



Meeting Agenda

The Provincetown Board of Selectmen will hold an open meeting on Monday, July 25, 2016, at 6:00 p.m., in the Judge Welsh Room, Town Hall, 260 Commercial Street, Provincetown, MA 02657.

Consent Agenda – Approval without objection required for the following items:

- A. *Parade Permit Application submitted by Kimberly Rogers, 1935 Massasoit Road, Eastham, MA 02642, for the Rogers' Wedding Party with small brass band to be held on Saturday, August 6, 2016 from 8:00 p.m. to 8:30 p.m.*
- B. *Parade Permit Application submitted by Susan Pesaturo, 29 Summer Street, Andover, MA 01810, on behalf of the Pan Mass Challenge, 77 4th Avenue, Needham MA 02494, for the Annual Pan Mass Challenge bike ride to be held on Sunday, August 7, 2016 from 9:00 a.m. to 2:00 p.m.*
- C. *Parade Permit Application submitted by Allie Cisterna, 18940 N. Pima Rd., #110, Scottsdale, AZ 85255, on behalf of The Foundation for AIDS Research, 120 Wall Street, Floor 13, New York, NY 10005, for the 7th Annual Kiehl's Life Ride for AMFAR to be held on Tuesday, August 9, 2016 from 10:50 a.m. to 11:00 a.m.*
- D. *Parade Permit Application submitted by Joan A. Peters-Gilmartin, P.O. Box 998, Truro, MA 02666, on behalf of The Open Doorway of Cape Cod, Inc., P.O. Box 520, N. Eastham, MA 02651, for the Run for Recovery Purple Flag Relay event to be held on Sunday, September 25, 2016 from 3:00 p.m. to 5:00 p.m.*
- E. *Appoint Allan MacKinnon to Regular member from Alternate member of the Beautification Committee with a term to expire December 31, 2017.*

1. Public Hearings - Votes may be taken on the following items: None.
2. Public Statements – Three (3) minutes maximum. Selectmen do not respond to Public Statements.
3. Selectmen's Statements – Initial comments from the Selectmen. Discussion dependent- votes may be taken.
4. Joint meeting / Presentations - Votes may be taken on the following items:
 - A. Presentation by Representatives of the Outer Cape Bicycle & Pedestrian Master Plan Steering Committee - Cape Cod Commission Planners Martha H. Hevenor & Sarah Korjeff and Provincetown Representatives Eric Larsen & Roger Chauvette.
5. Appointments - Votes may be taken on the following items: None.
6. Requests - Votes may be taken on the following items:
 - A. Discussion on 26 Alden Street Affordable Units (Grace Gouveia Building) – Chairman Raphael W. Richter.

- B. Request for Letter of Support or Non-opposition for Heal Inc., to establish a Medical Marijuana Dispensing Facility located at 94 Harry Kemp Way in the Town of Provincetown – Attorney Katherine Adams; Heal, Inc. Director Patricia Faass & Chief Financial Officer James Bonaccorsi.
 - C. Police Report for the Month of June 2016 – Police Chief Jim Golden.
 - D. Discussion regarding the Formation of the Stellwagen Visitor Center Feasibility Study Advisory Committee – Chairman Raphael W. Richter.
 - E. Discussion regarding Frequency of Traffic Hearings – Selectman Cheryl Andrews.
 - F. Discussion of Town Manager’s Contract Section 5. Performance Appraisal/Merit Increases – Chairman Raphael W. Richter.
7. Town Manager / Assistant Town Manager - Votes may be taken on the following items:
- A. Review and discussion of process regarding an RFP for the old Community Center at 46 Bradford Street. – Town Manager David B. Panagore.
 - B. Discussion of Potential Sites for the Police Station – Town Manager David B. Panagore.
 - C. Town Manager’s Report – Administrative Updates.
 - D. Others – Other matters that may legally come before the Board not reasonably anticipated by the Chair 48 hours before the meeting. Votes may be taken.
8. Minutes – Approve minutes of previous meetings. Votes may be taken.
9. Closing Statements/Administrative Updates - Closing comments from the Selectmen. Discussion dependent; motions may be made; votes may be taken.
- A. *Letter to Congressmen Brian E. Dempsey, Thomas A. Golden, Jr., Bradley H. Jones, Jr., and Senator Benjamin Downing requesting their support of Amendment 103, to the Omnibus Energy Bill S.2400, regarding decommissioning of the Pilgrim Nuclear Power Plant – Chairman Raphael W. Richter.*
 - B. *Thank you letter to Barrett Alley who is resigning from the Licensing Board and Personnel Board on July 29, 2016.*
 - C. *Thank you letter to Kristin Hatch who resigned from the Licensing Board on July 19, 2016.*
 - D. *Thank you letter to Donald Whitcomb who resigned from the Cultural Council on July 20, 2016.*

Posted: www.provincetown-ma.gov 7/21/16 4:35 pm dj



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

00

CONSENT AGENDA

Approval required for the following items:

Requested by: BOS Chair Raphael W. Richter

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve items listed on the consent agenda as submitted.

Consent Agenda – Approval without objection required for the following items:

- A. *Parade Permit Application submitted by Kimberly Rogers for the Rogers' Wedding Party with small brass band to be held on Saturday, August 6, 2016 from 8:00 p.m. to 8:30 p.m.*
- B. *Parade Permit Application submitted by Susan Pesaturo, 29 Summer Street, Andover, MA 01810, on behalf of the Pan Mass Challenge, 77 4th Avenue, Needham MA 02494, for the Annual Pan Mass Challenge bike ride to be held on Sunday, August 7, 2016, from 9:00 a.m. to 2:00 p.m.*
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- D. *Parade Permit Application submitted by Joan A. Peters-Gilmartin, P.O. Box 998, Truro, MA 02666, on behalf of The Open Doorway of Cape Cod, Inc., P.O. Box 520, N. Eastham, MA 02651, for the Run for Recovery Purple Flag Relay from Bourne to Provincetown to be held on Sunday, September 25, 2016 from 3:00 p.m. to 5:00 p.m.*
- E. *Appoint Allan MacKinnon to Regular member from Alternate member of the Beautification Committee with a term to expire December 31, 2017.*

Additional Information

See attached documents.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

00A

PARADE PERMIT REQUEST

Rogers' Wedding Party

Requested by: Kimberly Rogers

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve the Parade Permit Application submitted by Kimberly Rogers, 1935 Massasoit Road, Eastham, MA 02642 requesting permission for the bridal party and guests accompanied by a four piece brass band to walk along the public way and sidewalks, on Saturday, August 6, 2016, from 8:00 p.m. to 8:30 p.m.

Additional Information

See attached application. Route will begin at MacMillan Wharf and end at the Red Inn.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

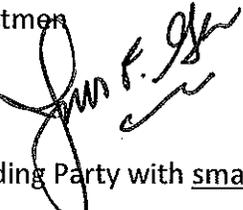
Town of Provincetown

James F. Golden
Chief of Police
jgolden@provincetown-ma.gov
www.provincetown-ma.gov



Police Department

26 Shankpainter Road
Provincetown, MA 02657
Phone: (508) 487-1212
Fax: (508) 487-4488

To: Provincetown Board of Selectmen
From: Chief of Police James Golden 
Subject: Staff Report Rogers Wedding Party with small brass band
Date: July 13, 2016, 2016

Please know that I have reviewed the parade application for the Rogers Wedding Party on Saturday, August 06, 2016. They request permission for the bridal party and guests who will be accompanied by a 4-piece brass band to walk along the public way and sidewalks from MacMillan Wharf to the Red Inn. They estimate approximately 35-40 attendees.

The event is scheduled from 8pm to 8:30pm and will navigate a route beginning on MacMillan Wharf proximate to the Bay Lady II float and end at the Red Inn at 15 Commercial Street. The current route follows the direction of traffic as illustrated below.

- Assemble MacMillan Wharf proximate to the Bay Lady II float
- Enter Lopes Square and turn left heading West on Commercial Street
- Follow Commercial Street West ending at the Red Inn 15 Commercial Street

While I have tried to dissuade the petitioner, she remains steadfast and brings forward her request for your review. I have explained this will need to be escorted for this route and she has agreed to hire a special duty detail Police Officer as it cannot be supported by the on-duty shift during a Saturday night in August. They have been advised that one police officer for 4 hours would cost approximately \$202.00.

Kindly ask them to contact Lisa Cook at the police department approximately 2-weeks before the event.

Please let me know what questions you may have.

This event is recommended for inclusion to the consent agenda.

In partnership with the community

Town of Provincetown Parade Permit Application

RECEIVED
BOS - ~~Vermont~~ 7A

MAY 09 2016

CC: BOS/TM/ATM

Note: This form must be submitted to the Board of Selectmen's office at least six weeks prior to the date of your event.

Applicant's Name: Kimberly Rogers
Address: 1935 Massachusetts Road Phone: 718-530-8726
City/Town: Eastham State: MA Zip Code: 02642
Email: Kimberlyarogers7@gmail.com

Applicant is: Private Individual Business Non-Profit Corp

Individual Responsible: Name: same as above

Address: _____

Phone: _____

Email: _____

Will charges or fees be collected? Yes No

Name & Purpose of Parade: wedding march with brass musicians

Date of Parade: 8/6/16

Rain Date (if any): ∅

Schedule: Start Time: 8 PM

Finish Time: 8:30 PM

Number of Marchers: 40

Number of Vehicles: 0

Events with amplified sound, entertainment, alcohol or food service MUST obtain Licensing Department approvals. Noise bylaw waiver applications required minimum 60 days prior to your scheduled event.

(Please indicate actual or estimated.)

Note: Use the attached map, highlight and provide a written plan of parade route including assembly and disassembly locations, special parade features or events as well as stopping locations if any are requested.

The undersigned applicant agrees that the applicant and parade participants will conform with applicable laws, by-laws, and regulations as well as with special requirements that may be made a condition of the granting of a parade permit pursuant to this application. I/we agree to hold the Town of Provincetown harmless from any and all liability and will defend the Town of Provincetown in connection therewith

Signature of Applicant: [Signature]

Date: 5/2/16

Application received by: [Signature]
(Secretary to Board of Selectmen)

Date: 6/9/2016

CONDITIONS and REQUIREMENTS

It is the obligation of applicants, organization(s) and responsible individuals to assure that their parade(s) is (are) orderly. Unless specifically authorized, there will be no parades held during the hours of darkness and no stopping of the parade to advertise or perform.

All parades will be assigned and will follow a police cruiser on the approved route. If the Chief of Police deems it necessary to assign additional officers as part of the parade permit, then the cost of such special duty officers will be borne by the applicant.

Any violation of applicable laws, by-laws, regulations, the above requirements, and/or special requirements made a condition of the granting of a Parade Permit will be grounds for immediate revocation of the Parade Permit, prosecution, and denial of future parade permissions.

PARADE ROUTE. SPECIAL CONDITIONS. REQUIREMENTS. ETC. (Please PRINT or TYPE and allow margin space)

APPROVALS



Chief of Police

Date 07-14-2016

Board of Selectmen

Chairman, Board of Selectmen

Selectman

Selectman

Selectman

Selectman

Date: _____

May 2, 2016

Loretta Dougherty
Secretary to the Board of Selectman
Town of Provincetown
260 Commercial Street
Provincetown, MA 02657

RECEIVED
BOS - Vernon *FD*

MAY 09 2016

CC: BOS/TM/ATM

Dear Loretta,

I hope my message finds you well. I've attached my application for Chief Golden and the Board of Selectman's consideration regarding the parade permit for August 6th.

I grew up in Provincetown, and with great respect for this special place, I'm celebrating my wedding day this summer on August 6th in town. We intend to marry on the Schooner Bay Lady II. I would like to have brass musicians escort the wedding party from MacMillan Pier down Commercial Street to the Red Inn. The walk would take place from 8 – 8:30 p.m. We would stay on the sidewalk and keep moving. I'm not clear if this constitutes the necessity for a "parade permit?" However, I want to ensure I properly follow the protocol.

I have a lot of history in Provincetown. My grandmother was an English Teacher at the High School and my grandfather was the Chief of Police in Provincetown. My mother taught at the Elementary School for twenty-seven years and my father is an engineer in town. Some of my earliest memories are watching my older brothers dive off MacMillan to collect coins from tourists, and head to the Penny Patch to spend the earnings. The intention for the wedding walk down Commercial Street is to celebrate and mark the moment with respect for the past and all the people that make this community such a special and vibrant place through all the years. I love having the opportunity to also give back fiscally in some small measure by bringing people to Provincetown. It's impossible for the sand to ever fully leave your shoes or soul.

My heartfelt appreciation,



Kimberly Rogers



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

00B

PARADE PERMIT REQUEST

37th Annual Pan Massachusetts Challenge

Requested by: Susan Pesaturo

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve the Parade Permit Application submitted by Susan Pesaturo, 29 Summer Street, Andover, MA 01810, on behalf of Pan Massachusetts Challenge, 77 4th Avenue, Needham, MA 02494, for the 37th Annual Pan Massachusetts Challenge charity bicycling event to be held on Sunday, August 7, 2016, from 8:00 a.m. to 2:00 p.m.

Additional Information

See attached application and route.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

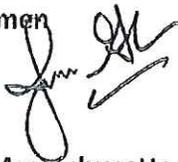
Town of Provincetown

Police Department

James F. Golden
Chief of Police
jgolden@provincetown-ma.gov

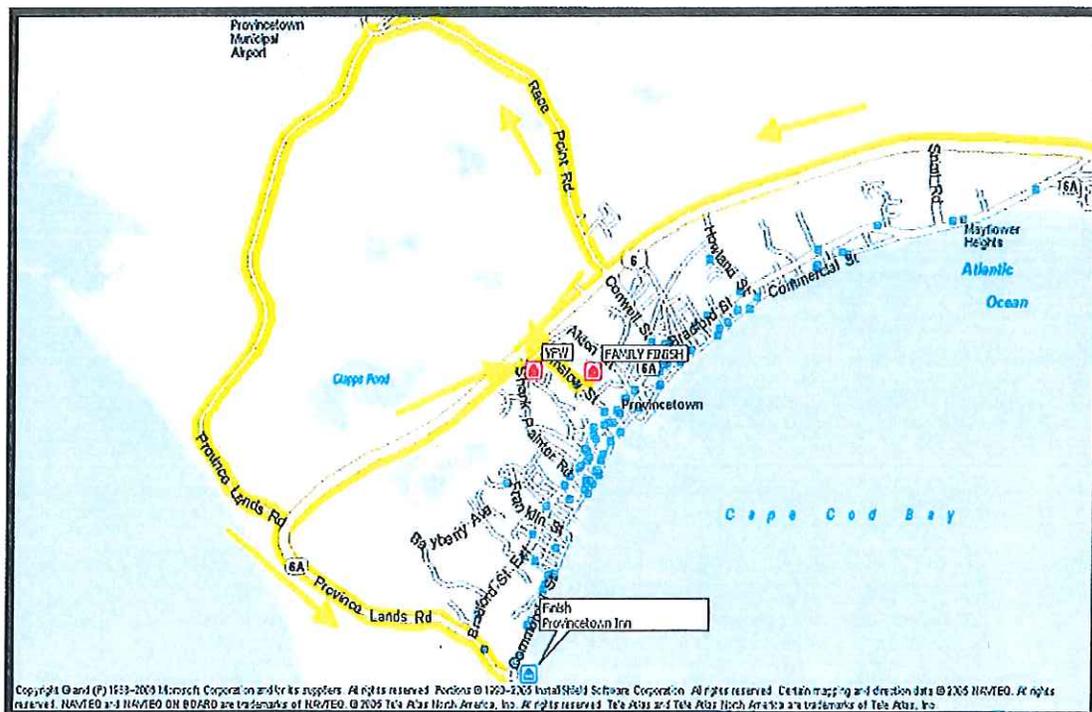


26 Shank Painter Road
Provincetown, MA 02657
Phone: (508) 487-1213
Fax: (508) 487-4077
www.provincetown-ma.gov

To: Provincetown Board of Selectmen
From: Chief of Police James Golden 
Subject: Staff Report 37th Annual Pan Massachusetts Challenge
Date: July 13, 2016

Please know that I have reviewed the parade application for the 37th annual PAN MASS CHALLENGE (PMC) charity bicycling event on Sunday August 07, 2016. As you know, this is our largest charity event each year with an estimated 3,200 cyclists, and approximately 2,500 additional people representing support vehicles, volunteers, family members and well-wishers.

- I have reviewed the parade application which provides for a family finish on Winslow Street and an official finish at the Provincetown Rotary.



In partnership with the community

The Pan-Mass Challenge (PMC) is a pioneer in fundraising and today raises more money for charity than any other single event in the country. The organization was founded in 1980 and has since raised \$500 million for cancer research and treatment at Dana-Farber Cancer Institute through its Jimmy Fund.

The Pan-Massachusetts Challenge (PMC) is a fully supported bike-a-thon — with food and water stops, mechanical and medical assistance, luggage transportation, and lodging — it runs through 46 towns across Massachusetts.

The petitioner agrees to hire up to 14 uniformed special duty police officers for designated traffic control points and up to additional employees to handle parking complaints and radio communications. This is the historical arrangement with this organization.

As an example of the scope of this event, the money raised from this event will represent over 50% of all money raised on behalf of the Jimmy Fund this year. The (PMC) **donates 100%** of every rider-raised dollar to Dana-Farber Cancer Institute through its Jimmy Fund. The Pan-Mass Challenge (PMC) annual bike-a-thon raises more money for charity than any other single event in the country.

Would you kindly remind them to contact Lisa Cook at the Police Department about 2 weeks before the event?

This event is recommended for inclusion to the consent agenda.

Please let me know what questions you may have.

Town of Provincetown
Parade Permit Application

RECEIVED
BOS - Vermont 10
JUL 11 2016
CC: BOS/TM/ATM

Note: This form must be submitted to the Board of Selectmen's office at least **six weeks** prior to the date of your event

Applicant's Name: PAW Mass Challenge
Address: 77 4TH Ave Phone: 781-449-5308
City/Town: Needham State: MA Zip Code: 02494
Email: SUSAN.PESATURO (A) outlook.com

Applicant is: Private Individual Business Non-Profit Corp

individual responsible: Name: SUSAN PESATURO
Address: 29 Summer St Andover, MA 01810
Phone: 978-621-2659
Email: SUSAN.PESATURO (A) outlook.com

Will charges or fees be collected? Yes No

Name & Purpose of Parade: PAW Mass Challenge Finish Line
Date of Parade: Aug 7, 2016 Rain Date (if any): None
Schedule: Start Time: 9 AM Finish Time: 2:00 PM
Number of Marchers: Approx 2,000 Bikes Number of Vehicles: 0

Events with amplified sound, entertainment, alcohol or food service MUST obtain Licensing Department approvals. Noise bylaw waiver applications required minimum 60 days prior to your scheduled event.
(Please indicate actual or estimated.)

Note: Use the attached map, highlight and provide a written plan of parade route including assembly and disassembly locations, special parade features or events as well as stopping locations if any are requested.

The undersigned applicant agrees that the applicant and parade participants will conform with applicable laws, by-laws, and regulations as well as with special requirements that may be made a condition of the granting of a parade permit pursuant to this application. I/we agree to hold the Town of Provincetown harmless from any and all liability and will defend the Town of Provincetown in connection therewith

Signature of Applicant: Susan Pesaturo Date: 7-11-16

Application received by: Debra Waghely Date: 7.11.2016
(Secretary to Board of Selectmen)

CONDITIONS and REQUIREMENTS

It is the obligation of applicants, organization(s) and responsible individuals to assure that their parade(s) is (are) orderly. Unless specifically authorized, there will be no parades held during the hours of darkness and no stopping of the parade to advertise or perform.

All parades will be assigned and will follow a police cruiser on the approved route. If the Chief of Police deems it necessary to assign additional officers as part of the parade permit, then the cost of such special duty officers will be borne by the applicant.

Any violation of applicable laws, by-laws, regulations, the above requirements, and/or special requirements made a condition of the granting of a Parade Permit will be grounds for immediate revocation of the Parade Permit, prosecution, and denial of future parade permissions.

PARADE ROUTE. SPECIAL CONDITIONS. REQUIREMENTS. ETC. (Please PRINT or TYPE and allow margin space)

APPROVALS



Chief of Police

Date 07-11-2016

Board of Selectmen

Chairman, Board of Selectmen

Selectman

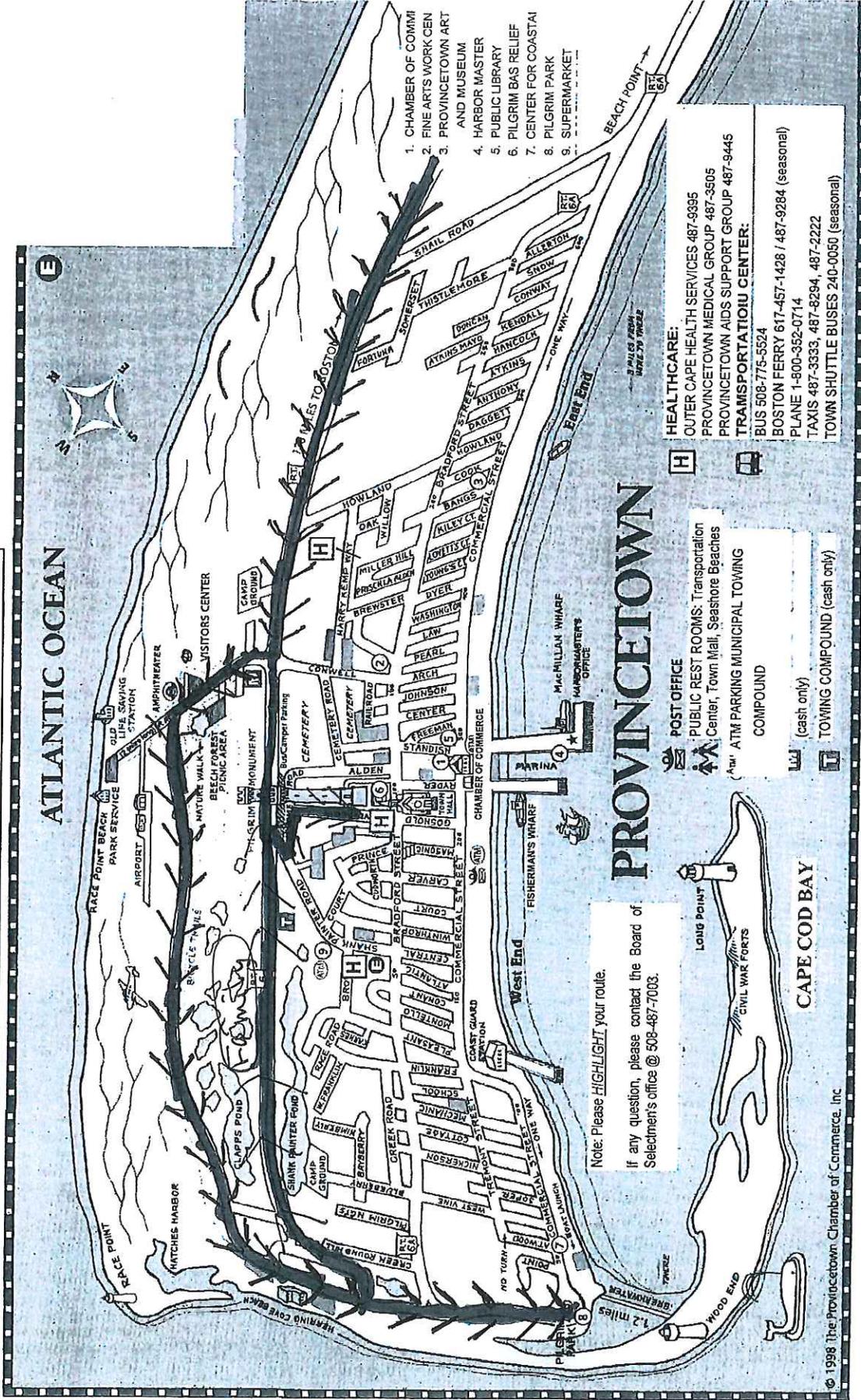
Selectman

Selectman

Selectman

Date: _____

Please highlight your Parade Route on the Map



All Rt6 onto Race Pt. Rd onto Provincetown Rd (Family Inds @ Rt6) rest of group Ends @ Provincetown Inn.

Family Finish Begins @ Rt6 onto Shark Painter Rd. onto Jerome Rd. - Ends @ Provincetown Inn.

Day Rte	SEQ	Dir	Street (Remarks)	Miles		Town	First,Last Rider	Elpsd Time	Signs Guide	PD?
Sun 1	248	L	Ocean View Dr.	1.9	55.5	Wellfleet	7:31 AM 11:32 AM	4:01	Single File <input type="checkbox"/>	<input type="checkbox"/>
Sun 1	249	L	Long Pond Rd.	1.8	57.3	Wellfleet	7:36 AM 11:44 AM	4:08	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	250	R	Lawrence Rd. <i>School St." on map</i>	0.1	57.4	Wellfleet	7:37 AM 11:45 AM	4:08	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	251		***WELLFLEET WS (7)*** <i>Wellfleet Elem. School</i>	0.0	57.4	Wellfleet	7:37 AM 11:45 AM	4:08	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	252	L	Lawrence Rd.	0.1	57.5	Wellfleet	7:37 AM 11:46 AM	4:09	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	253	R	Rt 6 (Mid-Cape)	1.7	59.2	Wellfleet	7:41 AM 11:58 AM	4:17	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	254	R	Rose Rd.	0.2	59.4	Truro	7:42 AM 11:59 AM	4:17	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	255	R	Collins Rd.	2.1	61.5	Truro	7:48 AM 12:14 PM	4:26	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	256	L	South Pamet Rd.	0.7	62.2	Truro	7:50 AM 12:19 PM	4:29	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	257	R	Rt 6A (East)	0.1	62.3	Truro	7:50 AM 12:20 PM	4:30	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	258	L	Castle Rd. <i>steep hill</i>	1.3	63.6	Truro	7:53 AM 12:29 PM	4:36	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	259	R	Castle Rd. <i>sign "Corn Hill"</i>	0.7	64.3	Truro	7:55 AM 12:34 PM	4:39	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	260	L	Rt 6 (Mid-Cape) <i>Police assist</i>	5.7	70.0	Truro	8:11 AM 1:14 PM	5:03	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sun 1	261	S	Rt 6 (Mid-Cape)	2.3	72.3	Provincetown	8:17 AM 1:30 PM	5:13	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	262	R	Race Pt. Rd. <i>(lights) Alternate route to both finishes--go straight</i>	1.5	73.8	Provincetown	8:21 AM 1:41 PM	5:20	"Alternate Ro" <input type="checkbox"/>	<input type="checkbox"/>
Sun 1	263	L	Provincelands Rd.	2.3	76.1	Provincetown	8:28 AM 1:57 PM	5:29	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	264	R	Provincelands Rd./Rt. 6A <i>FAMILY FINISH riders turn left (Seq 264)</i>	1.2	77.3	Provincetown	8:31 AM 2:06 PM	5:35	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	265	S	***PROVINCETOWN INN***		77.3	Provincetown	8:31 AM 2:06 PM	5:35	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	266	L	Route 6 <i>***FAMILY FINISH ROUTE BEGINS***</i>	1.2	78.5	Provincetown	8:34 AM 2:14 PM	5:40	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	267	R	Shankpainter Rd.	0.0	78.5	Provincetown	8:34 AM 2:14 PM	5:40	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	268	L	Jerome Smith Rd.	0.1	78.6	Provincetown	8:34 AM 2:15 PM	5:41	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	269	R	Winslow St. <i>***FAMILY FINISH***</i>	0.3	78.9	Provincetown	8:35 AM 2:17 PM	5:42	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	901	S	Sandwich Rd. <i>***VAN ROUTE***</i>	0.2	79.1	Bourne	8:36 AM 2:18 PM	5:42	<input type="checkbox"/>	<input type="checkbox"/>
Sun 1	902	L	Rt.6 <i>***VAN ROUTE***</i>	4.3	83.4	Bourne	8:47 AM 2:49 PM	6:02	<input type="checkbox"/>	<input type="checkbox"/>

Loretta Dougherty

From: Jim Golden
Sent: Wednesday, July 13, 2016 10:45 AM
To: 'Susan Pesaturo'; Loretta Dougherty
Cc: skeefe@gulogistix.com; Ajeyden@aol.com
Subject: RE: Parade Permit for the Pan-Massachusetts Challenge (PMC)
Attachments: 20160713093027307.pdf

Attached is the staff recommendation for the Pan Mass Challenge.

I recommend this event be approved for the consent agenda and the petitioner NOT be required to attend the meeting.

Thank you,

Jim Golden
Chief of Police
Provincetown Police Department
26 Shankpainter Road
Provincetown, MA 02657
(508) 487-1212 (Business Line)
(508) 487-4488 (Administrative Fax)
jgolden@provincetown-ma.gov



Please consider the environment before printing this e-mail.

DISCLAIMER: This e-mail may contain FOR OFFICIAL USE ONLY and/or LAW ENFORCEMENT SENSITIVE information. This email and any files transmitted with it are covered by the Electronic Communications Privacy Act, 18 USC 2510-2521. This communication is confidential, may contain investigatory material, and may be legally privileged. This communication may represent the originator's personal views and opinions, which do not necessarily reflect those of the Provincetown Police Department.

If you are not the intended recipient, you are hereby notified that any retention, dissemination, distribution, or copying of this communication is strictly prohibited and may be unlawful. Please reply to the sender that you have received the message in error and then delete the message and any attachments.

When responding, please be advised that Counsel for the Town of Provincetown and the Office of the Secretary of State has determined that email could be considered a public record.

Join us on Facebook. The Provincetown Police Department has created a presence on Facebook to share information with our community. Become a fan!

July 7, 2016

RECEIVED

BOS - ~~Venore~~

JUL 11 2016

CC: BOS/TM/ATM

Dear Provincetown Neighbor,

The Pan-Massachusetts Challenge (PMC) is grateful to the community of Provincetown for opening your doors to our riders, volunteers, family and friends and hosting our finish line since we began our long ride to a cancer-free world in 1980!

This year, our riders will arrive in your fair town on **Sunday, August 7th**. We at the PMC value our long-standing relationship with the community of Provincetown. Due to your support and the support of thousands of volunteers and sponsors, 100% of rider-raised funds go to support cancer research as well as patient and family care at the Dana-Farber Cancer Institute (DFCI) in Boston. The ground-breaking research done at DFCI has benefitted not only cancer patients but those suffering from HIV/AIDS around the world.

This year our goal is to raise \$46 million to add to the over \$500 million we have collectively donated to Dana-Farber since the first 36 riders finished their trek in Provincetown in 1980. The tremendous beauty of Cape Cod and our Provincetown Finish Lines help to drive our fundraising goal. The PMC has 12 different options to ride on the weekend but the Provincetown route always fills up first. Additionally, over 75% of the funds raised by the PMC are raised by riders finishing in Provincetown.

We have two finish lines in Provincetown. Our main finish line is located at the Provincetown Inn and rotary is open to riders and volunteers only. Our Family Finish which welcomes the family and friends to meet up with their riders is located at Motta Field and Winslow St.

We are always seeking committed volunteers to help us ensure the safety and comfort of our riders and their families. We hope you will join us!

For more information on the PMC or if you would like to volunteer, please visit: www.pmc.org

If you have any questions about the PMC finishes in Provincetown please feel free to contact either of the volunteer coordinators: Susan Pesaturo (978) 621-2659 or Shaun Keefe (617) 799-7973.

Thank you for your support of the Pan-Massachusetts Challenge! We will see you in August!

Warmest Regards,

Susan Pesaturo

Provincetown Co-Coordinator

9



Provincetown Board of Selectmen
AGENDA ACTION REQUEST

Monday, July 25, 2016

00C

PARADE PERMIT REQUEST

7th Annual Kiehl's Life Ride for AMFAR

Requested by: Allie Cisterna

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve the Parade Permit Application submitted by Allie Cisterna, 18940 N. Pima Road, #110, Scottsdale, AZ 85255, on behalf of The Foundation for AIDS Research, 120 Wall Street, Floor 13, New York, NY 10005, for the 7th Annual Kiehl's Life Ride for AMFAR to be held on Tuesday, August 9, 2016, from 10:50 a.m. to 11:00 a.m.

Additional Information

See attached application and route.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

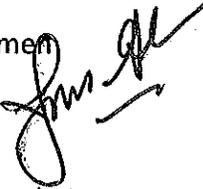
Town of Provincetown

James F. Golden
Chief of Police
jgolden@provincetown-ma.gov



Police Department

26 Shank Painter Road
Provincetown, MA 02657
Phone: (508) 487-1213
Fax: (508) 487-4077
www.provincetown-ma.gov

To: Provincetown Board of Selectmen
From: Chief of Police James Golden 
Subject: Kiehl's Life Ride for AMFAR Parade Permit
Date: July 11, 2016

To all board members,

I have reviewed the application of Ms. Allie Cinsterna from the Foundation for Aids Research (AMFAR) in Scottsdale, Arizona for a Kiehl's Life Ride for AMFAR. They propose to have a procession of 12 motorcycles take a route (escorted) from the Crown Pointe, East on Bradford Street to Standish Street, South on Standish to Commercial, then West on Commercial Street to the Kiehl's retail store at 200A Commercial Street. The 12 motorcycles would then sit on Commercial Street in front of the store on static display for 1 hour from 11am to 12pm.

There is no public parking on Commercial Street and the store is located at the corner of Commercial and Carver Street. There is active commercial unloading in this area during this time.

If the board approves, we would require a dedicated special duty police detail for the escort and to handle street and pedestrian traffic during the event. That condition would cost them approximately \$202.

Would you please remind them to contact Lisa Cook at the Police Department about 2 weeks before the event to make arrangements for the needed traffic officers?

Please let me know what questions you may have.

Town of Provincetown
Parade Permit Application

RECEIVED
BOS - ~~Vernon~~

JUN 20 2016

CC: BOS/TM/ATM

Note: This form must be submitted to the Board of Selectmen's office at least six weeks prior to the date of your event

Applicant's Name: The Foundation for AIDS Research
Address: 120 Wall St Fl 13 Phone: 877 829 5500
City/Town: New York State: NY Zip Code: 10005
Email: nicole.carlotti@amfar.org

Applicant is: Private Individual Business Non-Profit Corp

Individual Responsible: Name: Allie Cisterna
Address: 18940 N Pima Rd #110 Scottsdale
AZ 85255
Phone: 480 585 4652
Email: Allie@premierevent.com

Will charges or fees be collected? Yes No

Name & Purpose of Parade: 1st Annual Kiehl's Rides for amfar

Date of Parade: Aug 9, 2016 Rain Date (if any): N/A

Schedule: Start Time: 10:50 am Finish Time: 11:00 am

Number of Marchers: 0 Number of Vehicles: 12 motorcycles

Events with amplified sound, entertainment, alcohol or food service MUST obtain Licensing Department approvals. Noise bylaw waiver applications required minimum 60 days prior to your scheduled event.

(Please indicate actual or estimated.)

Note: Use the attached map, highlight and provide a written plan of parade route including assembly and disassembly locations, special parade features or events as well as stopping locations if any are requested.

The undersigned applicant agrees that the applicant and parade participants will conform with applicable laws, by-laws, and regulations as well as with special requirements that may be made a condition of the granting of a parade permit pursuant to this application. I/we agree to hold the Town of Provincetown harmless from any and all liability and will defend the Town of Provincetown in connection therewith

Signature of Applicant: [Signature]

Date: 6/20/16

Application received by: [Signature]
(Secretary to Board of Selectmen)

Date: 6.20.2016

CONDITIONS and REQUIREMENTS

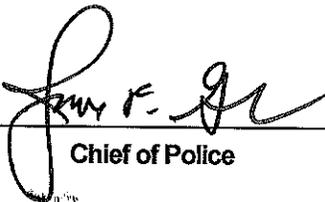
It is the obligation of applicants, organization(s) and responsible individuals to assure that their parade(s) is (are) orderly. Unless specifically authorized, there will be no parades held during the hours of darkness and no stopping of the parade to advertise or perform.

All parades will be assigned and will follow a police cruiser on the approved route. If the Chief of Police deems it necessary to assign additional officers as part of the parade permit, then the cost of such special duty officers will be borne by the applicant.

Any violation of applicable laws, by-laws, regulations, the above requirements, and/or special requirements made a condition of the granting of a Parade Permit will be grounds for immediate revocation of the Parade Permit, prosecution, and denial of future parade permissions.

PARADE ROUTE. SPECIAL CONDITIONS. REQUIREMENTS. ETC. (Please PRINT or TYPE)

APPROVALS



Chief of Police

Date 07-11-2016

Board of Selectmen

Chairman, Board of Selectmen

Selectman

Selectman

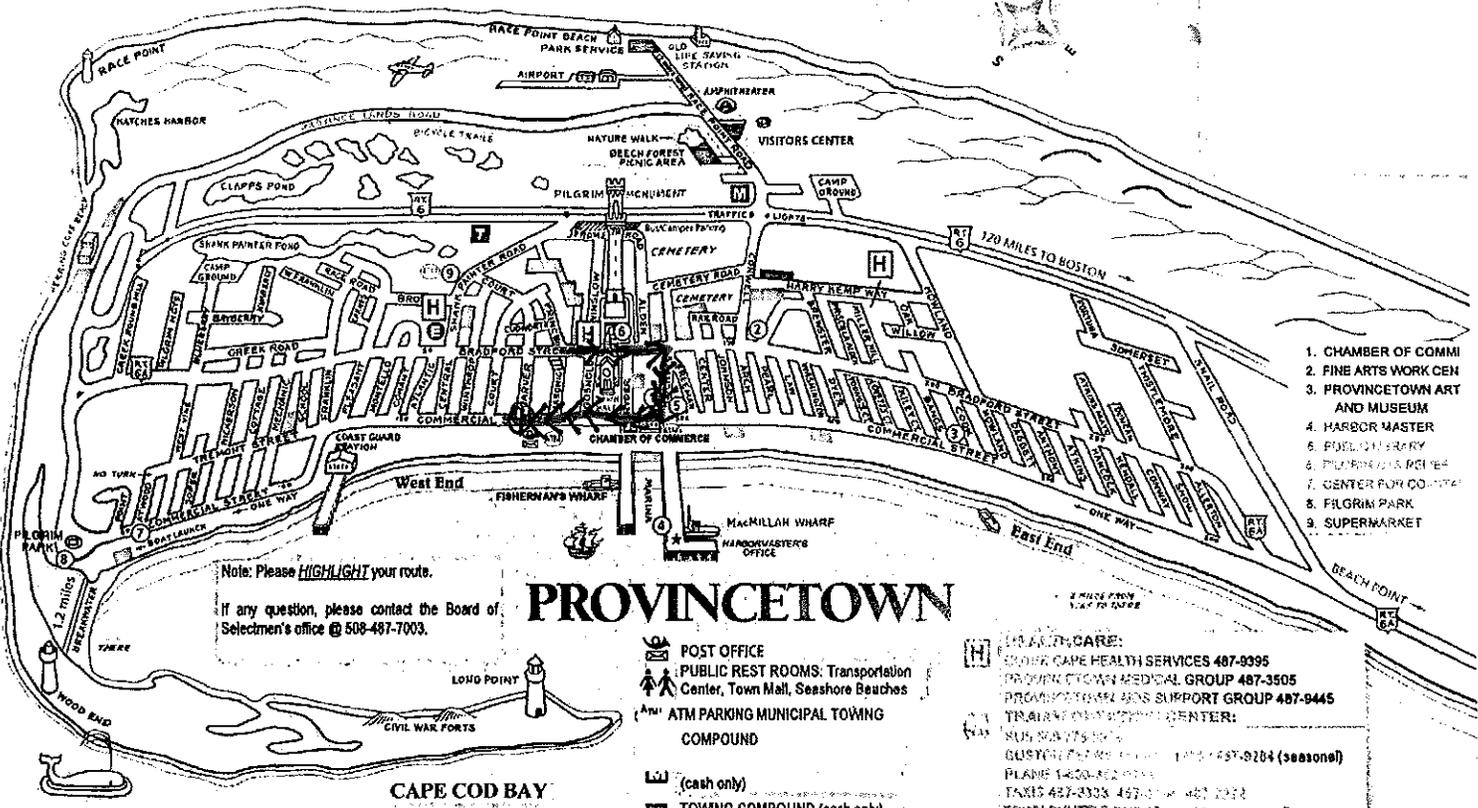
Selectman

Selectman

Date: _____

Please highlight your Parade Route on the Map

ATLANTIC OCEAN



1. CHAMBER OF COMMI
2. FINE ARTS WORK CEN
3. PROVINCETOWN ART AND MUSEUM
4. HARBOR MASTER
5. PUBLIC LIBRARY
6. PILGRIMOUS RELIEF
7. CENTER FOR COMMER
8. PILGRIM PARK
9. SUPERMARKET

Note: Please **HIGHLIGHT** your route.
 If any question, please contact the Board of Selectmen's office @ 508-487-7003.

PROVINCETOWN

- POST OFFICE
- PUBLIC REST ROOMS: Transportation Center, Town Mall, Seashore Beaches
- ATM PARKING MUNICIPAL TOWING COMPOUND
- (cash only)
- TOWING COMPOUND (cash only)

- HEALTHCARE:**
 GROUP CAPE HEALTH SERVICES 487-9395
 PROVINCETOWN MEDICAL GROUP 487-3505
 PROVINCETOWN SENIORS SUPPORT GROUP 487-9445
TREATMENT CENTER:
 SUBSTANCE ABUSE
 COUNSELING CENTER 487-9204 (seasonal)
 PLANS 1-800-421-0000
 TAXI 487-3303 487-3304 487-3332
 TOWN SHUTTLE BUS 250-301 (664-5368)

© 1998 The Provincetown Chamber of Commerce, Inc.

*Start @ Crown Point going West on Bradford,
 Turn right onto Standish toward Commercial;
 Turn right onto Commercial toward corner
 of Commercial & Carver ending @ Field's.*



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

OOD

PARADE PERMIT REQUEST

“Run for Recovery” Purple Flag Relay

Requested by: Joan A. Peters-Gilmartin

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve the Parade Permit Application submitted by Joan A. Peters-Gilmartin, P.O. Box 998, Truro, MA 02666, on behalf of The Open Doorway of Cape Cod, Inc., P.O. Box 520, N. Eastham, MA 02651, for the “Run for Recovery” Purple Flag Relay to be held on Sunday, September 25, 2016, from 3:00 p.m. to 5:00 p.m.

Additional Information

See attached application and route.

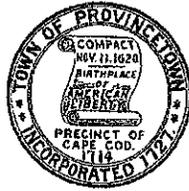
Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

Town of Provincetown

Police Department

James F. Golden
Chief of Police
jgolden@provincetown-ma.gov



26 Shank Painter Road
Provincetown, MA 02657
Phone: (508) 487-1213
Fax: (508) 487-4077
www.provincetown-ma.gov

To: Provincetown Board of Selectmen
From: Chief of Police James Golden 
Subject: Run for Recovery Purple Flag Relay Parade Permit
Date: July 10, 2016

To all board members,

I have reviewed the application from the OPEN DOORWAY of CAPE COD, Run for Recovery Purple Flag Relay planned for Saturday, September 24, 2016 (Bourne to Chatham) and Sunday September 25, 2016 (Chatham to Provincetown). They endeavor to have a relay across Cape Cod starting at the Bourne Town Hall and ending in Provincetown.

Their request proposes runners would place a medium sized flag ("24 X 16") in the lawn of each town hall and then relay the remaining flags across town to hand off town-by-town. Provincetown is the final community and includes a route from the Truro Town Line along Shore Road continuing down the length of Commercial Street ending at Provincetown Town Hall.

Last year, the Board of Selectmen modified the flag "planting" location to the green space at the Bas Relief Plaque.

They request approximately 2-6 runners and 6-10 support vehicles to access our roads. Their application specifically asked your permission for a couple tables and signs to be set up with recovery resource materials at our town hall.

- Truro Town Line to Harbor Hotel 0.9 miles
- Harbor Hotel to 260 Commercial Street 1.5 miles

Last year, I asked our bike patrol police officers to escort this runner along the route, we shall endeavor this year to do the same thing.

Please let me know what questions you may have.

In partnership with the community

Town of Provincetown
Parade Permit Application

RECEIVED
BOS - ~~111110~~
JUN 23 2016
CC: BOS/TM/ATM

Note: This form must be submitted to the Board of Selectmen's office at least six weeks prior to the date of your event.

Applicant's Name: The Open Doorway of Cape Cod, INC
Address: PO Box 520 Phone: 844-THE-ODCC
City/Town: N. Eastham State: MA Zip Code: 02651
Email: theopendoorcapecod@gmail.com

Applicant is: Private Individual Business Non-Profit Corp

Individual Responsible: Name: JOAN A. PETERS - GILMARTIN
Address: PO Box 998, TRURO, MA 02666
Phone: (508) 524-8022
Email: japgpac@aol.com

public awareness & education

Will charges or fees be collected? Yes No

Name & Purpose of Parade: "THE OPENDOORWAY OF CAPE COD, INC 2nd ANNUAL - RUN FOR RECOVERY PURPLE FLAG RELAY"

Date of Parade: SEPT, 25, 2016 BOURNE TO PROVINCETOWN
Rain Date (if any): NONE

Schedule: Start Time: 3:00 PM Finish Time: 5:00 PM

Number of Marchers: 2-6 Number of Vehicles: 6-10

Events with amplified sound, entertainment, alcohol or food service MUST obtain Licensing Department approvals. Noise bylaw waiver applications required minimum 60 days prior to your scheduled event.

We would like to have ^(Please indicate actual or estimated.) some resource tables in front of town hall lawn like we did last year between 3:00 - 6:00 pm with resource-

Note: Use the attached map, highlight and provide a written plan of parade route including assembly and materials disassembly locations, special parade features or events as well as stopping locations if any are requested.

