passengers from Boston and a cruise ship in a safe and efficient manner. The security plan allows the Town to more actively market itself to the mid-size cruise ship industry. We have two more port calls booked in 2016. The once-in-a-lifetime port call of the 1841 whaler *Charles Morgan* from Mystic Seaport (formerly of Provincetown) included educational and entertaining exhibits from the Seaport, the Provincetown Pilgrim Monument and Museum, Stellwagen Bank National Marine Sanctuary and local author Judy Dutra. These exhibits took us across the entire historical arc from the last days of whaling Provincetown to whale-watching today. This celebration was in addition to the annual Harbor events of the Portuguese Festival/Blessing of the Fleet, Swim for Life and the Great Provincetown Schooner Race.

With the end of the Marine Patrol Pilot Project in 2013, we realigned our relationship with the Police Department. Our thanks to Acting Chief Jim Golden for including the Harbormaster's Department staff in seasonal trainings and joint traffic control operations. By all accounts, the Pier and Harbor ran smoothly with coordination between Town Departments, the Coast Guard, the Environmental

Police and the National Seashore. In closing I would like to thank the other volunteer PPPC Directors; President Kerry Adams, Vice Chair Ginny Binder, Treasurer Scott Fraser, Carlos Verde and Herbie Hintze. As with many other Board members in Town, you may see them serving in other volunteer capacities.

*Respectfully submitted,*

**Kerry Adams**

Chair

This year I was asked to provide a separate Harbormasters Annual Report. Since 2005, the activities of this department have been wrapped into the PPPC reports as one cohesive unit. The Harbormaster Department provides a variety of services from the office such as mooring field administration and pier public safety coverage, grant writing and administration, and management of liaisons with Town boards. On the harbor, we maintain the local aids to navigation, support Shellfish Constable and DPW work, enforce mooring and harbor regulations, monitor the beaches and breakwaters, provide boater education, run the pump-out service, respond to emergencies and calls for service or information. Coordination between local and other maritime enforcement and public safety/security entities, such as Army Corps of Engineers, USCG, DEP, EPA and National Park Rangers is critical to address waterways issues and manage our resources. This winter we have supported the Conservation Commission with the investigative and enforcement tools to respond to violations of waterways regulations regarding hydraulic clamming at New Beach. We also run the Town Pier on behalf of PPPC. This includes administrative functions of accounts receivable and payables, sales, physical plant operation, event and traffic control and customer services. While the PPPC agreements with the Town separate the operation of the pier from the harbor for contractual purposes, these two platforms; Provincetown Harbor and MacMillan Pier, are the stage for all aspects of our marine environment and balance the competing uses.

This season, the Harbormasters have responded to multiple calls for boats adrift, capsized, sunk, on the rocks or tenants with engine problems, and to kayaks, sunfish and stand up paddleboards where the occupant fell out, tired out or was out of their personal experience range. We handled multiple calls for EMT's and transport for persons falling on boats or the pier, some were alcohol related, others medical or just mishaps. Around moon tides and storms we have pulled visitors from the wrong side of the breakwater when trapped by water rushing thru the low spots. At times whole families need assistance getting off the rocks. One summer visitor was a blue shark stuck in the rocks of the breakwater. Fortunately, our staff watches Shark Week and was able to free the animal unharmed. We had two serious explosions this summer. The first was in a slip when the victim was working on an engine that backfired. The second was more widely reported with two persons removed from the water and the vessel removed from the harbor while it burned. This response was well coordinated by multiple departments because

we train with other officers regularly. My second in command, Luis Ribas, and I have completed several nationally recognized courses designed to work in tandem with Coast Guard for search and rescue, tactical and advanced vessel operations. We are passing that training forward with our seasonal employees. I am proud of our staff and their professionalism.

The Marine Patrol Officers project ended in 2013 after two seasons and was replaced by a cooperative relationship between the departments. Thanks to Acting Police Chief Jim Golden, we participated in relevant seasonal training with the summer officers. This led to a better understanding between departments, more coordination of staff and better response times on scene. We look forward to further developing that relationship in the coming year. We are also working with Provincetown Police Department, Provincetown Fire Department, and US Coast Guard on an improved mutual aid response package for the entire cape.

This year, we received a grant for a new pump-out boat that is slightly larger with additional capacity and improved options of responding to emergencies. The former Police Department mobile command vehicle has been repurposed for our use on the pier. This helps with maintenance and allows us to launch and haul our boats. In the ten years I have served as Harbormaster, our team is better trained and equipped and we have expanded our capabilities and improved the environment, the facilities and the customer services of the department. Thank you for the opportunity to serve.

*Respectfully submitted,*

**Rex McKinsey**

Provincetown Harbormaster

MacMillan Pier Manager

## Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is charged with hearing and deciding appeals for relief from the Zoning By-Laws via special permits and variances, as well as appeals from those aggrieved by a decision or action of the Building Commissioner. The ZBA usually meets on the first and third Thursdays of the month for a work session and public hearing. The meetings are posted and open to the public, with the rare exception when the Board convenes an Executive Session, which we did engage in during the 2014 calendar year. A full board consists of five regular members and five alternate members. Zoning appeals are usually heard by five members and require a super-majority of four votes in favor to grant a special permit or variance. The ZBA makes every attempt to serve the community by hearing applications as scheduled, but this is not always possible, especially when there is not a full complement of members. A ZBA member may have a scheduling conflict from time to time, may be absent due to illness or may need to recuse themselves due to a conflict of interest. As a courtesy to applicants,

the ZBA gives the applicants the option of waiting until a full complement of five members is assembled to hear the case. By right, the ZBA may proceed to hear the application with only four members, which is a quorum. The applicant is advised that in such cases any motion by the ZBA would require a unanimous vote for passage. There were a few occasions this year when applicants preferred to be heard by the full ZBA, requesting that their application be postponed until the following hearing, when it was expected that five members would be available to hear the case. It is an unfortunate inconvenience for all concerned when this happens and the ZBA and Department of Community Development (DCD) endeavor to minimize it as best they can by notifying applicants of the situation as soon as possible, giving them the option of postponement until the next scheduled hearing. This can almost assuredly be avoided by having a full roster of ZBA members. We had a five-member board in 2014 and one alternate and it was still difficult at times to hear cases with conflicts by one or the other. I am happy to say that we now have an additional two alternates thus giving us (8) eight members. This should help to make cases run more smoothly in the coming year.

The board heard 81 cases during 2014. The majority were Special Permit applications. The Zoning By-Laws provide specific criteria for the granting of a Special Permit. Namely, that the applicant must show (and the ZBA must find, in writing) that the benefits of the proposal to the Town or the neighborhood outweigh any adverse effects such as congestion, hazard, or environmental degradation. There are very strict criteria for granting a Variance: in part, a literal enforcement of the provisions of the by-law would involve substantial hardship, financial or otherwise, to the petitioner and must owe, among other things, to the soil conditions, shape, or topography of the land. The ZBA considers each application on its own merits without any benefit of precedence. The ZBA strongly believes in the rights of property owners to use their property as they wish, but encourages them to do so within the confines of the Zoning By-Laws.

ZBA members, Robert Littlefield, Amy Germain, Joe Jeffrey Haley, Joe Vasta, Peter Page, Rob Anderson, Bryan Armstrong and myself would like to thank Town Planner Gloria McPherson and Permit Coordinator Leif Hamnquist for assisting the board throughout the year. The work they do to assist the public and in preparing their applications is much appreciated by the Board. The Board saw the departure of Russell Braun, Building Commissioner and Zoning Enforcement Officer, and we welcome new Building Commissioner Geoffrey Larson. We are working together with Mr. Larson in establishing a relationship that will serve the Board and the public and look forward to his expertise as Town Staff and for his technical and educational expertise and knowledge of Chapter 40 A and the Provincetown Zoning By-Laws as well as the building codes.

*Respectfully submitted,*

**David M. Nicolau**  
Chair



## Municipal Finance

### Municipal Finance Director

I want to thank the Board of Selectmen, Acting Town Manager David Gardner, Acting Assistant Town Manager, Michelle Jarusiewicz, Department Heads, Boards and Committees, citizens and my staff, Linda O'Brien, Nick Robertson and Marge McGloin for their support during the year. I am very fortunate to work with such a dedicated group of people. I would like to acknowledge four people who have retired recently from the Finance Department. Barry Stephens was our Town Collector and retired in August of 2013, Paul Gavin was our Principal Assessor and retired in April 2014, Cheryl Duarte was our Assistant Town Collector and retired in July 2014, and Linda O'Brien was our Treasurer and then Payables and she retired in November 2014. Each of these staff members were a valuable asset to our town I would like to personally thank them for their service. We wish them well.

During the year we continue to work towards meeting the annual town-wide goals as set by the Board of Selectmen, specifically the first goal regarding fiscal management.

- The department has worked with the Board of Selectmen and the Finance Committee to refine and update a ten year fiscal plan and the capital improvement program, each of which are useful tools for planning the fiscal future of the Town.
- The department continues to strive for complete transparency of the Town's finances by listing additional financial information on the department's page on the Town's website. We encourage all residents to visit our web page.
- The department worked with the Management Information Systems (MIS) department to bring on-line payments to Provincetown. Over 600 payments were made on-line in calendar year 2014.

In accordance with the provisions of Chapter 41 §61 of the Massachusetts General Laws, I hereby submit the following as reported by the Treasurer and Town Accountant: Combined Balance Sheet; Report of Appropriations & Expenditures; Appropriations Balance as of 12/31/14; Summary of Receipts; Debt Schedule; Salaries and Wages. All reports are for the Fiscal Year ending June 30, 2014 unless otherwise stated.

*Respectfully submitted,*

**Daniel R. Hoort**  
Director

Town of Provincetown Combined Balance Sheet All Funds & Account Groups at June 30, 2014

	Governmental Funds			Proprietary Fund:	Fiduciary Funds	Total (Memorandum)
	General Fund	Special Revenue Funds	Capital Project Funds	Enterprise Funds	Trust and	
					Agency	
<b>Assets</b>						
Cash & Equivalents	3,826,027.91	6,252,767.80	823,445.53	6,010,038.30	5,115,035.46	22,027,315.00
Receivables:						-
Property Taxes	792,932.85					792,932.85
CPA and LandBank	-					-
Deferred Property Taxes	67,627.27					67,627.27
Tax Liens	563,804.65					563,804.65
Excise and Other	112,617.26					112,617.26
Departmental	150,924.21					150,924.21
User Charges	-			326,242.13		326,242.13
Special Assessments	-			478,679.36		478,679.36
Special Assessments Not Yet Due	-			20,910,612.92		20,910,612.92
Less Allowance for Uncollectible Taxes	(267,526.75)					(267,526.75)
Due from Other Funds	-					-
Due from Other Governments	33,081.00	353,160.85	218,546.00			604,787.85
Other Accounts Receivables	-					-
Tax Foreclosures	62,087.19					62,087.19
Amounts to be Provided for Paym of Debt						-
Fixed Assets Net of Accum. Depreciation				31,730,380.71		31,730,380.71
<b>Total Assets</b>	<b>\$ 5,341,575.59</b>	<b>\$ 6,605,928.65</b>	<b>\$ 1,041,991.53</b>	<b>\$ 59,455,953.42</b>	<b>\$ 5,115,035.46</b>	<b>\$ 77,560,484.65</b>
<b>Liabilities</b>						
Accounts Payable	202,859.39	61,589.23	509,605.48	37,095.71	7,452.14	818,601.95
Accrued Payroll	433,656.30					433,656.30
Employee Withholdings	89,079.15					89,079.15
Tailings Payable	20,392.62					20,392.62
Other Deposits	14,114.37			242,506.54		256,620.91
Due to Other Funds	-					-
Due to Other Governments	-					-
Due to Student Groups	-					-
Escrows and Deposits	-					-
Deferred Revenues	-	269,399.22				269,399.22
Property Taxes	523,510.22					523,510.22
Others	969,450.77			21,715,534.41		22,684,985.18
Notes Payable	-		4,250,000.00			4,250,000.00
Bonds Payable	-			33,835,986.68		33,835,986.68
<b>Total Liabilities</b>	<b>\$ 2,253,062.82</b>	<b>\$ 330,988.45</b>	<b>\$ 4,759,605.48</b>	<b>\$ 55,831,123.34</b>	<b>\$ 7,452.14</b>	<b>\$ 63,182,232.23</b>
<b>Fund Balance</b>						
Reserved for Contributed Capital				(2,105,605.97)		(2,105,605.97)
Reserved for Retained Earnings						-
Reserved						-
Unreserved				2,782,766.57		2,785,766.57
Fund Balance Reserved for Subs Yr Expend	160,976.00			1,071,851.00		1,232,287.00
Fund Balance Reserved for Debt Service	258,966.98			1,872,679.46		2,131,646.44
Fund Balance Reserved for Encumbrance	1,009,612.32			3,139.00		1,012,751.34
Unreserved Fund Balance - Deficits	-					-
Unreserved Fund Balance	1,658,957.47	6,274,940.20	(3,717,613.95)		5,107,583.32	9,323,867.04
<b>Total Fund Balance</b>	<b>\$ 3,088,512.77</b>	<b>\$ 6,274,940.20</b>	<b>\$ (3,717,613.95)</b>	<b>\$ 3,624,830.08</b>	<b>\$ 5,107,583.32</b>	<b>\$ 14,378,252.42</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$ 5,341,575.59</b>	<b>\$ 6,605,928.65</b>	<b>\$ 1,041,991.53</b>	<b>\$ 59,455,953.42</b>	<b>\$ 5,115,035.46</b>	<b>\$ 77,560,484.65</b>

Fiscal Year 2014 Appropriations/Expenditures

	Orig Approp	Transfers Adjtmnts	Revised Budget	FY2014 Expended	Avail Budget
Election Town Meeting	10,378		10,378	8,554	1,824
Board of Selectmen "A" Budget	52,769		52,769	43,245	9,524
Board of Selectmen	17,450	28,300	45,750	35,945	9,805
Town Manager "A" Budget	308,140		308,140	262,898	45,242
Town Manager	16,195		16,195	18,197	(2,002)
Finance Committee Expense	56,369	(39,850)	16,519	1,963	14,557
Town Accountant "A" Budget	176,263		176,263	170,180	6,083
Town Accountant	48,925		48,925	47,930	995
MIS Coordinator "A" Budget	173,140		173,140	173,140	0
MIS Coordinator	268,000		268,000	271,116	(3,116)
Board Assessors "A" Budget	177,944		177,944	179,372	(1,428)
Board Assessors	57,260		57,260	27,394	29,866
Treasurer/Collector "A" Budget	167,348		167,348	172,133	(4,785)
Treasurer/Collector	35,920		35,920	29,962	5,958
Legal Services	200,000	50,000	250,000	249,880	120
Administration	59,640	19,000	78,640	64,655	13,985
Land Bank	130,325		130,325	74,808	55,517
Town Clerk "A" Budget	106,104		106,104	105,726	378
Town Clerk	4,445		4,445	3,744	701
Licensing "A" Budget	42,498		42,498	42,498	-
Licensing	300		300	-	300
Conservation Commission	8,090		8,090	7,357	734
Planning Board Expenses	1,940		1,940	588	1,353
Zoning Board Appeals	2,700		2,700	2,225	475
Historical Commission	500		500	500	-
Historic District Commission	2,250		2,250	350	1,900
Building Committee	5,500		5,500	-	5,500
Buildings & Grounds Payroll	674,696		674,696	645,140	29,556
Buildings & Grounds General	56,255	6,000	62,255	68,527	(6,272)
Building Grounds-Town Hall	102,600		102,600	82,892	19,708
Buildings&Grounds VMCC	114,685		114,685	110,478	4,207
Buildings & Grounds Library	72,200		72,200	85,874	(13,674)
Buildings & Ground Cemetery	2,850		2,850	4,940	(2,090)
Buildings & Grounds Comfort St	66,700		66,700	39,409	27,291
Buildings & Grounds FreemanSt	25,308		25,308	14,878	10,430
Buildings & Grounds Other	125,185		125,185	91,513	33,672
Police "A" Budget	2,199,655		2,199,655	2,188,051	11,604
Police	164,641		164,641	161,581	3,060
Police Station	42,800		42,800	39,442	3,358
Fire "A" Budget	423,935		423,935	392,541	31,394
Fire	190,899		190,899	179,267	11,632
Ambulance Service	769,364		769,364	769,364	-
Inspections "A" Budget	170,485	10,000	180,485	173,433	7,052
Inspections	5,960		5,960	3,126	2,834
Director Regulatory "A" Budget	174,418		174,418	141,080	33,338
Director Regulatory	20,100		20,100	15,165	4,935
Emergency Management	7,830		7,830	10,741	(2,911)
Harbor Committee	250		250	-	250
Harbormaster MacMillan Wharf	118,263		118,263	118,263	-
Shellfish "A" Budget	49,978		49,978	49,878	100
Shellfish	6,100		6,100	5,047	1,053
Parking "A" Budget	344,275		344,275	330,019	14,256
Parking	84,300		84,300	88,132	(3,832)
Public Schools	3,367,784	69,522	3,437,306	3,349,613	87,693
DPW Admin "A" budget	130,879		130,879	118,032	12,847
DPW Administration	202,850	52,000	254,850	286,311	(31,461)
Highway "A" Budget	444,802		444,802	430,471	14,331
Highway	116,800		116,800	98,137	18,663

	Orig Approp	Transfers Adjstmts	Revised Budget	FY2014 Expended	Avail Budget
Snow & Ice "A" Budget	27,000		27,000	45,946	(18,946)
Snow & Ice	140,700	30,000	170,700	193,413	(22,713)
Solid Waste Recyc "A" Budget	455,356		455,356	417,085	38,271
Solid Waste Recycling	127,500		127,500	129,058	(1,558)
Recycling/Renew Energy Cmte	2,750		2,750	2,937	(187)
Waste Disposal Other	168,000		168,000	129,518	38,482
Airport	98,450		98,450	97,361	1,089
Cable Advisory Commission	126,500		126,500	126,500	-
Health Agent "A" budget	97,073		97,073	87,401	9,672
Health Conservation Agent	7,300		7,300	7,763	(463)
Public Health/Nurse "A" budget	20,060		20,060	18,954	1,106
Public Health/Nurse	27,600		27,600	23,623	3,977
Board Health	1,610		1,610	925	685
Council on Aging "A" budget	200,298		200,298	186,479	13,819
Council on Aging	12,050		12,050	11,206	844
Veterans Services	42,270		42,270	27,580	14,690
Disability Commission	5,000		5,000	4,857	143
Animal Welfare Committee	1,540		1,540	1,537	3
Bicycle Committee	8,100		8,100	2,295	5,805
Library "A" Budget	222,178		222,178	227,358	(5,180)
Library	82,150		82,150	83,324	(1,174)
Recreation Dept "A" Budget	144,496		144,496	141,706	2,790
Recreation Department	21,150		21,150	21,108	42
Art Commission	8,649		8,649	8,989	(340)
Cultural Council	200		200	194	6
Debt Services	2,085,977		2,085,977	2,034,842	51,135
Tax Title	26,000		26,000	8,802	17,198
Retirement Benefits Insurance	5,689,725	(224,972)	5,464,753	5,088,934	375,819
Prior Year Encumbrances	199,681		199,681	170,177	29,504
<b>TOTAL EXPENSES</b>	<b>22,456,603</b>	<b>-</b>	<b>22,456,603</b>	<b>21,385,577</b>	<b>1,071,026</b>

**Fiscal Year 2015 Appropriations/Expenditures  
Year to Date 12/31/14**

	Budget	FY2014 Expended	Avail Budget
Election Town Meeting	14,036	5,368	8,668
Board of Selectmen "A" Budget	52,940	24,155	28,785
Board of Selectmen	55,500	12,465	43,035
Town Manager "A" Budget	261,881	112,458	149,423
Town Manager	16,195	8,403	7,792
Finance Committee Expense	61,268	241	61,027
Town Accountant "A" Budget	188,038	101,014	87,024
Town Accountant	49,375	22,334	27,042
MIS Coordinator "A" Budget	176,603	95,794	80,809
MIS Coordinator	308,500	147,499	161,001
Board Assessors "A" Budget	180,492	100,695	79,797
Board Assessors	52,260	22,599	29,661
Treasurer/Collector "A" Budget	163,539	87,566	75,973
Treasurer/Collector	37,120	12,091	25,029
Legal Services	251,000	68,999	182,001
Administration	59,590	21,320	38,270
Land Bank	131,325	49,438	81,888
Town Clerk "A" Budget	108,262	58,042	50,220
Town Clerk	4,445	417	4,028
Licensing "A" Budget	43,348	23,341	20,007
Licensing	300	-	300
Conservation Commission	8,190	3,892	4,298
Planning Board Expenses	1,940	763	1,178
Zoning Board Appeals	2,700	1,006	1,694

	Budget	FY2014 Expended	Avail Budget
Historical Commission	500	-	500
Historic District Commission	2,250	-	2,250
Building Committee	5,000	-	5,000
Buildings & Grounds Payroll	690,395	364,890	325,505
Buildings & Grounds General	62,758	54,759	7,999
Building Grounds-Town Hall	107,450	41,701	65,749
Buildings&Grounds VMCC	119,800	30,192	89,608
Buildings & Grounds Library	75,500	37,467	38,033
Buildings & Ground Cemetery	2,950	4,121	(1,171)
Buildings & Grounds Comfort St	65,796	44,870	20,926
Buildings & Grounds Police Station	62,075	13,919	48,156
Buildings & Grounds FreemanSt	27,100	6,802	20,298
Buildings & Grounds Other	155,285	68,301	86,984
Police "A" Budget	2,147,775	1,134,080	1,013,696
Police	153,600	98,196	55,404
Fire "A" Budget	446,363	284,504	161,859
Fire	206,190	74,075	132,115
Ambulance Service	791,022	395,511	395,511
Inspections "A" Budget	173,015	96,334	76,681
Inspections	5,960	2,948	3,012
Director Regulatory "A" Budget	169,008	86,680	82,328
Director Regulatory	22,195	20,618	1,577
Emergency Management	9,910	-	9,910
Harbor Committee	700	-	700
Harbormaster MacMillan Wharf	118,263	59,132	59,132
Shellfish "A" Budget	49,978	17,428	32,550
Shellfish	6,600	1,475	5,125
Parking "A" Budget	351,025	199,928	151,097
Parking	87,300	35,972	51,328
Public Schools	3,691,149	1,487,830	2,203,318
DPW Admin "A" budget	122,323	65,904	56,419
DPW Administration	207,750	110,847	96,903
Highway "A" Budget	452,429	239,747	212,682
Highway	119,800	38,892	80,908
Snow & Ice "A" Budget	27,000	399	26,601
Snow & Ice	140,700	3,329	137,371
Solid Waste Recyc "A" Budget	436,375	234,320	202,055
Solid Waste Recycling	130,950	56,071	74,879
Recycling/Renew Energy Cmte	2,750	1,068	1,683
Waste Disposal Other	206,000	76,079	129,921
Airport	98,450	35,264	63,186
Health Agent "A" budget	99,134	49,971	49,163
Health Conservation Agent	7,450	1,216	6,234
Public Health/Nurse "A" budget	20,079	10,307	9,772
Public Health/Nurse	26,100	7,951	18,149
Board Health	1,610	50	1,560
Council on Aging "A" budget	202,036	104,022	98,014
Council on Aging	26,250	5,979	20,271
Veterans Services	42,825	21,873	20,952
Disability Commission	5,000	-	5,000
Animal Welfare Committee	1,540	-	1,540
Bicycle Committee	7,863	-	7,863
Library "A" Budget	227,760	89,270	138,490
Library	81,209	37,739	43,470
Recreation Dept "A" Budget	146,574	89,547	57,027
Recreation Department	21,450	8,431	13,019
Art Commission	8,649	1,700	6,949
Cultural Council	6,500	79	6,421
Debt Services	2,106,114	976,296	1,129,818

	Budget	FY2014 Expended	Avail Budget
Tax Title	20,000	639	19,361
Retirement Benefits Insurance	6,035,521	3,548,824	2,486,697
Prior Year Encumbrances	88,936	66,428	22,508
<b>TOTAL EXPENSES</b>	<b>23,162,886</b>	<b>11,523,868</b>	<b>11,639,018</b>

## Board of Assessors

The Board of Assessor's primary responsibility is the valuation and administration of 7,198 Real and Personal Property accounts. In addition, the Assessor's office is responsible for the processing of personal exemptions, property transfers, scale calculations, abutter's lists, permit and cyclical reviews, mailing address changes, motor vehicle and boat excise abatement processing as well as many other duties and responsibilities. The Board is a five-member appointed Board, consisting of Chairman Robert Sanborn, and members Leslie Parsons, Patty DeLuca, Greg Muse and new member Scott Fahle.

Fiscal Year 2014 was an interim valuation year for the Town of Provincetown. The total assessed value increased 5.32% from Fiscal Year 2013. The Department of Revenue certified Provincetown's assessed values on December 5, 2013 and approved the Fiscal Year 2014 tax rate of \$7.25 on December 10, 2013. The FY 2014 assessed values by class were as follows: Residential Class-\$1,996,862,139; Commercial Class- \$393,497,761, Industrial Class-\$1,709,400; Personal Property-\$26,144,560; for a total value of \$2,418,213,860.

