

Provincetown

2016 Annual Town Report



In Memory of

Lina Berry

Board of Assessors

Robert E. Cabral

Cape End Manor Bd of Directors
Harbor Development Committee
Housing Authority
Licensing Board

Thomas H. Conklin

Acting Town Manager
Acting Town Accountant
Deputy Town Manager
Assistant to the Town Manager

Chester O. Cook

Board of Library Trustees

Cynthia Naomi Costa

Public Works Seasonal Employee

A. Scott Deering

School Teacher

Josephine Del Deo

Bicentennial Committee
Heritage Museum Bd of Trustees
Historic District Study Committee
Senior Citizen of the Year 2015

Amy Germain

Recycling & Renewable
Energy Committee
Zoning Board of Appeals
Cape Light Compact
Representative

Robert C. Harrison

Bicentennial Committee
Visitor Services Board
Zoning Board of Appeals

Kenneth R. Kline

Fire Department
Engine Company #4

Walter J. Leonyk

Cape End Manor Employee

Judith Polay

Cemetery Commission

Mary E. Van Arsdale

School Building Committee



ANNUAL TOWN REPORT YEAR 2016 TOWN OF PROVINCETOWN

PROVINCETOWN, MASSACHUSETTS

Annual Reports of the Officers of the Town of Provincetown,
Massachusetts for the year ending December 31, 2016.
Financial Reports for the fiscal year ending June 30, 2016.

Cover: Originally commissioned by the Provincetown Public Library for their first annual Moby Dick Marathon Reading, Spring 2016. This is one of twelve pieces by artist Justine Ives; pen and ink, watercolor on paper. For additional information on the artist, please see: www.behance.net/justineakaog. The Moby Dick Marathon Reading continues with the second annual event to take place in the Provincetown Public Library beginning April 21, 2017.

Photo Credits:

Vince Guadagno: page 14

Acknowledgements:

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www.provincetown-ma.gov

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Directory of Town Officials

Elected Officials

Elected by Voters

Town Moderator

Mary-Jo Avellar 5/18

Board of Selectmen

Raphael Richter, Chair 5/17

Cheryl Andrews 5/19

Thomas Donegan 5/19

Erik Yingling 5/18

Robert Anthony 5/17

Board of Library Trustees

Laura Shabott 5/19

Stephen Borkowski 5/18

Stephen Desroches 5/17

Joan Prugh 5/17

Vacant 5/18

Charter Enforcement Com.

Robert Klytta 5/17

Vacant 5/19

Two Vacant 5/18

Vacant 5/17

Housing Authority

Jennifer Germack 5/20

Elaine Anderson 5/19

Charlene Parris 5/18

Kristin Hatch 5/17

Nancy Jacobsen (State Appointed) 7/16

School Committee

Anthony Brackett 5/19

Tracy Kachtick-Anders 5/19

Cass Benson 5/18

Ngina Lythcott 5/18

Elizabeth Lovati 5/17

Charter Commission

Terms in accordance with MGL C.43b, §7

Thomas Coen	Julia Perry
Judith Cicero	Robert Speiser
Marcy Feller	Robert Vetric
Steve Katsurinis	Elizabeth Williams
Michelle Crone-DeMarco	

Appointed Officials

Appointed by the Board of Selectmen

Town Manager

David B. Panagore

Secretary to Bd of Selectmen

Loretta Dougherty

Appointed Officials

Appointed by the Town Manager

Assistant Town Manager

David Gardner

Housing Specialist/Grant Admin.

Michelle Jarusiewicz

Information Systems Director

Beau Jackett

Tourism Director

Anthony Fuccillo

Town Clerk

Douglas Johnstone

Town Counsel

Kopelman & Paige, P.C

Executive Assistant to the Town Mgr.

Elisabeth Verde

Community Development

Building Commissioner

Anne Howard

Conservation Agent

Deb Albenberg

Health Director

Morgan Clark

Licensing Agent

Aaron Hobart

Permit Coordinator

Leif Hamnquist (Resigned)
Ellen Battaglini

Appointed Town Boards

As of January 10, 2017

Appointed by the Board of Selectmen

Town Planner

Gloria McPherson

Human Services**Council on Aging Director**

Christeny Hottle

Library Director

Matthew Clark

Recreation Director

Brandon Motta

Municipal Finance**Municipal Finance Dir./Town Acct.**

Daniel Hoort (Resigned)
Josef Cardinal Young

Treasurer

Constance Boulos (Resigned)
John O'Buck

Collector

Jim Denietolis (Resigned)
Laura Grandel

Principal Assessor

Scott Fahle

Public Safety**Chief of Police**

James Golden

Harbormaster/Pier Manager

Rex McKinsey

Shellfish Constable

Stephen Wisbauer

Public Works**Director of Public Works**

Richard Waldo

DPW Deputy Director

Eric Larsen

DPW Operations Director

Sherry Prada

Airport Commission

John Reed	12/19
Pavel Fiodarau	12/18
James Woods	12/18
Stephen Katsurinis	12/17
Michael Valenti	12/17
Vacant, Alt.	12/17

Animal Welfare Committee

Elizabeth G. Brooke	6/19
Jeffrey Jutsum	6/19
Barbara Murphy	6/18
Sherry Brec	6/17
Carol MacDonald	6/17
Vacant, Alt.	6/18

Art Commission

Christopher Busa	12/19
John Dowd	12/19
Donald Whitcomb	12/19
Stephen Borkowski	12/17
Daniel Wagner	12/17
Louise Silver, Alt.	12/18

Board of Assessors

Patricia DeLuca	12/19
Robert Sanborn	12/19
Gregory Muse	12/18
Leslie Parsons	12/18
Scott Fahle	Indefinite
Vacant, Alt.	12/18

Beautification Committee

Frank Vasello	12/19
Anika Costa	12/18
Bill Docker	12/17
John Krajovic	12/17
Allan MacKinnon	12/17
Curtis Balom, Alt.	12/18

Bicycle Committee

Max Cliggot-Perl	12/19
Sam Smiley	12/19
Roger Chauvette	12/18
Rik Ahlberg	12/17
David Moorman	12/17
Vacant, Alt.	12/18

Building Committee

Richard Murray	12/19
Donald Murphy	12/18
Sheila McGuinness	12/18
Thomas Coen	12/17
Leif Hamnquist	12/17
Paul Kelly, Alt.	12/18

**Cape Cod Nat. Seashore Gen. Mgmt
Plan Implementation Advisory Com.**

Two Vacant	6/19
Two Vacant	6/18
Vacant	6/17
Vacant Alt.	6/19

Community Housing Council

Ronald Irwin	6/19
Elaine Anderson	6/18
Susan Cook	6/18
Kristin Hatch	6/18
Paul Richardson	6/17
Vacant, Alt.	6/17

Community Preservation Comm.

Polly Burnell	6/19
Judith Cicero	6/19
Susan Cook	6/19
Michelle Crone-DeMarco	6/19
Kristin Hatch	6/19
Alfred Famiglietti	6/19
Dennis Minsky	6/19
Brandon Quesnell	6/19
One Vacant	6/19

Council on Aging

Amy Howell	12/19
David Ketchum	12/19
Christine Asselin	12/17
Michelle Foley	12/17
Vacant	12/19
Gladys Johnstone, Alt.	12/18

Cultural Council

Cherie Mittenenthal	12/19
Robert Speiser	12/19
Stephen Busa	12/18
Francine D'Olimpio	12/18
Brian O'Malley	12/17
Timothy Winn	12/17
Vacant	12/18
Vacant	12/19

Economic Development Committee

Steven Baker	6/19
Stephen Latasa-Nicks	6/18
Michael Miller	6/18
Karen Cappotto	6/17
Regina Cassidy	6/17
Richard Capelli, Alt.	6/19

Harbor Committee

David Flattery	6/18
Laura Ludwig	6/18
Susan Avellar	6/17
Francis J. Santos	6/17
Victor Seltsam	6/17
Elise Cozzi, Alt.	6/18

Board of Health

Maureen Travis	12/19
Janet Whelan	12/19
Stephen Katsurinis	12/18
Elise Cozzi	12/17
Mark Phillips	12/17
Joseph Freitas, Alt.	12/18
Fred Latasa-Nicks, Alt.	12/18

Historic District Commission

Thomas Biggert	6/19
Marcene Marcoux	12/18
Laurie Delmolino	12/17
Lisa Pacheco Robb	12/17
Vacant	12/18
Martin Risteen, Alt.	12/18
Vacant, Alt.	12/17

Human Services Committee

Cynthia Franco	6/19
Karen Kelly	6/19
Donna Szeker	6/19
Joseph Murphy	6/18
Gabriella Villegas	6/18
Elton Cutler	6/17
Jean Knee	6/17

**John Anderson Francis Family
Scholarship Committees**

Robert Speiser	12/19
Mary Beck	12/18
Julia Perry	12/18
Two Vacant	12/19
Vacant, Alt.	12/19

Licensing Board

Zachary Luster	12/19
Frank Thompson	12/19
Shawn Byrne	12/18
Guy Barbarulo	12/17
Michelle Foley	12/17
Regina Binder, Alt.	12/17
Breton Alberti, Alt.	12/17

Open Space Committee

Susan Avellar	6/19
David Hale	6/19
Dennis Minsky	6/19
Rebecca Matarazzi	6/18
Celine Gandolfo	6/17
Vacant, Alt.	6/17

Planning Board

Steven Baker	12/19
Ryan Campbell	12/19
John Golden	12/18
Grace Ryder-O'Malley	12/18
Brandon Quesnell	12/17
David Abramson, Alt.	12/18
Vacant Alt.	12/18

Provincetown Public Pier Corp.

LeRoy Fraser	7/21
Carlos Verde	7/20
Herbert Hintze	7/19
Kerry Adams	7/18
Regina Binder	7/17

Recreation Commission

Lori DaLomba	12/19
Timothy Downey	12/19
David Oliver	12/19
Heather Rogers	12/17
Vacant	12/18
Vacant, Alt.	12/18

Recycling & Renewable Energy Com.

Laura Ludwig	12/19
Elise Cozzi	12/18
Maureen Travis	12/18
Jennifer Rumpza	12/18
Lydia Hamnquist	12/17
Vacant, Alt.	12/19
Vacant, Alt.	12/17

Board of Registrars of Voters

Tom Coen	12/19
Dick Caouette	12/18
Susan Avellar	12/17
Doug Johnstone	Indefinite

Shellfish Committee

Loretta Santos	12/18
Bob Hazard	6/19
Alex Brown	12/19
David Flattery	12/19
Richard Macara	12/19
Nancyann Meads, Alt.	12/19

Town Scholarship Committee

Robert Speiser	12/19
Mary Beck	12/18
Olympia Ciliberto	12/18
Two Vacant	12/19

Visitor Services Board

Regina Cassidy	6/19
Leslie Marchessault	6/19
Marian Peck	6/19
Robert Costa	6/18
Richard Murray	6/17
Robert Sanborn	6/17
Rita Schwartz	6/17

Water & Sewer Board

William Worthington	6/19
Gary Palmer	6/18
Zoe Babe	12/18
Mark Collins	12/18
Jean Horner	12/18
Kathleen Meads	12/18
Kevin Kuechler	6/17
George Haunstrup	12/17
Vacant Alt.	12/19

Zoning Board of Appeals

Jeffrey Gould	12/19
Jeffrey Haley	12/18
David Nicolau	12/18
Joseph Vasta	12/18
Robert Littlefield	12/17
Jeremy Callahan, Alt.	12/19
Marianne Clements, Alt.	12/18
Daniel Wagner, Alt.	12/18
Rob Anderson, Alt.	12/17
Vacant, Alt.	12/17

Appointed Town Boards

As of December 31, 2016

Appointed by the Town Manager

Cemetery Commission

Susan Avellar	12/18
Richard Olson	12/18
Kurt Reynolds	12/18
Jack Kiefer	12/17
James Cox	12/16
RuthAnne Cowing, Alt.	12/16

Conservation Commission

Alfred Famiglietti	12/18
Mark Irving	12/18
Nathaniel Mayo	12/17
Dennis Minsky	12/17
Vacant	12/17
Gregory Howe, Alt.	12/17
Vacant, Alt.	12/16

Disability Commission

Michelle Crone-DeMarco	12/18
Linda Wielblad	12/18
Dorothy Feld	12/17
Herbert Hintze	12/17
Linda Loren	12/17
Gloria McPherson	12/16
Nancy Swanson	12/16

Board of Fire Engineers

Gerard Menangas	12/16
James Roderick	12/16
Michael Trovato	12/16
Russell Zawaduk	12/16
Three Vacant	12/16

Historical Commission

Deborah Minsky	12/18
Susan Avellar	12/17
Stephen Borkowski	12/17
Polly Burnell	12/17
Anika Costa	12/16
Martin Risteen, Alt.	12/18
Julia Perry, Alt.	12/17

Appointed Town Boards

As of January 10, 2017

Appointed by Town Moderator

Finance Committee

Stanley Sikorski	4/19
Louise Venden	4/19
Mark Bjorstrom	4/18
Mark Hatch	4/18
Duane Steele	4/18
Mark Del Franco	4/17
Scott Valentino	4/17
Vacant, Alt.	4/19
Vacant, Alt.	4/17

Personnel Board

Regina Cassidy	12/19
Richard Capelli	12/18
Robert Compton	12/18
Marianne Clements	12/17
Vacant	12/19
Alex Brown, Alt.	12/18



Board of Selectmen & Town Manager

Board of Selectmen

It is with cautious optimism for the future of the Provincetown community that I submit the 2016 annual report on behalf of the Board of Selectmen. In preparing this report, I was inspired to share some interesting information from 100 years ago in Provincetown, gleaned from the 1916 annual report. In 1916, Provincetown had a total population of 4,369, with 956 children enrolled in seven different schools within Town. There were 96 babies born, and 78 residents died. There were 1268 properties assessed for taxation at a total valuation of \$1,956,591 (\$43M with inflation today), of which 1,134 properties were owned by residents and 134 properties by non-residents. There were 86 horses and 61 cows assessed for taxation. Two town meetings and three local/state elections were held. Many things have not changed since 1916 in Provincetown, and one of those things is that the Board of Selectmen and town staff is as busy as ever working to create a better future for the Town and its many residents and admirers.

Unfortunately in 2016, it appeared that the perfect remained the enemy of the good in Provincetown in relation to the housing proposals brought forth by the Board of Selectmen. We strongly believe that the Town must unite around ideas that clearly move the Town forward, for inaction will be the downfall of our vibrant year-round community that is already in great distress and will have far reaching impacts on the future economy of the Town.

Overall in 2016, the Board of Selectmen continued to reinforce and work on the housing crisis facing the community, our number one goal for several years now. As a reminder, Community housing is housing for everyone – year-round residents and families, elderly and disabled individuals, and seasonal workforce employees across all low to moderate income levels from 30%-200% AMI. The term “Affordable Housing” is often used incorrectly to describe all types of “Community Housing,” and we feel it has been important to correctly define this terminology. “Affordable Housing,” which Provincetown is currently a leader in providing, is not the same as “Community Housing” such as middle-income/market rate housing.

Provincetown has never faced a challenge to its viability as a vibrant community such as we face now. Our entire tourism economy is based on having a strong service workforce, and that workforce, whether seasonal or year-round, needs places to live.

In the last year for which the data is available, approximately \$166M worth of real estate transactions occurred in Provincetown, of which approximately \$87M was residential condo sales. Compare this to the approximately \$150M that was spent in Provincetown on Meals, Licensed Rooms, and Retail sales combined. It is important to note that it is very common for residential condos to be sold and resold multiple times in a decade, as they are more often than not purchased and sold to be used primarily as investments, with the side benefit to the owner of having a dwelling as well. Real estate sales are, and have been for quite awhile, the largest economic activity in Provincetown. This reality is why we face a community housing crisis like never before. The almost non-existence of year-round rentals affects almost everyone from year-round residents to seasonal workers. For those with stable housing, or our residents and visitors that are here part-time, this crisis is already having an affect that will amplify as the years go on. As stable year-round rental housing becomes more and more scarce for everyone, it will be harder and harder to keep our service industry staffed, and in turn costs for almost everything will continue to rise. The pressure on this one housing type is also reducing availability of all other community housing options, especially seasonal workforce housing.

It is due to these facts that the Board of Selectmen has worked with town staff and the community to bring fresh ideas and creative solutions to the table to tackle this problem. We strongly believe that incremental change will not do. This is because at the slow increments at which we stabilize or add community housing, the all powerful real estate market will remove housing stock by converting to the highest and best use: residential condominiums.

2016 did see a significant tool added to our belt in the form of the one of a kind Provincetown Year Round Rental Housing Trust (the "Trust"). Created by town meeting voters as a home-rule petition, the state legislature authorized the creation of the Trust in late November. It is the hope of the Board of Selectmen that this Trust will allow the Town to take a more active role in solving the housing crisis, since it is abundantly clear that there is no way for the free market to do so. As of this writing, the Town has placed \$1.5M in the Trust account.

It is clear, however, that just like we fund many worthy community services and efforts on an annual basis, we will also need to fund the Trust on an on-going basis as well. The simple reality is that because money is essentially the cause of our housing problems, money is also the only solution to our housing problems. Another sobering fact that further defines the problem and the challenges we face: the FY2017 assessed valuation of all real estate in Provincetown is \$2.68 BILLION. Let's say that the Town wants to take control of at least 5% of the real estate market to actually achieve the goal of creating a stable amount of year-round community housing. This will require an investment of \$134 Million. Even 1% would be \$26.8M, and we have only as of yet devoted \$1.5M. The state

mandates communities to have 10% affordable housing; therefore it stands to reason that 5% for middle income market rate housing is too low an estimate and that as much as \$300 million may be required to have a positive, long-term effect.

While the outcome is unknown at the time of this writing, on February 6th and 7th of 2017, the voters will have a very unique opportunity to authorize the Trust to buy and manage a 26-unit complex known as “Harbor Hill”, formerly used as a time-share and bankrupted in August of 2016. Additionally, the Trust and Town will have a lot of work to do whether the Harbor Hill project is approved or not to actually overcome the “hole in the bucket” and increase the net number of year-round rental units available. The hole in the bucket is the effect that occurs when a condo is created at and in place of a formerly year-round dwelling instead of returning to the year-round rental market, and is large part of the reason the Town through the Trust must be aggressive in creating stable housing.

Looking away from housing, the Board of Selectmen also worked on a wide variety of other issues this year. It is with great pleasure that we completed our first full year working with a very talented and professional Town Manager, Mr. David B. Panagore. For the first time in many years, due to the fact that there were no pressing financial or legal matters, the Board opted to not convene a fall Special Town Meeting, which allowed staff to spend valuable time that would have been spent preparing for the meeting instead working on bringing solutions to the Town’s goals and allowing for greater preparation for the Annual Town Meeting. To that end, the Board was pleased to participate in the Town Manager forum in the fall that began the discussions around the important issues being proposed and presented to the 2017 Annual Town Meeting, and it is our goal that preparation for Annual Town Meetings is begun far in advance going forward.

The Board worked with town staff on the following issues and celebrated these milestones in 2016:

- Without a full time Finance Director for almost the entire year, the Board continued a successful ten-year review of town budgets and capital plans. The Town is on stable financial ground at this time with no immediate need for proposition 2½ tax increases, but it is clear that primarily due to the rising cost of healthcare and other post employee benefit programs, this will not be the case several years down the road if the Town desires the same level of public services;
- The Board continued advocating the state legislature to approve several home-rule petitions including the adoption of a short-term rental tax and a real estate transfer fee. Both of these fees could go a long way towards boosting our community housing efforts;
- For the first time ever, the Provincetown and Nantucket Board’s of Selectmen convened a joint meeting in June to lay the groundwork for the sharing of ideas and the merging of political efforts whenever

possible, acknowledging that while the communities are very different, the political issues facing us are very much the same and that we will be stronger politically whenever we are unified;

- The Board's of Selectmen for Truro and Provincetown also met in joint session, and similarly laid the groundwork to work together whenever possible to make both communities stronger;
- The Community Navigator program began in July, which was funded by Town Meeting to create a central resource for people in distress to seek help due to drug addiction, homelessness, mental illness, or any other health/social problem. Working with the Health Department and Outer Cape Health Services, this program is already proving to be a great success and the Selectmen hope to see this position funded annually going forward;
- The Board, for the second year in a row, set the residential tax exemption at 20%. This annual vote to set the tax rate shifted some of the tax burden from year-round property owners, many of which are on fixed incomes, to non-resident property owners. State law now allows this exemption to be as high as 35%, and it is an option in the future to raise taxes through a prop 2 ½ override, and at the same time adopt the 35% exemption thereby placing the entire tax increase onto non-resident property owners;
- The Board thanks the many staff members that prepared and continue to update the "Housing Playbook," a valuable resource for the Board and all residents to find information about past, present, and future housing efforts and the facts necessary to make important decisions;
- Through the efforts of many community leaders and volunteers before this Board of Selectmen, we had the honor of cutting the ribbon on the new Stable Path affordable housing development – over 12 years in the making and almost immediately filled to full capacity with local residents, keeping us very near the state set mandate of 10% affordable housing units;
- Provincetown continued to plan for the 400th anniversary of the landing of the Mayflower in Provincetown Harbor (November 11, 1620), and took an active role with the Governor's Plymouth400 commission. Provincetown400 was formed, an executive director was hired, and the Selectmen have been sending representatives to many different meetings throughout the year;
- Pursuant to the Town Meeting vote to authorize the Board of Selectmen to sell the old Community Center at 46 Bradford St., the Board opened a third RFQ/RFP process to find the best community use for this important Town building;
- Under the phenomenal stewardship of the Public works Department, the 3rd phase of Commercial St. repaving commenced in 2016, which will see completely new water, road and sidewalk infrastructure in place

by Spring 2017 from Johnson St. east to Howland St. This builds on phases 1 & 2 of the project, and when complete will feature porous pavement and beautiful brick sidewalks from the West End Parking lot to Howland St;

- The Board continued to meet with and work with the Cape Cod National Seashore to ensure access to the North Lot at Herring Cove Beach. We have emphasized and will continue to implore the National Park service to repair the North Lot as soon as possible. Currently, funding is slated for these repairs in 2018;
- The Board is proud of and grateful to the Provincetown volunteer Fire Department and all of its members for their heroic efforts to keep Provincetown safe while saving the tax payers a huge amount of money;
- The Board is also pleased to recognize the Provincetown Police Department and all of its members for providing a high level of public safety in a wide variety of situations and events, while keeping community oriented policing at the forefront of their work;
- The Board commends the hard work of the School Committee and all school staff for successfully increasing enrollment, especially from choice students coming into our district, while keeping costs in check. We also commend them for big thinking ideas such as the creation of an IB High School option;
- The Board also recognizes the hard work of the Provincetown Public Pier Corporation (PPPC) board and its staff members to keep our most vital economic gateway, MacMillan Pier, operating professionally and safely throughout the year. We commend the PPPC for the ongoing improvements to their operations including the creation of a new business manager position;
- The Board recognized Lina (Fleischer) Berry and Blanche Winter with the award of the Boston Post Cane, and celebrated Barbara Rushmore, a long-time community activist, as the COA Senior of the Year (Ms. Rushmore is also the proud grandmother of the current Chair and Vice-Chair of the Board of Selectmen);
- The Board worked with the National Oceanic and Atmospheric Administration (NOAA) to advocate for the locating of a Stellwagen Bank Marine Sanctuary visitor center in Provincetown;
- The Board participated in an Urban Land Institute (ULI) panel that provided helpful insight and suggestions as to how the Town can best address the housing crisis using our existing resources;
- The Selectmen authorized the creation of “gender neutral” bathrooms at Town Hall and wherever possible;
- The Selectmen approved adding more Kayak racks to various Town landings, building on the success of this program by providing more options for small personal watercraft owners;
- Representatives from the Board along with Town Staff attended the

annual Massachusetts Municipal Association Annual Meeting and Trade Show.

The Board of Selectmen would like to extend our thanks to the many volunteers who make Provincetown the viable and special place that it is,



*Board of Selectman 2016 (l to r)
Thomas Donegan, Cheryl Andrews,
Raphael Richter, Chair,
Robert Anthony, Erik Yingling*

and to all of the Board members who serve thousands of hours a year to keep the work of Town government moving forward. We would like to particularly recognize the stewardship of Judith Cicero, Mary Ann Cabral, and Mel Cote who have all reached term limits on their respective boards in 2016. We are grateful for their commitment to making Provincetown a better place, and we hope they will continue serving the community. We extend

our gratitude to the great work performed by all of our approximately 200 year-round and seasonal Town employees. We would also like to congratulate Loretta Dougherty on her retirement and extend thanks to her for her dedicated service and attention to detail as our Board secretary. The Board of Selectmen held 57 public meetings in 2016. Thomas Donegan attended 55, Erik Yingling attended 44, Robert Anthony attended 55, Cheryl Andrews attended 53, and Raphael Richter attended 52. All absences were excused. It has been an honor and privilege to serve the Town of Provincetown, and we look forward to continuing to represent and work hard for you in 2017.

Raphael W. Richter, Chair

Town Manager

I am proud to submit the Town Manager's 2016 Annual Report for Provincetown. By Charter the Town Manager is responsible for the administration of all Town functions. In this year's report I will focus on management of the Town fiscal affairs, public infrastructure and housing.

Fiscal Management: As of July 1, 2016, the Town closed the books on Fiscal Year 2016 and the Department of Revenue subsequently certified that the Town ended the year with a positive cash balance of \$1,422,249. These funds are segregated as required by law, properly and traditionally held for appropriation at the next Spring Town Meeting to cover the cost of capital items or extraordinary one time payments.

As I outlined in my last annual report municipal finance relies on three principal

tools, the financial forecast, the capital improvement plan, and the operating budget. Our financial forecast, presented last fall, outlined our current financial position and identified mounting health care costs as our principal fiscal concern. While our property values and other revenues sources remain robust and therefore our fiscal position remains solid, health care costs continue to climb and within five years are projected to reach an annual increase of half a million dollars. While we have time, we need to begin today to examine alternatives that will reduce our costs while maintaining a healthy active workforce.

Regarding the operating budget, we continue to make incremental improvements. Principally, I am happy to report the hiring of our new Finance Director Josee Young. Under her leadership, I expect we will make great strides in implementing system improvements, reducing reliance on outdated technology and improving providing public access to the Town's financial information. Operationally, we continued to work with the Collins Center at UMass Boston, together we provided senior staff with performance measurement training. While we have begun to see the fruits of our efforts, instituting a performance measures system generally takes more than one budget cycle to accomplish, and we will be continuing this imitative, but the effort has begun with this the critical first step.

Regarding our finances, much of our fiscal health is driven by tourism. The 2016 season was, once again, a good one as Provincetown continues to be a top rated tourist destination. Room and restaurant tax receipts continue to show gains over the prior year. Another good economic indicator, parking revenues remained steady, while we undertook a successful spring marketing initiative providing free parking in April, while the year over year passenger numbers using the seasonal ferry services increased; airport use decreased. Expanding into our shoulder season, we continued our First Light Event over the New Year's weekend, and enjoyed a second year of success. Looking ahead we continue our efforts on the 400th anniversary of the landing of the Pilgrims in 2020, and welcome Lisa Giuffre, the new Provincetown 400 executive director, who's hiring was made possible in part by Town Meeting which saw fit to approve the first year funding, which is being supported going forward by our generous community.

Town Infrastructure and Buildings: Implementing our capital improvement plan, we undertook a series of projects this past year. The Phase III reconstruction of Commercial Street commenced and continues to stay within budget. The DPW anticipates that the completion, slated for the spring of 2017, remains on schedule. The Town's efforts to develop a more comprehensive building maintenance plan has proven its worth over the past few years and 2016 was no exception with projects at our beautiful library, as well as the police station which required HVAC and security upgrades, and lastly work has been done to restore Fire House #3 and Fire House #5. The Town, acting in conjunction with the School Department and admirably led by the Superintendent, successfully updated the heating system,

replaced the roofs above the gymnasium and science wing and with additional funding from the School Committee the auditorium and stage as well. The project was partially funded by the Massachusetts School Building Authority and has been deemed a successful, collaborative undertaking.

The Water Department, which celebrates its 125th anniversary in 2017, continues to make substantial upgrades to our water system. Among the recent infrastructure upgrades were the nearly 2,500 linear feet of water main replacement along the Commercial Street as the main was determined to have significant degradation. In addition, working the DEP, we will be to undertaking additional leak detection initiatives throughout the system.

Housing: This past year, we completed the Housing Playbook, a first step in the longer term plan to identify and pursue a comprehensive Housing Program. The Playbook identifies the tools, resources, programs, and potential action steps in three categories, (1) affordable, (2) community and (3) seasonal worker housing and to begin to establish targets and metrics for each. Operationally, the importance of State's enactment and creation of the Year Round Rental Housing Trust, a first in Massachusetts, cannot be understated as a key tool in our collective efforts to restore balance to the housing market.

As a next step towards a more detailed housing roadmap, this past summer in conjunction with MassDevelopment, we hosted an Urban Land Institute Technical Advisory Panel, to discuss the housing situation in Provincetown. With their recommendations and ideas in hand, we will continue in the year ahead to develop a more detailed housing roadmap. This past fall, the State enacted a Year Round Rental Housing Trust for Provincetown, unique in the state an incredible tool to respond to the Housing Crisis secure year round rentals. While at the policy level, we have begun focusing on our overall growth and development. This past year we entered into a partnership with the Public Policy Center at UMass Dartmouth to study exactly how our local economy and regulatory environment works and with this information how we can make smarter decisions.

We, your Town Hall staff, are able to accomplish everything we have done and will yet do by working together and drawing on the incredible and unique depth of expertise in our community. I would like to take this opportunity to say thank you for the support and advice I receive, it only makes for a better result. Also, my special thanks to David Gardner, Elisabeth Verde and Loretta Dougherty for their continued support and efforts on behalf of this community. I am grateful for the support of the Board of Selectmen, all other Town committee and board volunteers and community members for their encouragement and most of all for the people who staff the Town's Administration.

David B. Panagore, *Town Manager*

Housing Specialist & Grant Administrator

2016 witnessed noteworthy advancement in providing new and ongoing housing opportunities for Provincetown residents. Highlights include:

- **Stable Path:** Construction was completed and 23 new year-round rental units came on-line beginning in June. All 23 of the Stable Path rental units, including the 5 median income units, have been added to the 40B Subsidized Housing Inventory bringing our certified number to 9.9%. CHR received 104 applications in response to 212 requests for applications postmarked by the deadline of 1/5/16. Of those 104, 68 qualified under local preference. 58 applications [56%] were from single-person households.
- **Grace Gouveia:** Following marketing & outreach in 2015, 11 applications moved forward to the lottery and tenants were allowed to move in 1/15/16. All 3 affordable units are occupied! The Provincetown Housing Authority acquired these 3 moderate-income units in December 2016.
- **Winslow Farms:** The CHC approved 2 community housing permits for deed-restricted ownership units on 10/28/16; both will be one-bedroom units, one with eligibility up to 120% AMI and one up to 150% AMI; expected completion late 2017/early 2018.
- **Provincetown Housing Playbook:** The Town issued version one in March 2016 with an updated revision in October. The Playbook summarizes all of our efforts to date addressing this critical need with sections for Affordable Housing [up to 100% AMI], Community Housing [above 100% - 200% AMI], and seasonal workforce housing. The revision added sections including a summary of the ULI report, acronyms, housing basics, updated 2016 income limits and activities, and an idea section. The Housing Specialist has been circulating the Playbook with various boards, committees, and interested parties to further discuss housing activities and engage the community.
- **46 Bradford Street [former Community Center]:** A two-phase process was initiated with a RFQ issued [Phase 1] in September with 3 proposals received on 10/3/16. Proposals included GRS Workforce Housing, an International Cultural Center which included seasonal workforce housing, and a Creative Collaborative. An RFP for Phase 2 was issued in November with a due date in January.
- **Maushope/Housing Authority Expansion:** \$60,000 in CPA funds for expansion planning was approved by April Town Meeting. Mass. Housing Partnership provided tech assistance regarding expansion and next step recommendations.
- **Urban Land Institute Technical Assistance Program:** In June 2016, a team of professionals toured Provincetown, met with groups and

individuals to address Provincetown Housing Needs and submitted a formal report in September.