The undersigned applicant agrees that the applicant and parade participants will conform with applicable laws, by-laws, and regulations as well as with special requirements that may be made a condition of the granting of a parade permit pursuant to this application. I/we agree to hold the Town of Provincetown harmless from any and all liability and will defend the Town of Provincetown in connection therewith

Signature of Applicant: Joan Peters-Gilmartin Date: 6/20/16

Application received by: Practa Dougherty Date: 6/23/2016
(Secretary to Board of Selectmen)

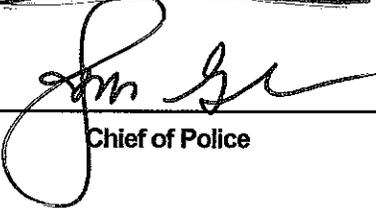
CONDITIONS and REQUIREMENTS

It is the obligation of applicants, organization(s) and responsible individuals to assure that their parade(s) is (are) orderly. Unless specifically authorized, there will be no parades held during the hours of darkness and no stopping of the parade to advertise or perform.

All parades will be assigned and will follow a police cruiser on the approved route. If the Chief of Police deems it necessary to assign additional officers as part of the parade permit, then the cost of such special duty officers will be borne by the applicant.

Any violation of applicable laws, by-laws, regulations, the above requirements, and/or special requirements made a condition of the granting of a Parade Permit will be grounds for immediate revocation of the Parade Permit, prosecution, and denial of future parade permissions.

PARADE ROUTE. SPECIAL CONDITIONS. REQUIREMENTS. ETC. (Please PRINT or TYPE and allow margin space)

AS APPROVED

Chief of Police

APPROVALS

Date 08-10-2016

Board of Selectmen

Chairman, Board of Selectmen

Selectman

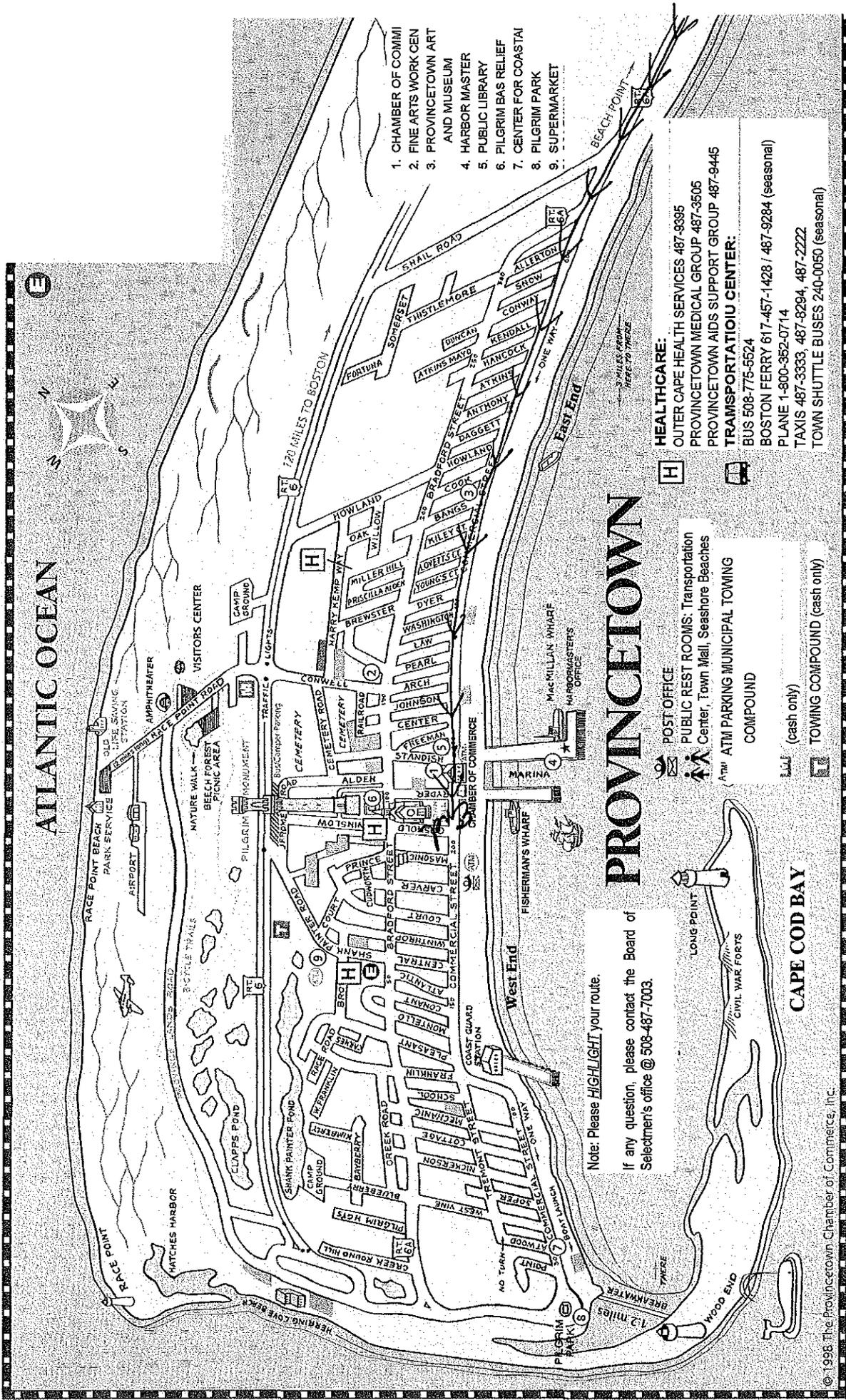
Selectman

Selectman

Selectman

Date: _____

Please highlight your Parade Route on the Map



1. CHAMBER OF COMMI
2. FINE ARTS WORK CEN
3. PROVINCETOWN ART AND MUSEUM
4. HARBOR MASTER
5. PUBLIC LIBRARY
6. PILGRIM BAS RELIEF
7. CENTER FOR COASTAL
8. PILGRIM PARK
9. SUPERMARKET

PROVINCETOWN

Note: Please **HIGHLIGHT** your route.
 If any question, please contact the Board of Selectmen's office @ 508-487-7003.

HEALTHCARE:
 OUTER CAPE HEALTH SERVICES 487-9395
 PROVINCETOWN MEDICAL GROUP 487-3505
 PROVINCETOWN AIDS SUPPORT GROUP 487-9445
TRANSPORTATION CENTER:
 BUS 508-775-6524
 BOSTON FERRY 617-457-1428 / 487-9284 (seasonal)
 PLANE 1-800-952-0714
 TAXIS 487-3333, 487-8294, 487-2222
 TOWN SHUTTLE BUSES 240-0050 (seasonal)

POST OFFICE
 PUBLIC REST ROOMS: Transportation Center, Town Mall, Seashore Beaches
ATM ATM PARKING MUNICIPAL TOWING COMPOUND
 (cash only)
 TOWING COMPOUND (cash only)

Flag Planting site expected to be at Provincetown Police Dept unless we can use The Park Bas Relief site This year

PURPLE FLAG RELAY, SEPTEMBER 25, 2016

ROUTE MAP FOR: EASTHAM → WELFLEET → TRURO → P. TOWN

EASTHAM

* EASTHAM POLICE DEPT

↓
RTE 6

↓
MASSASOIT RD.

WELFLEET

↓
WEST RD

↓
RTE 6

* WELFLEET POLICE DEPT

* PURPLE FLAG
PLANT SITES

↓
RTE 6

* TRURO POLICE DEPT

↓
RTE 6

↓
RTE 6A / SHORE RD

↓
SHORE RD / COMMERCIAL ST.

↓
PROVINCETOWN TOWN HALL
FINISH LINE

↓
CENTRAL ST

* PROVINCETOWN POLICE DEPT

Join us for:

The Open Doorway of Cape Cod's

MONTHLY PUBLIC

ADDICTION

ADVOCACY

MEETING

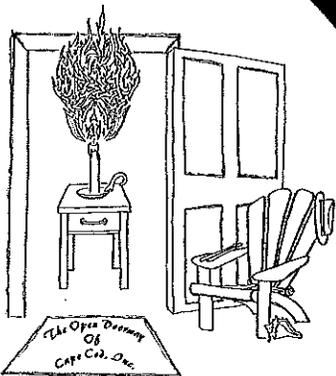
featuring

Dikke Hansen & L. Forest Malatesta

from the Outer Cape Health Services Community Resource Navigator Program

&

Joan Peters-Gilmartin, PA from Nauset Family Practice



Wellfleet Preservation Hall
335 Main Street
Wellfleet, MA 02667
Downstairs Hall
Wednesday, June 29, 2016
7:00pm

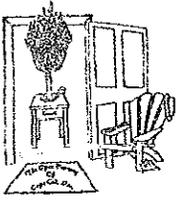
Discussion about Lower Cape Addiction Resources and how you can help. Open Q&A time at end of meeting.

FREE Refreshments will be served!

For more details contact us at 844-THE-ODCC or visit:

www.theopendoorofcapecod.org

www.facebook.com/OpenDoorsCapeCod



The Open Doorway of Cape Cod, Inc.

PO Box 520, North Eastham, MA 02651 • Phone: (844) THE-ODCC
E-Mail: theopendoorcapecod@gmail.com Online: www.theopendoorofcapecod.org

June 1, 2016

Dear *Chief, Jim Holden*

I am writing to your Town Administration and Police Department as a representative of the Board of Directors of THE OPEN DOORWAY of CAPE COD (ODCC). We are an Eastham, MA based, non-profit organization that provides our citizens with a comprehensive range of addiction and recovery resources, including: arranging access to services, providing community education programs, and advocating for policy and legislation changes at the state and federal level.

In 2015, ODCC in partnership with Christopher Santos, of Mashpee, MA, organized what was to be the first Annual Purple Flag Relay on September 26 and 27th. This event was held in September as that is National Recovery Month, and the goal was to raise awareness about the Public Health epidemic of addiction that plagues our communities. Small relay teams from each Cape town, consisting of 2-6 persons, carried purple 12"x18" flags from Bourne to Provincetown over those two days, planting one flag on the Town Hall or Police Department lawn for each town. Local and Boston media outlets promoted our campaign. The purple flag is representative of recovery from addiction, originated by former NBA point guard, Chris Herren, from New Bedford, who has spent his post NBA career in recovery doing public education and raising awareness in schools with The Herren Project.

For 2016, ODCC will be taking sole responsibility for organizing this event to be held over September 24-25. On Saturday, the Bourne team will start the first leg from the Bourne Public Library and the last leg of the day will end in Chatham. On Sunday, the flag team will leave from Brewster and the final team will arrive that afternoon at the Provincetown Town Hall. Each day the relay team will be finished before dark. Last year we did not require any police or town staff use. However, this year, the ODCC would like to invite any town employees to volunteer to participate as runners on the town teams. This year the ODCC requests from each town permission for the relay team to pass and to plant the flags on Police Department lawns specifically, in the hope of creating an active partnership with our Cape public safety offices. We will plan to end the day at the Provincetown Town Hall, as we did last year, and once again offer resource tables for the public. The last relay team would plant their flag at Provincetown Police Department. We are going to file an application for an ODCC Run from Addiction is Finish Line Banner for the event from Provincetown.

I am submitting this letter to you to explain our intent and will undertake to complete any application filing that is required. I have already made initial contact with Town Administration staff. I hope that you will contact me if you have any further concerns or questions and I will be happy to meet with any town board that requires a representative from ODCC to make a formal presentation of this request.

Regards,

Joan A. Peters-Gilmartin

Joan A. Peters-Gilmartin, PA-C, MHP; Board Member, ODCC
japgpac@aol.com. (508)-524-8022

The Open Doorway of Cape Cod, Inc. is a 501(c)(3) nonprofit organization. Your contribution is tax deductible to the extent allowed by the law. No goods or services were provided in exchange for your generous donation.

emailed Parade Permit 6/20/16



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

OOE

APPOINTMENT

Allan MacKinnon

Requested by: Town Clerk Doug Johnstone

Action Sought: Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve Allan MacKinnon's request to be moved to a Regular member position from an Alternate member position within the Beautification Committee with a term to expire December 31, 2017.

Additional Information

See attached documents. He will be filling the vacancy created by Mark Boucher who resigned on July 5, 2016.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



TOWN OF PROVINCETOWN

Application for Town Board Membership

Name: ALLAN MACKINNON
Please type or print

Resident Address: 9 ARCH ST. Provincetown, MA 02657

Mailing Address (if different): _____

Telephone #: 281-787-3357 Work # (____) _____

Email address: allan2houston@gmail.com

Please consider this as my application for membership reappointment on the following Town Board(s).
(Please list order of preference.)

1. TOWN OF PROVINCETOWN BEAUTIFICATION COMMITTEE
2. _____
3. _____

Listed below are the applicant's skills, experience, background, or other factors which would contribute to these committees:

CURRENTLY SERVING AS ALTERNATE MEMBER OF THE BEAUTIFICATION COMMITTEE AND ITS TREASURER

I hereby certify that I am a resident of the Town of Provincetown.

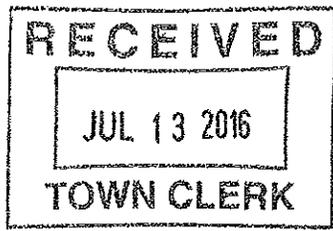
Allan Mackinnon 7-13-16
Signature of Applicant Date

TO THE APPLICANT: FILE COMPLETED FORM WITH THE TOWN CLERK

<p>Town Clerk Certification: Applicant is a registered voter: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><u>[Signature]</u> Name of Town Clerk</p>	<p>This application will remain on file in the Town Clerk's Office for 364 days from the date received. Application Termination Date: <u>7.12.2017</u></p>
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Date Received by Board of Selectmen

Date Received by Town Clerk



Beautification Committee				
	First	Last	Position	Term End
1	MB 7/5/16			12/31/17
2	John	Krajovic		12/31/17
3	Frank	Vasello		12/31/16
4	Anika	Costa	Vice Chair	12/31/18
5	Bill	Docker	Chair	12/31/17
Alt	Allan	MacKinnon		12/31/18

⊗ To
(Reg.)

⊗ From
(Alt.)

Loretta Dougherty

From: Doug Johnstone
Sent: Monday, July 18, 2016 12:58 PM
To: David Panagore; David Gardner
Cc: Loretta Dougherty; bdocker@comcast.net
Subject: MacKinnon Application to Beautification Committee
Attachments: be.xls; MacKinnon Application.pdf

FYI – Current Beautification Committee alternate member Allan MacKinnon is requesting to move to the regular member vacancy created by the recent resignation of member Mark Boucher. The Selectmen have the authority to appoint this regular member vacancy should they choose to do so. Please consider adding his application of the Selectmen’s consideration at their next available meeting.

Allan’s application is attached, along with a current Beautification Committee roster for reference, if needed.

Thank you.
dj

July 5, 2016

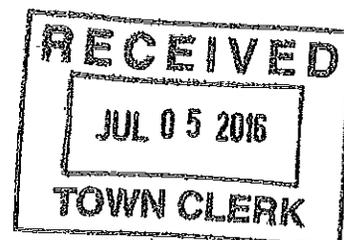
Dear Doug,

I will unfortunately be resigning as a member of the Provincetown Beautification Committee. Between now working full-time, caring for aging parents, and several other commitments that I've taken on I feel that I will not have the time, energy or enthusiasm to continue as a member of the Committee.

All the Best,

A handwritten signature in black ink, appearing to read 'Mark Boucher', written over a horizontal line.

Mark Boucher





Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

1

PUBLIC HEARING

None

Requested by: Board of Selectmen

Action Sought: Discussion/Approval

Proposed Motion(s)

None.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

2

PUBLIC STATEMENTS

Requested by: Board of Selectmen

Action Sought: Open

Proposed Motion(s)

Three (3) minutes maximum. Selectmen do not respond during Public Statements.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

3

SELECTMEN'S STATEMENTS

Requested by: Town Manager David B. Panagore

Action Sought: Discussion

Proposed Motion(s)

Motions may be made and votes may be taken.

Erik Yingling

Tom Donegan

Cheryl Andrews

Robert Anthony

Raphael Richter

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

4A

PRESENTATION

Cape Cod Commission – Outer Cape Bicycle & Pedestrian Master Plan Update

Requested by: CCC Planners Martha Hevenor & Sarah Korjeff

Action Sought: Update

Proposed Motion(s)

Discussion dependent. Votes may be taken.

Additional Information

See memorandum from Outer Cape Bicycle & Pedestrian Master Plan Steering Committee Cape Cod Commission Planner Sarah Korjeff with attachments. There will also be a brief PowerPoint presentation.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



CAPE COD
COMMISSION

Memorandum



DATE: July 15, 2016

TO: Provincetown Board of Selectmen

FROM: Sarah Korjeff, CCC Planner;
Outer Cape Bicycle and Pedestrian Master Plan Steering Committee

RE: Outer Cape Bicycle and Pedestrian Master Plan Update

Representatives of the Outer Cape Bicycle and Pedestrian Master Plan Steering Committee look forward to meeting with the Provincetown Board of Selectmen to provide an update on the plan.

Our main objectives for the meeting are to inform you of the recommended primary (spine) route from Wellfleet to Provincetown and to get your agreement on secondary route priorities in your town. In preparation for the meeting, we have attached draft maps (two-sided) showing the proposed primary and secondary routes, plus a list of the proposed secondary routes in Provincetown. This list was compiled with input from the town's Bicycle Committee, town staff members, and comments received at several public workshops. We also hope to answer any questions you might have.

Information about the plan's development, including a Draft Alternatives Report, is available at:

<http://www.capecodcommission.org/ocbpmpl>

DRAFT FOR DISCUSSION PURPOSES 6/15/16

TABLE OF SECONDARY ROUTES

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
PROVINCETOWN						
Race Point Road	Transfer Station – Route 6	0.22 mile	4' shoulders	Town of Provincetown MassDOT		Shoulders or bike lane could be located in ROW.
Shank Painter Road	Bradford Street – Route 6	0.53 mile	5' bike lane	Town of Provincetown	-	* Town is working on plan for Shank Painter Road improvements – accommodation type to be determined.
Bradford Street	Commercial Street split to Conwell Street	1.15 miles	Share the road & 4' climbing lane*	Town of Provincetown	-	Climbing lane on uphill, share the road on downhill.
Moors Road (Province Lands Road)	Commercial Street to Bradford Street extension	0.22	5' bike lane	MassDOT	-	Join existing bike lane
Snail Road	Commercial St-Route 6	0.25	5' bike lane	MassDOT	-	Connector to Route 6A, Route 6, and RR bed.
Commercial Street	Standish Street – west end rotary	1.2 miles	Share the road	Town of Provincetown	-	
Bradford Street	Conwell Street – Prince Street	0.4 mile	Share the road, with climbing lane Winslow to Prince	Town of Provincetown	-	

DRAFT FOR DISCUSSION PURPOSES 6/15/16

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
Bradford Street	Prince Street – Moors Road	1 mile	4' bike lane	Town of Provincetown	-	
Commercial Street	From Shore Road/town line to Macmillan Wharf (Standish Street)	2.2 miles	Share the road	MassDOT & Town of Provincetown		

DRAFT



June 15, 2016 Public Workshop
Truro Community Center

View the entire
Alternatives Development Report at:
[www.capecodcommission.org/initiatives/
outercapebikepedplan](http://www.capecodcommission.org/initiatives/outercapebikepedplan)

-  Destinations
-  Bike/Multiuse Paths
-  Bike Lane
-  Recommended Primary Route - Long Term
-  Recommended Primary Route - Interim
-  Recommended Secondary Routes



Recommended Primary and Secondary Routes: Outer Cape Bicycle and Pedestrian Master Plan

Data collected September 2014

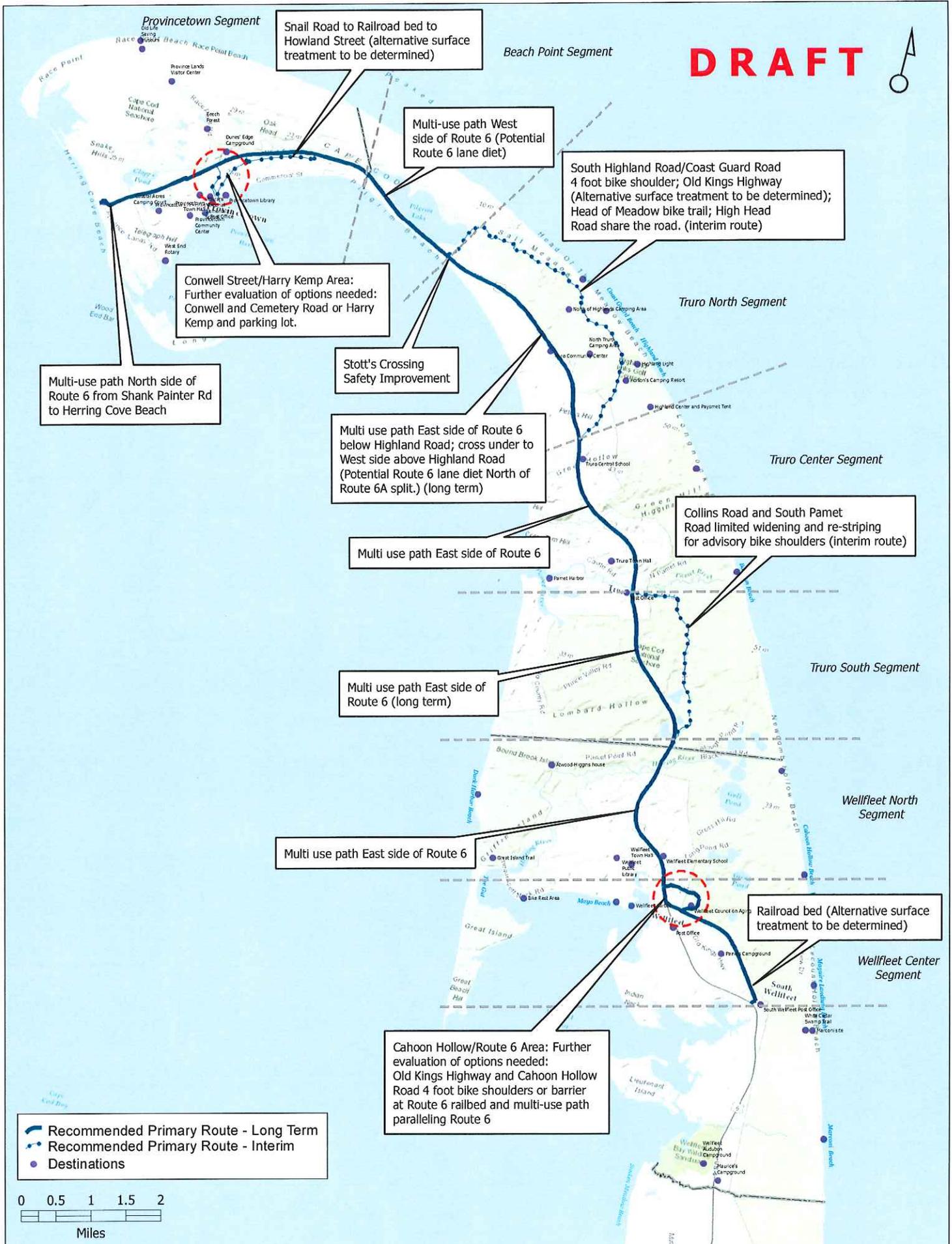
The information depicted on these maps is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel level analysis. It should not substitute for actual on-site survey, or supersede local research.

User: heather.comier
Date: 5/24/2016



H

DRAFT



Recommended Primary Route: Outer Cape Bicycle and Pedestrian Master Plan

Data collected September 2014

The information depicted on these maps is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel level analysis. It should not substitute for actual on-site survey, or supervised field research.

User: heather.cornier
Date: 5/20/2016



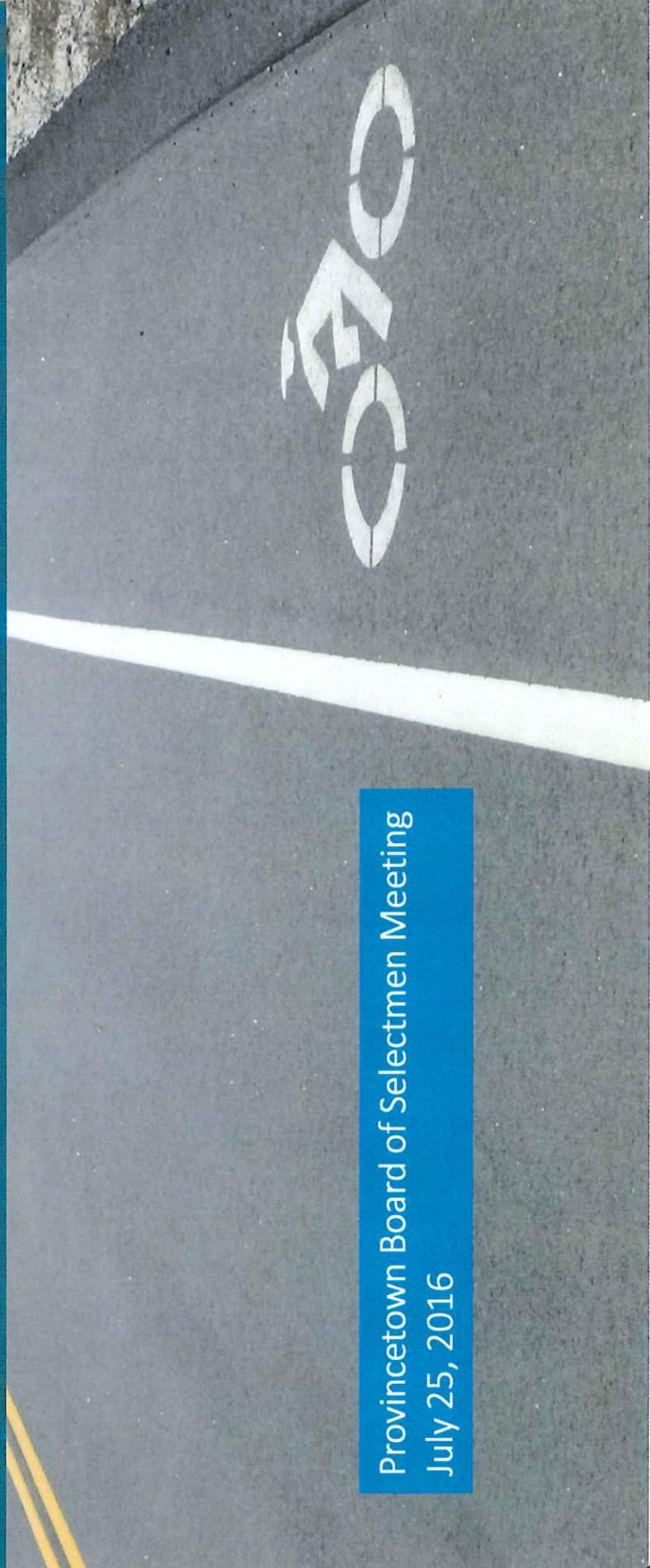
PowerPoint Presentation

Outer Cape Bicycle & Pedestrian Master Plan



CAPE COD
COMMISSION

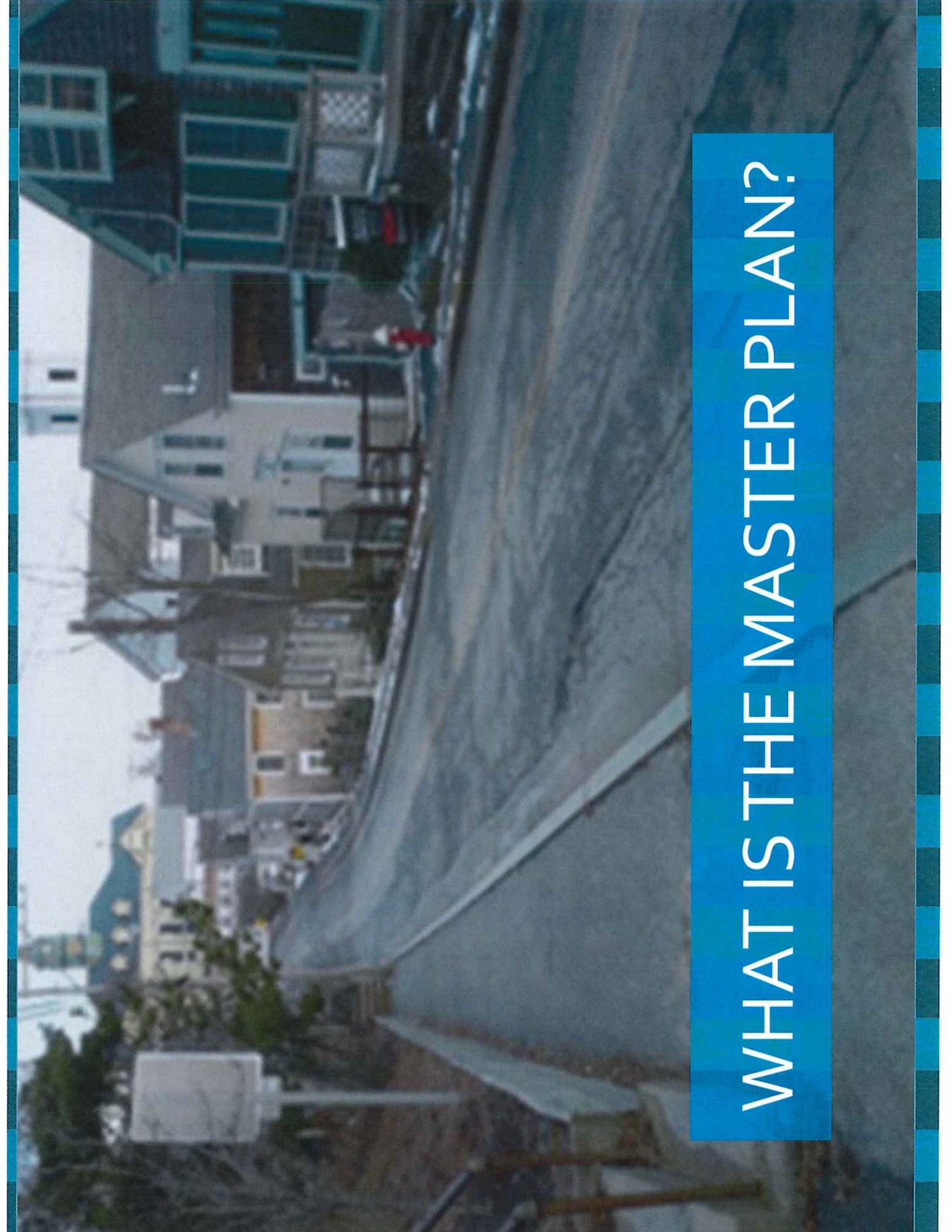
Provincetown Board of Selectmen Meeting
July 25, 2016



TONIGHT'S DISCUSSION

Master Plan Update

- ❖ Project Background
- ❖ Recommended Primary Route
- ❖ Provincetown Secondary Routes



WHAT IS THE MASTER PLAN?

A comprehensive plan to provide bike/ped connections between Provincetown, Truro, and Wellfleet and to destinations within each town and in the National Seashore.

Guided by a Steering Committee of Town reps, staffed by CCC & NPS

PUBLIC INPUT –
Project website
& workshops

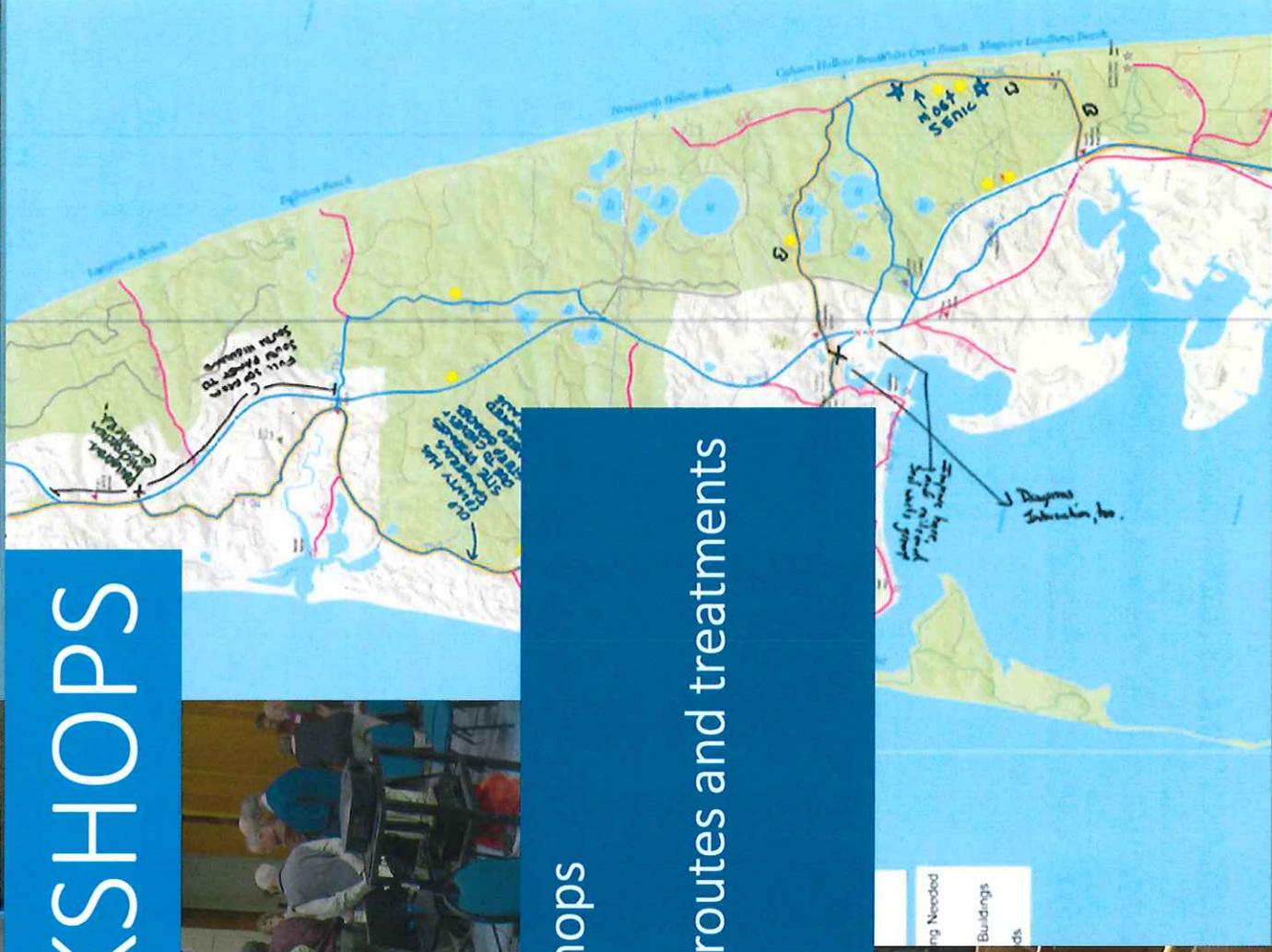
Result: Recommended Primary /spine route plus a list of bike/ped projects in each town to implement

PUBLIC WORKSHOPS



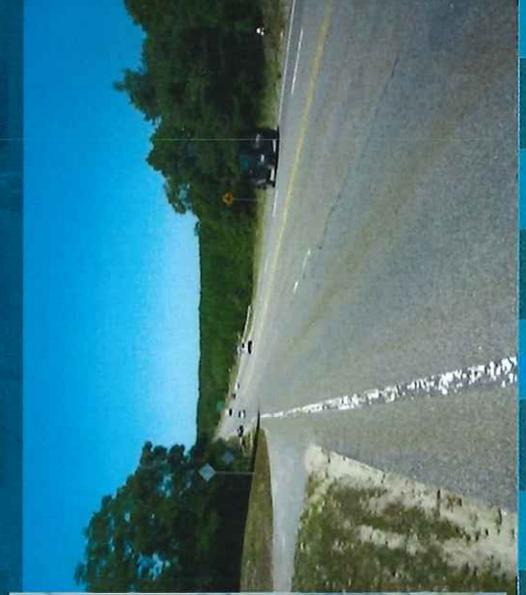
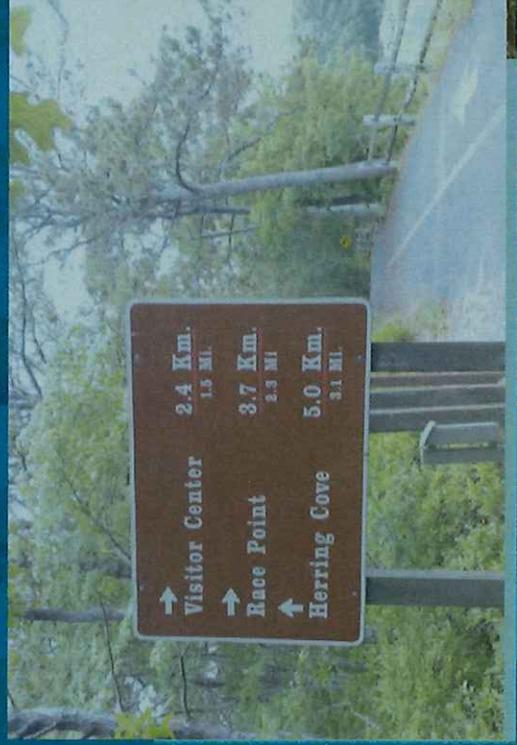
4 Public Workshops

- Series of mapping exercises
- Attendees identified preferred routes and treatments
- Hazard locations



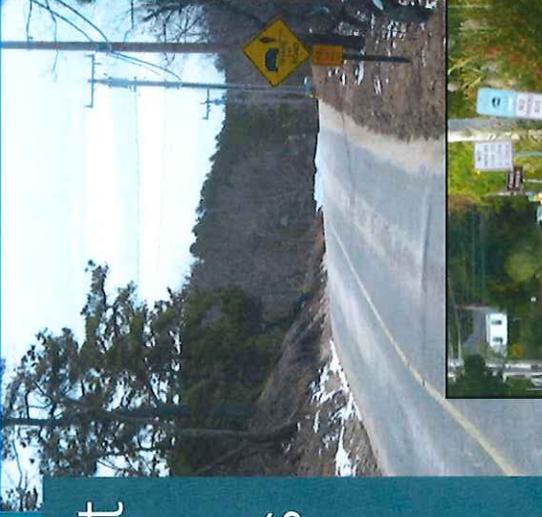
OTHER INPUT/MEETINGS

- Consulted with MassDOT
- Consulted with bike/ped committee in each town
- Met with staff members (DPW, police, conservation, etc.) in each town
- Met with Steering Committee almost monthly Sept 2014 – May 2016.



PLAN STATUS

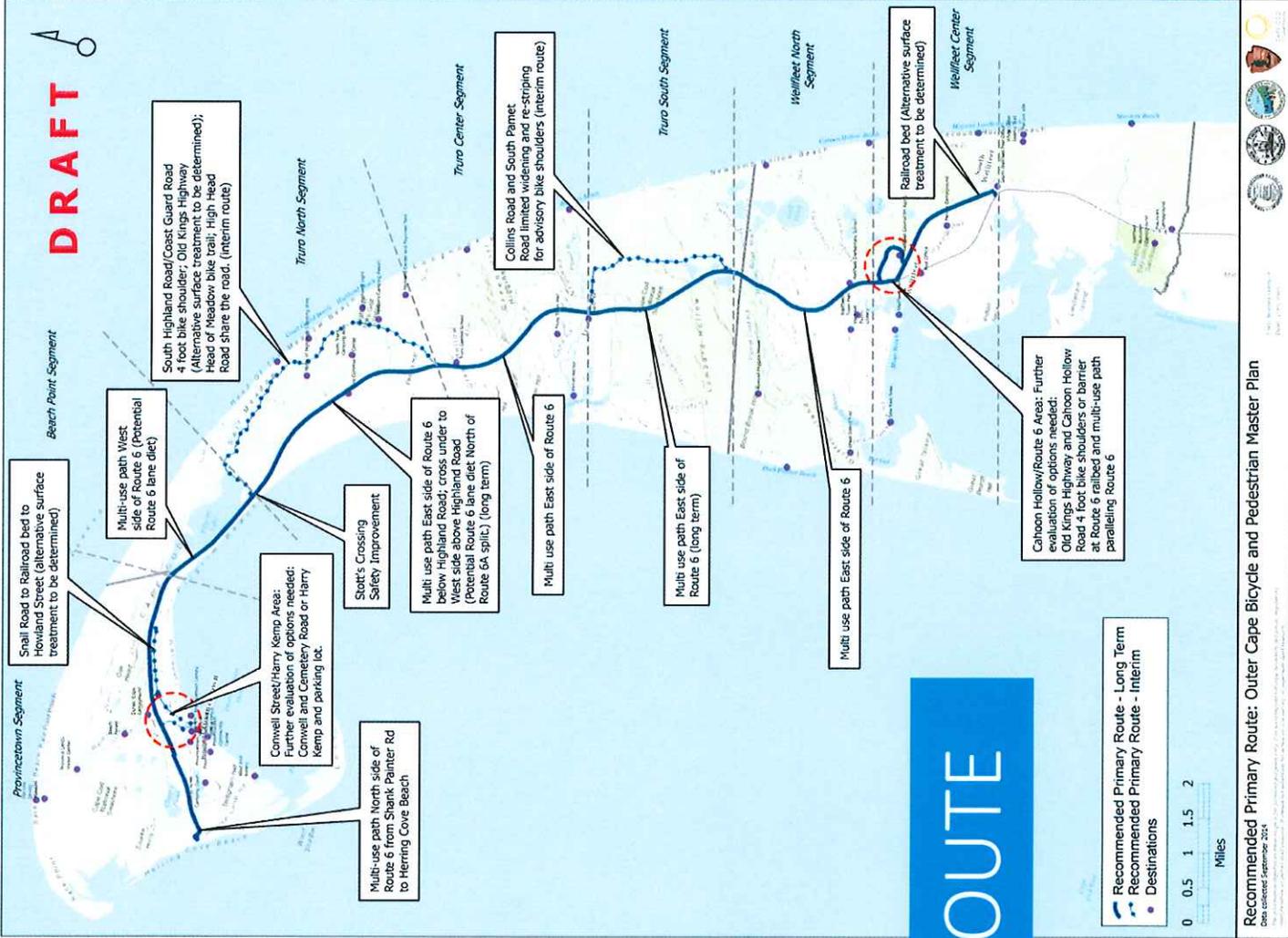
- June 2016: Alternatives Development Report/Draft Master Plan
- Summer 2016: Meetings with Boards of Selectmen
- Revise and update draft Master Plan
- September: Complete Master Plan!
- Work with federal and state partners to secure funding.