The Board granted personal exemptions and/or deferrals to 115 taxpayers totaling \$103,127.64; the breakdown is as follows: Surviving Spouse/Elderly (Clause 17D) a total of 11 exemptions totaling \$3,014; Veteran's (Clause 22), 15 exemptions at \$6,600; Elderly (Clause 41 C), 39 exemptions totaling \$39,000; Blind (Clause 37A) 4 exemptions @ \$2,000; Senior Work Credit (5K), 40 exemptions totaling \$39,500; Tax Deferral, 6 exemptions @ \$13,013.64. 24 taxpayers filed Affordable Housing Tax Exemption applications on a total of 89 units. The total amount exempted was \$61,182.08. The Board of Assessors received 21 real property abatements, of which 12 were granted, and additionally received 3 personal property abatements, voting to grant all three.

During the summer of 2014, the Assessor's office continued its property inspection program, concentrating on residential properties. The Massachusetts Department of Revenue mandates that all properties are required to be visited at least once every nine years. The Assessor's office is greatly aided in this effort by the Town's continued funding of the two Temporary Property Inspectors positions. Frank Pantano and Carol Bergen have filled these positions for a number of years and the Town has benefited from their ability and experience. The seasonal inspectors and

staff combined to complete 583 property reviews consisting of new construction, additions, renovations, sales reviews, & cyclical inspections in Fiscal Year 2014.

The Board would like to thank the staff of the Assessor's office, Richard Faust, Assistant Assessor and Cheryl MacKenzie, Assessing Administrative Assistant who, under the direction of new Principal Assessor Scott Fahle, are responsible for the administration of the Assessor's office as well as the implementation of the policies of the Board of Assessors. Their professionalism, dedication, and good humor serve Provincetown well. The Board wishes to express their sincerest appreciation and gratitude to Paul Gavin, former Principal Assessor, who retired in April. Paul spent over ten years as Principal Assessor and worked tirelessly to help Provincetown emerge from years of intense financial scrutiny by the Department of Revenue. His hard work and dedication to the Town of Provincetown was admired by residents, co-workers, as well as his colleagues in the Assessing profession. He will be missed.

Please visit our website at [www.provincetown-ma.gov](http://www.provincetown-ma.gov) (Assessor's Department) for Online Property Record Cards, Exemptions and Deferrals, Frequently Used Forms, Frequently Asked Questions, Real Estate Sales Reports, and much more.

*Respectfully submitted,*

**Robert W. Sanborn,**

Chairman, Board of Assessors

**Scott Fahle,**

MAA, Principal Assessor

## Treasurer/Collector

### REPORT FOR THE FISCAL YEAR 2014

#### JULY 1, 2013 - JUNE 30, 2014 COLLECTOR REPORT FY 2014

COMMUNITY PRESERVATION ACT		SEWER BETTERMENT	
FY 2012	0.00	FY 2012	0.00
FY 2013	11,744.00	FY 2013	60,866.29
FY 2014	417,167.72	FY 2014	1,760,103.35
	428,911.72		1,820,969.64
LANDBANK		SEWER LIENS	
FY 2012	0.00	FY 2012	0.00
FY 2013	14,894.80	FY 2013	7,438.50
FY 2014	497,239.95	FY 2014	26,926.58
	512,134.75		34,365.08
REAL ESTATE TAXES		SEWER USAGE SURCHARGE	
FY 2012	0.00	LIENS	
FY 2013	602,422.61	FY 2012	0.00
FY 2014	16,539,164.58	FY 2013	1,289.75
	17,141,587.19	FY 2014	2,321.23
			3,610.98



Payroll Account	\$16,642.58
Vendor Account	\$270,047.13
Parking Account	\$258,375.84
Master Investment Account	\$12,460,677.31
TD Bank-CD Block Grant	\$46.88
TD Bank-Program Income	\$805.04
TD Bank-Community Preservation	\$1,937,485.84
TD Bank-Land Bank	\$1,413,985.27
TD Bank-Library Bldg-Gen'l Operating	\$3,297.04
TD Bank-Library Bldg-Money Market	\$131,765.61
TDBank-Law Enforcement	\$2,596.86
TD BankNorth-Pier Money Market	\$95,771.41
TD BankNorth-Pier Checking	\$127,916.73
<b>Cape Cod Five:</b>	
General Operating Acct-Cape Cod 5	\$671.19
Cape Cod 5-Other Deposits	\$58,882.57
Cape Cod 5-OPEB Account	\$538,955.06
<b>MMDT:</b>	
MMDT Treasurer's Acct	\$2,048.65
<b>Century Bank:</b>	
Century Bank-Lock Box	\$1,088.63
Century Bank-PHS Student Activity	\$106,584.14
Century Bank-VMES Student Activity	\$24,348.23
Century Bank-Harbor Access	\$33,388.97
Century Bank-D Perry Scholarship	\$26,382.75
<b>Citizens Bank:</b>	
Administrative Consent Order Account	\$255,809.33
<b>Santander Bank:</b>	
Santander Bank	\$108,836.50
<b>Unibank:</b>	
Unibank-Trust Accounts	\$1,910,107.42
<b>Bartholomew:</b>	
Bartholomew-Francis(ending cash value)	\$1,144,686.96
Bartholomew-Capt Oliver	\$501,078.48
Bartholomew-J A Henry	\$508,626.31
Bartholomew-Cemetery	\$288,058.63
Petty Cash	\$6,258.50
General Outstanding Deposits in transit	-\$119,182.36
Library Outstanding Deposit in transit	\$5.25
Century Lockbox Deposit in transit	\$59.12
Parking Deposit in transit	-\$695.00
Pier Deposit in transit	\$822.50
CC5 Collector Deposits in transit	\$499.27
Less Outstanding Checks	

Vendor Account	-\$206,733.89
Payroll Account	-\$16,713.22
Total Bank Accounts	\$22,012,469.89

### Breakdown of Unibank Trust Funds as of June 30, 2014:

Perpetual Care Fund	\$11,224.21
Commission Fund	\$474.95
Library Trust Funds	\$4,130.85
Library Gift Fund	\$48,957.95
Library Maintenance Gift Fund	\$21,545.13
William McNabb Fund	\$10,618.00
Harold Hersch Fund	\$8,472.97
Recreation Department Fund	\$78,475.67
Cape End Manor Fund	\$2,309.13
VNA Gift Fund	\$37.22
Fireworks Gift Fund	\$10,725.40
Senior Gift Center	\$718.33
Smart Radar	\$1,230.15
History Project Gift Fund	\$10,502.26
Town Hall Gift Fund	\$19,416.03
Town Employee GF	\$25.11
Pet Emergency Gift Fund	\$8,334.93
Suzannes Garden Gift Fund	\$887.29
Town Hall Auditorium Chairs Fund	\$1,324.52
Daphnis Conservation	\$8,048.42
Disability Commission Gift Fund	\$1,655.38
Cemetery Gift Fund	\$7,630.13
Special Purpose Gift Fund	\$9,790.66
Bicycle Path Gift Fund	\$676.76
Combat Hate	\$150.41
Art & Conservation Gift Fund	\$13,977.86
Beautification Gift Fund	\$6,277.21
Outfall Pipe Gift Fund	\$927.71
Pilgrims 1st Landing	\$433.90
Historic Preservation	\$8,021.24
Heritage Museum - Johnson	\$860.33
Museum Merger Feasibility	\$79.92
Local Cultural Council Fund	\$8,853.71
Public Fountain Fund	\$2,682.63
Town Hall Clock Fund	\$75.50
Fisherman's Memorial Fund	\$676.63
Van Arsdale Fund	\$372.94
AIDS Gift Fund	\$785.88

Town Scholarship Fund	\$4,443.24
Education Gift Fund	\$14,914.11
Graichen Music Fund	\$1,951.95
Stabilization Fund	\$1,133,971.11
Capital Improvement Stabilization Fund	\$537,624.38
Transfers in Transit:	\$(94,184.69)
Total:	\$1,910,107.42

### Ousting Debt as of June 30, 2014

Bond	Date of Issue	Amount
MWPAT Septic-T5-97-1157 #4	10/25/00	\$54,340.00
MWPAT-Sewer -CW-98-19 #5	10/6/99	\$142,066.24
MWPAT-Facility CW-01-31 #8	3/1/02	\$8,160,000.00
MWPAT-Plan CW-01-42 #9	11/6/03	\$50,000.00
MWPAT Septic-T5-97-1157-1 #10	11/15/04	\$99,525.00
MWPAT Septic-T5-97-1157-2 #10	11/15/06	\$112,395.39
MWPAT-Sewer CW 04-18 #11	1/10/05	\$1,438,879.00
MWPAT-Sewer CW 07-01 #13	12/18/07	\$4,154,468.00
MWPAT-Sewer CW 07-01A #14	10/1/08	\$623,766.27
USDA Sewer Bond 05/15/2011	5/15/11	\$2,769,228.00
USDA Water Bond 4/17/2012	4/17/12	\$2,336,210.00
USDA Water Bond 03/28/2014	3/28/14	\$1,200,000.00
General Obligation - 3/15/02	3/15/02	\$1,160,000.00
General Obligation - 11/1/03	11/1/03	\$940,000.00
General Obligation - 9/15/05	9/15/05	\$1,860,000.00
General Obligation - 11/15/06	11/15/06	\$2,910,000.00
General Obligation - 6/15/09	6/15/09	\$5,550,000.00
General obligation - 1/15/11	1/15/11	\$5,740,000.00
General Obligation - 12/15/12	12/15/12	\$7,335,000.00
General Obligation - 06/15/14	6/15/14	\$5,718,910.00
Outstanding BAN	Short Term Debt	\$4,250,000.00
Total		\$56,604,787.90
Authorized/Unissued Debt		\$3,376,327.00
Total Authorized Debt		\$59,981,114.90

## Employee Earnings

Employee Name	Position	Annual Earnings
ADMINISTRATION		
Lynn, Sharon	Town Manager	83,795.26
Gardner, David	Assistant Town Manager/Acting Town Manager	118,781.39
Hudson, Pamela	Sec'y to Town Mgr/Benefits Coordinator (Retired)	13,721.44
Verde, Elizabeth	Executive Assistant to Town Manager	50,000.08
Jackett, Beau	MIS Director	77,112.88

Employee Name	Position	Annual Earnings
Johnstone, Douglas	Town Clerk	62,920.08
VanAlstyne, Darlene	Assistant Town Clerk	42,823.98
Timmons, Mary	Secretary to Selectmen	26,211.66
Porter, Vernon	Secretary to Selectmen (Retired)	12,033.25
AIRPORT		
Lisenby, Arthur W	Airport (Seasonal)	3,224.00
COUNCIL ON AGING		
Hottle, Christeny A	Public Health/COA Director	61,900.06
Delgizzo, Stephen	Cook/Aide/On-Call Van Driver	19,587.81
Fabbri, Diane	Van Driver/Aide (Retired)	29,235.96
Hurst, Maureen	Administrative Assistant	52,139.06
Lavenets, Andrea	Outreach Coordinator	38,060.06
Leonard, Susan	On-Call Secretary	383.24
Mancino, Carla	On-Call Van Driver	1,053.00
Medina, Patricia	Van Driver/Aide	8,616.60
Nelson, Michael	On-Call Van Driver	1,896.00
Parris, Vincent	On-Call Van Driver	973.06
Peterman, David	On-Call Van Driver	894.08
COMMUNITY DEVELOPMENT		
Braun, Russell J	Building Commissioner (Resigned)	71,190.72
Browne, John	Electrical Inspector	20,873.21
Fay, Sandra	Administrative Assistant	12,202.50
Hamnquist, Leif	Permit Coordinator	7,424.89
Hautanen, Henry	Plumbing Inspector	20,261.31
Hobart, Aaron	Licensing Agent	42,498.04
Howard, Anne	Building Inspector	51,000.04
Jarusiewicz, Michelle	Housing Specialist/Grant Administrator	57,876.97
McPherson, Gloria	Town Planner	44,718.75
Notaro, Maxine	Permit Coordinator (Retired)	40,271.00
Sanson, Marjorie	Administrative Assistant	13,567.16
Ulshoeffler, Elbert	Acting Building Commissioner	4,050.00
DEPARTMENT OF PUBLIC WORKS		
Guertin, David	DPW Director (Retired)	44,801.94
Waldo, Richard	DPW Director	82,650.04
Larsen, Eric	DPW Deputy Director	25,000.00
Prada, Sherry	Operations Director	59,478.70
Petterson, Jane	Administrative Assistant	41,549.82
Sparks, Olin	Head Mechanic	49,969.10
Building & Grounds		
Lemme, Antonio H	Working Foreman	59,159.97
Andrews, Michael J	Custodian	49,278.28
	Overtime	257.85
	Revolving Account	10,686.42
	Total Earnings	60,222.55
Braddock, Kenneth	Attendant (Seasonal)	15,413.20
Carreiro, Joseph	Attendant (Seasonal)	1,991.44
Childers, James	Custodian	41,921.22
Costa, Anika	Beautification (Seasonal)	33,812.21
Cote, Annette	Attendant (Seasonal)	14,308.36

Employee Name	Position	Annual Earnings
Cowing, Brian	Custodian	51,264.92
Daniels, Christine	Attendant (Seasonal)	2,980.34
Flowers, Natessa	Attendant (Seasonal)	10,741.50
Gerardi, Mario	Custodian	4,364.80
Gonzales, Anthony	Laborer (Seasonal)	1,636.80
Jason, Edward	Laborer (Seasonal)	4,364.80
Joseph, Denise	Supervising Attendant	40,103.92
Kalantzis, Anthony J	Maintenance	51,872.10
Machado, Ederlindo	Laborer (Seasonal)	10,243.64
Martin, Stephen	Maintenance	51,348.41
Nichols, Robert	Laborer (Seasonal)	1,636.80
Peters, Carol	Attendant (Seasonal)	11,300.74
Reid Monts, Joan	Attendant (Seasonal)	4,378.44
Reis, Jada	Laborer (Seasonal)	4,092.00
Santos, Cynthia	Attendant (Seasonal)	2,639.34
Santos, Delanie	Attendant (Seasonal)	12,207.80
Santos, Scott	Laborer (Seasonal)	5,455.99
Silvia, Mary	Attendant (Seasonal)	968.44
Sollog, Steven	Laborer (Seasonal)	12,569.26
Thomas, Bobbie Jo	Custodian	36,717.93
Whelan, Richard	Attendant (Seasonal)	7,488.35
White, Deborah	Attendant (Seasonal)	12,439.68
White, Steven D.	Attendant (Seasonal)	15,290.44
Wojtalak, Dennis	Custodian	20,189.30
Zeitler, Sandra	Maintenance	41,159.54
Highway		
Attanasio, Peter	Laborer (Seasonal)	3,832.40
Costa, David	Laborer (Seasonal)	12,890.13
Cox, Jeff	Skilled Laborer	55,157.43
Duarte, Ramao	Working Foreman	63,627.43
Gonsalves, David	Skilled Laborer	49,452.17
Jackett, Kyle	Laborer (Seasonal)	9,713.66
Martin, Craig	Skilled Laborer	56,022.41
Perry, Jeffrey	Skilled Laborer	56,756.41
Prada, Thomas	Skilled Laborer	50,365.26
Roderick, Paul	Skilled Laborer	57,442.54
Santos, Dennis	Skilled Laborer	57,022.29
Sanitation/Transfer Station		
Bronsdon, Scott	Working Foreman	55,520.24
Cook, Peter	Skilled Laborer	51,152.11
Edwards, Phanarus	Custodian	44,201.27
Hadley, Steven	Laborer (Seasonal)	17,348.10
Hanscom, Christopher	Skilled Laborer	27,321.44
Kluesener, William	Laborer (Seasonal)	13,177.56
Reis, Arthur Jr.	Laborer (Seasonal)	15,329.60
Richmond, James	Skilled Laborer	53,117.84
Roach, David	Skilled Laborer	53,625.11
Roderick, Christopher	Skilled Laborer	53,883.51
Smith, Larry	Skilled Laborer (Retired)	507.49
Souza, John III	Skilled Laborer	27,485.06

Employee Name	Position	Annual Earnings
Water		
Enos, Stephen	Skilled Laborer	57,639.86
Horner, Frank	Meter Reader/Repairman	48,220.64
Matrango, Bernard	Skilled Laborer	62,666.00
Michaud, Anna	Administrative Assistant	48,386.52
Morin, Donald	Administrative Assistant	44,352.88
Neylon, Margaret	Skilled Laborer	54,282.64
Peters, Adrian	Skilled Laborer	49,563.66
Rose, Glen	Working Supervisor	67,271.46
Salisbury, Cody	Water Superintendent	68,565.17
Schmidt, Ryan	Skilled Laborer	42,153.79
FIRE DEPARTMENT		
Trovato, Michael	Fire Chief	39,999.96
Mathews, Joyce	Department Secretary	50,539.06
Ainesworth, Victoria	EMT	4,929.76
Anderson, Michael	EMT	7,653.11
Avis, Matthew	EMT	180.88
Brazil, Paul	EMT	10,054.65
Brown, Christianne	EMT	802.66
Cataldo-Roda, Julie M	EMT-P	6,126.73
Chute, Michael	EMT	22.61
Coelho, Michael Sr.	EMT	5,662.46
Costa, Molloy	EMT	3,832.42
Douglas, Christine	EMT	9,313.42
Elliott, Eric	EMT-P	2,771.60
Fallas, Edward	EMT	2,097.05
Felton, Alan	EMT	12,736.57
Giannelli, James	EMT-P	7,155.46
Gianelli, Lynn	EMT	1,910.55
Gordon, William	EMT	1,890.65
Guallpa, Jennifer	EMT	452.20
Herrmann, Michael	EMT	1,408.08
James, Matthew	EMT	3,968.96
Menangas, Derek	EMT	12,167.59
Notaro, Daniel	EMT-P	7,017.12
Pelligrino, Rachel	EMT	4,458.72
Potter, Lisa M.	EMT-P	10,111.54
Rance, Othaine	EMT	22,212.57
Rego, Linda	EMT	3,188.92
Russell, Denise	EMT	5,684.82
Russell, Lorne	EMT	175.68
Santos, Rodrigo	EMT	192.19
Simkins, Kyle	EMT	5,998.99
Smith, Bryan	EMT	8,624.98
Smith, Jennifer	EMT-P	9,311.06
Smith, Rosemary	EMT	2,871.50
Tarala, Brandy	EMT-P	12,434.94
Wildman, Laura	EMT	2,567.14
Willis, James	EMT-P	639.60
Willis, James II	EMT	4,721.78
Ainsworth, Kevin	Volunteer Firefighter Revolving	2,119.97 205.00

Employee Name	Position	Annual Earnings
	Total Earnings	2,324.97
Ainsworth, Victoria	Volunteer Firefighter	400.00
Alexander, Warren	Volunteer Firefighter	2,200.00
Ayala, Jonas	Volunteer Firefighter	1,180.00
Brooke, Christopher	Volunteer Firefighter	425.00
Browne, John	Volunteer Firefighter	2,463.70
Bumpus, John	Volunteer Firefighter	837.50
Cataldo-Roda, Julie M	Volunteer Firefighter	1,100.00
	Revolving	205.00
	Total Earnings	1,305.00
Chute, Michael	Volunteer Firefighter	2,425.00
Coelho, Michael Jr.	Volunteer Firefighter	400.00
Coelho, Michael Sr.	Volunteer Firefighter	800.00
Costa, Molloy	Volunteer Firefighter	1,333.32
	Revolving	205.00
	Total Earnings	1,538.32
Douglas, Christine	Volunteer Firefighter	1,175.00
Enos, Christopher	Volunteer Firefighter	825.00
Enos, Scott	Volunteer Firefighter	2,272.50
	Revolving	205.00
	Total Earnings	2,477.50
Fallas, Edward	Volunteer Firefighter	800.00
Felton, Alan	Volunteer Firefighter	2,968.74
	Revolving	205.00
	Total Earnings	3,173.74
Felton, George	Volunteer Firefighter	2,886.25
Gonsalves, David	Volunteer Firefighter	2,618.75
Gordon, William	Volunteer Firefighter	800.00
Hatch, April	Volunteer Firefighter	258.32
Hatch, Shannon	Volunteer Firefighter	425.00
Horner, Frank	Volunteer Firefighter	400.00
Kerr-Hunter, Malcolm	Volunteer Firefighter	900.00
Lambrou, Mark	Volunteer Firefighter	800.00
Leonard, Arielle	Volunteer Firefighter	25.00
Martin, Craig	Volunteer Firefighter	1,414.61
Martin, Roger	Volunteer Firefighter	1,575.00
Martinez, Elias Jr.	Volunteer Firefighter	4,536.25
	Revolving	205.00
	Total Earnings	4,741.25
Mathews, Joyce	Volunteer Firefighter	550.00
Meads, James Jr.	Volunteer Firefighter	825.00
Medeiros, Jesse	Volunteer Firefighter	295.81
Menangas, Derek	Volunteer Firefighter	800.00
Menangas, Gerard	Volunteer Firefighter	6,143.25
Menangas, Scott	Volunteer Firefighter	425.00
Motta, Brandon	Volunteer Firefighter	2,536.25
	Revolving	205.00
	Total Earnings	2,741.25
Notaro, Jeffrey	Volunteer Firefighter	1,505.00
Osowski, Carl	Volunteer Firefighter	456.25
Perry, Jeff	Volunteer Firefighter	1,718.75
Rance, Othaine	Volunteer Firefighter	2,906.23
Reis, Jada	Volunteer Firefighter	2,094.58

Employee Name	Position	Annual Earnings
Reis, Laytin	Volunteer Firefighter	2,125.83
Ribas, Luis	Volunteer Firefighter	1,405.00
Richmond, James	Volunteer Firefighter	437.50
Roda, Thomas	Volunteer Firefighter	2,175.00
Roderick, James Jr.	Volunteer Firefighter	9,156.25
Roderick, Paul	Volunteer Firefighter	2,717.50
Russell, Denise	Volunteer Firefighter	5,500.00
Russell, Lee	Volunteer Firefighter	856.25
Salmon, Dudley	Volunteer Firefighter	400.00
Santos, Noah	Volunteer Firefighter	837.50
Santos, Rodrigo	Volunteer Firefighter	1,443.75
Silva, Patrick	Volunteer Firefighter	278.25
Silva, Paul	Volunteer Firefighter	2,856.75
Sinaiko, Jonathan	Volunteer Firefighter	800.00
	Revolving	205.00
	Total Earnings	1,005.00
Smith, Rosemary	Volunteer Firefighter	1,183.33
Souza, John	Volunteer Firefighter	400.00
Stewart, Garth	Volunteer Firefighter	800.00
Swanson, Nancy	Volunteer Firefighter	800.00
Tarala, Brandy	Volunteer Firefighter	2,350.00
Trovato, Michael, Jr.	Volunteer Firefighter	906.25
White, David	Volunteer Firefighter	1,393.75
White, Jamie	Volunteer Firefighter	2,536.25
White, Ronald	Volunteer Firefighter	2,200.00
Wright, Dexter	Volunteer Firefighter	400.00
Zawaduk, Russell	Volunteer Firefighter	2,200.00
<b>HEALTH DEPARTMENT</b>		
Carlson, Brian	Health & Environmental Affairs Manager	65,717.08
Clark, Morgan	Public Health & Safety Officer	39,626.86
<b>LIBRARY</b>		
Napsha, Cheryl	Library Director (Resigned)	59,382.72
Clark, Matthew	Library Marketing and Program Director	41,037.67
Levin, Rebecca	Public and Member Services Coordinator	32,473.52
Cartwright, Ann	Circulation Aide	14,662.34
Cinnater, Nan	Circulation Aide	8,151.26
Hyams, Martha	Circulation Aide (Resigned0	1,471.40
Mitchell, Susan	Circulation Aide	8,838.90
Packard, Susan	Circulation Aide	9,589.41
Peters, Eric	Circulation Aide	10,670.68
Ruane, Thomas	Relief Tech Asst	16,358.82
Veninger, Laurie	Circulation Aide	10,030.06
Wells, Mary Alice	Circulation Aide	8,872.24
<b>MANAGEMENT INFORMATION SERVICES</b>		
Keyes, Tyler	MIS Technician	42,498.04
Kimball-Martin, Lynne	MIS Analyst	53,529.06
<b>MUNICIPAL FINANCE</b>		
Hoort, Daniel	Director of Municipal Finance	81,900.00

Employee Name	Position	Annual Earnings
Bergen, Carol	Real Property Inspector (Seasonal)	4,081.14
Boulos, Constance	Treasurer	32,615.36
Denietolis, James	Accounting Assistant/Collector	53,155.29
Duarte, Cheryl	Dept. Secretary/Asst.Collector	51,539.06
Fahle, Scott	Principal Assessor	11,877.31
Faust, Richard	Assistant Assessor	54,571.44
Gavin, Paul	Principal Assessor (Resigned)	60,218.00
MacKenzie, Cheryl	Assessor's Admin Asst	48,386.52
Margaret McGloin	Asst. Town Accountant/Payroll & Benefits Mgr.	50,131.23
O'Brien, Linda	Treasurer/Accounting Assistant	50,943.02
Pantano, Frank	Real Property Inspector (Seasonal)	1,730.61
Stephen, Barry	Collector (Retired)	20,549.25