- **Year-round Rental Trust:** On 11/3/16, the Governor signed Chapter 305, Acts of 2016 legislation into law. Annual Town Meeting had reaffirmed approval along with another \$500,000; approved at ballot box on 5/4/16; bringing total funds to \$1.5 million. The Year-Round Rental Trust Board of Trustees has been formed and begins implementation.
- **Path to Ownership:** The Community Housing Council [CHC] has hosted two Home Buyer Workshop series in Provincetown in Dec. 2015 and again in September 2016 to provide education for those interested in homeownership. CHC also approved scholarships for Provincetown residents that complete the course.
- **Seasonal Workforce Housing:** Housing Specialist attended CC & Islands Employer Workshop re: J1 Summer Work & Travel Program in S. Yarmouth on 4/6/16. In 2015, Provincetown had the highest number of J1 students on Cape at 456, 10.8%. Housing is a very critical issue for our workers that play a significant role in our labor force. The Town continues to evaluate strategies to address this growing need.

The Housing Office continues to work on implementation of numerous housing programs including assisting the Assessor's office on review of the annual tax exemption program for eligible year-round rentals; the self-sufficiency program; resales of deed-restricted units and other strategies. All interested parties are invited to read the Housing Playbook and to attend sessions on housing related issues – we need your input and participation! I would like to thank all the volunteers that work tirelessly on housing issues – especially the Community Housing Council!

Michelle Jarusiewicz, *Housing Specialist & Grant Administrator*

<p>Town Meeting & Elections Annual Meeting - Monday, April 4, 2016</p>

Meeting Called to Order. On April 4, 2016, the Town Moderator had postponed the April 4, 2016 Annual and Special Town Meetings to Tuesday, April 5, 2016 in accordance with MGL c.39, §10A due to weather conditions. Town Moderator Mary-Jo Avellar convened the Annual Town Meeting at 6:00 p.m. on Tuesday, April 5, 2016 in the in the Town Hall Auditorium and hearing no objection decided to hold the Special Town Meeting first.

Town Moderator Mary-Jo Avellar convened the Annual Town Meeting at 8:15 p.m. on Tuesday, April 5, 2016.

Preliminary Motions:

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

Motion Passed.

Tom Donegan moved that the Town vote to grant permission to speak at the April 4, 2016 Annual and Special Town Meetings to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., Town Counsel; Amy Davies, Provincetown Community Television; Jeffrey Mulliken, Owner, 34A Pearl Street; Elbert Ruff, Owner, 34A Pearl Street; Carlos Verde, Provincetown Public Pier Corporation; Melissa Yeaw, Provincetown Community Television; Matthew Clark, Library Director; Morgan Clark, Director of Health; Scott Fahle, Principal Assessor; James Golden, Chief of Police; Beau Jackett, Director of Management Information Systems; Michelle Jarusiewicz, Housing Specialist/Grant Administrator; Eric Larsen, Deputy Director of Public Works; Laura Marin, Health Agent; Rex McKinsey, Pier Manager/Harbor Master; Brandon Motta, Recreation Director; Sherry Prada, Operations Director of Public Works; Domenic Rosati, Parking Administrator; Cody Salisbury, Water Superintendent; Beth Singer, Superintendent of Schools; Elisabeth Verde, Executive Assistant to the Town Manager; Steve Wisbauer, Shellfish Constable. **Motion Passed.**

Tom Donegan moved that on all matters to come before the April 4, 2016 Annual Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

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

[Requested by the Board of Selectmen]

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

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

Town Moderator Mary-Jo Avellar grouped April 4, 2016 Annual Town Meeting articles 2 through 9 to be moved by consent agenda, (Note: The consent agenda is a meeting practice which groups routine and other non-controversial articles not necessarily requiring discussion or independent vote as separate articles. Using a consent agenda can save precious time by allowing Town Meeting to approve this ‘package’ of articles together in one motion. Articles under the consent agenda can only be grouped together if the Town Meet-

ing body agrees. If a voter selects a specific article for discussion, it must be removed and placed on the regular agenda for discussion and separate vote by the Town Meeting body), and requested that any voter wishing to remove an article from the consent agenda do so by stating “hold” after she announced the Article number.

Without objection, Tom Donegan moved to approve articles 2 through 9 as printed in the warrant by unanimous consent. **Motion Does Not Pass.**

Article 2. Cape Cod Greenhead Fly Control District Assessment. To see if the Town will vote to raise and appropriate \$1,438.75 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and authorize the Town Treasurer to pay said appropriation into the State Treasury; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Board of Health Recommends: 5-0-0

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

Article 3. Amendments to Personnel Bylaw/Classification and Compensation Plan. To see if the Town will vote to amend Schedules A, B and C of the Town’s Classification and Compensation Plan as follows:

Schedule A: To amend Schedule A, “Permanent Full and Part-time Non-Union Positions,” of the Classification and Compensation Plan of the Town, effective July 1, 2016, by replacing the existing compensation plan with the following new compensation plan as adopted by the Personnel Board:

<u>Grade Level</u>	<u>Compensation Range</u>		<u>Position</u>
Level	FY 2016	FY 2017	
			Town Manager [exempt MGL C.41,§108N]
			Chief of Police [exempt MGL C.41,§108O]
13	\$87,185-\$108,403	\$88,057-\$109,487	DPW Director
12	\$81,096-\$100,828	\$81,906-\$101,837	Assistant Town Manager Finance Director
11	\$75,430 - \$93,805	\$76,185-\$94,743	Building Commissioner MIS Director Water Superintendent

10	\$70,168 - \$87,228	\$70,870-\$88,100	DPW Deputy Director Principal Assessor Staff Lieutenant
9	\$65,267 - \$81,180	\$65,919-\$81,992	DPW Operations Director Health & Environment Manager Library Director Town Clerk Town Planner Tourism Director
8	\$60,705 - \$75,494	\$61,312-\$76,249	MIS Analyst COA Director Town Collector Town Treasurer
7	\$56,461 - \$70,189	\$57,026-\$70,891	Recreation Director
6	\$52,515 - \$65,352	\$53,040-\$66,005	Exec. Assistant to Town Manager Local Building Inspector Conservation Agent Health Agent Payroll and Employee Benefits Manager
5	\$48,844 - \$60,747	\$49,332-\$61,355	Secretary to the Board of Selectmen Exec. Assistant to Police Chief Parking Administrator MIS Technician
4	\$45,428 - \$56,461	\$45,882-\$57,026	Licensing Agent Library Marketg & Program Dir Library Member Servc Coord Permit Coordinator
3	\$42,266 - \$52,578	\$42,689-\$53,104	COA Outreach Coordinator Principal Accounting Clerk
2	\$39,317 - \$48,886	\$39,710-\$49,375	Assistant Tourism Director
1	\$36,580 - \$45,470	\$36,949-\$45,925	no positions assigned

Schedule B: To amend Schedule B, “Fire Department Positions,” effective July 1, 2016, as requested by the Board of Fire Engineers, as follows:

Annual Stipends for Reimbursement of Expenses

Position	Current	Proposed
1st Deputy Fire Chief	\$10,000	\$12,500
2nd Deputy Fire Chief	\$8,000	\$9,000
District Fire Chief/Engineer	\$2,200	\$3,000
Firefighter	\$800	\$800
Fire Auxiliary	\$400	\$400
Fire Captain	\$750	\$1,000
Fire Lieutenant	\$500	\$500
Engine Steward	\$880	\$880

Station Steward	\$1,100	\$1,100
Ladder Steward	\$1,300	\$1,300
LaFrance Steward	\$500	\$500
Oil Inspector	\$1,747	\$1,747
Rescue Steward	\$3,000	\$3,600
Rescue Captain	\$2,200	\$3,000
Rescue Lieutenant	\$1,450	\$1,500
Rescue Training Officer	\$1,650	\$3,000
Radio Officer	\$550	\$550
Air Officer	\$1,000	\$1,000
Summer Standby Coordinator	\$2,500	\$3,500
Infection Control Officer	\$800	\$800
Annual Salary:		
Fire Chief	\$45,000	\$45,000
Non-Firefighter Positions		
First Responders	\$25.00/hr	\$25.00/hr
EMT-Basic	\$23.99/hr	\$24.71/hr
EMT-Intermediate	\$25.82/hr	\$26.60/hr
EMT-Paramedic	\$28.27/hr	\$29.12/hr
Standby	\$25.00/hr	\$25.00/hr
Safety Inspections	\$20.00/hr	\$20.00/hr
Rescue Squad Particp (per quarter)	\$250	\$250

Schedule C: To amend Schedule C, “Seasonal and Part-time Non-Union Positions,” effective July 1, 2016, as follows:

Grade	Actual FY2016	Proposed FY2017	Proposed Position Classification
N	\$19.53	\$19.92	Police Summer/On-call Dispatcher
M	\$18.96	\$19.93	No Positions Assigned
L	\$18.43	\$18.79	Parking Lot Technical Manager Property Inspector (Assessors)
K	\$17.91	\$18.26	Assistant Harbormaster with police powers Police Officer, Summer/Auxiliary
J	\$17.39	\$17.73	No Positions Assigned
I	\$17.06	\$17.40	Parking Meter Collection/Repair On-call van Driver
H	\$16.56	\$16.89	Police Matron
G	\$16.25	\$16.57	No Positions Assigned
F	\$15.78	\$16.09	Assistant Harbormaster w/o police powers COA Program Coordinator Parking and Traffic Officers Parking Lot Assistant Technical Manager Parking Meter Enforcement Part-time Clerical

			Secretary, On-call Relief
			Transfer Station Laborer
E	\$15.49	\$15.79	Part-time Library Circulation Aide
D	\$15.04	\$15.34	On-call Library Circulation Aide
			Parking Lot Attendant/Out-booth/Floater
C	\$14.60	\$14.89	Barrels & Grounds Laborer
			Restroom/Building Custodian
			Seasonal Recreation Supervisor
B	\$14.33	\$14.61	No Positions Assigned
A	\$14.10	\$14.38	Parking Lot Attendant/In-booth
			Seasonal Recreation Aides

or to take any other action relative thereto.

[Requested by the Personnel Board and the Town Manager]

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to amend the Personnel Bylaw and Classification and Compensation Plan, as printed in the warrant under Article 3. **Motion Passed.**

Article 4. Expenditures from the Tourism Fund. To see if the Town will vote to transfer from the Tourism Fund the sum of \$665,000 to be expended under the direction of the Board of Selectmen and the Visitor Services Board to fund the following expenditures which market, beautify or enhance tourism in Provincetown pursuant to Chapter 178 of the Acts of 1996:

1. \$130,000 for coordination/support of the Visitor Service Board and the Tourism Department, and costs related thereto;
2. \$335,000 for marketing, and costs related thereto;
3. \$40,000 for municipal projects, and costs related thereto;
4. \$150,000 for tourism grants, and costs related thereto;
5. \$10,000 for Beautification Committee, and costs related thereto;

or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Visitor services Board Recommends: 7-0-0

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

Article 5. FY 2017 Human Services Grant Program. To see if the Town will vote to raise and appropriate the sum of \$79,775 to be expended under the

direction of the Board of Selectmen to fund grants to assist nonprofit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low and moderate income and those who are uninsured or underinsured, as follows:

AIDS Support Group of Cape Cod	\$9,000
Alzheimer’s Family Caregiver Support	6,000
Cape Cod Children’s Place	5,500
Consumer Assistance Council	550
Gosnold on Cape Cod	14,500
Helping Our Women	8,000
Homeless Prevention Council	6,000
Independence House	5,500
Lower Cape Outreach Council, Inc.	6,500
Mass-A-Peal	625
Outer Cape Health Services	10,000
Sight Loss Services, Inc.	600
Soup Kitchen in Provincetown	<u>7,000</u>
Total	\$79,775

or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 4-0-2

Board of Health Recommends: 5-0-0

Human Services Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to raise and appropriate the sum of \$79,775 to be expended under the direction of the Board of Selectmen, to fund grants to assist non-profit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low and moderate-income and those who are uninsured or underinsured, as printed in the warrant. **Motion Passed.**

Article 6. Creation of Year-Round Market Rate Rental Housing Trust – A Home Rule Petition. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation creating a Year-Round Market Rate Rental Housing Trust, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT ESTABLISHING A YEAR-ROUND MARKET RATE RENTAL HOUSING TRUST IN THE TOWN OF PROVINCETOWN

SECTION 1. The general court finds that:

- (a) There exists within the Town of Provincetown a severe shortage of year-round, market-rate rental units to serve the needs of the residents of the Town. The shortage in year-round, market-rate rental units has resulted in significant economic displacement and financial hardship to the residents of the Town and has resulted in the relocation of many residents to other towns on and off of Cape Cod. The shortage of year-round, market-rate rental units constitutes an economic liability, substantially impairs or arrests the sound growth of the Town and retards its economic well-being.
- (b) The establishment of a municipal trust with a board of trustees and trust fund is necessary to address this element of the severe housing crisis within the Town. The creation of such a trust will help to eliminate the shortage of year-round, market-rate rental units and is necessary to retain existing industries, businesses and residents and to attract new industries, businesses and residents, and to promote the sound economic growth of the Town.
- (c) The shortage of year-round, market-rate rental housing is beyond remedy and control solely by the incentive and regulatory programs established by the Town and is not being dealt with effectively by operations of private enterprise.
- (d) Establishment of a year-round, market-rate rental housing trust, a board of trustees and a trust fund is necessary to remedy the severe year-round, market-rate rental housing crisis in the Town. The exercise of powers by the board of trustees and any assistance which may be given by the Town, or any other public body in connection therewith, are public uses and purposes for which public money may be expended.
- (e) It is the purpose of the trust created by this Act to aid the Town of Provincetown in the speedy and orderly development of year-round, market-rate rental housing for the residents of Provincetown and to thereby stimulate economic development.

SECTION 2. There is hereby created a municipal trust to be known as the Provincetown Year-Round, Market-Rate Rental Housing Trust, in this Act called the trust. The trust is established for the purpose of creating and preserving year-round rental units in the Town, including but not limited to, market-rate units for the benefit of residents of the Town.

For purposes of this Act, the phrase 'market rate' shall refer to rental housing which is not restricted to occupancy by low or moderate income households, as those terms are defined in section 38D of chapter 121B; provided, however, that 'market-rate housing' may be available for occupancy by households without regard to income and may also include housing subject to maximum income limits to be occupied by households with gross income greater than 80 per cent but not more than 200 per cent of the area median household income as most recently determined by the United States Depart-

ment of Housing and Urban Development, adjusted for household size. The trust may enact regulations establishing alternative or additional definitions for 'market rate.'

SECTION 3.

(a) The trust shall be managed by a board of trustees consisting of five members, appointed by the Board of Selectmen as follows:

(1) The Board of Selectmen shall designate one of its members to serve, ex officio, on the board of trustees;

(2) The Board of Selectmen shall appoint at least one member of the public at large, preferably a resident who lives in year-round, market-rate rental housing in the Town, to serve on the Board of Trustees; and

(3) The Board of Selectmen shall consider a broad range of expertise including education and experience in real estate development and financing in appointing the remaining three members for the board of trustees.

(b) Each of the five members shall be sworn to the faithful performance of his or her official duties as a member of the board of trustees. A majority of the five members shall constitute a quorum for the transaction of any business. The board of trustees shall elect from among its members a chairman, vice-chairman, clerk and other officers as it finds necessary and determine their duties.

(c) The original members of the board of trustees shall be appointed within 60 days following the effective date of this Act. Of the members of the board of trustees first appointed, one shall be appointed to serve for a term of one year, two for a term of two years and two for a term of three years. The initial appointments may be adjusted to coincide with the regular appointment cycle of the Town. All terms thereafter shall be for three years. In the event of a vacancy on the board of trustees, a successor member shall be appointed to complete the unexpired term.

(d) Any member of the board of trustees may be removed by the Board of Selectmen for cause after reasonable notice and a public hearing by the Board of Selectmen, unless the notice and hearing are in writing expressly waived by the member subject to removal.

(e) The members of the board of trustees shall not receive compensation for the performance of their duties hereunder, but each member shall be reimbursed by the trust for expenses actually incurred in the performance of his or her duties. Every such reimbursement shall be open to public inspection from and after the requisition thereof.

SECTION 4.

(a) There shall be established a trust fund to be known as the Year-Round, Market-Rate Rental Housing Trust Fund. Said fund shall be separate and apart from the Town of Provincetown general fund.

(b) The Town Treasurer shall be the custodian of the trust fund.

(c) The trust fund shall receive and hold all gifts and grants made to the trust as well as any moneys appropriated by the Town to the trust. The trust fund

shall also receive all revenues from the sale or lease of trust property and any rental income generated from properties under the custody of the trust.

(d) Any monies in the trust fund shall be available for expenditure by the trust for the purposes set forth in this Act without the need for further appropriation by town meeting.

(e) By a 2/3 vote, the Town is authorized to borrow money in aid of the trust, to be used by the trust for any purpose consistent with this Act and for which the Town is authorized to borrow.

(f) Any funds previously appropriated by the Town for the creation of year-round rental housing prior to the effective date of this Act shall, by operation of law, be automatically transferred into the trust fund.

SECTION 5. The trust, by and through its board of trustees, is hereby authorized:

(a) to accept and receive real property, personal property or money by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, or any other source;

(b) to purchase and retain real or personal property, including without restriction, investments that yield a high rate of income or no income;

(c) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable, notwithstanding the length of any such lease or contract;

(d) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust;

(e) to employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;

(f) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;

(g) to apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

(h) to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property by or between any corporation and any other corporation or person;

(i) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem neces-

sary and appropriate;

- (j) to carry property for accounting purposes other than acquisition date values;
- (k) to borrow money on such terms and conditions and from such sources as the board deems advisable, to mortgage and pledge trust assets as collateral;
- (l) to make distributions or divisions of principal in kind;
- (m) to comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;
- (n) to manage or improve real property and to abandon any property which the board determines not to be worth retaining;
- (o) to hold all or part of the trust property uninvested for such purposes and for such time as the board may deem appropriate; and
- (p) to extend the time for payment of any obligation to the trust.
- (q) General revenues appropriated into the trust become trust property, and to be expended these funds need not be further appropriated. All monies remaining in the trust at the end of any fiscal year, whether or not expended by the board within 1 year of the date they were appropriated into the trust, remain trust property.
- (r) The trust is a public employer and the members of the board are public employees for purposes of chapter 258.
- (s) The trust shall be deemed a municipal agency and the trustees special municipal employees, for purposes of Chapter 268A.
- (t) The trust is exempt from Chapters 59 and 62 and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the commonwealth or any political subdivision thereof.
- (u) The books and records of the trust shall be audited annually by an independent auditor in accordance with accepted accounting practices.
- (v) The trust is a governmental body for purposes of Sections 18 through 26 of Chapter 30A of the General Laws.
- (w) The trust is a board of the Town for purposes of Chapter 30B and Section 15A of Chapter 40; but agreements and conveyances between the trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said Chapter 30B.
- (x) to procure insurance against any loss in connection with its properties and other assets and operations in such amount and from such insurers as it deems desirable; and
- (y) to do all acts and things necessary or convenient to carry out the powers expressly granted in this Act.
- (z) The Board of Trustees shall be considered a Town board subject to the charter and bylaws of the Town except as may be otherwise expressly provided herein. The members of the Board of Trustees shall be considered municipal

employees for all purposes of the General Laws.

SECTION 6. No year-round, market-rate rental housing project shall be undertaken until a public hearing relating to the project has been held by the board of trustees after due notice. Further, after due notice, the board of trustees shall hold at least one public hearing annually to receive comments about its management and operations. Due notice of public hearings shall be given by the trust to the general public through a legal notice in two newspapers having a general circulation in the Town published no later than two weeks prior to the hearing date.

SECTION 7. The financial records of the trust shall be subject to control and oversight by the Town's finance department and subject to yearly audits by the accounting firm employed by the Town for the purposes of the regular Town audit.

SECTION 8. Year-round, market-rate rental units shall be rented giving the maximum preference allowed by law to: (1) current residents of the Town of Provincetown; (2) municipal employees; (3) employees of local businesses; and (4) households with children attending Provincetown schools. If there are more eligible applicants than available year-round, market-rate rental units, the trust shall utilize a lottery system to select tenants. The trust may enact regulations establishing additional preference criteria based on income eligibility.

SECTION 9. This Act, being necessary for the welfare of the Commonwealth and the Town of Provincetown and its inhabitants, shall be liberally construed to effect the purpose thereof.

SECTION 10. This Act shall take effect upon passage; or to take any other action relative thereto. *[Requested by the Bd of Selectmen]*

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Housing Authority Recommends: 3-0-0

Tom Donegan moved that the Town vote to approve Article 6 as printed in the warrant. **Motion Passed.**

Article 7. Room Occupancy Tax: A Home Rule Petition. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation applying the local room occupancy tax to seasonal rentals as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT APPROVING THE APPLICATION BY THE TOWN OF

PROVINCETOWN OF THE LOCAL OPTION ROOM OCCUPANCY
EXCISE TO SEASONAL RENTAL PROPERTIES IN THE TOWN OF
PROVINCETOWN

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

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

“Occupancy,” the use or possession, or the right to the use or possession, of any room or rooms in a bed and breakfast establishment, bed and breakfast home, hotel, lodging house, motel, seasonal rental property or other transient accommodation designed and normally used for sleeping and living purposes, or the right to the use or possession of the furnishings or the services and accommodations, including breakfast in a bed and breakfast establishment or bed and breakfast home, accompanying the use and possession of such room or rooms, for a period of 90 consecutive calendar days or less, regardless of whether such use and possession is as a lessee, tenant, guest or licensee.

“Seasonal rental property or other transient accommodations” shall mean any bed and breakfast home, as defined by Chapter 64G, Section 1 of the Massachusetts General Laws, and any residential or commercial dwelling, dwelling unit or part thereof, unit of a condominium as defined by Chapter 183A of the Massachusetts General Laws or timeshare as defined by Chapter 183B of the Massachusetts General Laws, used for the lodging of guests or invitees in exchange for rent.

Section 3. No excise shall be imposed upon for the transfer of occupancy of any room in a seasonal rental property or other transient accommodations if the total amount of rent is less than \$15 per day or its equivalent or if the accommodation, other than a bed and breakfast home, is exempt under the provisions of Chapter 64G, Section 2 of the Massachusetts General Laws.

Section 4. All operators of seasonal rental property or other transient

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

Section 5. This act shall take effect upon its passage; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Board of Health Recommends: 5-0-0

Visitor services Board Recommends: 7-0-0

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

Article 8. 0.5% Real Estate Transfer Fee: A Home Rule Petition. To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing the Town to impose a 0.5% real estate transfer fee as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF PROVINCETOWN TO IMPOSE
A 0.5% REAL ESTATE TRANSFER FEE.

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

Section 2. The following transfers of real property interests shall be exempt from the real estate transfer fee:

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

Town of Provincetown and any of their instrumentalities, agencies or subdivisions, such as the Provincetown Housing Authority.

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

(d) Transfers of convenience with consideration under \$100 which include: name change, into trusts, out of trust, etc.

(e) Transfers to any charitable organization as defined in Clause 3 of Section 5 of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.

(f) Transfers between family members, marriage partners, parents and children, grandchildren, stepparents and stepchildren, brothers and sisters.

Section 3.

(a) The fee imposed shall be due at the time of the transfer of the real property interest.

(b) The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid real estate taxes.

(c) The Town shall notify a buyer by registered or certified mail of any failure to discharge the amount in full of fee due.

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

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

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

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

Article 9. Expanding Residential Property Exemption – A Home Rule Petition. To see if the Town will vote to petition the General Court to enact a special act of the Town of Provincetown, the text of which is set forth below, and that the General Court be authorized with the approval of the Board of Selectmen to make constructive changes in the text thereof as may be necessary or advisable in order to accomplish the intent of this legislation to secure its passage as follows:

AN ACT INCREASING THE EXEMPTION FOR RESIDENTIAL
PROPERTY IN THE TOWN OF PROVINCETOWN

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

SECTION 1. Notwithstanding Section 5C of Chapter 59 of the General Laws or any other general or special law to the contrary, with respect to

each parcel of real property classified as Class One, residential, in the Town of Provincetown as certified by the commissioner of revenue to be assessing all local property at its full and fair cash valuation, and with the approval of the Board of Selectmen, there shall be an exemption equal to not more than 20% of the average assessed value of all Class One residential parcels within the Town; provided, however, that the exemption shall be applied only to (1) the principal residence of the taxpayer as used by the taxpayer for income tax purposes, and (2) a residential parcel occupied by a registered voter of the Town of Provincetown, other than the taxpayer, occupied on a year-round basis and used as his or her principal residence for income tax purposes. This exemption shall be in addition to any exemptions allowable under Section 5 of said Chapter 59; provided, however, that the taxable valuation of the property, after all applicable exemptions, shall not be reduced to below 10% of its full and fair cash valuation, except through the applicability of Section 8A of Chapter 58 of the General Laws and Clause 18 of said Section 5 of said Chapter 59. Where, pursuant to said Section 5 of said Chapter 59, the exemption is based upon an amount of tax rather than on valuation, the reduction of taxable valuation for the purposes of the preceding sentence shall be computed by dividing the amount of tax by the residential class tax rate of the Town and multiplying the result by \$1,000. For the purposes of this paragraph, "parcel" shall mean a unit of real property as defined by the Board of Assessors of the Town in accordance with the deed for the property and shall include a condominium unit.

SECTION 2. A taxpayer aggrieved by the failure to receive the residential exemption authorized under this act may apply for the residential exemption to the Board of Assessors of the Town of Provincetown in writing on a form approved by the Board within three months after the date on which the bill or notice of assessment was sent. For the purposes of this act, a timely application filed under this section shall be treated as a timely filed application pursuant to Section 59 of Chapter 59 of the General Laws.

SECTION 3. This act shall take effect as of July 1, 2017, and shall apply to taxes levied for fiscal years beginning on or after July 1, 2017; or to take any other action relative thereto. *[Requested by the Bd of Selectmen]*

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

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

Article 10. FY 2017 Operating Budget. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$24,832,939 to fund operating budgets for the several Town departments for Fiscal Year 2017 in accordance with Chapter 9, Section 1 of the Provincetown Charter, as follows:

Budget Divisions	FY 2016	FY 2017	16-17%
I. General Government	\$1,026,913	\$1,130,653	+10.1%
II. Finance	9,731,389	10,068,853	+3.5%
III. Public Safety	5,293,164	5,655,805	+6.8%
IV. Public Works	3,314,835	3,403,781	+2.7%
V. Public Services	841,932	855,056	+1.6 %
Sub-total, I-V	\$20,208,233	\$21,114,148	+4.5%
VI. Public Schools	3,709,002	3,718,791	+0.3%
Total, I-VI	\$23,917,235	\$24,832,939	+3.8%

or to take any other action relative thereto.

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

Budget	Actual FY 2015	Budget FY 2016	FinCom FY2017	Selectmen FY2017	% 16-17
I. GENERAL GOVERNMENT					
113 Elections and Town Meetings					
Expenses	\$11,006	\$12,369	\$14,298	\$14,298	15.6%
122 Board of Selectmen					
Personnel	\$44,924	\$53,884	\$60,818	\$60,818	
Expenses	\$24,138	\$8,000	\$47,623	\$47,623	
SUB-TOTAL	\$69,062	\$61,884	\$108,441	\$108,441	75.2%
123 Town Manager					
Personnel	\$220,339	\$296,067	\$300,952	\$300,952	
Expenses	\$26,206	\$12,595	\$35,095	\$35,095	
SUB-TOTAL	\$246,545	\$308,662	\$336,047	\$336,047	8.9%
151 Legal Services					
Expenses	\$236,609	\$230,000	\$230,000	\$230,000	0.0%
156 Administration					
Expenses	\$50,220	\$59,590	\$59,590	\$59,590	0.0%
157 Land Bank					
Expenses	\$96,514	\$132,038	\$131,398	\$131,398	-0.5%
161 Town Clerk					
Personnel	\$108,126	\$113,575	\$119,934	\$119,934	
Expenses	\$3,870	\$4,845	\$4,845	\$4,845	
SUB-TOTAL	\$111,996	\$118,420	\$124,779	\$124,779	5.4%
181 Building Committee					
Expenses	\$0	\$5,500	\$1,000	\$1,000	-81.8%
182 Economic Development Committee					
Expenses	\$0	\$0	\$26,000	\$26,000	100.00%
482 Airport Commission					
Expenses	\$97,680	\$98,450	\$99,100	\$99,100	0.7%
I General Govent	\$919,632	\$1,026,913	\$1,130,653	\$1,130,653	10.1%
II. FINANCE					
131 Finance Committee					
Expenses	101,943	93,187	94,565	94,565	
Reserve Fund	719	4,325	4,325	4,325	
SUB-TOTAL	\$102,662	\$97,512	\$98,890	\$98,890	1.4%

Budget	Actual FY 2015	Budget FY 2016	FinCom FY2017	Selectmen FY2017	% 16-17
135 Finance Department					
Personnel	184,991	189,134	195,534	195,534	
Expenses	47,875	49,375	55,072	55,072	
SUB-TOTAL	\$232,866	\$238,509	\$250,606	\$250,606	5.1%
136 Information Systems Department					
Personnel	177,303	184,855	194,688	194,688	
Expenses	337,574	320,600	329,600	329,600	
SUB-TOTAL	\$514,877	\$505,455	\$524,288	\$524,288	3.7%
141 Board of Assessors					
Personnel	180,083	185,831	191,053	191,053	
Expenses	42,567	59,285	59,285	59,285	
SUB-TOTAL	\$222,650	\$245,116	\$250,338	\$250,338	2.1%
145 Treasurer/Collector					
Personnel	158,307	160,794	171,194	171,194	
Expenses	26,103	38,500	36,500	36,500	
SUB-TOTAL	\$184,410	\$199,294	\$207,694	\$207,694	4.2%
710 Debt Service					
Expenses	1,974,271	2,063,551	1,980,031	1,980,031	-4.0%
820 Tax Title					
Expenses	7,208	19,000	19,000	19,000	0.0%
910 Retirement/Benefits/Insurance					
Expenses	5,444,610	6,362,952	6,738,006	6,738,006	5.9%
II Finance	8,683,554	9,731,389	10,068,853	10,068,853	3.5%
III. PUBLIC SAFETY					
210 Police					
Personnel	\$2,642,017	\$2,330,292	\$2,400,981	\$2,400,981	
Expenses	\$159,915	\$143,905	\$162,955	\$162,955	
SUB-TOTAL	\$2,801,932	\$2,474,197	\$2,563,936	\$2,563,936	3.6%
210 Fire & Rescue					
Personnel	\$420,361	\$501,920	\$536,923	\$536,923	
Expenses	\$171,918	\$208,943	\$213,943	\$213,943	
SUB-TOTAL	\$592,279	\$710,863	\$750,866	\$750,866	5.6%
231 Ambulance Service					
Expenses	\$791,022	\$810,796	\$830,239	\$830,239	2.4%
250 Community Development					
Personnel	\$52,326	\$58,869	\$80,217	\$80,217	
Expenses	\$9,005	\$3,910	\$3,910	\$3,910	
SUB-TOTAL	\$61,331	\$62,779	\$84,127	\$84,127	34.0%
251 Building Department					
Personnel	\$182,748	\$195,631	\$185,208	\$185,208	
Expenses	\$6,440	\$6,460	\$6,460	\$6,460	
SUB-TOTAL	\$136,970	\$202,091	\$191,668	\$191,668	-5.2%
252 Planning and Development					
Personnel	\$115,651	\$132,603	\$172,888	\$172,888	
Expenses	\$21,319	\$4,410	\$6,285	\$6,285	
SUB-TOTAL	\$136,970	\$137,013	\$179,173	\$179,173	30.8%