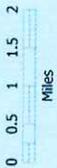
RECOMMENDATIONS

DRAFT



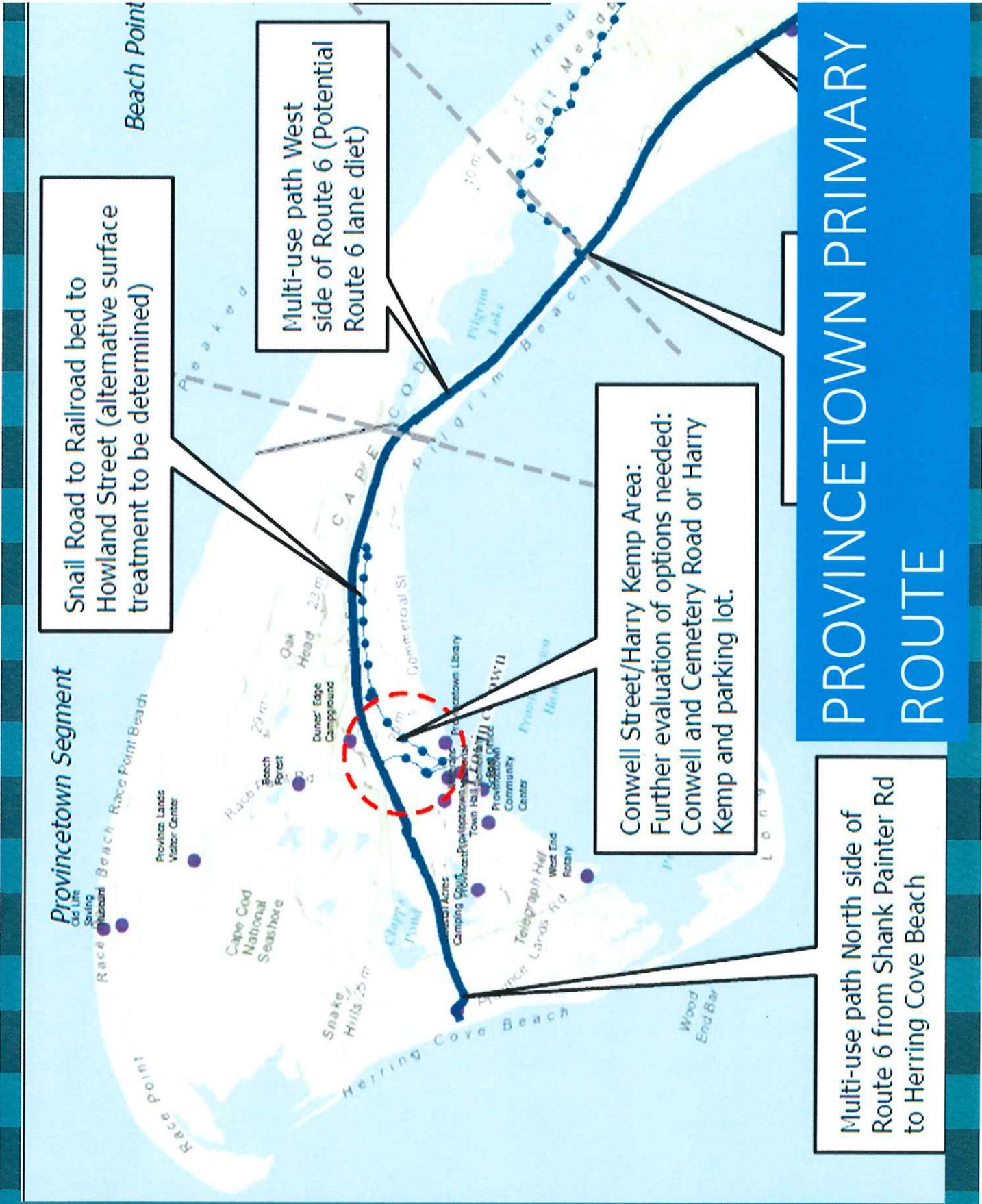
PRIMARY ROUTE

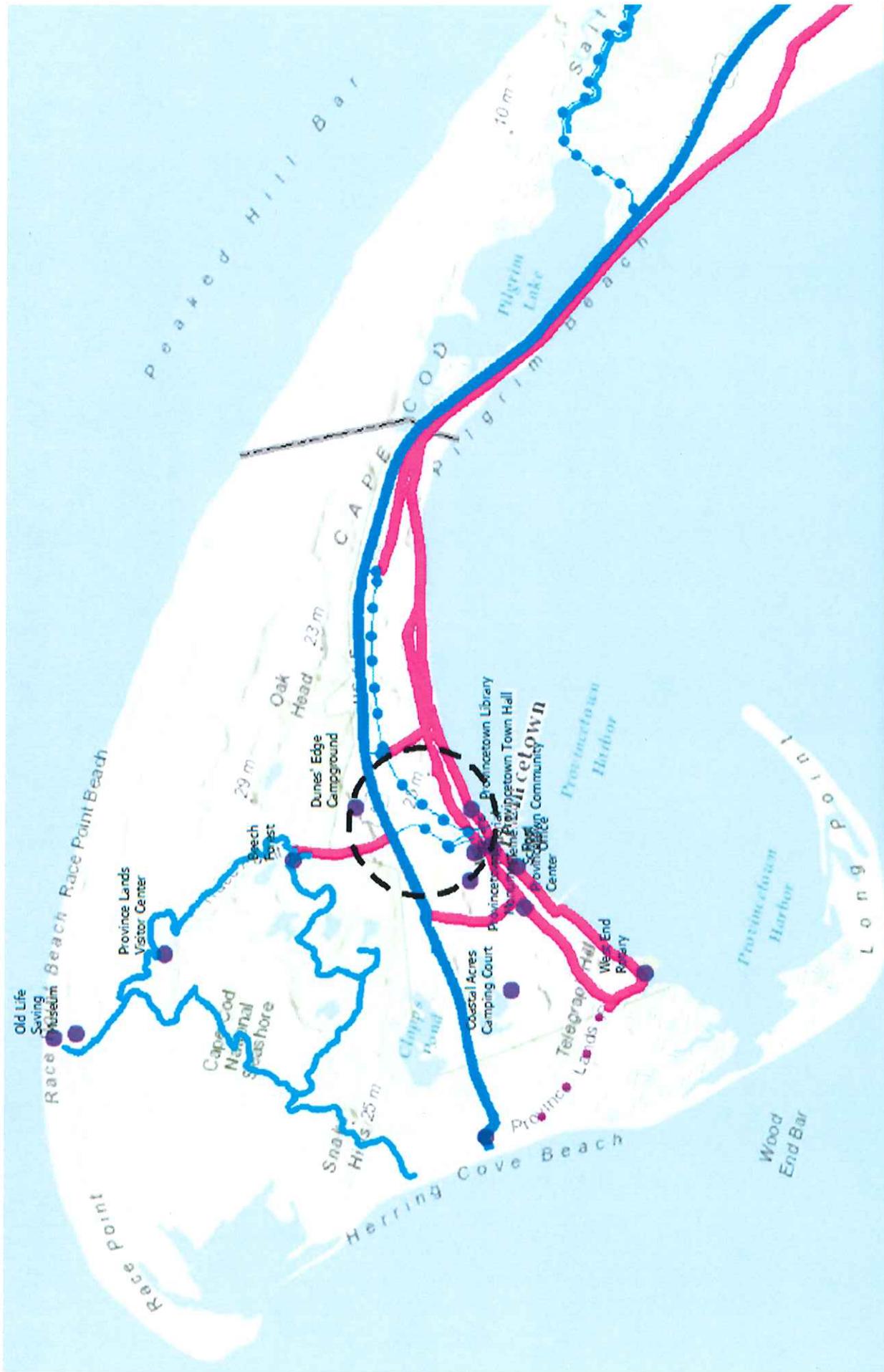
- Recommended Primary Route - Long Term
- Recommended Primary Route - Interim
- Destinations



Recommended Primary Route: Outer Cape Bicycle and Pedestrian Master Plan







PROVINCETOWN ROUTES



TABLE OF SECONDARY ROUTES

Road or Trail Name	Location (south-north)	Route Length	Suggested Accommodation	Road/Land Owner(s)	Length inside NPS boundary	Additional Description
PROVINCETOWN						
Race Point Road	Transfer Station – Route 6	0.22 mile	4' shoulders	Town of Provincetown MassDOT		Shoulders or bike lane could be located in ROW.
Shank Painter Road	Bradford Street – Route 6	0.53 mile	5' bike lane	Town of Provincetown	-	• Town is working on plan for Shank Painter Road improvements – accommodation type to be determined.
Bradford Street	Commercial Streets split to Conwell Street	1.15 miles	Share the road & 4' climbing lane*	Town of Provincetown	-	Climbing lane on uphill, share the road on downhill.
Moors Road (Province Lands Road)	Commercial Street to Bradford Street extension	0.22	5' bike lane	MassDOT	-	Join existing bike lane
Snail Road	Commercial St-Route 6	0.25	5' bike lane	MassDOT	-	Connector to Route 6A, Route 6, and RR bed.
Commercial Street	Standish Street – west end rotary	1.2 miles	Share the road	Town of Provincetown	-	
Bradford Street	Conwell Street – Prince Street	0.4 mile	Share the road, with climbing lane Winslow to Prince	Town of Provincetown	-	
Bradford Street	Prince Street – Moors Road	1 mile	4' bike lane	Town of Provincetown	-	
Commercial Street	From Shore Road/town line to Macmillan Wharf (Standish Street)	2.2 miles	Share the road	MassDOT & Town of Provincetown		

ISSUES NEEDING FURTHER EVALUATION



1. Alternative Surface Treatments
2. Possible Route 6 Lane Diet
3. Challenging Areas –
 - Cahoon Hollow/Route 6 area in Wellfleet
 - South Pamet Road/Collins Road in Truro
4. Route 6 Crossings
5. Physical Constraints along Route 6

Project website:

capecodcommission.org/ocbpmmp

PROJECT INFORMATION & UPDATES

Email: ocbpmmp@capecodcommission.org





Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

5

BOARD OF SELECTMEN APPOINTMENT

Requested by: Town Clerk Doug Johnstone

Action Sought: **Approval**

Proposed Motion(s)

None.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6A

COMMUNITY DEVELOPMENT PARTNERSHIP

26 Alden Street Affordable Units (Grace Gouveia Building)

Requested by: Chairman Raphael W. Richter

Action sought: Discussion

Proposed Motion(s)

Discussion Dependent. Votes may be taken.

Additional Information

See attached email and letter from CDP Executive Director Jay Coburn.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

From: Jay Coburn [mailto:jay@capecdp.org]

Sent: Tuesday, July 19, 2016 3:15 PM

To: Raphael Richter

Cc: Cheryl Andrews; Tom Donegan; Robert Anthony; Erik Yingling; David Panagore; Michelle Jarusiewicz

Subject: 26 Alden Street Affordable Units

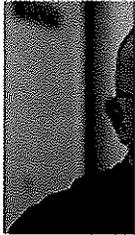
Raphael:

See the attached regarding the CDP's purchase of the three affordable units at 26 Alden Street (Grace Gouveia Building).

Happy to discuss further in person or over the phone.

Jay

Check out



Jay Coburn
Executive Director, CDP

Jay Coburn
Executive Director
Community Development Partnership
O (508) 240-7873 x16 M (508) 237-3021
Capecdp.org



community development partnership

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"Statement of
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and may

not the addressee, note that any disclosure, photocopying, distribution or use of the contents of this email is prohibited. If you have received this e-mail in error, please contact the sender immediately and delete the material from any computer."

*Confidentiality: This email is intended
person or entity to which it is addressed
contain confidential information. If you are*



community development partnership

19 July, 2016

Raphael Richter
Chairman, Board of Selectmen
Town of Provincetown
260 Commercial Street
Provincetown, MA 02657

Dear Mr. Chairman:

I am writing to inform you and the Town of Provincetown that the Lower Cape Cod Community Development Corporation d/b/a the Community Development Partnership (CDP) has been unable to negotiate a purchase and sale agreement with 26 Alden Street, LLC. I regret that we will not be purchasing the three affordable rental units at the property formerly known as the Grace Gouveia Building.

For over two years, we have worked closely with the developers, New Boston Ventures/26 Alden Street LLC, and the Town to create three affordable rental homes as part of the redevelopment of the Grace Gouveia Building. In the course of preparing to close on the purchase of the three units, our attorney Bonnie-Jean Nunheimer of LaTanzi, Spaulding & Landreth in Orleans, identified several defects in the title to the property. These title defects were also of concern to the Cape Cod Five Cents Savings Bank and the Five has declined to finance purchases of the units. While all of the market rate units have been purchased, those units were financed by off-Cape lenders.

The greatest risk to the CDP in owning these units is the financial health of the condominium association. The viability of the condo association could be negatively affected should unit owners have difficulty selling market rate units. The very tight operating budgets for the affordable units can't absorb special assessments or deficits in the Condo Association's budget. The CDP's Board of Directors was not willing to acquire the units unless there was clear title.

This past spring, Alden Street, LLC agreed to take action to quiet title. On April 27, 2016, Marc LaCasse, the seller's attorney, submitted a purchase & sale agreement (P&S) for the CDP Board's Approval. The draft P&S committed the seller to clear the defects to the title prior to closing on the three affordable units and was approved by the CDP Board on April 28th. The CDP sent a signed P&S and a deposit check for \$5,000 to the seller on May 11th. On July 6th the check and unsigned P&S were returned to the CDP with no explanation as to why the seller was no longer agreeing to take action to quiet the title.

3 Main Street Mercantile, Unit 7, Eastham, MA 02642 ph: 508.240.7873 | 800.220.6202 fx: 508.240.5085

contact@capecdp.org www.capecdp.org www.facebook.com/capecdp

Brewster • Chatham • Eastham • Harwich • Orleans • Provincetown • Truro • Wellfleet

Coburn to Richter – July 19, 2017
Page 2.

Currently, the three affordable units are occupied by three individuals as a result of a lottery conducted by the CDP in November. The CDP has been managing the affordable units under a management agreement with 26 Alden Street, LLC. Once another buyer has purchased the units, we will transfer management to the new owners.

On behalf of the Board of Directors of the CDP, I want to thank the Town for so generously supporting the creation of these three affordable units. The CDP is committed to addressing the affordable housing crisis on the Lower Cape and we welcome future opportunities to work with you and the Town of Provincetown.

Sincerely,



Jay Coburn
Executive Director
Community Development Partnership

Cheryl Andrews, Select Board Member
Robert Anthony, Select Board Member
Tom Donegan, Select Board Member
Erik Yingling, Select Board Member
David Panagore, Town Manager
Michelle Jarusiewicz, Community Housing Specialist & Grant Administrator



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6B

MEDICAL MARIJUANA DISPENSING FACILITY

Letter of Support or Non-opposition

Requested by: Heal, Inc.

Action Sought: Discussion

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve a letter to the Department of Public Health in support and non-opposition to allow Heal, Inc. to operate a Registered Marijuana Dispensary (RMD) located at 94 Harry Kemp Way in the Town of Provincetown [as presented] [as revised].

Additional Information

See attached draft letter.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

 **SCHLESINGER AND
BUCHBINDER, LLP**
ATTORNEYS AT LAW
1200 WALNUT STREET
NEWTON, MASSACHUSETTS 02461-1267

STEPHEN J. BUCHBINDER
ALAN J. SCHLESINGER
LEONARD M. DAVIDSON
A. MIRIAM JAFFE
SHERMAN H. STARR, JR.
JUDITH L. MELIDEO-PREBLE
BARBARA D. DALLIS
PAUL N. BELL
KATHERINE BRAUCHER ADAMS
FRANKLIN J. SCHWARZER
RACHAEL C. CARVER

TELEPHONE (617) 965-3500
FACSIMILE (617) 965-6824
OF COUNSEL
ROBIN GORENBERG

E-Mail: kadams@sab-law.com

MEMORANDUM

To: Mr. Raphael W. Richter, Chairman
Provincetown Board of Selectmen
Mr. Erik P. Yingling, Vice Chair
Mr. Robert Anthony
Mr. Thomas Donegan
Dr. Cheryl Andrews
David Panagore, Town Manager
David Gardner, Assistant Town Manager

cc: Ms. Gloria McPherson, Town Planner

From: Katherine Braucher Adams, Esquire

Re: Heal, Inc./94 Harry Kemp Way
Request for Letter of Support or Non-Opposition for Registered Marijuana Dispensary

Date: July 21, 2016

Heal, Inc. ("Heal") is one of a number of organizations which are engaged in the application process to the Massachusetts Department of Public Health ("DPH") seeking licenses to operate registered marijuana dispensaries ("RMDs") in the Commonwealth. Heal is requesting that the Provincetown Board of Selectman vote to prepare a letter of support or non-opposition to accompany Heal's application to the DPH.

Background and Application Process

In November of 2012, Massachusetts voters (including 85% of Provincetown voters) approved the initiative petition that became the law entitled "Law for the Humanitarian Medical Use of Marijuana" (MA ST 94V App. §1-1; "the Act"), and the DPH subsequently enacted the Act's implementing regulations (105

SCHLESINGER AND BUCHBINDER, LLP

Memorandum
July 21, 2016

Page 2

CMR 725,¹ “the regulations”). In Massachusetts, RMDs are required to be “vertically integrated”, which means RMDs grow and process their own marijuana, with limited exceptions, rather than purchasing marijuana from a supplier. RMDs may elect to have separate retail and cultivation facilities, or they may “co-locate”, which means they cultivate, process, and conduct retail sales at the same location.

Municipal Role

The DPH has mandated that applicants must submit a letter of support or non-opposition from the community or communities where it intends to locate its dispensary site and/or cultivation facility. This letter would accompany an applicant’s *Siting Profile*, (one of several required application phases) and could come from either the Chief Executive Officer of the municipality or the Board of Selectman. The letter must state that the proposed RMD facility is located in a zoning district which allows such use by either right or pursuant to the local permitting process.

Once the applicant submits the *Siting Profile* to the DPH, it would then return to the host municipality to apply for a special permit for operational purposes (provided that such a process is mandated in the local zoning by-laws, as is the case in Provincetown).

The Heal Team

Heal is organized as a non-profit entity pursuant to Massachusetts General Laws chapter 180. It is governed by a four person board. All of the board members are longtime Massachusetts residents. Heal is entirely self-funded, and the board therefore does not answer to any outside investors. The board consists of the following individuals, each of whom is also a director:

Alex Oliphant

Alex Oliphant is the President and CEO of Heal. Alex owns and operates the Dog Scoop in West Newton, a care and grooming operation for dogs which has won the Best of Boston award twice. Alex is also a former Marine and a veteran of the Gulf War.

James Bonaccorsi

Jim is the CFO and Treasurer of Heal and is a self-employed financial advisor in Dedham. He provides strategic investment and tax advice to individuals and businesses, and manages a portfolio in excess

¹ The text of the regulations, as well as the application forms and numerous FAQs and diagrams about the application process, can be found at this website: <http://www.mass.gov/cohhs/gov/departments/dph/programs/hcq/medical-marijuana/rmd-application-process.html> . Also, please see attached document entitled “RMD Application Process Overview.”

2

SCHLESINGER AND BUCHBINDER, LLP

Memorandum
July 21, 2016

Page 3

of \$200 million dollars. Jim spends a good deal of time in Provincetown and owns property on Franklin Street.

Gary Einsidler

Gary is the COO of Heal, Inc. Gary owns and operates Tremont Drug, an independent pharmacy located in Boston's South End. Gary is a pharmacist as well as the store manager and has over thirty years of experience dispensing medication to patients. He is also an adjunct professor at the Massachusetts College of Pharmacy.

Patricia Faass

Trish will be overseeing the build-out of the RMD facilities and serving as the General Manager of the RMDs. Trish is currently an information technology specialist at Live Nation, and her background includes an MBA and a degree in Chemistry. Trish owned a home in Provincetown for many years, and currently rents on Bradford Street every summer.

Consultants and Contractors

Mary Ann Walsh

Mary Ann Walsh is a government relations strategist who assists the company in navigating the DPH application process and in locating suitable sites for an RMD facility.

Netwatch

Netwatch designs and implements security at RMD facilities. Netwatch was established in 2003 and deploys advanced video processing technologies to monitor and protect properties. Netwatch presently provides security for fifteen dispensary and cultivation sites and dispensaries, seven of which are in Massachusetts.

4Front Advisors

4Front Advisors is a national consulting firm which is assisting the company in preparing its application to the DPH. 4Front will also help the company develop responsible practices for the dispensing of medical marijuana. 4Front's operating procedures have been used in over sixty dispensary sites around the country, and are extremely well-respected within the industry.

Schlesinger and Buchbinder, LLP

Schlesinger and Buchbinder, LLP is a law firm which was founded in 1978. Attorneys Stephen Buchbinder and Katherine Braucher Adams represent Heal, and also represent Garden Remedies, one of the

Memorandum
July 21, 2016

Page 4

early RMD applicants. Garden Remedies plans to open its Newton dispensary in late 2016. Steve and Katherine are providing Heal with legal advice and representation.

Heal in Provincetown

Heal seeks to operate two dispensary sites and one cultivation site in the Commonwealth. Heal hopes to operate dispensaries in Provincetown and Sturbridge, and will cultivate and process its product in Warren.

Heal proposes to locate its Provincetown dispensary at 94 Harry Kemp Way. This site is located within the ResB Zone. Pursuant to Section 2240 of Provincetown's use regulations, Medical Marijuana Treatment Centers are allowed by special permit in the ResB zone. The site at 94 Harry Kemp maintains the buffers from schools or daycare centers which are specified in note 19 of Section 2240.

The present use of 94 Harry Kemp Way is as a funeral home, which is owned by the 94 Harry Kemp Way Realty Trust, of which William Gately is a Trustee. William Gately also operates the Gately McHoul Funeral Home. Heal intends to lease space from Mr. Gately, who feels that he does not need the entire premises at 94 Harry Kemp to operate the funeral home. In fact, given the present volume of business at the site, Mr. Gately intends to scale back his operations at this time.

Representatives of Heal met with Assistant Town Manager David Gardner, Town Planner Gloria McPherson, Police Chief James Golden and Permit Coordinator Ellen Battaglini on July 11, 2016. Heal is committed to working with town employees to develop suitable plans for the proposed facility.

Heal's vision for a dispensary in Provincetown would be to design a first-class medical dispensary for its organic, pesticide-free medicinal marijuana. The dispensary would operate similar to other medical offices. Patients would be required to display both a DPH-issued identification card along with a Massachusetts driver's license in order to enter the premises, in accordance with the DPH's regulations. Once inside, patients would meet with a consultant who would recommend the most appropriate course of treatment based upon the patient's diagnosis. Heal is eager to educate patients about the benefits of medical marijuana. Once patients make a least one trip to the dispensary, they would be eligible to have their medication delivered to their homes. Heal believes that the delivery option would be critical to meeting the needs of patients who are infirm or otherwise unable to travel to the dispensary.

Heal's objective would be to hire and train local residents to staff the dispensary operations, and while these are preliminary projections, would hope to hire 6-10 individuals in this capacity. In addition to creating jobs for residents, Heal would hope to bring visitors to the dispensary on a year-round basis. While

X

SCHLESINGER AND BUCHBINDER, LLP

Memorandum
July 21, 2016

Page 5

the dispensary might operate on a reduced-hours basis in the winter, Heal would commit to remaining open and dispensing medicine year-round to the patients in the area who will benefit from medical marijuana.

Heal is committed to developing a safe and secure site. Heal and Netwatch would work with Police Chief Golden and his staff to develop protocols and procedures which make the most sense for Provincetown, including hours of operation, after hours contact information, and access to RMD surveillance operations.

Conclusion

Heal respectfully requests that the Board of Selectmen vote to issue a letter of support or non-opposition for an RMD at 94 Harry Kemp Way. Upon receipt of the same, Heal looks forward to working with stakeholders in town with the objective of requesting a special permit to operate in Provincetown.



Board of Selectmen
Town Hall, 260 Commercial Street
Provincetown, Massachusetts 02657
Telephone (508) 487-7003
Facsimile (508) 487-9560

July 25, 2016 (Draft)

Department of Public Health
Medical Use of Marijuana Program
RMD Applications
99 Chauncy Street, 11th Floor
Boston, MA 02111

Re: Registered Marijuana Dispensary

To Whom It May Concern:

The Provincetown Board of Selectmen does hereby provide support and non-opposition for Heal, Inc., to operate a Registered Marijuana Dispensary in the Town of Provincetown. We have been authorized to provide this letter on behalf of Heal, Inc. by a vote taken at a duly noticed meeting held on Monday, July 25, 2016.

The Provincetown Board of Selectmen has verified with the appropriate local officials that the proposed Registered Marijuana Dispensary facility located at 94 Harry Kemp Way in the Town of Provincetown is in a zoning district that allows such use by right or pursuant to local permitting.

Sincerely,

Raphael W. Richter, Chairman
Provincetown Board of Selectmen

RWR:ljd



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6C

MONTHLY POLICE REPORT FOR JUNE 2016

Requested by: Police Chief Jim Golden

Action sought: Discussion/Approval

Proposed Motion(s)

Discussion Dependent. Votes may be taken.

Additional Information

See attached Police Report.

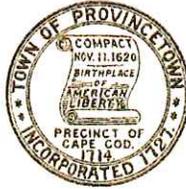
Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

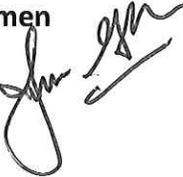
Town of Provincetown

Police Department

James F. Golden
Chief of Police
jgolden@provincetown-ma.gov



26 Shank Painter Road
Provincetown, MA 02657
Phone: (508) 487-1213
Fax: (508) 487-4077
www.provincetown-ma.gov

To Provincetown Board of Selectmen
From Police Chief James F. Golden 
Subject: Police Operational Report
Date: July 15, 2016 (June 2016)

Activity Synopsis

Police activity (daily call volume, arrest and dispatch logs) are maintained and published weekly and archived on our website.

During the period of Wednesday, June 1st through Thursday, June 30th, 2016, the officers of the Provincetown Police Department recorded 1,969 total calls for service. The Police Department tracks every call an Officer is called to, including all self-initiated field activity or (SIFA). As there have been some questions, I have attempted to highlight the distinction for you this month.

The Provincetown Police Department strives to engage in community policing efforts to ensure that our residents and visitors receive quality services and have a safe community in which to live, work and play.

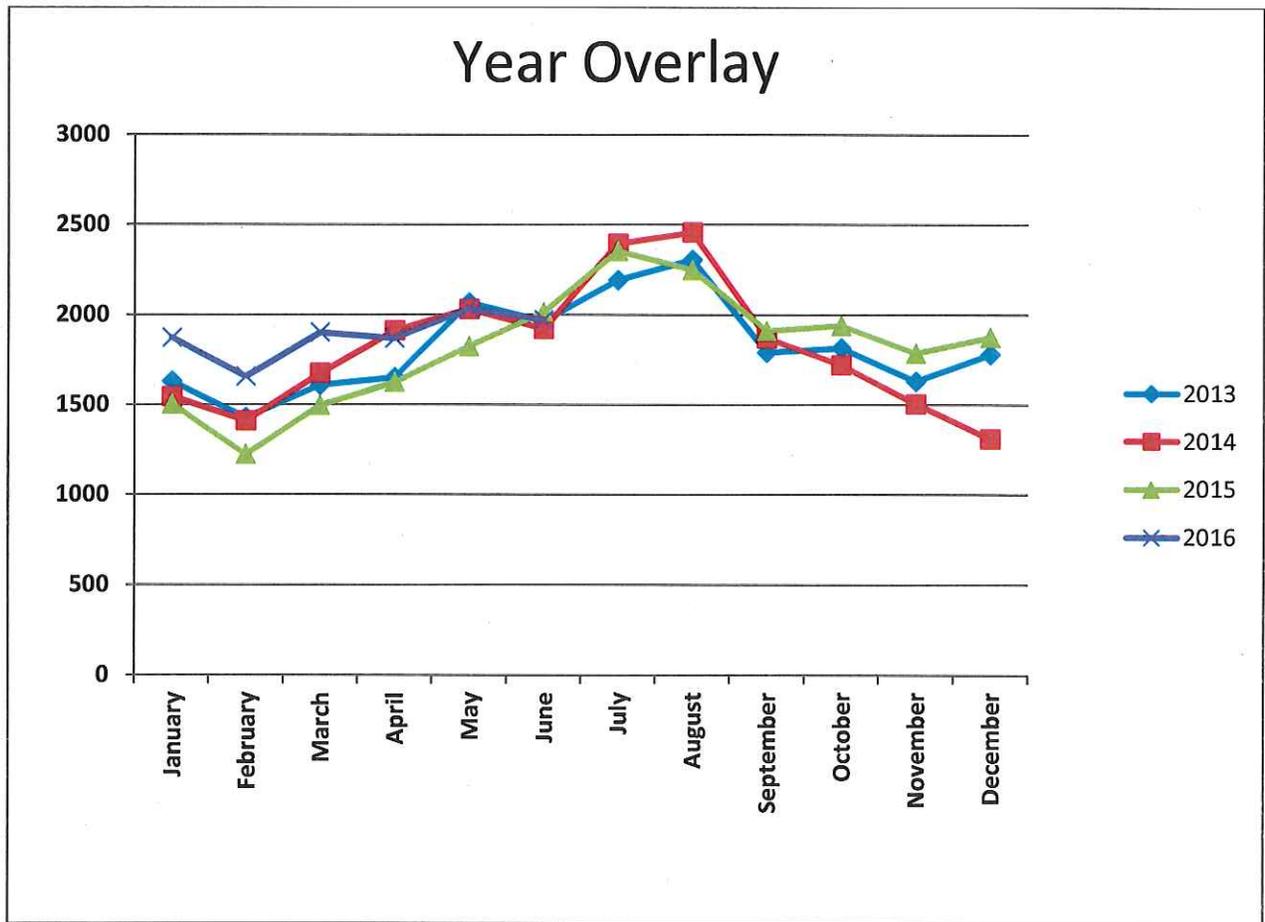
It is no secret that many crimes are crimes of opportunity. The opportunity could be presented as an unsecured business, an unlocked vehicle, or an open door. Many criminals only look for that small opportunity to make someone a victim. To deter these threats, our officers proactively seek out crime and nuisance issues in the community year-round.

During the year, officers consistently check closed town buildings and property to ensure they are secure, walk into open businesses to see if there are any issues, walk through the skate and dog parks to speak with those present, and they also are present at the start and stop of each school day to speak with young adults. The department documents these self-initiated activities that officers engage in during their shift. These SIFA activities can be separated into different categories which all have the same general purpose: prevent and solve crime, increase citizen safety, and encourage officer/citizen interaction. Some of the categories of SIFA fall into the enforcement action section which includes traffic observation and traffic

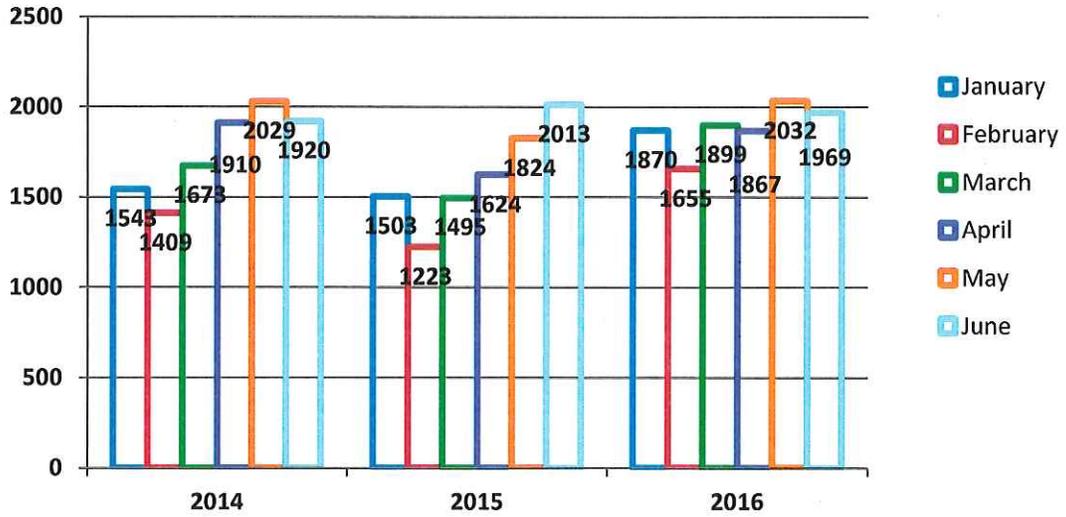
stops. Another category is community security which includes closed town building and property checks, residential vacation checks, public park and green space checks, and foot patrols. Another category would be community interaction which covers park, walk and talks, foot patrol, and certain citizen assist calls.

The response to officer's proactive activity from local businesses and individuals has been positive.

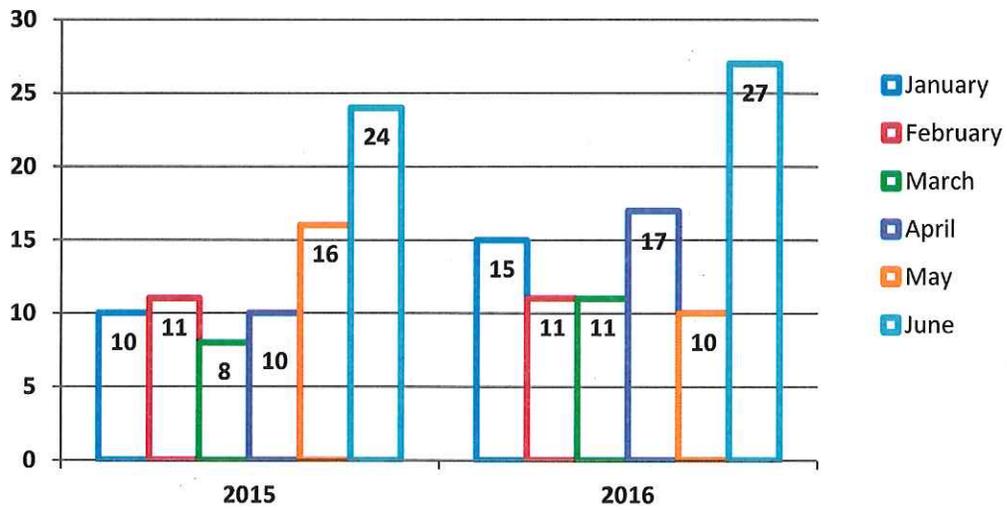
The following outlines recent police activity in brief:



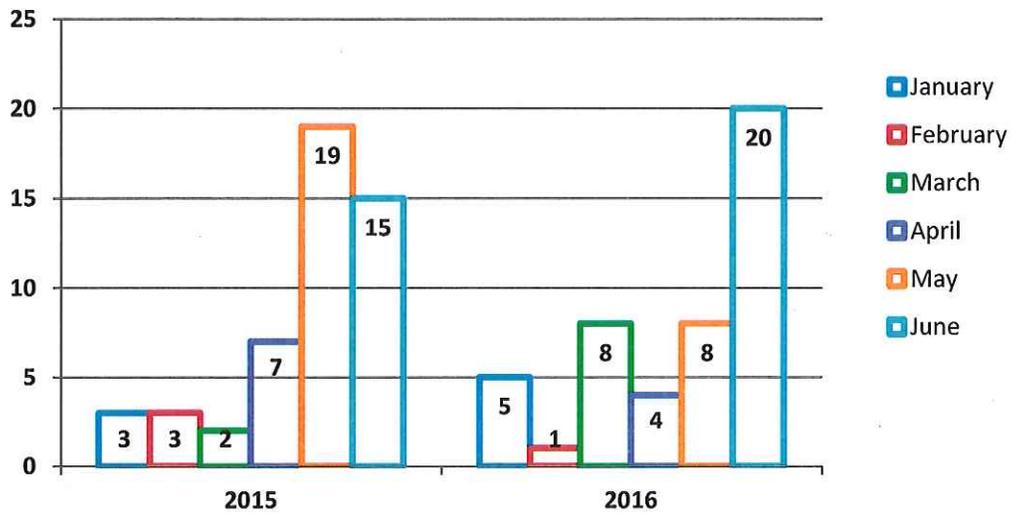
Monthly Calls for Service



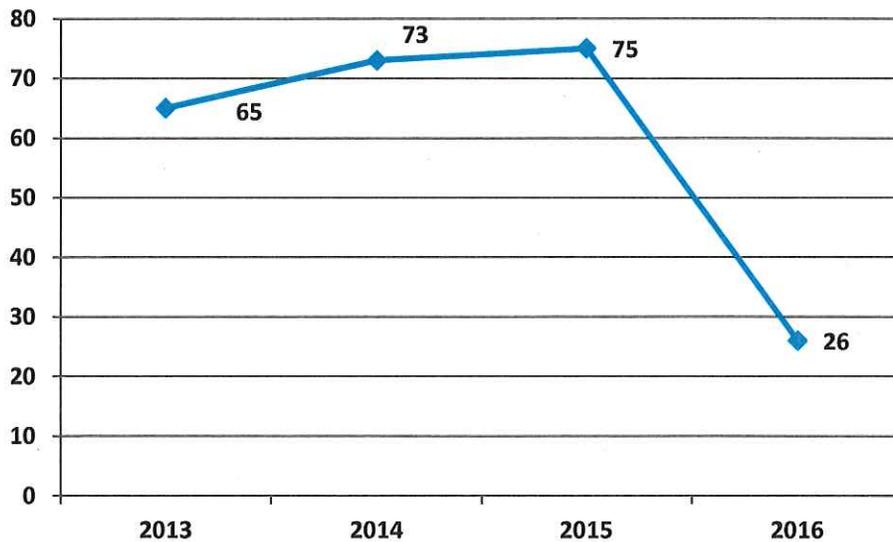
Monthly Arrests



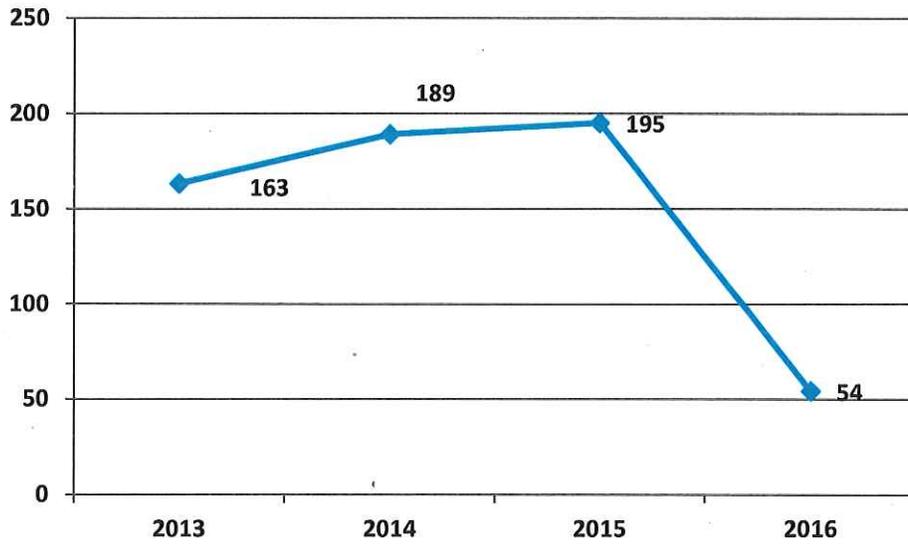
Monthly Protective Custodies



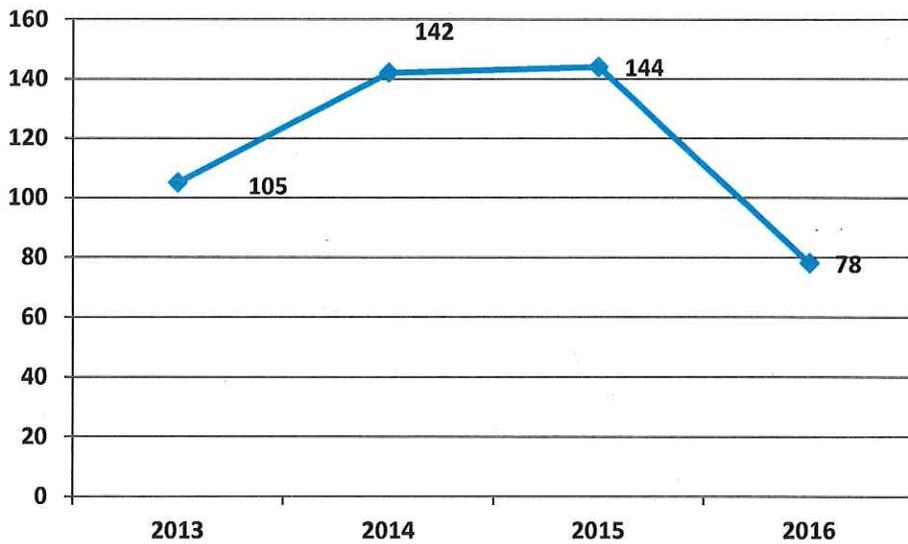
Domestic Calls

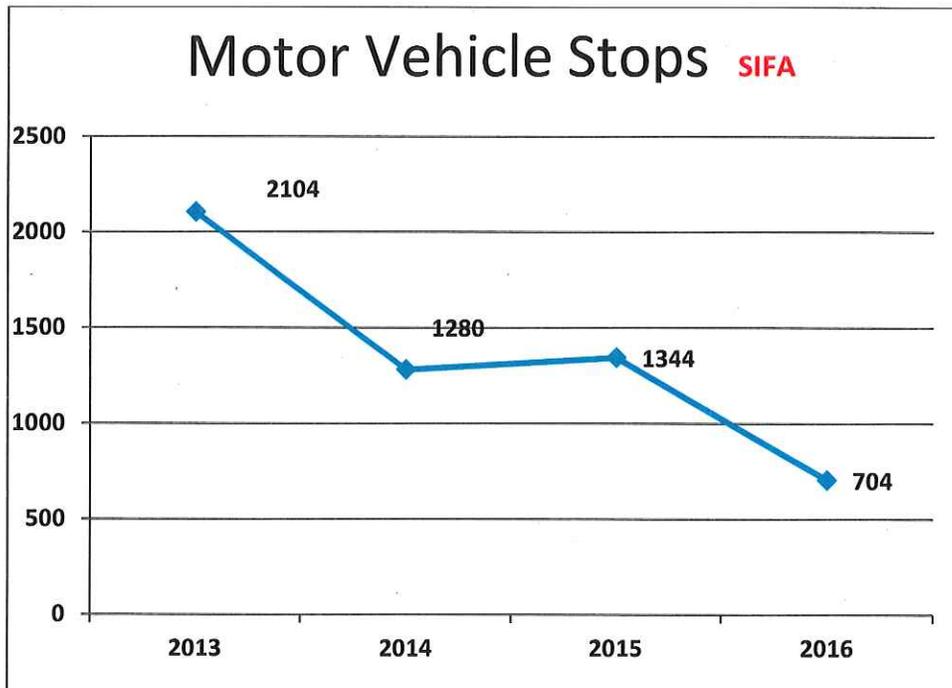
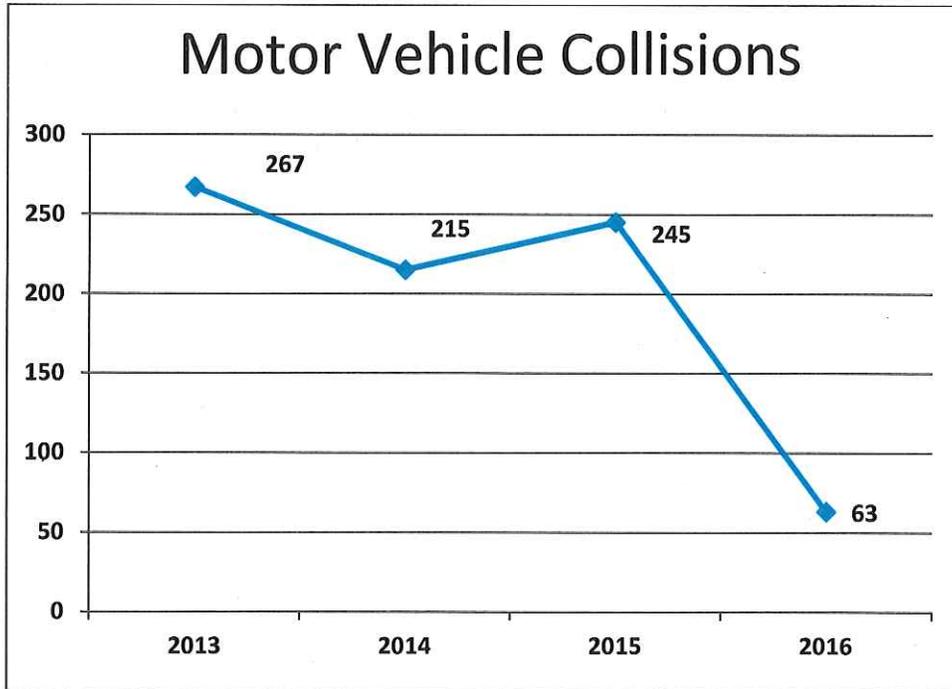


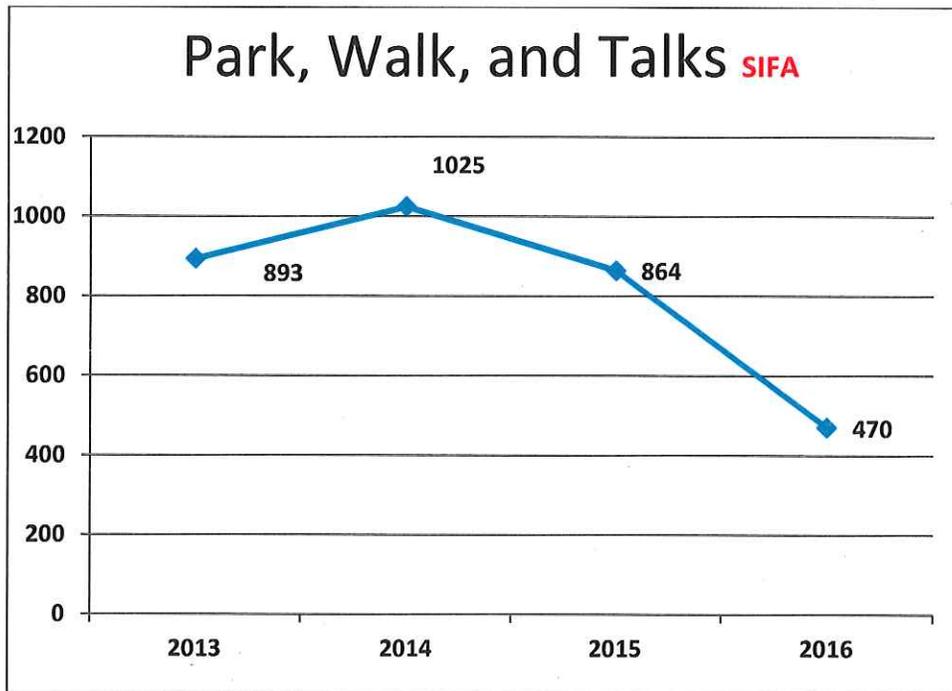
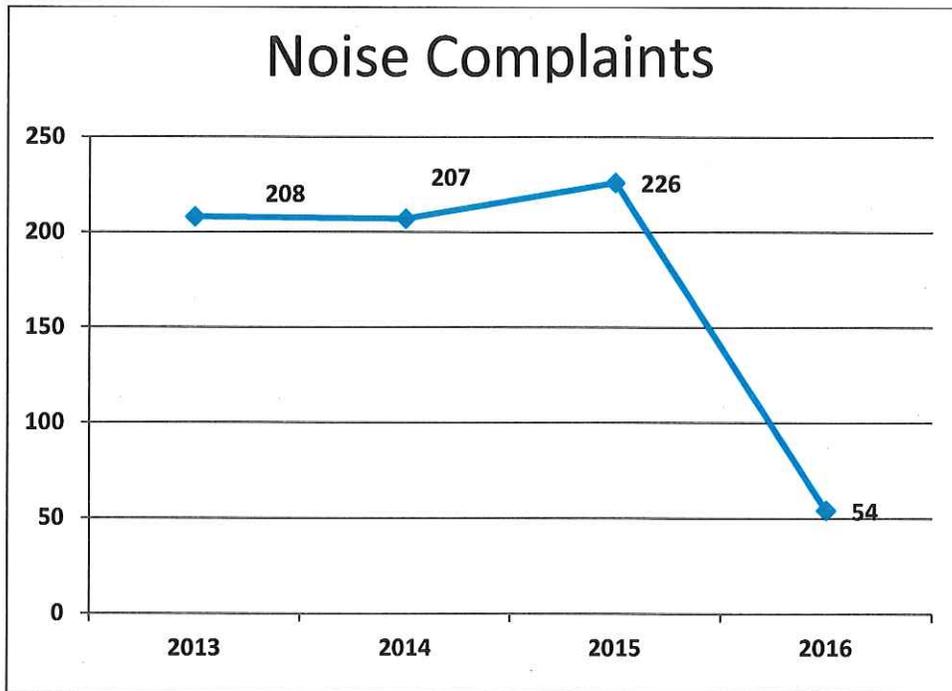
Intoxicated Person Calls