## PARKING DEPARTMENT

Rosati, Domenic	Parking Administrator	44,462.60
Asher-Best, Douglas	Attendant (Seasonal)	14,274.80
Bash, Daniel	Attendant (Seasonal)	16,867.01
Benatti, Patricia C.	Parking Clerk/Bookkeeper	27,543.04
Bollas, Mary A	Attendant (Seasonal)	15,440.95
Cabral, Ronald	Attendant (Seasonal)	4,074.50
Clinton, Renee	Meter Person	18,961.72
Cook, Marguerite	Attendant (Seasonal)	6,512.07
Costa, Cheryl	Attendant (Seasonal)	17,017.33
Gonsalves, Deborah	Meter Person/Assistant Clerk	31,621.60
Gutzler, Joell	Attendant (Seasonal)	12,272.68
Johnson, Avis	Attendant (Seasonal)	3,259.60
Luckhurst, Corinne	Attendant (Seasonal) (Resigned)	14,531.03
McGhee, Bonnie	Attendant (Seasonal)	12,483.67
Newmeister, Joseph	Attendant (Seasonal) (Resigned)	11,106.51
Power, John	Asst. Manager/Attendant (Seasonal)	17,646.33
Powers, Mary Ann	Attendant (Seasonal) (Resigned)	12,701.20
Riley, Lawrence	Attendant (Seasonal)	15,764.80
Seidel, Robert	Attendant (Seasonal)	11,071.40
Silva, Mildred	Attendant (Seasonal) (Deceased)	6,855.00
Stephens, Marie	Attendant (Seasonal)	12,773.20

## PIER CORPORATION / HARBORMASTER

McKinsey, William R	Pier Manager	56,272.48
Battaglioni, Ellen	Administrative Assistant	41,274.26
Boulos, Constance	Administrative Asst./Asst. Harbormaster (Transferred)	17,992.50
Ribas, Luis	Assistant Harbormaster	64,946.25
DeGruttola, Daniel	Assistant Harbormaster (Seasonal)	13,624.75
DeMatteis, John	Assistant Harbormaster (Seasonal)	2,832.00
Galipeau, Pauline	Assistant Harbormaster (Seasonal)	28,315.75
Maggio, Daniel	Assistant Harbormaster (Seasonal)	8,506.75
Paccione, Rocco	Assistant Harbormaster (Seasonal)	5,840.00
Ross, Stephen	Assistant Harbormaster (Seasonal)	14,757.64
Silva, Richard	Assistant Harbormaster (Seasonal)	12,310.25

## POLICE DEPARTMENT

Jaran, Jeff	Chief of Police (Terminated)	71,018.69
	Holiday	2,520.00
	Total Earnings	73,538.69

Employee Name	Position	Annual Earnings
Allen, Douglas	Dispatcher	53,039.99
	Overtime	7,656.93
	Total Earnings	60,696.92
Alves, Richard	Police Officer	71,710.48
	Overtime	17,330.96
	Revolving Account	6,855.60
	Total Earnings	95,897.04
Bartholomew, Sarah	Dispatcher	63,017.60
	Overtime	11,408.73
	Longevity	400.00
	Total Earnings	74,826.33
Catanese, Kathryn	Police Officer	58,601.94
	Overtime	4,942.05
	Revolving	5,481.96
	Total Earnings	69,025.95
Chovanec, Scott	Police Officer	70,554.76
	Overtime	5,824.07
	Total Earnings	76,378.83
Cook, Lisa	Dispatcher	58,463.03
	Overtime	2,150.97
	Longevity	400.00
	Total Earnings	61,014.00
Cowing, Ruth Ann	Animal Control Officer	55,301.50
	Revolving Account	373.67
	Longevity	700.00
	Total Earnings	56,375.17
D'Andrea, Joseph	Police Officer	62,687.20
	Overtime	2,334.51
	Total Earnings	65,021.71
Diab, Tara	Police Officer	33,459.43
	Overtime	5,093.79
	Revolving Account	5,485.60
	Total Earnings	44,038.82
Enos, Glenn	Sergeant	79,158.91
	Overtime	22,619.66
	Longevity	1,000.00
	Revolving Account	40,557.39
	Total Earnings	143,335.96
Golden, James	Lieutenant/Acting Police Chief	110,791.97
	Holiday	5,045.76
	Longevity	1,300.00
	Revolving Account	15,652.22
	Total Earnings	132,789.95
Hennick, Gregory	Police Officer	67,121.91
	Overtime	19,967.88
	Revolving Account	10,105.81
	Total Earnings	97,195.60
Kacergis, Aaron	Police Officer	53,608.05
	Overtime	4,446.73
	Revolving Account	8,466.70
	Total Earnings	66,521.48
Koumanelis, Thomas	Police Officer	84,208.63
	Overtime	13,506.39

Employee Name	Position	Annual Earnings
	Longevity	400.00
	Total Earnings	98,115.02
Landry, Christopher	Police Officer	58,150.09
	Overtime	10,872.95
	Revolving Account	11,192.68
	Total Earnings	80,215.72
Lobur, Meredith	Police Officer	72,678.87
	Overtime	25,171.09
	Revolving Account	1,723.98
	Total Earnings	99,573.94
Lopes, Carrie	Sergeant	90,420.52
	Overtime	14,274.22
	Revolving Account	1,647.55
	Longevity	1,600.00
	Total Earnings	107,942.29
Metcalf, Alyssa	Dispatcher	52,797.16
	Overtime	4,814.88
	Longevity	400.00
	Total Earnings	58,012.04
Michael, Rachel	Dispatcher	56,371.48
	Overtime	13,851.27
	Longevity	400.00
	Total Earnings	70,622.75
Nolette, Jennifer	Dispatcher	53,816.62
	Overtime	6,752.07
	Revolving Account	5,298.00
	Total Earnings	65,866.69
Palheiro, Robert	Police Officer	67,372.96
	Overtime	2,106.23
	Longevity	1,600.00
	Total Earnings	71,079.19
Perry, Paige	Secretary to Police Chief	50,499.02
Peters, Rachel	Police Officer	68,826.44
	Overtime	6,866.30
	Revolving Account	344.00
	Longevity	1,900.00
	Total Earnings	77,936.74
Spoor, Kevan	Police Officer	61,221.32
	Overtime	14,326.85
	Revolving Account	20,273.15
	Total Earnings	95,821.32
Steele, Thomas	Police Officer	89,533.36
	Overtime	5,682.66
	Revolving Account	1,426.75
	Longevity	700.00
	Total Earnings	97,342.77
Sullivan, Jason	Police Officer	60,102.62
	Overtime	9,093.31
	Revolving Account	23,854.18
	Total Earnings	93,050.11
Cabral, Shirley	Matron	9,914.94
Dow, Tyler	Summer Police Officer	21,805.30
	Revolving Account	2,652.25

Employee Name	Position	Annual Earnings
	Total Earnings	24,457.55
Farrell, Joshua	Summer Police Officer	9,138.78
	Revolving Account	2,196.00
	Total Earnings	11,334.78
Goldstein, Zack	Summer Police Officer	3,228.89
	Revolving Account	4,037.50
	Total Earnings	7,266.39
Harding, Sarah	Summer Police Officer	10,347.51
	Revolving Account	3,350.75
	Total Earnings	13,698.26
Hughes, James	Summer Police Officer	17,873.99
	Revolving Account	27,807.00
	Total Earnings	45,680.99
Koskey, Jarrod	Summer Police Officer	15,305.20
	Revolving Account	13,398.00
	Total Earnings	28,703.20
O'Malley, Brian	Summer Police Officer	12,798.46
	Revolving Account	2,779.48
	Total Earnings	15,577.94
Simon, Matthew	Summer Police Officer	11,903.40
	Revolving Account	5,820.00
	Total Earnings	17,723.40
Wright, Michael	Summer Police Officer	8,833.45
	Revolving Account	1,796.00
	Total Earnings	10,629.45
Ahlman, Jessica	Summer Police Officer	11,254.11
Beaulieu, Andrew	Summer Police Officer	348.32
Godfrey, Katherine	Summer Police Officer	2,181.52
Keyes, Brian	Summer Police Officer	13,323.85
Knop, Sarah	Summer Police Officer	6,441.38
Miles, Steven	Summer Police Officer	9,220.00
Nugent, Caitlin	Summer Police Officer	2,299.44
Samuels, Kas-wayne	Summer Police Officer	2,321.55
Smith, Jeffrey	Summer Police Officer	8,136.49
Johnson, Chester	On-call Dispatcher	13,490.82
Russell, Denise	On-call Dispatcher	1,849.86
RECREATION		
Motta, Brandon	Recreation Director	47,999.90
Lammie, Angelina	Assistant Recreation Director (Resigned)	38,758.22
Delcourt, Keith	Summer Recreation Leader	3,924.67
Durkee, Nicholas	Summer Recreation Leader	3,503.24
Kaeselau, Dylan	Summer Recreation Leader	4,731.85
Kiefer, Mackenzie	Summer Recreation Leader	4,062.97
Lomba, Melissa	Summer Recreation Leader	825.22
Lomba, Samantha	Summer Recreation Leader	10,772.34
Nelson, Dylan	Summer Recreation Leader	4,221.00
Nyberg-Blake, Samuel	Summer Recreation Leader	4,201.23
Roderick, Chelsea	Summer Recreation Leader	9,898.66
Trovato, Kelsey	Summer Recreation Leader	9,823.69
SHELLFISH		
Jackett, Anthony	Shellfish Constable	48,678.28

Employee Name	Position	Annual Earnings
TOURISM		
Fuccillo, Anthony	Tourism Director	53,999.92
Luca, Radu	Assistant Tourism Director	39,499.98



## Public Safety

### Bicycle Committee

In 2014, the Provincetown Bicycling Committee went through a major shift in membership and is now in a position to move ahead in 2015. The Committee began by absorbing major data and vision statements from a Bicycling Summit held at the Cape Cod Community College. Much of that information provided a foundation to help us design and develop informed strategies for the next few years. We also updated the “Bicycling in Provincetown” brochure and reprinted it for wide distribution. We added the location of all the public bike racks available in town and modified the information panels on state laws and on the peculiarities of Commercial Street. We also got approval from the state, with help from the Provincetown Police Department, to create a policy for the Removal and disposal of abandoned bicycles. In May we participated again in the World Festival for foreign workers and handed out bicycling accessories in return for participants taking our 10 Question Quiz directed at educating the community on bike safety and state laws. During the summer months, on various days, we also conducted actual bike traffic counts on Commercial St. In a fairly consistent way, we found an increase of 40 bikes per hour over the previous year, bringing the total to about 325 bikes/hour. We also have met with the Police Department representative to assess the number of accidents that were bicyclist related. All of this will go into our plans for 2015. Working with DPW, we have also seen to the installation of a dozen of so signs at the foot of feeder side streets that end at Commercial St. indicating Two-Way bicycle traffic. We have also seen to adding signs at both ends of Commercial indicating Two-Way traffic. Work also continued this past year on the development of the Rail Trail from Lecount Hollow in Wellfleet to MacMillan Pier in Provincetown. We hope to have a Master Plan finished by the end of 2015, and then we can proceed by increment to its physical development. There will be at least one more public meeting for public input at some point in 2015. Finally, the Traffic Light intersection at Route 6 and Conwell has entered the design phase so as to accommodate a bike lane/Share-the-Road plan from Beech Forest to Cemetery Road. This will eventually be part of the Bike Lane pattern in Provincetown. Also completed this past year was the paving of the 600’ stretch at the end of the Bradford St. Extension to the Bike Lane in the National

Seashore at Moors Rd. All in all, a good year with a lot of footwork designed to keep us moving toward the esteemed status of a “Bikeable Community” in Massachusetts.

*Respectfully submitted,*

**Roger Chauvette**

Chair

## Department of Community Development

The Department of Community Development (DCD) has experienced a year of transition in 2014. Staff changes have affected the entire DCD and have included the departure of Building Commissioner Russell Braun, Health Director and Conservation Agent Brian Carlson, Permit Coordinator Maxine Notaro and Executive Assistant Ellen Battaglini. In less than a year’s time Acting Town Manager David Gardner has filled these positions with myself as the new Building Commissioner, Morgan Clark as Health Director, Austin Brandt as the Conservation Agent, Leif Hamnquist as the Permit Coordinator and Marjorie Sanson as the Executive Assistant. While continuing to perform the various day to day tasks that facilitate and regulate the use of land and structures throughout the Town the DCD is busy reviewing operating procedures in order to gain efficiencies wherever possible.

**Inspections:** Provincetown is a desirable Town to own and rent property with more than 250 dwelling units being sold in calendar year 2014. Every real estate transfer requires an inspection by the Town’s part-time electrical inspector as the designee for Fire services in order to verify compliance with smoke and carbon monoxide detector requirements. This special relationship between Fire and DCD inspectors is also evident in inspections performed by the Town’s part-time gas inspector as authorized by the Fire Chief. This efficient use of part-time staff requires a high level of professionalism. The wearing of 2 regulatory “hats” by inspectors includes also the Local Building Official performing upwards a total of some 840 inspections as directed by the building code that includes a number of inspections of rental properties as directed by health and sanitation regulations and as the health department’s designee. I acknowledge that these inspectors are called upon to be true to their regulations and jurisdictions in order to administer properly their specific tasks for public safety and the public record. A general overview of building permits issued in calendar year 2014 may be broken down as follows:

232 residential permits were taken in, reviewed for historic, health, conservation, zoning (including growth management) and building code issues, and issued with required inspections called out and with the intent that these building permits will be closed by the applicant.

Similarly, 164 commercial permits were issued during this same time period,

the scope of work including weatherization and window upgrades thru alterations, additions and new construction.

Revenues for building department permits, fees and licenses alone totaled \$339,750 in fiscal year 2014. As a point of reference this actual revenue serves to help fund the DCD budget which was budgeted \$370,178 for the current fiscal year 2015, representing an increase of \$37,374 over the fiscal 2014 DCD budget. It is also noted that there was a sharp increase in building department revenues from fiscal year 2013 (\$250,202) to fiscal year 2014. Such an increase in revenues is apparently due not only to an increase in the number of permits issued but a general increase in the cost of construction attached to the permitted work as well. Related to the issuance of permits another primary task performed by the DCD staff is to provide information as appropriate to the various Boards and Commissions that conduct public hearings for the benefit of the public as well as to provide useful information to residents wishing to move forward with their development plans.

**Administration of zoning by-laws:** It is a primary task to provide to the Town's residents a consistent process of zoning interpretation and enforcement of the Town's zoning by-laws. There is an established process to fulfill this mission through written requests for zoning opinions and written requests for zoning enforcement. This process of administration of the zoning by-law based on the written request is enshrined in State law; and in the Town's zoning by-laws and policies. It is hoped that while continuing this established process there will be opportunities to improve efficiencies in order to better serve the Town.

Finally, there is an expectation that the adoption of common permitting/licensing software by the entire DCD by the beginning of the next fiscal year will improve communication among the constituent departments. Improving communication is one important aspect of the ongoing structuring of the DCD so that the department continues to meet the challenges posed by the interplay of laws, various regulations, zoning and general by-laws and Town policies. The DCD year of transition of 2014 also requires current staff to focus on continuing to represent their respective jurisdictions or regulations to the Town's residents in a consistent and transparent manner.

*Respectfully submitted,*

**Geoffrey S. Larsen, CFM**

Building Commissioner

## Board of Fire Engineers

Provincetown Fire / Rescue & Emergency Services proudly serves and protects the residents and countless visitors to the Town of Provincetown annually. We are responsible for all phases of Fire Prevention, Fire Protection and Emergency

Medical Services (EMS). This year the Provincetown Fire Department answered approximately 144 fire related calls. Once again, we consider ourselves very fortunate that all calls were answered safely. The Rescue Squad and the Lower Cape Ambulance crews continue to be extremely busy with all types of calls and hospital runs. Every year many more different types of situations occur in Provincetown all year round. A longer season and more visitors put more of a demand on this department. With the addition of Seashore Point to our community we find that this too puts more of a demand on our EMS. This department answers as many calls as most full time departments and we have the farthest run to a hospital than any other town in the Commonwealth. We have teamed up with the Lower Cape Ambulance Association to make our ambulance runs to the hospital and to answer rescue calls for this department. The demand on our volunteers for this type of service became too much to handle. Our arrangement with Lower Cape Ambulance Association provides excellent advanced life support care to our citizens for a fraction of the cost of any other option available. This arrangement works well and helps allow us the ability to maintain our completely volunteer fire department. If it were not for the well-balanced mix between these two organizations we would be forced into a full time fire department. A full time fire department would cost a lot more and we would not have as many personnel on call when we need them. We continue to put one Paramedic and one EMT on call twenty-four hours a day in the Shank Painter Station from Memorial Day through Columbus Day weekend, which is approximately 150 days. This coverage helps to take the load off of the Lower Cape Ambulance Association in our busiest time of the season. We have asked to extend the Rescue standby coverage for 2015 to a week before Memorial Day and a week after Columbus Day. This will give us 165 days of coverage which is needed during this busy time of the year.

In December of 2007 we added a third Ambulance to our Rescue Squad. This third ambulance has helped to reduce our need to call for a mutual aid ambulance and it is nice to have a third ambulance handy when one or more of the ambulances are out of town or out of service.

This year our ambulance 198 is scheduled to be replaced. This request to replace this much needed new ambulance will be is an article in the 2015 April Town Meeting. The mutual aid system is great but there are times when the closest mutual aid ambulance available may be coming from Orleans. We really have to have the personnel and equipment to be self-sufficient as it just takes too long to get help to Provincetown. We are extremely grateful to the community for their continued support. The Fire Department side of this department is always being called out for various types of incidents and it is also very busy. We are thankful for the state of the art equipment that we now have to work with. We have a fleet of custom built Ferrara Fire Apparatus that have worked out extremely well for our narrow streets.

We will also be asking at the 2015 April Town Meeting to institute a pilot

program to pay the members \$25.00 for each fire call. We are asking for a new line item with \$30,000.00 in the line item to get started. I don't know how far the \$30,000.00 will take us but this will allow me to get an idea of how much will be needed in the future. I am asking for this pilot program to be tried for one year and I will have a better idea of where we should be going with this. We have to look to the future and ease into a realistic fire department budget. This will be a small compensation for the members that show up to every call. This will help to keep the volunteers interested and give them a little to make up for the money that they lose when they leave their jobs to respond to a fire call. This will also allow us to build up the fire department budget slowly so if we have to go to a full time someday it will not be such a shock to the budget. However, what we are now asking for will not even begin to pay the salary of one full time firefighter. We are trying to keep the volunteer fire department going for as long as possible. We are now paying our members \$50.00 for each fire drill that they attend. The department requires a monthly drill and members are required to make 75 percent of all drills. The monthly drills are on Sunday mornings and usually last for four hours or more. The \$50.00 is a little something and another small measure to keep them interested.

We have combined the State required Fire, Oil and Gas Inspections with the duties of the wiring and plumbing inspector duties as another measure to save money and save us from hiring a full time firefighter to perform those inspections. John Brown, our wiring inspector, does the fire and oil burner inspections and Hank Hautanen, our plumbing inspector, does our LP gas tank inspections. This year we are asking through the Building Commissioners budget for money to compensate these men for their time. We should collect enough for each inspection to cover what they will be paid. These inspectors and wiring and plumbing inspectors before them have been doing this for many years with no extra compensation. This is just another area that the Chief and the Board of Fire Engineers have worked with other departments within the Town to save the Town a lot of money.

Our goal has always been to operate as a volunteer department for as long as possible. This not only saves the Town a great deal of money, but it provides a large number of personnel to any type of incident when needed. If we had a full time department, you would get two or three firefighters on duty for that shift and most times that would not be enough personnel to handle the incident. To date our system works well. However, we have and continue to lose many members of this department due to lack of affordable housing in our town. Many of our dedicated members have moved from our community because of the lack of affordable homes or affordable year-round apartments. The time has come, if we are going to save this department, to find some kind of housing for our people. We need two and three bedroom homes and apartments that are available and affordable. The membership of this department has historically been made up of fishermen, carpenters, plumbers, electricians, and the folks from our local

appliance company, gas company, oil company, insurance agency, basically the tradesmen and women of our community. When we answered any type of call we have an expert on the scene for any type of incident that we could possibly be called out to handle. That is what made this department so great. I can't think of any other department that could turn out to an incident with this many people with that kind of talent. Some of us are second; third and fourth generation firefighters and we would like to see this proud tradition continue for another one hundred years. I will be starting my 24<sup>th</sup> year as Fire Chief and it is an honor to be the Chief of this department these amazing firefighters. They do a fantastic job at every incident that they are called upon to deal with. We are very fortunate to have every one of them. We need to find a way to keep these people here for all of the services that they provide to our community. With the loss of our High School it is going to be more difficult to keep this tradition going. Without the High School and families living here I am afraid that we will lose the very people that have for so many years kept this department going and have provided many other services to this community. Our members give a great deal of their time for little or no compensation. This is a very dangerous business and all we have ever asked for is the proper equipment to protect us so we can get the job done to better serve the citizens of Provincetown. We are thankful for everyone's support of this department. We have to meet the same training requirements as full time departments. So, we have asked that our members be compensated for their time when taking these Commonwealth of Massachusetts mandatory classes. We completed this round of our First Responder recertification classes in March of 2014. This was the first time that our members were compensated for their time to meet these requirements. We would like to thank the community for getting this funding in place.

The Firemen's Association is continually thinking of ways to raise money. These funds are used to make improvements around the station, purchase equipment, maintain the Franklin J. Oliver Scholarship Fund and for many other projects. They purchased our thermal imaging camera and receiver monitor for \$12,000.00. Thermal imaging makes it a lot safer for fire fighters during interior fire attack and makes the chances of finding someone trapped in a fire and smoke filled building much greater.

Our 1936 American LaFrance Fire Engine is back on the road; however, we are still working on a few minor mechanical issues. This project has taken a lot more time and money than originally anticipated. This piece of fire apparatus is part of our firefighting history and a lot of time and effort have gone into this project. This is the oldest motorized piece of fire apparatus that we have managed to retain. With the help of Kevin Ainsworth we are trying to get all of the minor issues with this truck resolved. We have had the truck in the Fourth of July Parade and we are using it for funerals. Kevin continues to make improvements in our LaFrance and has been on the road for many events.

Deputy Chief Roderick continues to work very hard on all grants for equipment that come available. In the past he won a grant for \$125,000.00 to upgrade our self-contained breathing apparatus and another to replace our air compressor. This allowed us to replace our old air compressor that was purchased by the Provincetown Fireman's Association in 1994 and was in need of replacement. He has saved the Town thousands of dollars by being successful with these grant applications. He is currently working on a grant to replace all of our fire department radios. The radio frequency will be changed to a digital system of distribution within the next few years. This means that all of the radios will have to be replaced. If Deputy Chief Roderick is successful with this grant he will once again have saved the tax payers a lot of money.

The Provincetown Rescue Squad Association has historically raised the money to purchase all equipment needed to keep the Rescue Squad operating. They used to even raise the money to pay for half of the ambulances. This effort takes a lot of time and effort by our members. We saw the need a couple of years ago to add a line item of \$15,000.00 to our budget for supplies for the Rescue Squad. We discovered that due to the tough economic times that we are experiencing the donations are just not coming in like they used to. The Association will continue to try and raise money to offset the cost to operate the Rescue Squad but at this time the money just is not there. Once again we truly appreciate the community coming together and supporting us so we can make all of this work. It takes a lot of effort on the part of the members but without the support of the community it would not be successful.

We continue to plan for the future and are always looking for better ways to serve the citizens of Provincetown. Once again, I would like to thank everyone for their generous donations to the Firemen's Association and the Rescue Squad Association. Your donations make it possible for these organizations to purchase much needed equipment for our department. I would like to thank the dedicated Fire and Rescue members for always being there. I would like to thank David Gardner for his help and support. We would also like to thank the Board of Selectmen, our secretary Joyce Mathews and all other Town departments and the citizens of Provincetown for their continued cooperation and support.