Budget	Actual FY 2015	Budget FY 2016	FinCom FY2017	Selectmen FY2017	% 16-17
253 Health Department					
Personnel	\$77,660	\$104,729	\$107,909	\$107,909	
Expenses	\$5,621	\$7,850	\$125,250	\$125,250	
SUB-TOTAL	\$83,281	\$112,579	\$233,159	\$233,159	107.1%
254 Licensing Department					
Personnel	\$43,348	\$45,036	\$46,769	\$46,769	
Expenses	\$3,893	\$300	\$2,300	\$2,300	
SUB-TOTAL	\$47,241	\$45,336	\$49,069	\$49,069	8.2%
260 Conservation Commission					
Personnel	\$5,895	\$17,515	\$0	\$0	
Expenses	\$1,729	\$3,090	\$2,741	\$2,741	
SUB-TOTAL	\$7,624	\$20,605	\$2,741	\$2,741	-86.7%
261 Planning Board					
Expenses	\$1,034	\$4,340	\$5,016	\$5,016	15.6%
262 Zoning Board of Appeals					
Expenses	\$2,115	\$2,700	\$3,580	\$3,580	32.6%
263 Historical Commssion					
Expenses	\$500	\$500	\$600	\$600	20.0%
264 Historic District Commission					
Expenses	\$0	\$2,250	\$3,050	\$3,050	35.6%
265 Board of Health					
Expenses	\$1,250	\$1,610	\$2,638	\$2,638	63.9%
291 Emergency Management					
Expenses	\$8,580	\$8,910	\$12,060	\$12,060	35.4%
294 Harbor Committee					
Expenses	\$63	\$700	\$1,400	\$1,400	100.0%
295 Harbormaster					
Expenses	\$118,263	\$195,000	\$195,000	\$195,000	0.0%
296 Shellfish					
Personnel	\$36,208	\$40,184	\$41,684	\$41,684	
Expenses	\$6,179	\$7,900	\$13,250	\$13,250	
SUB-TOTAL	\$42,387	\$48,084	\$54,934	\$54,934	14.2%
299 Parking Department					
Personnel	\$337,574	\$354,011	\$375,749	\$375,749	
Expenses	\$88,944	\$98,800	\$116,800	\$116,800	
SUB-TOTAL	\$426,518	\$452,811	\$492,549	\$492,549	8.8%
III Public Safety	\$5,259,360	\$5,293,164	\$5,655,805	\$5,655,805	6.9%
IV. PUBLIC WORKS					
190 Buildings and Grounds					
Personnel	\$634,311	\$699,421	\$751,514	\$751,514	
Building Maintenance	\$168,619	\$119,385	\$115,000	\$115,000	
Expenses	\$471,758	\$566,408	\$518,408	\$518,408	
Sub-total	\$1,274,688	\$1,385,214	\$1,384,922	\$1,384,922	0.0%
421 Administration					
Personnel	\$122,204	\$127,758	\$131,902	\$131,902	
Expenses	\$222,461	\$212,800	\$222,750	\$222,750	
SUB-TOTAL	\$344,665	\$340,558	\$354,652	\$354,652	4.1%

Budget	Actual FY 2015	Budget FY 2016	FinCom FY2017	Selectmen FY2017	% 16-17
422 Highway					
Personnel	\$436,387	\$465,682	\$463,130	\$463,130	
Expenses	\$109,746	\$118,300	\$123,500	\$123,500	
SUB-TOTAL	\$546,133	\$583,982	\$586,630	\$586,630	0.5%
423 Snow & Ice					
Personnel	\$64,477	\$27,000	\$27,000	\$27,000	
Expenses	\$200,606	\$140,700	\$140,700	\$140,700	
SUB-TOTAL	\$265,083	\$167,700	\$167,700	\$167,700	0.0%
431 Solid Waste					
Personnel	\$428,078	\$455,081	\$469,977	\$469,977	
Expenses	\$140,350	\$133,550	\$185,650	\$185,650	
SUB-TOTAL	\$568,428	\$588,631	\$655,627	\$655,627	11.4%
432 Recycling Committee					
Expenses	\$2,750	\$2,750	\$2,750	\$2,750	0.0%
439 Waste Disposal/Other					
Expenses	\$146,625	\$246,000	\$251,500	\$251,500	2.2%
IV Public Works	\$3,148,372	\$3,314,835	\$3,403,781	\$3,403,781	2.7%
V. PUBLIC SERVICE					
512 Human Services					
Personnel	\$19,141	\$20,579	\$20,902	\$20,902	
Expenses	\$21,706	\$28,100	\$20,390	\$20,390	
SUB-TOTAL	\$40,847	\$48,679	\$41,292	\$41,292	-15.2%
541 Council on Aging					
Personnel	\$190,047	\$205,782	\$216,209	\$216,209	
Expenses	\$13,450	\$25,800	\$25,800	\$25,800	
SUB-TOTAL	\$203,497	\$231,582	\$242,009	\$242,009	4.5%
543 Veteran's Services					
Expenses	\$25,169	\$42,262	\$42,360	\$42,360	0.2%
545 Disability Commission					
Expenses	\$0	\$5,000	\$5,000	\$5,000	0.0%
550 Animal Welfare Committee					
Expenses	\$0	\$1,540	\$468	\$468	-69.6%
560 Bicycle Committee					
Expenses	\$4,698	\$8,000	\$8,000	\$8,000	0.0%
610 Library					
Personnel	\$182,895	\$234,494	\$244,195	\$244,195	
Expenses	\$82,337	\$81,500	\$81,500	\$81,500	
SUB-TOTAL	\$265,232	\$315,994	\$325,695	\$325,695	3.1%
630 Recreation Department					
Personnel	\$150,820	\$152,675	\$160,332	\$160,332	
Expenses	\$19,170	\$21,450	\$21,450	\$21,450	
SUB-TOTAL	\$169,990	\$174,125	\$181,782	\$181,782	4.4%
672 Art Commission					
Expenses	\$8,424	\$8,250	\$8,250	\$8,250	0.0%
673 Cultural Council					
Expenses	\$1,359	\$6,500	\$200	\$200	-96.9%
V Public Services	\$719,216	\$841,932	\$855,056	\$855,056	1.6%

Budget	Actual FY 2015	Budget FY 2016	FinCom FY2017	Selectmen FY2017	% 16-17
VI. PUBLIC SCHOOLS					
Pre K - 8	\$2,811,291	\$2,939,083	\$3,003,526	\$3,003,526	2.19%
High School	\$779,007	\$769,919	\$715,265	\$715,265	-7.10%
VI. PUB SCHS	\$3,590,298	\$3,709,002	\$3,718,791	\$3,718,791	0.26%

OPERATING BUDGET SUMMARY

I. General Govern	919,632	1,026,913	1,130,653	1,130,653	10.1%
II. Finance	8,683,554	9,731,389	10,068,853	10,068,853	3.5%
III. Public Safety	5,259,360	5,293,164	5,655,805	5,655,805	6.9%
IV Public Works	3,148,372	3,314,835	3,403,781	3,403,781	2.7%
V. Public Service	719,216	841,932	855,056	855,056	1.6%
Subtotal, I-V	18,730,134	20,208,233	21,114,148	21,114,148	4.5%
VI. Public Schools	3,590,298	3,709,002	3,718,791	3,718,791	0.3%
Total, I-VI	22,320,432	23,917,235	24,832,939	24,832,939	3.8%

Article 10. FY 2017 Municipal Operating Budget.

Division I. General Government

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Board of Health Recommends: 5-0-0

David Panagore moved that the Town vote to raise and appropriate the sum of \$998,255 and transfer \$1,000 from Wetlands Protection Fund, and transfer \$131,398 from the Land Bank Fund for a total of \$1,130,653 to fund operating budgets for the several Town departments for Fiscal Year 2017 under budget Division I, General Government, as recommended by the Board of Selectmen.

Gordon Siegel moved to amend the Division I General Government budget by \$38,423, the amount included in line 122 Selectmen's expenses.

Motion to Amend Does Not Pass.

Motion Passed.

Article 10. FY 2017 Municipal Operating Budget.

Division II. Finance

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Board of Health Recommends: 5-0-0

David Panagore moved that the Town vote to raise and appropriate the sum of \$10,038,853 and transfer \$30,000 from Title V Revolving fund for a total of \$10,068,853 to fund operating budgets for the several Town departments for Fiscal Year 2017 under budget Division II, Finance, as recommended by the Board of Selectmen. **Motion Passed.**

Article 10. FY 2017 Municipal Operating Budget.**Division III. Public Safety****Board of Selectmen Recommends: 4-1-0****Finance Committee Recommends: 6-0-0****Board of Health Recommends: 5-0-0**

David Panagore moved that the Town vote to raise and appropriate the sum of \$5,549,505, to transfer \$40,000 from the Ferry Embarkation fund, and transfer \$60,000 from Municipal Waterways fund for a total of \$5,649,505 to fund operating budgets for the several Town departments for Fiscal Year 2017 under budget Division III, Public Safety, as recommended by the Board of Selectmen. **Motion Passed.**

Article 10. FY 2017 Municipal Operating Budget.**Division IV. Public Works****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****Board of Health Recommends: 5-0-0**

David Panagore moved that the Town vote to raise and appropriate the sum \$3,403,781 to fund operating budgets for the several Town departments for Fiscal Year 2017 under budget Division IV, Public Works, as recommended by the Board of Selectmen. **Motion Passed.**

Article 10. FY 2017 Municipal Operating Budget.**Division V. Public Services****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****Board of Health Recommends: 5-0-0**

David Panagore moved the Town vote to raise and appropriate the sum \$855,056 to fund operating budgets for the several Town departments for Fiscal Year 2017 under budget Division V, Public Services, as recommended by the Board of Selectmen. **Motion Passed.**

Article 10. FY 2017 Municipal Operating Budget.**Division VI. Public Schools****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****School Committee Recommends: 5-0-0**

Board of Health Recommends: 5-0-0

David Panagore moved that the Town vote to raise and appropriate the sum of \$3,003,526 to fund the local Provincetown Public School System Budget for Fiscal Year 2017. And further, to raise and appropriate the sum of \$715,265 to fund the tuition assessment for students who attend the Nauset Regional High School for a total of \$3,718,791. **Motion Passed.**

9:50 p.m. Mark Hatch moved to adjourn Annual Town Meeting until tomorrow, April 6, 2016 at 6:00 p.m. **Motion Passed.**

Town Moderator Mary-Jo Avellar called the meeting to order at 6:00 p.m. on Wednesday, April 6, 2016.

Article 11. FY 2017 Cape Cod Regional Technical High School Assessment. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the Town of Provincetown’s assessment for the CCRTHS FY2017 operating budget; or to take any other action relative thereto. *[Requested by the Bd of Selectmen and the Town Manager]*

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

David Panagore moved that the Town vote to raise and appropriate the sum of \$57,489 for its assessment for Cape Cod Technical Regional High School for FY 2017. **Motion Passed.**

Article 12. FY 2017 Enterprise Funds. To see if the Town will vote to raise and appropriate or transfer from available funds the following amounts for enterprise funds of the Town of Provincetown for Fiscal Year 2017:

6001 Water Enterprise Fund	FY 2016	FY 2017	16-17%
Enterprise Fund Costs	\$2,127,196	\$2,194,720	
General Fund Costs	327,717	327,717	
TOTAL COSTS	\$2,454,913	\$2,522,437	2.8%

6002 Wastewater Enterprise Fund	FY 2016	FY 2017	16-17%
Enterprise Fund Costs	\$3,822,773	\$4,335,406	
General Fund Costs	139,345	139,345	
TOTAL COSTS	\$3,962,118	\$4,474,751	12.9%

or to take any other action relative thereto.

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

Article 12. FY 2017 Enterprise Funds.**6001 Water Enterprise Fund.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

David Panagore moved that the Town vote that \$2,522,437 be appropriated to operate the Water Enterprise Fund, \$1,833,533 to come from Water Enterprise Fund revenues and \$361,187 from Retained Earnings, and further, \$327,717 to be appropriated in the general fund and funded from Water Enterprise revenues. **Motion Passed.**

Article 12. FY 2017 Enterprise Funds.**6002 Wastewater Enterprise Fund.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****Visitor Services Board Recommends: 7-0-0**

David Panagore moved that the Town vote that \$4,474,751 be appropriated to operate the Wastewater Enterprise Fund, \$3,442,836 to come from Wastewater Enterprise Fund revenues and \$892,570 from reserved for debt service, and further, \$139,345 to be appropriated in the general fund and funded from Wastewater Enterprise revenues. **Motion Passed.**

Article 13. Fireworks Celebration. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$32,000 to be expended under the direction of the Town Manager for costs associated with the July 4th and New Year's fireworks displays; or to take any other action relative thereto. *[Requested by the Board of Selectmen and the Town Manager]*

Board of Selectmen Recommends: 5-0-0**Finance Committee Recommends: 6-0-0****Visitor Services Board Recommends: 7-0-0**

Cheryl Andrews moved that the Town raise and appropriate \$32,000, to be expended under the direction of the Town Manager, to be used to pay for town expenses associated with the costs for the July 4th and New Year's fireworks displays. **Motion Passed.**

Article 14. General Bylaw Amendment: Stipend for Selectmen. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown General Bylaws by amending Section 5-1-4 to read as follows:

5-1-4. Stipend for Selectmen. Each member of the Board of Selectmen shall receive an annual stipend of ~~one thousand dollars~~; \$2000, except the Chair who shall receive \$2500; or to take any other action relative thereto.

[Requested by the Board of Selectmen]

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 5-0-1

Mark Hatch moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant in article 14. **Motion Passed.**

Article 15. General Bylaw Amendment: Non-Criminal Disposition of Pier Corporation Regulations. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown General Bylaws by amending Section 2-3-1-1 to read as follows:

2-3-1-1. Any rule or regulation of the Provincetown Public Pier Corporation duly enacted as of ~~April 2, 2015~~ shall be deemed a regulation of the Board of Selectmen. Violation of such rules or regulations may be enforced by any available means in law or equity, including but not limited to, non-criminal disposition pursuant to M.G.L. Chapter 40, Section 21D, and Sections 2-3-1 through 2-3-3 of the General Bylaws. For the purposes of this bylaw, the following officials shall be enforcing persons: the Harbormaster and his designees and any police officer of the Town of Provincetown.

2-3-2-1. Violations of the Provincetown Public Pier Corporation Regulations in ~~Effect on April 2, 2015~~ (attached as Appendix 1 to Schedule A): 1st offense, \$100.00; 2nd offense, \$200.00; 3rd and subsequent offenses, \$300.00; or to take any other action relative thereto.

[Requested by the Provincetown Public Pier Corporation]

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 5-0-0

Cheryl Andrews moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant in article 15. **Motion Passed.**

Article 16. FY 2017 Revolving Accounts. To see if the Town will vote to continue for FY 2017 the following revolving accounts established pursuant to MGL Chapter 44, Section 53E½:

1. Preservation of Town Hall Auditorium: To allow receipts from the rental and custodial fees charged for the public use of Town Hall Auditorium to be segregated into a special account; and with funds therefrom, up to a limit of \$50,000 annually, to be expended for the repair, updating, refurbishing, operations and maintenance of the Town Hall auditorium under the direction of the Town Manager and the Board of Selectmen;

2. Shellfish Grants: To allow receipts from Shellfish Grants to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended under the direction of the Shellfish Warden and the Board of Selectmen for the purpose of shellfish seeding and cultivation on public shellfish areas;
3. B-Street Garden: To allow receipts from the annual community garden membership fees charged for the public use of the community garden to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended for the repair, updating and maintenance of the B-Street Garden under the direction of the Town Manager and the Conservation Commission;
4. Fuel Reimbursement: To allow receipts from the sale of fuel to be segregated into a special account; and with funds therefrom, up to a limit of \$125,000 annually, to be expended for the purchase of fuel under the direction of the Town Manager and the Director of Public Works;
5. Council on Aging Transportation: To allow receipts from donations to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for the transportation cost under the direction of the Town Manager and the Director of the Council on Aging;
6. Affordable Housing: To allow fees received by the Town from the sale and resale of affordable housing dwellings, fees paid for monitoring services provided by the Town, fees paid to ensure compliance with affordable housing restrictions and agreements and donations earmarked for affordable housing purposes to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, to be expended for costs associated with the administration, management and support of affordable housing in the Town, including, without limitation, cost of marketing and conducting lotteries under the direction of the Town Manager and the Housing Specialist;
7. Facilities and Grounds Rental Revolving Account: To allow receipts from the rental and custodial fees charged for the public use of Town-owned facilities and grounds to be segregated into a special account; and with funds therefrom, up to a limit of \$10,000 annually, for janitorial hired staffing and other costs related to rental costs under the direction of the Town Manager; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Community Housing Council Recommends Item 6: 3-0-0

David Panagore moved that the Town vote to continue for FY 2017 the revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant.

Motion Passed.

Article 17. Community Preservation Budget for FY 2017. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2016 Community Preservation Budget to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

- 1. Reserves: Part 1
 - A. \$64,711 for Open Space;
 - B. \$339,711 for Community Housing;
 - C. \$64,711 for Historic Resources;
- 2. Debt Service Appropriations: Part 2
 - A. \$224,550 for Community Housing debt service;
 - B. \$53,312 for Open Space debt service;
 - C. \$166,192 for Historic Preservation debt service;
- 3. Grant Requests Appropriations: Part 3
 - A. Recreation Department: Veterans Memorial Community Center (VMCC) Playground Shade Project \$32,000 for the installation of shade structures at the VMCC playground to cover portions of playground equipment and picnic area;
 - B. Cemetery Commission: \$40,000 for the implementation of the Preservation Plan stone conservation of priority stones at the Alden Street Cemetery;
 - C. School Department: Phase 2 - \$40,000 for the historic painting and refinishing of walls, ceiling, and woodwork in the school auditorium;
 - D. Housing Authority: \$60,000 for expansion, planning and design at Maushope property;
 - E. Community Housing Office: \$117,982 for the Housing Office, including full-time Housing Specialist for 35 hours as housing specialist and 5 hours per week for CPA administration, along with pro-rated benefits and some expenses; or to take any other action relative thereto.
[Requested by the Community Preservation Committee]

Article 17. Community Preservation Budget for FY 2017.

1 & 2. Reserves and Debt Service

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Housing Authority Recommends Item 1B: 3-0-0

Brandon Quesnell moved that the Town vote to set aside from Community

Preservation Act estimated annual revenue the sum of \$64,711 for the Open Space reserve fund, the sum of \$339,711 for the Community Housing Reserve Fund and the sum of \$64,711 for the historic resources reserve fund. And further to appropriate the sum of \$444,054 to fund debt service for Fiscal Year 2017 as follows: the sum of \$224,550 from Affordable Housing reserves, the sum of \$53,312 from Open Space reserves, and the sum of \$166,192 from Historic Preservation reserves. **Motion Passed.**

Article 17 – 3A Community Preservation FY 2017 Budget

Veterans Memorial Community Center Playground Shade Project

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Community Preservation Committee Recommends: 6-0-0

Recreation Commission Recommends: 4-0-0

Brandon Quesnell moved that the Town vote to appropriate under the Community Preservation Act –Recreation the sum of \$32,000 from Community Preservation undesignated fund balance to be used for the installation of shade structures at the VMCC playground to cover portions of the playground equipment and picnic area, said funds to be expended under the direction of the Town Manager. **Motion Passed.**

Article 17 – 3B Community Preservation FY 2017 Budget

\$40,000 Alden Street Cemetery Stone Conservation Plan

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Community Preservation Committee Recommends: 6-0-0

Brandon Quesnell moved that the Town vote to appropriate under the Community Preservation Act –Historic Preservation Program the sum of \$40,000 from Community Preservation Historic Preservation Reserves to be used for the implementation of the Preservation Plan stone conservation at the Alden Street Cemetery, said funds to be expended under the direction of the Town Manager. **Motion Passed.**

Article 17 – 3C Community Preservation FY 2017 Budget

\$40,000 School Building Auditorium Restoration

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Community Preservation Committee Recommends: 5-0-0

School Committee Recommends: 4-0-0

Brandon Quesnell moved that the Town vote to appropriate under the Community Preservation Act –Historic Preservation Program the sum of \$40,000 from Community Preservation Historic Preservation Reserves to be used for the historic painting and refinishing of walls, ceiling and woodwork in the school auditorium, said funds to be expended under the direction of the Town Manager. **Motion Passed.**

Article 17 – 3D Community Preservation FY 2017 Budget
\$60,000 Maushope Property Expansion Planning and Design

- Board of Selectmen Recommends: 5-0-0**
- Finance Committee Recommends: 6-0-0**
- Community Preservation Committee Recommends: 5-0-0**
- Community Housing Council Recommends: 3-0-0**
- Housing Authority Recommends: 3-0-0**

Brandon Quesnell moved that the Town vote to appropriate under the Community Preservation Act –Community Housing Program the sum of \$60,000 from Community Preservation Community Housing Reserves for expansion planning and design at the Maushope property, said funds to be expended under the direction of the Town Manager. **Motion Passed.**

Article 17 – 3E Community Preservation FY 2017 Budget
\$117,982 Community Housing Office

- Board of Selectmen Recommends: 5-0-0**
- Finance Committee Recommends: 6-0-0**
- Community Preservation Committee Recommends: 5-0-0**
- Community Housing Council Recommends: 3-0-0**
- Housing Authority Recommends: 3-0-0**

Brandon Quesnell moved that the Town vote to appropriate under the Community Preservation Act – Community Housing Program the sum of \$117,982 from Community Preservation Community Housing Reserves to fund the Housing Office and CPA support. **Motion Passed.**

Article 18. FY 2017 Capital Improvements Program. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the following sums to defray the costs of the Fiscal Year 2017 Capital Improvements Program submitted in accordance with Chapter 9, Section 2 of the Provincetown Charter as follows, provided that one or more of the appropriations listed below shall be contingent on a Proposition 2½ capital outlay or debt exclusion ballot question:

1. MIS Relocation and Server Replacement - \$75,000 to be expended under

- the direction of the Town Manager and the Management Information Systems (MIS) Director for the relocation of the MIS department from Town Hall to the Veterans Memorial Community Center and the purchase of hardware and/or software upgrades for the purpose of replacing several Town servers, and costs related thereto;
2. Police Fleet Upgrade Plan - \$42,300 to be expended under the direction of the Town Manager and the Chief of Police for the purchase of one police vehicle, and costs related thereto;
 3. Police Radio System Replacement - \$293,528 to be expended under the direction of the Town Manager and the Chief of Police for the replacement and upgrade of the police radio system from analog to digital, and costs related thereto;
 4. Fire and Rescue, Radio System Replacement - \$122,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement and upgrade of the Fire and Rescue radios, and costs related thereto;
 5. Fire and Rescue, Radio/Paging System Replacement - \$50,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement and upgrade of the Fire and Rescue radio/paging system, and costs related thereto;
 6. Fire and Rescue, Purchase Thermal Imagers - \$25,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the purchase of two replacement thermal imagers, and costs related thereto;
 7. Fire and Rescue, Purchase Power Stretchers - \$45,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the purchase of two new power stretchers, and costs related thereto;
 8. DPW Street and Sidewalk Maintenance and Repair - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works for maintenance and repair of streets and sidewalks, and costs related thereto;
 9. Storm Water Management - \$100,000 to be expended under the direction of the Town Manager and the Director of Public Works to be used for ongoing improvements to the Town's drainage system in conjunction with making application for various grants, which may become available, and costs related thereto;
 10. Roadway Paving Plan - \$200,000 to be expended under the direction of the Town Manager and the Director of Public Works to continue additional roadway maintenance, as outlined in the Town-wide paving plan, and costs related thereto;
 11. Shank Painter Road Concept Development and Preliminary Design Phase - \$131,700 to be expended under the direction of the Town Manager and the Director of Public Works to fund concept development and preliminary design for the rehabilitation of Shank Painter Road, and costs related

thereto;

- 12. Public Works Fleet Replacement - \$300,000 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of a replacement street sweeper, and costs related thereto;
- 13. Public Works Building Maintenance - \$55,000 to be expended under the direction of the Town Manager and the Director of Public Works for the replacement of the Freeman Street Building roof and window repairs at the Provincetown Public Library, and costs related thereto;
- 14. Use of Parking Funds to Upgrade AIMS Software - \$50,000 from the Parking Fund to be expended under the direction of the Town Manager for the upgrade of the AIMS parking system software, and costs related thereto; or to take any other action relative thereto.

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

Article 18. FY 2017 Capital Improvements Program.

18-1. MIS Relocation and Server Replacement

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to transfer \$75,000 from free cash to fund the relocation of the MIS Department and server replacement.

Motion Passed.

Article 18. FY 2017 Capital Improvements Program.

18-2. Police Fleet Upgrade Plan

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to transfer \$42,300 from the Capital Improvement Stabilization Fund to fund the Police Department Fleet Replacement Plan for the purchase of one police vehicle.

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

Article 18. FY 2017 Capital Improvements Program.

18-3. Police Radio System Replacement

18-4. Fire and Rescue Radio System Replacement

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to indefinitely postpone Article 18-3 Police Radio System Replacement and 18-4 Fire and Rescue Radio System Replacement. **Motion Passed.**

Article 18. FY 2017 Capital Improvements Program.

- 18-5. Fire and Rescue Radio/Paging system Replacement
- 18-6. Fire and Rescue Purchase Thermal Imagers
- 18-7. Fire and Rescue Purchase Power Stretchers

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Eric Yingling moved that the Town vote to transfer \$120,000 from the Capital Improvement Stabilization Fund for the following:

- Item 18-5: \$50,000 to fund the purchase of a Fire and Rescue replacement radio and paging system and costs related thereto.
- Item 18-6: \$25,000 to fund the purchase of two thermal imagers and costs related thereto, to be expended under the direction of the Town Manager.
- Item 18-7: \$45,000 to fund the purchase of two Fire and Rescue power stretchers and costs related thereto.

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

Article 18. FY 2017 Capital Improvements Program.

- 18-8. DPW Street and sidewalk Maintenance and Repair
- 18-9. Storm Water Management
- 18-10. Roadway Paving Plan
- 18-11. Shank Painter Road Concept Dev. and Preliminary Design Phase
- 18-12. Public Works Fleet Replacement
- 18-13. Public Works Building Maintenance

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Cheryl Andrews moved that the Town vote to transfer \$836,700 from free cash for the following:

- Item 8: \$50,000 for maintenance and repair of streets and sidewalks, and costs related thereto;
- Item 9: \$100,000 to be used for ongoing improvements to the Town's Stormwater drainage system in conjunction with making application for various grants which may become available, and costs related thereto;
- Item 10: \$200,000 to fund additional roadway maintenance as outlined in the Town-wide Paving Plan, and costs related thereto;

- Item 11: \$131,700 to fund the concept development and preliminary design phase of Shank Painter Road and costs related thereto;
- Item 12: \$300,000 for the purchase of a replacement street sweeper; and
- Item 13: \$55,000 to fund the Building Maintenance Plan, and costs related thereto

Motion Passed.

Article 18. FY 2017 Capital Improvements Program.

18-14. Use of Parking Funds to Upgrade AIMS Software

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Raphael Richter moved that the Town vote to transfer \$50,000 from the parking fund for the upgrade of the AIMS Software, and costs related thereto, to be expended under the direction of the Town Manager. **Motion Passed.**

Article 19. Alter Layout of Harry Kemp Way and Authorize Conveyance of the Discontinued Portion- 34A Pearl Street.

To see if the Town will vote to accept the altered layout of Harry Kemp Way as a public way to exclude from the layout of said way the parcel of land shown as “Excluded Portion Parcel 1 Area = 690± Sq.Ft.” on a plan entitled “Plan of Land in Provincetown As Surveyed for Jeffrey D. Mulliken and Elbert Ruff,” dated December 2015, prepared by William N. Rogers, Professional Civil Engineers & Land Surveyors, on file with the Town Clerk, and to transfer the care, custody, management and control of the aforesaid discontinued parcel from the Board of Selectmen for public way purposes to the Board of Selectmen for general municipal purposes and for the purpose of conveyance, and further to authorize the Board of Selectmen to convey said discontinued parcel of land on such terms and conditions and for such consideration, which may be nominal consideration, as the Selectmen deem appropriate; or take any other action relative thereto.

[Requested by the Board of Selectmen]

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

David Gardner moved to approve article 19 as printed in the warrant.

Motion Passed Unanimously.

Article 20. Hire a Lobbyist for the Town.

I move to see if the Town will vote to spend up to \$10,000 to hire a lobbyist to work on behalf of Town voted articles such as the Room Tax, the Real Estate Transfer Fee, and the establish-

ment of a Housing Trust Fund, which have been bottled up in committees at the State level, some for seven years now. The Town Manager, Chief Financial Officer and the Board of Selectmen shall choose the lobbyist; or to take any other action relative thereto. *[Requested by Barbara Rushmore and others]*

Board of Selectmen Recommends: 3-1-1

Finance Committee Recommends: 4-2-0

Barbara Rushmore moved that the Town vote to approve a non-binding resolution as printed in the warrant under Article 20. **Motion Passed.**

Article 21. Adoption of Property Known as Pilgrim's First Landing Park.

To see if the Town will vote to take over the area at the rotary at 1 Commercial Street, known as Pilgrim's First Landing Park, for the purposes of maintenance and general control over the area from the State of Massachusetts; or to take any other action thereto. *[Requested by James Bakker and others]*

Board of Selectmen Recommends: 5-0-0

Visitor Services Board Recommends: 7-0-0

James Bakker moved that the Town vote to approve a non-binding resolution as printed in the warrant under Article 21. **Motion Passed Unanimously.**

David Nicolau moved to take Article 32 out of order.

Motion Does Not Pass.

Article 22. Adoption of Provincetown Noise Bylaw 2016. To see if the

Town will vote to adopt the Provincetown Noise Bylaw 2016 as written:

Provincetown Noise Bylaw 2016

I. Unlawful noise prohibited North of Bradford Street.

A. It shall be unlawful for any person or persons occupying or having charge of, or being present in or about any building, dwelling, structure, premises, shelter, boat, vehicle or conveyance, or any part thereof, in the Town (other than that section of any establishment licensed under MGL c. 138), to create, assist in creating, continue or allow to continue any excessive, unnecessary, or unusually loud noise, including any such noise in the operation of any radio, phonograph or other sound-making device or instrument, or reproducing device or instrument, or in the playing of any band, orchestra, musician or group of musicians or in the use of any device to amplify the aforesaid, or the making of loud outcries, exclamations or other loud or boisterous noise or loud and boisterous singing by any person or group of persons or in the use of any device to amplify the aforesaid noise or to attract attention, or loud or continuous animal noises, where such noise is plainly audible at a distance of 50 feet from the building, structure, premises, shelter, vehicle, boat or conveyance in

which or from which it is produced.

B. The fact that the noise is plainly audible at a distance of fifty (50) feet from the building, dwelling, structure, premises, shelter, boat or vehicle from which it originates or when the noise occurs between 10:00 p.m. and 7:00 a.m., shall constitute prima facie evidence of a violation of this bylaw.

C. Any person shall be deemed in violation of this bylaw who shall make, or aid and abet, or cause, or suffer or countenance or assist in the making of any such noise.

II. Exemptions.

The following uses and activities shall be exempt from the provisions of this bylaw:

A. Emergency vehicles. Any police or fire vehicle or any ambulance while engaged in necessary emergency business.

B. Highway and utility maintenance and construction. Necessary excavation in or repairs of bridges, streets, or highways, or any public utility installation by or on behalf of the Town, or any public utility or any agency of the Commonwealth of Massachusetts.

C. Public address. The reasonable use of amplifiers or loudspeakers for public addresses which are noncommercial in nature.

D. Garbage and refuse collection vehicles, or vehicles providing an emergency service, including without limitation, fuel delivery vehicles.

E. Fireworks, little league, soccer and other sporting events, parades, church bells, and public events.

F. Normal operation of properly muffled motor vehicles, boats, equipment for lawn mowing, farm or agricultural equipment, equipment used in the normal course of home or commercial repair, renovation, construction, or demolition, or in septic system construction or maintenance.

III. Penalties.

A. The first violation of this bylaw shall be punished by a fine of not more than \$50.00.

B. The second violation of this bylaw within 12 months after the first violation shall be punished by a fine of not more than \$100.00.

C. Further violations within 12 months after the last violation shall be punished by a fine of two hundred fifty dollars \$250.00.

D. Each such act which either continues or is repeated more than once shall be prosecuted as a separate offense.

E. If the violation occurs on the premises of rental property, then the owner will be notified in writing that a violation(s) has occurred, and the owner may pass on to violating tenant(s) the full cost of the fine if specified in the rental agreement and such fine can be deducted from the security deposit.

IV. Enforcement.

A. Massachusetts General Law 310 CMR 7.52 Enforcement.

B. This bylaw shall be enforced by the Provincetown Police Department. Officers shall:

- i. issue a verbal warning.
- ii. issue a written warning on the appropriate departmental form.
- iii. utilize the noncriminal disposition procedure authorized by MGL c. 40, § 21D. or to take any other action relative thereto.