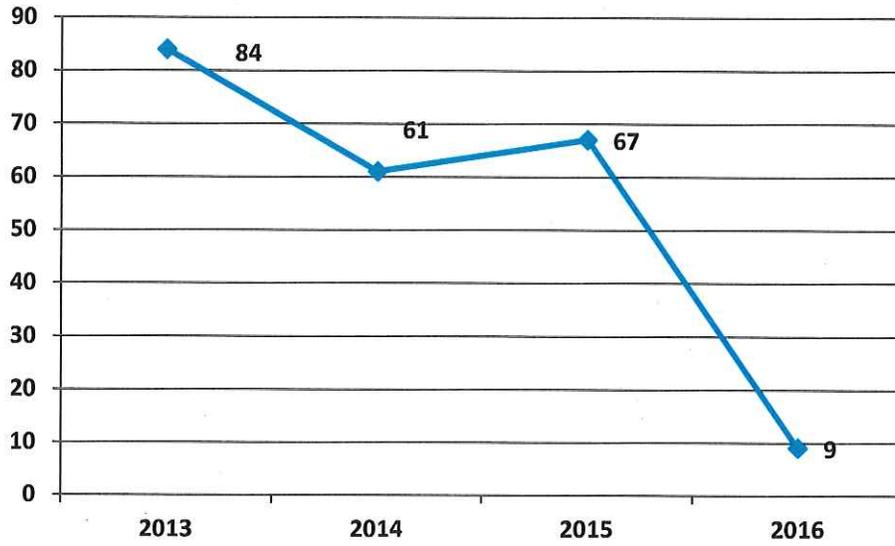
Larceny Calls



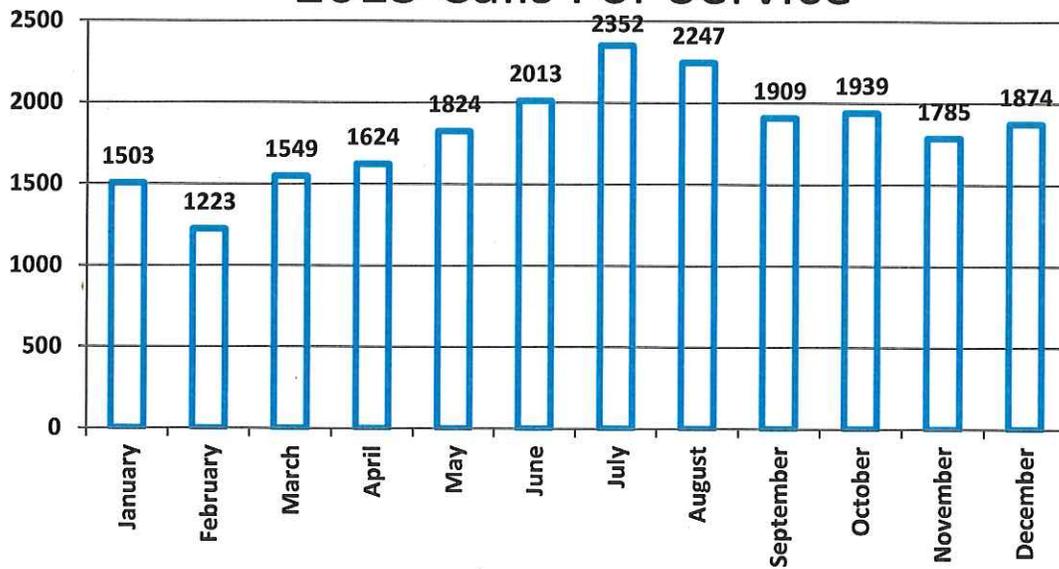


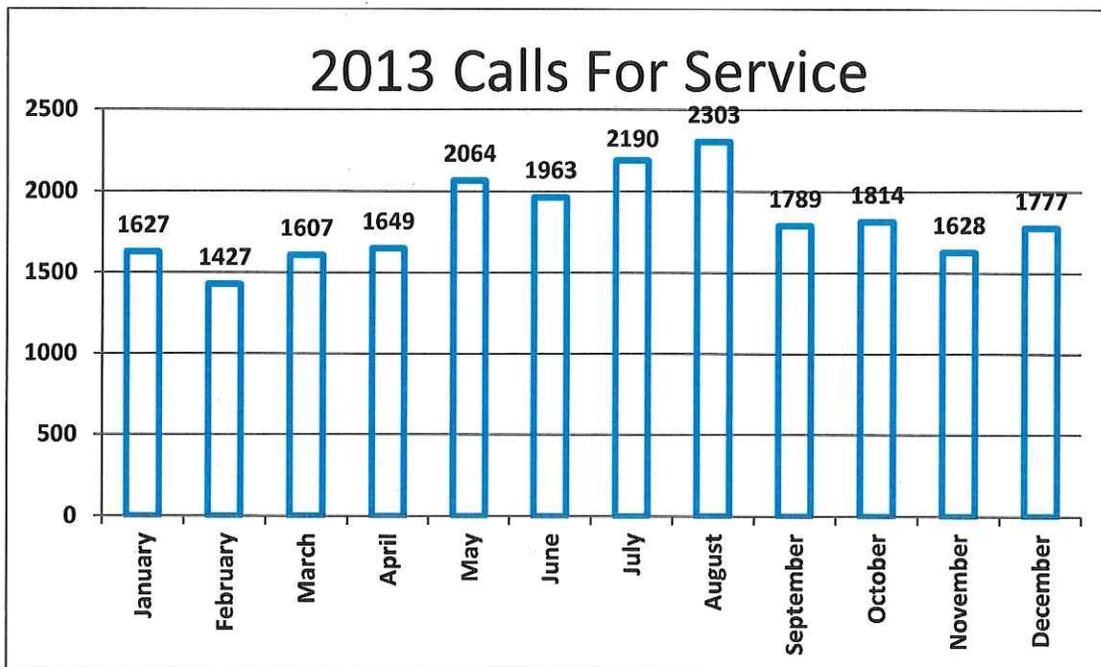
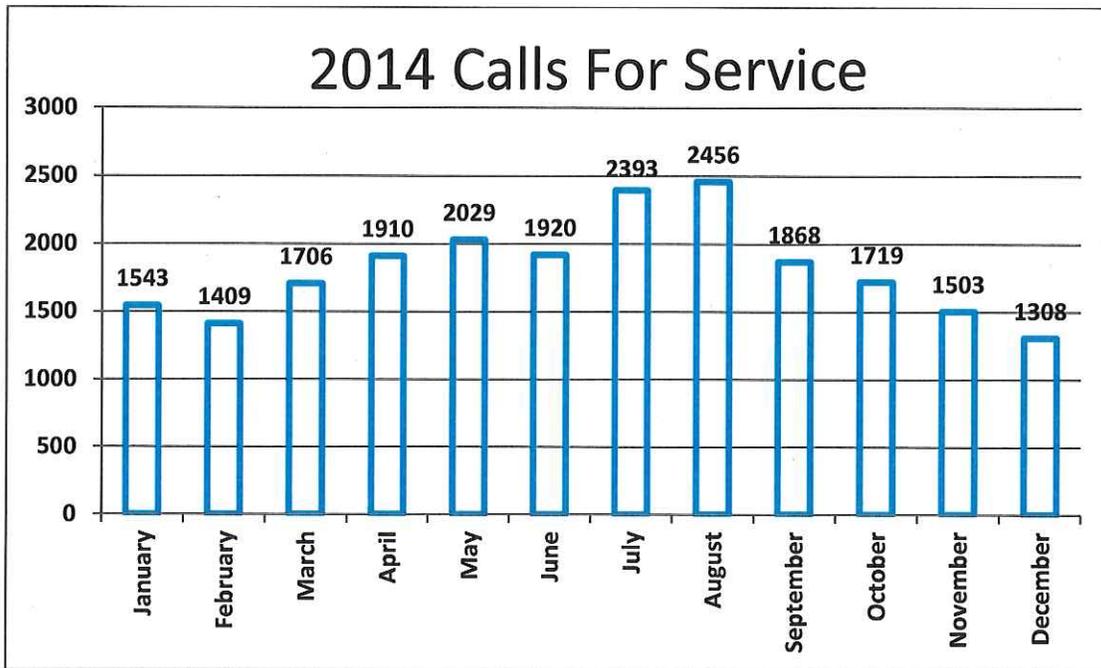


Street Performer Complaints



2015 Calls For Service





Police responded to 11 domestic violence calls, 21 disturbances reported to police, 45 general complaints, 30 citizen assists, 5 shoplifting calls, 1 report of breaking and entering, 2 calls with regard to disorderly persons, 62 service calls, 8 reports of threats, 13 reports of suspicious activity, 4 reports of harassment, 30 noise complaints, 11 trespassing calls, 5 licensing inspections, 2 bike accidents, 14 bicycles stolen, 7 reported by-law violations, 2 reports of vandalism and police officers investigated 20 larceny/fraud complaints.

Police served 9 restraining orders this month. There were 7 calls about street performers, 51 parking complaints made to police and 27 calls reporting general hazards.

There were 122 medical emergencies recorded this month. There were 2 animal-to-person bites and 1 animal-to-animal bite reported with the requisite follow-up investigation made by our animal control officer.

Police officers also responded to 27 alarm calls and 17 reported fire alarms and they found 2 opens door (OCC/HG) during 395 building/property checks. Your police officers conducted 40 checks of licensed liquor establishments, 33 foot patrols and 68 park, walk and talks.

148 items were reported lost or found to police this month which included personal items found such as keys, wallets, phones, phone chargers, bags, IDs and ATM and credit cards.

There were more than 78 animal-related calls including 31 calls pertaining to dogs, 7 calls involving domestic cats, 8 calls about birds including a Merlin Falcon, 4 calls about turtles in the roadway, The department investigated 6 reports of dogs locked in parked vehicles. In 3 instances the animal(s) were removed and all of the owners were identified for follow-up by our Animal Control Officer. Also, our Animal Control Officer maintained contact with our partner agencies for animal health and welfare concerns and coordinated food donations for our on-going pet food pantry.

128 motorists were pulled over and 11 citations (6C/4W/1S) were issued (8.59%). There were 4 arrests this month as a result of motor vehicle stops. There were 39 miscellaneous motor vehicle related calls for the month. Police assisted with 17 disabled vehicles and 7 vehicles were reported damaged while parked.

There were 20 arrests:

Please know that we received 21 reports of intoxicated persons yet 22 persons were detained for being incapacitated from alcohol.

15 Males

07 Females

There were 24 motor vehicle accidents reported during the month.



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6D

STEELWAGEN VISITOR CENTER FEASIBILITY STUDY
ADVISORY COMMITTEE

Appointments by the Town Manager

Requested by: Chairman Raphael W. Richter

Action Sought: Discussion

Proposed Motion(s)

MOVE that the Board of Selectmen vote to authorize the Town Manager David B. Panagore to make appointments to the Stellwagen Visitor Center Feasibility Study Advisory Committee.

Additional Information

See attached memo.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Town of Provincetown

TO: Board of Selectmen

FROM: Loretta Dougherty, BOS Secretary

DATE: July 25, 2016

SUBJ: Stellwagen Visitor Center Feasibility Study Advisory Committee

Below individuals have expressed an interest in being on the Advisory Committee:

Name	Affiliation
A Representative TBA	Congressman William Keating's Office
Thomas Donegan	Board of Selectmen
Rex McKinsey	Harbormaster
Anthony Fuccillo	Tourism
Gloria McPherson	Town Planner
Candice Collins-Boden	Chamber of Commerce
Carlos Verde	Provincetown Public Pier Corp.
Regina Binder	Ginny Binder Associates
Dennis Minsky	Conservation Commission
Steve Milliken	Dolphin Fleet Rep.
David Flattery	Harbor Committee
Louise Venden	365 Waterfront Committee
Anna Meade	365 Waterfront Committee



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6E

TRAFFIC HEARINGS

Review and Discussion of Frequency

Requested by: Town Manager David B. Panagore

Action Sought: Discussion/Approval

Proposed Motion(s)

MOVE that the Board of Selectmen vote to approve that the Fall Traffic Hearing be held on Tuesday, October 25, 2016.

Additional Information

Past Traffic Hearings: Spring 2012 (20 items); Spring 2013 (22 items); Spring 2014 (35 items); Fall 2014 (16 items); Spring 2015 (4 items); Fall 2015 (26 items), and Spring 2016 (7 items).

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

Proposed 2016 Fall Traffic Hearing Schedule

Public Notice Announcement:

To Town Clerk
Published in the BANNER
Proposal Acceptance Deadline

August 18th
August 25th & September 1st
September 15th

Public Hearing Notice:

Asst. Town Mgr./BOS Secretary Organize
To Town Clerk
Published in the BANNER
Public Comment Deadline
Asst. Town Mgr./BOS Secretary Organize

September 16th to September 21st
September 22nd
September 29th & October 6th
October 11th
October 12th to October 20th

Traffic Hearing Held (Tuesday):

October 25th

Public Notice (Final Results):

Asst. Town Mgr./BOS Secretary Organize
To Town Clerk
Published in the BANNER

October 26th
October 27th
November 3rd

20

RECEIVED
BOS - Vernon

FEB 23 2012

CC: BOS/TM/ATM

Public Hearing

2012 Annual Spring Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Tuesday, March 13, 2012 at 6 p.m. in the Judge Welsh room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2012 Annual Spring Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

- a. Proposal by Jean Marino to create "Resident Only" parking on Center Street
- b. Proposal by Josephine A. Rabbitt, remove the parking spaces at 44/49 Pleasant St.
- c. Proposal by Maze Peters, to designate a HP parking spot at 10A Brewster St.
- d. Proposal by Maze Peters, to make Brewster St. for ONLY residents of Brewster St.
- e. Proposal by Mark & Michael Janoplis, return the two "No Parking" signs to road way behind Portuguese Bakery.
- f. Proposal by Alex Brown, limit vehicle size at space 17, on the corner of Ryder St. and Bradford St. to compact cars only
- g. Proposal by Donna Cooper,
 - 22 Brewster St. designate 2 existing spaces below gate
 - decrease driveway & post box cutouts to add 1 space to existing 2 spaces, designate 3 spaces above gate
 - 18 Brewster St. designates 2 existing spaces and add a parking space after driveway
 - 16 Brewster St. designate 2 existing spaces
 - 14 Brewster St. add 5 feet to existing space and designates 3 spaces
 - 12 Brewster St. designate 3 existing spaces
 - 10 Brewster St designate 2 existing spaces
 - 8 Brewster St designate 4 existing spaces
 - 4 Brewster St. designate 8 existing spaces
- h. Proposals by Donna Cooper Pearl St. (upper) has room for more on street parking Spaces. Individual spaces should be marked so that a car cannot tie-up two parking spaces. Cutouts for driveways, post boxes and streets are inconsistent in size.
 - 32 & 36 Pearl St. designate 5 existing spaces
 - 34 Pearl St. (cottage) add one foot to designate two spaces
 - 34 Pearl St. (house) add 4 feet & re-do prior spaces to designate 4 spaces
 - 32 Pearl St. remove "No Parking" designation in front of hedge to create another space in addition to 2 existing spaces
 - 32 Pearl St. remove "No Parking" designate in front of hedge to create 2 spaces
 - FAWC- mother well house- add 5 feet to create 2nd space designate 2 spaces
- i. Proposal by Donna Cooper create, Aunt Sukey Way has room for more on street parking. Cutouts for driveways are inconsistent in size. Current marked spaces range in size from 10 feet to 22 1/2 feet.
 - Old Colony Way (corner of Aunt Sukey way) add 9 feet to existing spaces to create a total of 3 spaces,

2

- 2 Aunt Sukey Way create 3 spaces in front of home (currently no parking for unclear reasons)
- 4 Aunt Sukey Way add 11 feet to current spaces to designate 3 spaces
- 8 Aunt Sukey Way add 6 feet to current spaces to designate 3 spaces
- j. Proposal by Herb Hintze to keep the ban on Commercial St. year round.
- k. Proposal by the Jerome Smith/ Winslow St. Neighbor Hood Association
Install new or additional signage prohibiting overnight camping similar to signs used for long-term RV permit parking
- l. Proposal by The Jerome Smith/ Winslow St. Neighbor hood Association
Paint yellow road divider lane stripes in the center of Jerome Smith. The visual would deter drivers from speeding down the middle of the road.
Install additional yellow 20 mph speed limit signs in both directions equidistant to the existing signage.
Install 3-way stop sign at the intersection of Jerome Smith and Winslow.
Install electronic "Your Current Speed is ____".
Continue Police Monitoring and ticketing to reinforce currency laws.
- m. Proposal by Gail Browne, Street parking during the high season in the neighborhood of Bradford & Pleasant St. is difficult to find. Delineate footage for individual parking spaces with yellow lines.
- n. Proposal by Chuck W. Silver, to end confusion Reverse the direction of High Pole Hill Road from Bradford St. to the Monument Parking Lot. A walk way from Bradford St. to the Parking lot entrance would also be delineated. Through Traffic and the parking lot exit would be via Winslow St. as currently configured.
- o. Proposal by Judith Cicero, to move the designated parking space for the Trolley to the public bus parking near the comfort station across from MPL
- p. Proposal by Timothy Downey, Harbor Front Tours, to operate a motor vehicle tour with a permanent beginning and ending point out of the easterly side of Lopes Square with 3 potential options,
 1. Easterly side of Lopes Square no parking zone from the crosswalk running along the sidewalk to the white line before Commercial St.
 2. Easterly side of Lopes Square from the crosswalk running along the easterly side of the island toward Commercial St.
 3. Easterly side of Lopes Square from the crosswalk running along the easterly side of the island toward the Town Pier.

Staff Proposals

- q. Proposal by the Assistant Town Manager, move on street parking along Prince St. from the west side of the street to the east side of the street and shift the travel way over. Prince St. currently has 6 parking spaces (1 Handicapped) shifting the parking would provide up to 12 parking spaces. These spaces should be marked "Resident Permit Parking Only"
- r. Proposal by the Assistant Town Manager, to add approximately 10-20 single space parking spots along Bradford St. extension @ the intersection of West Vine St. Install Pay Station Kiosk or single electronic parking meters.

Proposal by the Finance Committee

FINANCE COMMITTEE RECOMMENDATION 02-16-12

6-1-1 RATES

Provincetown parking permit rates, per vehicle, per year shall be:

On March 15, 2011 the Board of Selectmen voted to increase parking permits as follows

Resident Senior (59).....Free

Resident Passenger..... \$55

Commercial Resident.....\$140

MPL Permit. \$1,350 (limit one permit per Provincetown business license)

Non Resident.....\$275

Non Resident Property Owner.....\$100

Non Resident – Grace Hall Only.....\$200

Grace Hall only permits for guest of guest houses with no parking is \$75 for 7 days

Jerome Smith Lot:

- Car Weekly.....\$40 (7 days)
- Camper Resident.....\$150
- Camper Nonresident.....\$425

Replacement Fee.....\$10

Defacing, altering, or switching permits to another car to cause revocation of permit and render offender ineligible for a replacement permit for that year

6-3-1 FREE PARKING

Anyone bearing a Provincetown parking permit shall be allowed to park free in Provincetown municipal parking lots and at parking meters **subject to limitations as listed in section 6-3-3.**

1. Parking permit category "Non-Resident-Grace Hall Only" allows parking only in the Grace Hall Parking Lot.
2. **Parking permit category MPL permit may be used in any town lot or at any meter**

6-3-3 PARKING PERMIT TIME LIMIT

- **Municipal Parking Lot (MPL) at MacMillan Pier:**
 1. **The Friday before Memorial Day through Labor Day:**
 - a. **Those vehicles with an MPL Permit shall have a twenty-four hour maximum time limit in the MPL. Stays exceeding twenty-four hours shall be charged at the prevailing hourly/daily rate.**

4

- b. Resident Senior, Resident Passenger and Non-resident Property Owner parking permits shall have a three hour maximum time limit per day. Stays exceeding three hours shall be charged at the prevailing hourly/daily rate.
- c. All other vehicles shall be charged the prevailing hourly/daily rate.

2. All other times during the parking season: All parking permits shall have a 48 twenty-four hour maximum time limit in Municipal Parking Lot at the MacMillan Pier. Stay exceeding 48 twenty-four hours shall be charged at the prevailing hourly/daily rate.

- Grace Hall Parking Lot: All parking permits shall have a 7 day maximum time limit in the Grace Hall Parking Lot. Stays exceeding 7 days shall be charged at the prevailing hourly/daily rates.
- Ryder Street meters: All parking permits are limited to three 3 hours. ~~at the Ryder Street meters.~~

s. Proposal by the Finance Committee;

FINANCE COMMITTEE RECOMMENDATION 02-16-12

7-1-1 FEE STRUCTURE

The fee structure for the MacMillan Pier Lot and Grace Hall Lot shall be as follows:

- MacMillan Pier Parking Lot: 0 to 10 hours @ \$3.00 an hour, Maximum of \$30 for 24 hours
- Grace Hall Parking Lot: 0 to ~~5 1/2~~ 10 hours @ \$2.00 an hour, Maximum of \$13 \$20 for 24 hours

t. Proposal by the Finance Committee,

FINANCE STAFF RECOMMENDATION

ARTICLE 5 REVOCATION/DENIAL OF ISSUE

6-5-1 PAST DUE FEES OBLIGATIONS

The Parking Department shall refuse ~~the right~~ to issue a Provincetown parking permit, or revoke as an assigned permit, without any refund of fees paid, for any vehicle, person or business with past due Provincetown financial obligations including taxes, water and sewer charges and parking violations.

Posted: www.provincetown-ma.gov 2/23/12 9:25 am dj

Banner: March 1 & 8, 2012



Board of Selectmen

Public Hearing

2013 Annual Spring Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Tuesday, March 12, 2013 at 6 p.m. in the Judge Walsh room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2013 Annual Spring Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

1. Proposal by Martin Kessler to install a sign at the corner of Commercial Street and Point Street limiting the size of trucks that can have access to Point Street.
2. Proposal by Michael Rogowski to eliminate permit parking at the Municipal Parking Lot (MacMillan Pier Lot).
3. Proposal by Jeff Adams and John Lubecki to install speed limit signs on Court Street between Holway Ave and Shank Painter Rd.
4. Proposal by Lawrence Fontana to address vehicles, including permit vehicles, from long term parking on public streets. Propose: 1) to institute street cleaning rules each week requiring vehicles to be moved on a regular basis for street sweeping. 2) Resident permits should be issued to non-commercial vehicles only. 3) Commercial vehicles should obtain special limited permits used only when working at a particular address, other times should be parking at their place of business or on their property.
5. Proposal by Gary Wene to address speeding and wrong way driving down Standish Street. Propose more traffic enforcement and the installation of speed bumps.
6. Proposal by Dorothy Palanza to address unsafe travel in the area of Franklin Street and Pleasant Street. 1) Propose install a "slow children" sign at the corner of Franklin Street and Pleasant Street before the left turn on to Franklin Street. 2) Propose install a

"yield" sign at the corner of Snow Lane and Franklin Street. 3) Propose to trim shrubs or install a mirror at the corner of Race Road and Franklin Street.

Town Board Proposals

7. Proposal by the Provincetown Board of Fire Engineers to make Commercial Street "No Parking Zone" year round from Pearl Street to Central Street.

8. Proposal by the Provincetown Board of Fire Engineers to make Commercial Street "No Parking Zone" year round from Cottage Street to West Vine Street.

9. Proposal by the Provincetown Board of Fire Engineers for stepped up enforcement year round for vehicles illegally parked on corners and car parked obstructing emergency access.

10. Proposal by the Provincetown Bicycle Committee to designate "Parking Permit Districts" for on-street parking on all side streets between Prince Street and West Vine Street. (Pearl Street, Johnson Street, Center Street, Prince Street, Cudworth Street, Atlantic Street, Conant Street, Montello Street, Pleasant Street and Nickerson Street.)

Staff Proposals

11. Proposal by the Provincetown Parking Department to designate "Parking Permit Districts" for all on-street parking on the following streets: Allerton Street, Pearl Street, Johnson Street, Center Street, Prince Street, Cudworth Street, Atlantic Street, Conant Street, Montello Street, Pleasant Street, Nickerson Street, Bradford Street and Commercial St from Bradford Street to Kendall Street.

12. Proposal by the Provincetown Parking Department to install parking meters along Commercial Street on the East End of Town from Kendall Street to Pearl Street.

13. Proposal by the Provincetown Parking Department to expand the current Grace Hall Permit to a *Weekly Parking Permit*. The Weekly Parking Permit will be valid for 7 days and be marketed towards visitors renting weekly in condos and guest houses and will be sold for \$75 (approx 50% discounted rate). The permit will be good in all permit districts, street meters and town owned lots excluding the MPL (MacMillan Pier Parking Lot), but will still be subject to established time restrictions in all zones.

14. Proposal by the Provincetown Parking Department to increase the cost of a Jerome Smith Weekly Parking Permit from \$40 to \$50.

15. Proposal by the Provincetown Parking Department to charge a \$5 fee for the cost of each Seasonal Work Parking Permit (Contractor's Permit).

16. Proposal by the Provincetown Parking Department to Commercial Street a "No Parking Zone" from the West End Parking Lot to the Land's End Inn at 22 Commercial Street.

17. Proposal by the Provincetown Parking Department to raise the eligible age for a senior parking permit from the current age of 59 to 65. The change would be phased in over a 8 year period, with the following schedule: Effective 1/1/2014 Age 61 or older; Effective 1/1/2016 Age 62 or older; Effective 1/1/2018 Age 63 or older; Effective 1/1/2020 Age 64 or older; Effective 1/1/2022 Age 65 or older.

18. Proposal by the Provincetown Parking Department to change the Maximum Parking Time Limit on Ryder Street, the Ryder Street Lot and the Shank Painter Rd time limit zone (3 spaces at corner of Bradford St) from 3 hours to 6 hours.

19. Proposal by the Provincetown Parking Department to install one 15 minute unloading zone at 378 Commercial Street (just East of Pearl Street).

20. Proposal by the Town Manager to install a crosswalk across Shank Painter Rd adjacent to 90 Shank Painter Rd and install a "slow children" sign on Shank Painter Rd in both directions.

21. Proposal by the Town Manager on behalf of the Library Board of Trustees to remove to remove the first parking space on Center Street at the corner of Commercial Street to install a bike rack for use by library patrons and the general public.

22. Proposal of the Board of Selectmen to designate "No Right Turn" from Commercial Street on to Center Street. The street will remain two-way travel for residents of the street, but will eliminate traffic from turning onto Center Street from Commercial due to the tight corner, narrow way and poor visibility.

Comments on these proposals may be submitted in writing to the Board of Selectmen, 260 Commercial Street, Provincetown, MA 02657, or vporter@provincetown-ma.gov until March 5, 2013, or in person at the hearing.

*Austin Knight, Chairman
Board of Selectmen*

Town Hall, www.provincetown-ma.gov 2/19/13 3:30 pm dj
Provincetown Banner: February 28 and March 7, 2013



Board of Selectmen

Public Hearing

2014 Annual Spring Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Tuesday, March 11, 2014 at 6 p.m. in the Judge Welsh room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2014 Annual Spring Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

1. Proposal by Roxanne Pires to install parking meters on parking spots between 90 and 100 Commercial Street or make this area a "Permit Parking District".
2. Proposal by Jonathan Sinaiko to demark a driveway entrance as "No Parking" at 293 and 295 Bradford Street.
3. Proposal by Amy Germain to prohibit parking along Commercial Street in the downtown area between November and April, with the exception of handicapped and the elderly (Elderly can be issued special tags by the Parking Department).
4. Proposal by Steven Benjamin to remove the parking space in front of 10 Pearl Street which is directly across from the driveway for 11 Pearl Street.
5. Proposal by Marcy Feller and Gabby Hanna to install a convex traffic mirror at the intersection of Pleasant Street and Brown Street.
6. Proposal by Joy Faxon and Michelle Foley to petition the State to change the speed limit on Conwell Street to 20 MPH and to install a "High Traffic Enforcement Area" sign on Conwell Street near Route 6.
7. Proposal by J. Jefferson Overby to prohibit parking on the street directly across the driveway of 8 Priscilla Alden Road.

8. Proposal by David Maxfield and Kevin O'Toole to install a "No Parking" sign or signs to prevent parking on the sidewalk on the south side of Bradford Street between Franklin Street and Pleasant Street.

9. Proposal by Donna Walker to remove the "No Right Turn" sign at the corner of Commercial Street and Center Street.

10. Proposal by Bruce Van Allen to adopt the Pedicab Traffic Mitigation Guidelines, summarized as follows: 1. No more than two pedicabs may stop in the same 100 foot area, except three in front of town hall with some exceptions noted. 2. No pedicab may stop within 10 feet of an intersection with some exceptions noted. 3. Narrow sections of Commercial Street are off-limits to stopped pedicabs, except for pick-ups and drop-offs. 4. Pedicabs may not stop in fire lanes or yellow painted zones on Commercial Street. 5. Stopped pedicabs must have two wheels against the curb and may not stop two abreast. 6. Pedicabs may not stop or stand in a designated taxi stand. 7. Not more than four pedicabs may stop at one time at Spiritus after 1:00 am and they must do so west of Court Street.

11. Proposal by Joady Brown to install a pedestrian crosswalk at Commercial Street, Franklin Street and Tremont Street.

12. Proposal by Robert Littlefield to install a pedestrian crosswalk at Bradford Street and Center Street.

13. Proposal by Annmarie Piccerelli to prohibit parking on the north side of Nelson Avenue between 14 Nelson and 16 Nelson Avenue.

14. Proposal by Victor DePoalo to install metered parking on the south side of Bradford Street Extension adjacent to Victor's Restaurant and on the north side of Bradford Street across from Victor's Restaurant adjacent to 160-164 Bradford Street Extension.

15. Proposal by Steven Fossella representing the Provincetown Part-Time Resident Taxpayers Association to amend the Parking Regulations to eliminate the Property Owner Permit and to allow a real estate tax bill to suffice as proof of residency for the Resident Parking Permit.

16. Proposal by John Bates to permit utility storage trailers to park at the Jerome Smith Parking Lot at the Camper rate.

17. Proposal by Jean Marino to demark parking spaces on Center Street to maximize the number of available spaces.

18. Proposal by Alex Brown to restore the 59 ½ year old eligibility for Senior Parking Permits.

19. Proposal by Alex Brown to eliminate parking in front of the Franklin Street Town Landing adjacent to the Coast Guard Station.
20. Proposal by Barbara Rushmore to remove the stop sign at Howland Street and Harry Kemp Way. (repetitive petition see item 22).
21. Proposal by Barbara Rushmore to remove the stop sign at Howland Street and Bradford Street. (repetitive petition see items 22).
22. Proposal By Duane Steele to remove the stop sign at Howland Street and Harry Kemp Way and Howland and Bradford Street (repetitive petition see items 20 and 21).
23. Proposal by Duane Steele to remove the stop sign at Bradford Street and Ryder Street. (repetitive petition see item 27).
24. Proposal by Raphael Richter to add a trolley parking space in front of Town Hall adjacent to the existing permitted trolley space, or as an alternative add a trolley parking space in Lopes Square.
25. Proposal by Raphael Richter to install the following taxi stand spaces: 1. Taxi stand capable of serving 2-3 taxis in front of Town Hall just behind the trolley space, 2. Taxi stand on Commercial Street at the west corner of Freeman Street should be expanded to include two spaces. 3. Taxi stand located on the east side of Standish Street should be removed as it is rarely used. 4. Taxi stand at the airport should be extended to include more spaces, and allocate space for livery cars at the airport capable of holding two to four vehicles.
26. Proposal by Raphael Richter to install two signs facing Conwell Street and Race Point Road at the intersection of Route 6 and Conwell and Race Point Road indicating the proper left turning movement.
27. Proposal by Raphael Richter to remove the stop sign on Bradford Street and Ryder Street (repetitive petition see item 23).
28. Proposal by Patricia Doyle to not allow a vehicle to remain in one parking spot on a public way for longer than 24 hours.
29. Proposal by Patricia Doyle to allow Resident Permit Parking only adjacent to the Coast Guard Station at the Franklin Street Town Landing.
30. Proposal by Patricia Doyle to make Conwell Street a one way only south bound and to add a bike lane on Conwell Street.
31. Proposal by Patricia Doyle to use the land at the DPW Highway Garage as a parking lot with shuttle service into Town.

Staff Proposals

32. Proposal by the Department of Public Works to designate Snow Removal Parking Ban on Standish Street and Ryder Street between Commercial Street and Bradford Street.

33. Proposal by the Department of Public Works to relocate the existing unloading zone on Commercial Street between Montello Street and Conant Street to the west corner of Atlantic Avenue on Commercial Street.

34. Proposal by the Department of Public Works to relocate the existing unloading zone on Commercial Street between Cottage Street and Nickerson Street to the south of the rear entrance of the Coast Guard Station.

35. Proposal by the Department of Public Works to add a handicapped parking spot between 98 Commercial Street and Mechanic Street.

Comments on these proposals may be submitted in writing to the Board of Selectmen, 260 Commercial Street, Provincetown, MA 02657, or mtimmons@provincetown-ma.gov until March 4, 2014, or in person at the hearing.

*Elaine Anderson, Chairman
Board of Selectmen*

Town Hall, www.provincetown-ma.gov 2/13/14 3:40 pm dj
Provincetown Banner: February 20 and February 27, 2014



Board of Selectmen

Public Hearing

2014 Fall Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Wednesday, November 12, 2014 at 5 p.m. in the Judge Welsh room, Town Hall, 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2014 Fall Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

1. Proposal by Maureen McCarron to install a crosswalk on Shank Painter Road between the building at 90 Shank Painter Road and the businesses on the other side of the street.
2. Proposal by Steven Benjamin to remove the parking space in front of 10 Pearl Street directly across from the driveway entrance of 11 Pearl Street.
3. Proposal by Judith Cicero to require all vehicles, taxis and pedi cabs currently in front of Town Hall to park in designated spaces along Ryder Street Extension. The stand area should be clearly marked. Bicycles should not be attached to traffic signs on Commercial Street.
4. Proposal by Hilary Bamford to limit parking along Ryder Street between Bradford Street and Commercial Street to standard sized vehicles only.
5. Proposal by Daniel Towler to open up the Route 6 median at the Howland Street intersection for traffic in both directions along Route 6.
6. Proposal by Howard Berman to lower the posted maximum speed limit on Conwell Street to 20 MPH or 25 MPH for the entire stretch of Conwell Street and to step up enforcement.

7. Proposal by Richard Arsenault to change the direction of travel on Conwell Street to one way traffic, routing alternate direction traffic onto Howland Street and installing sidewalks and bike lanes on Conwell Street.

8. Proposal by Alan Roth to change the direction of travel on Conwell Street to one way traffic in one of two ways: Option 1: Southbound only traffic from Harry Kemp to Bradford Street and add sidewalks and bike lanes to this segment of Conwell Street. Option 2: Northbound only traffic from Bradford Street to Harry Kemp Way and add sidewalks and bike lanes to this segment of Conwell Street.

9. Proposal by Robert Wadlin to replace the yellow parking line at the corner of the driveway adjacent to 237 Bradford Street in front of the white fence that faces Bradford Street.

Staff Proposals

10. Proposal by the Town Manager on behalf of the Board of Selectmen to establish a policy whereby the Town only tows for street sweeping violations upon multiple violations and not for first or second time offenders.

11. Proposal by the Provincetown Parking Department to increase the fines for parking violations as follows:

Group A fines:

Meter violations	\$25 to \$35
No Parking restricted / Tow Zone	\$25 to \$35
Loading Zone	\$25 to \$35
Resident Zone	\$25 to \$35
Not in Proper Space	\$25 to \$35
Taxi / Bus Zone	\$25 to \$35
Overtime Parking	\$25 to \$35
Street Sweeping	\$25 to \$100
Snow Removal	\$25 to \$35
Campers Excluded	\$25 to \$35

Group B fines:

Obstructing sidewalk / crosswalk	\$50 to \$100
Obstructing driveway / gate	\$50 to \$100
Within 20 feet of intersection	\$50 to \$100
Fire Lane / Fire Station	\$50 to \$100
Obstructing Public Transportation	\$50 to \$100

Group C fines:

Violation of handicapped unloading	\$100 to \$150
Violation of handicapped / private property	\$100 to \$150
Within 10 feet of fire hydrant	\$100 to \$150

Group D fines:

Violation of handicapped / public property	\$300 <i>no change</i>
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12. Proposal by the Provincetown Parking Department to create a *Weekly Parking Permit*, similar to the existing Grace Hall Weekly Permit. The Weekly Parking Permit will be valid for 7 days and be marketed towards visitors renting weekly in condominiums and guest houses and will be sold for \$75 (approx 50% discounted rate). The permit will be good in all permit districts, street meters and town-owned lots excluding the MPL (MacMillan Pier Parking Lot), but will still be subject to established time restrictions in all zones.

13. Proposal by the Provincetown Parking Department to designate side streets between Commercial Street and Bradford Street as Permit Only Districts (Resident, Property Owner and Weekly Permits allowed).

14. Proposal by the Provincetown Parking Department to establish a permit to accommodate boats and trailers up to 20 feet on the Jerome Smith and 3 Jerome Smith Road (Former VFW) Parking Lots for \$500 per year.

15. Proposal by the Provincetown Parking Department to designate spot 27 in the Ryder Street Lot as "*Town Hall Business Only*", Monday through Thursday 8am to 6pm and Friday 8am to 12 pm.

16. Proposal by the Town Manager on behalf of the Board of Selectmen to make the following amendment to the Parking Regulations:

4-3-1 GENERAL PROVISIONS

ARTICLE 3 TAXICAB ZONE

4-3-1 GENERAL PROVISIONS

The location of all special parking zones, including bus stops, taxicab stands and service zones shall be specified by the Board of Selectmen and in the case of taxicab stands, the Board of Selectmen shall designate who may use them as such. No person shall park a specially designated vehicle under these rules and orders in any other place on any street other than in those zones designated below for said vehicles.

A. Six (6) spaces at the corner of Standish Street and Commercial Street shall be designated for ~~dune tour vehicles from 9:00am to 9:00pm and as "No Parking Anytime -Tow Zone" / taxicab stands after from 9:00pm to 8:00am. Dune Tour and Taxicab operators must obtain permits in accordance with section 4-3-2 of these regulations in order to use this zone.~~

B. Two (2) taxicab stand spaces along MacMillan Pier Lot guardrail, immediately East of the start of the rail at Lopes Square.

C. One space in front of Town Hall, '260' Commercial Street shall be designated as 'No Parking Anytime-Tow Zone' taxicab stand from 9:30pm to 6:00 am.

~~C. One Taxicab Stand in front of Town Hall, '260' Commercial Street. Install new signs at the beginning of 1997 parking season that denote a taxicab stand after hours in space reserved for trolley with sign that reads 'No Parking Anytime Tow Zone' reserved for Provincetown Trolley 6:00am to 9:30pm and Taxicab stand all other times'. And a sign for entire length of unloading zone (stopping before spaces reserved for Rambling Rose Carriage Company) which reads 'No Parking Anytime Tow Zone' unloading zone from 6:00am to 9:30pm and Taxicab stand all other times. Signage for both locations must be done on one sign.~~

~~4-3-2 YEARLY FEE~~

~~Dune tour vehicles and trolleys shall be charged a rate of \$1,000.00 per vehicle per year for utilizing the parking spaces designated at various locations in town.~~

~~4-3-2A TAXICAB FEE~~

~~Amend Taxicab regulation by dropping parking fees for taxicabs and create a twenty four (24) hour taxicab space in season in the area of Seamen's Bank~~

D. One space across from Seamen's Bank shall be designated as a 'No Parking Anytime - Tow Zone Taxicab stand 24 hours daily.

~~4-4-1 GENERAL PROHIBITIONS~~

~~No person shall park a vehicle other than a bus in a bus stop or bus parking area as designated below in these regulations.~~

~~Install new signs at beginning of 1997 Parking Season that denote a Taxi Stand after hours in space reserved for trolley with sign that reads "No Parking Any Time Tow Zone" reserved for Provincetown Trolley 6AM-9:30PM and Taxi Stand all other times and a sign for entire length of unloading zone (stopping before spaces reserved for Rambling Rose Carriage Company) which reads "No Parking Any Time Tow Zone" unloading zone from 6AM-9:30PM and Taxi Stand all other times signage for both locations must be done on one sign.~~

ARTICLE 8 CAMPER/TROLLEY PARKING

4-8-1 GENERAL CAMPER PROVISIONS

Camper parking for vehicles over 20 feet shall only be allowed in the area so designated in the Jerome Smith Parking Lot. Campers over 20 feet are prohibited in all other municipal parking lots. Campers 20 feet and under may park in Fire Station on the South side of the fire station on Shank Painter Road.

4-8-2 TROLLEY

A sign which reads 'No Parking Town Zone, Trolley Stop' shall be placed in front of Town Hall.

ARTICLE 4 SPECIAL PERMITS

6-4-2 SPECIAL BUSINESS PERMIT – SIGHTSEEING VEHICLES

Increase the special business permit fees for the Dune Tours and Trolley to \$1,000.00

A. The Board of Selectmen shall specify the location of all special parking zones for sightseeing vehicles and shall designate who may use them as such. No person shall park a specially designated vehicle under these rules and orders in any other place on any street other than in those zones designated below for said vehicles.

B. Sightseeing Vehicles shall be defined as dune tour operators, trolleys, tours and other similar services that are intended to provide primarily tourist activities rather than transportation services.

C. Sightseeing Vehicles shall only use reserved parking spaces designated by the Town pursuant to a permit issued by the Board of Selectmen. Such permits shall be issued on a competitive basis pursuant to a Request for Proposals. Permits will be issued based on evaluation criteria set forth in the Request for Proposals. Permits shall be issued for terms of five years and shall be revocable for cause after a public hearing. The minimum fee for such permits shall be \$1,000.00 per vehicle per year.

D. Six (6) spaces at the corner of Standish Street and Commercial Street shall be designated for permit holders of Sightseeing Vehicles from 8:00am to 9:00pm.

E. One (1) space in front of Town Hall, '260' Commercial Street shall be designated for permit holders of Sightseeing Vehicles from 6:00am to 9:30pm.

Copies of the full proposals are available at the Selectmen's Office. Comments on these proposals may be submitted in writing to the Board of Selectmen, 260 Commercial Street, Provincetown, MA 02657, or ldougherty@provincetown-ma.gov until Wednesday, November 5, 2014 or in person at the hearing.

*Tom Donegan, Chairman
Board of Selectmen*

Town Hall, www.provincetown-ma.gov:

Provincetown Banner: October 23, 2014 and October 30, 2014



Board of Selectmen

Public Hearing

2015 Annual Spring Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Tuesday, March 10, 2015 at 5:00 p.m. in the Judge Walsh Room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2015 Annual Spring Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

1. Proposal by Irv Morgan to replace the sign adjacent to Seashore Point on Alden Street to read "Senior Living" in lieu of the existing sign which reads "Nursing Home".
2. Proposal by Robin Higgins to move the crosswalk at Alden and Bradford Streets several feet to the east of its current location, lining up with the parking lot kiosk on the north and the fire hydrant in front of 133 Bradford Street on the south.
3. Proposal by John McDonagh, Pilgrim Monument and Provincetown Museum to change the direction of traffic on High Pole Hill Road from east to west. The entrance to the Monument Parking Lot would be at Alden and Bradford intersections with appropriate pedestrian walkways marked for safety. An extended "island" at the tip of the intersection at Alden Street will be designed and built to further enhance safety and visibility. Existing traffic from the Monument Parking Lot would use Winslow Street north bound.
4. Proposal by Michael Glasfeld, Mayflower Trolley LLC, to create a new 40 foot long sightseeing vehicle parking space, valid from 11:00 am to 7:00 pm on the east corner of Standish Street and Commercial Street, setback the required distance from the corner of Commercial Street to allow for unimpeded traffic flow and so as to not block sight lines to the business on the same corner. This will require the existing taxi stand to become only valid from 7:00 pm or later and for loading and deliveries prior to 11:00 am for nearby businesses.

Town Board Proposals

None.

Staff Proposals

None.

Comments on these proposals may be submitted in writing to the Board of Selectmen, 260 Commercial Street, Provincetown, MA 02657, or selectmen@provincetown-ma.gov until Tuesday, March 3, 2015, or in person at the hearing.