*Respectfully submitted,*

**Michael S. Trovato**

Fire Chief

### **Provincetown Fire Department 2014**

#### **Board of Fire Engineers**

James J. Roderick Jr.	Deputy Chief A
Gerard Menangas	Deputy Chief B
Russell V. Zawaduk	District Chief #1
Warren G. Alexander	District Chief # 5
Joyce A Mathews	Administrative Assistant

#### **Engine Company #1**

Paul Silva  
David White  
Luis Ribas  
Mark Lambrou  
John Bumpus  
Malcolm Kerr Hunter  
Noah Santos  
Derek Menangas  
Layton Reis  
Scott Menangas  
Dexter Wright  
Michael J. Trovato  
Jada Reis  
Jesse Medeiros  
Zachary Salvador  
Patrick Silva

#### **Ladder Company #2**

E.J. Martinez  
George Felton  
Paul Roderick  
Tom Roda, EMT-P  
John Browne  
Jamie White  
Brandon Motta  
Lee Russell  
Kevin Ainsworth  
Carl Osowski

#### **Fires**

Structure fire 4  
Chimney, Flue, Fireplace fire 2  
Brush, Grass fire 2  
Cooking Incident 9  
Gas Stove fire 1  
Propane Tank fire 1  
Outside Grill fire 2  
Hot Tub fire 1  
Mattress fire 1  
Passenger Vehicle fire 1  
Boat fire 1

#### **Rescue/EMS Incidents**

Motor Vehicle Accidents 3

Jonas Ayala

#### **Engine Company #3**

Craig Martin  
James Meads Jr.  
Scott Enos  
James Richmond  
Frank Horner  
Devyn Enos

#### **Engine Company #4**

Jeffrey Perry, EMT  
David Gonsalves  
Rodrigo Santos, EMT  
Christy Douglas, EMT  
John F. Souza III

#### **Engine Company #5**

Roger Martin  
Jeffrey Notaro  
Michael Chute  
Chris Enos  
Jonathan Sinaiko  
Garth Stewart  
Shannon Hatch  
Dudley Salmon  
April Hatch  
Brenden O'Byrne  
Lucas Colburn

### **2014 Fire Report of Calls**

Water Rescue	2
Medflight	1
<b>Hazardous Conditions (no fire)</b>	
Gas or other flam liquid spill	4
Carbon Monoxide Incidents	8
Arcing, shorted electrical equipment	6
Power Line Down	2
LP Gas Leaks	3
<b>Service Calls</b>	
Water problem or Steam leak	5
Public Assistance - Defective Elevator	2
<b>Good Intent Calls</b>	
Dispatched & Cancelled en route	6

Smoke/Odor of Smoke Scare	10	Alarm System sounded Malfunction	30
HazMat Investigation	2	Unintentional transmission of Alarm	12
		Sprinkler activation due to malfunction	1
<b>False Alarm &amp; False Calls</b>		Alarm system activation-No fire	13
False Alarms	3		
Smoke/CO/ Heat Detector Malfunction	6	<b>Total Calls</b>	<b>144</b>

## Board of Health

On behalf of the Board of Health, it is my pleasure to submit the 2014 Annual report to the people of Provincetown. The goals of the Board of Health are to protect the public health of our citizens and visitors and to protect the health of our environment. The Board acts under authority of the Commonwealth of Massachusetts and is responsible for ensuring that Federal, State, and local codes and regulations are enforced.

Now in its 11th year of development, the Town-wide sewer system serves 50 percent of the properties in town. A result not thought possible when initially planning the sewer. In 2014 the Board approved 3 ACO requests for future hook up. Among the smaller towns on the Cape, Provincetown is furthest along in sewer development thanks in part, to several USDA grants.

The Board continues to monitor the quality of the Town's water in the harbor thru the Harbor Beach Water Sampling Areas. It is now clear that harbor water quality continues to improve because 2014 had the lowest number of beach closures in memory and there were no geomean failures for the 2<sup>nd</sup> year in a row. Geomean failure means that town beaches were closed until an average of their test results fell below the State's minimum standard. By these measurements Harbor water quality continues to improve. It is believed that this positive result has occurred for the following reasons: additional properties hooked up to the sewer; new porous pavement of Commercial Street; and reengineering of out flow pipes from Commercial Street to the harbor.

There have been no rabies cases on the Outer Cape since 2006. There were 377 Rental Certificates issued/renewed in 2014, up from 122 in 2013. Rental Certificates are renewed every three years. The Board issued new Tobacco Control Regulations and Tobacco Sales Regulations primarily covering delivery products/devices and e-cigarettes. The Board closed one restaurant for approximately 3 weeks while staff was trained and certified on food safety procedures.

The Board would like to extend our sincere thanks and appreciation to the staff of the Health Department, Brian Carlson, who resigned in December, and Morgan Clark. Their hard work and dedication to the Town provide the Board with the necessary information needed to accomplish our work. In addition to working with the Board on the above they manage numerous other duties including

health and licensing inspections, emergency preparedness planning, rabies and communicable disease surveillance, tattoo artists, food safety and harbor water quality. Thanks to our recording secretary, Susan Leonard, for her excellent minute taking and support. Much appreciation to Vice Chair, Laurie Delmolino; Clerk, Betty Williams; and members Ken Janson, Janet Whelan and Alternate Stephen Katsurinis I thank all of them for their invaluable contributions of time and dedication to this Board. To all the citizens of Provincetown, thank you for your participation and community interaction with the Board of Health.

*Respectfully submitted,*

**Mark Lee Phillips**

Chair

## Health Department

I am pleased to present to you the 2014 Annual Report for the Provincetown Health Department. The Provincetown Health Department is charged with the protection of the public and environmental health of the community and with implementing and enforcing the State and Local health and environmental codes. The Department maintains its commitment to providing prompt and courteous services to all those who communicate with the Department. The Department works closely with several other Town Departments and is involved in many Town wide initiatives, which include the following:

**Municipal Sewer System:** As a core member of the Sewer Team, the Department is responsible for enforcing the Provincetown Sewer Rules and Regulations, providing flow determinations, planning for existing and future sewer connections and phases, and executing Administrative Consent Orders.

**Wastewater and Title V:** The Department continues to review septic system design plans, issue permits, conduct inspections of the newly installed septic systems, and maintain accurate septic system pumping records. The Department provides staff support to the Board of Health and provides analysis and recommendations.

**Environmental Health, Disease Monitoring, and Inspections:** The Department continues to administer and enforce state and local health and environmental codes and regulations. The Department conducts regular inspections of food establishments, pools and spas, rentals, camps, cabins, inns, and motels. The Department continues to monitor communicable disease threats and organize a response plan to potential outbreaks. The Department continues to monitor the 18 Town bathing beaches for water quality with sampling and testing provided by the Barnstable County Department of Health and Environment. Beach closures occur when the indicator bacteria *Enterococci* reaches a level that surpasses 104 CFU (colony forming units). The Department continues to work with state and

local officials on approaches to reduce and prevent future beach closures.

**Emergency Preparedness:** The Health Department staff works with the Acting Town Manager (Chief Public Safety Officer) and the Chief of Police (Director of Emergency Management) to ensure compliance with Federal and State emergency preparedness mandates for planning, municipal employee trainings, and standardization of emergency preparedness procedures and protocol for public health and other emergency response. The Health Department works with the Massachusetts Emergency Management Agency (MEMA) to achieve required planning compliance and training. Health Department staff participate in the Regional Emergency Preparedness Coalition (REPC), coordinate the Local Emergency Preparedness Committee (LEPC), and the Provincetown-Truro Emergency Planning Committee.

The Provincetown Health Department staff would like to express our appreciation to the Board of Health, the Board of Selectmen, the Acting Town Manager/Assistant Town Manager, our fellow colleagues, and especially to those who volunteer their time to serve on boards and committees. As we move forward into 2015 we will continue to work cooperatively with other departments to improve the health and wellness of all Provincetown citizens, visitors, and our environment.

*Respectfully submitted,*

**Morgan Clark, M.P.P.**

Director, Health & Environmental Affairs

## Growth Management Report

The 2014 Annual Growth Management Report to the Board of Selectmen is prepared pursuant to Section 6600(3) of the Provincetown Zoning By-Law. The complete report and its exhibits are on file in the office of the Town Clerk. The annual report evaluates the effects of growth on our resources including but not limited to potable water supply, solid waste disposal and wastewater disposal, as well as an update on the Town's affordable housing needs assessment and demand for Economic Development. The Board of Selectmen hold a public hearing on the report to make a finding that the Town is in compliance with its DEP water withdrawal permit and set the rate of growth for the upcoming year.

**Finding - Water - Average Daily Water Withdrawal:** Whereas DEP's permitted average daily withdrawal is 850,000 Gallons Per Day (GPD) (with noncompliance at 950,000 GPD) water withdrawal will be recorded at 645,341 GPD, a figure below the permitted maximum withdrawal limit. The Knowles Crossing Water Treatment Facility was a milestone project that was completed this year and officially began water production in April 2014. Both the Knowles Crossing and Paul Daley Wellfields are treated at this facility, whereas the North Union Field site is treated at the South Hollow Corrosion Control Facility. The Knowles Crossing facility operated flawlessly

in the critical summer peak demand season and is successfully removing over 90% of the iron and manganese from the raw water. Only minor operational issues were experienced during the treatment plant startup and were immediately rectified by water department staff. The North Union Field well site, the new source placed online May 2013, once again provided approximately 40% of the water production for the system. Overall water withdrawal is slightly higher than last year as a result of losses in the treatment process. Essentially a percentage of water is utilized for a back washing process necessary to maintain proper integrity in the filtration system. The water produced, both from the Knowles Crossing Treatment Facility and the North Union Well Site, remains on par with 2013 at 228,414,765 gallons. Initial Unaccounted for Water (UAW) calculations indicate a similar value as last year, which was reported as 17.3%.

**Finding - Solid Waste Disposal:** The 2014 solid waste tonnage shipped to SEMASS was 2,588. While we have a license that allows us to handle to a maximum of 5,000 tons annually (at the Transfer Station), we have yet to exceed that threshold. The institution of new recycling strategies, as brought forward by staff and the Recycling & Renewable Energy Committee, has resulted in a noticeable decrease in waste tonnage and a moderate increase in recycling. For 2014, we reduced our solid waste by nearly 300 tons while witnessing an increase of 100 tons in recycling. We improved our town wide recycle rate from 27 percent to 30 percent which we hope to continue to improve upon in 2015. This increase in recycling can be attributed in part to the new curbside collection practices where residents are able to purchase stickers that can be affixed to larger barrels to accommodate more recyclables, which is preferred over the "blue bins" traditionally used in the past.

**Finding - Wastewater System Flow at the Plant:** The wastewater system was originally planned to serve downtown businesses and properties that could not meet the requirements of Title 5 when their system failed. It was not anticipated that the system could serve every property in the downtown area in the future, nor would the system be expanded to serve other areas of the town and, therefore, the system was planned to handle flow from the 350 properties with a total Title 5 design flow of less than 500,000 GPD. But ever since the system came on line in 2003, there has been a strong demand for additional flow allocations, more connections, and sewer extensions to serve other parts of town. At the time that the treatment plant, disposal beds and Phase 1 collection system were approved by the MassDEP, the regulators required the Town to use a very conservative assumption of "Maximum Day Flow" or MDF in the permits and approvals. Through extensive monitoring studies and engineering analyses, the Sewer Team was able to demonstrate that the disposal beds could handle a much greater dosage rate which permitted the plant to increase its capacity in stages up to 750,000 GPD. Two of the three stages of modifications at the Plant have already been completed which has allowed the Town to extend the sewer system to serve the Phase 3 and Phase 4 areas. The final stage at the Plant involves additional process modifications and a second GWDP amendment from MassDEP to increase

the allowable MDF level to the 750,000 planned capacity level. Phase 3 involved a major extension of the sewer in the East End along Bradford and Commercial Street to the Truro town line and a new force main in the West End to divert flow from the vacuum sewer so as to serve more interest in the downtown. Originally planned as an extension only to the Harbor Hotel, a \$9 million “stimulus grant” from USDA in 2010 allowed the Town to undertake a much more extensive Phase 3 project that took three years to complete, required the increase in the permitted Plant capacity, served three times as much flow as originally planned for Phase 3, and allowed the Town to undertake water main upgrades and curb-to-curb paving in many of the areas served by Phase 3. Phase 4 was also made possible by a generous \$600,000 grant and accompanying low-interest loan from USDA and involved the extension of the sewer on Province Lands Road, Bradford Street Extension, and Bradford Street and a new pump station to serve the Coastal Acres Campground and surrounding neighborhood. In addition, the National Park Service paid for a sewer extension to serve the new Herring Cove Bathhouse. With the completion of Phase 4 during 2014, the Town’s collection system now serves a majority of the low-lying and waterfront areas from the Cape Cod National Seashore Park to the Truro town line, including the environmentally sensitive Shank Painter Pond area. As soon as the last stage of the Plant process improvements are completed later in 2015, the increased system capacity will allow the Town to serve an estimated 1,135 properties, three times as many properties as originally anticipated 15 years ago and approximately one-half of all the properties in town.

Although the DPW and AECOM have been able to increase the overall capacity of the wastewater system over the past 10 years through studies for MassDEP, system operating improvements, and the use of nearly \$11 million in grants, plus low-interest loans to fund major capital projects, there are limits to what the technology improvements can do given the constraints of the Plant site. The Title 5 flow capacity of the Treatment Plant that will be available for future use is now estimated to be about 82,500 GPD once the remaining improvements at the Plant are completed later in 2015 and the Town will need to carefully manage this limited resource in the future through both Growth Management and other Town board approvals that may be required to increase flows to the municipal sewer system. Although for planning and MassDEP permitting purposes, AECOM has reserved 10% of the Plant capacity for operations during unusually high flow events, this number was exceeded during the July 4<sup>th</sup>, 2014 major rain event and the DPW and AECOM will need to manage the remaining Plant capacity more conservatively for the next several years until they have enough data to justify reserving only 10% of the capacity for both routine Plant operations and unusually high flow events. Therefore, as soon as the final stage of Plant improvements are completed later in 2015, the DPW proposes to make 50,000 GPD of Title 5 design flow available immediately for the Town’s future needs. The remainder of the 82,500 GPD that is planned to be available for future needs would be made available if and when the data confirms that a 10% reserve is sufficient for Plant operations during peak flow events. The Administration has recommended that this

limited Plant capacity resource should continue to be allocated first to public health needs (failed systems) as currently specified in the Water & Sewer Board and Board of Health regulations and second to the Town’s public services needs that are given a priority in Categories 1, 2 and 4 of the Growth Management Zoning By-Law. Based upon past trends and currently available forecasts for future economic development and affordable housing needs, the planned Plant capacity should be able to provide for the currently forecasted public service needs and Growth Management priorities for the next five years. However, if the Town continues to give priority to these public health and public services priorities and uses all of the available capacity for these purposes, this would mean that there would no longer be capacity available for other property owners that are interested in connecting to the sewer. Preliminary analysis indicates that should the Town decide that there will be sufficient need and interest to provide additional treatment and disposal capacity beyond the currently planned 750,000 GPD MDF limit in the future, it could take years to make that capacity available depending upon the option selected by the Town boards and the voters. Given the current capacity limitations as well as the fact that there is no currently funded and authorized sewer construction project on-going in town at this time or planned for the near future, as in the past, the Dept. of Public Works has established an “on hold” list that any interested property owners can place their name on. Until the final stage of Plant modifications is completed and the MassDEP Ground Water Discharge Permit (GWDP) has been amended, there will be very limited capacity available. It is anticipated that the additional capacity will be available by the fall of 2015 well before the peak season in 2016.

**Finding – 2014 Tracking Building Permits – per category:** The following represents the amount of gallons issued by growth management permits in each of the four General Use Categories (Description of General Use Categories available in Attachment A) as of December 31, 2014:

	Starting balance (2014 carry- over)	Gallons Assigned	Gallons returned	Gallons Used	Remaining Balance
Category 1a	9876	550	0	0	9876
Category 1b	6793	550	0	0	6793
Category 1c	3671	550	0	0	3671
Category 2	6600	1100	0	0	6600
Category 3a	0	330	110	440	0
Category 3	8	1540	330	1870	8
Category 4	410	1250	0	1635	25
Category 4a	5570	2500	0	1540	6530

**Finding – Affordable Housing Needs Assessment Annual Update:** In late 2013 and early 2014, the Town of Provincetown engaged a consultant, John Ryan of Development Cycles, to guide residents through a series of meetings and a Housing Summit, to create a Housing Action Plan and an updated Housing Needs Assessment which were both completed in March 2014. Mr. Ryan had completed the initial housing needs assessment and housing summit in 2006/2007. Pursuant to Zoning Bylaw Section 6600 (1), The CHC provides the following recommendation: The need to have a full range of affordability options in housing is a key component of any vibrant and diverse community. However fully achieving this is a very challenging undertaking that requires a long-term and ongoing commitment by that community. In Provincetown, our unique geographical location and the seasonal nature of our economy combined with an expensive housing market present us with significant challenges in housing. The Community Housing Council stands ready to work with anyone to move development forward for safe, decent, and affordable housing and as such hosted the Community Housing Summit in January 2014. Based on the analysis of existing inventories within Growth Management for affordable housing and the anticipated demand from existing projects in the pipeline, the Community Housing Council recommends the full allotment of affordable housing gallon be placed as follows: 550 gallons to Category 1a (Low Income Affordable Housing); 550 gallons to Category 1b (Median Income Community Housing); 550 gallons to Category 1c (Middle Income Community Housing).

**Finding – Economic Development Assessment Annual Update:** In 2013, Commercial and Economic Development allocations were made equal to 2810 GPD, compared to 840 gpd in 2013, 3,102 gpd in 2012 and 4,199 gpd in 2011. Pending or anticipated demand for the upcoming year is estimated at 1500 gpd. Recommendation: Based on the provisions of the Growth Management Zoning By-Law Article 6 staff recommends the following allocations to each category for calendar year 2015 as follows:

Category	1a	up to 550 gallons
Category	1b	up to 550 gallons
Category	1c	up to 550 gallons
Category	2	up to 1,100 gallons
Category	3	up to 1,870 gallons
Category	4	up to 1,250 gallons
Category	4a	2,500 gallons

### Licensing Board

In 2014 the Provincetown Licensing Board continued its mission assure compliance with the Licensing Board Rules and Regulations and to assist businesses through the licensing process. The Board continued to work closely with the Police Department and the Health Department on compliance issues. The Licensing Board and Department continued in their education and enforcement efforts

in order to increase compliance with licensees. The Licensing department and the Board also sponsored a very well attended TIPS training for alcohol servers and the Police department conducted on-site Doorman training. In addition to TIPS training, the Board and Police Department sponsored the first ever Security Training aimed at educating bar and restaurant managers. The Licensing Department continued to increase and improve communication with licensees through the use of Constant Contact and began a ‘newsletter’ sent out every other month with information regarding licensing issues. This newsletter allowed other departments within the Department of Community Development to reach out to business owners. Current Board Regular members are Frank Thompson, Chair; Kristin C. Hatch, Deborah Heller, and Michelle Foley. Stephen Rome and Regina Binder are currently serving as alternates and there is one alternate vacancy. The Board held 22 meetings in 2014 and, with the assistance of the Licensing Agent, processed over 550 licenses. Revenue to the Town through the licensing process totaled approximately \$320,059.

**Licenses Approved by the Licensing Board**

Alcohol	74	Pedicab	1
Art Gallery	60	Pedicab Operator	36
Auto Sales	1	Peddler	1
Common Carrier	3	Special Entertainment	22
Common Victualer	49	Special Liquor	17
Entertainment	66	Special Parking Lot	4
Fortune Teller	5	Stables	1
Inn Holder	15	Taxi /Livery	15
Lodging	61	Taxi Operators	47
Outdoor Artist	4	Transfer/Amendments	6
Parking Lot	14		

**Licenses Processed Through the Department Which Do Not Require Board Approval:**

- Camps, Cabins and Motels 27 Licenses
- Corporations, Retail or Year Round Retail 230 Certificates
- Food Services 242 Permits
- Renters Certification 377

**Code Compliance Incidents:**

- Letters of Violation sent by Licensing Agent 6
- Warning Letters of Violation sent by Licensing Agent 13
- Tickets Issued by Licensing Agent 6
- Noise Complaints 16
- Show Cause Hearings/Discussions with Board 0
- Bar Checks 273

Our goals for 2015 will be to continue to provide excellent customer service to licensees and the public and fulfill the statutory duties and responsibilities of the board; to review, add and revise, as appropriate the Rules and Regulations of the Board; to endeavor to communicate and educate licensees as to Rules and Regulation that apply to their businesses; to provide access to continuing education programming opportunities for Board members; and to fill any vacant seats on the Board. We will continue to investigate allegations of licensee negligence, incompetence and unlicensed practice; impose fair and appropriate sanctions, based upon consistent findings of facts, practices, or omissions that are not in compliance with the statutes and rules regulating businesses working with enforcement agents. We will strive to better coordinate licensing related matters with licensees, other town boards and the town administration. We will begin the process of promoting the use of the new Accela on-line licensing software system through literature, email marketing, and information/education sessions for licensees.

*Respectfully submitted,*

**Frank Thompson**

Chair

## Parking Department

The Parking Department is responsible for managing the parking control system in Provincetown. This includes on and off street parking, meters, kiosk, parking permits, regulations and enforcement. In the summer of 2010 the first solar powered, wireless Kiosk was installed on Ryder St. it replaced 30 mechanical parking meters. Since then the number of Kiosk installed is up to 8. The Parking Department is now working on installing and upgrading the equipment in the 2 manned parking lots with new Ticket Dispensers, with new fee computers with Credit Card ability. Also with the enhancement to the parking permit holders Transponders that when affixed to the windshield of the car will open and close the gates without pulling a ticket. The transponder does keep track of the vehicle when it enters the lot and when it exits the lot so you must be aware of the 48 hour limit in MPL and the 7 day limit at Grace Hall. The transponders will last on your windshield year after year but you must purchase you new permit each year. With the new technology we have the ability to turn off a Transponder. I want to thank the MIS department who has assisted in installing the new technology for the parking lots. I also want to thank the Acting Town Manager David Gardner and the Acting Police Chief Jim Golden for their continued support and direction and all the employees of the Parking Department, both seasonal and full timers. These dedicated employees keep the department running smoothly.

*Respectfully submitted,*

**Domenic Rosati**

Parking Administrator

## Police Department

As Acting Chief of Police of the Town of Provincetown, I take great pride in our Police Department's effectiveness in working with our community. The members of the Provincetown Police Department are committed to providing the best possible policing services to our residents and recognize that successful policing cannot be done without the support of our community. On behalf of the Provincetown Police Department, I offer my admiration to our government leaders, residents, and business partners for their continuous support and understanding of our critical work and responsibilities. It is the mission of the Provincetown Police Department to preserve the public peace, prevent crime, detect and arrest violators of the law, protect life and property, enforce the laws of the State of Massachusetts as well as the by-laws and regulations of the Town of Provincetown. In as much, I believe that the citizens of our community deserve to have an exemplary police agency. The Provincetown Police Department strives to provide the highest quality police services in the most effective and efficient manner possible. We are able to accomplish this task by utilizing a diverse group of employees who are highly motivated, well trained and committed to the highest ideals of the law enforcement profession. Our expressed intent is to use every available opportunity we can to contact citizens, visitors and community leaders in an effort to solicit their assistance in the continuation of quality police service. Officers of the Provincetown Police Department are dedicated to maintaining a high level of public confidence by ensuring that each member displays honesty, integrity, and sound judgment in their contacts with our citizens, always recognizing their duty to protect and serve the members of our community. In addition, they respect the notion that law enforcement can be resolute yet compassionate – that the dignity of people can and should be preserved in the delivery of our services to the greatest extent that circumstances allow. We also acknowledge that policing policies must be conceived in collaboration with the public subject to those policies. We endeavor to live this paradigm of partnership.

**Statistics:** It is my pleasure to present the 2014 Annual Report of the Provincetown Police Department. It is my intent that this report will provide the community with insight into the Department's successes in meeting the needs of the community and how it will continue to provide quality services in the forthcoming year. The total number of detainees saw an increase in 2014 with 130 arrests and 176 people held for being incapacitated by alcohol. This was a total of 306 people processed in our booking room or held in our jail cells.