[Requested by Jacqueline D. Kelly and others]

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

Jacqueline Kelly moved that Town Meeting vote to approve article 22 as printed in the warrant.

Jennifer Cabral moved that Article 22 be referred for further study.

Motion to Move Article for Further Study Passed.

Article 23. General Bylaw Amendment: Chapter 15. Local Historic District Regulations 15-11-12. Siding. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown General Bylaws by amending section 15-11-12 as follows:

12. SIDING. Clapboards, cedar shingles, board and batten, and flush board siding are the predominant exterior siding materials for Provincetown commercial and residential buildings. Fiber cement board clapboards siding is considered an appropriate siding material and should be encouraged to improve fire rating on walls where structures are closer than 9 feet apart. Fiber cement board shingles and other Synthetic siding will be approved on a case-by-case basis when its use will not detract from the architectural features of the building. or to take any other action relative thereto.

[Requested by the Board of Selectmen]

2/3rd's Vote Required

Board of Selectmen Recommends: 4-1-0

Historic District Commission Does Not Recommend: 5-0-0

Tom Donegan moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 23. **Motion Does Not Pass.**

Article 24. General Bylaw Amendment: Chapter 15. Local Historic District Regulations - 15-9. Solar Exclusions. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown General Bylaws by amending Section 15-9 as follows:

15-9. Exclusions.

15-9-1 Categorical Exclusions: The Commission shall exclude from its purview the following:

15-9-1-1 Maintenance and repairs that do not alter or replace material, as defined in Section 9.2.

15-9-1-2 The color of paint.

15-9-1-3 Exterior lighting.

15-9-1-4 Gutters and downspouts.

15-9-1-5 Signage.

15-9-1-6 Storm windows and window air conditioners.

15-9-1-7 Satellite antennas, or similar equipment, provided they are located to minimize visibility from a public way.

15-9-1-8 Temporary buildings or structures subject, however, to conditions pertaining to the duration of existence and use, as the Commission may reasonably specify.

15-9-1-9 Terraces, walks, sidewalks and similar structures, provided that any such structure is substantially at grade level.

15-9-1-10 Flagpoles, sculpture, mailboxes (freestanding or attached), window boxes, house numbers, and garden furniture.

15-9-1-11 Buildings that are less than 50 years old are exempt from review, with the following conditions: Alterations which affect more than 25% of a façade must comply with the Guidelines. Additions which increase such building by more than

25% must conform with Guideline 15 New Construction and Additions.

15-9-1-12 Piers/Wharves: Additions and alterations to piers and wharves, including all mechanical and maritime-related structures and equipment, are exempt from review.

15-9-1-13 Cemeteries: All cemetery structures are exempt except buildings and fences, plant material and trees.

15-9-1-14 Solar Panels, provided that (1) panels are low profile and mounted no higher than 3 inches above the roof surface, (2) panels are set back from the edge of the roof, (3) the array is parallel to the edges of the roof, without sawtooth edges, and (4) the panel frames and cells, pipes, and wires are dark or match the surrounding roof in color; otherwise, an administrative review shall be required. or to take any other action relative thereto.

[Requested by the Board of Selectmen]

2/3rd's Vote Required

Board of Selectmen Recommends: 4-1-0

Historic District Commission Does Not Recommend: 5-0-0

Tom Donegan moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 24.

Christopher Snow moved to indefinitely postpone article 24.

Motion to Indefinitely Postpone Passed.

Article 25. General Bylaw Amendment: Chapter 11. Building Regulations – Demolition Delay Bylaw. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown General Bylaws by amending Section 11-1-5 as follows:

General Bylaw Section 11-1-5-3. Procedure.

3.1 No permit for the demolition of a building shall be issued other than in conformity

with the provisions of this bylaw as well as in conformity with provisions of other laws

applicable to the demolition of buildings.

3.2 When an application is made for a demolition permit from the Town, the Department of Regulatory Management shall deliver a copy of said application to the

Commission.

3.3 The Commission, within ~~seven (7) business~~ thirty (30) days of the receipt of the application, shall hold a public hearing to determine the significance of the building and whether the demolition of the building would be detrimental to the historical, cultural or architectural heritage of the Town. The Commission shall notify the applicant, the building official and the Town Clerk within ten(10) days from the close of the public hearing of their determination. shall determine the significance of said building. When said building is determined to be a significant building, in accordance with the criteria set forth in Section 2-6, the Commission shall notify, in writing, the Building Official, the Town Clerk, and by certified mail to the owner of record as indicated on the application.

3.4 The Commission shall hold a public hearing on said significant building application within thirty (30) days after the date it is filed with the Town Clerk and shall

give notice thereof in the manner set forth for applications to the Commission.

3.5 The Commission shall notify the applicant, the Building Official and the Town

Clerk within ten(10) days from the close of the public hearing.

3.4 If the Commission determines that the demolition of the ~~significant~~ building would not be detrimental to the historical, cultural or architectural heritage of the Town, the building official may, subject to requirements of the state building code and any other applicable laws, bylaws, rules and regulations,

issue the demolition permit.

~~3.6 The Commission shall notify the applicant, the Building Official and the Town~~

~~Clerk within ten (10) days from the close of the public hearing~~

3.5. If the Commission determines that the demolition of the significant building would be detrimental to the historical, cultural or architectural heritage of the Town, no demolition permit may be issued until at least six (6) months after the date of such determination by the Commission.

And renumber the remaining sections accordingly; or to take any other action relative thereto. *[Requested by the Board of Selectmen]*

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Historic District Commission Recommends: 5-0-0

Tom Donegan moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 25.

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

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

Article 26. General Bylaw Amendment: Chapter 16 - Condo Conversion Bylaw. (Deletions shown in strikethrough and new text shown as underlined)

To see if the Town, under St. 1983, Chapter 527, Section 2, and all of the authority provided under Amended Article 89 of the Massachusetts Constitution, will vote to adopt the following General Bylaw to control and regulate the conversion of residential rental property to the condominium or cooperative form of ownership, through a conversion permitting process:

Chapter 16. CONDOMINIUM AND COOPERATIVE CONVERSION BY-LAW

SECTION 1. PURPOSE.

The Town declares, as provided for under St. 1983, Chapter 527, Section 2, that local conditions constitute an acute rental housing emergency that requires local action, on account of the aggravating impact of the facts set forth in Section 1 of Chapter 527 (including lack of sufficient new rental housing production, prolonged increases in housing costs at a rate substantially exceeding increases in personal income, housing abandonment, increased costs of new housing and construction and finance and the effect of conversion of rental housing into condominiums or cooperatives) and unless the available rental housing stock and the tenants who reside in them receive further protection from the consequences of conversion, the rental housing shortage will generate serious threats to the public health, safety, and general welfare of the citizens

of the Town, including, particularly, the elderly, the handicapped, and persons of low and moderate income and employees in the tourism and other service industries, and for municipal employees. The Board of Selectmen annually shall review the status of the year-round rental housing emergency to determine whether additional action should be proposed to Town Meeting.

As of the effective date of this Bylaw, the Town has approximately 4,383 housing units and approximately 50% of the housing units are condominium units, 20% are single-family dwellings, and 30% are multi-family units.

The Town estimates that the vacancy rate for year-round rental units in the Town is less than 1%, creating a severe housing crisis that threatens the Town's economy.

Market conditions encourage conversion of existing residential rental units to condominiums in the Town to serve the second home ownership demand, and this has caused a shortage of year-round rental units. The desirability of the Town as a second home market, combined with the high density that is allowed by the Town's zoning regulations and the limited amount of land available to develop new housing, has driven up the value of housing accommodations and resulted in the conversion of existing rental units and single-family and guest units into condominium units, thereby eliminating year-round rental housing. The rapid conversion to the condominium form of ownership and the increase in the value of those condominiums on the second home ownership market is making it difficult to the point of impossibility for low, moderate and median income families, which includes service industry and municipal employees, as well as elderly residents, who have limited and fixed incomes, to obtain or maintain year-round rental housing in the Town.

The severe shortage of year-round rental housing in the Town is a serious public emergency that threatens the Town's tourism-based economy and is a serious threat to the public health, safety, and general welfare of the citizens of the Town as substandard housing is becoming a resort as persons desiring to locate in Provincetown cannot locate year-round rental accommodations and existing residents are being displaced and are unable to find new year-round rental accommodations.

The effects of condominium and cooperative conversions on the availability of year-round rental units cannot be dealt with solely by the operation of the private housing market and, unless the removal of year-round rental units from the market is regulated and controlled, the housing emergency which presently exists in the Town and the inflationary pressures on and displacement of residents, the service industry work force, elderly, handicapped and those living on limited and fixed incomes resulting therefrom will continue to produce serious threats to the public health, safety, and general welfare of the citizens of the Town.

In order to protect the public health, safety, and general welfare of the citizens of the Town, and to prevent the worsening of the current severe shortage

of year-round rental housing that is available to service industry and municipal employees and the elderly and the public emergency resulting therefrom, it is necessary to regulate and control the conversion of housing units to the condominium or cooperative form of property ownership and the removal of housing from the rental market while the Town studies, plans and then develops and implements programs to regulate and manage the housing crisis.

SECTION 2. DEFINITIONS.

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

- a) "Board": the Board of Selectmen for the Town of Provincetown.
- b) "Condominium Unit": a unit of a condominium, as defined in M.G.L. Chapter 183A.
- c) "Cooperative Unit": a residential dwelling space in a building owned by a corporation, the shareholders of which have organized on a cooperative basis for the purpose of leasing such dwelling space to themselves.
- d) "Condominium Conversion": the conversion of a rental housing unit to a condominium form of ownership.
- e) "Cooperative Conversion": the execution of a lease, of a cooperative unit in a building, with an owner of shares of stock in the corporation which owns the building which would convert a rental housing unit to a cooperative unit.
- f) "Housing Unit:" a rental housing unit that is a "housing accommodation" as defined under St. 1983, Chapter 527, Section 3.
- g) "Removal from market" as applied to a Housing Unit, shall include, but not be limited to:

(1) The filing of a condominium master deed, pursuant to M.G.L. Chapter 183A, for any housing accommodation any part of which was most recently occupied as a rental unit;

(2) The demolition of a rental unit;

(3) The rehabilitation, repair, or improvement of a rental unit, other than as required by the laws of the Commonwealth or by the Town, in such a way as to prevent residential occupancy during the course of the rehabilitation, repair, or improvement, and

(4) The conversion of all or part of any building to a condominium or cooperative form of ownership.

- h) "Town": the Town of Provincetown.

SECTION 3. APPLICABILITY.

This Bylaw shall apply to all Housing Units (which under St. 1983, Chapter 527, excludes buildings containing fewer than four units and excludes units in hotels, motels, inns, tourist homes, and rooming and boarding houses which are occupied by transient guests staying for a period of fewer than 14 consecutive calendar days and excludes units in hospitals, and public and educational institutions, and nursing homes and excludes units lawfully constructed after November 30, 1983, or lawfully converted from a non-housing to a housing use after November 30, 1983, and excludes housing accommodations constructed or substantially rehabilitated under a federal mortgage insurance

program and housing accommodations financed through the Massachusetts Housing Finance Agency, with an interest subsidy attached thereto).

SECTION 4. REGULATIONS.

A) No condominium or cooperative conversion and no removal from market of a Housing Unit that is subject to this bylaw shall be permitted in the Town, except pursuant to a conversion permit granted under this section.

B) The Board may grant a conversion permit, provided that the Board shall consider and apply the following factors in determining whether to grant or deny the conversion permit:

1) the impact of the proposed conversion upon the tenants sought to be protected by this bylaw and upon the availability of year-round, market-rate rental housing of comparable type, quality and cost in the Town and upon the overall availability of year-round rental housing in the Town;

2) the ease or difficulty with which the affected tenants could find alternative year-round, market-rate rental housing in the Town of comparable type, quality and cost;

3) any efforts to mitigate the impact of the proposed conversion upon the affected tenants, including but not limited to, guaranteed rights to remain as tenants for a fixed period, full or partial reimbursement of moving expenses and other costs of finding alternative year-round rental housing, and the procurement by the building owner for the tenants of alternative year-round rental housing in the Town of comparable type, quality and cost and any agreement made to allow the tenant or tenants to purchase a unit on favorable terms than those offered to the general public;

4) the physical condition of the housing involved, and the financial viability to maintain the building as year-round, market-rate rental housing;

5) whether and for how long and why a unit or units in the building have been vacant;

6) the age, financial status, and health of the affected tenants, and the length of their tenancies;

7) whether the conversion permit can be conditioned in such a manner so as to fulfill the purposes and intent of this bylaw, through, for example, the recording of a restrictive covenant by the owner in favor of the Town that allows the conversion to take place but restricts the use of one or more of the converted units as a year-round rental unit for a reasonable period of time, including especially if the unit is restricted as an affordable, year-round rental unit;

8) whether the denial of the conversion permit, taking into account all of the factors listed in this section, would be a manifestly unjust hardship; and

9) the Board shall grant a conversion permit if the Board finds that the financial or other circumstances for the owner are such that prohibition of a conversion would constitute unconstitutional confiscation of the owner's property. When such an application is made, the Board, before granting a permit, shall be required to make an explicit finding that denial of a conversion permit

would constitute such confiscation.

D) The Board shall have the power to issue such orders and enact such regulations as it may deem necessary to effectuate the purposes of this bylaw, and to prescribe the procedure for filing applications for conversion permits, giving notice of applications, holding public hearings upon applications, and rendering decisions upon applications. The Board may impose a reasonable filing fee for applications.

E) The Board shall determine the Vacancy Rate for year-round rental units in the Town, using what source or sources of statistical data the Board determines to be appropriate and shall declare a state of public emergency if the Vacancy Rate is equal to or lower than 5% of the overall housing stock. Once a declaration is made, an applicant may ask the Board to reconsider the determination by providing the Board with data that demonstrates, to the Board's satisfaction, that the Vacancy Rate exceeds 5%.

F) Tenants shall have all of the rights provided for under St. 1983, Chapter 527; and, in addition, those rights shall not begin to run until the date of the granting of a conversion permit.

G) It shall be unlawful to commit any acts of harassment against tenants, to fail to make necessary repairs or provide required services, or to seek unreasonable increases in rents, for or during said period for the purpose of seeking to induce tenants to vacate units.

H) An application for a conversion permit shall be accompanied by a written plan setting forth an orderly process for the conversion and a description of the governing process by which the owners' association or cooperative corporation shall exercise its responsibilities during and after the conversion.

I) An application for a conversion permit shall cover all units in a building; however, the Board may, in the exercise of its discretion hereunder, condition the grant of the conversion permit upon the building owner making special provisions for certain units and tenants thereof.

J) No conversion permit shall be granted unless the building has been certified by an independent, licensed engineer or architect to meet all applicable building and health codes of the Town and Commonwealth.

SECTION 5. SEVERABILITY.

Should any provision of this bylaw or its application to any person or circumstance be determined to be invalid, that invalidity shall not affect the validity of any other provision or application hereof.

SECTION 6. PENALTIES AND ENFORCEMENT.

Any person who violates this bylaw shall be punished by a fine of three hundred dollars (\$300) per offense under M.G.L. Chapter 40, Section 21D. Each day during which a unit is illegally converted or occupied and each day after which an illegal conversion takes place shall constitute a separate offense, and the conversion of multiple units in a building shall constitute multiple offenses. The Board or its designee may enforce this bylaw in a court of competent jurisdiction and may seek and obtain appropriate injunctive relief to enforce

the bylaw in a civil action.

SECTION 7. EFFECTIVE DATE.

This bylaw shall take effect as provided for under M.G.L. Chapter 40, Section 32. or to take any other action relative thereto.

[Requested by the Board of Selectmen]

2/3rd's Vote Required

Board of Selectmen Has No Recommendation: 2-2-1

Finance Committee Does Not Recommend: 5-0-0

Community Housing Council Recommends: 4-0-0

Erik Yingling moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 26. **Motion Does Not Pass.**

Town Moderator Mary-Jo Avellar returned to the meeting.

Article 27. Zoning Bylaw Amendment – Article 2 Section 2440. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Districts and District Regulations, Section 2440, Permitted Principal Uses, as follows:

B. Business	Res 1	Res 2	Res 3	TCC	GC	S	M
B3 Hotel, motel or inn	NO⁵BA	NO⁵BA	YES ³	YES ²	YES ²	NO	NO

Footnotes:

5. ~~Except “YES” if existing as of January 1, 1981. 1981 ATM amended.~~
or to take any other action relative thereto. *[Requested by the Planning Board]*

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Planning Board Recommends: 5-0-0

Grace Ryder-O’Malley moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 27.

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

10:11 p.m. Lynda Trovato moved to adjourn Annual Town Meeting until tomorrow, April 7, 2016 at 6:00 p.m. **Motion Passed.**

Town Moderator Mary-Jo Avellar called the meeting to order at 6:01 p.m. on Thursday, April 7, 2016.

Article 28. Zoning Bylaw Amendment – Article 2 Section 2440. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town

will vote to amend the Provincetown Zoning Bylaws, Article 2, Districts and District Regulations, Section 2440, Permitted Principal Uses, as follows:

C. Industrial	Res 1	Res 2	Res 3	TCC	GC	S	M
C9 Transport Terminal	NO	NO	NO	YES	YES	NOBA	NOBA

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

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Planning Board Recommends: 5-0-0

Grace Ryder-O'Malley moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 28.

Motion Passed Unanimously.

Article 29. Zoning Bylaw Amendment – Article 2 Section 2440. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Districts and District Regulations, Section 2440, Permitted Principal Uses, as follows:

E. Recreational	Res 1	Res 2	Res 3	TCC	GC	S	M
E3c. Campground	NOBA	NOBA	NOBA	NO	BA	NOBA	NO

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

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Planning Board Recommends: 5-0-0

Grace Ryder-O'Malley moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 29.

Motion Passed Unanimously.

Article 30. Zoning Bylaw Amendment – Article 6, Growth Management.

(Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 6, Growth Management, Section 6500, Table of Use Categories and Priorities, by inserting a new use under General Use Category 2 as follows:

GENERAL USE CATEGORY 2

The non-affordable housing components of project consisting of:

2a1 Multi-family dwellings projects that consist of 50%-99% affordable housing and/or community housing

2a2 Two-family dwellings projects that consist of 50%-99% affordable housing and/or community housing

2a3 Single-family dwelling projects that consist of 50%-99% affordable hous-

ing and/or community housing

2b1 Multi-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2b2 Two-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2b3 Single-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2c. The creation of any deed-restricted, year-round rental unit or units, including accessory units; or to take any other action relative thereto.

[Requested by the Planning Board]

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Planning Board Recommends: 5-0-0

Community Housing Council Recommends: 4-0-0

Grace Ryder-O'Malley moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 30.

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

Article 31. Zoning Bylaw Amendment – Article 1 Definitions. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 1, Definitions, as follows:

Affordable and Community Housing: Dwelling units subject to Affordable and Community Housing deed restrictions for a term of perpetuity or the longest period allowed by law, that limits rental rates, limits eligibility for occupancy and purchase, and provides a right of first refusal to the Town of Provincetown, based on the Barnstable County median income as is periodically defined by United States Department of Housing and Urban Development adjusted for household size, as further defined below.

(a) Extremely Low Income Affordable Community Housing. Dwelling units, subject to an affordable housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates, limits eligibility for occupancy and purchase, and provides a right of first refusal to the Town of Provincetown. Extremely ~~Low~~ Income Affordable Community Housing units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 50% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 50% of the Barnstable County median income. Occupancy shall be

limited to households whose income is at or below 65% of Barnstable County median income.

(b) Low Moderate Income Affordable Community Housing. Dwelling units, subject to an affordable housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy and purchase, and provides a right of first refusal to the Town of Provincetown. Low Moderate Income Affordable Community Housing units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 65% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 65% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is at or below 80% of Barnstable County median income.

(c) Moderate Income Affordable Housing. Moderate Income Affordable Housing units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is at or below 100% of Barnstable County median income.

(d) Median Income Community Housing. Median Income Community Housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 120% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 100% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is at or below 150% of Barnstable County median income.

(e) Middle Income Community Housing. Middle Income Community Housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 160% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 160% of the Barnstable County median income.

Eligibility for occupancy shall be limited to households whose income is at or below 180% of Barnstable County median income.

Affordable and Community Housing Permits: A permit granted by the Provincetown Community Housing Council (PCHC) established by the vote under Article 12 of the April 7, 1997 Annual Town Meeting, or successor entity, for units of Affordable Housing and/or Community Housing in a project that requires a Growth Management Allocation Permit pursuant to Article 6, the Growth Management Bylaw. Criteria for approval of an Affordable Housing Permit and/or a Community Housing Permit shall include an executed and acknowledged ~~affordable~~ housing restriction or, in the case of ownership unit(s), an executed and acknowledged covenant whereby the property owner agrees to convey the unit(s) subject to a certain ~~affordable~~ housing restriction attached as an exhibit to the covenant, in either case approved as to form by town counsel.

And to delete the definition of Community Housing in its entirety, as follows:
Community Housing: Dwelling units subject to community housing restrictions based on the Barnstable County median income as is periodically defined by United States Department of Housing and Urban Development adjusted for household size, as further defined below.

~~a) Median Income Community Housing- Dwelling units, subject to a housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy or purchase, and provides a right of first refusal to the Town of Provincetown. Median Income Community Housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest, principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 80% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is at or below 100% of Barnstable County median income.²²~~

~~b) Middle Income Community Housing- Dwelling units, subject to a housing restriction, for a term of perpetuity or the longest period allowed by law, that limits rental rates and resale prices, limits eligibility for occupancy or purchase, and provides a right of first refusal to the Town of Provincetown. Middle income community housing dwelling units shall be available for rental at a cost (including utility allowances) not exceeding 30% of annual income for a household at or below 120% of the Barnstable County median income; or, available for ownership at a cost (including mortgage interest,~~

~~principal, taxes, insurance and common charges if any, but excluding utilities) not exceeding 30% of annual income for a household at or below 120% of the Barnstable County median income. Eligibility for occupancy shall be limited to households whose income is at or below 150% of Barnstable County median income.~~

And to delete the definition of Community Housing Permit in its entirety, as follows:

~~Community Housing Permit: A permit granted by the PCHC for units of Community Housing in a project that requires a Growth Management Allocation Permit pursuant to Article 6, the Growth Management By-law. Criteria for approval of a community housing permit shall include an executed and acknowledged housing restriction or, in the case of ownership unit(s) an executed and acknowledged covenant whereby the property owner agrees to convey the unit(s) subject to a certain housing restriction attached as an exhibit to the covenant, in either case approved as to form by town counsel. or to take any other action relative thereto. [Requested by the Planning Board]~~

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Planning Board Recommends: 5-0-0

Community Housing Council Recommends: 4-0-0

Grace Ryder-O'Malley moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 31.

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

Article 32. Zoning Bylaw Amendment – Article 4 Section 4810 Inclusionary Housing Bylaw. (Deletions shown in strikethrough and new text shown as underlined) To see if the Town will vote to amend the Provincetown Zoning Bylaws, by inserting a new Section 4810 as follows:

Section 4180 Inclusionary Housing Bylaw

Section 4180 Inclusionary Housing Bylaw

1. Purpose and Intent

The primary purpose of this bylaw is to:

- (a) Encourage the creation of a range of housing opportunities for households of all incomes, ages and sizes in order to support a strong, stable and diverse year-round community and a viable and healthy local workforce and to prevent the displacement of Provincetown residents;
- (b) Mitigate the impact of residential development on the availability and cost of housing;
- (c) Protect the long-term affordability of such housing through appropriate,

enforceable restrictions that run with the land;

(d) Provide a mechanism by which residential development can contribute in a direct way to increasing the supply of Affordable and Community Housing in exchange for a greater density or intensity of development than is otherwise permitted as a matter of right;

(e) Support the goals of Provincetown’s December 2006 Affordable and Community Housing Action Plan and its January 2014 Update.

A secondary purpose is to create dwelling units eligible for inclusion in the Town’s Chapter 40B Subsidized Housing Inventory (SHI).

2. Definitions

The term “Housing Fund” as used in this section of the Zoning Bylaw shall refer to any affordable or community housing fund that has been duly established by the Town to promote Affordable or Community Housing at the time that a payment in lieu of creating Affordable or Community Housing units as described hereunder is made.

3. Applicability

This inclusionary bylaw shall apply in all zoning districts to the following uses:

(a) Except as identified under Section 3(c) below, any development that results in an increase in the number of dwelling units, whether by new construction or alteration, expansion, reconstruction, or change of existing residential or non-residential space or use;

(b) Any health care-related development that includes 6 or more independent living units.

(c) This inclusionary bylaw shall not apply to the following:

(1) Accessory Dwelling Units

(2) A subdivision of land under M.G.L. Chapter 41, Section 81K-

81GG;

4. Mandatory Provision of Affordable Units for all Development

In any development identified in Section 3(a)-(b) above, the applicant shall contribute to the local stock of Affordable and Community Housing in accordance with the following requirements:

(a) For development consisting of between 1 and 5 dwelling units, a Housing Contribution shall be made to the Housing Fund in the form of a payment in lieu of creating a fractional unit.

(1) Payment shall be made in accordance with the following:

1 unit 3% of the average value of a dwelling unit

2 units 6% of the average value of a dwelling unit

3 units 9% of the average value of a dwelling unit

4 units 12% of the average value of a dwelling unit

5 units 15% of the average value of a dwelling unit

(2) The average value of a dwelling unit shall be determined based on the average assessed value for the market rate units in the subject development and shall be payable to the Housing Fund at and upon the sale or certificate of occupancy of the final unit, whichever occurs sooner.

i. When the development consists of rental units, the payment-in-lieu may be paid in 5 equal annual installments. The first installment shall be payable upon the issuance of a certificate of occupancy of the final rental unit and then annually thereafter, until final payment has been made, and with a notice of payment due in this manner to be recorded against the property before the first certificate of occupancy issues.

ii. When the development consists of one single-family home on its own lot, the payment-in-lieu shall be paid in full before the issuance of the certificate of occupancy or it may be paid in 5 equal annual installments, the first installment payable before the issuance of the certificate of occupancy, and then annually thereafter until the final payment has been made, and with the full balance due upon the sale of the dwelling, and with a notice of payments due in this manner to be recorded against the property before the certificate of occupancy issues.

(3) The developer shall enter into a binding written agreement with the Town of Provincetown, before the issuance of the first building permit and with appropriate payment surety arrangements, to provide the required payment(s) to the Housing Fund, and with a notice of the required payments to be recorded against the property before any certificate of occupancy is issued if full payment has not been made when the certificate of occupancy is applied for.

(4) The in-lieu payment shall be made into the Housing Fund, as defined hereunder, and the Board of Selectmen shall determine which fund shall receive the deposit.

(b) Development consisting of a total of 6 dwelling units or more shall require the granting of a Special Permit by the Planning Board, and at least 15% of the units created shall be established as Affordable or Community Housing units in any one or combination of methods provided for below.

When the 15% calculation results in a fractional unit of .7 or greater, the developer shall provide a whole unit.

When the 15% calculation results in a fractional unit of less than .7, the developer shall provide a whole unit or make a housing contribution payment in lieu of the fractional unit in accordance with Section 3(a) above.

(1) The Affordable or Community Housing units shall be constructed or rehabilitated on the locus subject to the Special Permit, in accordance with Section

7; or

(2) The Affordable or Community Housing units shall be constructed or rehabilitated on a locus other than the one subject to the Special Permit, in accordance with Section 7, provided justification is provided that on-site development of units is not feasible and off-site development of units is beneficial to the Town, and Special Permits are granted contemporaneously for both developments; or

(3) In lieu of providing such units either on or off site, an applicant may provide a payment of equivalent value to the Housing Fund. The payment-in-lieu shall be in accordance with subsections 4(a)(2)-(4) above and shall be calculated as follows, without rounding up or down:

(number of new dwelling units developed) x (.15) x (average value of a dwelling unit)

A payment-in-lieu of providing affordable units shall not allow an applicant to increase the number of market rate units on site; or

(4) In lieu of providing such units either on or off site, an applicant may provide a donation of land to the Provincetown Affordable Housing Trust or a non-profit housing development organization approved by the Planning Board, provided that the receiving organization agrees in writing to accept the land and the applicant demonstrates to the Planning Board's satisfaction that the land serves the development of Affordable and Community Housing. The value of donated land shall be equivalent to the value of an in-lieu payment. The Planning Board may require, prior to accepting land as satisfaction of the requirements of this bylaw, that the applicant submit an appraisal of the land in question that was prepared by a licensed appraiser using professionally accepted methods, as well as other data relevant to the determination of equivalent value, and the Planning Board may obtain expert peer review of the appraisal at the applicant's expense. Closing on the land donation shall occur before the issuance of the first building permit. Land donation shall not allow an applicant to increase the number of market rate units on site.

5. Density Bonus

(a) For developments consisting of 6 dwelling units or more, the Planning Board may provide a density bonus, which shall be made part of the Special Permit, to increase the number of dwelling units allowed on the parcel beyond the maximum number allowed under the Dimensional Schedule, the Density Schedule and Section 2550 of this Zoning Bylaw, as follows:

(1) For every deed restricted unit of Affordable Housing constructed or rehabilitated either on or off the site subject to the Special Permit, two market rate dwelling units may be added as a density bonus.

(2) For every deed-restricted unit of Community Housing constructed or rehabilitated either on or off the site subject to the Special Permit, one market rate dwelling unit may be added as a density bonus.

(b) To facilitate the objectives of the density bonus, the Planning Board shall have the authority to modify or waive any lot or dimensional regulations appropriate and necessary to accommodate the additional unit(s) on the site as part of the Special Permit relief.

(c) Developments of 1 to 5 units that exceed the requirements of Section 4 above may receive the same density bonus as specified above, provided the development is approved by the Planning Board through the Special Permit process.

(d) Any net increase in housing units through a density bonus shall not exceed 50% of the base number of units allowed under this Zoning Bylaw.

6. Submission Requirements and Procedures

(a) Special Permit application, review and decision procedures shall be in accordance with this Zoning Bylaw and the Planning Board's rules and regulations. Additionally, the project must comply with the provisions of Article 4, Sections 4000 and 4100.

(b) Affordable and Community Housing units created in accordance with this bylaw shall use deed restrictions that require the units to remain income restricted in perpetuity or the longest period allowed by law and for so long as any such unit does not conform to the underlying as-of-right zoning requirements. Such restriction shall also grant the Town's right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be located.

(c) No building permit shall be issued for any units in the development until the Planning Department receives evidence that the Affordable Housing restriction has been approved by the Massachusetts Department of Housing and Community Development (DHCD) or the Community Housing restriction has been approved by Town Counsel.

(d) No certificate of occupancy shall be issued for any units in the development until the Planning Department receives evidence that the housing restriction has been executed and recorded at the Barnstable County Registry of Deeds.

7. Provisions Applicable to Affordable and Community Housing Units Located both On Site and Off Site

(a) Affordable and Community Housing units constructed under this bylaw shall be situated within the development or off site as approved by the Planning Board so as not to be in less desirable locations than market rate units and shall, on average, be no less accessible to public amenities as market rate units.

(b) Affordable and Community Housing units shall be integrated with the rest of the development or with the off-site location and shall be comparable to and indistinguishable from market rate units in exterior design and interior features, appearance, construction and quality of materials, and energy efficiency.

(c) The number of bedrooms in each Affordable or Community Housing unit shall be made a part of the Special Permit and shall be based on local need as determined in consultation with the Community Housing Council for each project.

(d) Owners and tenants of Affordable and Community Housing units and market-rate units shall have the same rights and privileges to access and use any of the development's amenities and facilities.

(e) The development of Affordable and Community Housing units shall take place at the same rate and timeframe as the development of market-rate units.

(1) Building permits for any phase shall be issued at a ratio of 5 (five) market-rate units to 1 (one) Affordable/Community Housing unit. Building permits for subsequent phases shall not be issued unless all the required Affordable/Community Housing units in the preceding phase are constructed and the deed restrictions recorded. The last unit permitted, constructed and occupied shall be a market-rate unit.

(2) The project may also be constructed in its entirety with all permits issued at once, provided that the occupancy permits are issued at a ratio of 5 (five) market rate units to 1 (one) Affordable/Community Housing unit. The last certificate of occupancy to be issued shall be for a market-rate unit and shall not be issued unless all Affordable/Community Housing units are occupied.