*Tom Donegan, Chairman
Board of Selectmen*

Town Hall, www.provincetown-ma.gov 2/12/15 10:00 am dj
Provincetown Banner: February 19 and February 26, 2015



Board of Selectmen

Public Hearing

2015 Annual Fall Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on Tuesday, November 10, 2015, at 5 p.m. in the Judge Walsh room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2015 Annual Fall Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Citizen Proposals

1. Proposal by Gordon Siegel to extend the "no parking area" around the driveway at 18 Pleasant Street (Bradford Street side) for another foot in order to allow greater access to the driveway.
 2. Proposal by Dan Squire, Sean Kelly and Steve Munro to demark a "no parking area" and to remove two public parking spaces adjacent to 4 Bradford Street to allow gate access to the property for Unit #1 and Unit #2.
 3. Proposal by Joseph Federico and Peter Betit to demark a "no parking area" adjacent to 23A Winthrop Street to allow gate access to the property.
 4. Proposal by Evelyn Gaudiano and Gary Vance to demark a "no parking area" adjacent to 3 Conant Street to prevent illegal parking in the Fire Lane from blocking walkway access to 3 Conant Street and to allow for proper back-out from the driveway across the street at 4 Conant Street. Request the installation of a "no parking" sign or demarcation in the street.
 5. Proposal by MaryJo Avellar to install a crosswalk on Bradford Street across from the stairway at Masonic Place.
 6. Proposal by Kurt Reynolds and Richard Olson to install a "steep or blind slope ahead" and "speed limit 15 MPH" sign on Cemetery Road. Also consider the placement of removable-modular speed bumps on Cemetery Road during the high season.
 7. Proposal by Donna Cooper to install a "yield" sign on Shank Painter Road at the entrance ramp onto Route 6 Westbound.
- 20

8. Proposal by Donna Cooper to install a "yield" sign on Westbound Route 6 at the exit ramp at Conwell Street.
9. Proposal by Donna Cooper to remove the handicapped parking space adjacent to 10 Brewster Street so that it can revert back to public parking.
10. Proposal by Donna Cooper to limit parking on side streets to one week only for vehicles without parking permits.
11. Proposal by Joerg Meixner to reduce the speed limit on Bradford Street to 25 MPH and to install a radar speed indicator sign Eastbound on Bradford adjacent to the existing Westbound sign on Bradford in the East End.
12. Proposal by Klaus Betten to install a radar speed indicator sign Eastbound on Bradford Street adjacent to the existing Westbound sign on Bradford in the East End.
13. Proposal by Richard Arsenault to reduce the speed limit on Conwell Street from 30 MPH to 20 MPH.
14. Proposal by Richard Arsenault to extend the sidewalks along Harry Kemp Way to (a) Howland Street, (b) Oak Street or (c) 52 Harry Kemp Way.
15. Proposal by Richard Arsenault to install a crosswalk on Shank Painter Road at the intersection of Jerome Smith Road.
16. Proposal by Richard Arsenault to install a "speed limit" and "pedestrian crosswalk" sign (Proposal #14) on Shank Painter Road just after the intersection of Route 6.
17. Proposal by Richard Arsenault to make Conwell Street one-way south bound between (a) Route 6, (b) Ann Paige Lane or (c) Cemetery Road and Bradford Street (towards Bradford Street) and install a sidewalk and bike path on Conwell Street. Direct traffic exiting from town down Bradford Street to Howland Street.
18. Proposal by Donna Walker to make Center Street restricted to resident permits only / no commercial plates. Also request that the no parking area in front of the gate adjacent to 9 Center Street be removed.
19. Proposal by Donna Walker to remove the no parking area in front of the entrance to 9 Center Street.
20. Proposal by Donna Walker to install a new sign adjacent to the Library to read:
One Hour Parking for Library Friday – Monday 10:00 am to 5:00 pm and Tuesday – Thursday 10:00 am to 8:00 pm; Permit Parking only Friday - Monday 5:00 pm to 10:00 am and Tuesday – Thursday 8:00 pm to 10:00 am.

21. Proposal by Lee Giroux to install speed limit signs on Franklin Street and a stop sign at Franklin Street and Race Road.

22. Proposal by Jay Gurewitsch on behalf of Provincetown 365 to paint bike "sharrows" in the center of the northbound lane of Shank Painter Road from Bradford Street to Route 6. Paint bike symbols and southbound arrows on the shoulder of the southbound side of Shank Painter Road from Bradford Street to the Stop and Shop. Paint bike "sharrows" on Shank Painter Road between Stop and Shop and Province Road. Paint bike symbols and southbound arrows between Province Road and Route 6. Install additional "Share the Road" signs from Stop and Shop to Route 6 on the Southbound side.

23. Proposal by Rik Ahlberg on behalf of Provincetown 365 to paint sharrows in the center travel lanes in each direction on Conwell Street from Bradford Street to Cemetery Road. Install "bicycles may use full lane" signs in both directions.

24. Proposal by Brandon Quesnell on behalf of Provincetown 365 to install bike racks at the following locations: 1) Racks to accommodate 26 bikes at the Pearl Street Town Landing; 2) Racks to accommodate 66 bikes at the Johnson Street Parking Lot by moving the parking lane inward by 8 feet; 3) Racks to accommodate 54 bikes at the Court Street Town Landing; and 4) to install "bike parking" signs on Commercial Street at each location.

25. Proposal by Terese Nelson to prohibit truck traffic from turning onto Court Street from Commercial Street and to designate Court Street a "one way" only from Bradford Street to Commercial Street.

Town Board Proposals

None.

Staff Proposals

26. Proposal by the Parking Department to create a new seasonal parking permit for Guesthouses at \$375 per space for use in the VFW and Jerome Smith Lots only.

Comments may be submitted in writing to the Office of the Board of Selectmen, 260 Commercial Street, Provincetown, MA 02657 or selectmen@provincetown-ma.gov by Tuesday, November 3, 2015 or in person at the hearing.

*Tom Donegan, Chairman
Board of Selectmen*

Town Hall, www.provincetown-ma.gov 10/14/15 3:00 pm dj

Re-posted: www.provincetown-ma.gov 10/22/15 9:50 am dj

Provincetown Banner: October 22, 2015, October 29, 2015, November 5, 2015



Board of Selectmen

Public Hearing

2016 Spring Traffic Hearing

The Provincetown Board of Selectmen will conduct a public hearing on **Tuesday, March 15, 2015, at 5 p.m.** in the Judge Walsh room, Town Hall 260 Commercial St. Provincetown, Massachusetts 02657 to hear the merits of the following parking and traffic proposals that have been submitted to the Board of Selectmen for review in the 2016 Spring Traffic Hearing. Individuals filing traffic proposals or their representative must attend the hearing.

Presentations

- A. Presentation of the Provincetown Parking and Circulation Study for the Town of Provincetown, to be given by the Cape Cod Commission's transportation engineers.
- B. Presentation of the Parking Operations Review Work Plan, to be given by Dan Hoort, Director of Finance.

Citizen Proposals

1. Proposal by Edward Lee to demark a No Parking area in front of a gate located at 9 Center Street.
2. Proposal by Michael Chute to prohibit parking along Commercial Street year round from Johnston Street to Court Street.
3. Proposal by Rik Ahlberg on behalf of Provincetown 365 to paint bike "sharrows" in the center of the northbound lane of Shank Painter Road from Bradford Street to Route 6. Paint bike symbols and southbound arrows on the shoulder of the southbound side of Shank Painter Road from Bradford Street to the Stop and Shop. Paint bike "sharrows" on Shank Painter Road between Stop and Shop and Province Road. Paint bike symbols and southbound arrows between Province Road and Route 6. Install additional "Share the Road" signs from Stop and Shop to Route 6 on the Southbound side.

4. Proposal by Rik Ahlberg on behalf of Provincetown 365 to paint sharrows in the center travel lanes in each direction on Conwell Street from Bradford Street to Cemetery Road. Install "bicycles may use full lane" signs in both directions.

Town Board Proposals

None.

Staff Proposals

5. Proposal by the Parking Department to adopt a Boat and Kayak Storage Permit. The Permit would allow storage of boats, trailers and kayaks at the VFW Lot from October 1st to May 1st, along with regulations on boat storage. The Fees are as follows: Kayaks: \$50 and Boats and Trailers up to 17 feet are \$50, plus \$40 for each foot up to 30 feet.

6-1-1 RATES¹

Boat and kayak winter storage.....Price on boat footage

Kayaks \$50

Boats and trailers up to 17 feet is \$50, plus \$40 a foot up to 30 feet

17'1" to 18 feet \$90 22'1" to 23" feet \$290 27'1" to 28' feet \$490

18'1" to 19 feet \$130 23'1" to 24' feet \$330 28 '1" to 29' feet \$530

19'1" to 20 feet \$170 24'1" to 25' feet \$370 29'1" to 30' feet \$570

20'1" to 21 feet \$210 25'1" to 26' feet \$410

21'1" to 22 feet \$250 26'1" to 27' feet \$450

6-4-6 BOAT AND KAYAK WINTER STORAGE

This permit will allow the storage of boats and trailers or kayaks at a town-owned parking lot as determined by the Town Manager from October 1st to May 1st. If the boat is transferred from the trailer to a stand you must follow the requirements for boat stands by using plywood under the feet. The owner must ensure that no damage to the pavement will occur. A Beach Boat sticker or a Permit issued by the Harbor Masters office is required for this permit. No boat maintenance can be performed on the boat while in storage.

6. Proposal by the Parking Department to prohibit long term parking within the public way.

4-1-3 LONG TERM PARKING RESTRICTION WITHIN THE PUBLIC WAY

No operator shall park a vehicle continuously at one location within the public way for a period of greater than 14 days. Vehicles found parking in violation of the provisions of this section may be ticketed or towed at the expense of the owner.

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APPENDIX D

Parking Violations Fines

Group A \$35

1. Meter Violation
2. No Parking Restricted Tow Zone
3. Loading Zone
4. Resident Zone
5. Not in a Proper Space
6. Taxi/bus Zone
7. Overtime Parking
8. Snow Removal
9. Campers Excluded

Group B \$100

1. Street Cleaning
2. Obstructing Sidewalk/Crosswalk
3. Obstructing Driveway/Gate
4. Within 20' of Intersection
5. Fire lane/Fire station
6. Obstructing Public Transportation
7. Long Term Parking within the public way

Group C \$150

1. Violation Handicapped Unloading
2. Violation Handicapped Private Property
3. Within 10' of a Fire Hydrant

Group D \$300

1. Violation Handicapped Public Property

7. Proposal by the Parking Department to prohibit long term parking within the Johnson Street Parking Lot, Alden Street Parking Lot and West End Parking Lot.

5-2-1 MAXIMUM DURATION⁷⁹

Parking meters shall allow a maximum paid duration of ten (10) hours of parking for new meter mechanisms as installed.

All vehicles shall have a 14 day maximum time limit in the West End Parking Lot year round.

All vehicles shall have a 14 day maximum time limit in the Johnson Street Parking Lot year round.

All vehicles shall have a 14 day maximum time limit in the Alden Street Parking Lot year round.

All vehicles are limited to three hours at Ryder St. Kiosk during the parking season.



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

6F

TOWN MANAGER

Setting a Goal and Merit Structure

Requested by: Chairman Raphael W. Richter

Action Sought: Discussion

Proposed Motion(s)

Discussion dependent. Votes may be taken.

Additional Information

See attached documents.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

EMPLOYMENT AGREEMENT BETWEEN
THE TOWN OF PROVINCETOWN
AND DAVID PANAGORE

WHEREAS, the Board of Selectmen of the Town of Provincetown, Massachusetts ("the Board") has voted to appoint David B. Panagore of South Dennis, MA ("Panagore"), as Town Manager of the Town of Provincetown ("Town"), pursuant to Section 4-4-4 of the Charter of the Town of Provincetown originally adopted by the voters on March 19, 1973 and subsequently amended ("Charter"); and

WHEREAS, Section 4-4-1 of said Charter provides that the Board of Selectmen shall establish an employment contract with the Town Manager for a period of time not to exceed three years, to establish the conditions of employment; and

WHEREAS, Chapter 41, §108N of the General Laws also authorizes the Board to establish said employment contract; and

WHEREAS, the Board of Selectmen and David Panagore desire to enter into an agreement pursuant to G.L. c. 41, §108N and the Charter to provide for the terms, conditions, and benefits of Panagore's employment by the Board;

NOW, THEREFORE, the Board of Selectmen and David Panagore agree as follows:

Section 1: Term. The term of this Employment Agreement shall be three years, from August 31, 2015 through August 31, 2018, subject, however, to earlier termination in accordance with the applicable provisions of this Agreement and the Charter. In accordance with Section 10-3-1 of the Charter, the first six months of Panagore's employment is a probationary period, during which time Panagore may be removed by an affirmative vote of at least three members of the Board. For purposes of calculating this probationary period, "six months" shall mean six months of actual time worked, not counting leaves of absence, workers' compensation or Family and Medical Act leaves, or other absences from work of more than one week (5 consecutive business days) in continuous duration.

Section 2: Compensation. Panagore shall receive an annual base salary of \$140,000 in the first year of this Agreement. The Board of Selectmen, in its discretion, may increase this base salary in subsequent years of this Agreement, as a merit increase based upon a positive performance evaluation, in accordance with Section 5, below. The Board of Selectmen shall not at any time during the term of the Agreement, reduce the Salary, compensation or other benefits of the Town Manager except in accordance with the provisions of this Agreement.

Section 3: Duties. The Board of Selectmen hereby employs Panagore as Town Manager of the Town of Provincetown to perform the duties of said office in accordance with and as set forth by the Charter of the Town of Provincetown, and any other applicable general or special law of the Commonwealth, the job description (if any), and such duties as may be assigned by the Board. Panagore shall post a bond to secure the faithful performance of his duties, in an amount set by the

Board. The Town shall bear the full cost of any fidelity or other bonds required of the Town Manager, in the performance of the office.

Section 4: Hours of Work. Panagore's work schedule shall ordinarily consist of five days, forty (40) hours per week and such additional hours as are necessary to effectively, professionally, and diligently discharge the duties of his position. This includes attendance at night/weekend meetings and events. Panagore is required, as a regular part of his duties, to attend all scheduled meetings of the Board of Selectmen and all sessions of the Provincetown Annual and Special Town Meetings, unless attendance is expressly exempted by the Board. The parties acknowledge that Panagore is an exempt employee for purposes of the Fair Labor Standards Act and shall not be entitled to overtime pay.

Section 5: Performance Appraisal/Merit Increases. Annually, the Board of Selectmen, in consultation with Panagore, shall define goals and performance objectives which it determines are necessary for the proper operation of the Town and the attainment of the Board's policy objectives. The Board shall conduct an annual appraisal of Panagore's performance as Town Manager based upon these goals and objectives. The goals and objectives shall be generally prioritized and shall be reduced to writing, signed by both parties and shall be attainable within the time limits specified and within the annual operating budgets and appropriations provided by the Town. The Board shall annually review and evaluate the performance of Panagore relative to the defined goals and objectives.

Based upon satisfactory performance, Panagore may be awarded a merit pay increase in the second and third years of this Agreement.

Section 6: Benefits.

- A. Leave: Unless otherwise specified or limited by this Agreement, Panagore shall be eligible for benefits (i.e., holiday, sick, personal days, jury leave, bereavement leave) extended to other Town non-union employees, and as set forth in the Town's Personnel Rules.
- B. Vacation: Panagore shall be entitled to 20 paid vacation days per year, which shall be awarded in a lump allocation on his start date in year one of this Agreement, and on his anniversary date in years two and three of this Agreement.
- C. Health/Life Insurance: Panagore shall be eligible to participate in the Town's group health and life insurance programs, to the same extent and on the same terms and conditions as, other Town non-union employees. The Town shall pay 70% of the health and life insurance premiums, and Panagore shall be responsible for 30% of the premiums. For any other insurances offered by the Town, Panagore shall pay the same premium contribution rate as other Town non-union employees.
- D. Retirement: Panagore shall be required to participate in the Barnstable County

Retirement system, pursuant to G.L. c. 32.

Section 7: Allowances/Reimbursements.

- A. Reimbursement for Moving Expenses: The Town shall reimburse Panagore up to \$1,500 in moving expenses. Panagore shall provide the Board with verification of said expenses, in a form satisfactory to the Board, prior to payment being made. This is a one-time reimbursement, and nothing herein shall be construed as requiring the Town to provide such reimbursement beyond April 30, 2016.
- B. Housing Reimbursement: In accordance with Section 7-1-2 of the Charter, Panagore agrees to establish residence and continuously reside in the Town of Provincetown, within six months of his appointment, and for the duration of this agreement and any successor agreements. Panagore must produce proof of residency, satisfactory to the Board, and at such times as required by the Board. The parties acknowledge that should the Charter be amended during the life of this contract, such that residency is no longer required for the Town Manager, this section of the Agreement shall be null and void. For so long as Panagore is required by the Charter to be a resident of the Town, and he is in fact a resident, he shall be eligible for housing reimbursement up to \$500.00 per month, request for which Panagore shall make no less than every six months in each fiscal year.
- C. Vehicle and Travel Reimbursements: Panagore's duties require the use of his personal automobile. Panagore shall provide his own automobile, maintain a valid operator's license, and be responsible for paying all liability, property, and comprehensive insurance, cost of maintenance, repair, registration, and regular replacement of said automobile. The Town shall reimburse Panagore for expenses incurred in the official use of his personal automobile, up to and limited to the amount appropriated annually for such expenses. Panagore shall provide the Board with verification of said expenses, in a form satisfactory to the Board, prior to payment being made.

Section 8: Professional Development/Dues and Subscriptions. Subject to appropriation, the Board agrees to pay for Panagore's membership to such organizations and associations as the Board approves, in advance. Subject to appropriation and the Board's prior approval, the Town shall pay for Panagore's attendance at local, state, and national conferences annually, in order to stay abreast of developments in his profession and to enhance his professional development.

Section 9: Removal, Severance Pay, and Resignation. Removal and severance pay shall be in accordance with Sections 10-3-2 through 10-3-12, inclusive, of the Charter; and resignation shall be in accordance with Sections 7-3-1 and 7-3-2 of the Charter.

Section 10: Indemnification. To the extent permitted by law, the Town shall defend, hold harmless and indemnify Panagore from any and all demands, claims, suits, actions and legal proceedings brought against him in his official capacity as Town Manager, provided that the incident arose while Panagore was acting within the scope of his employment and in good faith. Further, the Town shall not indemnify Panagore in connection with any potential disciplinary hearing or disciplinary action by the Board of Selectmen. Further, the Town shall not indemnify Panagore in connection with any claim, complaint, demand or other legal action brought by Panagore against the Town or any Town official or employee. The Town may obtain such insurance to cover its obligations hereunder as it deems appropriate.

Panagore agrees to promptly notify the Town of any such claim and to cooperate fully with Counsel designated by the Town to handle such claim. This section shall not obligate the Town to provide a defense, save harmless or indemnify Panagore if he fails to provide the Town with prompt and timely notice of a claim for which he seeks coverage under this section.

Panagore agrees that the Town, acting through the Board of Selectmen, has the sole authority to determine the proper defense of any claim that is brought under this section, and he further agrees that the Town has the exclusive authority to make decisions regarding settlement of any claim brought under this section. Finally, Panagore further agrees that the Town's obligation to defend, save harmless or indemnify him under this section does not apply to claims settled or defended without the Board's knowledge, consent and/or agreement.

This section shall survive the natural expiration of this Agreement.

Section 11: Miscellaneous Provisions.

- A. Entire Agreement: This Agreement embodies the whole agreement between the Town and Panagore, and there are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein. No changes to the express terms of this Agreement shall be enforceable unless reduced to writing and mutually executed.
- B. This Agreement and any amendments, modifications, or changes thereto shall be binding upon the Town and Panagore, and their respective successors and/or assigns.
- C. Severability: If any provision, or any portion thereof, contained in this Agreement is held unlawful, invalid, or unenforceable in a court of law or any legislative enactment, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect. The parties agree to immediately renegotiate any part or provision in this Agreement rendered or declared invalid.

- D. Governing Law: The parties agree that this contract is entered into and shall be governed and construed under the laws of the Commonwealth of Massachusetts.
- E. Continuation of Benefits: If the Town Manager continues in office after the expiration of this Agreement and there is no successor agreement, Panagore shall continue to receive the salary and benefits in effect at the time.
- F. Contract Terms Subject to Appropriation: All monetary obligations under the terms of this Agreement shall be subject to annual appropriation by Town Meeting.
- G. Nothing herein shall preclude Panagore from pursuing his legal rights as may be provided by law.
- H. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

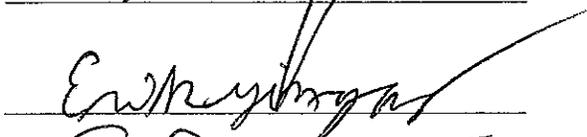
This Agreement is entered into and signed this Twentieth of July, 2015.

By

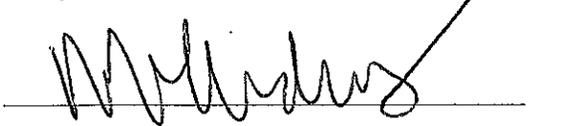
By

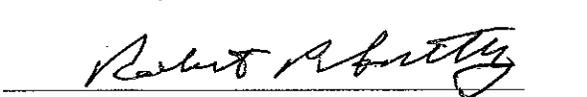
BOARD OF SELECTMEN

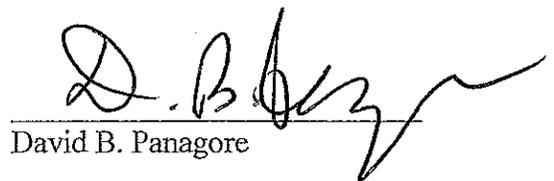






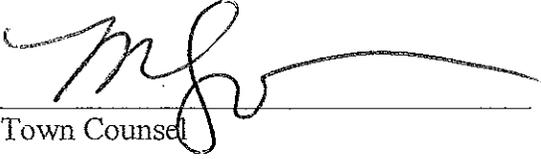






David B. Panagore

Approved as to Form:



Town Counsel

526813/PROV/0002

Contract Between Panagore and the Town of Provincetown

Section 2: Compensation. Panagore shall receive an annual base salary of \$140,000 in the first year of this Agreement. The Board of Selectmen, in its discretion, may increase this base salary in subsequent years of this Agreement, as a merit increase based upon a positive performance evaluation, in accordance with Section 5, below. The Board of Selectmen shall not at any time during the term of the Agreement, reduce the Salary, compensation or other benefits of the Town Manager except in accordance the provisions of this Agreement.

Section 5: Performance Appraisal/Merit Increases. Annually, the Board of Selectmen, in consultation with Panagore, shall define goals and performance objectives which it determines are necessary for the proper operation of the Town and the attainment of the Board's policy objectives. The Board shall conduct an annual appraisal of Panagore's performance as Town Manager based upon these goals and objectives. The goals and objectives shall be generally prioritized and shall be reduced to writing, signed by both parties and shall be attainable within the time limits specified and within the annual operating budgets and appropriations provided by the Town. The Board shall annually review and evaluate the performance of Panagore relative to the defined goals and objectives.

Based upon satisfactory performance, Panagore may be awarded a merit pay increase in the second and third years of this Agreement.

The Town of Provincetown Charter

Section 4: Powers of Appointment 4-4-1: The board of selectmen shall establish an employment contract with the town manager for a period of time not to exceed three years, to provide the conditions of employment, including but not limited to, duties, termination and severance pay, disability, salary, performance evaluation, hours of work, outside activities, moving expenses, home sale and purchase expenses, automobile use and expenses, vacation, sick leave, military leave, disability insurance, health insurance, life insurance, retirement, dues and subscriptions, professional development, general expenses, civic club membership, indemnification and bonding. 4-4-2 Said contract shall be in accordance with and subject to the provisions of the General By-Laws and this charter, and the compensation to be paid to the town manager shall be within the amount appropriated by the town. 4-4-3 Nothing contained in this section shall affect the appointment and removal powers of the town over the town manager, nor shall it grant tenure to the town manager. 4-4-4 The board of selectmen shall appoint a town manager, a secretary to the board of selectmen, and members of those town boards designated in chapter 6 of this charter, subject to the provisions of section 3-1-2 of this charter. 12

Section 2: Powers and Duties 7-2-1: The town manager shall be responsible for the administration of all town functions including those related to the assessment and collection of taxes, the receipt and disbursement of monies, accounting of funds, the auditing of accounts, streets, parks, wharves, cemeteries, public grounds, the municipal water system, the disposal of sewage and waste, the providing of recreation, the town clerk, the town library, veterans' services, licensing, parking, civil defense, disaster relief, the police department, the fire department, the rescue squad, public health, public safety, the inspection of buildings and businesses, and such other matters as shall be assigned by this charter, the general by-laws, or vote of the board of selectmen. 7-2-2 The town manager, with the approval of the board of selectmen, may organize such functions into such departments or offices as he or she prefers, and establish, reorganize, consolidate, or abolish any department or office under his or her discretion and supervision. 7-2-3 The town manager, with the approval of the board of selectmen, may transfer the powers and duties from one department or office to another and, with the approval of the finance committee, may transfer the appropriation of one such department or office to another. 7-2-4 The town manager shall hire all town employees, except the secretary to the board of selectmen. 22 22 Amended by Ch. 253 Acts of 1991 effective Oct. 9, 1991 TOWN OF PROVINCETOWN CHARTER 19 12/4/2015 19 7-2-5 The town manager shall hire the following town employees with the approval of the board of selectmen: (a) accountant; (b) assessor; (c) assistant town manager; (d) clerk; (e) licensing agent; (f) police chief; (g) tax collector; (h) town counsel; and (i) treasurer. 7-2-6 All appointments and promotions of town officers and employees shall be made on the basis of merit and fitness demonstrated by examination and other evidence of competence. 7-2-7 The town manager shall appoint members to those town boards designated in Chapter 6 and Chapter 8 of this charter, subject to the provisions of section 3-1-2 of this charter. 7-2-8 The town manager shall be the commissioner of public safety. 7-2-9 The town manager shall establish, maintain, and keep current a complete inventory of all town property and town equipment. 7-2-10 The town manager shall be responsible for purchasing for all town departments and offices, and if so requested, for the school committee or the board of library trustees. 7-2-11 The town manager shall be responsible for the development and annual revision of a capital improvements program in accordance with this charter. 7-2-12 The town manager shall prepare and present to the board of selectmen all annual and capital budgets of the town except the budget of the school committee. 7-2-13 The town manager shall attend all meetings of the board of selectmen, except when excused, and shall have the right to speak but not to vote. 7-2-14 The town manager shall keep the board of selectmen fully informed regarding all operations, fiscal affairs, general problems and administrative actions, and shall submit periodic reports to the board of selectmen. 7-2-15 The town manager shall have such other powers and duties as may be conferred or

assigned by vote of the board of selectmen, vote of the town meeting, the Provincetown General By-Laws, or this charter.

VISION OF THE ROLE OF TOWN MANAGER IN AN OPEN TOWN MEETING FORM OF GOVERNMENT

- The Town Manager provides administrative leadership under the policy direction of the Board of Selectmen to town government, within the bounds of local and state law, Board policy, and the International City Managers Code of Ethics.
- The Town Manager has a duty to remain apolitical, act under the direction of the Board of Selectmen as a whole, and act in the best interests of the town as a whole.
- The Town Manager's role is to provide all available facts and information to the Board of Selectmen that is relevant to Board decisions and assists the Board, through the Board Chair, in managing effective decision-making processes. The Town Manager makes policy recommendations to the Board.
- The Town Manager supports the work of town boards and committees, respecting their diverse responsibilities and independent authority as legally elected entities, standing committees, and advisory committees.
- The Town Manager is responsive to inquiries from the public and promotes a culture of respect for the public within the town government
- The Town Manager and Assistant Town Administrator and Department Heads manage the operations of the town within the authority and policies set by appointed and elected bodies, while promoting an organizational culture of teamwork, communication, mutual respect and accountability.

Adapted from Town of Wayland "TOWN ADMINISTRATOR'S VISION OF THE ROLE OF TOWN ADMINISTRATOR IN WAYLAND TOWN GOVERNMENT"

David Panagore Goals: Fiscal Year Ending June 30, 2017

Exceeds Meets to goal Does not Meet Comments

A) Management:

Mitigate the Housing Crisis: Bring specific recommendation and requests for action to the Board of Selectmen, Town Meeting and Regulatory Committees and Housing Boards as appropriate

Communicate effectively with the Town Body including residents, business and property owners

Provide the Board of Selectmen with the materials, information and advice it needs to effectively carry out its duties

Manage the resources of town to ensure a stable future through an updated 10 year financial plan with recommendations that projects the revenues, operational expenses and capital requirements of the Town

Manage staff to continuously improve the effectiveness of town services by building a collaborative environment among Town Staff and providing appropriate management feedback through a thorough performance based management process

B) Long Range Planning:

Manage the resources of town to ensure a stable future through an updated 10 year financial plan that projects the revenues , operational expenses and capital requirements of the Town

Build Relationships With Regional, State, and Federal Governments and public officials to the benefit of Town: Seek the development of 'public-public partnerships'

Build relationships with key non governmental organizations that influence public policy (UMass, Urban Land Institute, Massachusetts Municipal Association, ICMA, etc)

Provide appropriate staff support, information, materials and advice to encourage the work of the Charter Review Commission and the Long Term Comprehensive Plan Update Committee

Economic Development and Sustainability; Develop and present a work plan to align, zoning, water/sewer policy (growth management, housing and economic development

C) Professional Development

Attend and participate in professional organizations to facilitate improved skills, subject matter expertise and technical knowledge (ie MMA, DART ULI, ICMA, Various Conferences and Panels)

Develop a mentor relationship with a government official outside of Town to seek consistent advice and counsel.

18



Town of Provincetown Employee Performance Review

Employee Information

Name _____ Date _____
Job Title _____ Supervisor _____
Department _____
Review Period _____

Ratings

Please consider the evaluation criteria on the next page when rating the following:

	1 = Poor	2 = Fair	3 = Satisfactory	4 = Good	5 = Excellent
Attendance/Punctuality	<input type="checkbox"/>				
Comments					
Planning and Organization	<input type="checkbox"/>				
Comments					
Work Quality	<input type="checkbox"/>				
Comments					
Initiative	<input type="checkbox"/>				
Comments					
Communication/Listening Skills	<input type="checkbox"/>				
Comments					
Leadership	<input type="checkbox"/>				
Comments					
Work Attitude	<input type="checkbox"/>				
Comments					

Overall Rating (average the rating numbers above)

Evaluation

ADDITIONAL COMMENTS

GOALS

(as agreed upon by employee
and manager)

Evaluation Criteria

ATTENDANCE/PUNCTUALITY

- Arrives at work on time and observes established working hours.
- Plans time off appropriately.
- Does not abuse sick time.
- Attends key meetings, events and training relevant to the position.

PLANNING & ORGANIZATION refers to the ability of the employee to plan work so that it is completed on time and with quality.

- Effectively plans and schedules work on a daily, weekly and monthly basis.
- Effectively plans and organizes the work of others (if applicable).
- Sets priorities; does the most important tasks first.
- Manages his or her time well; gets the most out of the time available.
- Sets up efficient procedures for performing the work.

WORK QUALITY refers to how well the employee performs the work.

- Work is thorough, accurate and complete.
- Work is neat and presentable.
- Work is performed consistently with skill or craftsmanship.
- Consistently maintains quality even under pressure.

INITIATIVE refers to the employee's capacity to be self-reliant and to initiate new ideas.

- Demonstrates the ability to work alone without continuous supervision.
- Finds and offers better ways to accomplish tasks.
- Takes the initiative to ask, explore, or gain the knowledge needed to perform his/her job.
- Is able to improvise when faced with obstacles (figure out how to get around them).
- When work is completed, takes it upon himself/herself to move to the next task.
- Assists co-workers in times of need.

COMMUNICATION/LISTENING SKILLS refers to verbal, written and oral transmission of information.

- Communicates orally in a clear and understandable manner.
- Writes in a clear and understandable manner.
- Listens effectively; is open to the thoughts, ideas and reactions of others.
- Openly shares work-related information with others.
- Sensitive to the need for confidentiality in certain matters.
- Keeps supervisor fully informed.

LEADERSHIP

- Demonstrates on-the-job supervisory skills.
- Delegates responsibility and authority to employees wisely.
- Gains employee's trust and respect.
- Develops employees as individuals and as team members.
- Serves as an example of a team player.
- Is sensitive to the goals and objectives of peers, supervisors, and the Town itself.

WORK ATTITUDE refers to how skillful the employee is in dealing with others.

- Is receptive to direction; raises questions and concerns in a constructive manner.
- Is open to trying new approaches/procedures.
- Is willing to hear constructive criticism and acts on it.
- Is sensitive and respectful to other people's needs – citizens and co-workers.
- Handles difficult situations with the public in a courteous, calm, and tactful way.

Verification of Review

By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Employee Signature

Date

Supervisor Signature

Date



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

7A

REQUEST FOR PROPOSAL

Old Community Center, 46 Bradford Street, Provincetown, MA

Requested by: Town Manager David B. Panagore

Action Sought: Discussion

Proposed Motion(s)

Discussion dependent. Votes may be taken.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



POLICE STATION SITES

Review and Discussion of Potential Sites

Requested by: BOS Chair Raphael W. Richter

Action Sought: Discussion

Proposed Motion(s)

Discussion dependent. Votes may be taken.

Additional Information

See attached materials.

Some potential sites to be discussed: Fire station; O'Malley property; DPW garage; Leach field (grassy knoll); Tom Coen's property, and any park service properties (swap land).

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

The Carell Group, Inc.

Provincetown Police Headquarters

March 1, 2016
Project Budget Worksheet

CONSTRUCTION

Construction		\$	5,640,000
Temporary Quarters (Based upon revised program)		\$	1,200,000
Sub total		\$	6,840,000
Construction Contingency	10%	\$	684,000
TOTAL CONSTRUCTION		\$	7,524,000

CONSTRUCTION RELATED COSTS

Document Printing		\$	5,000
Owners Project Manager (OPM)		\$	250,000
Legal Fees		\$	5,000
Relocation		\$	10,000
Utility back charges		\$	12,000
Builders Risk Insurance	Part of Construction	\$	-
Soils/Concrete Testing		\$	10,000
TOTAL CONSTRUCTION RELATED COSTS		\$	292,000

FURNISHINGS & EQUIPMENT

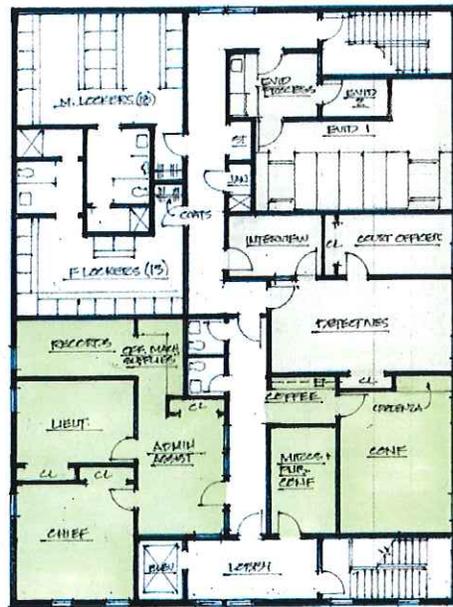
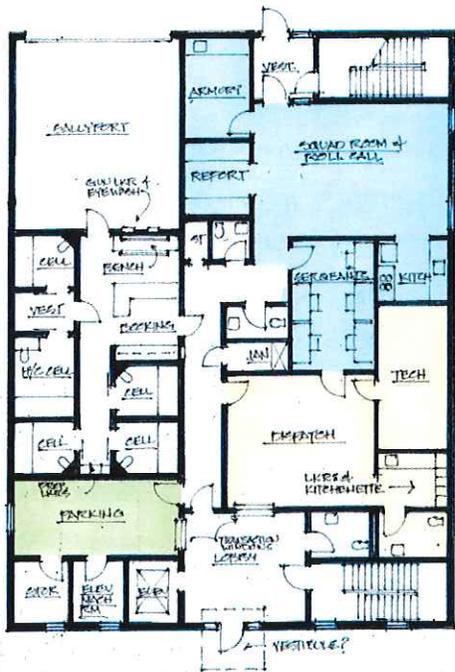
Furniture		\$	60,000
Window Treatment		\$	5,000
HD Storage		\$	20,000
Telephone System		\$	45,000
Antennas/Connections		\$	20,000
Radio/Communication		\$	55,000
Dispatch Furniture		\$	53,000
CJIS Relocation		\$	1,000
Wireless		\$	15,000
Security/ Access Control		\$	140,000
Technology Cabling		\$	65,000
Cable TV		\$	8,000
Misc Tech, EOC AV		\$	25,000
Misc building supplies (Floor buffer, wastebaskets, etc.)		\$	7,000
Soft Cost Total		\$	519,000
Soft Cost Contingency	10%	\$	51,900
TOTAL FURNISHINGS & EQUIPMENT		\$	570,900

ARCHITECTURE & ENGINEERING

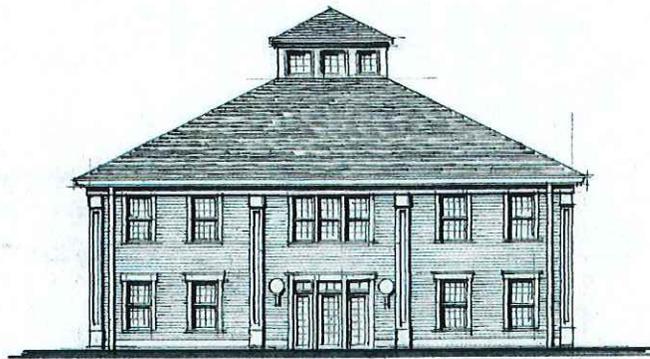
Fees	Allow 10%	\$	752,400
Expenses		\$	20,000
Town Engineering (Survey, etc) and Permitting		\$	30,000
Contingency		\$	20,000
TOTAL ARCHITECTURE & ENGINEERING		\$	822,400

TOTAL PROJECT **\$ 9,209,300**

1



PROVINCETOWN POLICE HEADQUARTERS
 FLOOR PLAN STUDIES 1/8" = 1'-0"
 THE CARELL GROUP, INC. MARCH 1, 2016



PROVINCETOWN POLICE HEADQUARTERS
FRONT ELEVATION STUDY 1/8" = 1'-0"
MARCH 10, 2016 THE CARELL GROUP, INC



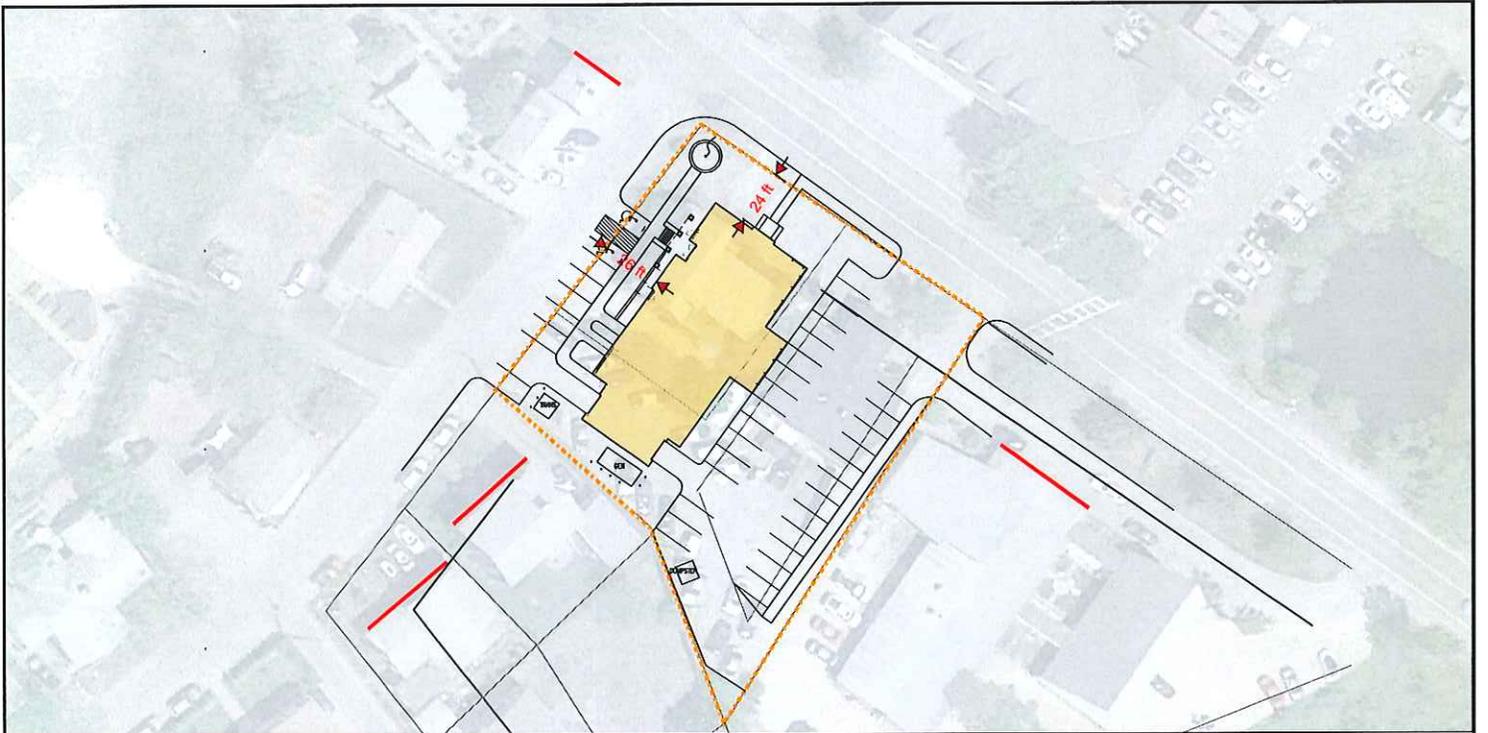
Provincetown Police Station: **Option 7A** (Brown St. Front)

Preliminary Opinion of Probable Project Cost

March 18, 2016

KAESTLE BOOS
associates, inc

Item	Description	Sub Total	Cost
<u>Site Acquisition Cost</u>			
	Purchase Price	\$839,900	
	Commission, etc.	\$84,000	
	Haz Mat Clean up Allowance	\$20,000	
			\$943,900
<u>Site Development Cost</u>			
	Existing Conditions (Demo, etc)	\$150,000	
	Basic Site Work	\$1,000,000	
			\$1,150,000
<u>Building Cost</u>			
	Police Dept. Bldg	11,854 SF @ \$340 \$/SF	\$4,030,360
	Unfinished Basement	1,803 SF @ \$220 \$/SF	\$396,660
			\$5,577,020
	General Conditions	9.0%	\$501,930
	Bonds & Insurance	2.0%	\$121,580
	Overhead and Profit	4.5%	\$279,000
	Building Permit		Waived by Town
	Design & Pricing Contingency	10.0%	\$647,950
	Escalation (2nd Quarter 2017 Bid)	5.2%	\$370,620
			\$8,442,000
	Total Construction Cost:		\$8,442,000
			\$487 /Sq.Ft.
<u>Owner's Costs</u>			
	Geotech	\$15,000	
	Survey	\$20,000	
	Arch. & Eng. Fees (DD, CD, CA)	\$750,000	
	Reimbursable Expenses	\$35,000	
	Project Management	\$337,000	
	Structural Peer Review	\$3,000	
	Utility Backcharge	\$25,000	Allowance
	PPD Furnishings, Furniture & Equipment	\$120,000	Allowance
	Communications Equipment (Antenna on Water Tank)	\$250,000	Allowance
	Printing /Miscellaneous	\$15,000	
	Legal/Advertising	\$7,000	
	Material Testing	\$25,000	
	Owner's Project Contingency (5% of Construction & Owner's Costs)	\$502,000	
			\$2,104,000
	Estimated Owner's Costs:		\$2,104,000
			\$10,546,000
	Total Project Cost:		\$10,546,000



SHANK PAINTER SITE PLAN

SCALE: 1" = 40'

**PROVINCETOWN POLICE - OPTION 7A
REVISED**

PROVINCETOWN, MA
JANUARY 20, 2016

KAESTLE BOOS
associates, inc

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DATE	ISSUE DATE
07/11/12	08/28/13
DATE	REVISIONS
	08/28/13

FOR ALL ADDITIONAL SYMBOL LEGEND AND GENERAL NOTES SEE SHEET B021



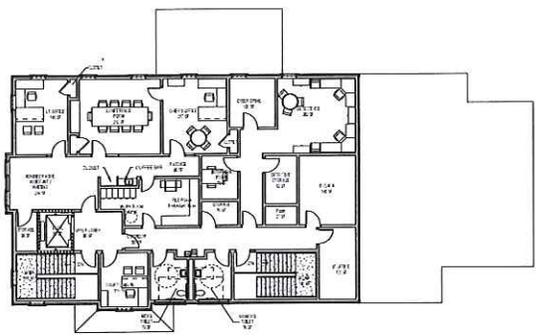
**PROVINCETOWN
 POLICE FACILITY
 OPTION 7A**

(AREA 11, 854 SF ±
 3,803 SF UNFINISHED BASEMENT)
 PROVINCETOWN,
 MASSACHUSETTS

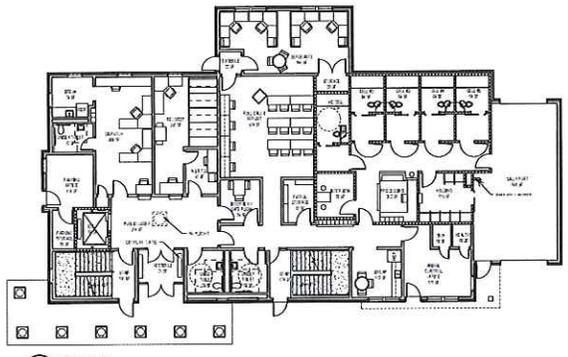
FLOOR PLANS

DATE: 03/18/16
A1.01

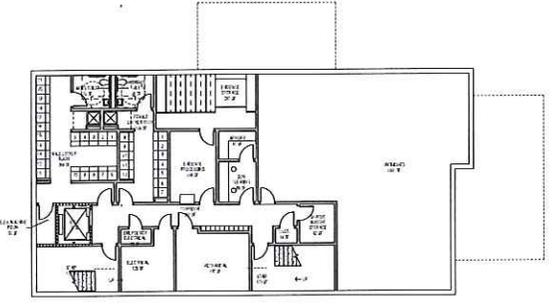
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3 UPPER LEVEL (AREA 11, 854 SF ±)
 1/8" = 1'-0"



2 MAIN LEVEL (AREA 11, 854 SF ±)
 1/8" = 1'-0"



1 BASEMENT (AREA 11, 854 SF ±)
 1/8" = 1'-0"

KAESTLE BOOS
 associates, inc.