<b>Calls for Service</b>	<b>2014</b>	<b>Calls for Service (con't)</b>	<b>2014</b>
911 General	280	Juvenile Offense	3
Aircraft	95	Keep the Peace	23
Alarm - Fire	100	Larceny/Forgery/Fraud	142
Alarm - General	351	Landlord/Tenant	46
Animal Call	609	Licensing Inspection	34
Assault	12	Liquor Law Violation	2
Assist Citizen	413	Lost/Found Property	857
Assist Agency / Mutual Aid	327	Medical Emergency	474
Bar Check	273	Missing Person	38
B&E Burglary	23	MV Accident	169
Bike Accident	28	MV Breaking & Entering	2
Bike General	68	MV Complaint	413
Bike - Stolen	78	MV Disabled	126
Building / Property Check	6816	MV Hit & Run	46
Boat / Harbormaster	34	MV Observance/Assignment	1945
By-Law Violation	30	MV Stop	1280
Child Endangerment	6	MV Vandalism	15
Complaint	510	Noise Complaint	207
Complaint-Street Performers	61	Officer Injured	5
Crowds / Overcrowding	9	Parade	20
Disorderly	60	Park, Walk & Talk	1025
Disturbance	157	Parking Complaint/General	270
Domestic Disturbance/Assault	73	Phone Calls - Annoying	12
Drugs/Alcohol Mental Health	30	Property Damage	40
Escort/Transport	24	Serve Restraining Order	52
Fire, Brush	2	Serve Summons	78
Fire, CO Alarm	4	Serve Warrant	39
Fire, Vehicle	1	Service Call	491
Fire, Structure	16	Sex Offender Registration	22
Fire, Other	30	Shoplifting	28
Fire, System Test	51	Stolen MV	3
Fire Vehicle In/Out Service	30	Speed Dolly Assignment	5
Firearms/Weapons	24	Station Coverage	188
Follow Up	245	Sudden Death	4
Foot Patrol	312	Suspicious Activity	125
General Info	106	Threats	30
Harassment	102	Traffic Control	113
Hazards	121	Trespass	30
Info Services - Lobby	357	Vandalism	29
Incapacitated Person	195	Wires Down	54
		<b>Total Calls for Service:</b>	<b>20,548</b>

In this past year, it is my belief that your police officers are more focused, more proactive and more outgoing. They continue to collaborate with our community, its citizens, businesses and visitors. Some quick examples of their community commitment include: Two Citizen Police Academies were held and were well received by those attending; serving as basketball coaches for elementary school aged children; preparing and serving luncheons to our seniors; began carrying NARCAN in all our cars in an attempt to off-set opiate overdoses; representing the police department at the Provincetown Business Guild meetings; assisted with the regional efforts of the volunteer gun buyback program; helping serve food at the Provincetown Soup Kitchen; managing local pet food pantry donations; sheperded the Special Olympics Torch as it begins its journey across Cape Cod; participated in the Run to the Top of the Monument cancer relief fundraiser; escorted the Wounded Warrior Soldiers Ride to its designated finish line; stocked and then staged the yearly Pumpkin Patch in front of the police facility; scuffled with the Fire Department in the charity fundraiser Battle of the Badges; accompanied middle-school students to the regional Shop with a Cop event; delivered 1,640 unwrapped toys to the annual Marine Corps - Toys for Tots program.

**Provincetown Public Schools:** We currently partner to provide an on-call school resource officer who supports the school when needed. We also coordinate with other emergency responders to ensure procedures for fire, medical, district emergency and all other drills are current and reflect the best practices for student safety. Your police officers are regularly present at the opening and closing procedures at our school. They also routinely respond when needed to conference with staff, teachers and parents or just to have lunch with the kids.

**Senior Outreach:** We currently partner to provide a dedicated police officer to act as a liaison to support the Council on Aging when needed. This is a complex partnership as financial scams targeting seniors have become so prevalent that they're now considered "the crime of the 21st century." It's not just wealthy seniors who are targeted. Low-income older adults are also at risk of financial abuse and it's not always strangers who perpetrate these crimes. Over 90% of all reported elder abuse is committed by an older person's own family members, most often their adult children, followed by grandchildren, nieces, nephews, and others. We continue our long-standing reassurance program, where seniors agree to phone the police station each day. If we do not speak with them we will call or send a police officer to check on them if needed.

**Honor Guard:** The Honor Guard is comprised of specially trained and uniformed officers and their goal is to proudly represent the Town of Provincetown during ceremonial events and services for fallen officers and members of the armed services. They are outfitted with special dress uniforms, flags, and ceremonial rifles and are a fixture at countless parades and ceremonies around town, including

last year's Town Meeting. This year, the unit added additional volunteers. Police officers Chris Landry, Kate Catanese, Aaron Kacergis and Jen Nolette have joined its ranks.

**Regional Police Detectives:** The Provincetown Police Department has committed its detectives to deal with the illegal drug problems facing the town. We do this in part, by taking a regional approach to staffing as issues associated with the illegal sale and use of narcotics on Cape Cod affects all towns and has no borders. Having these hard working men and women in place is critical as the technical expertise needed for successful investigation and prosecution for these crimes is essential. This working group includes selected police officers from Provincetown, Truro, Wellfleet and Eastham working with Federal, State and County agencies. Since illicit drug organizations are so transient, these detectives work collectively within a model designed to infiltrate, disrupt and dismantle this criminal activity shedding such a negative light on our area. This regional effort provides the best efficiencies for all involved. The Provincetown Police Department is also affiliated with the Cape Cod Drug Task Force.

**Professional Development:** Policing is not a static situation. Changes in criminal law, criminal procedure, motor vehicle law, and many other areas are affected by court decisions and changes to state statutes constantly. Our police officers are trained in these areas and many others on a regular and continuing basis. This year our supervisory police officers completed the following courses in professional development: Sergeant Carrie Lopes completed the FBI Law Enforcement Development Association Command Leadership Course; Sergeant Tom Koumanelis and Sergeant Glenn Enos completed the Roger Williams University 2-Week Command Training Series: First Line Supervisor Course; Sergeant Greg Hennick completed the FBI Law Enforcement Executive Development Seminar and the FBI Law Enforcement Development Association Supervisor Liability Courses.

**Parades, Races and Celebrations:** The Provincetown Police Department assists dozens of special events each year with a variety of services including traffic safety, crowd control and special event services. Your officers are assigned to these events ensuring the public's safety while assisting with charity walks, manning the route of a road or bike race, concerts, picnics, parades and sporting events. We receive countless requests year-round for help with charitable events. With your commitment to safety and community relations, many of these positions are funded by the police department and we are proud to help. The larger events held in town require the creation of event plans drawn up and passed out to officers, who execute such duties as closing roads and detouring traffic. Event plans are constantly evolving and are evaluated during each event to ensure their effectiveness. All of the 2014 events were successful. The biggest event of the year, the July 4th celebration, which actually happened on July 5<sup>th</sup> this year, was

also successful with only minor incidents to report.

**Staffing:** This year saw the departure of Detective Scott Chovanec and the retirement of Acting Lieutenant Tom Steele. We made significant strides forward with the promotions of Greg Hennick to the position of Police Sergeant, Kevan Spoor to the position of Court Liaison Officer and Jen Nolette to the position of Police Officer. Student Officers Tyler Dow and Sarah Harding are currently attending the basic course of training at the regional police academy and will begin their service with field training in August. Having worked side-by-side with these incredibly dedicated men and women for the past year, I know that they are a group to be proud of.

**Community-Oriented Policing:** During the past year, we began the outreach initiative known as "Coffee-With-A-Cop". One of the big issues police must continually deal with is communication. We understand that we often arrive in the lives of some individuals when least expected and in many cases, in situations where we are not wanted. Understanding this and despite some periodic criticism, we do our best to protect human life and serve the citizens of our great community every day. By the time you read this, we will have re-doubled our commitment to Community-Oriented Policing by having all members of the police department re-trained in the philosophy. Community policing is an agent of empowerment, creating a sense of joint responsibility and a joint capacity for addressing issues of concern to the community and your police personnel. This will require facilitated training about community policing so everyone has a constructive role. We will also host a community forum and training session to develop a community-oriented policing service that uses a synergistic approach to meeting the safety and visitor service needs of the community we serve. Our goal is to be more accessible to, and accepted by, our community, while providing more efficient and effective services. Community policing is a partnership whose objective is, in part, to determine community needs and policing priorities and to promote police accountability and effectiveness. Consultation with the community, through community police forums is of critical importance. But community policing forums are not the only means of consultation; other channels may also be developed and should include the participation of all stakeholders. In 2014, the media and others called into question both police tactics and integrity and although the catalyst for this concern was far away, it has been a difficult year for police officers everywhere. The vast majority of officers are honest to a fault, work hard and really want the best for their communities and the residents they are sworn to protect and serve. The reason each and every one of us took an oath to become a police officer is because we want to help others. We are highly committed to ensuring the safety of the public. We knew that wearing a badge would bring challenges, that we would sometimes be up against the worst of humanity, and we would witness some truly devastating things. But we also knew that for all the bad we would encounter, that our days would also be

filled with good. We would have the opportunity to rescue the abused, assist the helpless, reunite missing children with their parents, prevent an individual from committing suicide, or influence a child from going down the wrong path, and most importantly, save lives. However, despite the nobility of our profession, recent events are a strong reminder that we must never be complacent in our efforts to sustain trust across police and the communities they serve. We must continue to reevaluate, recommit, and renew our focus on sustaining trusting relationships with all segments of our community. This movement is not “revolutionary,” but rather, “evolutionary.” It is change that takes time, patience, and, when successful, results in the betterment of all. This is an opportunity to lead for both police and community leaders that cannot go unattended.

*In partnership with the community,*

**James F. Golden**

Chief of Police, Acting

## Public Health & Human Services

The Department of Public Health’s primary function is to promote health and wellness for Provincetown residents. To this goal, a number of services are offered through a town contract with the Visiting Nurse Association of Cape Cod (VNA). The Director of Public Health and Human Services supervises the administration and utilization of these services, which include: Ask-a-Nurse office hours, blood pressure clinic, diabetes screening and education, flu clinics, annual health fair and wellness/prevention programs. In addition, home-based services are available to eligible residents, including frail elder home visits and child health services. The Department is the storage and distribution site for vaccines and potassium iodide (KI) through the Massachusetts Department of Public Health. The Director continues to work with the Health and Environmental Affairs Manager and other town officials on emergency preparedness, particularly as it relates to special needs populations.

The Department of Human Services oversees the town’s annual human services grant program. As adviser to the Provincetown Human Services Committee, the Director supports the mission of the program by scheduling and attending Committee meetings, reviewing required agency reports and supervising the invoice and RFP processes. In conjunction with the Committee, the Director also administers and oversees assistance provided to Provincetown children through the John A. Henry Trust. The Human Services Committee is to be commended for their commitment and diligence in directing the grant program process. Charlotte Fyfe, Cape Cod Children’s Place, continues to ably manage John A. Henry Trust requests and offer support to local families. In addition to the grant program, the Director organizes regular round table forums with local health and human services providers to identify needs and gaps in services.

Maureen Hurst, Public Health and Human Services Administrative Assistant, is to be commended for her invaluable support and administrative services to both departments.

*Respectfully submitted,*

**Chris Hottle**

Director

## Rescue Squad

There were over 1000 rescue calls in Provincetown this year, with approximately 730 of these calls resulting in an ambulance transport to Cape Cod Hospital. Five of these calls resulted in the patient being flown by Med Flight Helicopter. The Rescue Squad works in conjunction with Lower Cape Ambulance to provide EMS coverage in Provincetown. The Rescue Squad is solely committed to Provincetown; whereas Lower Cape Ambulance is equally committed to providing EMS coverage and response in Truro and Provincetown. The Squad is active year round, having a more “volunteer” operational set up in the off season, and a scheduled shift set up in the summer months. One of the interesting aspects of public safety and EMS is the unpredictable nature of calls and call volume. Statistically we know it will be busier in the summer (and shoulder seasons) than it is in the winter months, however, there can be that random Wednesday in January where the EMS service will be uncharacteristically taxed and drained due to an unusually busy day or even one large scale event, like a bad car accident. It is during these busier times, the Rescue Squad shines. When a bad car crash comes in during a snow storm in January, and rescue members who maybe just got home after working their full-time jobs are finally starting to get warm after just snow shoveling the walkway, are tired and wanting to spend time with their family... the tones go off and the rescue members get back into their vehicles to help someone in need. Often they stay at the fire station for 3 hours (the approximate total transport time to and from Cape Cod Hospital) to ensure adequate EMS coverage in Town while Lower Cape Ambulance personnel transport the person to the hospital. It is a job that not everyone is cut out for – the unpredictable hours involved in the job, and the actual “ins and outs” of the job itself. Despite the training requirements of EMT school and then the continuing education to keep ones certification valid; despite the long hours and missed family outings and occasionally having to be hands on with vomit, feces, urine and blood and sometimes seeing people die right in front of you, even though you exhausted everything possible to save them and despite the long, dangerous, cold and wet breakwater emergencies– we managed to bring on 3 new EMT’s this year. We welcomed Christy Brown, Mike Chute (already a fire fighter on the department) and Jennifer Gualpa. These new people have discovered that in spite of the bad stuff, being an EMS provider has some unexplainably amazing rewards and that helping people when they are sick and injured, especially in our close knit community, is worth every unpleasantry.

The Rescue Squad is grateful for the leadership of Fire Chief Michael Trovato, the Deputies and the Board of Fire Engineers as well as the firefighter brotherhood. Joyce Mathews, Department Secretary is always ready to help and is a wealth of knowledge. Lower Cape Ambulance works side by side with the Rescue Squad and has had a wonderful working relationship for years. We are thankful for the police dispatchers, who dispatch all of the rescue calls, as well as record the times and basic incident information for us. We are indebted to the Police Officers who often help with patient care, traffic and crowd control anytime we call upon them or when they just show up to keep us and the scene safe. Special thanks to the Cape Cod National Seashore, United States Coast Guard, Outer Cape Health, Flyers Boat Yard, the Provincetown Harbormaster's Office and the Council on Aging. We should also mention the generous donations made by organizations this past year, particularly the Swim for Life and others who made financial contributions. As always, the biggest thank you has been saved for the end and it goes out to the citizens and visitors of Provincetown. Thank you for looking out for each other. Thank you for showing compassion to your friends and neighbors and even to strangers who fall ill or are injured on the streets. Even for us on the Rescue Squad, it is incredibly inspiring to witness people coming together to look out for each other in some way on so many of the calls we go on. Stay Safe.

*Respectfully submitted,*

**Denise Russell**

Provincetown Rescue Captain

### EMS Members - Rescue Squad

Denise Parks, Captain - EMT	Christy Douglas, EMT
Othaine Rance, Lieutenant EMT-P	Tom Roda, EMT-P
Alan Felton, Stewart - EMT-P	Aubrey Gordon, EMT
Tom Roda, EMT-P	Derek Menangas, EMT
Brandy Tarala, Training/DICO EMT-P	Michael Anderson, EMT-P
Nancy Swanson, EMT	Glen Enos, EMT-I
Ed Fallas, EMT	James Golden, EMT
Julie Cataldo, EMT-P	Thomas Steele, EMT
Jeff Perry, EMT	Kevin Ainsworth, EMT
Victoria Ainsworth, EMT	Daniel Notaro, EMT-P
Molly Costa, EMT	Lisa Potter, EMT-P
Rosemary Smith, EMT	Linda Rego, EMT
Michael Chute, EMT	Lorne Russell, EMT
Jeffrey Perry, EMT	Jennifer Gualpa, EMT
Rodrigo Santos, EMT	Christianna Brown, EMT
Michael Coelho, EMT	

2014 Rescue Calls	Total	2014 Recue Calls	Total
Abdominal Aortic Aneurysm	0	Other Illness/Injury	45
Abdominal Pain/Problems	84	Other OB/GYN	0
Airway Obstruction	2	Pain	93
Allergic Reaction	9	Patient Assist Only	0
Altered Loc	25	Poisoning/Drug Ingestion	8
Asthma	2	Pregnancy/OB Delivery	0
Back Pain (non traumatic)	12	Respiratory Arrest	0
Behavioral/Psychiatric Disorder	50	Respiratory Distress	29
Bowel Obstruction	0	Seizure	5
Cancer	0	Sepsis	4
Cardiac Arrest	2	Sexual Assault/Rape	0
Cardiac Rhythm Disturbance	14	Smoke Inhalation	0
Chest Pain/Discomfort	49	Stings/Venomous Bites	0
CHF (congestive heart failure)	3	Stroke/CVA	4
COPD	3	Substance/Drug Abuse	8
Dehydration	13	Syncope/Fainting	41
Diabetic Hypoglycemia	4	Toxic Exposure	0
Diabetic Symptoms (hypoglycemia)	14	Traumatic Injury	117
Dizziness	19	TIA	3
Diarrhea	0	Unconscious	6
Electrocution	0	Unknown Problem	8
Epistaxis (non-traumatic)	7	Vaginal Hemorrhage	1
ETOH Abuse	20	Weakness	14
Fever	14	Not Applicable	7
G.I. Bleed	6	Not Known	3
General Malaise	19	Not Available	2
Headache	11	Not Reporting	1
Hemorrhage (non-traumatic)	8	Not Recorded	0
Hemorrhage (traumatic)	7		
Heat Exhaustion/Stroke	1	<b>Total Monthly Calls</b>	<b>1021</b>
Hypertension	3	ALS Transport to CCH	551
Hyperthermia	0	BLS Transport to CCH	178
Hypotension	3	Transport to Other	0
Hypothermia	0	Total Ground Transports	729
Hypovolemia/Shock	0	Transport by Medflight	5
Inhalation Injury (toxic gas)	1		
Migraine	0	No Treatment Required	51
Nausea/Vomitting	26	Treated and Released	98
Neuro/CNS Injury	0	Patient Refused Care	119
No Apparent Injury/Illness	54	Treated, Transferred Care	5
OB/Delivery	1	No Patient Found	1
Obvious Death	3	Standby Only - No Pt. Contact	0
Other	121	Cancelled	0
Other Abdominal/GI Problems	6	Treated, Transported POV	15
Other Cardiovascular Problem	1	Dead at Scene	3
Other CNS Problem	4	Unable to Locate Patient/Scene	0
Other Endocrine/Metabolic Problem	0	Total Non Transports	292
Other G.U. Problem	1		

## Shellfish Constable

On June 10<sup>th</sup> we traveled to the Town of Somerset area where we unloaded 104 full bags of quahogs caught in Mount Hope Bay from the F/V Blackjack and loaded them into a Department of Public Works ten wheeler to the Highway Garage in Provincetown. The garage doors were locked overnight and the quahogs were unloaded into the west side of the breakwater area, CCB5, the following morning. On June 11<sup>th</sup> we again made the trip to the same area and unloaded 100 full bags from the F/V Blackjack. We locked them up overnight and unloaded the following day into the west side of the breakwater area, CCB5. On June 12<sup>th</sup> we traveled to the same area and unloaded 66 bags of quahogs from the F/V Blackjack for a total of 270 bags over the three days. We didn't quite fill the order because the boat broke down.

Last year we opened our recreational shellfish beds on Sunday, November 3, 2013 beginning with the shellfish area west of Captain Jacks to the east side of the Provincetown Inn. On Sunday, November 17, 2013 the shellfish area from Allerton Street to the Provincetown/Truro Town line was open to the public. On Sunday, December 1, 2013 the public was allowed to take shellfish from Hatches Harbor. Access was between 7am and 5pm. A letter of intent was sent to Seashore authorities indicating the request. The proposed dates were subject to the results of both shellfish and water quality testing at the State lab. The days allowed are Sundays and Fridays and ran through the end of March 2014, with a ten-quart limit per week. Licenses, gauges, and a copy of the regulations are available at the Town Clerk's office. Fees are \$15.00 for residents and \$50.00 for non-residents. Residents or taxpayers shall be issued a free shellfish permit at age 65 or older. We rotate out shellfish areas so juvenile shellfish can grow to harvestable size. This season we opened the west side of the breakwater and next year we will harvest the east side of the breakwater. We are in the process of issuing the last of the available acres in the Aquaculture Development Area (ADA) and the early indication from those that planted shellfish, the majority being oysters, have been very encouraging resulting in good growth rates and survival. Recently the Division of Marine Fisheries has developed a Vibrio Control plan for the growers and harvesters of oysters, and log books were issued to those that were harvesting. Vibrio is a naturally occurring bacterium than commonly inhabit coastal marine waters. A single oyster can clean over 15 gallons of water a day by filter feeding. Shellfish improve water clarity and light penetration, stimulating eel grass which is an essential fish habitat. Add in shells and the growing success of the ADA with bottom structures in the sub tidal areas will provide enhanced habitat for juvenile fish and other marine life. The harvest for 2014: 725 buckets of quahogs; 85 buckets of soft-shell clams; 45 buckets of mussels; 425 buckets of sea clams. I want to thank the Shellfish Committee, all the Town departments, and the public for their support over the years.

*Respectfully submitted,*  
**Tony Jackett**  
 Shellfish Constable



## Human Services

## Community Housing Council

The Provincetown Community Housing Council (PCHC) was created through Article 3 of the April 4, 2007 Annual Town Meeting to function as a 5 regular and 2 alternate member council charged with: overseeing the Provincetown Housing Office; assuming all of the roles and responsibilities of the former Local Housing Partnership; administering the Affordable Housing Trust Fund (AHTF); and implementing the Selectmen's approved Housing Policy and Action Plan. The mission of the PCHC is to foster the development of community housing opportunities that support socio-economic diversity for residents of Provincetown through planning, resource identification and community outreach.

2014 began with a new Housing Summit on January 10<sup>th</sup> facilitated by John Ryan of Development Cycles, to strategize for next steps to address the ongoing critical need for community housing based on Mr. Ryan's updated Housing Needs Assessment. Out of this summit and a follow-up meeting in February, Mr. Ryan developed a Community Housing Action Plan with 29 specific Action Items. The PCHC has taken steps to address these Action Items throughout the year including: developing an education plan to engage all segments of the community and effectively communicate the importance of the housing issue; support the application by local non-profits for a grant for a HomeShare program; support efforts to accelerate and streamline affordable development projects; assessment of development potential of existing town-owned land and buildings for creating Community housing; creating a business survey to assess the need for seasonal and workforce housing; support the Planning Board in amending appropriate articles of the Zoning Bylaw including deed restrictions and accessory units; and review existing permits, approval processes, and bylaws; support amending the Property Tax Exemption to allow increased eligibility and provide greater incentives for participation. PCHC submitted an article for the 2014 Annual Town Meeting asking to reserve 60% of CPA funds for Affordable and Community Housing, and to provide a voluntary donation check box on property tax bills to go into the Affordable Housing Trust Fund. Both articles were approved by voters. We are continuing to work on the Local Voucher Program and the Little Fix Program. The 2014 Annual Town Meeting approved Community Preservation Act (CPA) funds for these programs. The PCHC is working with the Housing Specialist to

develop the parameters of both programs and anticipate launching them in the Spring of 2015.

The PCHC also is in support of the Room Occupancy Tax bill #2689 currently still being considered in the state legislature; support of a contract with Mass Housing Partnership for technical assistance and financial feasibility to develop a RFP for the old Community Center building with a report anticipated in early 2015; and support of the American Institute of Architects (AIA) 2014 Design & Resiliency Team (DART) program proposals. This program brought a team of volunteer professionals to town to develop recommendations to help shape the community's strategy for addressing housing and economic needs. Areas addressed are Landscape Architecture and Environmental Planning, Affordable and Community Housing, Waterfront and Streetscape improvements, Land Use and Regulatory issues.

The PCHC continues to oversee spending from the Affordable Housing Trust Fund (AHTF) including \$20,000 for the Housing Prevention Council to provide emergency housing, counseling and assistance to prevent homelessness, up to \$35,000 for rehab at 35A Court Street and up to \$175,000 towards the Stable Path development. The uncommitted balance is \$230,000.

Michelle Jarusiewicz, the town's part-time Housing Specialist, continues her work through the housing office administering many aspects of affordable and community housing, including marketing and re-sale of existing deed restricted units and identifying housing resources, in particular by working closely with the state's Department of Housing and Community Development. Ms. Jarusiewicz is extremely knowledgeable and committed to the mission of increasing community housing options and is an important resource for people interested in developing or accessing community housing. We are pleased to work with Ms. Jarusiewicz and her support is invaluable. The PCHC and the Housing Specialist have submitted several affordable housing requests from CPA funds for FY 2016. These requests include funds for design and construction of rental units in Fire Station #2, funds for design, permitting and construction of rental units at the former Community Center, funds to explore the possibility of second story development at the VMCC, and funding to increase the position of the Housing Specialist to full-time.

The PCHC, alongside the Housing Specialist, continues to look creatively at ways to expand affordable options across a full range of incomes, as well as addressing greater utilization of existing resources and properties. Addressing the housing need continues to be critical to the future of our community.

*Respectfully submitted,*

**Donna Szecker**

Chair

## Council on Aging

Since 1972, the Provincetown Council on Aging (COA) has been a welcoming resource and activity center for seniors and their families. Our mission is to promote the well-being and independence of older adults by identifying their needs and interests, developing supportive programs, coordinating community services and advocating on their behalf. Since moving into the Veterans Memorial Community Center (VMCC), the COA has grown significantly. The larger space has allowed us to increase programs and services in order to keep up with the needs of a growing older adult population. Last year, 800 people used to the COA, a 15% increase, and we offered 150 programs in the areas of health/wellness, fitness, nutrition, education, recreation, intergenerational programming, technology and cultural outings. Most programs are open to people of all ages, with Provincetown seniors having priority if space is an issue. Services include outreach to individuals and families (including over 300 home visits), a Senior Real Estate Tax Abatement Program, legal aid, health insurance counseling, health clinics and social services assistance.