8. Distribution of Affordability

Distribution of affordability for rental or ownership units as Extremely Low, Low or Moderate Income Affordable Housing or Median or Middle Income Community Housing shall be determined by the Planning Board in consultation with the Community Housing Council and set as follows, being made a condition of the Special Permit under this bylaw:

(a) When the number of the Town's SHI eligible affordable housing units is below 10%, the units created shall be Extremely Low, Low or Moderate Income Affordable Housing units, unless otherwise approved by the Planning Board if adequate justification is provided that the development of Affordable Housing units is not feasible and it is beneficial to the Town that Community Housing units are provided instead, and the exception is made a part of the Special Permit.

(b) When the number of the Town's SHI eligible affordable housing units is at or above 10%, it is encouraged that units created be Median or Middle Income Community Housing units.

9. Maximum Incomes and Selling Price

Affordable and Community Housing Inventory

Maximum incomes and sales prices and rents shall be as set forth in Article 1, Definitions, of this Zoning Bylaw.

10. Segmentation

Developments shall not be phased or segmented to avoid compliance with conditions or provisions of this bylaw. "Segmentation" shall mean development that cumulatively results in a net increase of dwelling units above the number existing 36 months earlier on any parcel or set of contiguous parcels held in common ownership or under common control on or after the effective date of this Section 4180.

11. Conflict with Other Bylaws

The provisions of this bylaw shall be considered supplemental of existing zoning bylaws. To the extent that a conflict exists between this bylaw and others, the more restrictive bylaw, or provisions therein, shall apply.

12. Severability

If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of Provincetown's Zoning Bylaws.

And amending Article 6, Growth Management, Section 6500, Table of Use Categories and Priorities, as follows:

GENERAL USE CATEGORY 2

2. The non-affordable/community housing components of project consisting of:

2a1 Multi-family dwellings projects that consist of 50%-99% affordable housing and/or community housing

2a2 Two-family dwellings projects that consist of 50%-99% affordable housing and/or community housing

2a3 Single-family dwelling projects that consist of 50%-99% affordable housing and/or community housing

2b1 Multi-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2b2 Two-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2b3 Single-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

2d. Development that provides a deed restricted unit under the inclusionary housing requirement.

And deleting Article 4, Special Regulations, Section 4170, Change of Use/Non-Residential to Residential Use Conversions in its entirety.

And amending Article 4, Special Regulations, Section 4015 as follows:

4015. Site plan Review by Special Permit

a. The following developments shall require Site Plan Review by Special Per-

mit by the Planning Board:

(1) developments consisting of the aggregate of residential units that will result in ~~six~~ four or more residential units on any parcel;
or to take any other action relative thereto. *[Requested by the Planning Board]*

2/3rd's Vote Required

Board of Selectmen Recommends: 3-1-1

Planning Board Recommends: 4-0-1

Finance Committee Does Not Recommend: 4-2-0

Community Housing Council Recommends: 4-0-0

Brandon Quesnell moved that Article 32 be withdrawn for further study.

Motion Passed.

Article 33. Funding for Year-Round Rental Housing. To see if the Town will vote to raise and appropriate the sum of \$500,000 for the purpose of funding year-round rental housing in the Town, provided that such appropriation shall be contingent on the passage of a Proposition 2½ capital outlay exclusion ballot question; or to take any other action relative thereto.

[Requested by the Finance Committee]

Board of Selectmen Recommends: 4-0-1

Finance Committee Recommends: 6-0-0

Housing Authority Recommends: 3-0-0

Tony Valentino moved that the Town vote to approve Article 33 as printed in the warrant. **Motion Passed.**

Article 34. Resolution: Prohibit Poisoning of Wildlife in the Cape Cod National Seashore. Designate Cruelty Free Zone for all Animals in Provincetown. To see if the Town will vote to approve the following resolution:

WHEREAS, the Town of Provincetown desires to join the hundreds of countries, communities, organizations, and businesses that respect quality of life for all living beings;

WHEREAS, Provincetown opposes any plan or action by the Cape Cod National Seashore that would lethally trap, remove, kill, poison or otherwise harm wildlife for the purpose of benefiting other wildlife;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Town of Provincetown is opposed to the killing, lethal trapping, or removal of wildlife or domesticated animals, birds, or reptiles, except in the case of immediate public danger so determined by the Town's animal control officer or other designated government authority, and except when and where lawfully allowed pursuant to hunting laws of the Commonwealth of Massachusetts.

2. The Town of Provincetown is opposed to the introduction and use of any poison into the environment to intentionally kill wildlife or that has the effect of harming wildlife, domesticated animals, birds, reptiles or humans.

3. Therefore, be it resolved, The Town of Provincetown is designated as a “Cruelty Free Zone” for all animals, birds, and reptiles, both domesticated and wild; or to take any other action relative thereto.

[Requested by the Animal Welfare Committee]

Board of Selectmen Recommends: 5-0-0

Animal Welfare Committee Recommends: 0-0-0

Board of Health Recommends: 5-0-0

Tom Donegan moved that the Town vote to approve a non-binding resolution as printed in the warrant under Article 34. **Motion Passed.**

Town Moderator Mary-Jo Avellar motioned to dissolve the April 4, 2016 Annual Town Meeting at 7:10 p.m. **Motion Passed.**

Annual Town Meeting dissolved at 7:10 p.m.

Special Town Meeting - April 4, 2016

Meeting Called to Order. Town Moderator Mary-Jo Avellar convened the Special Town Meeting at 6:00 p.m. on Tuesday, April 5, 2016 in the Town Hall Auditorium. (Note: The Town Moderator postponed the April 4, 2016 Annual and Special Town Meetings to Tuesday, April 5, 2016 in accordance with MGL c.39, §10A due to weather conditions).

Preliminary Motions:

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

Tom Donegan moved that the Town vote to grant permission to speak at the April 4, 2016 Annual and Special Town Meetings to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; Amy Davies, *Provincetown Community Television*; Carlos Verde, *Provincetown Public Pier Corporation*; Melissa Yeaw, *Provincetown Community Television*; Matthew Clark, *Library Director*; Morgan Clark, *Director of Health*; Scott Fahle, *Principal Assessor*; James Golden, *Chief of Police*; Beau Jackett, *Director of Management Information Systems*; Michelle Jarusiewicz, *Housing Specialist/Grant Administrator*; Eric Larsen, *Deputy Director of Public Works*; Laura Marin, *Health Agent*; Rex McKinsey, *Pier Manager/Harbormaster*; Brandon Motta, *Recreation Director*; Sherry Prada, *Operations Director of*

Public Works; Domenic Rosati, Parking Administrator; Cody Salisbury, Water Superintendent; Beth Singer, Superintendent of Schools; Elisabeth Verde, Executive Assistant to the Town Manager; Steve Wisbauer, Shellfish Constable.

Motion Passed.

Tom Donegan moved that on all matters to come before the April 4, 2016 Annual and Special Town Meetings, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

Article 1. FY 2016 Budget Adjustments. To see what amendments the Town will vote to make to the Fiscal Year 2016 operating budgets established under Article 13 of the April 2015 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefor; or to take any other action relative thereto. *[Requested by the Town Manager]*

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

David Panagore moved that the Town vote the following budget adjustments: Transfer from the following departments \$66,633 from 910 Employee benefits and Other Insurance to the following departments:

\$6,233 to department 122, Board of Selectmen B budget

\$33,000 to department 123, Town Manager B budget

\$6,300 to department 210, Police B budget

\$15,000 to department 136, Management Information Systems B budget

\$5,000 to department 241 Community Development A budget

\$1,100 to department 169, Licensing B budget.

Motion Passed.

Article 2. FY 2016 Budget Adjustments to Fund 27th Pay Period. To see what amendments the Town will vote to make to the Fiscal Year 2016 operating budgets established under Article 13 of the April 2015 Annual Town Meeting to fund the 27th payroll in FY 2016 and what sums the Town will vote to raise and appropriate or transfer from available funds therefor; or to take any other action relative thereto. *[Requested by the Town Manager]*

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

David Panagore moved that the Town vote to transfer the following amounts:

Transfer from the following departments:

\$10,000 from department 123 Town Manager

\$12,829 from 240 Inspections

\$100,000 from 423 Snow and Ice

\$10,000 from 543 Veteran's Services

\$90,000 from 910 Employee benefits and Other Insurance

For a total of \$222,829 to fund the 27th payroll of fiscal year 2016.

Motion Passed.

Article 3. Transfer of Funds to Provincetown Television. To see if the Town will vote to transfer \$86,095.94 from the Cable Reserve Fund to Provincetown Community Television (PTV) to fund upgrades needed to the Town Hall video system and to fund the PTV Capital Reserve Fund for regular equipment maintenance and updates; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Tom Donegan moved that the Town vote to transfer \$86,095.94 from the Cable Reserve Fund to Provincetown Community Television for equipment capital improvements.

Motion Passed.

Article 4. National Marine Sanctuary Visitor Center in Provincetown. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$17,000 to be expended under the direction of the Town Manager for costs associated with the study to determine the feasibility of locating the National Marine Sanctuary Visitor Center in Provincetown; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Provincetown Public Pier Corporation Recommends: 5-0-0

Harbor Committee Recommends: 4-0-0

Tom Donegan moved that the town vote to transfer \$17,000 from 2012 Special Town Meeting article 7 for costs associated with the study to determine the feasibility of locating the National Marine Sanctuary Visitor Center in Provincetown. **Motion Passed.**

Article 5. Parking Kiosk Upgrade. To see if the Town will vote to transfer \$85,000 from the Parking Fund to be expended under the direction of the Town Manager for the purchase and installation of eight replacement parking kiosks and costs related thereto; or to take any other action relative thereto.

[Requested by the Town Manager]

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

Cheryl Andrews moved that the Town vote to transfer \$85,000 from the Parking fund to pay for the purchase and installation of eight replacement parking kiosks. **Motion Passed.**

Article 6. Provincetown 400 Executive Director. To see if the Town will vote to transfer \$49,688 from available funds to the Pilgrim's Landing First Park [a 501(c)(3) organization that is the fiduciary of Provincetown 400] for the purpose of employing a part-time executive director for Provincetown 400; or to take any other action relative thereto. *[Requested by the Town Manager]*

Board of Selectmen Recommends: 5-0-0**Finance Committee Recommends: 6-0-0****Visitor Services Board Recommends: 7-0-0**

Cheryl Andrews moved that the Town vote to transfer \$49,688 from the Tourism Fund to the Pilgrim's Landing First Park for the purpose of employing a part-time executive director for Provincetown 400. **Motion Passed.**

Article 7. Acquisition of 48 Winslow Street. To see if the Town will vote to authorize the Board of Selectmen to acquire, in consideration for the conveyance by the Town of the property at 46 Bradford Street, all or a portion of the property located at 48 Winslow Street, identified as Parcel 8-2-19-0, containing 32,861 square feet, more or less, and shown as Lot 48 on Land Court Plan 28781S filed with the Barnstable Registry District of the Land Court, by purchase, gift, and/or eminent domain for general municipal purposes, including, without limitation, for access and/or housing purposes, and for the purpose of conveyance or lease; and further, to authorize the Board of Selectmen to convey or lease for housing purposes, and to grant access, utility or other easements in all or such portions of the Winslow Street property that the Board of Selectmen deems advisable, with the acquisition of 48 Winslow Street and the disposition thereof (which may be by a 99-year lease) to be on such terms and conditions and for such consideration, which may be nominal consideration, as the Board of Selectmen deems in the best interest of the Town; and further authorize the Board of Selectmen to accept any easements and restrictions on said property, if any; and provided further that it shall be the policy of the Board of Selectmen to dedicate by annual appropriation an amount equal to 100 percent of the revenue received by the Town from real estate taxes on 46 Bradford Street for the creation of year-round rental housing for a period of 10 years upon conveyance of the property by the Town; and provided further that the future development of housing at 48 Winslow Street and/or 46 Bradford Street shall be deemed a public service use pursuant to Section 3 of Chapter

157 of the Acts of 2000, *An Act Authorizing the Town of Provincetown to Operate a Sewer System*; or to take any other action relative thereto.

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

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Community Housing Council Recommends: 3-0-0

Housing Authority Recommends: 3-0-0

Erik Yingling moved that the Town vote to adopt Article 7 as printed in the warrant. **Motion Does Not Pass (For: 110 Against 168).**

Article 8. Rescind Unused Borrowing Authority. To see if the Town will vote to rescind the unused borrowing authority on the April 5, 2010 Special Town Meeting Article 5, North Union Field Land Acquisition; or to take any other action relative thereto. *[Requested by the Town Manager]*

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

David Panagore moved that the town vote to rescind \$798,211 in unused borrowing authority from the April 5, 2010 Special Town Meeting Article #5, North Union Field Land Acquisition. **Motion Passed.**

Article 9. Water Enterprise Capital Improvement Project. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the sum of \$800,000 to be expended under the direction of the Town Manager and the Board of Selectmen for water system capital improvements and associated studies and investigations including, but not limited to, Water System Management Study Update; Phase III Commercial Street reconstruction and including, without limitation, all costs incidental and related thereto; and for rehabilitation or reconstruction of the former Knowles Crossing Pumping Station and including, without limitation, all costs related thereto; and further to authorize the Town Manager and the Board of Selectmen to take all actions necessary to carry out such projects and apply for, accept and expend grant funds for such projects; or to take any other action relative thereto.

[Requested by the Town Manager]

2/3rd's Vote Required

Board of Selectmen Recommends: 5-0-0

Finance Committee Recommends: 6-0-0

Board of Health Recommends: 5-0-0

David Panagore moved to appropriate the sum of \$800,000 to be expended under the direction of the Town Manager and the Board of Selectmen, for water system capital improvements and associated studies and investigations including, but not limited to, Phase III Commercial Street reconstruction and including without limitation all costs incidental and related thereto; and for rehabilitation or reconstruction of the former Knowles Crossing pumping station and including without limitation all costs defined under Chapter 29C, Section 1 of the General Laws and all other costs incidental and related thereto; and to meet said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow the sum of \$800,000 under and pursuant to Chapter 44, Section 7(1) and/or Chapter 29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds. **Motion Passed Unanimously.**

Article 10. MacMillan Pier Capital Improvement Project - Repairs to Boston Boat Gangways. To see if the Town will vote to raise and appropriate or transfer from available funds \$40,000 to fund repairs to the two gangways at the transportation docks; or to take any other action relative thereto.

[Requested by the Provincetown Public Pier Corp. and the B.d of Selectmen]

2/3rd's Vote Required

Board of Selectmen Recommends: 4-1-0

Finance Committee Recommends: 5-1-0

Provincetown Public Pier Corporation Recommends: 5-0-0

Harbor Committee Recommends: 4-0-0

Raphael Richter moved that the town vote to transfer \$28,125 from the Capital Improvement Stabilization Fund to fund repairs to the two gangways at the Transportation Docks and costs related thereto, to be expended under the direction of the Town Manager and the Provincetown Public Pier Corporation. **Motion Passed (2/3rd's Vote Declared).**

Article 11. MacMillan Pier Capital Improvement Project – Replace Outboard Motors. To see if the Town will vote to raise and appropriate or transfer from available funds \$30,000 to fund replacing the twin outboard motors on the Harbormaster Patrol Boat; or to take any other action relative thereto.

[Requested by the Provincetown Public Pier Corp. and the Bd of Selectmen]

2/3rd's Vote Required

- Board of Selectmen Recommends: 4-1-0**
- Finance Committee Recommends: 6-0-0**
- Provincetown Public Pier Corporation Recommends: 5-0-0**
- Harbor Committee Recommends: 4-0-0**

Raphael Richter moved that the town vote to transfer \$30,000 from the Capital Improvement Stabilization Fund to fund repowering the Harbormaster Patrol Boat with twin outboard motors and costs related thereto, to be expended under the direction of the Town Manager and the Harbormaster.

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

Article 12. MacMillan Pier Emergency Capital Improvements. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds \$250,000 to pay costs of making capital improvements to MacMillan Pier, including the payment of all related costs of planning and design services and all other costs incidental and related thereto, such appropriation to be expended under the direction of the Town Manager, provided that the appropriation may be contingent on a Proposition 2½ capital outlay or debt exclusion ballot question; or to take any other action relative thereto.

[Requested by the Provincetown Public Pier Corp. and the B.d of Selectmen]

2/3rd's Vote Required

- Board of Selectmen Recommends: 3-2-0**
- Finance Committee Recommends: 4-0-0**
- Provincetown Public Pier Corporation Recommends: 5-0-0**
- Harbor Committee Recommends: 4-0-0**

Raphael Richter moved that the Town vote to transfer \$250,000 from the Capital Improvement Stabilization Fund to fund capital improvements to MacMillan Pier, including the payment of all related costs of planning and design services and all other costs incidental and related thereto, such appropriation to be expended under the direction of the Town Manager.

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

Raphael Richter moved to dissolve the April 4, 2016 Special Town Meeting.

Motion Passed.

Special Town Meeting dissolved at 7:50 p.m. on April 5, 2016.

Presidential Primary Election - March 1, 2016

Democratic Party	Total	Republican Party	Total
President (Vote for 1)		President (Vote for 1)	
Bernie Sanders	486	Jim Gilmore	1
Martin O'Malley	5	Donald J. Trump	51
Hillary Clinton	887	Ted Cruz	7
Roque "Rocky" De La Fuente	0	George Pataki	0
No Preference	0	Ben Carson	3
Blank	5	Mike Huckabee	0
Write-in	1	Rand Paul	0
Total	1384	Carly Fiorina	0
		Rick Santorum	0
State Committee Man (Vote for 1)		Chris Christie	0
Blank	1357	Marco Rubio	12
Write-in	27	Jeb Bush	0
Total	1384	John R. Kasich	18
		Blank	0
State Committee Woman (Vote 1)		Write-in	1
Robin Louise Hubbard	817	Total	93
Blank	566		
Write-in	1	State Committee Man (Vote for 1)	
Total	1384	Francis P. Manzelli	34
		Ronald R. Beaty, Jr.	18
Town Committee (Vote for 12)		Devin Manning	22
James A. Keefe, Jr.	667	Blank	19
Mary-Jo Avellar	902	Write-in	0
Judith Cicero	728	Total	93
Marianne Clements	686		
Sarah K. Peake	1078	State Committee Woman (Vote 1)	
Lynn M. Mogell	723	Judith A. Crocker	67
Robert C. Vetrick	689	Blank	26
Edward Mick Rudd	728	Write-in	0
KD Mernin	623	Total	93
Blank	9766		
Write In - Steve Katsurinis	10	Town Committee (Vote for 10)	
Write In - All Others	8	Blank	912
Total	16608	Write-in	9
		Total	921

**Presidential Primary Election March 1, 2016
Continued**

Green-Rainbow Party	Total	United Independent Party	Total
President (Vote for 1)		President (Vote for 1)	
Sedinam Curry	0	Blank	0
Jill Stein	0	Write-in	1
William P. Kreml	0	Total	1
Kent Mesplay	0		
Darryl Cherney	0	State Committee Man (Vote for 1)	
Blank	0	Blank	1
Write-in	0	Write-in	0
Total	0	Total	1

State Committee Man (Vote for 1)		State Committee Woman (Vote 1)	
Blank	0	Blank	1
Write-in	0	Write-in	0
Total	0	Total	1

State Committee Woman (Vote 1)		Town Committee (Vote for 10)	
Blank	0	Blank	8
Write-in	0	Write-in	2
Total	0	Total	10

Blank	0
Write-in	0
Total	0

Annual Town Election - May 3, 2016

Registered Voters =2875 Ballots Cast = 1040

Selectman (3 yr)		School Committee (3 yr)	
Cheryl Lee Andrews <i>Elected</i>	693	Anthony Mark Brackett <i>Elected</i>	764
Thomas Neal Donegan <i>Elected</i>	632	Blank	1264
Vincent G. Breglia	88	Write-In Tracy Kachtick-Anders	49
Gordon J. Siegel	102	Write-In All Others	3
Louise A. Venden	425	Total	2080
Blank	134		
Write-In	6	Bd Library Trustees (3 yr)	
Total	2080	Laura J. Shabott <i>Elected</i>	788
		Blank	252
		Write-In	0
		Total	1040

Annual Town Election March 3, 2016 - Continued

Bd Library Trustees (2 yr)	
Stephen H. Borkowski <i>Elected</i>	720
Blank	1358
Write-In	2
Total	2080
Charter Enforcement (3 yr)	
Blank	1006
Write-In	34
Total	1040
Charter Enforcement (1 yr)	
Blank	1020
Write-In	20
Total	1040
Ballot Ques. 1 - Est. Charter Com	
Yes	644
No	268
Blank	128
Totals	1040

Charter Commission	
Judith Cicero <i>Elected</i>	587
Thomas F. Coen, Jr. <i>Elected</i>	516
M. Crone-DeMarco <i>Elected</i>	487
Marcy E. Feller <i>Elected</i>	480
Julia L. Perry <i>Elected</i>	527
Steve Katsurinis <i>Elected</i>	492
Robert D. Speiser <i>Elected</i>	450
Robert C. Vetrick <i>Elected</i>	516
Elizabeth A. Williams <i>Elected</i>	460
Blank	4840
Write-In	5
Totals	9360
Ballot Ques. 2 - Rental Housing \$	
Yes	538
No	473
Blank	29
Totals	1040

State Primary Election - Sept. 8, 2016

Democratic Party	
Representative in Congress	
William Richard Keating	637
Blank	103
Write-in	1
Total	741
Councillor	
Joseph C. Ferreira	546
Blank	195
Write-in	0
Total	741
Senator in General Court	
Julian Andre Cyr	574
Sheila R. Lyons	155
Brian R. Mannal	10
Blank	2
Write-in	0
Total	741

Representative in General Court	
Sarah K. Peake	682
Blank	59
Write-in	0
Total	741
Sheriff	
Randy P. Azzato	537
Blank	204
Write-in	0
Total	741
County Commissioner	
Mary Pat Flynn	447
Mark R. Forest	484
Blank	551
Write-in	0
Total	1482

State Primary Election Sept. 8, 2016 - Continued

Republican Party

Representative in Congress

Mark C. Alliegro 15

Thomas Joseph O'Malley, Jr. 4

Blank 2

Write-in 0

Total 21**Councillor**

Blank 20

Write-in 1

Total 21**Senator in General Court**

James H. Crocker, Jr. 9

Anthony E. Schiavi 11

Blank 1

Write-in 0

Total 21**Representative in General Court**

Blank 21

Write-in 0

Total 21**Sheriff**

James M. Cummings 15

Blank 6

Write-in 0

Total 21**County Commissioner**

Ronald R. Beaty, Jr. 11

Linda A. Bond 10

Blank 21

Write-in 0

Total 42**Green-Rainbow Party****Representative in Congress**

Blank 0

Write-in 0

Total 0**Councillor**

Blank 0

Write-in 0

Total 0**Senator in General Court**

Blank 0

Write-in 0

Total 0**Representative in General Court**

Blank 0

Write-in 0

Total 0**Sheriff**

Blank 0

Write-in 0

Total 0**County Commissioner**

Blank 0

Write-in 0

Total 0**United Independent****Representative in Congress**

Blank 0

Write-in 0

Total 0**Councillor**

Blank 0

Write-in 0

Total 0**Senator in General Court**

Blank 0

Write-in 0

Total 0

State Primary Election Sept. 8, 2016 - Continued

Representative in General Court		County Commissioner	
Blank	0	Blank	0
Write-in	0	Write-in	0
Total	0	Total	0

Sheriff	
Blank	0
Write-in	0
Total	0

State Election - Nov. 8, 2016

Registered Voters =2949 Ballots Cast = 2399

PRESIDENT/VICE PRESIDENT	
Clinton and Kaine	2082
Johnson and Weld	38
Stein and Baraka	35
Trump and Pence	208
Write-ins	18
Blanks	18
TOTAL	2399

SENATOR (State)	
Cyr	2167
Schiavi	157
Write-ins	1
Blanks	74
TOTAL	2399

REPRESENTATIVE IN CONGRESS	
Keating	2066
Alliegro	128
Cataldo	13
Harrington	79
Raduc	22
Write-ins	5
Blanks	86
TOTAL	2399

REPRESENTATIVE (State)	
Peake	2201
Write-ins	6
Blanks	192
TOTAL	2399

SHERIFF	
Cummings	449
Azzato	1771
Write-ins	4
Blanks	175
TOTAL	2399

COUNCILLOR	
Ferreira	1983
Write-ins	4
Blanks	412
TOTAL	2399

COUNTY COMMISSIONER	
Flynn	1847
Beaty, Jr.	158
Bond	142
Forest	1441
Write-ins	0
Write-ins	0
Blanks	1210
TOTAL	4798

State Election Nov. 8, 2016 - Continued

BARNSTABLE ASSEMBLY

O'Malley	2033	Question 3 - Farm Animals	
Write-ins	2	Yes	2097
Blanks	364	No	219
TOTAL	2399	Blanks	83
		TOTAL	2399

Question 1 - Gaming License

Yes	836
No	1445
Blanks	118
TOTAL	2399

Question 4 - Marijuana	
Yes	1717
No	537
Blanks	145
TOTAL	2399

Question 2 - Charter Schools

Yes	982
No	1296
Blanks	121
TOTAL	2399



General Government

Town Clerk

The Special and Annual Town Meetings were held on April 4, 2016. A total of four elections were held in 2016: The March 1, 2016 Presidential Primary Election, with a 54% voter turnout; the May 3, 2016 Annual Town Election, with a 36% voter turnout; the September 8, 2016 State Primary Election, with a voter turnout of 27; and the November 8, 2016 State Election, with a voter turnout of 81% voter turnout. A new State law allowed for Early Voting beginning with the November 8, 2016 State Election. Voters were provided a choice of voting early within two week period prior to the election, and the Town Clerk's Office offered Saturday voting hours as well, all in an effort to promote voter participation. Provincetown had 999 people cast their ballot early, representing 34% of eligible voters for the November 8, 2016 State Election. Voters appeared to appreciate the convenience of voting early.

The Town Clerk continues to serve as Burial Agent and also has oversight of the Town Cemetery, including selling of cemetery lots, scheduling of burials, and maintaining cemetery records. A big thank you goes to the Town Hall Management Information Systems department (MIS), specifically MIS Technician Lynne Martin, who continues to develop and enhance the cemetery database. The Town Clerk's Office has also integrated electronic death and birth

record systems through the state’s Vital Information Partnership Program, and all death and birth records are now completed electronically.

Work on the Provincetown History Project, with its mission to preserve, protect and provide greater access to documents pertaining to the history of Provincetown, continues. The search function on the Provincetown History Project website www.provincetownhistoryproject.com was enhanced, and all material on the website has been harvested by the Massachusetts Digital Commonwealth, which is a statewide consortium of libraries, museums, archives, and historical societies from across Massachusetts. This makes our Provincetown History Project available to an even greater audience. The Provincetown History Project mourns the loss of Josephine Del Deo in 2016. A knowledgeable and passionate advocate for the heritage of Provincetown, we considered Josephine the History Project’s Rosetta Stone, and while her loss is keenly felt, her life remains an inspiration.

Special thanks to Assistant Town Clerk Darlene Van Alstynne for her invaluable assistance. Thanks as well goes to the Election registrars and ballot counters for their important work on the four elections held in 2016, and to the wonderful volunteers who have worked in the Clerk’s Office in 2016: Susan Avellar, Stephen Borkowski, Don Cote, Laurel Guadazno, Irene Joseph, Lorraine Kujawa, Joy Long, Jim Rann, and Lauren Richmond.

Doug Johnstone, *Town Clerk*

Vital Statistics

Births 2016

In accordance with a request from the Massachusetts Department of Public Health and in respect to the privacy rights of children, individual names of births recorded in Provincetown are not listed.

Total births recorded in 2016: 13

Male – 9 Female - 4

Marriages 2016

Total Marriage Licenses Recorded in 2016: 192

In-State Residents: 76 Out-of-State Residents: 116

Deaths 2016

Date	Name	Age	Date	Name	Age
18-Jan	Elliott, Roberta H.	88	29-Feb	Ahmuty, Raynor	94
21-Jan	Maynard, William	94	10-Mar	Chevalier Jr., Barry David	47
30-Jan	Roberts, Nancy Gerardi	79	16-Mar	Edwards, Roseanna M.	77
9-Feb	Costa, Cynthia Naomi	80	21-Mar	Leonyk, Walter J.	77
26-Feb	Brown, Gregory Wayne	58	28-Mar	Ojala, Ralph D.	82

Deaths 2016 - Continued

Date	Name	Age	Date	Name	Age
18-Apr	Berry, Lina	99	25-Aug	Harrison, Robert Carter	91
13-May	Duplessis, Michael R.	55	27-Sep	Gray, John Michael	66
3-Jun	Oliver, Robert Eugene	92	8-Oct	Alexander, Heather Elizabeth	54
10-Jun	Peisel, Michael Wayne	58	10-Oct	Edwards, Rosemarie RM	59
11-Jun	Howe, Bernice A.	80	10-Oct	Magill, John	68
17-Jun	Sateriale, Patricia R.	87	11-Oct	Cook, Chester O.	78
17-Jun	Eibensteiner, Walter	98	17-Oct	Maria, Judith Ann	66
22-Jun	Chase, Paul B.	65	18-Oct	Jason, Mary Margaret	97
6-Jul	Polay, Judith A.	70	31-Oct	Miller, Richard Henry	83
10-Jul	Costa, Ofelia	93	1-Nov	Medeiros, Francis Anthony	86
13-Jul	Finkelstein, Patricia Florence	86	3-Nov	Cabral, Robert Eugene	89
15-Jul	Soults, Harold Clifford	97	11-Nov	McChesney, Frank A.	91
8-Aug	Lotti, John Joseph	71	19-Nov	Greene, Annie L.	95
8-Aug	Alexander, Holly	54	22-Nov	Colley, Marjorie Elizabeth	100
15-Aug	Fassett, Mary C.	101	29-Nov	Meads, Ruth Janice	86
20-Aug	Rose, Dolores M.	92	12-Dec	Germain, Amy	58
25-Aug	Del Deo, Josephine	90	29-Dec	Stratton, Lois Oncle	86

Town Counsel

During 2016, Town Counsel provided significant legal services to the Town, including the rendering of numerous legal opinions, approving contracts as to form, attending Town Meetings, and meeting with the Board of Selectmen and various other Town boards. There are currently thirteen active litigation cases involving the Town which are pending in various courts. Two cases were closed in 2016.

Town Counsel has been working closely with Town Administration and the Board of Selectmen to implement Chapter 305 of the Acts of 2016, An Act Establishing a Year-Round Market Rate Rental Housing Trust in the Town of Provincetown. As part of that effort, Town Counsel has been assisting Town Officials in the preparation of the submission of a bid to the Bankruptcy Court to acquire the 26-unit Harbor Hill Condominium.

Town Counsel has also provided significant legal services to the Conservation Commission in enforcing the Wetlands Protection Act and the Town's Wetlands Bylaw regarding the mechanic dredging of clams in the harbor.

Town Counsel continues to provide a number of training sessions to Town staff and boards and committees on compliance with the Open Meeting Law, the new Public Records Law, and the Conflict of Interest Law. We also have provided substantial legal services in connection with numerous public records requests and open meeting law complaints, and we have provided substantive training to staff and the various land use boards, including the Historic District Commission.

We extend our appreciation to the Board of Selectmen and the Town Manager for their confidence in retaining this firm. We also appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, the Town Manager, department heads, and the boards and committees with whom we have worked. We look forward to working with the members of the Town government in the future.

KP Law, P.C., *Town Counsel*

TOWN OF PROVINCETOWN LITIGATION STATUS REPORT MATTERS PENDING WITH TOWN

1. Aqua King Fishery, LLC v. Town of Provincetown Conservation Commission

Barnstable Superior Court, C.A. No. 1572CV00064

This is an appeal of the Conservation Commission's enforcement order with respect to the plaintiff's use of a hydraulic dredge for clam fishing in the Town's waters in Cape Cod Bay. The Superior Court entered judgment in favor of the Town and affirmed the Conservation Commission's authority to regulate the plaintiff's activities pursuant to the Wetlands Protection Act. The Judgment has been appealed.