411 BROADWAY, 15TH FLOOR, NEW YORK, NY 10038
 PH: 212-691-1000 FAX: 212-691-1001
 WWW.KAESTLEBOOS.COM

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ISSUE DATE: 2/18/2016

DATE: 2/18/2016

DESCRIPTION: EXTERIOR ELEVATIONS

REVISIONS:

DATE: 2/18/2016

FOR ALL ASSUMPTIONS, SPECIAL LEGENDS,
 AND GENERAL NOTES SEE SHEET 05.01

KEY PLAN
 SCALE: 1/8" = 1'-0"
 PROJECT: TITLE

**PROVINCETOWN
 POLICE FACILITY
 OPTION 7A**

(AREA 11.04.8 OF 6
 LOTS OF UNFINISHED BASEMENT)

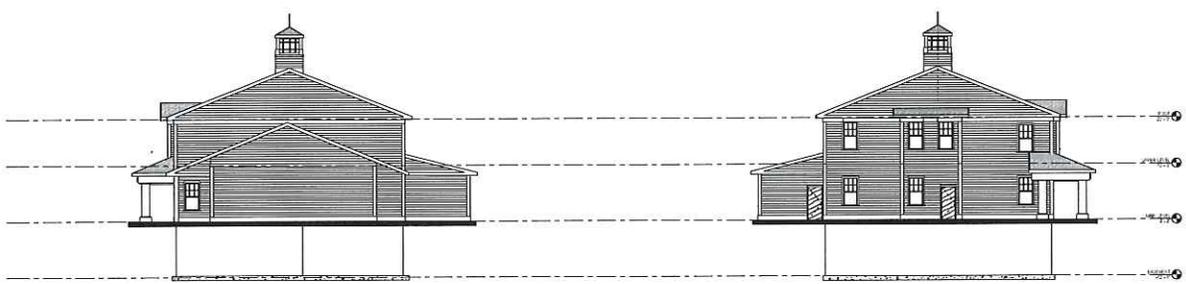
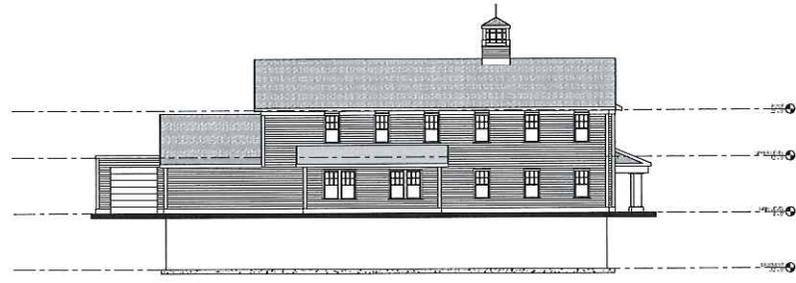
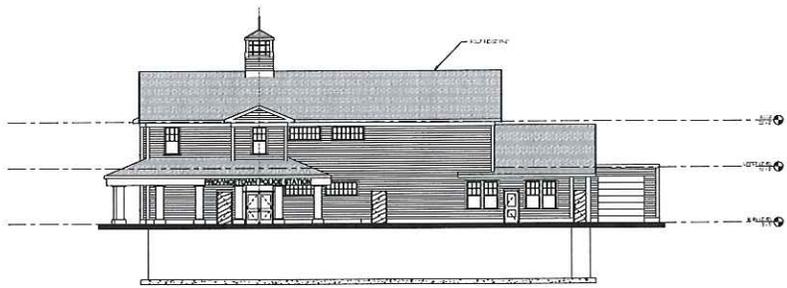
PROVINCETOWN,
 MASSACHUSETTS

PROJECT NO: 000110

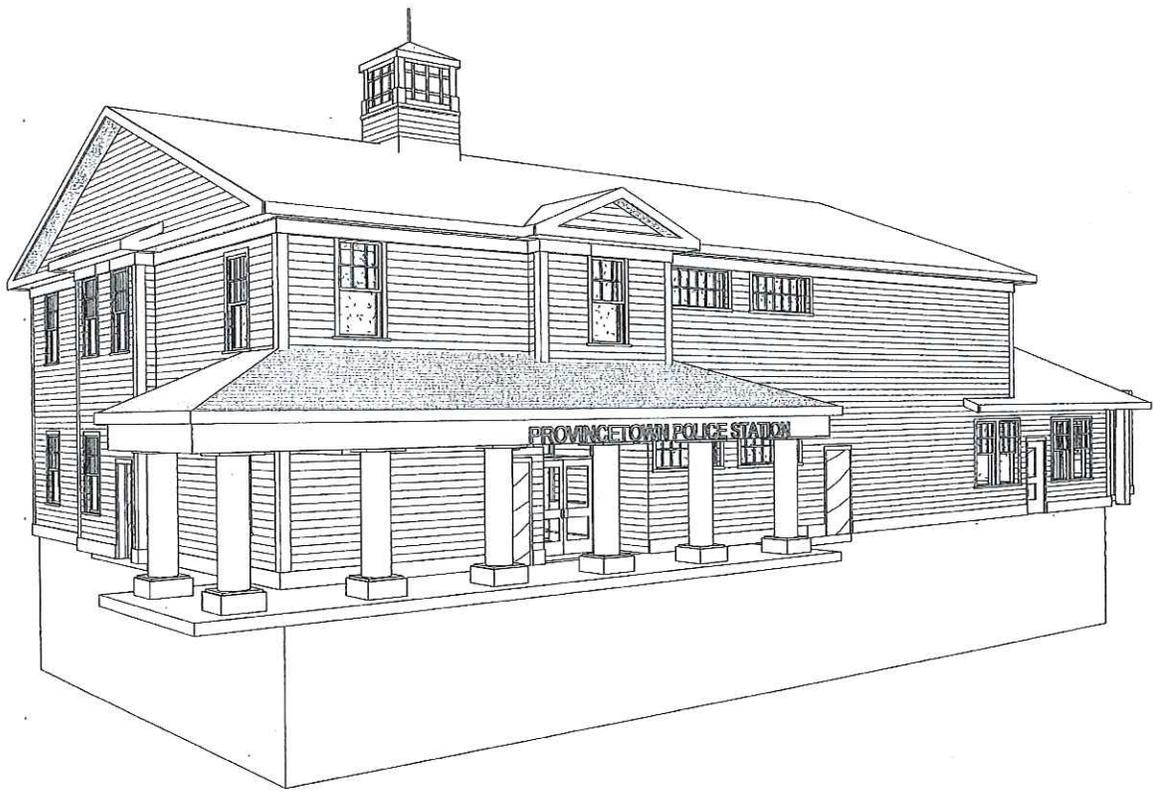
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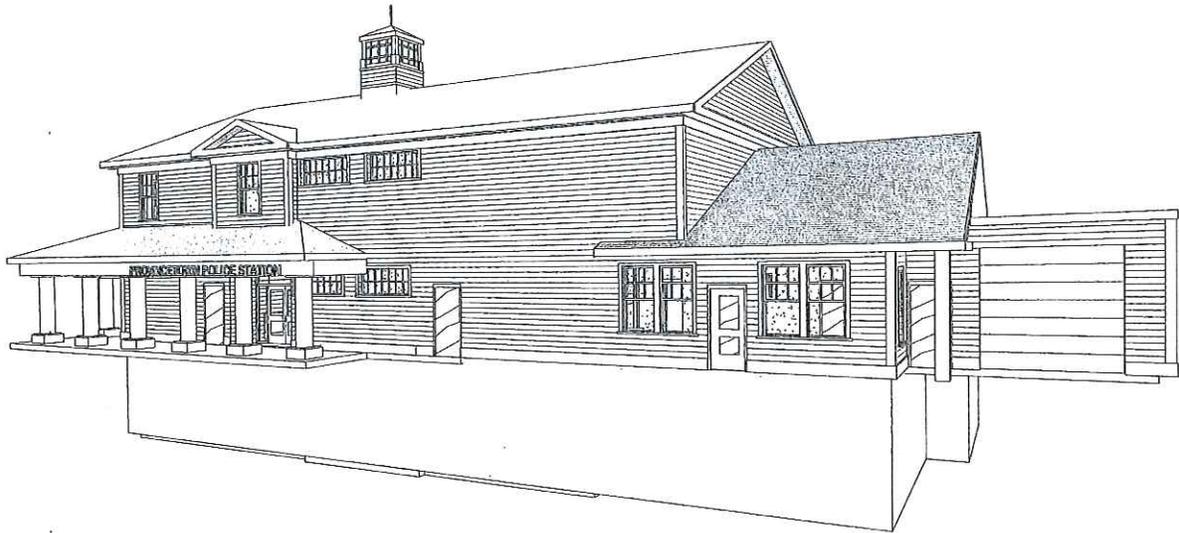
**EXTERIOR
 ELEVATIONS I**

SHEET NO: **A5.01**



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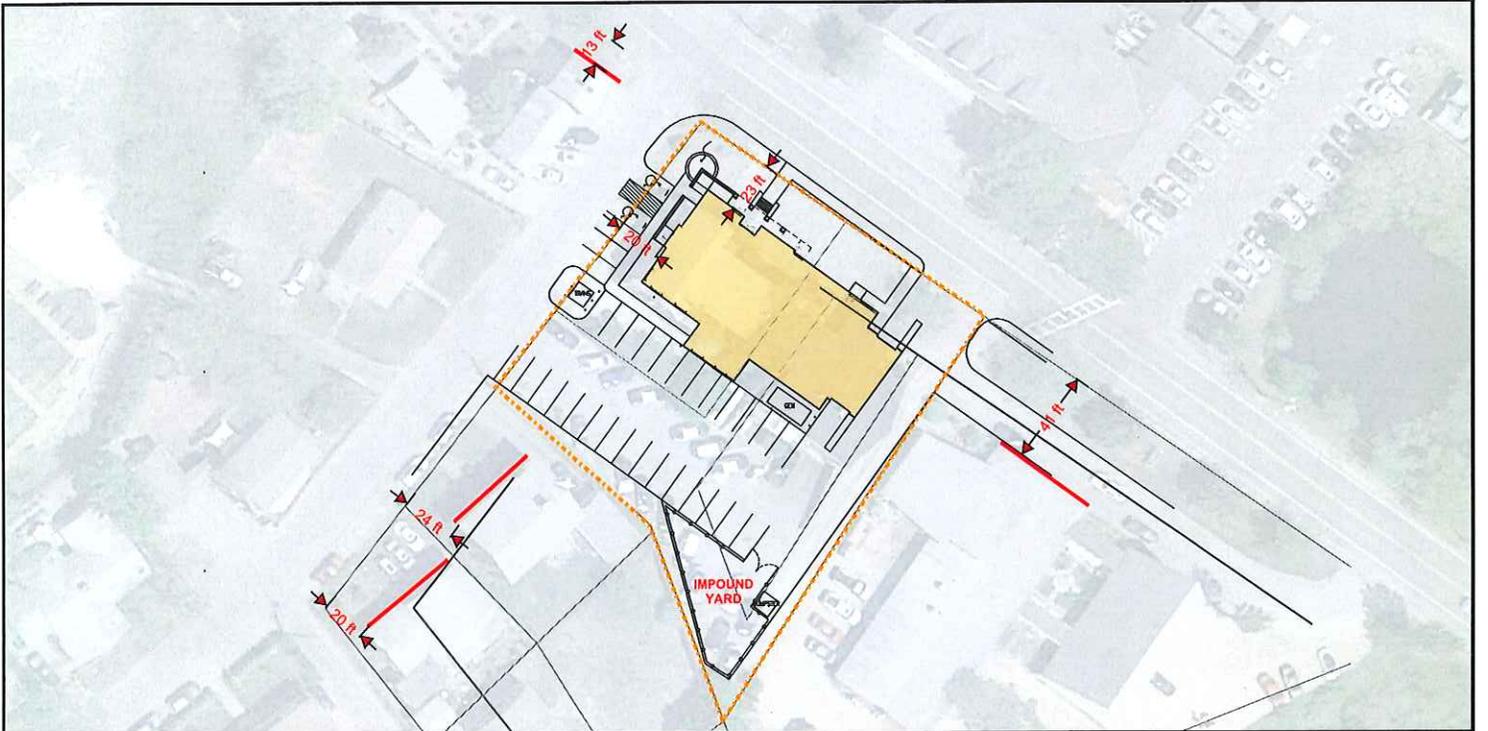
Provincetown Police Station: **Option 7B** (Shank Painter Front)

Preliminary Opinion of Probable Project Cost

March 18, 2016

KAESTLE BOOS
associates, inc

Item	Description	Sub Total	Cost
Temporary Quarters			
	(VFW @ Jerome Smith ?)		\$750,000 Allowance
Site Acquisition Cost			
	Purchase Price	\$839,900	
	Commission, etc.	\$84,000	
	Haz Mat Clean up Allowance	\$20,000	
			\$943,900
Site Development Cost			
	Existing Conditions (Demo, etc)	\$150,000	
	Basic Site Work	\$1,000,000	
			\$1,150,000
Building Cost			
	Police Dept. Bldg	11,854 SF @ \$340 \$/SF	\$4,030,360
	Unfinished Basement	1,803 SF @ \$220 \$/SF	\$396,660
	Sub Total Bldg & Site Direct Cost:		\$5,577,020
	General Conditions	10.0%	\$557,700
	Bonds & Insurance	2.0%	\$122,690
	Overhead and Profit	4.5%	\$281,600
	Building Permit		Waived by Town
	Design & Pricing Contingency	10.0%	\$653,900
	Escalation (2nd Quarter 2017 Bid)	5.2%	\$373,990
	Total Construction Cost:		\$9,260,800 \$547 /Sq.Ft.
Owner's Costs			
	Geotech	\$15,000	
	Survey	\$20,000	
	Arch. & Eng. Fees (DD, CD, CA)	\$832,000	
	Reimbursable Expenses	\$36,000	
	Project Management	\$374,000	
	Structural Peer Review	\$3,000	
	Utility Backcharge	\$25,000	Allowance
	PPD Furnishings, Furniture & Equipment	\$120,000	Allowance
	Communications Equipment (Antenna on Water Tank)	\$250,000	Allowance
	Printing /Miscellaneous	\$15,000	
	Legal/Advertising	\$7,000	
	Material Testing	\$25,000	
	Owner's Project Contingency (5% of Construction & Owner's Costs)	\$549,200	
	Estimated Owner's Costs:		\$2,271,200
	Total Project Cost:		\$11,532,000



SHANK PAINTER SITE PLAN

**PROVINCETOWN POLICE - OPTION 4 REVISED
FLIPPED 180°**

PROVINCETOWN, MA
JANUARY 20, 2016



KAESTLE BOOS
associates, inc

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PROGRESS PRINT
DATE: 3/31/2016 10:41:14 AM
NOTE: NOT FOR CONSTRUCTION

ISSUE DATE: 05/19/13

REVISIONS: 05/19/13

FOR ALL AMENDATIONS, SYMBOL LEGENDS,
AND SPECIAL NOTES SEE SHEET B1.11

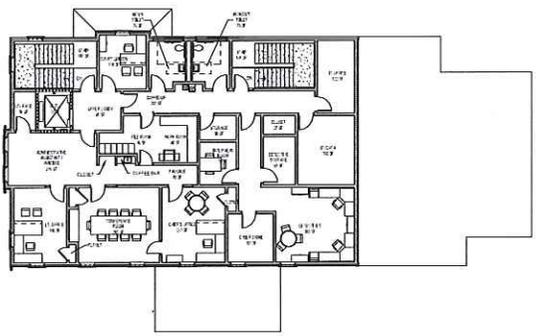
KEY PLAN
SCALE: 1" = 100'

**PROVINCETOWN
POLICE FACILITY
OPTION 7B**

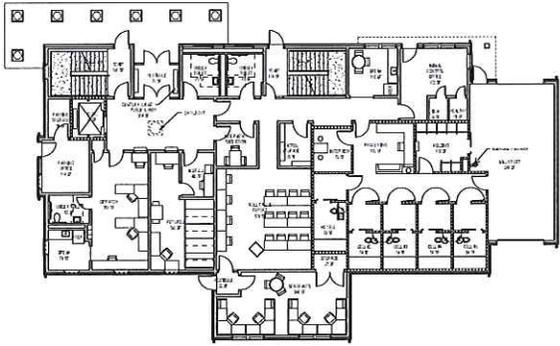
(AREA 11,854 SF &
1,663 SF UNFINISHED BASEMENT)
PROVINCETOWN,
MASSACHUSETTS

FLOOR PLANS

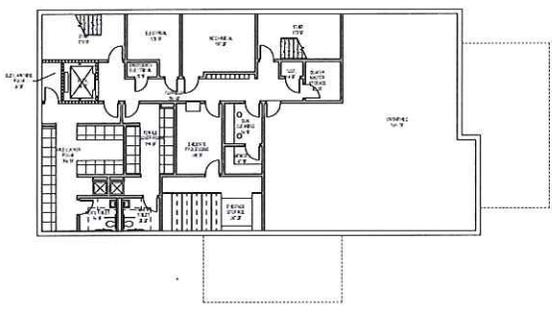
DATE: 03/31/16
A1.01



3 UPPER LEVEL (WITH FLOOR FINISHES)
1/8" = 1/8"



2 MAIN LEVEL (WITH FLOOR FINISHES)
1/8" = 1/8"



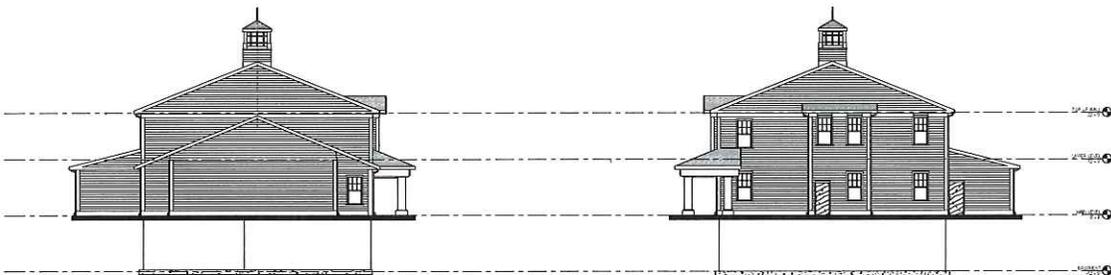
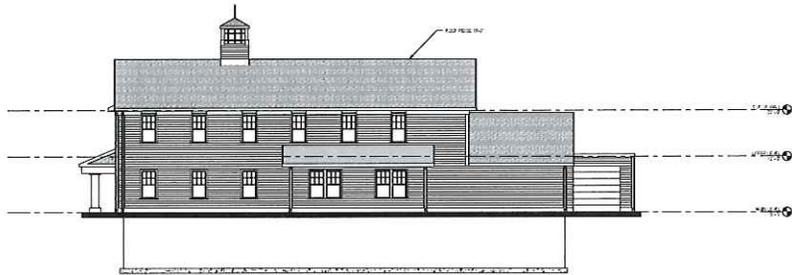
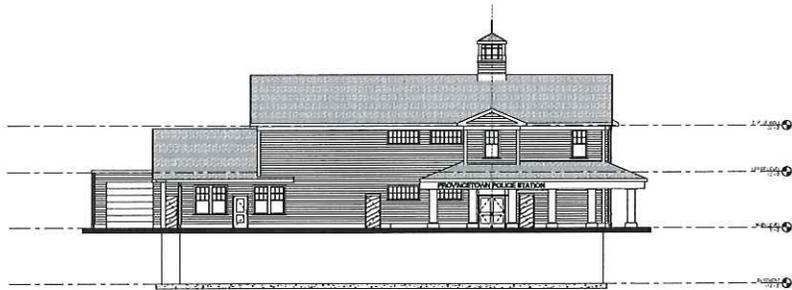
1 BASEMENT (WITH FLOOR FINISHES)
1/8" = 1/8"

12

KAESTLE BOOS
Associates, Inc

111 Main Street, 3rd Floor, Provincetown, MA 01970
Phone: 508-881-1111 Fax: 508-881-1112

PROGRESS PRINT
DATE: 3/31/2016 10:45:09 AM
NOT FOR CONSTRUCTION



DATE:	DATE:
DATE:	DATE:

FOR ALL ABBREVIATIONS, SYMBOLS, LEGENDS, AND GENERAL NOTES SEE SHEET P021



**PROVINCETOWN
POLICE FACILITY
OPTION 7B**

(AREA 13,834 SF +
1,263 SF UNFINISHED BASEMENT)

PROVINCETOWN,
MASSACHUSETTS

**EXTERIOR
ELEVATIONS I**

DATE: 3/31/2016
DRAWING: A5.01



Provincetown Police Station: Option 2 Rev (Jerome Smith)

Preliminary Opinion of Probable Project Cost

February 16, 2016

Item	Description	Sub Total	Cost
Site Development Cost			
	Existing Conditions (Demo, etc)	\$120,000	
	Basic Site Work	\$500,000	
	Subtotal Site:	\$620,000	
Building Cost			
	Police Station 11,998 SF @ \$335 \$/SF	\$4,019,330	
	Unfinished Basement 1,790 SF @ \$230 \$/SF	\$411,700	
	Sub Total Bldg & Site - Direct Cost:	\$5,051,030	
	General Conditions 9.0%	\$454,590	
	Bonds & Insurance 2.0%	\$110,110	
	Overhead and Profit 4.5%	\$252,700	
	Building Permit	Waived by Town	
	Design & Pricing Contingency 10.0%	\$586,840	
	Escalation (Jan 2017 Bid) 4.5%	\$290,498	
	Total Construction Cost:	\$6,745,800	\$489 /Sq.Ft.
Owner's Costs			
	Geotech	\$15,000	
	Survey	\$25,000	
	Arch. & Eng. Fees (DD, CD, CA)	\$674,600	
	Reimbursable Expenses	\$33,000	
	Project Management	\$303,600	
	Structural Peer Review	\$3,000	
	Utility Backcharge	\$25,000	Allowance
	PPD Furnishings, Furniture & Equipment	\$120,000	Allowance
	Communications Equipment (Antenna on Water Tank)	\$250,000	Allowance
	Printing /Miscellaneous	\$15,000	
	Legal/Advertising	\$7,000	
	Material Testing	\$25,000	
	Owner's Project Contingency (5% of Construction & Owner's Costs)	\$412,000	
	Estimated Owner's Costs:	\$1,908,200	
	Total Project Cost:	\$8,654,000	

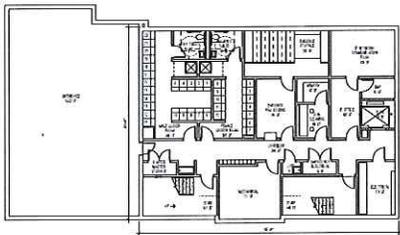


SITE PLAN- JEROME SMITH SITE
PROVINCETOWN POLICE FACILITY

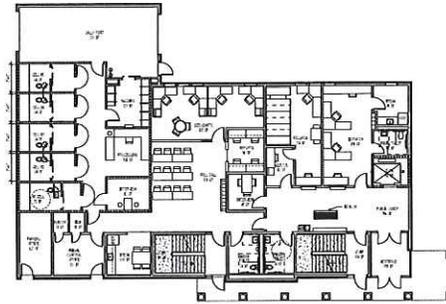
PROVINCETOWN, MA
FEBRUARY 14, 2014



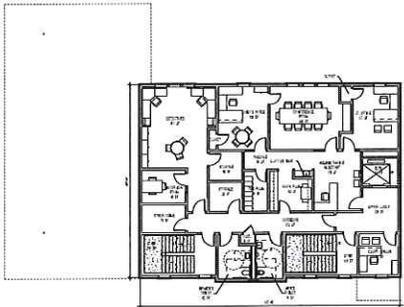
KAESTLE BOOS
associates, inc



1 BASEMENT (AREA 2,193 SF)
UNFINISHED BASEMENT (1,710 SF)
1/8" = 1'-0"



2 MAIN LEVEL (AREA 11,993 SF)
UNFINISHED BASEMENT (1,710 SF)
1/8" = 1'-0"



3 UPPER LEVEL (AREA 11,993 SF)
UNFINISHED BASEMENT (1,710 SF)
1/8" = 1'-0"

KAESTLE BOOS
associates, inc

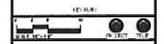
1400 STATE STREET, SUITE 200
PROVINCETOWN, MASSACHUSETTS 01962
PHONE: 508-885-1100 FAX: 508-885-1101
WWW.KAESTLEBOOS.COM

PROGRESS PRINT
DATE PLOTTED: 11/03/2011 10:00 AM
NOT FOR CONSTRUCTION

DATE: 11/03/2011

BY: JWB

FOR ALL INFORMATION, PLEASE CONTACT
THE ARCHITECT'S OFFICE

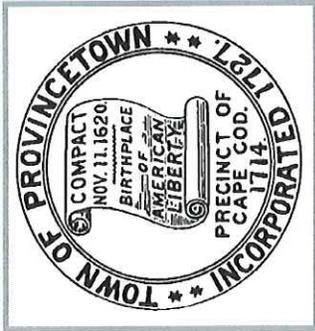


**PROVINCETOWN
POLICE FACILITY
OPTION 2 REVISED**

(AREA 21,993 SF)
UNFINISHED BASEMENT (1,710 SF)
PROVINCETOWN,
MASSACHUSETTS

FLOOR PLANS

DATE: 11/03/2011
A1.01

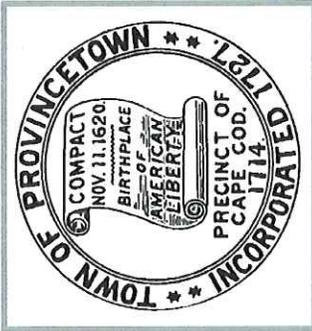


TOWN OF PROVINCETOWN
DEPARTMENT OF PUBLIC WORKS



TOWN OF PROVINCETOWN POLICE DEPT. FACILITY PROPOSALS

CHRONICLE OF VARIATIONS



TOWN OF PROVINCETOWN
DEPARTMENT OF PUBLIC WORKS

■ **Project Goals:**

- Formulate the baseline Building Program
 - Evaluate Building Program vs. Department space needs
 - Compare New Construction to In-Place Rehabilitation
- Analyze Site Options & Regulatory Limitations on Building Programs
- Evaluate probable project cost

■ **Design Review Team:**

David B. Panagore, Town Manager

David Gardner, Assistant Town Manager

Richard J. Waldo, P.E., Public Works Director

James Golden, Provincetown Police Chief

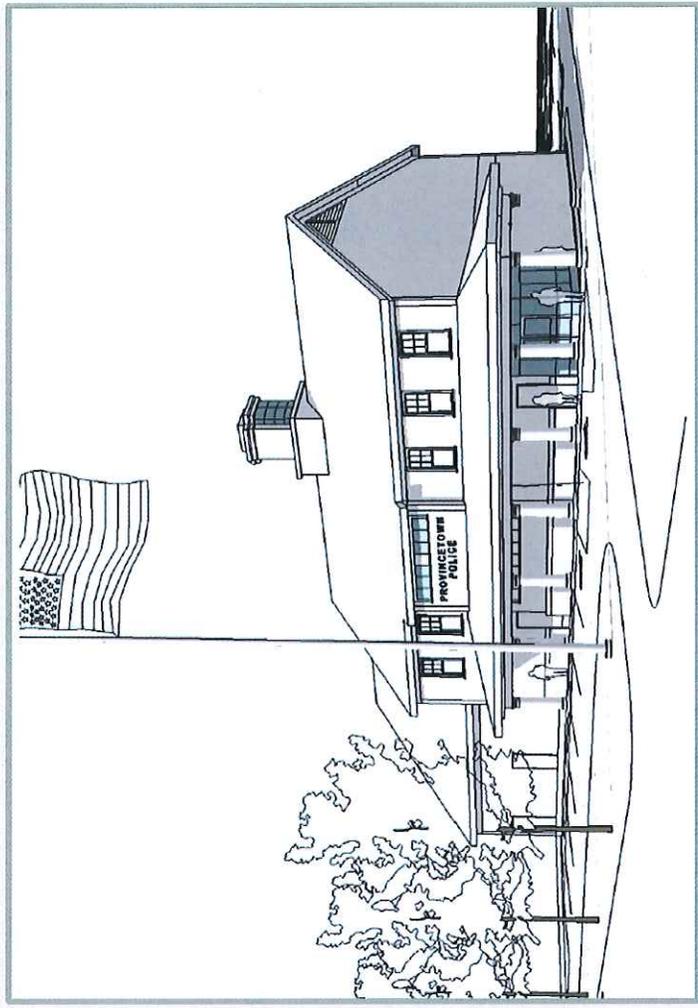
Michael J. McKeon, AIA, Kaestle Boos Associates, Inc.

Gregory Carell, AIA, The Carell Group, Inc.

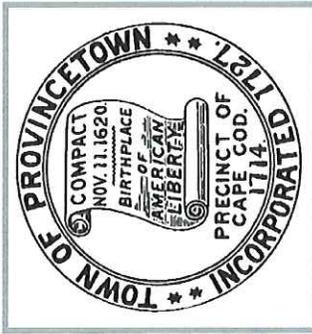


	Room Square Footage			Jerome Smith Rd. K & B
	Shank Painter Road K & B	Carell		
Total Entry Way	325	424		504
Dispatch	435	423		449
Parking Dept	152	254		127
Booking / Cell / Interview	1200	630		1200
Cyber Crime Office	101			75
Roll Call / Squad Rm	674	450		556
Armory	115	112		113
Report / Work Room	164	80		188
Men's Locker Rm	424	466		396
Woman's Locker Rm	250	360		262
Court Officer	116	132		61
Admin Assistant	234	187		179
Chief's Office	217	239		199
Lt. Office	180	179		152
Conference Room	292	280		280
Detective Area	383	302		411
Sergeants	346	187		353
Evidence Storage Total	247	392		247
Evidence Processing	149	96		146
Interview Room	148	96		170
Tech Room Total	302	171		339
Sally Port	549	550		553
Mechanical Rm	197	56		212
Quarter Master Storage	62			26
Electrical Room Total	125			150
Animal Control Total	211			169
File Room	60			59
Records / MIRCS	330	292		339
Break Room	110	72		115
Custodian	14	42		22
Finished Storage	256	33		118
Sub Total:	8,368	6,505		8,170
misc square footage	3,486	2,895		3,818
Total Sq Footage	11,854	9,400		11,988
Unfinished Storage Space	1,803	1,000		1,790

	Probable Project Cost			
	K & B (Brown)	Shank Painter Road K & B (Shank Painter)	Carell	Jerome Smith Rd. K & B
Proposed Finished Sq. Footage	11,854	11,854	9,400	11,988
Site Acquisition Cost	\$943,900	\$943,900	\$0	\$0
Temporary Quarters Cost	\$0	\$750,000	\$1,200,000	\$0
Total Construction Related Cost	\$7,498,100	\$7,566,900	\$6,616,000	\$6,745,800
Total Owner's Cost (Soft Cost)	\$2,104,000	\$2,271,200	\$1,393,300	\$1,908,200
Total Project Cost	\$10,546,000	\$11,532,000	\$9,209,300	\$8,654,000
Price per Square Foot	\$890	\$973	\$980	\$722



FUTURE OPTION SUMMARY



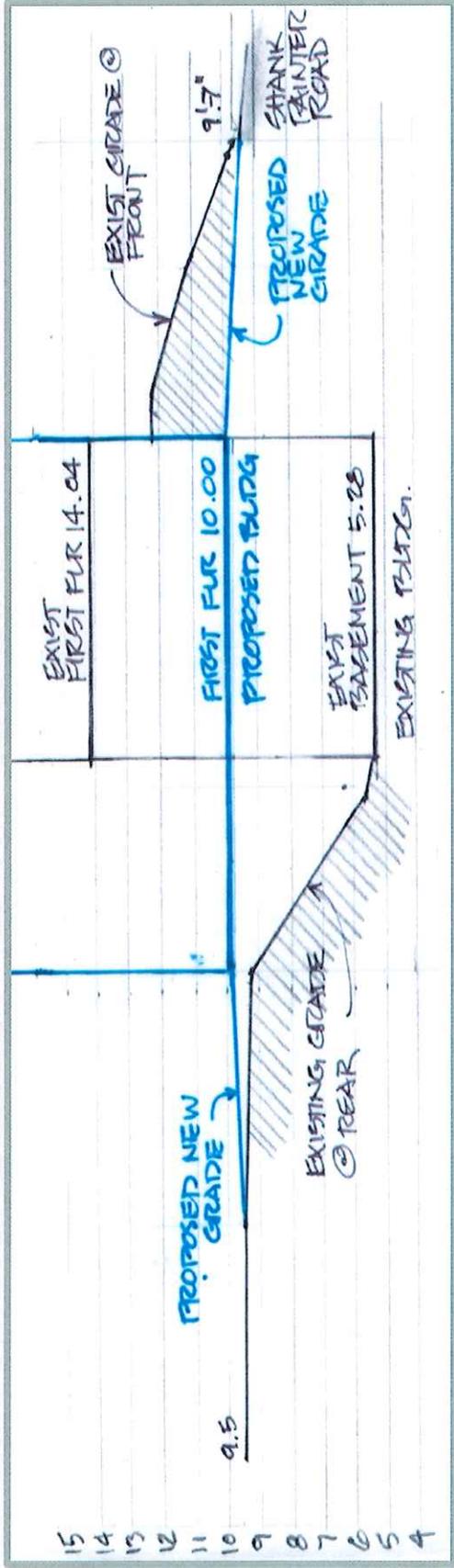
TOWN OF PROVINCETOWN
DEPARTMENT OF PUBLIC WORKS

MOVING TOWARDS A GOAL

- Three Locations, Four Choices:
 - Shank Painter Road
 - Existing Site
 - Brown Street & Shank Painter (2 alternatives)
 - Jerome Smith Road (VFW Site)

POLICE DEPT. FACILITY PROPOSALS

FUTURE OPTIONS – A WAY FORWARD



PROVINCETOWN POLICE HQ. - SITE SECTION DIAGRAM

DEFICIENCIES PER ARCHITECT

- Requires new foundation, raised several feet; cell blocks below Base Flood Elevation
- Complete reconfiguration of space to meet operational & code requirements
- Complete replacement of antiquated mechanical, electrical, & plumbing systems
- New energy code compliant envelope, insulation, doors, and windows.
- Temporary quarters required for renovation

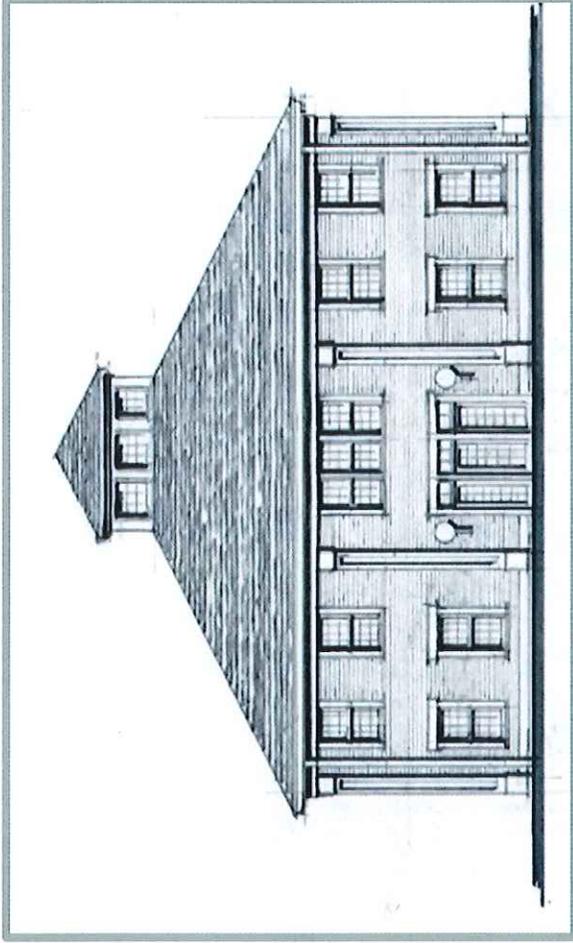
The costs for renovation and new construction are about the same

POLICE DEPT. FACILITY PROPOSALS

EXISTING FACILITY REHABILITATION

Existing Site – New Construction

- Design Constraint – Fit Existing Site
- Building Program Deficient
 - 9,400 Sq. Ft.
 - Will not satisfy Dept. space needs
 - Lacks adequate utility and storage space, office space – booking, roll call, animal control, etc.
- Sally Port has one egress
- Compliant with flood and building code requirements.
- Temporary quarters - required



PROVINCETOWN POLICE HQ. -
FRONT ELEVATION STUDY 1/8" = 1'-0"
MARCH 16, 2016 - THE CARELL GROUP, INC.

Preliminary Opinion of Probable Project Cost - \$9,209,300

POLICE DEPT. FACILITY PROPOSALS

EXISTING SITE - NEW CONSTRUCTION

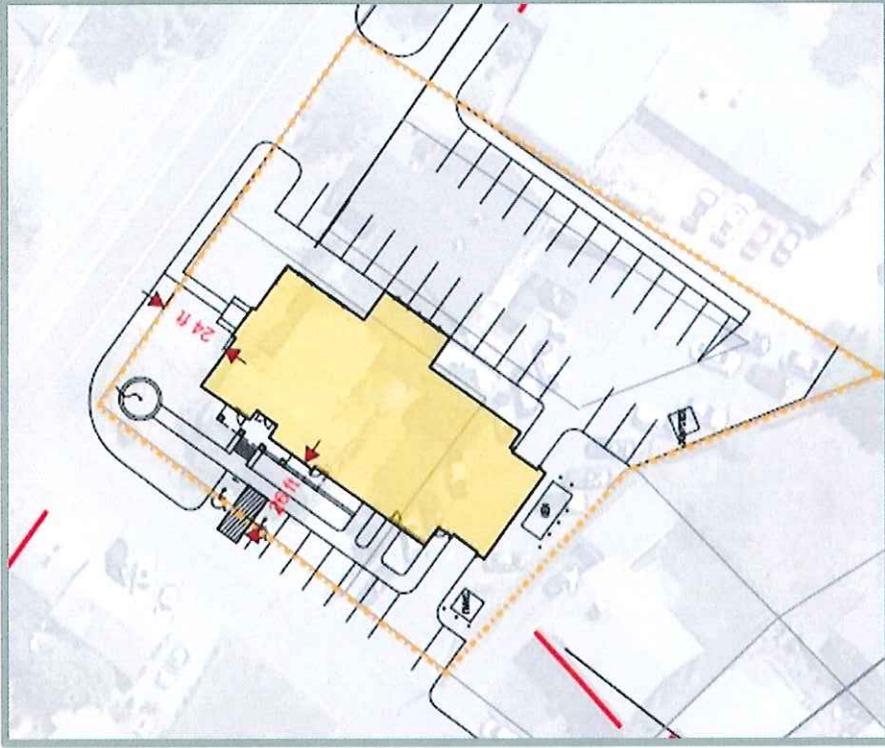
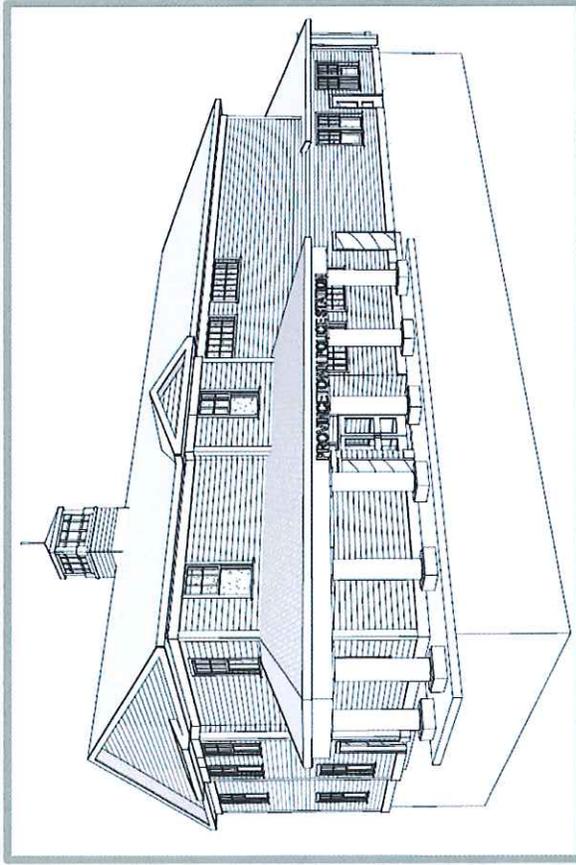


POLICE DEPT. FACILITY PROPOSALS

EXISTING SITE - NEW CONSTRUCTION

Site Acquisition – Fronting Brown Street

- 11,854 Sq. Ft. – Satisfies departments space needs
- Up to 1,800 Sq. Ft. of unfinished storage space
- Sally Port has two egresses
- Compliant with flood, building code, and local zoning regulations
- Temporary quarters – not required
- Timing dependent on site acquisition



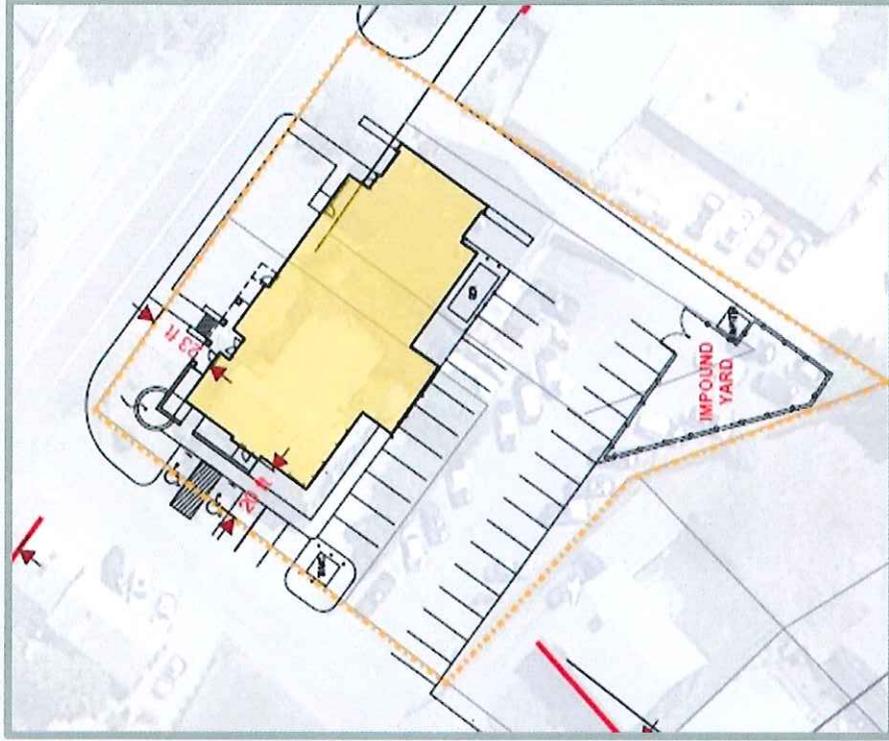
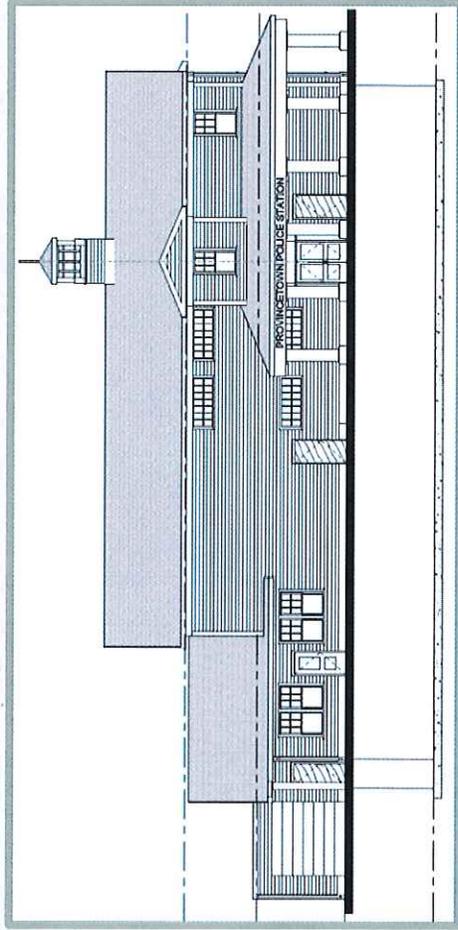
**Preliminary Opinion of Probable
Project Cost - \$10,546,000**

POLICE DEPT. FACILITY PROPOSALS

SHANK PAINTER & BROWN STREET – FRONTING BROWN STREET

Site Acquisition – Fronting Shank Painter Road

- 11,854 Sq. Ft. – Satisfies departments space needs
- Up to 1,800 Sq. Ft. of unfinished storage space
- Sally Port has two egresses
- Compliant with flood, building code, and local zoning regulations
- Temporary quarters – required
- Timing dependent on site acquisition