Another exciting development in 2014 was our ability to increase collaborative efforts with other town departments and organizations, including Elders Services, Fine Arts Work Center, Gosnold, Homeless Prevention Council, Independence House, Lower Cape Outreach Council, Outer Cape Health Services, Provincetown DPW, Provincetown Health Department, Provincetown Housing Specialist, Provincetown Library, Provincetown Police, Provincetown Rec, Provincetown School, PTV, Seashore Point, Truro COA, Veterans Agent, VNA and WOMR. The COA provides regularly scheduled transportation to Hyannis, Orleans, Elder Services Senior Dining, COA events, the Provincetown Library, Stop & Shop, swimming, in-town appointments and up-Cape outings. In addition, a grant from Elder Services of Cape Cod & Islands funds door-to-door rides to medical appointments Cape-wide. In 2014, over 2,500 rides were provided through these programs, an increase of 25%. The Elder Services Nutrition Program is housed at the COA. Last year, they provided over 1,200 senior dining meals and 5,400 home-delivered meals thanks to the committed service of Elder Services Nutrition Site Manager Nancy Dooley and her dedicated volunteers. The COA also operates a year-round food pantry open to all and delivers food to residents through the USDA Food Distribution Program. Through PTV and WOMR, the COA is able to reach homebound seniors through regular programming. COA events and interviews are televised on Channel 99 and *'Specially for Seniors'*, a radio show hosted by the Director, airs on WOMR. Our monthly newsletter is distributed to 725 people and is available on the town website. The COA

continues to work with the Provincetown Police Department to promote senior safety in the community. The Police Department offers phone reassurance and lock-box programs and last year began hosting special lunches at the COA. We appreciate the Department's many kindnesses shown to seniors.

The COA Director also serves as Director of Public Health and Human Services for the Town and serves on community boards, including: Cape Cod Healthcare Community Benefits Committee, Community Development Partnership Advisory Group and COAST (Councils on Aging Serving Together). The COA Outreach Coordinator is a member of the Cape Cod COA Outreach Coordinators Council and the Cape Cod Hoarding Task Force. The COA Administrative Assistant is on the Elder Services Board of Directors, working on the Nutrition Committee.

To our many amazing volunteers, it is thanks to your dedicated service that we can offer all that we do. Special appreciation also goes out to the COA Board (Chris Asselin, Bob Gaynor, Gladys Johnstone, David Ketchum, Char Priolo) and to our fundraising organization, the Friends of the Provincetown COA (Ollie Ahmuty, Maria Andrews, Lee Ciliberto, Dorothy Clements, Greg Howe, Christine Martin, Mary McNulty, Paul Mendes, Mary Peres, K. Marge Perry, Vernon Porter, Vern Wilson). To the COA staff (Maureen Hurst, Andrea Lavenets, Pat Medina, Michael Nelson); your professional and compassionate service to seniors truly is inspiring. To Town seniors, it is an honor to serve you and we look forward to seeing you at the COA. To all Town residents, come visit us so we can give you a tour of your Community Center. Congratulations once again to the 2014 Provincetown Senior of the Year, Susan Avellar, a well-deserved honor!

*Respectfully submitted,*

**Chris Hottle**

Director

## Disability Commission

Activities in 2014:

- Attended out-of-town meetings with other Disability Commissions to exchange information and experiences.
- Participated in many Town meetings and forums representing the concerns of people with disabilities in our community.
- Continued close collaboration with Jeff Dougan, Assistant Director of Community Services, MA Office of Disability.
- Contacted many Town and outside groups to provide information about what exists here in Provincetown for people with disabilities.

- Conducted site visits to various locations that serve people with disabilities.
- Researched products for people with disabilities.
- Worked with Town Departments (Planning, Public Works, Parking, Recreation, Tourism, Health, Council on Aging) concerning disability issues.
- Worked with the Chamber of Commerce, Harbormaster and Provincetown Business Guild on Americans with Disabilities Act issues.
- Held the first Disability Task Force meeting on May 1, with speaker Chris Decker from the State Disability Office.
- Held the first Disability Awareness Weekend in May.
- Developed and sent out in the Town census a town-wide disability survey.
- Helped set up Accessible Provincetown, a new 501c3 organization.
- Loaned out wheelchairs, walkers and canes to town residents and visitors/tourists in need.
- Oversaw the mobi-mats and beach wheelchair maintenance.
- Added a new bench at Ryder Street Beach.
- Currently working with the Town to find office space for the Disability Commission.

*Respectfully submitted,*

**Michelle DeMarco**

Chair

## Housing Authority

The Housing Authority Board of Commissioners and our Executive Director Patrick Manning, hereby submit this 2014 Annual Report to the citizens of Provincetown. In 2014 the Provincetown Housing Authority continued to manage and operate the following subsidized housing programs: **Maushope**, a 24 unit apartment complex serving elderly and disabled adults at 44 Harry Kemp Way; **Foley House**, a single site building located on Bradford Street which consists of 10 units for homeless persons with HIV and 9 scattered site units for families.

This year was a busy one for the commissioners. Work continued in 2 major areas: to increase efforts to enhance the quality of life for all 43 of our tenants and to explore the expansion options for Maushope. The Provincetown Housing Authority continued the process of selling its surplus property located at 951R Commercial Street and is pleased to announce that the property is under contract. The Board of Commissioners and the Tenant Association have been meeting to identify needs that may be met by the proceeds of this sale. One identified need is a reconsideration of how Maushope is heated. During past winter storms Maushope has been without electricity for over 24 hours. While the building is

served with a small generator, we are not able to fully heat the tenant apartments during a prolonged outage. Converting from electric heat to an alternate fuel may be the answer.

With the encouragement of the Housing Authority Commissioners, a small group of Provincetown citizens met and formed the “Friends of Maushope” in July of 2012. The mission of the *Friends* is to improve the quality of life for the residents of Maushope by providing increased awareness of their needs and to help meet those needs through fundraising and public involvement. The group met regularly this year and is applying for incorporation as a 501(c)(3) organization to enhance its ability to fundraise.

The Board visited all of its properties in 2014, speaking with tenants and listening to stories of appreciation and creative suggestions for the future. The Board continued to monitor the legislation filed by Governor Patrick to regionalize Housing Authorities. We are very concerned that his vision to replace all of Cape Cod’s elected Housing Authority boards with one appointed Regional board, possibly located off-cape, would not be a service to our tenants.

Long time Commissioner Dr. Cheryl Andrews resigned from the Board of Commissioners in May of 2014. We will always remember her contributions with respect and appreciation. Jennifer Germack and Elaine Anderson were elected in May 2014 to the Housing Authorities Board of Commissioners. The Commissioners chose Diana Fabbri as Chairman and Kristin Hatch as Vice-Chairman of the Board following the Town-wide election. This year, Nancy Jacobsen continued to serve as the State Appointee to the Board of Commissioners. Kristin Hatch continues to represent the Housing Authority on both the Provincetown Community Housing Council and Community Preservation Committee.

Applications for the Authority’s elderly, disabled, and family housing programs are available at the office at 44 Harry Kemp Way or by calling 487-0434. Applications for Foley House are available by calling 487-6440. The Provincetown Housing Authority is committed to its role as advocates for affordable housing and supports the goal of the Provincetown Selectmen to address the housing crisis confronting the Town of Provincetown.

*Respectfully submitted,*

**Diana Fabbri**

Chair, Board of Commissioners

**Patrick J. Manning**

Executive Director

## Human Services Committee

The Human Services Committee is responsible for developing the Request for Proposals process and recommending the funding strategy for the town’s annual human services grant program. Working in conjunction with the Committee’s advisor, Chris Hottle, Director of the Council on Aging, Public Health and Human Services, the Committee strives to ensure that human services needs are identified and addressed through Committee meetings and two annual public hearings. The Committee also oversees the John A. Henry Trust, which distributes much needed funds to families in need with children from birth to eighteen years of age. Committee members include Elton Cutler, Cynthia Franco, Karen Kelly, Jean Knee, Joseph Murphy, Donna Szeker and Gabriela Villegas.

Respectfully submitted,

**Cynthia Franco**

Chair

## Board of Library Trustees

The past year at the Provincetown Public Library has been one characterized both by challenge and success. Though we have been without a Library Director since May 2014 the Board of Trustees, working with Acting Town Manager Gardner and other department heads have managed to effectively guide the Library in the right direction. It should be noted that without the dedication and efforts of Interim Director Matt Clark we could not have operated in this period with the level of professionalism that won us a 1st place ranking from Library Journal for libraries in our budget category. In addition, Rebecca Levin and Tom Ruane have contributed mightily as have all the staff and volunteers. Successful programs have run throughout the year. Fund raising opportunities included a presentation by Norman Mailer biographer Michael Lennon, and our delightful presentation of the Mooncussers Ball, held on the mezzanine and incorporating the wonderful Rose Dorothea. We are currently winding down our Annual Appeal and have had, to date, raised enough to purchase a new microfilm for the library. This will provide a much needed boost to the work of history buffs in particular. Our ability to digitalize will save the library money within a year’s time. The board continues to plan for additional fundraising and is proud to point out that more than \$575,000 has been paid on the library rebuilding debt.

In the course of the past year we have seen three new members join the board and the upcoming election in May 2015 will have four of the five board seats on the ballot. We are hopeful willing citizens will step forward and join in supporting our Library. In conclusion, I am happy to report that the state of the library is strong and our collective optimism going forward bodes well for the coming year. We invite all our fellow citizens to visit, use and, of course, support the Library.

*Respectfully submitted,*

**James Johnson**

Chair

## Recreation Department

In 2014, the Recreation Department continued to see increases in programming and recreation users, as everyone gets more familiar with the Veterans Memorial Community Center. The new community center now allows the Recreation Department to create more quality programs and attract new users, as the old building was not inviting to new users. The biggest success of the year was the Summer Program. Attendance numbers were well above average from the previous four years, with a total of 167 children attending the program. Children in the program participated in game show theme days, played a variety of games designed to integrate all children, arts and crafts, visited town beaches, and went on great field trips. Some of the field trips were: Cape Playhouse, Water Wizz, Laser Tag, Pawtucket Red Sox, Wellfleet Movie Theater, Bass River Sports, Long Point, Beach Forrest, ice skating at Charles Moore Arena, and the Inflatable Park. A key contributor, that makes the Summer Program so successful, is our staff. We are lucky enough to have energetic, local, young adults that come back every summer. The children are lucky to have them as they can relate to most of them, because the majority have participated in this program in their youth.

In 2014 the Recreation Department collaborated with many organizations to create programs, trips, fundraising, and art opportunities. In March, the Knights of Columbus funded a trip to the Providence Dunkin Donuts Center for the Recreation Department to bring a youth group to see the Harlem Globetrotters basketball game. We thank the Knights of Columbus for the opportunity for a great winter trip, which was offered for free. Another collaboration, one that the Recreation Department has participated in for many years, is the Portuguese Festival. This year the department changed the organization of the field games, and added a new event to the festival line up (Lobster Crate Races). On Friday of the festival, we did the Fishing Derby on MacMillan Pier. The new event, Lobster Crate Races was added after the Derby. Twenty five crates stuffed with seaweed, were strung from a finger pier to a barge. The person with the most crates crossed without falling in the water won. Thank you to the Harbormasters Office for the help setting up the derby and the races. Saturday field games were changed from the usual field games to carnival-style games where kids won tickets and exchanged them for prizes. Events were: dunk tank, basketball shoot, ring toss, pick a duck, baseball throw, and bounce house. This style of games was changed because it creates more participation for prizes. All the changes were well-received by all, and they were a great addition to the festival. The Recreation Department also collaborated with the Provincetown PTA, Ace Hardware, and VFW to host a Breakfast with Santa at the Veterans Memorial Community Center. The PTA was

able to raise enough funds that every child in Provincetown Schools received a \$20 gift card to Ace/Radio Shack at Conwell Lumber, which then reduced the prices on toys. The Fire Department gave Santa a ride to the Community Center and had breakfast with all the children and parents of Provincetown.

This past year has been another successful one for all the young athletes of Provincetown. Children from kindergarten through sixth grade participated in soccer, basketball, baseball, and softball throughout the school year. Youth sports provide the children of Provincetown with a safe activity, where they can learn the fundamentals of teamwork and have friendly competition with neighboring towns, including; Truro, Wellfleet, Eastham, Orleans, Chatham, Harwich, and Brewster. In addition to a great year for youth sports, the department hosted the 2<sup>nd</sup> annual fundraiser basketball game Police vs Fire Departments. All proceeds went to new youth basketball uniforms for grades 2-6<sup>th</sup>. The Police Department built a 19-3 lead in the first half, with the Fire Department crawling all the way back to force overtime. In overtime the Fire Department prevailed by four to take the game. Thank you to both Police and Fire for this great game and the fundraising opportunity. Improvements to the Mildred Greensfelder Basketball Courts are currently under way. The surface, basketball rims, fence have been replaced. The final coat of the surfacing and line painting will be done this spring, and the completion of the project will be done. Many thanks to the Department of Public works for the assistance in this project. We look forward to reopening the courts this spring! After the Summer Program ends in September, our annual Afterschool Program offers child care to parents that have to finish their work day. This program was initially developed in September 2007. During Afterschool, Recreation provides supervised activities for 4 year olds and up. Children do homework and complete their nightly assignments before participating in preplanned age-appropriate activities. Our 9<sup>th</sup> Annual Skate Competition, in coordination with the Knights of Columbus, was a success. This event provided us with 20 participants which provides a chance for Provincetown and surrounding towns' children to show off their talents in skateboarding, and brings the entire community together. I would like to thank Board Stiff (for the great prizes), Wesley Medeiros, Michael Medeiros, Jack Macara, Dwight Russell, Kerry Adams, Mike Roderick, Seamen's Savings Bank, the Truro Police Association, Mooncusser Tattoo, VFW, Pixy 103, the Highway Department, Provincetown Fire Department, Seashore Point, and the Provincetown Police Department for all their help in this fun event. The Annual Halloween Parade remains to be a popular event with little ghosts and goblins, as well as the many onlookers all along Commercial St. The costumed children and their families "trick-or-treated" through Seashore Point and then marched along Alden St. down to Commercial St. This year we added a Greet n' Treat at the end of the parade. We invited local businesses to decorate their vehicles and hand out candy to the children at Motta Field, as a safe environment to trick-or-treat. The event was a huge success for parents, children, and local businesses, and we look forward to next year.

Groups that have held meetings or events at the Community Center throughout the year include: National Seashore Ranger Training, Family Week Training-Collage, VFW, Provincetown PTA, Aids Support Group, AA, Al-Anon, CMA, OA, USCG Auxiliary, Outer Cape Health Services, Highland Fish and Game, American Legion, Ladies Auxiliary, Cape Cod Theater, Counter Productions, Provincetown Players, Outer Cape WIC services, Recreation Commission, Harbor Committee, Provincetown Theater, "Offseason" Production Group, Provincetown Public Library, Massachusetts Rehab Commission, Community Development Partnership, Women of Color, and Provincetown Business Guild.

2014 also provided the Recreation Department with two great murals from local artist Jeremy Felton, Andrea Sawyer, and Ilene Charles. Both are beautiful, thank you to them for their hard work, and encourage everyone to come take a look at the great work.

During 2014, we also said goodbye to long tenured Recreation Commission Chair, Treg Kaeselau, who exceeded his term limits. The department would like to thank him for his dedicated service, which went above and beyond his duties. Treg was not only at every meeting, he was always a call away for anything needed by the department. Treg would graciously drop everything and help out with whatever was needed. It's a great loss and he will be missed! The department also welcomed two new Recreation Commission members David Oliver, and Lori Arnott; they will be a great addition.

In closing, like always, I would like to extend my greatest gratitude for the continued support that the department has received from parents, community members, and fellow employees. The department would also like to extend thanks to all the volunteers, organizations, and community members for contributing to a successful year in 2014: Provincetown Schools, Seamen's Savings Bank, Department of Public Works, Far Land Provision, Angel Foods, Board Stiff, Provincetown Business Guild, Knights of Columbus, Nelson's Bait & Tackle, Portuguese Festival Committee, Council on Aging, Provincetown Fire and Police Departments, Fudge Factory, Venture athletics, Penny patch, FV Glutton, Greg Anton, Paul and Karen Silva, John Hanlon, Rick Todd, Carissa Silva, Cass Benson, Bill Jacobs, Joe Farroba, Glenn Enos, Chris Landry, Kevin Spoor, Evan White, Humberto Ortega and a very big thank you to the summer staff: Samantha Lomba, Dylan Nelson, Kelsey Trovato, Chelsea Roderick, Mackenzie Keifer, Dylan Kaeselau, Jasmine Osowski, Keith Delcourt, and Nicholas Durkee. I would like to end with an invitation for all to come by the new Veteran's Memorial Community Center located on Winslow Street. There are many activities for all to enjoy from ping-pong to dance class or one of our meetings. To get information on program descriptions and schedules, updates, the calendar of events, and newly added programs go to the Recreation page on our excellent website: [www.provincetown-ma.gov](http://www.provincetown-ma.gov). Thank you to all,

*Respectfully submitted,*

**Brandon Motta**

Recreation Director

## Veterans Services

The following report is of the activities of the Department of Veterans' Services for the Town of Provincetown for Calendar Year 2014. Our duties are categorized in two basic areas: Benefits and Services.

**Benefits:** This program is covered and authorized under Massachusetts General Law Chapter 115. It provides financial assistance to honorably-discharged, veterans who establish need and worthiness and are residents of the Town of Provincetown. During the year the Town, through our office, handled more than 25 cases and extended benefits to qualified veterans totaling \$11,036 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

**Services:** We assisted veterans and their dependents in obtaining federal, state and local benefits under the broad umbrella of the Department of Veterans Affairs. These services included payments for service-connected disabilities, pensions, education, medical, burial, medals and records. During the year, this office assisted in obtaining over \$545,000 in cash payments for compensation and pensions for Provincetown veterans and their dependents. These federal funds greatly reduce the demand on our local aid fund.

Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services. We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 am to 4:30 pm. We can also schedule appointments at the Veterans Memorial Community Center (VMCC), 2 Mayflower Street, on Tuesday or Thursday mornings, at your home or any location that is best for you. Our phone number at the VMCC is 508-487-7099. We would like to thank the Town Manager, Treasurer and Town Accountant for their outstanding assistance throughout the year.

*In the Service of all Veterans,*

**Edward F. Merigan**

Director and Veterans' Agent

## Visitor Services Board

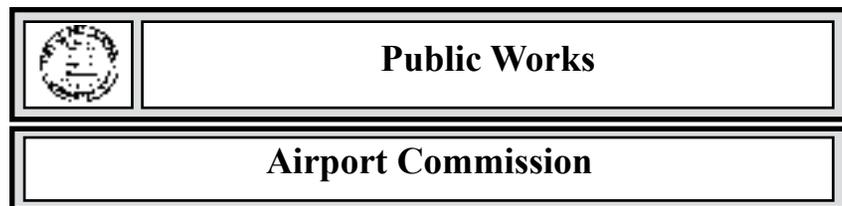
The Visitors Service Board (VSB) met regularly throughout the year to fulfill its mission and mandate of developing, coordinating and implementing a long-

term comprehensive plan to enhance tourism year-round and for the purpose of overseeing expenditures of the Tourism Fund. Provincetown is the only Cape Cod town with a municipal Tourism Office funded by a Tourism Fund which is independent of local property tax revenue. In FY2014 the Town received \$1,851,886 in supplemental room tax revenue. Room tax in Provincetown is levied at 11.7%; 5.7% is retained by the Mass DOR and the supplemental tax collected, 6.0%, is returned to the Town. Once the funding reaches the Town of Provincetown, approximately 65% goes the General Fund to help finance municipal projects and the remaining 35% or approximately \$620,000-\$630,000, is used by the Tourism Office. Efforts to grow tourism included various forms of print and web advertising, trade show and event attendance, outreach, and continuing partnerships with Massachusetts Office of Travel and Tourism (MOTT) and the Cape Cod Chamber of Commerce. The VSB also continued to support the efforts of Provincetown’s 2020 commemoration planning. The VSB continues to work with Marmillion + Company and Ellsworth Creative to increase exposure and branding of Provincetown on both a national and international level. Provincetown received more press mentions, blog posts and articles in FY2014 than in any prior year. Promotion of the app, iPtown, continued and the VSB is pleased to announce the release of a newly designed, user friendly website this spring. In addition to the \$130,000 in grants provided to local organizations for the marketing and promotion of Provincetown events, the VSB allocated two co-operative grants of \$20,000 each to the Provincetown Business Guild (PBG) and the Provincetown Chamber of Commerce to underwrite their parallel marketing efforts.

*Respectfully submitted,*

**Cathy Nagorski**

Chair



The Provincetown Airport Commission is pleased to report another successful year of airport operations. The airport’s commercial operator, Cape Air, continued providing non-stop service to Boston and seasonal non-stop service between White Plains, NY and Provincetown. This enabled the airport to maintain the critical 10,000 passenger enplanements needed to qualify the airport for critical federal and state capital project funding. Cape Air has expanded service nationally, and remains a stable and important partner in maintaining Provincetown Airport viability. The airport also continues to serve the needs of hundreds of corporate, charter and general aviation pilots and passengers who visit or live on the outer cape. Thanks to Cape Air’s traffic volume and barring any changes in federal and

state policy, the airport continues to qualify for 90% capital project funding by the federal government and 7.5% funding by the state. This means that the Town will only be responsible for providing 2.5% of permitted capital improvement projects.

The Master Capital Improvement Plan continues to move forward and weave its way through the regulatory agencies. We have selected Jacobs Engineering Group once again as our consultant, and work closely with them to obtain the necessary permits to allow the Master Plan to go forward . Our primary liaison with Jacobs, Michael Garrity, is no longer on the team, but they have provided continued project support during the transition, led by William Richardson, the Principal Aviation Planner for Jacobs. The Commission continues to work to obtain approvals from the Cape Cod Commission, Department of Environmental Protection, and the National Park Service. This ongoing environmental process is for controlling our list of 12 safety, maintenance, and capacity projects to be completed at the airport.

A CPM style timeline report has been prepared by Jacobs which will allow us to monitor our schedule more closely, as we are nearing completion of the approval process for many of these projects. We are now into the fifth year of negotiations with the various agencies to gain approval for safety improvements to the airport surfaces and navigational facilities, expansion of the terminal to regain needed space that was lost to the passenger and baggage screening area needed for TSA, security fencing around the airport, as well as other safety and security improvements.

Once again, the building infrastructure continues to show its age, and maintenance issues regarding HVAC, plumbing, and electrical systems are becoming more common. Most of these systems will be replaced as part of the long term Capital Improvement Project so we have been diligent in trying to use discretion in maintaining or replacing mechanical systems. In short, we don’t want to be in a position of replacing a mechanical system at this time, and then replacing it again when the Capital Improvement Plan is implemented in the near future. We are currently in the process of replacing and upgrading lighting around the Airport. The lighting poles and fixtures have corroded to the point that replacement is needed at this time.

Law enforcement officer (LEO Contract) obligations continues to be a financial consideration, as we are not fully reimbursed for the law enforcement manpower required to be on-site when TSA personnel are active. The federal funding for this FAA mandate has decreased and these rising costs are unavoidable. The Provincetown Police Department continues to be supportive in finding ways to minimize the costs associated with this detail.

The Commission wishes to thank Airport Manager, Butch Lisenby, for his continued oversight of daily airport operations. He has been especially

instrumental in providing continuity with respect to communications between Jacobs, the Airport Commissioners, Contractors, suppliers, and regulatory agencies. Finally, we want to thank the people of Provincetown and Cape Air, our primary tenant, for their ongoing support which keeps the airport open and operating as a vital transportation link for the Town's businesses and residents.

*Respectfully submitted,*

**Michael Valenti**

Chair

## Beautification Committee

After many years of fruitful service, Ghee Patrick resigned from the Beautification Committee. She has served since the very beginning, and her judgment and vision are our gifts. The Grace Hall Parking Lot and the Fishermen's Memorial Park are her testaments.

During 2014 the Beautification Committee arranged for 5 benches to be donated to Provincetown: a bench for Glenn Johanson, donated by James Hallowell is in the west end of the Fishermen's Memorial Park; a bench for Brett Underberg-Davis, donated by Stephen and Judy Underberg, was placed under the trees of the easternmost section of the Bus Stop Park; a bench for Manuel Smith, donated by Sharon Smith, Michael DeVasto and Brett Green and friends, was placed on the beach just west of Cabral's Wharf; a bench for Drake Asklar, donated by Jacqueline Maurer and friends, was placed facing west at the Provincetown Art Association and Museum; a bench for Robert "Obie" O'Brien was donated by Linda Codinha O'Brien and is furthest west in the West End Parking Lot facing the water. Two more benches are awaiting warmer weather for installation later this year (2015). These benches each cost the donors \$1,000 or more. Ross Sormani, our Treasurer, has faithfully paid bills and kept our financial affairs in order. Sherry Prada of the Department of Public Works (DPW) has handled the bench orders. Eric Larson, Deputy Director of the DPW, has collaborated and has helped Beautification all year.

The Old Library, now housing the Tourism Office and Provincetown Television, had the outdoor wooden sign for notices rebuilt, courtesy of Tony Lemme and the Building and Grounds Department. Craig Pixley, a summer visitor, designed, built, donated and hung the new sign for the Mildred Greensfelder East End Playground at Bradford St. and Howland St.

Three trees donated by relatives were planted by the Building and Grounds Dept. at the Veterans Memorial Community Center: 2 Chinese Scholar trees for Jeffrey Boyce and Tracy O'Kates; and a Kwanson Cherry tree for Oliver Florin. We were happy to provide a dozen pine trees and our thanks to Ray Duarte of the Highway Dept. and Peter Attanasio and David Costa, who have done a magnificent job

clearing and improving the median strip of Rte. 6 from west of Shank Painter Rd. to Pilgrim Lake, making the entrance to Town almost park-like. Two pines were replaced at the Fishermen's Memorial Park by Building and Grounds.