2. Berarducci v. Provincetown Historic District Commission

Barnstable Superior Court, C.A. No. 1672CV0525

This is an appeal from the October 20, 2016 final action of the Historic District Commission granting co-defendants a Certificate of Appropriateness with conditions for the construction of a fence at 97 Commercial Street. The plaintiff owns a condo unit at 99 Commercial Street.

3. Deckelbaum, Trustee of the Huey Trust v. Provincetown Zoning Board of Appeals and Siobhan Carew; and Lora Papetsas, Individually and as Trustee of the Jack Papetsas Revocable Living Trust

Land Court, 2016 MISC No. 000014-KCL

This is an appeal from the Zoning Board of Appeals' December 21, 2015 action to renew/transfer a restaurant use special permit to Siobhan Carew for Unit 7, 99 Commercial Street.

4. DeLaurentis v. Provincetown Historic District Commission, et al.

Barnstable Superior Court C.A. No. 1672CV00455

This is an appeal of the Historic District Commission's September 9, 2016 grant of a Certificate of Appropriateness for the demolition of a garage at 384 Commercial Street.

5. Trustees of Jones Locker Condominium Trust v. Gallagher, et al.

Orleans District Court, C.A. No. 1626CV000193

This action was brought by a condominium association to collect unpaid

condominium/association fees from a unit owner. The Town is named as a defendant pursuant to a recorded Notice of Sewer Betterment Assessment lien.

6. Frankel v. Provincetown Zoning Board of Appeals

Barnstable Superior Court C.A. No. 1472CV00506

and Frankel v. Provincetown Zoning Board of Appeals

Barnstable Superior Court C.A. No. 1472CV00538

These two appeals were filed by an abutter from an October 2, 2014, grant of a special permit issued by the Zoning Board of Appeals to add dormers within the existing nonconforming setback to 901 Commercial Street, Unit 4. The co-defendants/applicants are the real parties in interest, and are actively defending the Board’s decisions. The Superior Court has not scheduled a trial date in either case.

7. NEBPA, Local 67 v. Town of Provincetown Police Department

In this case, the Union claims that the Town should have followed a different process than it did when hiring a new police officer, allegedly in violation of Article XXII of the collective bargaining agreement, and Section 6-2-1 of the General By-Laws. An arbitration hearing previously scheduled has been postponed.

8. Patten v. Town of Provincetown, et al.

MCAD Docket No. 14NEM02100

In this case, a former employee whose employment was terminated alleges that she was discriminated against on the basis of her sexual orientation, gender, and subjected to sexual harassment and retaliation. Town Counsel is defending the case by assignment from the Town’s insurer. The case is in its initial stages of investigation by the Massachusetts Commission Against Discrimination.

9. Provincetown Board of Trade Land Court Registration

Land Court Misc. No. 43338

This is a Land Court registration petition seeking to register land at 307 Commercial Street owned by Provincetown Board of Trade. The Town filed an answer and opposition to the petition on October 4, 2002. The petitioner has indicated he would amend the plan to address the Town’s objections, but he has taken no further action in the matter.

10. Sinaiko et al. v. Provincetown Zoning Board of Appeals

Barnstable Superior Court C.A. No. BACV2015-00496

This is an appeal of the Zoning Board of Appeals’ decision to deny the appeal of the issuance of a building permit for the property located at 294 Bradford Street. The building permit issued to co-defendant Stanley Sikorsky allows him to erect a three-bedroom dwelling on the Property currently owned by co-defendant David Mayo.

11. Town of Provincetown, by and through its Conservation Commission and Harbormaster v. Patricio A. Palacios, David L. Kelley, and Stephen F. Lozinak Barnstable District Court, C.A. No. 1572CV00386

This is an action to 1) enforce the Conservation Commission's order with respect to defendants' use of a hydraulic dredge for clam fishing in the Town's waters in Cape Cod Bay, and 2) to enforce the Town's Harbor Regulations assessing dockage and usage fees upon the defendants' vessels. The Superior Court issued a ruling in favor of the Town, affirming the Town's authorization to regulate the practice of hydraulic dredge in accordance with the State Wetlands Protection Act. In the meantime, the defendants and other commercial clambers, filed Requests for Determination of Applicability with the Conservation Commission. The Commission issued a positive determination and the plaintiffs have appealed that determination to the Department of Environmental Protection.

12. Town of Provincetown, by and through its Conservation Commission and Harbormaster v. Stellwagen Bank Fisheries Corporation

Barnstable Superior Court C.A. No. 1572CV00387

This is an action 1) to enforce the Conservation Commission's order with respect to defendant's use of a hydraulic dredge for clam fishing in the Town's waters in Cape Cod Bay, and 2) to enforce the Town's Harbor Regulations assessing dockage and usage fees upon the defendant's vessel. The Superior Court issued a preliminary injunction in favor of the Town and prohibited the defendant from engaging in the practice of hydraulic dredge in the Town's waters and from docking at the pier until issuance of a final judgment in the case. In the meantime, the defendants and other commercial clambers, filed Requests for Determination of Applicability with the Conservation Commission. The Commission issued a positive determination and the plaintiffs have appealed that determination to the Department of Environmental Protection.

13. Town of Provincetown v. H. Bradford Rose, Inc.

Barnstable Superior Court, C. A. No. 15CV0474

This is an action brought by the Town to enforce the State Sanitary Code in a building located at 227R Commercial Street. On September 15, 2015, the Court issued a temporary restraining order against the owner which required him to relocate the occupants and to secure the premises. On September 25, 2015, the Court issued a Preliminary Injunction. The Town, through its Board of Health has worked with the property owner and his agent to complete remediation work at the property.

CASES CLOSED IN 2016

1. DoBucki v. Town of Provincetown Water Department

Orleans District Court C.A.No.: 1562SC000806

This was a small claims action filed by a water user contesting the amount of a water bill. On February 12, 2016, the District Court dismissed the complaint.

2. Ende, et al. v. Provincetown Historic District Commission

Barnstable Superior Court, C.A. No. 1672CV00318

(This matter involved a claim of a constructive grant of a certificate of hardship. Subsequently, the Commission issued a certificate of hardship and the case was dismissed.

Animal Welfare Committee

The mission of the Animal Welfare Committee (AWC) whose members are appointed by the Board of Selectmen, is to advise the Board, the Animal Control Officer, or any other pertinent municipal entities on issues relative to animal welfare for domestic and urban wildlife in Provincetown. The AWC orders and maintains the dog waste stations on all Town landings. The bags are paid for by the Town through the Public works Department budget. Stations that have deteriorated are ordered and paid for through the AWC budget. We fill and inspect each station daily in the summer and semi-weekly off season. In addition, committee members are part of the Emergency Shelter Team and are responsible for the pet component if the shelter opens during an emergency. Numerous public service announcements were created by the committee and broadcasted on WOMR, PTV, Provincetown Dogs Facebook page, and published in The Banner. A card-sized handout was created to be distributed around town and in guest houses with advice for visitors on such subjects as foxes, seals on the beach, dogs in cars, emergency contact numbers, etc. The printing was paid for by an AWC member.

We supported and worked to pass several Massachusetts bills including one improving the existing “Puppy Lemon Law”, giving dog and cat purchasers more legal options if they are sold a sick animal; Bill # 2369, allowing officials or concerned citizens to break into a hot car in order to release a dog in danger, and Bill # 2174, requiring landlords or realtors to inspect an abandoned, or foreclosed dwelling for the presence of animals within 3 days. Question 3 on the November 8, 2016 State Election ballot, to improve living conditions of farm animals, was passed overwhelmingly in Massachusetts. Many meetings involved the question of foxes being fed and medicated in town. We met with concerned citizens and the Massachusetts Environmental Police. It is illegal to feed and/or medicate foxes afflicted with skin disease in Town. We met in a joint meeting with the Board of Selectmen to ask for direction to formulate a bylaw restricting the use of cruel, lethal, and poisonous materials for the management of “nuisance” animals or pests. Among the many topics we discussed was the imminent closing of the Cape Wildlife Center in Barnstable which is the facility that has accepted larger wildlife in need of medical attention. Detailed minutes of the November 28, 2016 joint meeting are on the Selectmen’s website. The

Animal Welfare Committee meets the third Thursday of the month at noon at the Veterans Memorial Community Center. We welcome all interested or concerned parties at our meetings.

Carol MacDonald, *Chair*

Art Commission

In the year 2016, loans of a number of paintings by Provincetown artists in the Town Collection were made to several museums requesting works for notable exhibitions:

- Provincetown Art Association and Museum, *To Promote Good Fellowship: A Centennial Exhibition of Early Work from the Beachcombers Club*, curated by Maura Coughlin and Toby Everett, March 4—April 24.
- Pilgrim Monument and Provincetown Museum borrowed four works for a summer-long exhibition, which has been continued, *The Great Provincetown Summer: 1916*, curated by Sam Tager of Harvard University.
- Cape Cod Museum of Art borrowed two works by Robert Douglas Hunter for a retrospective exhibition of the artist, who spent crucial years in Provincetown in the fifties. The works have been returned to St. Mary of the Harbor Church, where they had been displayed.

The Town received two major gifts in 2016. The first was Nancy Ellen Craig's large mural painting *Gods of the Sea*, which is being framed for installation on the second floor of the Provincetown Public Library. The estate donated the painting with an estimated value of \$50,000. The image is now added to the Town's History Project website www.provincetownhistoryproject.com. A second gift was donated by Berta Walker, Ross Moffett's *Still Life with Conch #2* (1958-59). A proviso of the gift was that it be permanently installed at the Library, which is scheduled to happen in February 2017, with the cost of framing and installation paid for by a generous contribution from the Kristina Bird Foundation. Ms. Walker intended the gift to be in memory of her grandparents from Pittsburg, the writer Harriette Avery and musician Harvey Gaul, who arrived in Provincetown in 1915. Both were affiliated with the founding of the Provincetown Theater and the Beachcombers.

Members of the Commission spent considerable time planning an ambitious documentation of the Town Collection. We contacted the photographer James Zimmerman for estimates on taking high resolution digital images of 100 works in the collection. We voted to pursue this direction, but an issue was raised by the commission chairman concerning the imbalance between works in the collection of immense historical significance, but far fewer works of significance from 1940 to date. We have few post-War artists in the Town Collection; before we publish a catalogue, my suggestion is to add to the Collection with contemporary or

near-contemporary artists. We can do both at the same time, however, starting the photography and quietly soliciting Provincetown artists to offer gifts of significance to the Town, its history, events, and people.

Christopher Busa, *Chair*

Barnstable Assembly of Delegates

The Barnstable County Assembly of Delegates, representing the Legislative branch of our Regional Government, engaged this past year with far more than the usual number of policy discussions. Fundamental changes to the structure of Barnstable County government were debated through two proposed charter amendments. One would have increased the number of county commissioners from three at-large, to five elected by region. The other would have scrapped the Assembly completely, to be replaced by a single governing body functioning as the Board of Regional Commissioners. In the end, no consensus could be reached, and the proposals were withdrawn. The question will be revisited in 2017. A vigorous public discussion took place around a proposed Charter amendment, the Barnstable County Bill of Rights, which I submitted and represented. This was drafted two years earlier by a working group of citizens concerned about our groundwater and toxic contaminants. This Home Rule Charter change would have conveyed legal rights to clean drinking water and an uncontaminated natural environment, giving us the legal standing to defend these precious natural resources. Although ten of the fourteen Town delegates present approved, giving a 57-36% approval, Charter revisions require a two-thirds vote and so the proposal failed this session. It will likely also be resubmitted. A Resolution that I also authored, calling on the Governor to recognize the unique hydrogeology of the Cape, in the ongoing effort to prevent the electric utility Eversource from using herbicides on its rights-of-way, was passed in May, with no delegate voting No. There has been no response to date from the Governor's Office.

Historically, a major role for the Assembly is the review and approval of the annual County Budget. This year, substantial change in the budget process (separation of capital from operating budgets, and uniform-format departmental requests) should result in a much more transparent review which begins February and concludes May. The FY17 budget for the fiscal year beginning last July was a very conservative one as passed. A small increase in the Deeds Excise Tax, essentially the only revenue stream under our authority, was approved after vigorous debate. Fortunately, at the mid-point of this fiscal year, strong Registry of Deeds activity has improved the year's outlook. Nonetheless, relentless increases in health insurance and retirement costs pose an ongoing challenge to budget balancing going forward. Our regional government brings much of substance to our daily lives, in its many activities in each of our communities. The Assembly of Delegates is truly to voice of the Towns of the Cape. We each as Delegates,

and we as a body, need to hear from our community members how we can help find solutions to those issues of regional concern that transcend Town boundaries.

Brian O'Malley, *Provincetown Assembly Delegate*

Cape Light Compact

Cape Light Compact is an award-winning energy services organization operated by the 21 towns and two counties on Cape Cod and Martha's Vineyard. The Compact's mission is to serve its 200,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, competitive electricity supply and green power options. For more information, visit www.capelightcompact.org.

POWER SUPPLY – Stability, Security and Green Power Options: Calendar year 2016 was slightly less volatile than prior years in terms of delivered natural gas prices, which resulted in lower and more stable electricity pricing overall. The combination of milder-than-expected real-time wholesale electricity prices in the winter of 2014-2015, a relatively warm 2015 fall season, and the continuation of a New England-wide winter reliability program led to lower forward power pricing for the winter of 2015-2016 than the record highs seen in the 2014-2015 winter. Customers benefitted from this in the form of lower retail electricity prices, and based on these market factors, the Compact made a decision in December 2015 to lock in a rate for twelve months rather than go with the normal six-month pricing. The twelve-month rate was lower than Eversource's January-June Basic Service rate, which helped to mitigate impacts to customers' winter electric bills. This meant that Compact customers saved a cumulative total of approximately \$3.2 million over Basic Service from January through June. Despite lower and more stable prices this year, New England continues to face electricity pricing challenges associated with the limited pipeline capacity that delivers natural gas to electric generators, which supply over fifty percent of New England's electricity. The pipeline constraint is only an issue for a limited number of hours in the winter, when gas is also used for heating homes, creating a supply shortage and increased pricing for generators, thereby increasing the price for every megawatt hour they produce. Until such time as this issue is addressed, either through additional infrastructure, demand reduction or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future. As of November 2016, the Compact had approximately 4,244 electric accounts in the Town of Provincetown on its power supply.

CONSUMER ADVOCACY – Committed to Consumer Interests: Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level. In 2016, the Compact continued its focus on grid modernization, reviewing the plans submitted by the utilities in August

2015 and beginning to engage stakeholders about the plan and its implications for the energy future of Cape Cod and Martha's Vineyard. The Compact was granted full party status in Eversource's grid modernization plan review docket at the Department of Public Utilities (DPU), meaning the Compact will have the opportunity to take an active role in the adjudicatory review process of the plan. There are several key areas of concern to the Compact and Cape and Vineyard ratepayers, and the Compact will continue to engage our member communities to make sure they have a voice in these important decisions that will have a major impact on how energy is used and consumed on the Cape and Vineyard. The Compact was also a participant in the DPU dockets for the proposals that were put forth this year by the state's two main electric distribution companies (EDCs), Eversource and National Grid, to contract for new natural gas pipelines and pass costs on to electric consumers. The EDC's proposed to have the costs of expanding natural gas pipelines paid by electric rate payers through increased distribution charges. The Compact noted that this concept is contrary to the 1997 Massachusetts Restructuring Act. The Compact objected to having electric rate payers fund natural gas pipelines, and supported the position that natural gas pipelines be funded by natural gas customers and natural gas company shareholders. In mid-2016, the Massachusetts Supreme Judicial Court ruled the utilities' proposed funding concept illegal, stating the proposal "would reexpose ratepayers to the very types of risks that the Legislature sought to protect them from when it enacted the restructuring act." This ruling put an end to the concept of electric ratepayers funding natural gas pipelines. As such, while the pipeline constraint issue remains, electric ratepayers are protected from exposure to the financial risks associated with these expensive pipelines. In November 2016, the Compact learned that Eversource plans to file a rate case for its distribution service territory on Cape Cod and Martha's Vineyard for the first time in nearly twenty years. The Compact plans to petition the DPU for intervention in the case to help ensure that the interests of the ratepayers on Cape Cod and Martha's Vineyard are protected. The Compact also continues to participate in dockets related to the retail electric market, pushing for policies that promote a competitive power supply market while ensuring common-sense protections for consumers.

Other Cape Light Compact Efforts Include: 18 ENERGY STAR® qualified homes were constructed in the Town of Provincetown, andThe Cape Light Compact continued to support energy education to the Provincetown IB School through teacher workshops, and curriculum and science-based energy education materials aligned with the national and state science education standards. Students in the 7th and 8th grade class participated in the Compact's Be Energy Efficient Smart (BEES) program in November and helped educate the adults in their community to the importance of energy efficiency at home.

Thomas Donegan, *Provincetown Representative to the Cape Light Compact*

Charter Commission

By vote at the May 2016 Annual Town Election, the Town of Provincetown voted as authorized by Massachusetts General Law Chapter 43B to create an independent elected Charter Commission to review and revise the Town Charter. The members of the Commission (Judith Cicero, Tom Coen, Michelle Crone-DeMarco, Marcy Feller, Steve Katsurinis, Julia Perry, Robert Speiser, Robert Vetric, and Elizabeth Williams) were voted in at the same Election. The Commission began meeting in mid-May 2016, initially meeting every other week, the Commission now meets on a weekly basis. The Commission held an initial Public Hearing on June 15, 2016, as required by the law, and intends to hold additional Public Forums. The Commission has been meeting with interested parties, communicating with the Town Boards, reviewing other Town's Charter, and redrafting the Charter. A first draft is expected to be available to the Public by the Annual Town Meeting in April 2017. The goal is to have a completed revised Charter on the Ballot for an up or down vote at the Annual Town Election in 2018.

Julia Perry, Chair

Community Planning Department

The Provincetown Department of Community Planning is pleased to submit its Annual Report to the citizens of Provincetown. The Planning Department works to achieve sustainable development and improve the quality of life in Provincetown by supporting economic growth, environmental protection and development design quality. The key functions of the Planning Department are review of development proposals, staff support for the Planning Board, Zoning Board of Appeals, Conservation Commission, Historic District Commission and Disability Commission, and the development and implementation of the Local Comprehensive Plan. The Department regularly provides assistance to Town Counsel on pending appeals and litigation. The Town Planner is also the liaison to the New England Municipal Sustainability Network.

The Planning Department processed over 400 land use permit applications from January through December 2016 for the Planning Board, Zoning Board of Appeals, Conservation Commission and the Historic District Commission, and attended 95 meetings and workshops with these boards and commissions, providing professional advice, technical expertise and administrative support. Some of the larger projects approved include the 350 Bradford Street project with 13 new residential units, and the Airport expansion, which was a Development of Regional Impact (DRI) that the Planning Department, on behalf of the Town, reviewed with the Cape Cod Commission. This year, the Planning Department saw some changes and additions:

- The Planning Department initiated a new pre-application meeting requirement, where we work with prospective applicants to understand a proposed project, bring in other Community Development staff as necessary and appropriate, and lay out the regulatory pathway, in written format, for the proposed project. This has been very well-received by applicants, as well as staff.
- The Planning Department welcomed a new Permit Coordinator. Ellen Battaglini, formerly of the Harbormaster's Office, joined the Planning Department in May after our former Permit Coordinator, Leif Hamnquist, left to pursue his education full-time. Ellen has done an outstanding job with refining the plan review process and has been instrumental in establishing our pre-application meetings with applicants.
- The Conservation function of the Town, formerly a part of the Health Department, was put under the Planning umbrella for a more comprehensive approach to land use permitting.
- The Planning Department hired a probationary Environmental Planner/Conservation Agent, Deb Albenberg. Deb made strides in updating the Conservation Commission's forms and application review guidelines. We are currently in the process of filling the position permanently.
- All permits for the Planning Board, ZBA, Conservation Commission and Historic District Commission are successfully being processed by the Accella Permit Tracking Software that was adopted by the Town and county.
- The Planning Department is working with two AmeriCorps members for the 2016-2017 program year. Roy Hawthorn has been working on a Land Management and Maintenance project for our conservation areas, including monitoring the properties and performing trail maintenance. Katie LeVander has been working with both Provincetown and Truro on a coordinated effort to map potential vernal pools and certify them.

The Planning Department participated in several large-scale projects this year:

- The Town Planner, in coordination with the Local Comprehensive Planning Committee, held a very successful Visioning Forum in May for the Local Comprehensive Plan, with over 100 people in attendance. Since that time, we have developed the Visioning Statement based on input from the Forum and an online Visioning Survey, and an innovative framework for the writing of the LCP. The framework seeks to not only cover all the subjects required by the Massachusetts General Laws, but to integrate and overlap the subjects in a way that the plan makes sense for Provincetown, where all our land use, social, economic and environmental issues are so tightly interwoven.
- The Department reworked and refined a draft of an Inclusionary and Incentive Zoning Bylaw through an inclusive process with the Planning Board, Board of Selectmen, Community Housing Council, local

developers and other interested parties. The proposed bylaw is before Town Meeting for approval.

- The Town Planner initiated discussions with MassDevelopment which ultimately resulted in the Urban Land Institute bringing a Technical Advisory Panel to town to offer suggestions and a roadmap for housing development of the former Community Center and the VFW.
- The Department is working with the Center for Coastal Studies on a feasibility study for the development of a Stellwagen Bank National Marine Sanctuary Visitor Center in Town.
- The Department worked with Provincetown365 to developed three traffic hearing proposals for bike safety and bike parking.
- The Town Planner and the Bike Committee Chair, drafted a Complete Streets Policy for adoption by the Board of Selectmen; the Town Planner attended mandatory state-level training which will enable the Town to access grant funding.

The Planning Department developed and brought six Zoning Bylaw amendments before 2016 Annual Town Meeting, one of which was pulled by the Planning Board for further study and work (Inclusionary and Incentive Zoning) and five of which were approved:

- Use regulation allowing campgrounds in zoning districts where they are currently located, to prevent any potential large-scale use conversion from commercial to residential without an affordable housing component or growth management being applicable, if the previously non-conforming use were discontinued.
- Use regulation allowing hotels, motels and inns in the Res1 Zoning District, where there are many located, for the same reason as above.
- Use regulation allowing “transportation terminal” use in the Seashore Zoning District so that the airport can expand with a Special Permit, rather than a variance, from the ZBA.
- Growth management amendment allowing gallons for year-round accessory apartments to be given out with no queue, to ease and encourage the creation of year-round rentals.
- Clarified the definitions of affordable and community housing.

The Planning Department extends our thanks to the other Departments within Community Development – Health, Building, Licensing – and to David Gardner, Assistant Town Manager, and Lynne Martin, MIS, mapping and online permitting guru, for their help and support throughout the year. We would also like to especially thank all the board and commission members we work with, who volunteer countless hours of their time to help balance the pressure for growth in our Town with the need for the preservation and protection of our natural and built environments.

Gloria McPherson, *Town Planner*

Community Preservation Committee

The Community Preservation Committee (CPC) is the gatekeeper of funds allotted by the Massachusetts Community Preservation Act (CPA) dedicated for open space, affordable housing, and historic preservation the Community preservation in Provincetown is a public process and the CPC strongly encourages broad participation from all residents. This year CPC members Polly Burnell, Judith Cicero, Susan Cook, Michelle DeMarco, Alfred Famiglietti, Kristin Hatch, Dennis Minsky and Brandon Quesnell made recommendations for the expenditure of Community Preservation Act funds. CPA Funds come from a 3% property tax surcharge that can be matched with state funds from a real estate transaction stamp tax. The Act requires funds be used on Affordable Housing, Historic Preservation, and Open Space/Recreation preservation initiatives in Massachusetts communities with a minimum of at least 10% of funds going to each of these three categories. The Town of Provincetown adopted the CPA at its May 4, 2004 Annual Town Election as well as a bylaw designating that 80% of the CPA revenues is directed to community housing. On November 3, 2008, Special Town Meeting revised the bylaw to reflect the standard of the Commonwealth and to allow for greater flexibility. The revision allotted 10% for each category -- community housing, historic preservation, and open space/recreation -- with 70% remaining undesignated and available for any category. The Town amended the split to reflect the priority for community housing to 60% of the CPA revenues for community housing, 10% each for historic preservation and open space/recreation, and 20% remaining undesignated and available for any category. 2016 saw our Community Preservation funds put to use for ongoing and new projects including Stable Path, with 23 rental units becoming available in June 2016; startup funding for the Provincetown Housing Authority Expansion; ongoing funding for the Winthrop Street Cemetery: High School Auditorium repairs phase 2; Bas Relief Master Conservation Plan, and the Veterans Memorial Community Center Playground Shade Structures. The CPC will make recommendations to Town Meeting for any use of the Community Preservation Funds. No funds can be expended for CPC recommended projects without Town Meeting approval.

Kristin Hatch, *Chair*

Cultural Council

The Provincetown Cultural Council (PCC) is the Local Cultural Council of the larger Massachusetts Cultural Council Program. The Local Cultural Council (LCC) Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. Administered by 2,400 municipally appointed volunteers, the LCC network consists of 329 councils serving all 351

Massachusetts cities and towns. Each year, local councils award more than \$2 million in grants to more than 5,000 cultural programs statewide. These include school field trips, afterschool programs, concerts, festivals, lectures, theater, dance, music, and film. LCC projects take place in schools, community centers, libraries, elder care facilities, town halls, parks, and wherever communities come together.

In 2016, the Provincetown Cultural Council awarded \$4400 in grants to the following recipients: \$400 to Mass Audubon/Wellfleet Bay Wildlife Sanctuary for in-class lessons and a field trip for Provincetown preschoolers; \$300 to Cape Cod Commercial Fishermen's Alliance for Voices from the Wheelhouse; \$750 to Rebecca M. Alvin for the Cape Cod Festival of Arab & Middle Eastern Cinema; \$500 to Jay Michaels for an Early Music Program; \$350 to John Bonanni for Issue 4 of the Cape Cod Poetry Review; \$550 to Alzheimer's Family Caregiver Support Center for Art in Conversation; \$750 to Provincetown Film Society for a Women Filmmaker's Residency Program, and \$800 to the Fine Arts Work Center for a Winter Events Series.

In addition, the PCC, which has spearheaded the drive to commission, fund and install an AIDS Memorial on the grounds of Town Hall, exceeded its fund raising goal in 2016, issued a Request for Proposals for the Memorial, and joined the group which selected among the outstanding proposals that were received. We would like to express our thanks to the institutional and individual friends and contributors who helped us to surpass our funding goal for the AIDS Memorial, including Rick Murray, Tim McCarthy, Dan Mullin and the many other donors, without this would not have been possible. The PCC also began the effort to attain Massachusetts Cultural District designation for Provincetown.

Robert D. Speiser, *Chair*

Historic District Commission

The Historic District Commission is pleased to report on its regulatory activities during 2016. The Historic District Commission continued to ensure the promotion of the cultural, economic, education and general welfare of the members of the Town through three mandates. First, to preserve and protect the distinctive characteristics of the buildings and places significant to the history of Provincetown. Second, to maintain and improve the settings of our buildings and maintain our historic streetscape. Third, to encourage design compatible with the buildings existing in the area and to help maintain the historic village, fishing, and artistic, cultural, commercial and residential character, which distinguishes Provincetown as a desirable community for residents and visitors.

The Historic District Commission worked on many residential and commercial projects during 2016 to maintain the historic nature of these buildings. We worked to guide and regulate construction to conform to the Historic District

Guidelines. We are captivated by the architectural history of Provincetown and work to maintain the unique characteristics that make Provincetown distinctive. There's been a discernible increase in our work load in the past few years as a result of a robust real estate market. In 2016 we completed 100 full reviews and 117 administrative reviews. This compares with 101 full reviews and 144 administrative reviews in 2015. This year Thomas Biggert served as Chair and Marcene Marcoux was Vice Chair. The remaining Commissioners were Laurie Delmolino, Lisa Pacheco Robb and Martin Risteen who has excelled as our Alternate. We want to welcome a new Alternate to the Commission Rita "Hersh" Schwartz. We are pleased to have such a dedicated and professional commission. Still, this year, involved changes to the Historic District Commission in 2016. After years of dedicated service we want to thank David McGlothlin for his insight and contributions to the Commission. We also want to thank Mark Westman for his dedication as alternate. We are grateful for their amazing contributions and the time they gave the Historic District Commission .

Presently, the work of the Historic District Commission is enriched with the involvement of our Building Commissioner Anne Howard who frequently serves as our staff liaison. We appreciate her involvement in the Historic District Commission and we are grateful for the time she dedicates to our efforts. We also are fortunate to have Ellen Battaglini as Permit Coordinator who helps handle the intricacies of applications and coordinates the significant amount of paperwork involved in carrying out our work in the Historic District. The Historic District Commission continues to encourage feedback and comments from the public and our dedicated and enthusiastic members stand ready to offer advice and comments. Our meetings continue to be held on the First and Third Wednesdays of the month at the Judge Welsh Room at Town Hall. We hold Administrative Review meetings at 3:30 p.m. when contractors and residents can gain information on projects and, importantly, can gain approval for in-kind replacements of windows and doors and smaller structural changes. We also are open for Public Statements during this time. Our formal meetings begin at 4 p.m. for projects that have been publicly noticed. The public is invited to attend any of our meetings. We look forward to seeing you there!

Thomas Biggert, *Chair*

Dr. Marcene Marcoux, *Vice Chair*

Historical Commission

The Historical Commission met 7 times during 2016 and continues to oversee with the Town Clerk's office, the artifacts held in trust by the Town which are stored in various Town buildings and often on display. Commission members are among the legion of volunteers which keep the Provincetown History Project moving forward, often seeking out and adding content. Volunteers also maintain the display cases in the central corridor of Town Hall and the Council on Aging.

We are grateful for their dual participation. Our input has been sought on all matters relating to the rehabilitation of historic buildings owned by the Town and we stand ready to act in an advisory capacity. We have also provided a recommendation to the Board of Selectmen for the new candidate on the Local Comprehensive Plan Committee and the Community Preservation Committee. We have supported the efforts of the Cemetery Commission in the production of a privately funded guide to the cemetery, and the Historical Commission seeks to create similar guides for the Town Hall and the Library illuminating the adaptive reuse of these historic buildings. Citizens have come forward with ideas to explain the history of buildings and areas of Provincetown which have been altered or destroyed and we welcome this input. We have instigated revisions to the Historic Provincetown Walking Tour as we approach the third printing, anticipated for spring 2017. We estimate that 80,000 Historic Walking Tour maps have been distributed free to visitors at the time of this report. Much effort continues to be devoted to the sales of "Building Provincetown" by David W. Dunlap. At this juncture we have sold a large percentage of the second printing. The proceeds from the sale of the book support the Historical Commission Gift Fund, and is being used, in part, to preserve, display and protect the historical artifacts and archive collection of the Town, in large part from the collection of the former Heritage Museum assembled with great care by the late Josephine Del Deo. We honor her memory and pioneering work which formed the foundation on which we build.

Stephen Borkowski, *Chair*

John Anderson Francis Family & Town Scholarship Committees

The John Anderson Francis Family Scholarship Committee is responsible for administering scholarship funds that began with a bequest from Cecilia C. Francis followed by a bequest from Captain Joseph Oliver. The Town Scholarship Committee administers a fund comprised of contributions from countless Provincetown residents.

Starting in the mid-1980s, the John Anderson Francis Family Scholarship Committee awarded scholarships to graduates of the Provincetown High School. Since the 2013 closing of the high school, the committees have also awarded scholarships to students who complete the entire eighth grade in the Provincetown school system subsequent to 2009, (the last year in which they could have gone on to complete their secondary education at Provincetown High School), and graduate from one of the thirteen public high schools on Cape Cod. The guidance departments of these schools have been provided with applications along with the revised guidelines for the John Anderson Francis Family Scholarship. The committees encourage eligible high school seniors to obtain

applications from their guidance counselors. In 2016, there were no graduating students who had completed the eighth grade in Provincetown Schools. Both scholarship committees are working with the Town Manager, Town Counsel, the Superintendent of Schools and the Board of Selectmen to ensure that distribution of the scholarship funds is as equitable as possible, subject to the constraints imposed by the wills that created the scholarships.