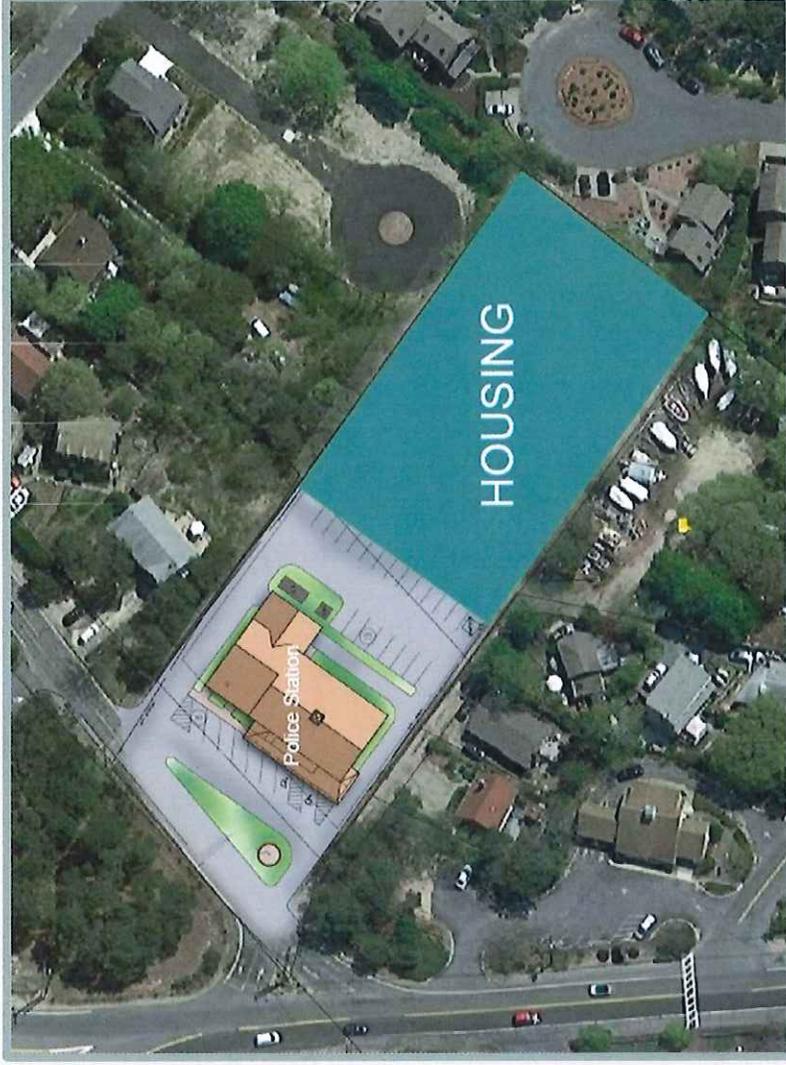
Preliminary Opinion of Probable Project Cost - \$11,532,000

POLICE DEPT. FACILITY PROPOSALS

SHANK PAINTER & BROWN STREET – FRONT SHANK PAINTER ROAD

New Construction – VFW Site

- Temporary quarters – not required
- Site acquisition – not required
- 11,998 Sq. Ft. – Satisfies departments space needs
- Up to 1,800 Sq. Ft. of unfinished storage space
- Sally Port has two egresses
- Compliant with flood, building code, and local zoning regulations



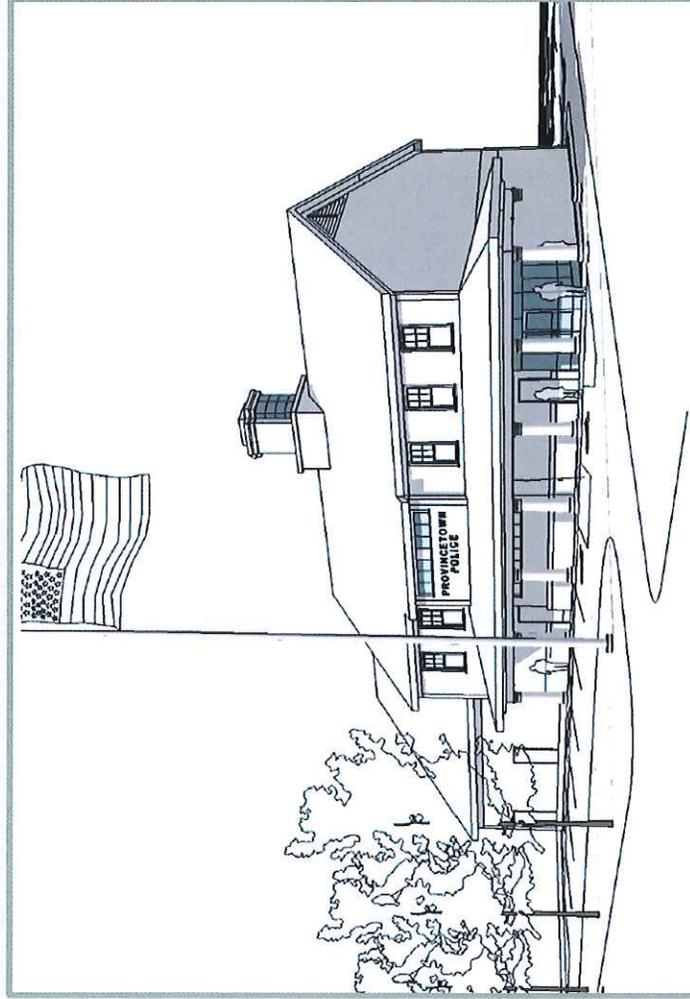
Preliminary Opinion of Probable Project Cost - \$8,654,000

POLICE DEPT. FACILITY PROPOSALS

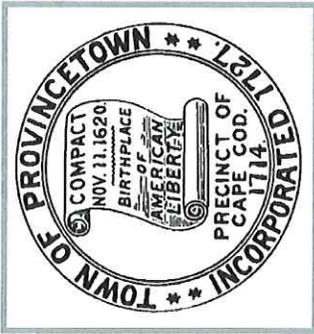
JEROME SMITH ROAD (VFW SITE)

	Room Square Footage			
	Shank Painter Road		Jerome Smith Rd.	
	K & B	Carell	K & B	
Total Entry Way	325	424	504	
Dispatch	435	423	449	
Parking Dept	152	254	127	
Booking / Cell / Interview	1200	630	1200	
Cyber Crime Office	101		75	
Roll Call / Squad Rm	674	450	556	
Armory	115	112	113	
Report / Work Room	164	80	188	
Men's Locker Rm	424	466	396	
Woman's Locker Rm	250	360	262	
Court Officer	116	132	61	
Admin Assistant	234	187	179	
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Evidence Processing	149	96	146	
Interview Room	148	96	170	
Tech Room Total	302	171	339	
Sally Port	549	550	553	
Mechanical Rm	197	56	212	
Quarter Master Storage	62		26	
Electrical Room Total	125		150	
Animal Control Total	211		169	
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Records / MIRCS	330	292	339	
Break Room	110	72	115	
Custodian	14	42	22	
Finished Storage	256	33	118	
Sub Total:	8,368	6,505	8,170	
misc square footage	3,486	2,895	3,818	
Total Sq Footage	11,854	9,400	11,988	
Unfinished Storage Space	1,803	1,000	1,790	

	Probable Project Cost			
	Shank Painter Road		Jerome Smith Rd.	
	K & B (Brown)	K & B (Shank Painter)	Carell	K & B
Proposed Finished Sq. Footage	11,854	11,854	9,400	11,988
Site Acquisition Cost	\$943,900	\$943,900	\$0	\$0
Temporary Quarters Cost	\$0	\$750,000	\$1,200,000	\$0
Total Construction Related Cost	\$7,498,100	\$7,566,900	\$6,616,000	\$6,745,800
Total Owner's Cost (Soft Cost)	\$2,104,000	\$2,271,200	\$1,393,300	\$1,908,200
Total Project Cost	\$10,546,000	\$11,532,000	\$9,209,300	\$8,654,000
Price per Square Foot	\$890	\$973	\$980	\$722



FUTURE OPTION SUMMARY



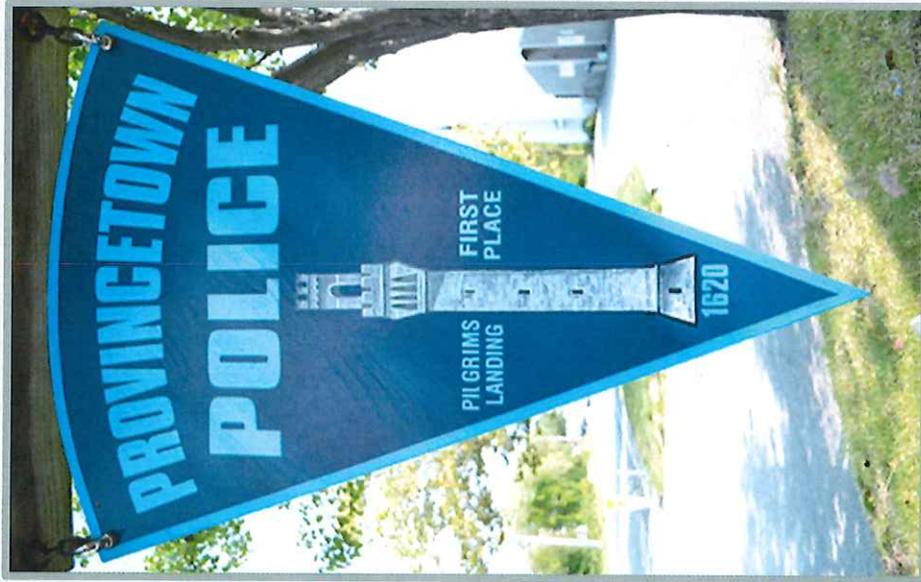
TOWN OF PROVINCETOWN
DEPARTMENT OF PUBLIC WORKS

■ **Debt Service \$9m:**

- Last debt issued by Town @ 2.578%
- @ 4% \$855k Yr1 dropping by \$20K a year to \$472.5k Yr20

■ **Debt Service \$11m:**

- @ 4% \$910k Yr1 dropping by \$25k a year to \$ 491k Yr20



POLICE DEPT. FACILITY PROPOSALS

THANK YOU – THE END



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

7C

TOWN MANAGER'S REPORT

Administrative Updates

Requested by: Town Manager David B. Panagore

Action Sought: Discussion

Proposed Motion(s)

Discussion dependent – votes may be taken.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

7D

OTHER

Requested by: Town Manager David B. Panagore

Action Sought: Discussion

Proposed Motion(s)

Discussion Dependent – votes may be taken.

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>



Provincetown Board of Selectmen

AGENDA ACTION REQUEST

Monday, July 25, 2016

8

MINUTES OF BOARD OF SELECTMEN'S MEETINGS

Requested by: BOS Secretary

Action Sought: Approval

Proposed Motion(s)

Move that the Board of Selectmen approve the minutes of:

- May 23, 2016 (Regular) as printed with changes so noted
- June 13, 2016 (Regular) as printed with changes so noted
- July 11, 2016 (Special) as printed with changes so noted
- July 11, 2016 (Regular) as printed with changes so noted

Additional Information

See attached minutes.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES - REGULAR MEETING
MONDAY – MAY 23, 2016 – 6:00 p.m.
JUDGE WELSH ROOM - 260 COMMERCIAL STREET
DRAFT**

Chairman Richter convened the open meeting at 6:00 p.m. noting the following attendees:
Board of Selectmen members: Raphael Richter, Erik Yingling, Tom Donegan, Cheryl Andrews, and Robert Anthony.

Other attendees: Assistant Town Manager David Gardner, Finance Director Dan Hoort, Police Chief Jim Golden, and Rowing Regatta Representative John Livingstone.

Excused: Town Manager David B. Panagore

Recorder: Loretta Dougherty

Raphael called the meeting to order and the Board motioned to go into Executive Session at 5:30 p.m.

Motion by the Board of Selectmen to vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clauses 1,2,3,4,6,7, & 8 for the purposes of:

Clauses 1, 2, 3, 4, 6, 7, & 8 – To consider the release of approved Executive Session Minutes: January 13, 2014; February 24, 2014; March 31, 2014; April 28, 2014; May 27, 2014; June 9, 2014; June 26, 2014; August 29, 2014; September 5, 2014; September 10, 2014; September 12, 2014; September 19, 2014; October 23, 2014; November 10, 2014; January 8, 2015; January 14, 2015; March 4, 2015; March 23, 2015; April 2, 2015; April 27, 2015; May 11, 2015; May 13, 2015; May 22, 2015; May 26, 2015; June 8, 2015; June 18, 2015; June 22, 2015; July 13, 2015; July 15, 2015; July 20, 2015; July 27, 2015; August 10, 2015 (5 p.m.); August 10, 2015 (6 p.m.); August 24, 2015; September 14, 2015; September 21, 2015; October 5, 2015; October 13, 2015; November 9, 2015, November 23, 2015, and December 11, 2013.

and to go into open session thereafter.

**Motion: Tom Donegan
(Roll Call Vote)**

Seconded: Robert Anthony

Raphael Richter: Yes

Erik Yingling: Yes

Tom Donegan: Yes

Cheryl Andrews: Yes

Robert Anthony: Yes

Yea: 5 Nay: 0 Motion passed

The Board went into Executive Session at approximately 5:33 p.m.

Consent Agenda – Approval without objection required for the following items:

- A. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Justine Ives for creation of original artwork for the Moby Dick Reading Marathon, in the amount of \$1,000.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$1000.00 for the attached invoice from Justine Ives.

- B. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Ellen Battaglini for transcription services, in the amount of \$87.50.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$87.50 for the attached invoice from Ellen Battaglini.

- C. *Treasurer's Transfer – Library Gift Fund – pay to 1544 Recorded Books, Inc., for audiobook purchases, in the amount of \$371.19.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$371.19 for the attached invoice from 1544 Recorded Books, INC.

- D. *Reappointments of Selectman Erik Yingling as a Trustee of the OPEB Trust Fund for a term of one year ending May 27, 2017, and of Provincetown resident Douglas Cliggott as a Trustee of the OPEB Trust Fund for a term of two years ending May 27, 2018.*

Move that the Board of Selectmen appoint Selectman Erik Yingling, as a Trustee of the OPEB Trust Fund for a term of one year effective May 27, 2016, and expiring May 27, 2017.

Move that the Board of Selectmen appoint Provincetown resident Douglas Cliggott as a Trustee of the OPEB Trust Fund for a term of two years effective May 27, 2016, and expiring May 27, 2018.

- E. *Appoint Jeffrey Gould as a Regular member to the Zoning Board of Appeals, with a term to expire on December 31, 2016. He is currently an Alternate member on the Zoning Board of Appeals.*

Move that the Board of Selectmen vote to appoint Jeffrey Gould as a Regular Member to the Zoning Board of Appeals with a term to expire December 31, 2016.

- F. *Parade Permit submitted by Bill Sykes, 13 River Street, Plymouth, MA 02360, on behalf of the National MS Society-Greater New England Chapter, for the 33rd Annual Cape Cod Gateway MS Bike Ride Fundraiser, to be held on Sunday, June 26, 2016, from 8:00 a.m. to 2:00 p.m. (4:00 p.m., if it runs longer).*

Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Bill Sykes, on behalf of the National MS Society – Greater New England Chapter, 101A First Avenue, Suite 6, Waltham, MA 02451, for the 33rd Annual Cape Cod Gateway MS Bike Ride Fundraiser, to be held on Sunday, June 26, 2016 from 8:00 a.m. to 2:00 p.m. or 4:00 p.m., if it runs longer.

- G. *Parade Permit submitted by Barry Cook, 96-98 Bradford Street, Provincetown, MA 02657, on behalf of the AIDS Support Group of Cape Cod, for the 8th Annual ASGCC 5K Run/Walk, to be held on Sunday, July 17, 2016, from 8:00 a.m. to 9:30 a.m.*

Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Barry Cook, on behalf of the AIDS Support Group of Cape Cod, 96-98 Bradford Street, Provincetown, MA 02657, for the 8th Annual ASGCC 5K Run/Walk, to be held on Sunday, July 17, 2016 from 8:00 a.m. to 9:30 a.m.

- H. *Parade Permit submitted by Krystal Magata, 4899 Belfort Road, Suite 300, Jacksonville, FL 32256, on behalf of the Wounded Warrior Project, for the 5th Annual Wounded Warriors' Soldiers Ride, to be held on Friday, September 23, 2016, from 8:00 a.m. to 11:30 a.m.*

Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Krystal Magata, on behalf of the Wounded Warrior Project, 480 Belfort Road, Suite 300, Jacksonville, FL 32256, for the 5th Annual Wounded Warriors' Soldiers Ride, to be held on Friday, September 23, 2016 from 8:00 a.m. to 11:30 a.m.

- I. *Parade Permit submitted by Melanie Braverman, 633 Commercial Street, Unit #2, Provincetown, MA 02657, on behalf of the Alzheimer's Family Support Center of Cape Cod, for the Alzheimer's Benefit Walk, to be held on Sunday, October 16, 2016, from 10:00 a.m. to 2:00 p.m.*

Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Melanie Braverman, on behalf of the Alzheimer's Family Support Center of Cape Cod, 2095 Main Street, Brewster, MA 02631, for the benefit walk to support free services for AD families, to be held on Sunday, October 16, 2016 from 10:00 a.m. to 2:00 p.m.

- J. *Approve drafted letter to John Lebeaux, Commissioner of the Mass. Dept. of Agricultural Resources requesting a review and upgrade of the public notification, monitoring, and control of toxic chemical spraying throughout Cape Cod towns.*

Move that the Board of Selectmen vote to approve a letter written to Mr. John Lebeaux, Commissioner, of the Massachusetts Department of Agricultural Resources, in support of our neighbors on Cape Cod, and requesting a review and upgrade of the public notification, monitoring, and control of toxic chemical spraying throughout Cape Cod towns.

- K. *Approve drafted letter to Senator Daniel A. Wolf requesting his support for the Year-Round Market Rate Rental Housing Trust Fund for the Town of Provincetown.*

Move that the Board of Selectmen vote to approve a letter written to Senator Daniel A. Wolf requesting his support for the Year-Round Market Rate Rental Housing Trust Fund for the Town of Provincetown.

Regatta, c/o 522 Commercial Street, Provincetown, MA 02657, to close Kendall Lane (a public way) for six (6) hours on Saturday, June 4, 2016, from 7:00 a.m. to 1:00 p.m.

Motion: Erik Yingling

Seconded: Robert Anthony

5/0/0 Motion passed.

C. Police Report for the Month of April 2016 – Police Chief Jim Golden.

Chief Golden presented the new formatted report. This report is located on the Police Dept. page on the Town's website.

Robert wanted to know if there were any alarm calls and were they from the same alarms. He wanted to know if any violations had been written for them.

Chief said he last looked in November but will check and get back to the Board.

Robert and Tom asked if there was any grant money received by the department and if it covers OUI enforcement or is that separate.

Chief Golden has received money from the state. You can go to their web page and there is a list of what is covered under this grant.

Cheryl commented that we are seeing different kinds of accidents; it seems that people are really driving unsafely. These are generally caused by other infractions that are happening. She asked what the current status of state law is regarding texting and hand held phones.

Chief Golden stated that there is no texting or anything with complex phone use. There is a minimum \$105.00 fine.

Robert asked for an update on the new ordinance regarding heroin.

Chief Golden stated that 18 portions of the bill passed, but no information has been sent out to any of the Chiefs as yet.

Raphael complimented the amount of social media posting the Chief is doing and asked him to keep it up. It is really great to see that information getting out there.

No action was taken.

D. Review and Approve Selectmen's Policy Statement 2016-05-23 – Town of Provincetown Buy Recycled Policy.

David G. stated that there is a new regulation that requires the town to have a policy in place in order to qualify for grants for bond initiatives for recycling and solid waste removal. Each town should have this in place to be eligible for these funds and we did not have a policy. This is a model policy statement that came down from the state; this is a guideline not a regulation. Both the Dept. of Public Works and the Recycling and Renewable Energy Committee have looked at the policy and support it.

MOTION: Move that the Board of Selectmen vote to approve Board of Selectmen Policy Statement 2016-05-23, Town of Provincetown Buy Recycled Policy as presented.

Motion: Erik Yingling

Seconded: Robert Anthony

5/0/0 Motion passed.

Raphael recused himself on items E. & F. as his transportation company is in competition with Mr. Downey. He left the room at 6:30 p.m. Vice Chair Yingling took over the meeting.

E. Revocation of Approvals for lack of performance of the Harborfront Shuttle

MOTION: Move that the Board of Selectmen vote to declare the Municipal Street License for the Harborfront Shuttle Tours issued to Timothy Downey on June 11, 2012 null and void by operation of law, and to order him to remove such property from the public way within ten days of the date of receipt of notice.

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David Gardner gave a brief overview of the history. The Board had previously approved the route and the placement of the information booth. Mass General Law requests that within a three year period all required certifications need to be obtained. Mr. Downey has not been able to acquire these certifications so there has been a lack of performance. The ticket booth has been in place but no business has been operated out of it.. The Beautification Committee voted unanimously to remove the "disability" trailer overseen by the Downey family at Bus Stop Park at their meeting in 2015. Mr. Downey was sent a letter this March giving him 30 days to get all the necessary approvals and pay all fees as required. He has been in touch with us and indicated he has every intention to follow through. David asked for the Board's approval based upon Town Counsel's recommendation that if the license holder has not obtained the required certificate by this time, the license is null and void by operation of law.

Motion: Tom Donegan

Seconded: Robert Anthony

4/0/1 (Raphael Richter – recused) Motion passed.

F. Revocation of Approvals for lack of performance of the Free Town Maps

MOTION: Move that the Board of Selectmen vote to revoke the previous approval given to Timothy Downey dba LandSquares of Provincetown for the placement of the Free Town Maps distribution boxes on town owned land within the public right of way within 14 days of notice for failure to obtain the necessary permits, pay the proper fees and otherwise maintain the conditions place on the approval, and further to order him to remove such property from within the public way within ten days of the date of your revocation.

Mr. Downey did not get the necessary license in 2015 and has not done so in the year 2016 either. He has been contacted requesting him to pay his past due fees as required and informing him that there is a penalty for operating without a license. Conditions were placed on the approval to operate; one of which was that the distribution boxes be restocked on a regular basis. They have not been restocked; all three were completely empty of maps last week. We can compel him to come in and take care of this or the Board can revoke approval again.

Tom stated the boxes get in the way of the bike parking, and that we have lots of ways to have materials distributed in town. These boxes do not add a lot especially when empty.

Motion: Erik Yingling

Seconded: Robert Anthony

4/0/1 (Raphael Richter recused) Motion passed.

Raphael came back into the room at 6:40 p.m.

G. Approve Proclamation for Blanche Winter proclaiming Thursday, June 9, 2016, as Blanche Winter Day in celebration as the new recipient of the "Boston Post Cane"

Cheryl read the proclamation. All proclamations read by the Board may be found in their entirety on the town's webpage in the Board's agenda packet.

MOTION: Move that the Board of Selectmen vote to approve the request of Director Chris Hottle, Council on Aging, to proclaim Thursday, June 9, 2016, as Blanche Winter Day, in celebration of Blanche Winter, born on May 30, 1917, becoming the recipient of the "Boston Post Cane."

MOTION: Cheryl Andrews

Seconded: Erik Yingling

5/0/0 Motion passed.

H. Approve Proclamation for Barbara Rushmore proclaiming Thursday, June 16, 2016, as Barbara Rushmore Day in honor of her being named the Council on Aging's Senior Citizen of the Year for 2016.

Cheryl read the Proclamation. Erik recused himself and left the room at 6:48 p.m. Raphael recused himself but stayed in the room at 6:48 p.m. They are Barbara's grandchildren.

MOTION: Move that the Board of Selectmen vote to proclaim Thursday, June 16, 2016, as Barbara Rushmore Day in honor of her being named the Council on Aging's Senior Citizen of the Year for 2016.

Motion: Cheryl Andrews

Seconded: Robert Anthony

3/0/2 (Erik Yingling & Raphael Richter Recused) Motion passed.

Erik came back into the room at 6:52 p.m.

I. **Approve Proclamation for the Provincetown Center for Coastal Studies proclaiming June 11, 2016, as Center for Coastal Studies Day, in celebration of their 40th Anniversary.**

Tom read the Proclamation.

MOTION: Move that the Board of Selectmen vote to proclaim Saturday, June 11, 2016, as Provincetown Center for Coastal Studies Day in honor of their 40th Anniversary.

MOTION: Tom Donegan

Seconded: Cheryl Andrews

5/0/0 Motion passed.

7. **Town Manager / Assistant Town Manager:**

A. **Discussion to establish a Steering Committee re: the National Marine Sanctuary Visitor Center in Provincetown (2016 STM Article 4).**

Tom believes that this visitor's center would be ideal for Provincetown and when the proposal goes to NOAA community support should be a part of it. This will not be a fast process. It may take up to two years. He suggested having a request for interested participants be publicized in the BANNER and have the Board's Secretary directly contact the small list of people that Rich Delaney recommended.

Raphael would like to have one Board member on the committee.

The Board discussed the number of members to be on the committee and it was agreed to select 11 members.

MOTION: Move that the Board of Selectmen vote to establish a Steering Committee made up of 11 members and to seek applications for that Committee, including recommendations from the Town Manager to assist with the study to determine the feasibility of locating the National Marine Sanctuary Visitor Center in Provincetown.

MOTION: Tom Donegan

Seconded: Erik Yingling

5/0/0 Motion passed.

B. **Review and status update of progress on FY2016 Town-wide goals, and approval of FY2017 Town-side goal setting process.**

Raphael would like to have one Public Hearing and talk about these goals and how to incorporate any other goals the Board feels are needed. A request has been sent out to the departments/boards/committees for their input and the Public Hearing will be held on June 27th. Each goal was taken one-by-one and a vote of four in favor had to occur in order for the goal to be included.

Community Housing Discussion:

Erik believes that we are not accomplishing a lot at present and wants to have a discussion on our tactics which may need to be changed. He questioned why the majority of residents at town meeting are not passing the Inclusionary by-law.

Cheryl wants a round table meeting to talk about the fact that we know what we want but how do we get there.

Tom believes that our town meetings reflect approximately 7-10% of the voters. Depending on the issues reflects who attends. A lot of conversations with voters regarding town meeting items are discussed at the Stop N Shop.

Raphael wants to have a round table meeting to discuss how to better educate and prepare an action plan to build consensus.

Robert believes we have to do outreach to different organizations to explain what we are trying to do and then review it. Inaccurate information floats around a lot; how do we present to everyone.

Tom and Raphael want to see our goals be more aspirational and less specific and then proceed to create the action plan. Anything that needs to have a specific action plan such as when the Housing Trust Fund is passed will be addressed at that time.

LCP Expectations:

David G. will ask Town Planner Gloria McPherson to update the Board on the drafted sections of the Local Comprehensive Plan as the LCPC completes each section.

Cheryl wanted to know if the new update will be voted on at Town Meeting.

David G. stated that it is not required; but we did last time.

Raphael wants to move it forward and have a vote, as a town, on the LCP in FY2017 or FY 2018.

Tom wants to find tools to create year-round housing, redevelopment, development of undeveloped properties, development incentives and any needed changes in regulations happen to make sure year-round housing becomes a part of that.

Capital Improvements:

Raphael wants to see the successful completion of the Commercial Street Phase III project.

Tom wants to see what the traffic study will tell us regarding "sharrows" and what we need to do about it. It is still a goal – traffic flow evaluations in town.

Raphael wants to keep vying for the storm drainage grant. This goal will be streamlined when the Dept. of Public Works sends in their goals. He also wants to continue the conversation with the Pilgrim Monument regarding the BAS relief project.

Erik recommends proceeding with extreme caution as he is not interested in taxpayers paying for the staircase.

Fiscal Management:

Robert wants to talk about budgets for three, five, and 10 years down the road. The department heads are working well with what they have now and no one is losing their job. We have to get serious with regards to our finances.

Cheryl wants to have discussions on the average tax bills, 2 ½ overrides, and percentage increases. The 10 year plan is a nice starting point but the Board has never talked about how to set up the plan.

Tom reminded everyone that we signed an employment contract to have a set percentage each year. Contract payroll is not the problem. What is increasing the budget is health insurance; we have been at well over 10% in increases.

Raphael stated that the Town Manager recommends that we continue with the 10 year budget and the normal process for this cycle.

Economic Development:

Cheryl commented that the 2020 Committee will hire an Executive Director and then make a presentation to the Board.

Robert supports a new police station, although he does not support using the VFW without another access. Keep it as a goal but at another location of the police station.

Tom wants to hear what the final report has to say regarding the police station that the Board paid for in November.

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Raphael will continue discussions with the Board on the police station.

New Goals:

Erik would like to see higher education on the outer Cape and discuss the North Truro former Air Force station. He would also like to have clearer tools for zoning initiatives.

Raphael would like to see the Broad have a goal to pursue opportunities for higher education on the outer Cape.

Cheryl would like to see a goal regarding the Cape Air Contract that expires in June 2017.

Tom wants an update on the Dept. of Revenue on the Cape Air issues. He wants to look at regulatory reform, remove unnecessary burdens on business, and encourage year-round, seasonal, and workforce housing.

Robert wants to approach the private/public aspect of economic development.

David G. will meet with the Town Manager upon his return. The Town Manager will be making some suggestions and report what he has received from the departments and boards.

No action was taken.

C. Discussion of Board of Selectmen agenda and round table topics.

Agenda topics for discussion were reviewed by the Board (list of topics may be found in the Board's agenda packet on the town's web page) and Raphael asked for a general sense of what the top priorities are. He will coordinate with the Planning Board to have a Joint Meeting to discuss the Inclusionary By-law..

Tom believes that all of the listed topics are relevant and recommends that the Board meet with staff and set up meetings on all of these. Tom suggested that at our round table meetings we have some with only the Board members present and others with invitee guests.

Raphael suggested that some of these discussions need more staff members present as well and that if we have the round table meetings on a Friday morning that would be possible.

No action was taken.

D. Town Manager's Report – Administrative Updates.

David G. stated that representatives from the Urban Land Institute (ULI) will be coming to Provincetown and will be evaluating our Housing Playbook, the Housing Trust Fund, and possible housing developments for the VFW and old Community Center properties. The public will participate in two events; one on June 8th at 5:30 p.m. at the Harbor Lounge where panelists will answer any questions the public may have and the representatives will also tour the town on the Mayflower Trolley that day. On June 9th panelists will do a one-on-one interview with various stakeholders from 9:00 a.m. to 12:00 p.m. They will then convene and come up with recommendations for the Town. They will attend the Planning Board meeting at 5:30 p.m. where the general public may participate. Members of the Board of Selectmen will be in attendance as well to hear the report from the ULI team.

Raphael and Cheryl will go on the bus tour around 3:00 p.m. and attend the reception and dinner.

Erik will attend the 9:00 a.m. interview on June 9th. He will try to make it to the dinner on June 8th, if possible.

Tom and Robert will not be attending at this time.

No action was taken.

E. Discussion and planning for a potential joint meeting and staff collaboration visit in Nantucket, to discuss matters of mutual concern.

Board members that will be attending the Joint Meeting with the Board of Selectmen in Nantucket on the tentative date of Wednesday, June 22nd will be Erik Yingling, Tom Donegan, and Raphael Richter along with

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staff members Town Manager David Panagore, Town Planner Gloria McPherson, and Housing Specialist Michelle Jarusiewicz.

Tom wants to hear how Nantucket is growing their school population.

Erik wants to hear about how they conduct their Town Meetings.

A wide range of housing issues will also be discussed.

No action was taken.

F. Others: None.

8. Minutes:

The Board reviewed the minutes and Cheryl requested that when one of the Board members recuses themselves and leaves the room that it be noted they left the room; February 16th minutes, page four was corrected thusly and the Board voted as follows:

MOTION: Move that the Board of Selectmen approve the minutes of February 16, 2016 (Special), as printed with amendment; February 22, 2016 (Regular), as printed; March 28, 2016 (Regular), as printed, and May 9, 2016 (Regular), as printed.

Motion: Tom Donegan

Seconded: Cheryl Andrew

5/0/0 Motion passed.

9. Closing Statements/Administrative Updates:

Erik wished everyone a good night and wished Raphael good luck with the goal setting.

Cheryl asked staff to check the travel lane at the Farmer's Market; some of the vendors are creeping into it. Also, there was a sandwich board on Ryder that was partially in the crosswalk. Staff will check on these requests.

Raphael reminded everyone that there will be a public meeting this Thursday at 5:00 p.m. at St. Mary's by the Harbor church regarding the Phase III Commercial Street project. Everyone is welcome to attend.

- A. *Thank you letter to Amy Germaine who resigned from the Zoning Board of Appeals on May 9, 2016.*
- B. *Letter to Representative Theodore C. Speliotis regarding H.3742-Funding for Year-Round Rental Housing from Board Chairman Raphael Richter and Town Manager David B. Panagore.*

Without objection the meeting was adjourned at 8:33 p.m.

Minutes transcribed by: Loretta Dougherty

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES - REGULAR MEETING
MONDAY – JUNE 13, 2016 – 6:00 p.m.
JUDGE WELSH ROOM - 260 COMMERCIAL STREET
DRAFT**

Chairman Richter convened the open meeting at 6:00 p.m. noting the following attendees:

Board of Selectmen members: Raphael Richter, Erik Yingling, Cheryl Andrews, and Robert Anthony.

Other attendees: Town Manager David Panagore; Assistant Town Manager David Gardner; Alzheimer's Family Support Center Executive Director Molly Perdue; DPW Director Richard Waldo and Mary McCrann – Woodard & Curran Engineer, Mark Borrelli – Center for Coastal Studies Scientist; President/CEO Provincetown Center for Coastal Studies Richard Delaney, PTV Executive Director Amy Davies, and President of the Board of Directors for PTV Robert Klytta.

Excused: Tom Donegan

Recorder: Loretta Dougherty

Presentation of the Community and Government Service Award to Rachel White:

Rachel White was presented with the Community and Government Service Award by the Board of Selectmen, and a medal had already been placed on the plaque on the wall with Rachel's name on it. Raphael read a list of some of her accomplishments throughout the many years of her service to the Town.

Consent Agenda – Approval without objection required for the following items:

Erik recused himself on Consent Agenda item A.

- A. *Parade Permit submitted by Heidi Bolinder & Christine Walker, 16A Burgess Lane, Wellfleet, MA 02667, on behalf of the Provincetown Film Festival, for closing a portion of Commercial Street between Carver & Court Streets for the Provincetown International Film Festival Closing Night Party, to be held on Sunday, June 19, 2016, from 8:00 p.m. to midnight.*
Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Heidi Bolinder & Christine Walker, 16A Burgess Lane, Wellfleet, MA 02667, on behalf of the Provincetown Film Festival, 237 Commercial Street, Provincetown, MA 02657, requesting the closing of a portion of Commercial Street between Carver & Court Streets, for the Provincetown International Film Festival Closing Night Party, to be held on Sunday, June 19, 2016 from 8:00 p.m. to midnight.
- B. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Blackstone Audio, Inc. for audiobook purchases in the amount of \$405.00.*
Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$405.00 the attached invoice from Blackstone Audio, Inc.
- C. *Treasurer's Transfer – History Project Gift Fund – pay an invoice from W.B. Mason for photo paper for history project in the amount of \$18.98.*
Move that the Board of Selectmen vote, as Commissioners of the Town of Provincetown History Project Gift Fund – (#1126), pursuant to MGL C44 § 53A, to approve the use of the funds in the History Project Gift Fund (#1126) to pay \$18.98 for the attached invoice from W.B. Mason.
- D. *Treasurer's Transfer – Library Gift Fund – pay invoices from Recorded Books, Inc. for audiobook purchases in the amount of \$198.00.*
Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$198.00 the attached invoice from Recorded Books, Inc.
- E. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Ellen Battaglini for transcription services in the amount of \$87.50.*
Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$87.50 for the attached invoice from Ellen Battaglini.
- F. *Treasurer's Transfer – Library Gift Fund – pay invoices from Staples for various printing work in the amount of \$244.98.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$244.98 for the attached invoice from Staples Credit Plan.

G. *Declare as Surplus the 2007 Ford Taurus Sedan (former police cruiser).*

Move that the Board of Selectmen vote to declare as surplus the 2007 Ford Taurus Sedan, a former police cruiser, and to authorize the Chief of Police to dispose of the vehicle by trade-in with Bonnell Motors, Inc., Winchester, MA 01890.

H. *Accept the Lower Cape Traffic Initiative Grant up to an amount of \$7,500.*

MOVE that the Board of Selectmen vote to accept the Lower Cape Traffic Initiative Grant up to an amount of \$7,500.

Raphael waived the reading of the Consent Agenda and without objection the Consent Agenda B – H was unanimously passed. Consent Agenda Item A was approved 3-0-1 (Erik Yingling Abstained).

1. Public Hearings: None.

2. Public Statements:

Bob Klytta is on the Charter Enforcement Commission and he encouraged town voters to come forward and apply. It is an important commission and asked voters to come forward and join. Applications may be obtained from the Town Clerk's office.

3. Selectmen's Statements:

Robert had no comments.

Erik spoke about the tragedy in Orlando, FL, where 50 LGBT individuals were killed and asked the Board, as well as our whole community, to join in efforts to stop the sale of assault weapons, and made the following motion.

MOTION: Whereas the state of Massachusetts currently has a ban on so-called high capacity assault weapons, we move that the Board of Selectmen send a letter to our members of congress and the President of the United States calling for a federal ban on the possession and sale of all semi-automatic weapons and assault weapons.

Motion: Erik Yingling

Seconded: Robert Anthony

Cheryl thanked Erik for making the motion. The Board thought that it would be good for everyone to be able to recognize our elders (Rachel White) who have participated in government the way people no longer do. This shows the kind of citizenry that needs to happen; it matters. This award is very valuable in recognizing these citizens who take their time to come out and participate in government. Each year people stop coming to our meetings; they watch it on TV. Rachel White sets a wonderful example for us all. Cheryl hopes that something is done about the assault weapons and hopes this tragedy will help stop the madness.

Raphael stated the greatest thing we can do is live our lives not in fear; conduct your business with family and friends. We cannot let terrorists chip away at the bedrock of our lives. Continue to live our lives; finding a better path for America, Massachusetts and the world. He feels at a loss as a member of our society that we have not been able to do anything about this. Assault weapons are not appropriate for people to own; it is wrong and serves no purpose for this society. Constitutional rights have to have a limit; we do not want to go down this path over and over again. He hopes all local, state and federal leaders will take the right action. It is not hopeless, and he hopes everyone in this community will join in delivering this message.

Robert feels that it is very important to congratulate all the officers, healthcare workers and especially the 11 police officers who helped in getting the perpetrator. It was a hostage situation and they freed at least 20-30 patrons that could have been killed.

4/0/0 Motion passed.

4. Joint meeting / Presentations:

A. Presentation by Woodard and Curran, Final Report on the Coastal Zone Management Grant: Increasing Coastal Resiliency and Reducing Infrastructure Vulnerability by Mapping Inundation Pathways.

DPW Director Rich Waldo introduced Mary McCrann, Engineer for Woodard & Curran and Mark Borrelli the Center for Coastal Studies Scientist. In 2014, the town reached to the Office of Coastal Zone Management through one of their Coastal Resilience Grant Programs to fund a project which would provide a town-wide vulnerability assessment to show us where we were vulnerable and where could we improve our storm management preparations for any storm that may happen. The assessment was also to help show us where we can better focus in our Capital Improvement Program (CIP) and which projects should be the most critical projects that should be brought to the forefront. In December 2015, we were awarded a grant in the amount of \$155,145.00 with a 40% match through their storm water infrastructure. This presentation is the final report on this project. (A copy of the final report may be found in the Board's agenda packet on the Town's webpage.)

Mary thanked Rich and Mark for their help and gave a brief summary of our community's vulnerabilities due to natural hazards, major storm events and sea level rise. This report shows how to help identify and prepare mitigation actions for critical facilities and infrastructure. The goal of the project was to identify the most critical facilities and infrastructure, conduct a detailed risk assessment, identify vulnerabilities and help prioritize mitigation projects and adaptation strategies for Provincetown. It also focused on preparing site-specific GPS surveys and exploring the horizontal extents of documented flood elevations associated with coastal inundation to help minimize uncertainties associated with sea level rise projections. The project also included the installation of an interactive tide gauge and the production and installation of four 20-foot tide staffs. The project was designed with the intent of better informing public education and outreach efforts associated with the vulnerabilities of the community. She went over the project phases that included a risk analysis, identifying storm tide pathways and developing recommendations for adaptive strategies.

Mark gave a slide presentation showing how photos of the downtown and surrounding areas were draped with an aerial photo over it showing the inundation pathways which helped them understand how water gets in those areas and when. Secondary pathways were looked at next showing where the water is and at what elevation it will spread. Elevation data taken from the GPS can help see where and when it will rise. They obtained very accurate data from the highest elevation blizzard of 1978.

Robert asked about a possible breach at Herring Cove.

Mark stated that you would need a really big storm or sea level rises that might happen in the future in order for a breach to occur at Herring Cove; the water would have to come through the dunes.

Erik asked if wind direction was taken into consideration when doing the modeling.

Mark stated that no wind or waves because you would have to do each shoreline and there would be a large amount of uncertainty. They believe the best data to be obtained by looking at the water level.

Cheryl stated that we have been having heavy duty rain experiences lately with flooding problems. We are dealing with huge rain storms and asked if this model addresses only the sea level rises.

Mark stated that these can be used for this type of rain storms as well.

Rich stated that we have the sea level part and the rain storms part as well. We can use these two studies and be more complete on the FEMA grants. We have proof that we have done studies and need to fund this project.

Cheryl asked about recommendations for the sewer based on this report and other information learned over the last couple of years.

Rich agrees with a lot of recommendations and believes this report is very comprehensive. The Town has been very active in terms of our approach. The Board will hear about this in the CIP as well as about the Hazard Mitigation Plan from DPW.

Robert stated that ground water is a different study altogether and asked if we are going to be doing a study on ground water.

Rich stated that ground water will not impact us immediately, but we will be doing a town-wide study on it down the road.

Robert asked if the National Seashore was aware of this study and how it would impact to their property.

Mark stated that they know of it but he wanted to bring it before the Board first.

Raphael complemented them on the excellent data and stated that when reviewing the next CIP this will be kept in mind. He would like to see more information on the water transmissions.

No action was taken on this item.

B. Presentation by Alzheimer's Family Support Center Executive Director Molly Perdue to give an overview and update on the free supportive services currently being provided.

Melanie Braverman handed out a packet and gave a brief overview of the differences between dementia and alzheimers. The Cape is home to 8% of the dementia and alzheimers population. You need someone to take care of you with alzheimers and it requires a great deal of care giving. It takes about one to three unpaid family caregivers for one alzheimers patient. Melanie and Molly (her wife) took care of her mother who had alzheimers. In order to receive public support in the form of insurance you have to have a diagnosis. Caregivers are not covered under insurances and they suffer lost wages and out of pocket expenses. Families are becoming impoverished. These services through the Family Support Center are free of charge. They provide service right away so families do not have to wait. There are support groups for caregivers and those in various stages of the disease. They run all the groups in Provincetown. New York University has asked them to be part of a caregiving study. Fund raising is done in Provincetown because the Town knows how to take care of each other. They are starting to make partnerships all over the cape; COAs are working together, and they are make partnerships with towns to offer dementia training for first responders (police/fire dept.). The more we get the word out that the help is here the earlier the diagnosis can be made.

Raphael and Erik thanked her for all their hard work and Erik ask to put this information on the Town's website.

Melanie stated that 90% of every dollar goes into the services and stays on the Cape.

Cheryl thanked Melanie for her communication skills and complimented her on the super job of getting the word out.

No action was taken on this item.

5. **Appointments:** None.

6. **Requests:**

A. Lease Agreement with the Provincetown Center for Coastal Studies for the temporary use of the building located at 3 Jerome Smith Road – President and CEO Richard Delaney.

David G. has been working with the Center for Coastal Studies to provide them with an alternate site while construction is going forward at their permanent facilities. They are looking to gain access in July expected

to stay into December. In November a number of years ago, the Center for Coastal Studies opened their doors to us during our period of construction at no cost. He is still working with them on the exact terms; seeking an agreement in concept and direction to authorized Board and Town Manager to finalize the agreement.

Richard Delaney thanked the staff and is very comfortable with this lease. They have 30 employees year round and one of the larger employers in town. They cannot work from home for four months. There are not a lot of other places in town to look at for this type of use. They will incur the cost of getting the building up and running again; turning on the utilities and setting up the technical systems. The major construction work on their facility will start sometime in August or September.

Erik is a big fan of the Center for Coastal Studies. He asked if the construction will be completed in December.

Richard stated this is just temporary and they are scheduled to be out by December.

David P. made reference to Attachment B. The town will be reimbursed for all expenses.

Erik asked about parking spaces.

David P. stated that we are sharing the parking spaces and per Domenic of the Parking Dept. it will not affect our revenue.

MOTION: Move that the Board of Selectmen vote to approve the terms of the lease agreement for the temporary use of the 3 Jerome Smith Road property for the sum of \$1 per month plus reimbursement to the Town for all expenses considered to be essential prior to occupancy, and to authorize the Chair of the Board of the Selectmen and the Town Manager to finalize the terms of the agreement, as printed.

Motion: Erik Yingling
4/0/0 Motion passed.

Seconded: Cheryl Andrews

B. Provincetown Television PTV Access Agreement 6 month extension – Executive Director Amy Davies.

President of the Board of Directors for PTV Bob Klytta and Executive Director Amy Davies appeared before the Board.

Raphael explained that this agreement allows for a six month extension to look at the terms for a new contract.

Amy stated that they have looked at this and want to make no changes.

Bob stated that this gives them an opportunity to work with the Town Manager and Amy to look at a three year agreement.

Amy stated they get paid directly from Comcast and received no internet fees.

Bob stated that they will received \$151,000; a little over what they thought they would get. They need to be very modest on what to expect from Comcast. Years ago monies came into the town and then went into a reserve fund. About three years ago Town Meeting voted to allow the funds to go directly to PTV.

MOTION: Move that the Board of Selectmen vote to approve a Limited Extension of Access Corporation Agreement between Provincetown Community Television ("PTV") and Town of Provincetown, Mass.

Motion: Erik Yingling
4/0/0 Motion passed.

Seconded: Robert Anthony

Raphael and Cheryl asked for their financial reports for the last three years to be brought before the Board.

C. Approval of Kayak Rack locations throughout Provincetown.

14

Harbormaster Rex McKinsey and Harbor Committee Chair John Santos appeared before the Board and asked for a motion to approve the kayak rack locations. Rex stated that the kayak rack project has been evolving over time. They now have assigned spaces in more places. By the end of the season, they will have interesting data to present to the Board; types of vessels, what is out there and how they are being used.

John stated that paddle boats are also being used.

MOTION: Move that the Board of Selectmen vote to approve the locations of Kayak Racks throughout Provincetown, as presented and that we also revisit the Kayak Rack Program locations prior to the 2017 season.