Bill Docker and Frank Vasello shopped for and tested solar lights. Sixteen columnar bollarded lights were placed in the Fishermen's Memorial Park and 4 in the Bus Stop Park by Building and Grounds. Two bench plaques, almost illegible, were replaced by brass: One in front of Town Hall, east, reads "Craft Guild and Galleries". The other, on the bench on Commercial St. just west of the Coast Guard Station reads "Michael Wasielewski, Paul Coulstring and Dale A. Sewenske." Thirty two half-barrels were planted with flowers and kept clipped by Bill Docker and Dot Freitas. The island at Shank Painter Rd. and Bradford St. was planted and kept weeded by Michael Poniatowski, a volunteer. Garden Renovations undertook the complete renovation of the traffic island at Standish and Bradford Sts. The replacement tree for Frances Euler is a Chinese Scholar Tree. The boat on this island has been planted with bulbs for the spring of 2015. Mums were planted at the Ryder St. half-barrels and in the Linda Silva Memorial planter at the Alden St. Parking Lot by Anika Costa.

Barbara Rushmore has stepped down as Chairman when her term ended on December 31, 2014, and declined another appointment to the Committee, with full confidence in the present, competent Committee. Bill Docker was elected Chair and Anika Costa was elected Vice-Chair beginning in 2015.

*Respectfully submitted,*

**Barbara Rushmore**

Chair

## Cemetery Commission

Sometimes our work seems to progress at a snail's pace, but then, sometimes a determined snail makes it over the finish line.

Having made provision for the Town's current and foreseeable future needs for interment space in the cemetery, the Cemetery Commission in 2014 increased attention on conservation and preservation of our historic burial places and monuments. At the Winthrop Street Cemetery, Provincetown's oldest (first known burial in 1723), we have already completed Projects 1 and 2 of the Conservation Master Plan developed by Martha Lyons, with the receipt of a report from Monument Conservation Collaborative (MCC) on the preservation work they have completed for 92 fallen, damaged or at-risk gravestones. Moving forward to implementation of Project 3 (dune preservation on the Court Street side), Project 4 (lay-out and surfacing of pedestrian pathways, with concern for handicap accessibility) and Project 5 (historical information signage), we have completed an RFP process for the design work, with participation of an advisory

committee representing the Historical, Disabilities, Conservation and Community Preservation Commissions, and awarded a design contract to be carried out in the winter and spring of 2015. All of this work has been made possible by grants under the Community Preservation Act (CPA).

Turning to the historic Gifford and Hamilton Cemeteries (along the right hand side of Cemetery Road going up from Alden Street, with the Alden Street Old Section on the left hand side), the Commission appropriated \$10,000 from available Cemetery funds for needs assessments and cost estimates by MCC of fallen, damaged and at-risk gravestones. These reports have been received and they estimate a cost of \$60,000 to meet preservation needs. This constitutes the basis of the Commission's current application for a grant of CPA funds, submitted in December 2014. There is also a pressing need for gravestone and monument preservation work at Alden Street Cemetery Old Section. The Commission has previously appropriated \$5,000 of available Cemetery funds for MCC to repair some of the most dangerously damaged gravestones, and MCC has estimated a cost of some \$12,000 to complete a proper needs assessment. This and the cost of implementation must be the subject of a future CPA grant application.

Discussions have been had with the Department of Public Works (DPW) and the Board of Selectmen concerning DPW activities and vehicle parking at the shed/garage site that is neighbor to the area at Alden Street Cemetery devoted to burials of cremated remains. All agree that this area must be treated with dignity and respect, and measures have now been taken to create a buffer zone on which an arbor barrier will be placed in the spring of 2015.

Funds have been raised from donations to create a memorial to the victims of the smallpox epidemics of the 19<sup>th</sup> century. The memorial will be located in the Winthrop Street Cemetery, and a dedication ceremony conducted, in the spring. Thanks to a generous donation by Napi and Helen Van Derek, an informative brochure is being created to describe and guide about Provincetown's historic cemeteries. In all our endeavors we have had the indispensable assistance of Tony Lemme, Cemetery Superintendent, and Doug Johnstone, Town Clerk, who ably manages cemetery affairs at Town Hall.

*Respectfully submitted,*

**Richard B. Olson**

Chair

## Conservation Commission

The Provincetown Conservation Commission's responsibility is the administration and enforcement of the Massachusetts Wetland Protection Act and the local Provincetown Wetland Protection Bylaw and local regulations. In addition, the Commission is responsible for the management of several Town-owned

conservation and Open Space properties. Five Commissioners comprise the Provincetown Conservation Commission. During 2014 the Commission had two alternate vacancies. The Commission holds its meetings on the first and third Tuesday evenings of the month at 6:30 p.m. at Town Hall. Meetings are posted and public comment is welcome before each meeting agenda.

The Commission's goals and objectives include: increasing the amount of open space and conservation lands; encouragement of environmentally sound construction, smart growth, and use of sustainable living principles; promotion of awareness, appreciation and understanding of the Wetland Protection Act, Provincetown Wetlands Bylaw and its regulations; passage and implementation of effective definitions and regulations; effective management of Conservation properties; maintaining consistency in permitting and compliance; continued collaboration with the Open Space Committee and the Provincetown Conservation Trust on implementing land management plans; utilizing the important Land Bank Funds to maintain and enhance open space and conservation lands, continued growth in competence through education and training; continued assessment and expansion of conservation agent services to support the fulfillment of the Commission's mission; and to continue developing avenues of funding and grant opportunities to support the Town's conservation and natural resources program.

The Commission is pleased to have the services of a part-time Conservation Agent, which has allowed the Commission to expand its programmatic initiatives and more efficiently address the conservation and natural resource needs of the community. With the expanded services provided through this position the Commission has been able to apply for and receive several grant awards in 2014. Most notable is a grant awarded for an AmeriCorps Individual Placement. This grant provides for the services of an AmeriCorps services member for two days a week from October through July. The member works with the Conservation Agent and the Commission to implement various land management initiatives and environmental projects. The member also works on emergency preparedness planning under the supervision of the Deputy Emergency Manager.

The Commission had a busy and successful year. Several projects have been completed and several new initiatives are underway. The B-Street Garden now has a total of 60 community garden plots, and the B-Street Advisory Group continues to advance the protection and use of this conservation park and community garden. A solar power irrigation pump, made possible through the generosity of community members and local master electrician Bernie Piantedosi, continues to provide gardeners with "green" power to draw their water. The Commission was awarded funds for the construction of a storm water detention pond at the garden property to filter storm water from the Brown Street area before it enters Shank Painter Pond. The project will begin in 2015. The Commission also was awarded a grant from Barnstable County for a major planting project at the Shank Painter

Pond Wildlife Sanctuary, which was completed in April with the help community volunteers and AmeriCorps Cape Cod. The Commission looks forward to further plantings and continued restoration of this area. A small pedestrian trail was also created in the newly purchased Sateriale conservation property near Snail Road.

The Commissioners continue to attend trainings and seminars sponsored by the Massachusetts Association of Conservation Commissions to broaden individual knowledge of the Wetlands Protection Act and to gain experience in effectively managing and implementing their regulatory duties, which enhances the Commission's functionality at the local level. The Commission was sad to see the departure of Brian Carlson at the end of 2014, who served the Commission as a knowledgeable and devoted Conservation Agent since 2006, but wishes him success in his new role at the Town of Wellfleet. The Commission welcomes Austin Brandt as the new Conservation Agent, who also served as the AmeriCorps Cape Cod Individual Placement for the Commission from 2013-2014. The Provincetown Conservation Commission looks forward to another productive year in 2015.

*Respectfully submitted,*

**Dennis Minsky**

Chair

### Harbor Committee

The Harbor Committee, working in conjunction with the Conservation Commission and the Provincetown Center for Coastal Studies, has successfully concluded a three year study of the monitoring of the use of the beach rake. The Committee will now seek to expand the cleaning of other beach areas. The Harbormaster's Office has completed installing the mooring software program which allows for quicker access for identification of owner, boat, and mooring location. Along with the Pier Corp., the Harbor Committee will continue to work to resolve the problem of damage to the floating docks on the east side of the MacMillan Pier, and to install an acceptable, efficient wave attenuation system.

Future and continued goals include winter boat storage on the public beaches, increase the number of kayak/dingy racks and, where possible, encourage seaside property owners to use trot lines. In addition, update of the Chapter 91 database as well as update plans and deeds for public landings, cart paths, and traditional beach access points. The Committee would like to see more available access for beach goers including increased handicapped usage. The Committee will also be working with the Coastal Resilience Program for setting up an ongoing program for beach nourishment and maintenance of the beach groins and the beach. The Committee will look at the underutilized slips at MacMillan Pier for recreational boaters and new commercial endeavors. In the future, the Committee hopes to locate a site for a new boat launching ramp with a parking area for transient boat

trailer parking. The Harbor Committee acknowledges and thanks Jerry Irmer for his long service to the Committee.

*Respectfully submitted,*

**F. John Santos**

Chair

### Open Space Committee

The Open Space Committee is composed of a group of appointed volunteer citizens whose primary responsibility is the recommendation of expenditures from Land Bank funds, which result from a 3 % surcharge on Provincetown property taxes. These Open Space recommendations, which are presented to voters at annual and special town meetings, involve the acquisition of undeveloped land in Provincetown for the purposes of conservation and passive recreation. The Open Space Committee investigates undeveloped properties within the Town, and evaluates their relative merits for acquisition. The criteria that the committee employs in these evaluations include the following: the wildlife habitat value of a given property, the adjacency of a given property to other conservation land, and the risk of development. The committee also attempts to achieve a balance of conserved land in terms of its location throughout the town, that is in both east and west ends of Town. The Open Space Committee cooperates with other town boards and related groups in its efforts, including the Provincetown Conservation Commission, the Provincetown Community Preservation Committee, and the Provincetown Conservation Trust. In particular, the committee works in conjunction with the Commission and the Trust in the stewardship and maintenance of land acquired with Land Bank funds; 3% of this fund (that is 3% of the 3% surcharge) each year is reserved for this purpose.

The most recent purchases include a Conservation Restriction for the Dune's Edge Campground (17.3 acres), for which the Town received a \$400,000 PARC State grant (40% of the total cost), as well as the purchase of the Sateriale property (2.3 acres) on Snail Road, for which the Town received a \$342,385 State LAND grant (52% of the total cost). The committee continued to investigate future open space acquisitions and protections and was also involved in the ongoing stewardship of existing Town properties, especially the B Street Community Garden, the 2.3 acre property off Browne Street, which was acquired in 2009, and the Hawthorne property, 3.0 acres off Aunt Sukey's Way, purchased in 2010. The Hawthorne property now has a system of trails, which was established with the assistance of Americorps Cape Cod. Americorps also assisted in the creation of a trail system on the Sateriale property in 2014. The Open Space Committee looks forward to another productive year in 2015.

*Respectfully submitted,*

**Dennis Minsky**

Chair

## Department of Public Works

Department of Public Works (DPW) Administration: In February, Eric Larsen was hired as the DPW Deputy Director. He brings new talent that will allow our department to provide even better support to our community. Our young department continues to grow steadily and institute new operational changes to improve an already efficient operation. Administrative Assistant Jane Petterson continues to keep a watchful eye over all budgetary expenditures and has assisted in several cost-saving measures over the past year. I am truly proud of our administrative staff for their professionalism, as well as their ability to handle difficult tasks. They keep this department ticking! Thank you to Eric Larsen, Sherry Prada, Cody Salisbury, Jane Petterson, Donald Morin and Anna Michaud.

Buildings and Grounds: Under the direction of Foreman Tony Lemme, this division performs several hundred work tasks each year. The department can be seen in the spring sprucing-up our grounds for the upcoming tourism season. This past year the department could be seen installing solar bollard lighting at the Municipal Parking Lot and Fisherman's Park. Staff continues to assist other departments and committees, such as constructing highway barricades for the police department and installing benches at the request of the Beautification Committee. By summertime the ground crews are busy cutting grass and maintaining our historic cemeteries. Seasonal help assists with the planting of flowers, as well as the trimming of trees. In September, Steve Martin retired after nearly 14 years of service with the public works department. His craftsmanship can most notably be seen with the restoration of Town Hall doors and the continual upkeep of the benches in Provincetown. Congratulations to you Steve! His replacement, Peter Attanasio, has been a wonderful addition to the department and is learning the ropes with the help of his fellow skilled staff: Anthony Kalantzis and Brian Cowing. A special acknowledgement goes to all the custodians that keep our buildings sparkling year-round for the thousands of visitors that come to our community each year. Your hard work is appreciated everyday: Michael Andrews, James Childers, Anika Costa, Denise Joseph, Sandy Zietler, and Mario Gerardi.

Highway: The Highway Department consists of Foreman Ray Duarte, seven skilled staff members, one mechanic, and two seasonal staff members. Over the past year, they can be seen trimming trees and brush cutting for safety along Route 6. Additional responsibilities include the planting of trees, sweeping streets, constructing and installing guard rails, replacing drainage basins, cleaning litter, plowing snow, and several other tasks. The department is relied upon by many other departments for the care and maintenance of their vehicles. Recently, staff members assisted the Parking Department with the installation of new parking booths at the Grace Hall Parking lot. Whatever the nature of the task, the Highway

Department will most likely handle it. If there is a request for a bike rack, the Highway Department simply installs it. If there is a request to remove something off the beach, the department removes it. If there is a request to remove large amounts of litter (located ½ mile into the woods), the department removes it. If the Shellfish Constable needs help seeding the clam flats, again the department assists. These individuals perform several tasks daily and are responsible for keeping this town clean for the next day, and our roads safe for our residents and tourists alike. It is with profound appreciation, that I thank you Ray Duarte, Olin Sparks, Craig Martin, Jeff Cox, David Gonsalves, Jeff Perry, Tommy Prada, Paul Roderick, and Dennis Santos for all your hard work.

Transfer Station and Sanitation: Transfer Station Foreman Scott Bronsdon and Sanitation Foreman Chris Roderick display an ambitious character when it comes to the handling and pick-up of waste. Assisted by a strong team of skilled staff members, these guys handle all your solid waste and recycling needs.

Chris Roderick and a sanitation crew comprised of Nate Edwards, Chris Hanscom and Johnny Souza are the first up each morning hitting the road at 4:00 a.m. to pick-up curbside recycling and solid waste. They are often exposed to brutal weather elements and on days when the wind chill falls well below zero, these guys are still hanging off the back of the truck ensuring that their duties get completed.

Scott Bronsdon and a Transfer Station crew comprised of: James Richmond, Peter Cook and David Roach, continue to provide remarkable service with the less-than-glamorous aspects of waste handling. They operate a full-service transfer station that not only serves residential users, but commercial users as well. They can be seen chipping brush, turning compost piles, mowing capped landfill, bundling cardboard, managing scrap metal piles, and assisting all users with their trash, recycling or swap shop needs. The operation at the Transfer Station generates significant revenue for the Town of Provincetown and these guys are responsible for ensuring that everything operates properly.

While we have a license that allows us to handle to a maximum of 5,000 tons annually (at the Transfer Station), we have yet to exceed that threshold. A group effort between the DPW and the Recycling & Renewable Energy Committee, has resulted in a noticeable decrease in waste tonnage and a moderate increase in recycling. For 2014, we have reduced our solid waste by nearly 300 tons while witnessing an increase of nearly 100 tons in recycling. The Town was successful in increasing their recycle rate from 27 percent in 2013, to 30 percent in 2014. We anticipate continuing this trend in 2015.

We continue to make gradual improvements at the Transfer Station, and are looking for disposal options, that will allow us to accept mattresses and textiles alike.

<u>YEAR</u>	<u>SOLID WASTE [TONS]</u>	<u>RECYCLE [TONS]</u>
2008	3,563	780
2009	3,351	738
2010	3,334	787
2011	3,069	655
2012	2,993	965
2013	2,898	1,078
2014	2,588	1,136

Wastewater: The wastewater system was originally designed to serve downtown businesses and properties, from the Provincetown Inn to the intersection of Bradford and Commercial Streets that could not meet the requirements of Title 5 due to their system failing. Based on the amount of interest at that time, it was not anticipated that the system would be able to support every property in the downtown area moving forward. Additionally, the system would not be expanded to serve other areas of the town and, therefore, the system was planned to handle flow from the 350 properties that had to (or wanted to) connect with a total Title 5 design flow of less than 500,000 GPD. Ever since the system came on-line in 2003, there has been a strong demand for additional flow allocations, connections, and sewer extensions to serve other parts of town.

During the timeframe that the MassDEP approved the disposal beds and Phase 1 collection system for the treatment plant, the regulators required the town to use a very conservative assumption that 100 gallons of Title 5 design flow, would result in 100 gallons of actual flow to be treated at the plant on the peak day, referred to as the “Maximum Day Flow” or MDF in the permits and approvals. Through extensive monitoring studies and engineering analyses, the sewer team was able to demonstrate that 100 gallons of Title 5 design flow only generates about 60 gallons of MDF flow. This data allowed the town to construct “Phase 2” sewer extensions to serve a laundromat located on Shank Painter Road and the low-lying Shank Painter basin including the Province Landing Affordable Housing Project. This phase also served Seashore Point with funding from the U.S. Department of Agriculture (USDA) grant and redirected some of the flow from the vacuum sewer, to the new gravity sewer to meet the growing interest in the downtown area.

The sewer team also demonstrated that the existing effluent disposal beds could handle a dosage rate that would allow a maximum day flow (MDF) of 750,000 GPD rather than the originally permitted amount and that the permitted MDF capacity of the treatment plant could also be expanded to 750,000 GPD in stages. Two of the three stages of modification have already been completed which has allowed the town to extend the sewer system to serve the Phase 3 and Phase 4 areas. The equalization tank has been installed that can handle 750,000 MDF. Process modifications have been undertaken, and the MassDEP Ground Water Discharge Permit (GWDP) has been amended to increase the allowable

MDF level to 650,000. The final stage at the plant involves additional process modifications and a second GWDP amendment from MassDEP to increase the allowable MDF level to the 750,000 planned capacity level. At this planned limit, the plant and disposal beds will be able to handle a Title 5 design flow of approximately 1,119,500 GPD while maintaining the required 10% reserve for plant operations during large flow events.

Phase 3 involved a major extension of the sewer in the East End along Bradford and Commercial Streets to the Truro town line and a new force main in the West End to divert flow from the vacuum sewer to serve more interest in the downtown vicinity. Originally planned as an extension only to the Harbor Hotel, a \$9 million “stimulus grant” from USDA in 2010, allowed the Town to undertake a much more extensive Phase 3 project that took three years to complete, required the increase in the permitted plant capacity, served three times as much flow as originally planned for Phase 3, and allowed for the Town to undertake water main upgrades and curb-to-curb paving in many of the areas served by Phase 3.

Phase 4 was also made possible by a generous \$600,000 grant and accompanying low-interest loan from the USDA and involved the extension of the sewer on Province Lands Road, Bradford Street Extension, and Bradford Street and a new pump station to serve the Coastal Acres Campground and surrounding neighborhood. In addition, the National Park Service paid for a sewer extension to serve the new Herring Cove Bathhouse. With the completion of Phase 4 during 2014, the Town’s collection system now serves a majority of the low-lying and waterfront areas from the Cape Cod National Seashore Park to the Truro town line. This includes the environmentally sensitive Shank Painter Pond area. As soon as the last stage of the plant process improvements are completed (later in 2015), the increased system capacity will allow the Town to serve an estimated 1,135 properties. This is three times as many properties as originally anticipated 15 years ago, and approximately one-half of all the properties in Town.

Over the past 10 years, the DPW and AECOM have been able to increase the overall capacity of the wastewater system through studies for MassDEP, system operating improvements, and the use of nearly \$11 million in grants, plus low-interest loans to fund major capital projects. There are limits to what the technology improvements can do given the constraints of the Plant site. The Title 5 flow capacity of the treatment plant that will be available for future use, is now estimated to be about 82,500 GPD once the remaining improvements are completed later in 2015. The Town will need to carefully manage this limited resource in the future through both growth management and other Town board approvals that may be required to increase flows to the municipal sewer system.

For planning and MassDEP permitting purposes, AECOM has reserved 10% of the plant capacity for operations during unusually high flow events. This

number was exceeded during the July 4<sup>th</sup>, 2014 major rain event. The DPW and AECOM will need to manage the remaining plant capacity more conservatively for the next several years until they have enough data to justify reserving only 10% of the capacity. This relates to both routine plant operations, and unusually high flow events. Therefore, as soon as the final stage of plant improvements are completed later in 2015, the DPW proposes to make 50,000 GPD of Title 5 design flow available immediately for the Town's future needs. The remainder of the 82,500 GPD that is planned to be available for future needs, would be made available if and when the data confirms that a 10% reserve is sufficient for plant operations during peak flow events.

Water Department: Water Superintendent Cody Salisbury is proud to announce that the Knowles Crossing Water Treatment Facility officially went online in April of 2014. This was a milestone project for the water system and was completed on time and within the parameters of the budget. This facility operated flawlessly during the critical summer peak period, experiencing only minimal issues that were immediately rectified by Treatment Operators Peggy Neylon and Adrian Peters. The treatment facility is successfully removing virtually all detectable levels of iron and manganese in the raw water from the Paul Daley and Knowles Crossing well sources. The North Union Field well site once again provided approximately 40% of the water production for the system, and experienced only minimal operational issues during the peak season.

The Water Department staff members, comprised of: Supervisor Glen Rose and field personnel Bernard Matrango, Stephen Enos, Frank Horner, and Ryan Schmidt, completed numerous distribution system maintenance activities this season. The department successfully replaced water service laterals in support of the Pavement Management Program including seven (7) services on West Vine Street, three (3) services on Mechanic Street, eight (8) services on Tremont Street and two (2) services on Gosnold Street. A further improvement to the system has included the replacement of the 6" A.C. water main on upper Mechanic Street with an 8" PVC water main. Additionally, Water Department staff tied-in the 6" water main on middle Nickerson Street to the 8" water main on Tremont Street. Moreover, Water Department staff members also replaced an inoperable 6" gate valve at the intersection of Soper and Tremont Streets, replaced a 6" gate valve at the intersection of Mechanic and Tremont Streets, and replaced two 6" gate valves at the intersection of Tremont and West Vine Streets.

Water production for peak season 2014 (FY2015) was on par with production numbers from the previous year. The Water Department is continuing leak management activities in an effort to reduce unaccounted for water. Water Department staff members are working to install meter pits on service lines which exceed the fifty foot (50') rule and are known to be substandard material. These services were initially identified during the USDA funded program in

2010 and 2011. The Provincetown Water Department is required to meet 10% Unaccounted-for-Water (UAW) by December 31, 2014. The 2013 Annual Statistical Report submitted to MassDEP indicated 17.3% UAW. Should the Department not meet this compliance standard by December 31<sup>st</sup> 2014, a UAW compliance plan will be submitted to MassDEP with the 2014 Annual Statistical Report. The compliance plan will outline actions the Department has taken to reduce UAW in an effort to meet the compliance standard. Secondly, the plan will provide an analysis identifying the cause of the failure to meet the performance standard. The Department is working on an internal "Water Audit" utilizing the methods outlined in the AWWA Manual M36. This method uses a comprehensive spreadsheet and allows the Department to closely evaluate data associated with water losses.

Monthly Water Withdrawals Per Year				
	2012	2013	2014	2013/2014 %
January	11,807,478	12,182,546	10,386,455	-15%
February	11,178,382	11,365,560	9,974,320	-12%
March	6,064,382	13,257,002	12,299,170	-7%
April	6,539,610	13,951,257	14,762,691	+6%
May	19,582,101	21,215,276	20,377,492	-4%
June	24,951,407	24,228,008	27,077,638	+11%
July	38,365,399	34,595,991	36,840,016	+6%
August	36,442,442	36,306,425	37,829,634	+4%
September	24,597,789	23,266,696	24,879,376	+7%
October	16,673,337	17,026,758	18,294,255	+7%
November	12,889,670	10,923,330	12,273,505	+12%
December	11,500,354	9,770,139	10,555,240	+8%
TOTAL	240,592,331	228,089,068	235,549,792	+3%

The Mission of the DPW: In addition to responding to all daily DPW matters, new emphasis will be directed toward: a) improving upon our building maintenance program; b) improving the overall condition of our roads; c) generating additional revenue at the transfer station; d) addressing storm-water issues; e) seeking new grant opportunities; and f) improving the overall efficiency of our operations. Respectfully submitted,

**Richard J. Waldo**  
Director

## Recycling & Renewable Energy Committee

Our Mission is to develop strategies for recycling as much of Provincetown's trash as possible and to support alternative sources of energy. We are a committee of 5 members with 2 alternates and in 2014 we met 21 times and discussed many agenda items. We are always looking for community members that are interested in recycling and alternative energy and who may have ideas about how we can proceed with accomplishing our goals. David Gardner has been very supportive and helpful. Our minutes are posted on the town website and we post our agendas and minutes in a timely manner.