In the fall of 2016, \$10,500 in scholarships from the John Anderson Francis Family Scholarship Fund and \$5,000 from the Joseph Oliver Scholarship Fund were awarded to the following students: Coleen Curley, Mairead Hadley, Dylan Kaeselau, Nathaniel Mayo, Dylan Nelson, Paula Pisani, Kaitlyn Silva, Molly Nelson Stinson, Bezie Tesson-Legnine, Lydia Tesson-Legnine and Michael Trovato.

The balance of the John Anderson Francis Family Scholarship Fund as of October 31, 2016 (prior to deducting the awards to the upperclassmen above) was \$1,173,698.74. Of this, \$27,532.49 represented accrued earnings, available for scholarship grants. The balance of the Captain Joseph F. Oliver Scholarship Fund on the same date was \$516,154.14, of which \$11,962.42 was accrued earnings. The balance of the Town Scholarship Fund on October 31, 2016 was \$4,405.29.

The Committee would like to thank Interim Finance Director Ruth Lewis and Town Treasurer John O'Buck and their staffs for their support and assistance during the past year, particularly in that our questions were completely new to them. We would also like to thank Town Clerk Doug Johnstone for his invaluable insights. 2016 marks the final year of service for two long-standing members of both scholarship committees, Mary Cabral and Eleanora Irving. We are very grateful for their dedication and their insights. Thank you both.

Provincetown has always been very generous to its resident students. As they complete their secondary education and move on to colleges and universities, the financial support from our community scholarships remains vital. Through the partnership and generous support of residents and businesses alike, we look forward to the continuing educational success of our residents.

Robert D. Speiser, Chair

Management Information Systems

2016 was another exciting year for the MIS Department. Each month we made steady progress on several key initiatives, all while accommodating the day-to-day needs of Town and School staff. Highlights include the relocation of the MIS department to the Veterans Memorial Community Center (VMCC); further implementation of the online permitting system Accela in the Community Development department, the installation of a new cloud-based work order system

for DPW, and the introduction of a new cloud-enabled backup system. MIS staffers Lynne Martin and Tyler Keyes handled each challenge with poise. Whether it was careful attention to an ongoing initiative, or the immediate response to an emergency situation, their efforts allowed the MIS Department to excel in 2016.

At Provincetown Schools, MIS assisted with:

- Upgrades and modifications to the auditorium's audio/visual capabilities.
- A major hardware and software upgrade of the school's fleet of Apple iMacs.
- The implementation of onsite data caching for state benchmark testing and the deployment of the testing environment.
- The provisioning of tablets through the use of a new cloud-based mobile device management platform.
- The instatement, training, and support of the new technology integration specialist.
- The completion of the SNAP Health Center state reporting database upgrade.

On the municipal side, MIS coordinated:

- The relocation of the MIS operation from the basement of Town Hall to VMCC, including the Town's data center.
- The implementation of a new centralized backup system that utilizes cloud storage for redundancy and long-term archival.
- The enablement of cloud email accounts for several town boards and committees.
- The implementation of a cloud-based mobile device management platform that centralizes policy management for smartphones and tablets.
- The integration of a new cloud-based identity management service that offers single-sign on (SSO) functionality for several web-based applications.
- An upgrade to the public library's WiFi network.
- The installation of a new digital audio mixing board in the auditorium.
- The introduction of online payments for mooring fees at the pier.
- An update of the MapsOnline Harbor Suite and the introduction of the DPW Stormwater Suite, with Work Order and Quick Asset control panels for tablets.
- The completion of the Accela permitting implementation in Community Development. Planning, Zoning, Historic, Conservation, Health and Licensing are now all on board with online permitting.
- The introduction of a new emergency alert system that more tightly integrates with the Town's website.

We have lots planned for 2017. Some initiatives include:

- The completion of the relocation of the Town's datacenter to VMCC.

- The replacement of several servers.
- The implementation of additional OpenCape fiber connections in several town buildings.
- The migration of on-premise mailboxes to the cloud.
- The continued expansion of our asset management solution to include mobile devices, tablets, printers, copiers, and other technology equipment.
- The continued implementation of Accela.
- The replacement of device firewalls in each town building. These new Universal Threat Management (UTM) appliances will protect against the latest security risks.

MIS is excited for the challenges 2017 will bring. We will continue to partner with departments to identify ways technology can improve efficiency throughout town government, and we will do so tenaciously!

Beau S. Jackett, *Information Systems Director*

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is charged with hearing and deciding appeals for relief from the Zoning By-Laws via special permits and variances, as well as appeals from those aggrieved by a decision or action of the Building Commissioner. The ZBA usually meets on the first and third Thursdays of the month for a work session and public hearing. The meetings are posted and open to the public. A full board consists of five regular members and five alternate members. Zoning appeals are usually heard by five members and require a super-majority of four votes in favor to grant a special permit or variance. The ZBA makes every attempt to serve the community by hearing applications as scheduled, but this is not always possible, especially when there is not a full complement of members. A ZBA member may have a scheduling conflict from time to time, may be absent due to illness or may need to recuse themselves due to a conflict of interest. As a courtesy to applicants, the ZBA gives the applicants the option of waiting until a full complement of five members is assembled to hear the case. By right, the ZBA may proceed to hear the application with only four members, which is a quorum. The applicant is advised that in such cases any motion by the ZBA would require a unanimous vote for passage. There were a few occasions this year when applicants preferred to be heard by the full ZBA, requesting that their application be postponed until the following hearing, when it was expected that five members would be available to hear the case. It is an unfortunate inconvenience for all concerned when this happens and the ZBA and Planning Department endeavor to minimize it as best they can by notifying applicants of the situation as soon as possible, giving them the option of postponement until the next scheduled hearing. This can almost assuredly be avoided by having a full roster of ZBA members. We had a five-member board in 2016 and four alternates. This makes 9 members in total.

The Board heard 36 cases during 2016. The majority were Special Permit applications. The Zoning By-Laws provide specific criteria for the granting of a Special Permit. Namely, that the applicant must show (and the ZBA must find, in writing) that the benefits of the proposal to the Town or the neighborhood outweigh any adverse effects such as congestion, hazard, or environmental degradation. There are very strict criteria for granting a Variance: in part, a literal enforcement of the provisions of the by-law would involve substantial hardship, financial or otherwise, to the petitioner and must owe, among other things, to the soil conditions, shape, or topography of the land. The ZBA considers each application on its own merits without any benefit of precedence. The ZBA strongly believes in the rights of property owners to use their property as they wish, but encourages them to do so within the confines of the Zoning By-Laws. ZBA members Robert Littlefield, Jeffrey Haley, Joe Vasta, Rob Anderson, Jeff Gould, Jeremy Callahan, Daniel Wagner and I would like to thank Gloria McPherson, Town Planner, and Ellen Battaglini, Permit Coordinator, for assisting the Board throughout the year. The work they do with applicants and the public in preparing their applications and the technical expertise provided to the Board regarding the Zoning Bylaws and M.G.L. Chapter 40A is much appreciated by the Board. We would also like to thank Anne Howard, Building Commissioner and Zoning Enforcement Officer, for her work enforcing the regulations in the Zoning Bylaw and the decisions made by the ZBA.

David M. Nicolau, *Chair*

	<h2 style="margin: 0;">Municipal Finance Director</h2>
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I thank the Board of Selectmen, Town Manager David Panagore, Assistant Town Manager David Gardner, Department Heads, Boards and Committees, citizens and my staff Nick Robertson and Jody Hoffmann for their support since I started in December. I am very fortunate to work with such a dedicated group of people. We have been working hard to make improvements in efficiency and operations. The department strives for complete transparency of the Town’s finances by listing additional financial information on the department’s page on the Town’s website. We encourage all residents to visit our web page where the budget, capital improvement plan and other miscellaneous schedules are located. The department will work on writing the Town’s Financial Policy Manual. In accordance with the provisions of Chapter 41 §61 of the Massachusetts General Laws, I hereby submit the following as reported by the Treasurer and Town Accountant: Combined Balance Sheet; Report of Appropriations & Expenditures; Appropriations Balance as of 12/31/16; Summary of Receipts; Debt Schedule; Salaries and Wages. All reports are for the Fiscal Year ending June 30, 2016 unless otherwise stated.

Josee Cardinal Young, *Director*

Town of Provincetown Combined Balance Sheet All Funds & Account Groups at June 30, 2016

	Governmental Funds			Proprietary Funds	Fiduciary Funds
	General Fund	Special Revenue Funds	Capital Project Funds	Enterprise Funds	Trust and Agency
Assets					
Cash & Equivalents	6,974,501.26	7,529,657.42	2,496,835.33	6,303,422.09	6,026,875.31
Receivables:					
Property Taxes	605,113.19				
CPA and LandBank	-				
Deferred Property Taxes	72,939.90				
Tax Liens	833,627.13				
Excise and Other	144,685.04				
Departmental	39,762.11				
User Charges	-			406,752.01	
Special Assessments	-			347,749.14	
Special Assessments Not Yet Due	-			19,406,084.90	
Less Allowance for Uncollectible Taxes	(364,964.67)				
Due from Other Funds					
Due from Other Governments	100.00	254,181.63			
Other Accounts Receivables	-				
Tax Foreclosures	62,087.19				
Amounts to be Provided for Payment of Debt					
Fixed Assets Net of Accum. Depreciation				31,730,380.71	
Total Assets	\$ 8,367,851.15	\$ 7,783,839.05	\$ 2,496,835.33	\$ 58,194,388.85	\$ 6,026,875.31
Liabilities					
Accounts Payable	127,627.37	15,208.01	59,633.07	4,111.48	3,267.17
Accrued Payroll	183,251.54				
Employee Withholdings	162,597.85				
Tailings Payble	20,329.09				
Other Deposits	14,012.87			275,857.05	
Due to Other Funds	-				
Due to Other Governments	-				
Due to Student Groups	-				
Escrows and Deposits	-				
Deferred Revenues	-	254,181.63			
Property Taxes	238,252.64				
Others	1,152,978.00			20,160,586.05	
Notes Payable	-		-		
Bonds Payable	-			33,839,486.03	
Total Liabilities	\$ 1,899,049.36	\$ 269,389.64	\$ 59,633.07	\$ 54,280,040.61	\$ 3,267.17
Fund Balance					
Reserved for Contributed Capital				2,168,264.94	
Reserved for Retained Earnings					
Reserved					
Unreserved				(864,671.16)	
Fund Balance Reserved for Subs Yr Expendit	916,974.13			1,253,757.00	
Fund Balance Reserved for Debt Service	359,102.31			1,334,897.46	
Fund Balance Reserved for Encumbrance	810.00			22,100.00	
Other Authorized Expenditures	1,490,624.68				
Unreserved Fund Balance	3,701,290.67	7,514,449.41	2,437,202.26		6,023,608.14
Total Fund Balance	\$ 6,468,801.79	\$ 7,514,449.41	\$ 2,437,202.26	\$ 3,914,348.24	\$ 6,023,608.14
Total Liabilities and Fund Balance	\$ 8,367,851.15	\$ 7,783,839.05	\$ 2,496,835.33	\$ 58,194,388.85	\$ 6,026,875.31

Fiscal Year 2016 Appropriations/Expenditures

	Orig Approp	Transfers Adjstmts	Revised Budget	FY2016 Expended	Avail Budget
Election Town Meeting	12,369	-	12,369	9,173	3,196
Board of Selectmen "A" Budget	53,884	1,987	55,871	55,871	(0)
Board of Selectmen	8,000	(256)	7,744	4,837	2,907
Town Manager "A" Budget	296,067	1,015	297,082	294,410	2,672
Town Manager	12,595	33,000	45,595	43,712	1,883
Finance Committee Expense	97,512	(40,600)	56,912	1,309	55,603
Town Accountant "A" Budget	189,134	7,274	196,408	190,038	6,371
Town Accountant	49,375	31,000	80,375	48,277	32,098
MIS Coordinator "A" Budget	184,855	7,810	192,665	192,665	0
MIS Coordinator	320,600	14,300	334,900	330,428	4,472
Board Assessors "A" Budget	185,831	10,303	196,134	196,134	(0)
Board Assessors	59,285	(3,482)	55,803	31,362	24,441
Treasurer/Collector "A" Budget	160,794	6,184	166,978	165,595	1,383
Treasurer/Collector	38,500	-	38,500	29,837	8,663
Legal Services	230,000	-	230,000	184,383	45,617
Administration	59,590	-	59,590	44,713	14,877
Land Bank	65,000	-	65,000	-	65,000
Land Bank Debt Servcie	67,038	-	67,038	67,038	-
Town Clerk "A" Budget	113,575	4,314	117,889	117,889	(0)
Town Clerk	4,845	(316)	4,529	2,993	1,536
Licensing "A" Budget	45,036	1,732	46,768	46,768	0
Licensing	300	1,100	1,400	1,301	99
Conservation Commission "A"	17,515	(1,091)	16,424	10,944	5,480
Conservation Commission	2,590	1,591	4,181	4,005	176
Housing Partnership	500	(500)	-	-	-
Planning Board Expenses	1,940	2,400	4,340	3,565	775
Zoning Board Appeals	2,700	-	2,700	2,166	534
Historical Commission	500	316	816	816	-
Historic District Commission	2,250	-	2,250	472	1,778
Building Committee	5,500	-	5,500	-	5,500
Buildings & Grounds Payroll	699,421	11,892	711,313	684,520	26,793
Bldgs & Grounds General	62,008	5,819	67,827	67,815	12
Bldgs & Grounds-Town Hall	110,450	-	110,450	86,934	23,516
Bldgs & Grounds VMCC	121,800	-	121,800	58,347	63,453
Bldgs & Grounds Library	79,700	-	79,700	67,422	12,278
Bldgs & Ground Cemetery	32,950	-	32,950	21,258	11,692
Bldgs & Grounds Comfort St	65,000	-	65,000	53,669	11,331
Bldgs & Grounds Police Station	61,500	-	61,500	30,965	30,535
Bldgs & Grounds FreemanSt	27,100	-	27,100	12,776	14,324
Bldgs & Grounds Other	125,285	-	125,285	111,466	13,819
Police "A" Budget	2,330,292	66,177	2,396,469	2,300,804	95,665
Police	143,905	13,400	157,305	148,788	8,517
Fire "A" Budget	471,920	33,753	505,673	428,147	77,526
Fire	208,943	-	208,943	207,079	1,864
Ambulance Service	810,796	-	810,796	810,796	-
Bldg Department "A" Budget	195,631	(8,270)	187,361	160,635	26,726
Bldg Department	6,460	-	6,460	6,369	91
Community Development "A"	-	5,000	5,000	-	5,000
Community Development	58,431	1,791	60,222	59,171	1,051
Planning & Dev. "A" Budget	3,910	-	3,910	3,910	-
Planning & Dev.	115,088	2,635	117,723	107,135	10,589
Emergency Management	4,410	-	4,410	2,829	1,581
Harbor Committee	8,910	-	8,910	8,109	801
Harbormaster MacMillan Wharf	700	-	700	-	700
Pier Corp	195,910	-	195,910	195,910	-
Shellfish "A" Budget	41,484	1,546	43,030	42,629	401
Shellfish	6,600	-	6,600	5,738	862
Parking "A" Budget	349,976	5,257	355,233	321,457	33,776
Parking	98,800	-	98,800	98,800	0

	Orig Approp	Transfers Adjstmts	Revised Budget	FY2016 Expended	Avail Budget
Public Schools	3,709,001	92,997	3,801,998	3,643,032	158,966
DPW Admin "A" budget	127,758	5,082	132,840	132,732	108
DPW Administration	212,800	(207)	212,593	200,707	11,886
Highway "A" Budget	465,682	15,413	481,095	445,462	35,633
Highway	118,300	-	118,300	87,153	31,147
Snow & Ice "A" Budget	27,000	-	27,000	27,000	-
Snow & Ice	140,700	(100,000)	40,700	40,700	-
Solid Waste Recyc "A" Budget	455,081	15,585	470,666	445,702	24,964
Solid Waste Recycling	133,550	-	133,550	121,494	12,056
Recycling/Renew Energy Cmte	2,750	-	2,750	2,325	425
Waste Disposal Other	246,000	-	246,000	203,837	42,163
Airport	98,450	-	98,450	92,606	5,844
Health Department "A" budget	104,729	4,028	108,757	107,862	895
Health Department	7,850	-	7,850	3,696	4,154
Public Health/Nurse "A" budget	20,579	-	20,579	20,176	403
Public Health/Nurse	28,100	(195)	27,905	21,187	6,718
Board Health	1,610	195	1,805	1,805	-
Council on Aging "A" budget	205,782	7,729	213,511	211,845	1,665
Council on Aging	25,800	-	25,800	14,164	11,636
Veterans Services	42,262	(10,000)	32,262	24,882	7,380
Disability Commission	5,000	-	5,000	3,664	1,336
Animal Welfare Committee	1,540	-	1,540	-	1,540
Bicycle Committee	8,000	2,500	10,500	9,636	864
Library "A" Budget	234,494	4,972	239,466	199,755	39,711
Library	81,500	-	81,500	75,909	5,591
Recreation Dept "A" Budget	152,675	3,616	156,291	150,976	5,314
Recreation Department	21,450	-	21,450	20,706	744
Art Commission	8,250	-	8,250	-	8,250
Cultural Council	6,500	-	6,500	191	6,309
Debt Services	2,063,551	-	2,063,551	1,939,607	123,944
Tax Title	19,000	-	19,000	7,747	11,253
Retirement Benefits Insurance	6,350,952	(144,633)	6,206,319	6,061,061	145,258
Prior Year Encumbrances	-	652,387	652,387	640,105	12,282
TOTAL EXPENSES	23,851,756	766,549	24,618,305	23,141,903	1,476,403

Fiscal Year 2017 Appropriations/Expenditures Year to Date 12/31/16

	FY2016YTD Budget	FY2016YTD Expended	Avail Budget
Election Town Meeting	14,298	4,315	9,983
Board of Selectmen "A" Budget	99,241	35,659	63,582
Board of Selectmen	9,200	3,200	6,000
Town Manager "A" Budget	300,952	148,649	152,303
Town Manager	35,095	21,555	13,540
Finance Committee Expense	98,890	750	98,140
Town Accountant "A" Budget	195,534	91,866	103,668
Town Accountant	55,072	24,916	30,156
MIS Coordinator "A" Budget	194,688	98,044	96,644
MIS Coordinator	329,600	171,106	158,494
Board Assessors "A" Budget	191,053	97,943	93,110
Board Assessors	59,285	24,208	35,077
Treasurer/Collector "A" Budget	171,174	86,852	84,322
Treasurer/Collector	36,500	30,300	6,200
Legal Services	230,000	74,655	155,345
Administration	59,590	20,752	38,838
Land Bank	131,398	41,850	89,548
Town Clerk "A" Budget	119,934	59,781	60,153
Town Clerk	4,845	259	4,586
Licensing "A" Budget	46,769	23,385	23,384
Licensing	2,300	-	2,300

	Budget	FY2016YTD Expended	Avail Budget
Conservation Commission	2,886	2,501	385
Planning Board Expenses	5,016	3,069	1,947
Zoning Board Appeals	3,580	1,628	1,952
Historical Commission	600	345	255
Historic District Commission	4,578	557	4,021
Building Committee	1,000	-	1,000
Buildings & Grounds Payroll	751,514	393,267	358,247
Buildings & Grounds General	633,408	243,461	389,947
Police "A" Budget	2,409,151	1,179,270	1,229,881
Police	148,485	72,803	75,682
Fire "A" Budget	539,923	330,237	209,686
Fire	210,943	92,623	118,320
Ambulance Service	830,239	415,119	415,120
Inspections "A" Budget	187,368	80,486	106,882
Inspections	4,300	1,384	2,916
Planning & Development "A"	80,217	39,018	41,199
Planning & Development	3,910	2,255	1,655
Emergency Management	12,060	-	12,060
Harbor Committee	1,400	907	493
Harbormaster MacMillan Wharf	195,000	97,500	97,500
Shellfish "A" Budget	43,134	21,313	21,821
Shellfish	11,800	4,223	7,577
Parking "A" Budget	375,749	212,623	163,126
Parking	116,800	63,938	52,862
Public Schools	3,777,090	1,458,450	2,318,640
DPW Admin "A" budget	131,902	66,676	65,226
DPW Administration	222,750	87,891	134,859
Highway "A" Budget	463,130	223,827	239,303
Highway	123,500	41,678	81,822
Snow & Ice "A" Budget	27,500	582	26,918
Snow & Ice	140,700	15,534	125,166
Solid Waste Recyc "A" Budget	469,977	232,953	237,024
Solid Waste Recycling	185,650	88,347	97,303
Recycling/Renew Energy Cmte	2,750	-	2,750
Waste Disposal Other	282,528	186,125	96,403
Airport	99,100	52,059	47,041
Health Dept "A"	107,909	47,957	59,952
Health Dept "B"	125,250	35,867	89,383
Human Services "A"	20,902	9,859	11,043
Human Services "B"	20,390	9,699	10,691
Board Health	2,638	875	1,763
Council on Aging "A" budget	216,209	107,410	108,799
Council on Aging	25,800	6,188	19,612
Veterans Services	42,360	23,433	18,927
Disability Commission	5,000	164	4,836
Animal Welfare Committee	468	-	468
Bicycle Committee	8,000	-	8,000
Library "A" Budget	244,195	111,308	132,887
Library	81,500	39,149	42,351
Recreation Dept "A" Budget	160,332	92,457	67,875
Recreation Department	21,450	11,493	9,957
Art Commission	8,250	-	8,250
Cultural Council	6,500	2,116	4,384
Debt Services	1,980,031	535,869	1,444,162
Tax Title	19,000	2,136	16,864
Retirement Benefits Insurance	6,738,006	4,073,033	2,664,973
Prior Year Encumbrances	271,470	257,321	14,149
TOTAL YTD EXPENSES	24,990,716	12,139,028	12,851,688

Board of Assessors

The Board of Assessor's primary responsibility is the valuation and administration of 7,526 Real and Personal Property accounts. In addition, the Assessor's office is responsible for the processing of personal exemptions, property transfers, scale calculations, abutter's lists, permit and cyclical reviews, mailing address changes, motor vehicle and boat excise abatement processing as well as many other duties and responsibilities. The Board is a five member appointed Board, consisting of Chairman Robert Sanborn, and members Leslie Parsons, Patty DeLuca, Greg Muse and Scott Fahle.

Fiscal Year 2016 was a Recertification (Revaluation) year for the Town of Provincetown. The total assessed value increased 5.7% from Fiscal Year 2015. The Department of Revenue certified Provincetown's assessed values on December 9, 2015 and approved the Fiscal Year 2016 Residential tax rate of \$7.80 and the Commercial, Industrial and Personal Property tax rate of \$7.31 on December 16, 2015. The FY 2016 assessed values by class were as follows: Residential Class; \$2,152,938,142, Commercial Class; \$403,458,258, Industrial Class; \$1,984,700, Personal Property; \$29,057,270; for a total assessed value of \$2,587,438,370.

On December 15, 2015, as part of the Fiscal Year 2016 Tax Rate setting process, the Provincetown Board of Selectmen voted to adopt a Residential Exemption. This exemption was based on 20% of the average residential assessed value, equaling \$107,674. Over 600 qualified, domiciled residents of Provincetown received the exemption as part of their Spring 2016 tax bill. An additional 87 residents who did not receive the Residential Exemption as part of their Spring 2016 tax bills received the exemption as a refund.

The Board of Assessor's granted 92 personal exemptions and/or deferrals totaling \$75,256.08; the breakdown is as follows: Surviving Spouse/Elderly (Clause 17D) a total of 8 exemptions totaling \$2,264; Veteran's (Clause 22), 15 exemptions at \$6,471.41; Elderly (Clause 41 C), 25 exemptions totaling \$23,328.51; Blind (Clause 37A) 1 exemption @ \$500; Senior Work Credit (5K), 43 exemptions totaling \$42,692.16.

28 taxpayers filed Affordable Housing Tax Exemption applications on a total of 115 units. The total amount exempted was \$99,502.44. The Board of Assessors received 17 real property abatements, of which 14 were granted, and additionally received 13 personal property abatements, with the Board granting 12.

During the summer of 2016, the Assessor's office continued its property inspection program, concentrating on residential properties. The Massachusetts Department of Revenue mandates that all properties are required to be visited at least once every nine years. The Assessor's office is greatly aided in this effort by the Town's

continued funding of the two Temporary Property Inspector positions. Frank Pantano and Carol Bergen have filled these positions for a number of years and the Town has benefited from their ability and experience. The seasonal inspectors and staff combined to complete 612 property reviews consisting of new construction, additions, renovations, sales reviews, & cyclical inspections in Fiscal Year 2016.

The Board would like to thank the staff of the Assessor’s office, Richard Faust, Assistant Assessor and Cheryl MacKenzie, Assessing Administrative Assistant who, under the direction of Principal Assessor Scott Fahle, are responsible for the administration of the Assessor’s office as well as the implementation of the policies of the Board of Assessors. Their professionalism, dedication, and good humor serve Provincetown well. Please visit our website at www.provincetown-ma.gov (Assessor’s Department) for Online Property Record Cards, Exemptions and Deferrals, Frequently Used Forms, Frequently Asked Questions, Real Estate Sales Reports, and much more.

Robert W. Sanborn, Chair

Scott Fahle, MAA, Principal Assessor

Treasurer/Collector

REPORT FOR THE FISCAL YEAR 2016

JULY 1, 2015 - JUNE 30, 2016 COLLECTOR REPORT FY 2016

COMMUNITY PRESERVATION ACT	FY 2014		0.00
FY 2013	0.00	FY 2015	62,434.72
FY 2014	25.01	FY 2016	1,928,759.16
FY 2015	13,644.37		1,991,193.88
FY 2016	474,634.36		
	488,303.74	SEWER LIENS	
LANDBANK		FY 2013	0.00
FY 2013	0.64	FY 2014	0.00
FY 2014	25.01	FY 2015	4,522.29
FY 2015	15,417.93	FY 2016	34,466.27
FY2016	562,371.21		38,988.56
	577,814.79	SEWER USAGE SURCHARGE	
REAL ESTATE TAXES		LIENS	
FY 2013	21.29	FY 2013	0.00
FY 2014	51.03	FY 2014	0.00
FY 2015	560,626.19	FY 2015	17,207.58
FY 2016	18,635,430.61	FY 2016	20,670.86
	19,196,129.12		37,878.44
		SEPTIC LOANS	
SEWER BETTERMENT		FY 2013	0.00
FY 2013	0.00	FY 2014	0.00
		FY 2015	0.00

114	provincetown-ma.gov	Town of
FY 2016	0.00	
	0.00	MOTOR VEHICLE EXCISE TAX
		FY 2004 63.75
WATER LIENS		FY 2005 0.00
FY 2013	0.00	FY 2006 98.44
FY 2014	0.00	FY 2007 157.82
FY 2015	8,574.49	FY 2008 90.00
FY 2016	53,310.76	FY 2009 114.38
	61,885.25	FY 2010 88.13
		FY 2011 239.69
		FY 2012 95.42
PERSONAL PROPERTY TAX		FY 2013 538.24
FY 2004	0.00	FY 2014 5,010.81
FY 2005	12.79	FY 2015 78,540.55
FY 2006	11.62	FY 2016 452,643.81
FY 2007	0.00	537,681.04
FY 2008	11.78	
FY 2009	11.80	BOAT EXCISE TAX
FY 2010	67.14	FY 2005 0.00
FY 2011	58.77	FY 2006 0.00
FY 2012	48.91	FY 2007 0.00
FY 2013	219.57	FY 2008 0.00
FY 2014	2,069.22	FY 2009 0.00
FY 2015	7,775.62	FY 2010 20.00
FY 2016	201,754.90	FY 2011 0.00
	212,042.12	FY 2012 280.00
		FY 2013 0.00
WATER RATES		FY 2014 537.00
	2,016,663.11	FY 2015 1,071.00
	2,016,663.11	FY 2016 15,865.00
SEWER RATES		17,773.00
	1,267,293.18	
	1,267,293.18	
INTEREST, DEMANDS AND FEES		
REAL ESTATE TAX COLLECTIONS		127,470.09
PERSONAL PROPERTY TAX COLLECTIONS		7,016.92
MOTOR VEHICLE		5,225.00
BOAT EXCISE		1,605.00
WATER/SEWER USAGE RATES		19,596.73
		160,913.74
TREASURY DEPOSITS FROM COLLECTOR		26,604,559.37
TOTAL TREASURER'S RECEIPTS FY 2016		

Bank Accounts as of June 30, 2016:

TD Bank:

Payroll Account	\$74,121.58
Vendor Account	\$399,786.74
Parking Account	\$537,328.31

Master Investment Account	\$18,992,445.95
Pier Checking	\$406,271.75
Harbor One:	
Mass CD Block Grant	\$47.01
Community Preservation	\$1,291,916.18
MSCP Program Income	\$2,712.95
J L Flores Account	\$109,943.99
Cape Cod Five:	
General Operating Acct-Cape Cod 5	\$16,553.09
CC5-Library Bldg-Money Market	\$1,658.80
CC5-Pier Money Market	\$78,890.51
CC5-Affordable Housing	\$358,769.71
CC5-Escrow Manager	\$32,598.04
CC5- Law Enforcement	\$13,873.54
CC5-Land Bank	\$1,565,605.74
Century Bank:	
Century Bank-Lock Box	\$139,458.54
Century Bank-PHS Student Activity	\$62,262.63
Century Bank-VMES Student Activity	\$2,325.76
Century Bank-Harbor Access	\$43,650.69
Century Bank-D Perry Scholarship	\$26,435.60
Administrative Consent Order Account	\$288,236.84
Unibank:	
Unibank-Trust Accounts	\$2,027,510.72
Bartholomew:	
Bartholomew-Francis	\$1,171,326.91
Bartholomew-Capt Oliver	\$515,111.09
Bartholomew-J A Henry	\$505,148.69
Batholomew-Cemetery	\$287,704.75
PRIT:	
PRIT-OPEB Account	\$1,671,333.19
Less Outstanding Checks	
Vendor Account	-\$283,767.07
Payroll Account	-\$76,660.96
Warrant Balance Entries	-\$592,283.83
Deposits in Transit	\$4,492.01
Total Bank Accounts	\$29,674,809.45

Breakdown of Unibank Trust Funds as of June 30, 2016:

Commission Fund	\$476.67
Library Trust Funds	\$4,143.24
Library Gift Fund	\$66,626.92
Library Maintenance Gift Fund	\$21,609.66
William McNabb Fund	\$13,605.58

Harold Hersch Fund	\$8,498.35
Recreation Department Fund	\$78,710.63
Cape End Manor Fund	\$2,315.95
VNA Gift Fund	\$37.35
Fireworks Gift Fund	\$6,535.73
Senior Gift Center	\$720.48
History Project Gift Fund	\$4,802.79
Town Hall Gift Fund	\$19,374.76
Town Employee GF	\$25.11
Pet Emergency Gift Fund	\$8,359.86
Suzannes Garden Gift Fund	\$1,308.79
Town Hall Auditorium Chairs Fund	\$1,328.49
Daphnis Conservation	\$2,665.74
Disability Commission Gift Fund	\$23,005.16
Cemetery Gift Fund	\$6,627.65
Special Purpose Gift Fund	\$7,815.66
Bicycle Path Gift Fund	\$678.80
Combat Hate	\$100.74
Art & Conservation Gift Fund	\$14,186.91
Beautification Gift Fund	\$4,055.84
Outfall Pipe Gift Fund	\$930.33
Pilgrims 1st Landing	\$435.17
Historic Preservation	\$8,295.85
Heritage Museum - Johnson	\$862.95
Museum Merger Feasibility	\$80.16
Local Cultural Council Fund	\$6,938.96
Public Fountain Fund	\$2,690.66
Town Hall Clock Fund	\$75.74
Fisherman's Memorial Fund	\$678.67
Van Arsdale Fund	\$374.12
AIDS Gift Fund	\$27,181.09
Holiday Lights Gift Fund	\$1,951.96
Historical Commission Gift Fund	\$16,533.89
Town Scholarship Fund	\$4,403.07
Education Gift Fund	\$15,865.90
Graichen Music Fund	\$1,957.80
Stabilization Fund	\$1,137,366.22
Capital Improvement Stabilization Fund	\$503,271.32
Total:	\$2,027,510.72

Outstanding Debt as of June 30, 2016

Bond	Date of Issue	Amount
MWPAT Septic-T5-97-1157 #4	10/25/00	\$32,604.00
MWPAT-Sewer -CW-98-19 #5	10/6/99	\$97,976.72