Motion: Erik Yingling

Seconded: Robert Anthony

Cheryl asked for public hearings to be held anytime the Board will be giving permission to install things on public property. She asked if the kayak racks will be staying there for the winter.

Rex stated that they would unless there are problems.

4/0/0 Motion passed.

7. Town Manager / Assistant Town Manager:

A. Discussion on Senate Bill 2311, An Act Promoting Housing and Sustainable Development (Zoning Reform Act).

Erik introduced the bill; the full Senate voted on it in June and it is now going to the House. This bill gives incentives to developers which will help with affordable housing and it helps with streamlining the process for applicants. He asked the Board to send a letter of support to the House.

Cheryl is not prepared to stand by the bill as it is written. She is aware it is being debated. She wants to get feedback from those individuals who are more involved such as with the Planning Board and Zoning Board to find out what the impact on Provincetown will be.

Raphael is not ready quite yet to send a letter in support. He wants to see what has come out of the amendments and get more information on how the Senate has moved it forward and how it affects Provincetown.

David P. has not gone through the bill in detail, but will go back and review it from a staff point of view, draft things we like or don't like and then put together a letter.

The Board asked that this item be added to the Joint Meeting with the Planning Board to be held on July 11th.
No action was taken.

B. Discussion and Board comments of draft FY2017 Town-wide Goals.

Raphael presented the draft of the FY2017 Town-wide Policy Goals to the Board which are subject to revisions at the Public Hearing to be held in 2 weeks. He anticipates discussions that will include the other Town departments and boards goals to be incorporated into the Board's goals should they decide to do so.

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Raphael stated that the Board will work with the Town Manager to look at the Town Business Calendar and set timelines as appropriate. The Board will meet on the 27th and each member will offer their suggested changes, additions or deletions.

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Raphael stated the Sept 16th Round Table discussion will be held on the spring town meeting process. He asked the Town Manager to overlay these goals with the schedules the Town Manager is working on for the first meeting in July.

No action taken on this.

C. Town Manager's Report:

1. Update on the Harbormaster's approval of seasonal floats for the Provincetown Marina.

The Provincetown Marina will have temporary seasonal floats at the end of Fisherman's Wharf. Rex has gone through all of the criteria, and these will remain in place for no longer than 4 months.

2. Update on the May 26th Commercial Street Paving public meeting.

The public outreach meeting held on May 26th at St. Mary's by the Harbor church went very well. DPW Director Rich Waldo was very pleased with the outcome. Lots of people showed up that would not come up to a public hearing. The construction is beginning in September.

3. Provincetown's proposal to the 2016 Creative Economy Initiatives Fund, "Establishing a Strategic Partnership between UMass Dartmouth's Public Policy Center and Provincetown, MA", will be funded \$19,000.

David P. presented the Board with the letter addressed to Professor Michael Goodman from the Policy Center at UMass Dartmouth informing him that his proposal to establish a strategic partnership between UMass Dartmouth's Public Policy Center and the Town of Provincetown will be funded in the amount of \$19,000.

The Board thanked Town Manager David B. Panagore.

D. Others: None.

8. Minutes: None.

9. Closing Statements/Administrative Updates:

Cheryl congratulated the staff on the Urban Land Institute's presentation.

David P. thanked everyone who showed up at the Harbor Lounge.

Erik thanked the Chair for driving the big bus all over town.

Raphael stated that the URI presentation was very professionally ran.

Without objection the meeting was adjourned at 8:20 p.m.

Minutes transcribed by: Loretta Dougherty

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES - REGULAR MEETING
MONDAY – JUNE 13, 2016 – 6:00 p.m.
JUDGE WELSH ROOM - 260 COMMERCIAL STREET
DRAFT**

Chairman Richter convened the open meeting at 6:00 p.m. noting the following attendees:

Board of Selectmen members: Raphael Richter, Erik Yingling, Cheryl Andrews, and Robert Anthony.

Other attendees: Town Manager David Panagore; Assistant Town Manager David Gardner; Alzheimer's Family Support Center Executive Director Molly Perdue; DPW Director Richard Waldo and Mary McCrann – Woodard & Curran Engineer, Mark Borrelli – Center for Coastal Studies Scientist; President/CEO Provincetown Center for Coastal Studies Richard Delaney, PTV Executive Director Amy Davies, and President of the Board of Directors for PTV Robert Klytta.

Excused: Tom Donegan

Recorder: Loretta Dougherty

Presentation of the Community and Government Service Award to Rachel White:

Rachel White was presented with the Community and Government Service Award by the Board of Selectmen, and a medal had already been placed on the plaque on the wall with Rachel's name on it. Raphael read a list of some of her accomplishments throughout the many years of her service to the Town.

Consent Agenda – Approval without objection required for the following items:

Erik recused himself on Consent Agenda item A.

- A. *Parade Permit submitted by Heidi Bolinder & Christine Walker, 16A Burgess Lane, Wellfleet, MA 02667, on behalf of the Provincetown Film Festival, for closing a portion of Commercial Street between Carver & Court Streets for the Provincetown International Film Festival Closing Night Party, to be held on Sunday, June 19, 2016, from 8:00 p.m. to midnight.*

Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Heidi Bolinder & Christine Walker, 16A Burgess Lane, Wellfleet, MA 02667, on behalf of the Provincetown Film Festival, 237 Commercial Street, Provincetown, MA 02657, requesting the closing of a portion of Commercial Street between Carver & Court Streets, for the Provincetown International Film Festival Closing Night Party, to be held on Sunday, June 19, 2016 from 8:00 p.m. to midnight.

- B. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Blackstone Audio, Inc. for audiobook purchases in the amount of \$405.00.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$405.00 the attached invoice from Blackstone Audio, Inc.

- C. *Treasurer's Transfer – History Project Gift Fund – pay an invoice from W.B. Mason for photo paper for history project in the amount of \$18.98.*

Move that the Board of Selectmen vote, as Commissioners of the Town of Provincetown History Project Gift Fund – (#1126), pursuant to MGL C44 § 53A, to approve the use of the funds in the History Project Gift Fund (#1126) to pay \$18.98 for the attached invoice from W.B. Mason.

- D. *Treasurer's Transfer – Library Gift Fund – pay invoices from Recorded Books, Inc. for audiobook purchases in the amount of \$198.00.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$198.00 the attached invoice from Recorded Books, Inc.

- E. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Ellen Battaglini for transcription services in the amount of \$87.50.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$87.50 for the attached invoice from Ellen Battaglini.

- F. *Treasurer's Transfer – Library Gift Fund – pay invoices from Staples for various printing work in the amount of \$244.98.*

Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift Fund (#1107) to pay \$244.98 for the attached invoice from Staples Credit Plan.

- G. *Declare as Surplus the 2007 Ford Taurus Sedan (former police cruiser).*

Move that the Board of Selectmen vote to declare as surplus the 2007 Ford Taurus Sedan, a former police cruiser, and to authorize the Chief of Police to dispose of the vehicle by trade-in with Bonnell Motors, Inc., Winchester, MA 01890.

- H. *Accept the Lower Cape Traffic Initiative Grant up to an amount of \$7,500.*

MOVE that the Board of Selectmen vote to accept the Lower Cape Traffic Initiative Grant up to an amount of \$7,500.

Raphael waived the reading of the Consent Agenda and without objection the Consent Agenda B – H was unanimously passed. Consent Agenda Item A was approved 3-0-1 (Erik Yingling Abstained).

1. Public Hearings: None.

2. Public Statements:

Bob Klytta is on the Charter Enforcement Commission and he encouraged town voters to come forward and apply. It is an important commission and asked voters to come forward and join. Applications may be obtained from the Town Clerk's office.

3. Selectmen's Statements:

Robert had no comments.

Erik spoke about the tragedy in Orlando, FL, where 50 LGBT individuals were killed and asked the Board, as well as our whole community, to join in efforts to stop the sale of assault weapons, and made the following motion.

MOTION: Whereas the state of Massachusetts currently has a ban on so-called high capacity assault weapons, we move that the Board of Selectmen send a letter to our members of congress and the President of the United States calling for a federal ban on the possession and sale of all semi-automatic weapons and assault weapons.

Motion: Erik Yingling

Seconded: Robert Anthony

Cheryl thanked Erik for making the motion. The Board thought that it would be good for everyone to be able to recognize our elders (Rachel White) who have participated in government the way people no longer do. This shows the kind of citizenry that needs to happen; it matters. This award is very valuable in recognizing these citizens who take their time to come out and participate in government. Each year people stop coming to our meetings; they watch it on TV. Rachel White sets a wonderful example for us all. Cheryl hopes that something is done about the assault weapons and hopes this tragedy will help stop the madness.

Raphael stated the greatest thing we can do is live our lives not in fear; conduct your business with family and friends. We cannot let terrorists chip away at the bedrock of our lives. Continue to live our lives; finding a better path for America, Massachusetts and the world. He feels at a loss as a member of our society that we have not been able to do anything about this. Assault weapons are not appropriate for people to own; it is wrong and serves no purpose for this society. Constitutional rights have to have a limit; we do not want to go down this path over and over again. He hopes all local, state and federal leaders will take the right action. It is not hopeless, and he hopes everyone in this community will join in delivering this message.

Robert feels that it is very important to congratulate all the officers, healthcare workers and especially the 11 police officers who helped in getting the perpetrator. It was a hostage situation and they freed at least 20-30 patrons that could have been killed.

4/0/0 Motion passed.

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4. Joint meeting / Presentations:

A. Presentation by Woodard and Curran, Final Report on the Coastal Zone Management Grant: Increasing Coastal Resiliency and Reducing Infrastructure Vulnerability by Mapping Inundation Pathways.

DPW Director Rich Waldo introduced Mary McCrann, Engineer for Woodard & Curran and Mark Borrelli the Center for Coastal Studies Scientist. In 2014, the town reached to the Office of Coastal Zone Management through one of their Coastal Resilience Grant Programs to fund a project which would provide a town-wide vulnerability assessment to show us where we were vulnerable and where could we improve our storm management preparations for any storm that may happen. The assessment was also to help show us where we can better focus in our Capital Improvement Program (CIP) and which projects should be the most critical projects that should be brought to the forefront. In December 2015, we were awarded a grant in the amount of \$155,145.00 with a 40% match through their storm water infrastructure. This presentation is the final report on this project. (A copy of the final report may be found in the Board's agenda packet on the Town's webpage.)

Mary thanked Rich and Mark for their help and gave a brief summary of our community's vulnerabilities due to natural hazards, major storm events and sea level rise. This report shows how to help identify and prepare mitigation actions for critical facilities and infrastructure. The goal of the project was to identify the most critical facilities and infrastructure, conduct a detailed risk assessment, identify vulnerabilities and help prioritize mitigation projects and adaptation strategies for Provincetown. It also focused on preparing site-specific GPS surveys and exploring the horizontal extents of documented flood elevations associated with coastal inundation to help minimize uncertainties associated with sea level rise projections. The project also included the installation of an interactive tide gauge and the production and installation of four 20-foot tide staffs. The project was designed with the intent of better informing public education and outreach efforts associated with the vulnerabilities of the community. She went over the project phases that included a risk analysis, identifying storm tide pathways and developing recommendations for adaptive strategies.

Mark gave a slide presentation showing how photos of the downtown and surrounding areas were draped with an aerial photo over it showing the inundation pathways which helped them understand how water gets in those areas and when. Secondary pathways were looked at next showing where the water is and at what elevation it will spread. Elevation data taken from the GPS can help see where and when it will rise. They obtained very accurate data from the highest elevation blizzard of 1978.

Robert asked about a possible breach at Herring Cove.

Mark stated that you would need a really big storm or sea level rises that might happen in the future in order for a breach to occur at Herring Cove; the water would have to come through the dunes.

Erik asked if wind direction was taken into consideration when doing the modeling.

Mark stated that no wind or waves because you would have to do each shoreline and there would be a large amount of uncertainty. They believe the best data to be obtained by looking at the water level.

Cheryl stated that we have been having heavy duty rain experiences lately with flooding problems. We are dealing with huge rain storms and asked if this model addresses only the sea level rises.

Mark stated that these can be used for this type of rain storms as well.

Rich stated that we have the sea level part and the rain storms part as well. We can use these two studies and be more complete on the FEMA grants. We have proof that we have done studies and need to fund this project.

Cheryl asked about recommendations for the sewer based on this report and other information learned over the last couple of years.

Rich agrees with a lot of recommendations and believes this report is very comprehensive. The Town has been very active in terms of our approach. The Board will hear about this in the CIP as well as about the Hazard Mitigation Plan from DPW.

Robert stated that ground water is a different study altogether and asked if we are going to be doing a study on ground water.

Rich stated that ground water will not impact us immediately, but we will be doing a town-wide study on it down the road.

Robert asked if the National Seashore was aware of this study and how it would impact to their property.

Mark stated that they know of it but he wanted to bring it before the Board first.

Raphael complemented them on the excellent data and stated that when reviewing the next CIP this will be kept in mind. He would like to see more information on the water transmissions.

No action was taken on this item.

B. Presentation by Alzheimer's Family Support Center Executive Director Molly Perdue to give an overview and update on the free supportive services currently being provided.

Melanie Braverman handed out a packet and gave a brief overview of the differences between dementia and alzheimers. The Cape is home to 8% of the dementia and Alzheimer's population. You need someone to take care of you with alzheimers and it requires a great deal of care giving. It takes about one to three unpaid family caregivers for one alzheimers patient. Melanie and Molly (her wife) took care of her mother who had alzheimers. In order to receive public support in the form of insurance you have to have a diagnosis. Caregivers are not covered under insurances and they suffer lost wages and out of pocket expenses. Families are becoming impoverished. These services through the Family Support Center are free of charge. They provide service right away so families do not have to wait. There are support groups for caregivers and those in various stages of the disease. They run all the groups in Provincetown. New York University has asked them to be part of a caregiving study. Fund raising is done in Provincetown because the Town knows how to take care of each other. They are starting to make partnerships all over the cape; COAs are working together, and they are make partnerships with towns to offer dementia training for first responders (police/fire dept.). The more we get the word out that the help is here the earlier the diagnosis can be made.

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Melanie stated that 90% of every dollar goes into the services and stays on the Cape.

Cheryl thanked Melanie for her communication skills and complimented her on the super job of getting the word out.

No action was taken on this item.

5. **Appointments:** None.

6. **Requests:**

A. **Lease Agreement with the Provincetown Center for Coastal Studies for the temporary use of the building located at 3 Jerome Smith Road – President and CEO Richard Delaney.**

David G. has been working with the Center for Coastal Studies to provide them with an alternate site while construction is going forward at their permanent facilities. They are looking to gain access in July expected to stay into December. In November a number of years ago, the Center for Coastal Studies opened their doors to us during our period of construction at no cost. He is still working with them on the exact terms; seeking an agreement in concept and direction to authorized Board and Town Manager to finalize the agreement.

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**Motion: Erik Yingling
4/0/0 Motion passed.**

Seconded: Cheryl Andrews

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President of the Board of Directors for PTV Bob Klytta and Executive Director Amy Davies appeared before the Board.

Raphael explained that this agreement allows for a six month extension to look at the terms for a new contract.

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Seconded: Robert Anthony

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Harbormaster Rex McKinsey and Harbor Committee Chair John Santos appeared before the Board and asked for a motion to approve the kayak rack locations. Rex stated that the kayak rack project has been evolving over time. They now have assigned spaces in more places. By the end of the season, they will have interesting data to present to the Board; types of vessels, what is out there and how they are being used.

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Motion: Erik Yingling

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The Board thanked Town Manager David B. Panagore.

D. Others: None.

8. Minutes: None.

9. Closing Statements/Administrative Updates:

Cheryl congratulated the staff on the Urban Land Institute's presentation.

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**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES - REGULAR MEETING
MONDAY – JULY 11, 2016 – 6:00 p.m.
JUDGE WELSH ROOM - 260 COMMERCIAL STREET
DRAFT**

Chairman Richter convened the open meeting at 6:07 p.m. noting the following attendees:

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

Other attendees: Town Manager David Panagore, Asst. Town Manager David Gardner, and Airport Manager Butch Lisenby.

Consent Agenda – Approval without objection required for the following items:

Raphael pulled item B out of the Consent Agenda and asked that it be placed under #6 Requests, by unanimous consent.

A. *Treasurer's Transfer - Recycling and Renewable Energy Gift Fund – pay an invoice to Andrea Tasha & Rachel Harrington, for 100 reusable tote bags, in the amount of \$300.*

MOTION: Move that the Board of Selectmen vote, as Commissioners of the Recycling and Renewable Energy Gift Fund – (#1136), pursuant to MGL C44 § 53A, to approve the use of the funds to pay \$300.00 for the attached invoice from Andrea Tasha and Rachel Harrington.

With unanimous approval item A passed.

Raphael turned over the meeting to Erik, and recused himself from the Public Hearing item A. He left the room at 6:09 p.m.

1. Public Hearings:

A. **Harborfront Shuttle Tours Appeal – appeal at the request of Timothy Downey of a decision to declare null and void the Municipal Street License issued to Harborfront Shuttle Tours on June 11, 2012, for failure to obtain the required certificate of public convenience and necessity and other necessary permits and licenses within the prescribed time frame established in M.G.L. c.159A §4.**

Tom read the public hearing notice. Mr. Downey was not present for the hearing and it was agreed to continue with the process. The following motion was then made:

MOTION: Move that the Board vote to affirm its May 23, 2016 decision to declare the Municipal Street License issued to Harborfront Shuttle Tours null and void as a result of the license holder's failure to comply with the requirements of Massachusetts General Laws, Chapter 159A, section 4, insofar as the license holder failed to obtain a certificate of public convenience and necessity from the Massachusetts Department of Telecommunications and Energy, now known as the Department of Public Utilities, within three years of issuance of the license; and further that the former license holder be ordered to remove the ticket booth from the Ryder Street Extension within 50 30 days of this vote and if the ticket booth is not removed within said 50 30 days, that the Town will remove and dispose of the ticket booth without further notice to the former license holder and at his expense.

Motion: Tom Donegan

Seconded: Robert Anthony

There was a brief discussion on the appropriate number of days to allow for the removal of the ticket booth and David Gardner recommended that 30 days was an appropriate amount of time.

The original motion was amended to 30 days.

Motion: Tom Donegan

Seconded: Robert Anthony

There were no public comments and the public comments section was closed.

There were no selectmen comments.

4/0/1 (RR recused) Motion passed.

Raphael came back into the meeting at 6:13 p.m.

B. **Curb Cut Application submitted by Ann & Zyg Plater to move their existing parking area located at 197 Bradford Street, Provincetown, MA 02657 eastward +/- 20 feet to allow for a useable garden area.**

Erik read the public hearing notice and Mr. Plater gave a brief summary of the curb cut move proposed. A PowerPoint presentation of the diagrams in the Board's packet was shown. He assured the Board that the parking space will remain, just moved over.

There were no public comments and the public comments section was closed.

MOTION: Move that the Board of Selectmen vote, pursuant to MGL C. 11, § 6-2 of the General By-Laws, to approve the request of Ann and Zyg Plater to move their existing parking area located at 197 Bradford Street, Provincetown, MA 02657 (Assessor's Map 12-4, Parcel 65) (Res 3 Zone) eastward +/- 20 feet so they may have a useable garden area pending an appropriate map and plan approved by the Assistant Town Manager.

Motion: Tom Donegan

Seconded: Robert Anthony

Cheryl asked if the width of the curb cut would be the same.

Zyg stated it would be the same; just moved over.

The Board wanted to see site plan with the new overlay shown on it. The original motion was amended pending an appropriate map and plan approved by the Assistant Town Manager.

5/0/0 Motion passed.

The Public Hearing closed.

2. Public Statements:

Mark Hatch Chairman of the Finance Committee told the Board that FinCom had unanimously approved the Year End Budget Transfers with a couple of updates. The Finance Committee also does not foresee anything on the horizon, at this time, which would warrant requiring the Town to hold a fall town meeting. Unless there are compelling reasons for financial issues, time would be better spent concentrating on matters to be brought to the spring town meeting.

Tom asked that Consent Agenda Item B be voted on at this time.

B. Year End Budget Transfers – Interim Finance Director Ruth Lewis.

MOTION: Move that the Board of Selectmen vote to approve the year-end budget transfers recommended by Interim Finance Director Ruth Lewis, as presented.

Motion: Tom Donegan

Seconded: Robert Anthony

5/0/0 Motion passed.

3. Selectmen's Statements:

Robert and Erik had no statements this evening.

Cheryl wanted to thank all of her colleagues on the Board and the members of the Pier Corp. for rescheduling their joint meeting so everyone could attend the annual Provincetown Chamber of Commerce BBQ. The Town Manager was able to give an address at the BBQ. She also thanked everyone for all their hard work regarding the 4th of July event and asked if it would be possible for staff to compile a list of people who donated to the fireworks fund. The list of names could be read at the next Board meeting. She also touched upon what happened in Dallas and wanted the Board to know that she had written a short note to our police officers, as an individual, to show her support.

Tom thanked all of the people who live in Provincetown now and those of the past for all of their efforts and support in helping in the formation of our wonderfully functioning Police Dept. He thanked all the staff and Board members that attended the Board of Selectmen's Joint Meeting in Nantucket. There were three things discussed; what was successful, what was unsuccessful and a commitment to work together moving forward. He believes that the time was well spent and wants to continue the dialogue with Nantucket. He touched upon the lawsuit that has been brought against the Provincetown Historic District Commission asking that the process currently used be cleaned up with consideration given to what the applicants have to go through during the process; make it simpler. He also thanked all of the volunteers who work with all of the Town's non-profits. They always have many activities going on. Tom asked that the Board send a letter to Tom Roda in appreciation for all of the work he has done for Lower Cape Ambulance.

Raphael thanked everyone involved in the 4th of July event noting the good work of our Dept. of Public Works; Police Dept. and Fire Dept. Everything went very smoothly this year.

4. **Joint meeting / Presentations:** None.

5. **Appointments:** None.

6. **Requests:**

A. Discussion and possible votes relating to setting a goal and merit structure for the Town Manager.

Raphael asked the Board if they wanted to have a different process (merit/goal structure) for the Town Manager's performance evaluation other than the one outlined in his contract which requires defined goals and objectives. Tom Donegan will craft the measure, if the Board decides to change the process, as his background is in Human Resources.

Cheryl stated that she has not reviewed his contract recently and wanted to know if we are changing the existing contract. If so, any changes would be an addendum to the contract.

Robert wants to see the alternative before making any decision.

Raphael stated that this is just the first step and will be brought before the Board again. He proposed that Tom create a merit and goal structure that the Board can look at and either have it as a contract amendment or just put it in writing.

Tom and Cheryl will work on this for the next meeting, and Raphael and David P. will also discuss the process.

Raphael asked that this be an agenda item for the next meeting on July 25th, which may need to be held in an Executive Session.

B. Review and discussion of Town Business Calendar.

David Panagore has attempted to put together a schedule that tries to keep the budget and financial forecast separate. From his point of view, we do not need a fall town meeting. He wants more time to educate, get more input, and prepare so we can succeed at town meetings. Getting complicated items settled in the minds of the public is very important in order to do that. For next town meeting, we will move back to the mailing as one of the items for educating the public. If we have a fall town meeting he would like to keep it very narrow. Staff has looked at the calendar and he requested that the Board review it. He thinks this will help us to work smarter.

Tom wanted to be sure that should issues arise such as bills before the Legislature that need our immediate attention we would have a fall town meeting.

David P. recommended that we absolutely need to do without putting anything else on the warrant should such issues require a fall town meeting.

Tom was also concerned about how we would stick to this schedule with people going out of town. We have the high season; shoulder season; winter season; and town meeting and budget season as people return.

David P. is still looking to begin conversations in the fall. He does not want to wait until March. He will do whatever the Board decides, but he does not believe the process last spring was the best work of the staff or him.

Erik appreciates the calendar. He is concerned regarding the Home Rule Petitions and wants to make sure that we can act on them as soon as the General Court votes/passes them. He believes the fall town meeting has merit to it. He is in favor of a smaller town meeting and agrees that other matters can wait until spring.

Cheryl dislikes fall town meeting and believes that it asks a lot of the town's people to come to two town meetings every year. She would rather have one or two days added to the spring meeting. If something really important needs to be done she would look at that and agree to have an open and shut warrant with just those issues that are needed.

Robert agrees with the Town Manager that getting things done correctly, by taking the time to educate the public so we are all on the same page, allows a chance for victory.

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David P. pointed out that the financial forecast is, at some point, going to take a lot of work, and there will need to be a big education process. Our revenue is good this year but when you get within the \$40,000 or \$50,000 cap something may need to be done.

Raphael wants a fall town meeting should there be something pressing such as financial issues or Home Rule matters. He asked that the Board be kept up-to-date on all changes that may be made. He asked staff to project out what the fall will look like without a town meeting and bring it before the Board.

Cheryl would like to have only one traffic hearing a year.

Raphael asked for an item regarding Traffic Hearings to be put on the July 25th agenda.

C. Review and discussion of E-Mail Policy for Appointed and Elected Town Officials.

David P. was not aware that this policy had not gone before the Board and been adopted at some point in the past. He apologized for giving the go ahead in sending it out.

Cheryl spoke to the Board about several updates she would like to have made to the policy.

Tom was concerned about the no expectation of privacy.

David P. stated that inside a municipal corporation there is no expectation of privacy. If a Board member were using the town email to commit a criminal action, a police investigation would not let them know they were looking at their emails. Only for an official reason should anyone be wandering through emails. You have to retain the records per state law.

Erik would like to know when any third party is reading the emails. He believes that no one should be doing that at all.

Raphael is not comfortable with this policy statement as it does not seem to serve an actual function. He votes against this whole idea. This policy does not seem to serve an actual function.

Cheryl thought we might want to have a policy to help them comply with state law.

David P. stated this is educational; pass or not nothing actually changes.

Tom believes that the idea of this policy is to solve not having personal and business emails; it is for document retention. This does not sound like this is a helpful thing.

MOTION: Move that the Board of Selectmen postpone this agenda item and ask for comments from the Board members for revisions.

Motion: Tom Donegan

Seconded: Robert Anthony

4/1/0 (Cheryl Andrews) Motion passed.

D. Approval to execute a grant in the amount of \$443,412.00 from the Federal Aviation Administration for the replacement of the runway lighting system for the Provincetown Municipal Airport.

Airport Manager Butch Lisenby appeared before the Board and requested approval of the Grant Agreement. The Federal Aviation Administration's share is 90%, \$443,412.00, the state's share is 5%, \$24,634.00, and our local share is 5%, \$24,634.00.

MOTION: Move that the Board of Selectmen vote to execute a grant in the amount of \$443,412.00 from the Federal Aviation Administration (FAA) for the Replacement of the Runway Lighting (HIRLS) System for the Provincetown Municipal Airport.

Motion: Tom Donegan

Seconded: Erik Yingling

5/0/0 Motion passed.

E. Approve draft of letter to Congressman William R. Keating requesting support of the Town of Chatham's request for a legislative remedy to reverse the U.S. Fish & Wildlife Service's unsubstantiated claim over the open waters & seabed to the west of Monomoy National Wildlife Refuge.

The Board reviewed the letter and the motion was made.

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MOTION: Move that the Board of Selectmen vote to approve a letter to Congressman William R. Keating requesting his continued support for the Town of Chatham and Commonwealth regarding the Monomoy Refuge Boundary as presented.

Motion: Erik Yingling

Seconded: Robert Anthony

5/0/0 Motion passed.

7. Town Manager / Assistant Town Manager:

A. Town Manager's Report – Administrative Updates.

- David is awaiting legal advice as it relates to deadlines and whether we have a defensible case on the lawsuit being brought against the Provincetown Historic District Commission.
- Ruth Lewis is on board now as the Interim Finance Director and her first piece of work was the Year End Budget Transfer passed this evening. The auditors will be coming in to assist and educate her and our Treasurer John O'Buck about our process.
- Professor Goodman from UMass Dartmouth will be starting to look at our growth management history and its implications on jobs, and where people live and work. His official start date is August 1st and the first draft will be ready by the end of the year with final publication by February or March 2017.
- He has begun evaluation reviews on senior staff.
- The 4th of July weekend was a success even though it was unclear as to whether it would happen or not due to the 20mph wind speed. The DPW cleanup work and prep went very smoothly. He complimented everyone who worked on this event. There was a private fireworks display in Harwich with approximately 3,000 people in attendance which might have had an impact on our attendance.
- He will have a meeting with MEMA this Wednesday to begin talks about preparations of an all hazards plan. Everyone from town officials to community members will have incident command training that will teach them how the plan works, what it does and what their roles are to be.
- The Bi-weekly Departmental Update "three-bullet" memo will be sent to the Board tomorrow.

Erik asked for any details on the 99 Commercial Street matter.

David P. will send information to the Board. Town Counsel Ilana Quirk is reviewing everything to make sure we are on track with all of it. There are many issues that need to be addressed and not a lot of cooperation with the abutters.

Tom wanted to know when this would be resolved.

David P. stated that it rests on the owners. The decks and units on water are being dealt with by the Conservation Commission and being moved forward. The issues in terms of the restaurant are being dealt with by the Board of Health.

B. Others:

8. Minutes: None.

9. Closing Statements/Administrative Updates - Closing comments from the Selectmen:

A. Thank you letter to Mark Boucher who resigned from the Beautification Committee on July 5, 2016.

Robert and Erik had no closing statements.

Tom wished David P. a good vacation.

David will be going to Maine and meeting with the Town Manager and then going to meet with Island Institutes of Maine.

Raphael reminded the Board of the Housing Trust Round Table scheduled for Friday, July 29th at 10 a.m. in the Judge Welsh room. The Board will just be looking for ideas.

Cheryl wants to understand the Housing Trust legislation and how we might implement it.

Without objection Raphael adjourned the meeting at 8:02 p.m.

Minutes transcribed by: Loretta Dougherty

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**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES - SPECIAL MEETING
MONDAY – JULY 11, 2016 – 5:00 p.m.
JUDGE WELSH ROOM - 260 COMMERCIAL STREET
DRAFT**

Chairman Richter convened the open meeting at 5:00 p.m. noting the following attendees:
Board of Selectmen members: Raphael Richter, Erik Yingling, Tom Donegan, Cheryl Andrews, and Robert Anthony.

Other attendees: Town Manager David Panagore, Asst. Town Manager David Gardner, Town Planner Gloria McPherson, and Planning Board Members: Ryan Campbell, Brandon Quesnell, Vice Chair Grace Ryder-O'Malley, and James Woods.

Recorder: Loretta Dougherty

The Planning Board convened their open meeting at 5:01 p.m.

1. Joint Meeting with Planning Board:

a. Process for moving the Inclusionary Housing By-law Forward:

Grace gave a brief background on the work the Planning Board has done recently which Housing Specialist Michelle Jarusiewicz also attended. There was a very full conversation for about one or one and one-half hours. Discussion of the 1-5 single units came up the majority of the time. Everyone agreed on supporting the six plus units and was in favor of the percentage coming down. Incentivizing was discussed and predictability; allowing the developers to know what the amount would be and knowing what they were getting into before the project started.

Gloria spoke about some new ideas such as predictability of the fees based on average assessed value of the whole project. She looked into other cities and how they approach this. Boston and Portland, Maine have what they call a buyout. Portland which is much closer in comparison to Provincetown than Boston has a flat fee of \$100,000 rather than a payment in lieu of that allows everyone to know what the amount is up front; it is also paid up front. This will be explored further.

Tom spoke to the need for three bedrooms units; we want to keep families with children in our town and continue to have a viable school system. He asked about how this will affect our growth management; any zoning bylaws in conflict.

Gloria recommended using affordability rather than growth management. We can tweak growth management to reflect the new bylaw.

David P. had a conversation last week with Mike Goodman (UMass Dartmouth) and the base line analysis is all the same. Mike will need six months from August 1st to have a preliminary report and then some public process would happen in the late winter or early spring of next year. If the report comes out we can tweak whatever needs to be tweaked. It is either creating affordable units or getting money for affordable units.

Cheryl stated that the focus sounds like it is on affordable housing and asked if there had been any discussion on community housing?

Gloria spoke about an idea for a Community Housing By-law.

David P. stated the rational nexus, in terms of state law, is the tie to 40B and the 10%. It includes both community and affordable housing, at this point.

Erik believes that there is a point when we have to have a functioning law. He asked for feedback.

Gloria believes that the 1-5 units are still a concern. People are concerned that it will not work from a finance point of view. We have seen developments of 3 or 4 units but not many for 6 units. If we do not capture the 1-5 units, we might as well not have an Inclusionary By-law.

David P. stated that the flat fee per unit and the approach we are taking with percentages are avenues that are being studied and worked on by the Planning Board.

Erik asked if this would be ready by fall or spring Town Meeting.

Grace believes that for a solid incentive for the 1-5 units there needs to be more work done. She does not believe it will be ready by fall Town Meeting. The Planning Board wants a little more time to work on this.

Raphael believes we get closer every time we meet and that by doing this for the spring Town Meeting it will allow most questions to be answered, with the exception of growth management which can be addressed at a later date. He feels this would pass at spring Town Meeting.

Cheryl would like to have more time so that everyone on the Board understands it to the best of their ability. We need to figure out all of the pieces such as deed restrictions versus no deed restrictions. Everyone asks about this and she is interested in understanding it. She knows that all affordable housing has to be restricted in perpetuity.

Tom would like to see a win-win for the developers and the Town. The 1-3 units do not feel like a win-win.

Ryan wants the Planning Board to investigate the flat fee buyout; it helps with the financing of the project.

Erik feels that a flat fee is the right path to look into.

Cheryl sees the attraction of a flat fee.

Robert believes this is going to be an issue on town floor. One shoe does not fit all. He wants to see the equity issue worked on.

Raphael is interested in the buyout fee. He feels that the next draft should reflect it both ways.

David P. recommended looking at a tier system based on the number of units.

The Board complemented the Planning Board on all their hard work and Raphael would like to schedule the next Joint Meeting with the Planning Board either on the first or second meeting in September.

b. Senate Bill No. 2311, An Act Promoting Housing & Sustainable Development (Zoning Reform Act):

Raphael asked to put this on the next Joint Meeting.

c. Other Potential Zoning By-law and General By-law Amendments:

Raphael asked to put this on the next Joint Meeting.

2. **Other:** None.

Without objection Raphael adjourned the meeting at 6:02 p.m.

Minutes transcribed by: Loretta Dougherty

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Provincetown Board of Selectmen
AGENDA ACTION REQUEST
Monday, July 25, 2016

9

CLOSING SELECTMEN'S STATEMENTS

Administrative Updates

Requested by: Town Manager David Panagore

Action Sought: Discussion

Proposed Motion(s)

Motions may be made and votes may be taken.

Erik Yingling

Tom Donegan

Cheryl Andrews

Robert Anthony

Raphael Richter

Additional Information

- A. Letter to Congressmen Brian E. Dempsey, Thomas A. Golden, Jr., Bradley H. Jones, Jr., and Senator Benjamin Downing requesting their support of Amendment 103, to the Omnibus Energy Bill S.2400, regarding decommissioning of the Pilgrim Nuclear Power Plant – Chairman Raphael W. Richter.
- B. Thank you letter to Barrett Alley who is resigning from the Licensing Board and Personnel Board on July 29, 2016.
- C. Thank you letter to Kristin Hatch who resigned from the Licensing Board on July 19, 2016.
- D. Thank you letter to Donald Whitcomb who resigned from the Cultural Council on July 20, 2016.

Board Action

Motion	Second	Yea	Nay	Abstain	Disposition



Board of Selectmen
Town Hall, 260 Commercial Street
Provincetown, Massachusetts 02657
Telephone (508) 487-7003
Facsimile (508) 487-9560

July 25, 2016 (DRAFT)

The Honorable Congressman Brian S. Dempsey
The Honorable Congressman Thomas A. Golden, Jr.
The Honorable Congressman Bradley H. Jones, Jr.
The Honorable Senator Benjamin Downing
Via Emails

Re: Omnibus Energy Bill S.2400

Dear Congressmen and Senator:

On behalf of the Provincetown Board of Selectmen, I write today urging your support of the Omnibus Energy Bill S.2400, regarding the decommissioning of the Pilgrim Nuclear Power Plant Amendment 103, called a Feasibility Study for a Decommissioning Commission and Amendment 37 for the \$25 million annual post-closure funding fee to supplement the Decommissioning Trust Fund.

We believe that establishing a Decommissioning Commission in Massachusetts is critically important. This Commission will be composed of pertinent people in the administration, legislators, regional groups and citizens. It is also important to make sure that the Massachusetts taxpayers will not have to pay any post-closure funding fee should the decommissioning not occur within the five year post closure.

Thank you for your consideration of our request.

Sincerely,

Raphael W. Richter, Chairman
Provincetown Board of Selectmen

RWR:ljd

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From: Diane Turco [mailto:tturco@comcast.net]

Sent: Tuesday, July 12, 2016 10:40 AM

To: Mary Lampert

Subject: Town support for amendments to the Omnibus Energy Bill/Decommissioning Pilgrim

To The Board of Selectmen:

Two important amendments to the Omnibus Energy Bill regarding decommissioning are in the Legislature's Conference Committee. The amendment's resulted from Senator DeMacedo's herculean efforts. The Conference Committee will act soon. Time is of the essence. We believe it is in the interest of the Board of Selectmen and the Town to support these amendments by contacting the Conference Committee House members (Representative Dempsey, Golden and Jones) and the Senate Chair of the Conference Committee, Senator Benjamin Downing. Their email addresses are here. <https://malegislature.gov/> Pasted below is an email that we sent today.

Thank you in advance,
Mary Lampert

July 8, 2016

Chairman Brian S. Dempsey
Chairman Thomas A Golden, Jr.
Minority Leader Bradley H. Jones, Jr.
Via Email

On behalf of Pilgrim Watch, a non-profit citizens' organization that serves the public interest on issues regarding the Pilgrim Nuclear Power Station, we urge your support of the Omnibus Energy Bill, S.2400, regarding the decommissioning of the Pilgrim Nuclear Power Plant-Amendment 103, called a Feasibility Study for a Decommissioning Commission and Amendment 37 for the 25 Million/annual fee to supplement the Decommissioning Trust Fund.

Amendment 103, called a Feasibility Study - Decommissioning Commission:

<https://malegislature.gov/Bills/189/Senate/S2372/Amendment/Senate/103/Text>

The Chair of Vermont's decommissioning panel, that Massachusetts' proposed commission is modeled on, spoke to the Town of Plymouth's Entergy Working Group. Her presentation showed to the Plymouth BOS, town officials, business groups, and the town's legislators that establishing a decommissioning commission in Massachusetts was critically important.

Massachusetts commission will be composed of pertinent people in the administration, legislators, regional groups and citizens. The AGO will chair the group and supports its formation and the AGO's role.

Purpose: The panel is needed, for example to review documents such as the Pilgrim Post Shutdown Decommissioning Activities Report (PSDAR) when it is issued; review the status of Pilgrim's Decommissioning Trust Fund (DTF); prepare responses to Entergy's likely plan to ask

NRC for wavers to use its DTF for purposes other than radioactive de-contamination, such as spent fuel management, taxes and lobbying fees; and craft responses to Entergy's plan to end offsite emergency planning and reduce onsite emergency planning; review funding for offsite radiological monitoring by MDPH and explore its capability to continue to monitor tritium and other leakage onsite. Absent the panel, there will be no coordinated state response and we will remain woefully behind the eight ball.

For a preview of what the commission can and will do, please see the link provided for Vermont's panel. <http://publicservice.vermont.gov/electric/ndcap>

Amendment 37 for the 25 Million Annual Post-Closure Funding Fee

<https://malegislature.gov/Bills/189/Senate/S2372/Amendment/Senate/37/Text>

What it does: It requires any commercial nuclear reactor in the Commonwealth, to pay an annual \$25,000,000 post-closure funding fee – if decommissioning does not occur within 5 years post closure - to help insure Massachusetts taxpayers won't have to pay. The Fee is placed in a trust fund in office of the State Treasurer. After the reactor is completely decommissioned, any excess in fund is returned to the plant owner, with interest.

Rationale: The NRC told the Massachusetts Legislature that decommissioning could be completed in 5 years and that Entergy had sufficient funds. Let's see. If they do, the bill does not go into effect. If they do not, Massachusetts taxpayers from every corner of the state will be protected if/when Entergy, a limited liability company, runs out of cash leaving us with its only "assets"- tons of spent fuel and a contaminated site.

Please see slides 8-16 in the attached concise decommissioning slide presentation. It shows that Pilgrim's Decommissioning Trust Fund (DTF) is about \$350 million short of what is needed if work started today. However, work will not start today; Entergy has 60 years to complete the job. NRC estimates decommissioning costs will increase 5% to 9% whereas the fund's investment growth rate will be much lower. Also Entergy will petition the NRC to use the DTF for purposes other than what it is required to be used for- only removal of radioactivity to acceptable levels. But, like in Vermont, Entergy likely will successfully petition NRC to use Pilgrim's fund for taxes, litigation, lobby fees and spent fuel management. This will leave the fund further behind. The result - delayed decommissioning and a huge deficit to be paid by us to complete the job.

Thank you for your attention. We urge your support. If you have any questions or wish documentation please contact me.

Mary Lampert
Pilgrim Watch, director
148 Washington Street
Duxbury, MA 02332
Tel. 781-934-0389
Email: mary.lampert@comcast.net



Board of Selectmen
Town Hall, 260 Commercial Street
Provincetown, Massachusetts 02657
Telephone (508) 487-7003
Facsimile (508) 487-9560

July 25, 2016

Mr. Barrett Alley
P.O. Box 453
Provincetown, MA 02657

Dear Mr. Alley;

The Board of Selectmen has received notice of your resignation from the Licensing Board and the Personnel Board effective July 29, 2016, as you are moving to the state of New York. We want to extend our thanks to you for your dedicated service and expertise during the time that you served on the both the Licensing and Personnel Boards.

We wish you the very best in your future endeavors, and would not be disappointed should time and circumstances permit you to once again serve on any of our Town boards or committees in the future.

On behalf of the Board of Selectmen,

Raphael W. Richter, Chairman
Provincetown Board of Selectmen

RWR:ld

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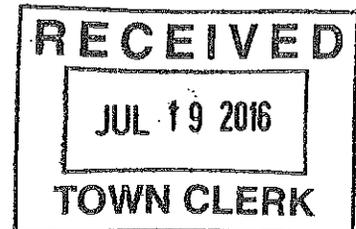
Doug Johnstone

From: barrettalley@aol.com
Sent: Wednesday, July 13, 2016 1:37 PM
To: Doug Johnstone
Cc: Aaron Hobart
Subject: Resignation

Doug: I will be moving to Kingston, NY on July 29th which means I will have to resign from the License Board and the Personnel Board.

I will attend the July 26th meeting of the license board and that will be my last meeting.

Barrett Alley





Board of Selectmen
Town Hall, 260 Commercial Street
Provincetown, Massachusetts 02657
Telephone (508) 487-7003
Facsimile (508) 487-9560

July 25, 2016

Ms. Kristin Hatch
P.O. Box 7
Provincetown, MA 02657

Dear Ms. Hatch;

The Board of Selectmen has received notice of your resignation from the Licensing Board effective July 19, 2016. We want to extend our thanks to you for your dedicated service and expertise during the time that you served on the Licensing Board.

We wish you the very best in your future endeavors, and would not be disappointed should time and circumstances permit you to once again serve on any of our Town boards or committees in the future.

On behalf of the Board of Selectmen,

Raphael W. Richter, Chairman
Provincetown Board of Selectmen

RWR:ld

Doug Johnstone

From: Kristinhatch@gmail.com
Sent: Tuesday, July 19, 2016 12:29 PM
To: FrankThompson; Doug Johnstone; Aaron Hobart
Subject: Licensing Board Resignation

Hello there,

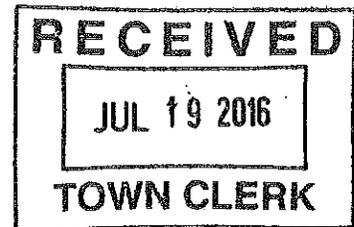
As much as I love to be on the Licensing Board I am respectfully submitting my resignation. My new job will make it difficult to make any of the meetings as well as create conflicts of interest for me at work.

If at some other time my schedule will allow I would love to be able to serve again.

Thank you so much for accommodating my schedule these past couple years. I wish the best to all.

Sincerely,

Kristin Hatch





Board of Selectmen
Town Hall, 260 Commercial Street
Provincetown, Massachusetts 02657
Telephone (508) 487-7003
Facsimile (508) 487-9560

July 25, 2016

Mr. Donald Whitcomb
90 Shank Painter Road, #604
Provincetown, MA 02657

Dear Mr. Whitcomb:

The Board of Selectmen has received notice of your resignation from the Cultural Council effective July 20, 2016. We want to extend our thanks to you for your dedicated service and expertise during the time that you served on the Cultural Council.

We wish you the very best in your future endeavors, and would not be disappointed should time and circumstances permit you to once again serve on any of our Town boards or committees in the future.

On behalf of the Board of Selectmen,

Raphael W. Richter, Chairman
Provincetown Board of Selectmen

RWR:ld

Doug Johnstone

From: Donald Whitcomb <donwit@earthlink.net>
Sent: Wednesday, July 20, 2016 10:51 AM
To: Robert Speiser
Cc: Doug Johnstone
Subject: I AM RESIGNING FROM THE CULTURAL COUNCIL

GREETINGS ROBERT, PCC CHAIR PERSON. I AM HEREBY PRESENTING TO YOU AND PROVINCETOWN TOWN CLERK, DOUG JOHNSTONE, THAT I HAVE DECIDED TO NOT CONTINUE AS A BOARD MEMBER OF THE PCC. I AM HAPPY TO LEARN THAT YOU STILL HAVE ENOUGH MEMBERS TO MEET VOTING CAPACITY EXPECTATIONS. ALL THE BEST FROM Donald Allen Whitcomb