**Green Community Designation:** Becoming a Green Community was an

accomplishment in 2011 and we need to continue to reduce our energy usage to maintain our designation. To that end, the town has hired an Energy Manager who we have worked with on several programs, the first of which has been to get all town buildings as efficient as possible and fueled by alternative energy. A large solar array at the transfer station went on line before the end of the year and will provide alternative energy to town buildings and help our 20% reduction of energy required for Green Community Designation. The new street lights will save the town a lot of money and we fought hard to get Siemens to lower the kelvin rate as well as the lumen rate and to add backlight shields. We also plan to move on to solarize as many homes and commercial properties as possible through Solarize Mass, a program that is just beginning for Provincetown but will expand greatly in 2015.

**CABP (Carla Anderson Beautification Project):** In January, Carla Anderson proposed a project to paint the trash cans with Provincetown 400 year anniversary themes. The goal is to have many of the cans done by the 2020 anniversary.

**Recycling Stickers:** As many citizens are becoming aware that items they used to throw in the trash are actually recyclable, we are encouraging the use of larger cans for recycling. To that end, we bought recycling stickers for residents to put on larger cans. Two stickers are required for each can and they are available at the transfer station. We also installed new informational stickers on all of the Town’s recycling cans and trash barrels to encourage disposal of recyclable items.

**Education:** Brian Carlson and Morgan Clark from the Health Department have been extremely helpful and are committed to increasing recycling in Provincetown. We created and continue to distribute information sheets about Provincetown recycling and trash, both residential pick up and at the transfer station. The information sheets were distributed to home owners with the water bills and can also be found in town buildings and on the town website. They will also be distributed to rental and condo units through various agencies. Also, we work with the Provincetown school system educating (and being educated by) the students.

**Plastic Bag Reduction:** At the fall Special Town Meeting, we proposed a plastic bag reduction (Article 8) and it passed very quickly and almost unanimously, making us the first town on Cape Cod to do this. Our bylaw covers bags that are thinner than 1.5mils and it bans the distribution and sale including so-called compostable and biodegradable bags as of April 15, 2015. We will be following up on enforcement through education and providing cotton bags with a Provincetown logo done by Andrea Tasha and the bags will be printed by Rachel Harrington. We hope to have them available for sale in several locations during the summer and the money will go to the Town’s General Fund.

**Large Recycling Bins for Town Buildings:** We used some of our budget to buy large blue bins that have been distributed throughout Town buildings. They have wheels and will facilitate the job of the maintenance crew and increase recycling in municipal offices.

**Year-end Recycling Information:** Provincetown’s recycle rate has increased from 27% to 30% over the past year. We have also witnessed a decrease in approximately 300 tons of solid waste while increasing recycled material by approximately 100 tons. We are proud of this but know we can do better.

*Respectfully submitted,*

**Lydia Hamnquist**

Chair

**Water & Sewer Board**

The Water & Sewer Board met 10 times in 2014, reviewed and acted on 65 abatement requests, approved 19 sewer flow revisions, approved 35 requests for Water Bill exemptions [Code MGL 41A Elderly Exemption] for those meeting this exemption as administered by the Board of Assessors, and certified the Peak and Off-Peak Billing Commitments to the Tax Collector. It remains the consistent policy of this Board that abatements will not be granted for fixture-related leaks.

Statutory Actions by the Water & Sewer Board:

	Abatement Requests	Water Approved	Water Denied	Sewer Approved	Sewer Denied	Sewer Flow Revisions
1/30/14	31	14	7	9	1	3
2/24/14	0	0	0	0	0	0
4/3/140	0	0	0	0	0	1
5/1/14	0	0	0	0	0	0
6/5/14	8	4	1	3	0	2
7/17/14	11	3	3	4	1	5
8/14/14	0	0	0	0	0	2
9/18/14	0	0	0	0	0	3
10/30/13	0	0	0	0	0	2
12/11/14	15	6	4	5	0	1

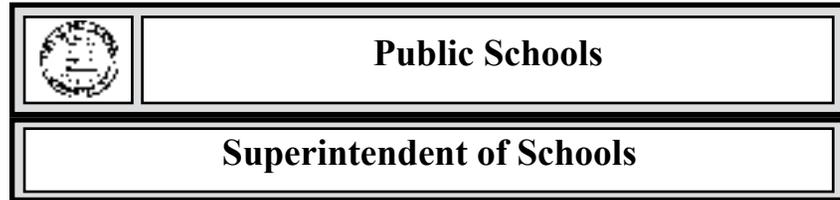
The Knowles Crossing Water Treatment Facility was a milestone water quality project that was completed this year and officially began water production in April 2014. Both the Knowles Crossing and Paul Daley Wellfields are treated at this facility, essentially removing iron and manganese in the raw water from these two sources. The North Union Field well site, the new source supply placed online May 2013, once again provided approximately 40% of the water production for the system. Staff continued successful leak detection activities throughout 2014 in an effort to reduce

unaccounted for water. Distribution system maintenance included replacing several water service and water main gate valves.

*Respectfully submitted,*

**Jonathan Sinaiko**

Chair



Provincetown Schools had a very productive and successful 2014. With the support of the community the exterior envelop of the 1931 Provincetown High School building was restored and repaired. The result is a beautiful building that is water tight. This project took longer than expected due to weather conditions, but was completed under budget. The balance of funds was then allocated at ATM for a feasibility study to determine the best solution to the problematic heating system in the high school building. The Massachusetts School Building Authority accepted our appeal for state funds for this study and will pay 51% of the costs in 2015. Hopefully, in 2016, the heating problems will be resolved and the Provincetown High School building will be energy efficient. Taking good care of this historic and much loved building is a responsibility of Provincetown Schools, but our mission is the education and nurturance of our students.

Provincetown Schools, an IB (International Baccalaureate) World School, is now authorized from Pre-Kindergarten through eighth grade! In 2013, the Primary Years Program (PK-grade 4) was authorized. In 2014, the Middle Years Program earned equal status. This is a huge accomplishment and signals a globally recognized standard of performance. We strive to ensure that all students acquire the skills and knowledge necessary to become compassionate, responsible, and reflective members of a global society. With "Fishermen Pride", we celebrate respectful, responsible problem solving.

2014 established our commitment to international travel. Seventh and eighth graders went on an educational, cultural, scientific and service-oriented exploration of Costa Rica. Accompanied by Middle Years Program teachers and Ms. Pike, the journey was an amazing, even life changing experience for our students. Known as "Mission Possible" it was the generosity of this community that made it possible. We hope to repeat the experience in 2016.

We said goodbye to some of our much loved staff in 2014. Eleanor Lincoln and Ben Williams returned to western Mass to build a very small home after learning as much as they could from Nat Bull, our construction teacher. Filling their spaces, Mary Abt, long time teacher in Truro, joined Provincetown to lead us in song, instrumental music and performance. Sharon Bunn, moving to Provincetown

from across the Bay, is our new receptionist/special education secretary. Tal Zamir is the Superintendent's newest administrative assistant. Second grade has a well traveled and trained IB teacher in Brittany Kenyon. She brings her teaching experiences from Egypt and Germany back home while Val Valdez, who taught fourth grade in Provincetown, moved to Ghana to teach in an IB elementary school. Marianne Lynch didn't have to travel as far to join our school because she had just moved on Cape. Working with the fourth graders, Marianne will guide their culminating PYP demonstration of knowledge, "The Exhibition" this spring. Finally, we welcome Angela Maritza Lamber from Colombia, South America, as our Middle Years Spanish teacher. We are fortunate that she found us as we were searching for her. Clearly we have become internationally minded.

2014 was our first year without high school students in our building. We had forty (40) high school aged students that reside in Provincetown attending Nauset Regional High School, one (1) attending Cape Cod Technical High School and two (2) adolescents at Sturgis in Barnstable. Provincetown remains fiscally responsible for all high school aged students regardless of where they attend high school. Provincetown Schools is very grateful for the community support it has consistently received. This support coupled with the deep breadth of community resources and partnerships that are available to our teachers and students, helps us provide the very best education to Provincetown's children.

*Respectfully submitted,*

**Beth Singer**

Superintendent of Provincetown Schools

### Report of School Employee Earnings

Name	Began Service	Education	FY 2014-15 Salary
Superintendent of Schools/Director of Special Education			
Dr. Beth Singer	2009	Univ. of Toledo B.S. Central Conn.State Univ. MS Spec. Ed. Univ. of Mass. Ed.D. Director funded via SPED Entit Grant	\$70,500.04
Superintendent's Office:			
Administrative Assistant/Human Resources			
Laura Grandel	2011		\$23,721.89
Tal Zamir	2014	Princeton University, B.A. University of Iowa, M.F.A.	\$21,697.56
Special Needs Secretary/Receptionist :			
Ben Williams	2011	Univ. of Massachusetts B.S. Other Earnings	\$14,315.87 \$687.50
Sharon Bunn	2014		\$10,483.46
Administrative Assistant/Business & Finance			
Betty White	1986		\$77,567.23

Name	Began Service	Education	FY 2014-15 Salary
Principal Kim Y. Pike	2009	Longevity Univ. of Vermont B.A. Lesley Univ. M.Ed. Worcester S C Ed Admin Cert.	\$2,800.00 \$104,914.03
Adm. Assistant to Principal Judy Ward	1998	Cape Cod Community College Longevity Mohegan Community College	\$51,927.72 \$1,500.00
Social Worker Maryann Campagna	2002	Lesley College B.S. Rhode Island College MSW	\$42,583.04
School Psychologist Margaret Donoghue	2007	Boston College B.A., M.Ed., CAES St. Michael's College C.A.S.	\$41,086.52
School Nurse Donna Miskiv	2013	American International College, B.S. Cape Cod Community College, R.N.	\$41,105.53
Title I Specialist John Vosburgh	2010	Univ. of Delaware B.S. Gratz College, M.Ed. (Partially funded via Title 1 Grant)	\$70,971.56
Pre-School Teachers Kelly Lindsay	2006	Ohio State University B.S. Ashland University M.Ed.	\$70,971.56
Lisa Daunais	2013	Lesley University, B.A. University of MA, Lowell, M.Ed. (Funded via ELE Revolving)	\$70,971.56
Kindergarten Teacher Elizabeth Francis	1994	Boston College B.A. Longevity Lesley College M.Ed.	\$78,609.95 \$800.00
Grade 1 Teacher Rebecca Yeaw	2008	Univ. of Rhode Island B.A. Rhode Island College MAT	\$56,871.51
Grade 2 Teachers Brittany Kenyon	2014	Stonehill College, B.A.	\$18,512.88
Michelle Carrera	2012	School for International Training, M.Ed. Smith College, B.A.	\$38,640.03
Grade 3 Teacher Judy Ainsworth	1983	Keene State College B.S. Longevity	\$66,762.75 \$3,200.00
Grade 4 Teacher M. Valerie Valdez	1999	Univ. College of Dublin B.C.L Lesley College M.Ed.	\$49,136.63
Marianne Lynch	2014	Boston College, B.Ed.	\$21,136.86

Name	Began Service	Education	FY 2014-15 Salary
ELL Teacher Helena Ferreira	2000	Harvard Grad School Of Ed, M.Ed. Smith College B.A.	\$64,247.44
MYP Teachers Angela Lamber	2014	Longevity	\$7,281.68 \$1,100.00
John Hanlon, Jr.	2000	Cornell Univ. B.S., Boston Univ. M.Ed. Bridgewater State College, M.Ed. Ineligible Earnings	\$68,245.26 \$103.30
Jessica Ceraldi	2012	Syracuse Univ. B.F.A	\$19,364.67
Nancy Flasher	1997	Lesley College B.S. Antioch New England M.Ed. Retro Salem S C, CAGS Ed. Ldship Stipend	\$70,514.87 \$634.41 \$7,500.00
Nathaniel Bull	2003	State Univ. of NY Coll @ Oswego B.S.	\$36,507.71
Amelia Rokicki	1995	Univ. Mass. B.A. Simmons College M.S. Longevity Salem S C CAGS Ed. Ldshp Ineligh Engs	\$81,809.66 \$800.00 \$2,205.00
David C. McGlothlin, Jr.	2006	Emory and Henry College B.A. George Mason University M.A. Stipend	\$70,971.56 \$350.00
Brendan Dillon Specialist Teachers Lisa Colley	2012 2002	Massachusetts Coll of Liberal Arts B.A. Salem State B.S. Fitchburg State College M.Ed. Stipend	\$70,971.56 \$69,192.85 \$5,250.00
Eleanor Lincoln	2010	Univ. of Massachusetts BA Music	\$23,175.59
Mary Abt	2014	Gordon College, M.A. and B.A. Other Earnings	\$21,018.87 \$122.50
Lisa B. Fox	1977	Univ. of Mass B.F.A. in Ed. and Art Longevity	\$36,742.49 \$3,200.00
Technology Integration Specialist Scott Nagel	2012	Adelphi University M.A. University of Minnesota B.A.	\$26,113.92
Mary Timmons Special Education Teachers: Marcia Rose-Packett	2014 1981	University of Michigan, B.A. Lesley College B.S. Longevity	\$10,050.00 \$70,971.56 \$3,200.00
Judith Stayton	1998	Pennsylvania State Univ. B.S. Bridgewater State U M.A. Longevity	\$70,971.56 \$800.00
Annemarie Chang	2012	Emerson College M.S. Merrimack College B.A.	\$46,024.27
Kathryn Linnell	2014	Fitchburg State University, M.Ed. Wheelock College, B.A.	\$2,305.84
Paraprofessionals Sheree Silva	1988	Cape Cod Community College (Funded via ELE Revolving) Longevity	\$30,084.37 \$2,400.00
Valerie Golden	2001	Wesleyan Univ. B.A.	\$30,175.70
Mark Peters	2002	Longevity	\$29,685.22 \$1,000.00
Jill Lambrou	1996	(Funded via SPED Entitlement) Longevity	\$29,752.42 \$1,600.00
Veronica Londergan	2006	Univ. Bridgeport Connecticut B.S.	\$22,259.27

Name	Began Service	Education	FY 2014-15 Salary
Carolyn Jepsen	2013	Franklin Pierce University, B.A.	\$15,803.19
Carly Silva	2013	Cape Cod Community College (Funded via Schl Choice) Other Earngs	\$24,810.39 \$3,796.63
Martin Menangas	2014		\$6,163.20
Kathleen Smola	2014	Fitchburg State University, B.A. Wheelock College, M.A.	\$1,000.22
Cynthia Gilman Cafeteria	2014	U of Maine at Presque Isle, B.S.	\$5,641.07
Claudia Colley	2000	Longevity	\$26,844.66 \$1,000.00
Brenda Costa	1984	Longevity	\$26,691.52 \$3,075.00
Coordinator Buildings and Grounds			
Robert Noll	2013		\$47,965.58
	Overtime		\$1,830.12
Custodial Staff:			
Jill Sawyer	1999		\$51,327.90
		Longevity	\$1,750.00
		Overtime	\$111.39
Michael Smith	1977		\$51,727.90
		Longevity	\$3,075.00
		Overtime	\$467.22
School Bus Drivers:			
Regis Legnine	2005		\$24,004.87
Thomas Hayes	2011		\$14,877.26

**School Committee Members Term Expires**

Shannon Patrick	2015
Kerry Adams	2016
Liz Lovati	2017
Cass Benson	2015
Anthony Brackett, Chairperson	2016

**School Year 2014-2015 Calendar**

Aug. 25-28, 2014	Prof. Development Days
Sep.1, 2014	Labor Day
Sept. 2, 2014	School Opens for Students
Sept. 9, 2014	Prof. Development 1/2 Day
Oct. 7, 2014	Prof. Development 1/2 Day
Oct. 13, 2014	Columbus Day
Oct. 14-15, 2014	Parent Conferences-1/2 Day
Nov.4, 2014	Prof. Development 1/2 Day
Nov. 11, 2014	Veterans Day Observed
Nov. 26-28, 2014	Thanksgiving Recess
Dec. 1, 2014	School Re-opens
Dec. 9, 2014	Prof. Development 1/2 Day
Dec. 24, 2014	Close End of School Day

**School Year 2014-2015 Calendar (continued)**

Dec. 24th-Jan. 2	Christmas Recess
Jan. 5, 2015	School Re-opens
Jan. 13, 2015	Prof. Development 1/2 Day
Jan. 19, 2015	Martin Luther King Day
Feb. 3, 2015	Prof. Development 1/2 Day
Feb.13, 2015	Close End of School Day
Feb. 16, 2015	Presidents' Day
Feb. 16th-20th	Winter Recess
Feb. 23, 2015	School Re-opens
March 3, 2015	Prof. Development 1/2 Day
April 7, 2015	Prof. Development 1/2 Day
April 17th, 2015	Close End of School Day
April 21st, 2015	Patriot's Day
April 20th-24th	Spring Recess
April 27, 2015	School Re-opens
April 28-29, 2015	Parent Conferences-1/2 Days
May 5, 2015	Prof. Development 1/2 Day
May 25, 2015	Memorial Day
June 2, 2015	Prof. Development 1/2 Day
June 8, 2015	8th Grade Commencement

180th School Day: June 16, 2014 - 185th School Day: June 23, 2014

Enrollments:	2014-2015	Projected Enroll. 2015-2016
Pre-K	19	Pre-K 9
Kindergarten	13	Kindergarten 11
Grade I	14	Grade I 13
Grade II	7	Grade II 14
Grade III	7	Grade III 7
Grade IV	15	Grade IV 7
Grade V	8	Grade V 15
Grade VI	14	Grade VI 8
Grade VII	11	Grade VII 14
Grade VIII	9	Grade VIII 11

**Nauset Regional High School**

Enrollments	2014-2015	Sturgis Charter School Enrollment 1
Grade IX	12	
Grade X	10	
Grade XI	13	
Grade XII	5	

**Cape Cod Regional Technical High School Enrollments**

1996-97: 4	2001-02: 4	2006-07: 10	2011-12: 5
1997-98: 4	2002-03: 3	2007-08: 9	2012-13: 5
1998-99: 4	2003-04: 2	2008-09: 5	2013-14: 6
1999-00: 5	2004-05: 4	2009-10: 3	2014-15: 4
2000-01: 2	2005-06: 9	2010-11: 5	

## School Committee

The Provincetown Schools had a very productive year. With the June 2014 verification of our Middle Years Programme, we are the only K-8 school in Massachusetts verified as an International Baccalaureate World School. Superintendent Beth Singer and Principal Kim Pike together helped lead our brilliant faculty and staff in a direction that not only shows productivity and creative learning in the classrooms, but also positive growth in all aspects of the state's annual standardized testing, Massachusetts Comprehensive Assessment System (MCAS). This will be the last year that Massachusetts administers the MCAS. Starting in 2016 Provincetown will be participating in the state's new assessment, Partnership for Assessment of Readiness for College and Careers (PARCC). These new tests will be administered electronically.

Congratulations are due to the faculty who put in endless hours to ensure that our schoolchildren receive the best education possible. Upon entering the school one is immediately hit with the powerfully positive energy of our teachers and staff and of the scores of happy children. There are exciting things happening in our school! In November Provincetown Schools brought their annual rendition of the "First Feast" to Town Hall for the entire community to enjoy. Children in grades K, 3 & 4, donned the traditional garb of Native Americans and the first settlers and gave oral reports to the audience on their research of what experiences these two cultures shared with each other. Students feasted on turkey, lobster, clams, corn, cranberry relish and other foods native to Provincetown, where the first settlers arrived across the Atlantic. The children also played games and exchanged gifts. It was wonderful to see such a large supportive turn out from our community. Special thanks to Beth Francis for organizing this important event.

The diversity of our school is something we should all be proud of. At the recent Winter Concert, led by our extraordinary Performing Arts teacher, Mary Abt, the pianist for the evening, John Thomas, remarked at how incredibly diverse our school population is and how lucky we all are to have so many different points of view, colors of skin, ethnic backgrounds, and families. All learning and instruction are developed around fostering these International Baccalaureate (IB) Learner Profile Attributes: Inquirers, Knowledgeable, Thinkers, Communicators, Principled, Open-minded, Caring, Risk-Takers, Balanced and Reflective. By instilling these ideas into our children we are preparing them for a global-oriented life and way of thinking. On behalf of my fellow committee members, thank you all for your continued and generous support of our school. I hope to see you at our next school event.

*Respectfully submitted,*

**Tony Brackett**

## Cape Cod Regional Technical High School

*Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world.*

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school. The CCRTHS district draws students from 12 towns extending from Mashpee to Provincetown. For our school year 2013-2014, we had 655 students enrolled in 17 different technical programs with an operating budget of \$13,505,905. The town of Provincetown had 6 students enrolled at CCRTHS as of October 1, 2013. The assessment for Provincetown in FY14 was \$66,914.

### Highlights from Cape Cod Tech 2013-2014 School Year:

- Graduated 137 seniors in June 2014, 2 from Provincetown.
- CCRTHS had the highest graduation rate of 95.6% in June 2014 for Cape Cod public and charter schools.
- CCRTHS students meet the same academic standards required by the state for all of the sending schools.
- Thirty-nine students were inducted to the National Technical Honor, 3 from Provincetown.
- Fifteen juniors in Health Tech passed the State Certified Nursing Exam, 1 from Provincetown.
- At the SkillsUSA State level competition, sixteen students won medals, 1 from Provincetown. Examples of medals won: Marine Service Technology, Career Showcase Arts & Communication and Non-Traditional Career Portfolio, Career Showcase Human Services.
- At the SkillsUSA District level competition, eleven students won medals. Medals won: Computer Maintenance, Marine Service Technology, Commercial Baking, Cosmetology Over 500 Hours, Teamworks Carpentry, Teamworks Electrical, Teamworks Mason, Teamworks Plumbing, Collision Repair, Computer Maintenance and Nurse Assisting
- Computer/21<sup>st</sup> Century Learning Course senior students participated in the hands-on personal finance simulation Credit for Life Fair. Forty-two local employers attended our CCT Job Fair to recruit our skilled student technicians.
- The Library was successful in maintaining before and after school hours for students to work on homework, papers and projects. Approximately twenty students utilized this on a daily basis.
- The Math Department fully implemented the MA 2011 standards at 11<sup>th</sup>-12<sup>th</sup> level with new Algebra 2 texts for the new curriculum.
- In Science, the 2013 MCAS results show 100% of students who took

the Bio MCAS passed and 94% of students who took the Engineering/Technology MCAS passed. Modern Chemistry is being implemented to support Chemistry 11 and 12.

- In Social Studies, a quality Advanced Placement course was implemented for grade 11 World History. Eighteen students completed the AP world history course and took the AP exam.
- Six students were honored for the Cape Verdean essay contest and one was the winner selected by the Harwich Historical Society.
- Our School Counseling Department sponsored a weeklong “Break Free from Depression” curriculum from Children’s Hospital to all ninth grade students during health. Also each of the four counselors ran a support group for a targeted population of students.
- The Art Department sold several pieces of student art work to CCT faculty and community. The proceeds went to individual students.
- Auto Collision Department increased shop output by 20 percent.
- Auto Technology established one to one computing with a fully web-based textbook.
- At the Mass Auto Dealers competition students won first place in the state then placed
- twelfth in the national competition. One student received the highest written test score in the Ford/AAA competition, and we placed second overall in that competition.
- In Cosmetology, all five seniors who took the Cosmetology State Exam passed, all eight juniors and five sophomores who took the Nail Technician State Exam passed.
- Dental Assisting seniors participated in five weeks of internship and worked alongside staff in local dental offices. This experience resulted in two job offers for students. All sixteen Dental Assisting students assisted in the Ellen Jones Dental Clinic as part of their shop training.
- Early Childhood Education staffing model allowed the preschool to remain open an hour longer.
- Electrical students completed a huge outside job wiring eight cabins in Brewster and updating electrical distribution of the whole camp. Project offered great experience for students and a major assistance to a non- profit camp for families with a child that has life threatening illness.
- Graphic Arts made a solid connection to Cape Cod Community College by paving the way for students to earn college credit through their high school level work.
- One hundred percent of Health Tech students passed the state written and practical CNA exam.
- Welding students made visits to both large industry sites and local shops and were visited by two technical colleges who presented opportunities after graduation.
- All freshmen passed the Engineering Technology MCAS with proficient or

advanced scores.

- In the Plumbing Shop ninety percent of students passed the Tier Three test.
- Eighty-three qualified students participated in placements for Cooperative Education, Internships and Student Practicums for real-life work experience.
- CCRTHS continued to address capital needs from the long range capital plan this summer with the replacement of the school’s electrical switchgear (approximately \$380,000). However, CCRTHS also continues to seek a partnership with the Massachusetts School Building Authority (MSBA) for a major renovation or replacement of the facility because remaining physical plant issues exceed the capacity of the operating budget.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

*Respectfully submitted,*

**Christopher Enos**

CCRTHS School Committee

# Town Directory

**Airport - Manager**

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**Recreation Director**

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**Tourism Director**

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**Town Clerk**

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**Town Manager**

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**Treasurer**

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