Bond	Date of Issue	Amount
MWPAT-Facility CW-01-31 #8	3/1/02	\$6,530,000.00
MWPAT-Plan CW-01-42 #9	11/6/03	\$40,000.00
MWPAT Septic-T5-97-1157-1 #10	11/15/04	\$80,000.00
MWPAT Septic-T5-97-1157-2 #10	11/15/06	\$91,840.50
MWPAT-Sewer CW 04-18 #11	1/10/05	\$1,222,394.00
MWPAT-Sewer CW 07-01 #13	12/18/07	\$3,629,767.00
MWPAT-Sewer CW 07-01A #14	10/1/08	\$551,005.31
USDA Sewer Bond 05/15/2011	5/15/11	\$2,615,380.00
USDA Sewer Bond 08/15/14	8/15/14	\$1,363,157.00
USDA Water Bond 4/17/2012	4/17/12	\$2,206,420.00
USDA Water Bond 03/28/2014	3/28/14	\$1,136,842.00
General Obligation - 3/15/02	3/15/02	\$710,000.00
General Obligation - 11/1/03	11/1/03	\$775,000.00
General Obligation - 9/15/05	9/15/05	\$1,425,000.00
General Obligation - 11/15/06	11/15/06	\$2,330,000.00
General Obligation - 6/15/09	6/15/09	\$4,370,000.00
General obligation - 1/15/11	1/15/11	\$4,785,000.00
General Obligation - 12/15/12	12/15/12	\$6,360,000.00
General Obligation - 06/15/14	6/15/14	\$4,840,000.00
General Obligation - 06/15/16	6/15/16	\$8,410,850.00
Total		\$53,603,236.53
Authorized/Unissued Debt		\$13,556,027.00
Total Authorized Debt		\$67,159,263.53

Employee Earnings

Fiscal Year 2016

Employee Name	Position	Annual Earnings
ADMINISTRATION		
Panagore, David	Town Manager	123,961.64
Gardner, David	Assistant Town Manager/Interim Town Manager	108,771.16
Verde, Elizabeth	Executive Assistant to Town Manager	55,266.84
Jackett, Beau	MIS Director	85,369.84
Johnstone, Douglas	Town Clerk	70,287.76
VanAlstyne, Darlene	Assistant Town Clerk	47,601.06
Dougherty, Loretta	Secretary to Selectmen	50,869.80
AIRPORT		
Lisenby, Arthur W	Airport (Seasonal)	2,995.75
Toma, Drew	Airport (Seasonal)	385.00
COUNCIL ON AGING		
Hottle, Christeny A	Public Health/COA Director	67,561.21
Priolo, Charlene	On-Call Van Driver	18,010.32
Hurst, Maureen	Administrative Assistant	55,402.90

Employee Name	Position	Annual Earnings
Kennen, Samantha	On-Call Van Driver	3,472.42
Lavenets, Andrea	Outreach Coordinator	46,580.13
Mancino, Carla	On-Call Van Driver	8,291.03
Medina, Patricia	Van Driver/Aide	42,647.31
Peterman, David	On-Call Van Driver	1,296.60

COMMUNITY DEVELOPMENT

Larsen, Geoffrey	Building Commissioner (Resigned)	37,891.20
Browne, John	Electrical Inspector	24,317.02
Fay, Sandra	Administrative Assistant	13,347.02
Albenberg, Deborah	Conservation Agent & Environmental Planner	10,769.25
Meade, Anna	Interim Conservation Agent & Environmental Planner	9,820.01
Velchev, Nikolay	Compliance Officer (Seasonal)	1,323.00
Hamnquist, Leif	Permit Coordinator (Resigned)	35,980.11
Hautanen, Henry	Plumbing Inspector	27,947.53
Hobart, Aaron	Licensing Agent	46,768.05
Howard, Anne	Building Inspector	69,959.36
Jarusiewicz, Michelle	Housing Spec./Grant Admin.	95,643.92
McPherson, Gloria	Town Planner	71,154.45
Sanson, Marjorie	Administrative Assistant	45,739.72

DEPARTMENT OF PUBLIC WORKS

Waldo, Richard	DPW Director	98,006.76
Larsen, Eric	DPW Deputy Director	73,585.26
Prada, Sherry	Operations Director	67,572.63
Petterson, Jane	Administrative Assistant	46,200.78
Sparks, Olin	Head Mechanic	55,402.11

Building & Grounds

Lemme, Antonio H	Working Foreman	47,886.23
Andrews, Michael J	Custodian	65,546.88
Attanasio, Peter	Maintenance	45,907.26
Braddock, Kenneth	Attendant (Seasonal)	14,184.73
Carreiro, Joseph	Attendant (Seasonal)	13,238.62
Childers, James	Custodian	43,585.56
Costa, Anika	Custodian	49,542.29
Cote, Annette	Attendant (Seasonal)	5,374.02
Cowing, Brian	Custodian	59,348.76
Gerardi, Mario	Custodian	42,795.39
Goff, John	Laborer (Seasonal)	4,090.80
Gonsalves, Walter	Laborer (Seasonal)	9,706.71
Gonzales, Anthony	Laborer (Seasonal)	18,116.64
Guardino, John	Laborer (Seasonal)	2,863.56
Hadley, Steven	Laborer (Seasonal)	14,889.96
Jason, Edward	Laborer (Seasonal)	2,863.56
Joseph, Denise	Supervising Attendant	47,570.51
Kalantzis, Anthony J	Maintenance	55,063.30
Kluesener, William	Laborer (Seasonal)	2,901.00
Knight, Linda	Laborer (Seasonal)	467.52
Nichols, Robert	Laborer (Seasonal)	15,194.64
Peters, Carol	Attendant (Seasonal)	13,067.19
Santos, Cynthia	Attendant (Seasonal)	10,001.98

Employee Name	Position	Annual Earnings
Santos, Delanie	Attendant (Seasonal)	13,854.64
Silvia, Mary	Attendant (Seasonal)	15,237.39
Straw-Campbell, Angela	Attendant (Seasonal)	993.48
Tomaselli, Armand	Attendant (Seasonal)	876.60
Walker, Ronnie	Laborer (Seasonal)	22,469.53
Whelan, Richard	Attendant (Seasonal)	9,776.35
White, Deborah	Attendant (Seasonal)	13,927.77
White, Steven D.	Attendant (Seasonal)	14,142.57
Zeitler, Sandra	Maintenance	46,148.39
Highway		
Badams, Jon	Skilled Laborer	10,318.88
Costa, David	Laborer (Seasonal)	16,473.39
Duarte, Ramao	Working Foreman	67,228.69
Edwards, Phanarus	Skilled Laborer	51,020.60
Gonsalves, David	Skilled Laborer	52,207.83
Hanscom, Christopher	Skilled Laborer	48,047.22
Martin, Craig	Skilled Laborer	57,319.63
O'Flaherty, Timothy	Laborer (Seasonal)	18,572.13
Prada, Thomas	Skilled Laborer	54,116.38
Roderick, Paul	Skilled Laborer	58,329.45
Santos, Dennis	Skilled Laborer	40,008.11
Sanitation/Transfer Station		
Allmon, Justus	Laborer (Seasonal)	2,524.80
Beauregard, Donald	Skilled Laborer	14,984.31
Bronsdon, Scott	Working Foreman	62,601.08
Brazil, Matthew	Skilled Laborer	44,709.28
Cook, Peter	Skilled Laborer	56,439.58
Cox, Jeff	Skilled Laborer	56,316.08
Reis, Arthur Jr.	Laborer (Seasonal)	16,176.96
Richmond, James	Skilled Laborer	56,829.72
Roach, David	Skilled Laborer	58,423.02
Roderick, Christopher	Skilled Laborer	59,022.16
Souza, John III	Skilled Laborer	15,647.30
Water		
Salisbury, Cody	Water Superintendent	81,504.63
Rose, Glen	Working Supervisor	71,908.83
Enos, Stephen	Skilled Laborer	64,276.18
Horner, Frank	Meter Reader/Repairman	54,721.68
Matrango, Bernard	Skilled Laborer	64,580.51
Michaud, Anna	Administrative Assistant	54,502.90
Morin, Donald	Administrative Assistant	49,317.39
Neylon, Margaret	Skilled Laborer	59,340.01
Peters, Adrian	Skilled Laborer	57,428.50
Schmidt, Ryan	Skilled Laborer	47,993.49
FIRE DEPARTMENT		
Trovato, Michael	Fire Chief	46,830.79
Mathews, Joyce	Department Secretary	57,427.90
Anderson, Benjamin	EMT (Resigned)	1,686.36
Anderson, Michael	EMT	1,328.69

Employee Name	Position	Annual Earnings
Apicella, Erika	EMT	339.24
Baker, Heather	EMT	215.91
Brazil, Paul	EMT	6,893.21
Brown, Christianne	EMT	12,429.80
Burns, Matthew	EMT	959.60
Cataldo-Roda, Julie M	EMT-P	4,719.61
Chute, Michael	EMT	239.90
Coelho, Michael Sr.	EMT	5,662.44
Costa, Molly	EMT	13,061.20
Coulter, Cynthia	EMT	191.92
Cullen, Dianne	EMT	5,231.42
Douglas, Christyne	EMT	6,175.71
Fallas, Edward	EMT	2,590.87
Felton, Alan	EMT	16,348.03
Giannelli, James	EMT-P	13,906.34
Giannelli, Lynn	EMT	383.84
Glaser, Sonja	EMT	11,147.34
Gualpa, Jennifer	EMT	6,091.78
Herrmann, Gabrielle	EMT	383.84
LaBonte, Troy	EMT	10,092.22
Lopriore, Michael	EMT	191.92
Menangas, Derek	EMT	3,651.49
Notaro, Daniel	EMT-P	10,034.60
Pannoni, Kellianne	EMT	71.97
Pelkey, Nicholas	EMT	1,310.49
Pelligrino, Rachel	EMT	777.43
Potter, Lisa M.	EMT-P	11,079.34
Prato, Barbara	EMT	2,848.82
Rance, Othaine	EMT	25,379.17
Rego, Linda	EMT	1,343.44
Russell, Denise	EMT	11,603.54
Russell, Lorne	EMT	7,569.79
Smith, Bryan	EMT	3,347.40
Smith, Julius	EMT	3,136.69
Smith, Rosemary	EMT	8,417.04
Stranger, Keith	EMT	1,724.47
Tarala, Brandy	EMT-P	3,799.58
Toma, Drew	EMT	1,525.00
Willis, James	EMT-P	1,727.58
Willis, James II	EMT	401.53
Young, Cherie	EMT	407.83
Ainsworth, Kevin	Volunteer Firefighter	6,398.99
Ayala, Jonas	Volunteer Firefighter	1,000.00
Baker, Heather	Volunteer Firefighter	149.99
Brown, Christianne	Volunteer Firefighter	800.00
Browne, John	Volunteer Firefighter	2,147.00
Cataldo-Roda, Julie M	Volunteer Firefighter	800.00
Chute, Michael	Volunteer Firefighter	2,375.03
Coelho, Michael Sr.	Volunteer Firefighter	800.00
Costa, Molly	Volunteer Firefighter	1,125.00
Douglas, Christine	Volunteer Firefighter	683.37
Enos, Christopher	Volunteer Firefighter	1,100.00
Enos, Scott	Volunteer Firefighter	3,030.00

Employee Name	Position	Annual Earnings
Fallas, Edward	Volunteer Firefighter	800.00
Felton, Alan	Volunteer Firefighter	4,000.00
Felton, George	Volunteer Firefighter	3,275.00
Gonsalves, David	Volunteer Firefighter	3,362.53
Hatch, April	Volunteer Firefighter	1,025.00
Hatch, Shannon	Volunteer Firefighter	1,625.01
Hernandez, Jose	Volunteer Firefighter	150.00
Horner, Frank	Volunteer Firefighter	1,375.00
Kerr-Hunter, Malcolm	Volunteer Firefighter	1,750.00
Lambrou, Mark	Volunteer Firefighter	900.00
Martin, Craig	Volunteer Firefighter	1,025.00
Martin, Roger	Volunteer Firefighter	2,425.00
Martinez, Elias Jr.	Volunteer Firefighter	7,075.00
Mathews, Joyce	Volunteer Firefighter	550.00
Meads, James Jr.	Volunteer Firefighter	1,025.00
Medeiros, Jesse	Volunteer Firefighter	1,000.00
Menangas, Gerard	Volunteer Firefighter	9,600.00
Menangas, Scott	Volunteer Firefighter	400.00
Motta, Brandon	Volunteer Firefighter	2,300.00
Notaro, Jeffrey	Volunteer Firefighter	2,250.00
O'Byrne, Brendon	Volunteer Firefighter	374.97
Osowski, Carl	Volunteer Firefighter	1,175.00
Pannoni, Kellianne	Volunteer Firefighter	216.65
Perry, Jeff	Volunteer Firefighter	1,375.01
Prato, Barbara	Volunteer Firefighter	400.00
Rance, Othaine	Volunteer Firefighter	3,393.75
Reis, Jada	Volunteer Firefighter	450.00
Reis, Laytin	Volunteer Firefighter	925.00
Ribas, Luis	Volunteer Firefighter	1,430.00
Richmond, James	Volunteer Firefighter	975.00
Roda, Thomas	Volunteer Firefighter	800.00
Roderick, James Jr.	Volunteer Firefighter	11,850.00
Roderick, Paul	Volunteer Firefighter	3,750.00
Russell, Denise	Volunteer Firefighter	6,500.03
Russell, Lee	Volunteer Firefighter	1,475.00
Salmon, Dudley	Volunteer Firefighter	324.97
Santos, Noah	Volunteer Firefighter	1,325.00
Santos, Rodrigo	Volunteer Firefighter	3,551.97
Schmidt, Ryan	Volunteer Firefighter	600.00
Silva, Patrick	Volunteer Firefighter	600.00
Silva, Paul	Volunteer Firefighter	3,775.00
Sinaiko, Jonathan	Volunteer Firefighter	1,925.00
Smith, Julius	Volunteer Firefighter	400.00
Smith, Rosemary	Volunteer Firefighter	733.37
Souza, John	Volunteer Firefighter	925.00
Stewart, Garth	Volunteer Firefighter	900.00
Stewart, Nicholas	Volunteer Firefighter	400.00
Tarala, Brandy	Volunteer Firefighter	918.77
Trovato, Michael, Jr.	Volunteer Firefighter	1,350.00
White, David	Volunteer Firefighter	2,250.00
White, Jamie	Volunteer Firefighter	2,175.00
Wright, Dexter	Volunteer Firefighter	975.00
Zawaduk, Russell	Volunteer Firefighter	4,750.00

Employee Name	Position	Annual Earnings
HEALTH DEPARTMENT		
Brandt, Austin	Energy & Conservation Manager	14,855.27
Clark, Morgan	Health & Environmental Affairs Manager	67,777.29
Marin-Alzate, Laura	Health Agent	54,505.52
LIBRARY		
Clark, Matthew	Library Director	65,423.16
Levin, Rebecca	Public and Member Services Coordinator	11,687.66
Cartwright, Ann	Circulation Aide	14,607.32
Cinnater, Nan	Circulation Aide	26,457.59
Hopkins, Khristine	Circulation Aide	12,384.58
Hyams, Martha	Circulation Aide	4,549.96
Karacozian, Deborah	Circulation Aide	3,290.25
Mitchell, Susan	Circulation Aide	6,068.43
Nottleman, Clayton	Circulation Aide	3,605.50
Packard, Susan	Circulation Aide	10,549.15
Ruane, Thomas	Relief Tech Asst	17,786.70
Taylor, Brittany	Circulation Aide	21,657.89
Wells, Mary Alice	Circulation Aide	9,955.83
MANAGEMENT INFORMATION SERVICES		
Keyes, Tyler	MIS Technician	47,571.84
Kimball-Martin, Lynne	MIS Analyst	59,722.92
MUNICIPAL FINANCE		
Hoort, Daniel	Director of Municipal Finance (Resigned)	89,700.21
Bergen, Carol	Real Property Inspector (Seasonal)	8,265.73
Boulos, Constance	Treasurer (Resigned)	45,241.51
Denietolis, James	Collector	62,639.95
Fahle, Scott	Principal Assessor	73,337.13
Faust, Richard	Assistant Assessor	58,031.02
Grandel, Laura	Assistant Treasurer/Collector	45,206.10
Hoffmann, Jody	Payroll & Benefits Manager	10,099.05
MacKenzie, Cheryl	Assessor's Admin Asst	54,820.46
Margaret McGloin	Payroll & Benefits Manager (Resigned)	41,809.96
O'Buck, John	Treasurer	12,432.80
Pantano, Frank	Real Property Inspector (Seasonal)	697.34
Robertson, Nick	Principal Accounting Clerk	48,428.49
Stephen, Barry	Collector (Retired)	75.00
Wennerberg, David	Property Inspector	2,083.72
PARKING DEPARTMENT		
Rosati, Domenic	Parking Administrator	48,991.08
Asher-Best, Douglas	Attendant (Seasonal)	12,538.32
Benatti, Patricia C.	Parking Clerk/Bookkeeper	35,185.70
Bollas, Mary A	Attendant (Seasonal)	16,684.60
Cabral, Ronald	Attendant (Seasonal)	17,264.78
Centola, Stephen	Attendant (Seasonal)	7,304.07
Clarke, Jayson	Attendant (Seasonal)	3,465.20
Clinton, Renee	Meter Person	21,635.36
Cook, Marguerite	Attendant (Seasonal)	7,278.40
Gonsalves, Deborah	Meter Person/Assistant Clerk	35,984.51

Employee Name	Position	Annual Earnings
Gutzler, Joell	Attendant (Seasonal)	10,710.54
Johnson, Avis	Attendant (Seasonal)	16,650.97
Kewachuk, Melanie	Attendant (Seasonal)	14,874.65
Luckhurst, Corinne	Attendant (Seasonal)	2,408.00
Power, John	Asst. Manager/Attendant (Seasonal)	18,837.68
Reetz, Rodney	Attendant (Seasonal)	17,881.01
Riley, Lawrence	Attendant (Seasonal)	15,903.20
Seidel, Robert	Attendant (Seasonal)	10,063.06
Stephens, Marie	Attendant (Seasonal)	17,170.19
Thomas, Diane	Attendant (Seasonal)	16,116.39
PIER CORPORATION / HARBORMASTER		
McKinsey, William R	Pier Manager	61,007.20
Ribas, Luis	Assistant Harbormaster	63,306.25
Battaglini, Ellen	Administrative Assistant	51,816.31
Ayala, Isaiah	Assistant Harbormaster (Seasonal)	3,920.00
Carlson, Ryan	Assistant Harbormaster (Seasonal)	3,744.00
DeGruttola, Daniel	Assistant Harbormaster (Seasonal)	11,405.50
DeMatteis, John	Assistant Harbormaster (Seasonal)	15,402.50
Galipeau, Pauline	Assistant Harbormaster (Seasonal)	28,205.00
Larrabee, Kylee	Assistant Harbormaster (Seasonal)	9,194.00
Maggio, Daniel	Assistant Harbormaster (Seasonal)	10,594.50
Maxwell, Christine	Assistant Harbormaster (Seasonal)	7,544.00
Maxwell, Mariko	Assistant Harbormaster (Seasonal)	2,976.00
Ross, Stephen	Assistant Harbormaster (Seasonal)	17,275.75
Silva, Richard	Assistant Harbormaster (Seasonal)	14,091.00
POLICE DEPARTMENT		
Jaran, Jeff	Settlement Wages	194,696.02
Golden, James	Acting Chief of Police	132,179.86
	Holiday	7,374.16
	Revolving	11,623.50
	Total Earnings	151,177.52
Allen, Douglas	Dispatcher	56,384.27
	Holiday	633.60
	Overtime	9,560.15
	Total Earnings	66,578.02
Alves, Richard	Police Officer	70,657.22
	Holiday	824.88
	Longevity	400.00
	Overtime	25,414.09
	Revolving Account	2,700.00
	Total Earnings	99,996.19
Bartholomew, Sarah	Dispatcher	64,752.99
	Overtime	17,715.27
	Longevity	400.00
	Total Earnings	82,868.26
Catanese, Kathryn	Police Officer	61,945.03
	Holiday	464.64
	Overtime	7,142.94
	Revolving	6,289.52
	Total Earnings	75,842.13

Employee Name	Position	Annual Earnings
Cook, Lisa	Dispatcher	62,355.42
	Holiday	230.96
	Overtime	779.40
	Longevity	400.00
	Total Earnings	63,765.78
Cowing, Ruth Ann	Animal Control Officer	61,109.91
	Revolving Account	815.28
	Longevity	1,000.00
	Total Earnings	62,925.19
D'Andrea, Joseph	Police Officer	64,006.66
	Holiday	711.60
	Overtime	449.64
	Total Earnings	65,167.90
Dow, Tyler	Police Officer	58,823.84
	Holiday	440.48
	Overtime	9,151.72
	Revolving Account	8,743.44
	Total Earnings	77,159.48
Enos, Glenn	Sergeant	89,118.81
	Overtime	21,171.64
	Longevity	1,300.00
	Revolving Account	34,726.21
Harding, Sarah	Total Earnings	146,316.66
	Police Officer	58,716.93
	Holiday	213.84
	Overtime	2,926.19
	Revolving Account	2,479.61
Hennick, Gregory	Total Earnings	64,336.57
	Police Officer	84,609.70
	Holiday	626.80
	Longevity	400.00
	Overtime	27,591.38
Kacergis, Aaron	Revolving Account	930.66
	Total Earnings	114,158.54
	Police Officer	61,838.17
	Holiday	229.68
	Overtime	6,046.49
Koumanelis, Thomas	Revolving Account	8,169.39
	Total Earnings	76,283.73
	Police Officer	91,448.73
	Holiday	338.72
	Overtime	8,176.97
Landry, Christopher	Longevity	400.00
	Total Earnings	100,364.42
	Police Officer	62,446.01
	Holiday	227.76
	Overtime	15,465.37
Lobur, Meredith	Revolving Account	6,842.99
	Total Earnings	84,982.13
	Police Officer	72,420.75
	Overtime	25,079.21
	Revolving Account	850.91
	Longevity	400.00

Employee Name	Position	Annual Earnings
	Total Earnings	98,750.87
Lopes, Carrie	Sergeant	90,751.21
	Overtime	9,123.29
	Revolving Account	2,275.99
	Longevity	1,600.00
	Total Earnings	103,750.49
Metcalf, Alyssa	Dispatcher (Resigned)	20,594.35
	Holiday	111.36
	Overtime	2,004.04
	Longevity	400.00
	Vacation Buy Back	807.36
	Total Earnings	23,917.11
Michael, Rachel	Dispatcher	61,734.31
	Holiday	229.68
	Overtime	16,672.37
	Longevity	400.00
	Total Earnings	79,036.36
Nolette, Jennifer	Dispatcher	60,421.29
	Holiday	447.68
	Overtime	9,350.60
	Revolving Account	3,861.92
	Total Earnings	74,081.49
Perry, Paige	Secretary to Police Chief	54,908.55
Peters, Rachel	Police Officer	73,587.34
	Holiday	267.92
	Overtime	10,709.37
	Revolving Account	5,111.87
	Longevity	1,900.00
	Total Earnings	91,576.50
Ribas, Andreia	Dispatcher	52,828.03
	Holiday	967.60
	Overtime	9,864.57
	Total Earnings	63,660.20
	Police Officer	72,420.75
Spoor, Kevan	Holiday	268.24
	Overtime	15,278.57
	Revolving Account	3,408.69
	Total Earnings	91,376.25
	Police Officer	64,829.15
Sullivan, Jason	Holiday	704.64
	Overtime	16,888.19
	Revolving Account	5,212.72
	Total Earnings	87,634.70
Cabral, Shirley	Matron	8,915.28
	Overtime	931.50
	Revolving	455.10
	Total Earnings	10,301.88
Godfrey, Katherine	Summer Police Officer	8,774.56
	Overtime	518.78
	Revolving Account	1,424.00
	Total Earnings	10,717.34
Goldstein, Zack	Summer Police Officer	11,780.81
	Overtime	26.87

Employee Name	Position	Annual Earnings
	Revolving Account	4,402.00
	Total Earnings	16,209.68
Keyes, Brian	Summer Police Officer	16,590.12
	Overtime	349.26
	Revolving Account	16,708.35
	Total Earnings	33,647.73
King, Timothy	Summer Police Officer	15,521.99
	Overtime	1,472.48
	Revolving Account	2,463.00
	Total Earnings	19,457.47
Koskey, Jarrod	Summer Police Officer	4,463.64
	Total Earnings	4,463.64
Saliba, Simon	Summer Police Officer	48,014.76
	Overtime	964.50
	Revolving Account	4,658.00
	Total Earnings	53,637.26
Samuels, Kas-wayne	Summer Police Officer	22,094.97
	Overtime	2,486.65
	Revolving Account	20,114.25
	Total Earnings	44,695.87
Beloin, Shannon	Seasonal Police Officer	9,955.86
	Overtime	235.58
	Total Earnings	10,191.44
Bouhmadouche, Mahdi	Seasonal Police Officer	2,692.77
	Revolving	393.75
	Total Earnings	3,086.52
Burrell, Madison	Seasonal Police Officer	2,903.52
DeTorrice, Geena	Seasonal Police Officer	3,456.63
	Revolving	753.75
	Total Earnings	4,210.38
Groce, Roshawn	Seasonal Police Officer	6,446.13
	Overtime	343.22
	Total Earnings	6,789.35
McCauley, Michael	Seasonal Police Officer	2,974.53
Medeiros, John	Seasonal Police Officer	3,582.00
	Overtime	134.33
	Revolving	360.00
	Total Earnings	4,076.33
Murray, Owen	Seasonal Police Officer	2,808.81
Reddy, Dennis	Seasonal Police Officer	11,385.84
	Overtime	295.88
	Total Earnings	11,681.72
Robinson, Cody	Seasonal Police Officer	10,874.34
	Overtime	861.65
	Revolving	1,968.00
	Total Earnings	13,703.99
Stewart, Nicholas	Seasonal Police Officer	11,506.08
	Overtime	295.88
	Total Earnings	11,801.96
Willis, Jefferson	Seasonal Police Officer	10,874.68
	Overtime	685.07
	Revolving	6,526.75
	Total Earnings	18,086.50

Employee Name	Position	Annual Earnings
Johnson, Chester	On-call Dispatcher	15,438.36
Russell, Denise	On-call Dispatcher	1,152.28
Sprague, Jacqueline	On-call Dispatcher	5,097.33
RECREATION		
Motta, Brandon	Recreation Director	54,033.21
Lammie, Angelina	Assistant Recreation Director	43,585.56
Avallone-Owsowski, Jasmine	Summer Recreation Leader	7,535.24
Delcourt, Keith	Summer Recreation Leader	4,886.72
Kaeselau, Dylan	Summer Recreation Leader	8,139.60
Lomba, Samantha	Summer Recreation Leader	8,143.69
Roderick, Chelsea	Summer Recreation Leader	253.98
Roderick, Stephanie	Summer Recreation Leader	6,375.74
Silva, Brittany	Summer Recreation Leader	4,742.37
Thompson, Caroline	Summer Recreation Leader	4,505.70
Toomey, Michael	Summer Recreation Leader	4,943.76
Trovato, Kelsey	Summer Recreation Leader	13,027.34
SHELLFISH		
Wisbauer, Stephen	Shellfish Constable	41,428.78
TOURISM		
Fuccillo, Anthony	Tourism Director	62,307.63
Luca, Radu	Assistant Tourism Director	44,200.08



Public Safety

Bicycle Committee

Major Accomplishments in 2016: This year saw more bikes than ever in town, with a peak of 380 bicycles per hour counted on Commercial Street at Winthrop Street. Successes included painting the Town’s first marked bike lanes on Shank Painter Road, adding shared lane (“sharrow”) pavement markings on Shank Painter Road and Conwell Street, adoption of a parking fine for blocking a marked bike lane, and installation of 60 new bike parking spaces. The bike map and safety brochure was redesigned with more complete and accurate information than ever before. We continued to participate in the Outer Cape Bicycle & Pedestrian Master Plan process, collaborate with other Town boards and local nonprofits, and advocate for construction of the long-delayed Conwell Street Bicycle Improvement Project.

Outreach & Education: The new bike map and safety guide brochure went to print with its annual print run of 25,000 copies, making it one of the most widely distributed publications in town. We commissioned new illustrations from a local artist which was used in the brochure and will be seen in street banners and

other materials in the coming year. Education efforts also included a new rack card for tour guides and informational stickers placed on bike racks. Outreach continued with participation in the new Children's Bike Rodeo in May and the annual WorldFest in June to reach out to seasonal workers with the bike safety quiz, free bike lights, and free bike safety checks. Tabling at the Firehouse was new this year, with three days outreach during peak weeks in July, August and September. To address an outbreak of bike theft early in the summer season, we added educational stickers to bike racks asking "Did you lock your bike?" to remind everyone to use their locks. A new "Bright Light Bike Ride" was very well attended as part of the First Light celebrations to encourage lights on bikes and continued bike riding in the mild winter weather.

Bike Racks: In collaboration with Provincetown 365, the 60 new bike parking spaces installed this year made a considerable dent in getting bikes off the sidewalks and street trees. An additional 40 bike spaces were approved at the Traffic Hearing and a Community Preservation Act funding request was submitted for racks and bicycle repair stations. We are continuing to identify new locations for racks throughout Town, such as those recommended in the Open Space Plan and Harbor Plan and at business locations in the center of Town. These new racks bring us to just over 325 bike parking spaces on Town property.

Looking Forward: 2017 will see the publication of the Cape Cod Commission's Outer Cape Bicycle & Pedestrian Master Plan, which we will present to the Board of Selectmen for adoption. We will continue to advocate for "climbing lanes" to be added on uphill segments of Bradford Street as it is repaved and begin implementing more of the recommendations in the Outer Cape plan. Participation in "Bike Month" in May will include new events to engage residents and early visitors before the busy summer kicks in. In the fall we expect to apply to the League of American Bicyclists for designation as a "Bicycle Friendly Community" to recognize the work that has been done and receive feedback on policies and efforts that would help make Provincetown the most welcoming and safest place for bicycling on Cape Cod. We always welcome input from the community, so please feel free to reach out in person at one of our meetings or online through our Facebook page at <http://fb.com/BikeProvincetown>

Rik Ahlberg, *Chair*

Board of Fire Engineers

Provincetown Fire/Rescue & Emergency Services proudly serve and protect the residence and countless visitors to the Town of Provincetown annually. We are responsible for all phases of Fire Prevention, Fire Protection and EMS Services. This year the Provincetown Fire Department answered approximately 176 fire related calls. Once again, we consider ourselves very fortunate that all calls were answered safely. The Rescue Squad and the Lower Cape Ambulance crews

continue to be extremely busy with all types of calls and hospital runs. Every year many more different types of affairs continue to happen in Provincetown all year round. These events have proven to be very successful and we are all pleased with the results, however, a longer season and more visitors do put more of a demand on this department. With the addition of Seashore Point to our community we find that this too puts more of a demand on our EMS service. This department answers as many EMS calls as most full time departments and we have the farthest run to a hospital than any other town in the Commonwealth. We have teamed up with The Lower Cape Ambulance Association to make our ambulance runs to the hospital and to answer rescue calls for this department. The demand on our volunteers for this type of service became too much to handle. Our arrangement with Lower Cape Ambulance Association provides excellent advanced life support care to our citizens for a fraction of the cost of any other option available. This arrangement works well and helps allow us the ability to maintain our completely volunteer fire department. If it were not for the well-balanced mix between these two organizations we would be forced into a full time fire department. A full time fire department would cost a lot more and we would not have as many personnel on call when we need them. We continue to put one Paramedic and one EMT on call twenty-four hours a day in the Shank Painter Station from Memorial Day through Columbus Day weekend, which is approximately 150 days. This coverage helps to take the load off of The Lower Cape Ambulance Association in our busiest time of the season.

We have asked to extend the Rescue standby coverage for 2017 to 200 days. This would give us coverage from May 1st to approximately November 20th. Then we plan to ask for another 10 days for next year and that will get us to the end of November. We will then see how that is working and we may ask to extend it another 30 days. There are days when need is there now to have a Provincetown Fire Department ambulance staffed and in the station 24/7 365 days a year. However, with the volunteer rescue personnel, Lower Cape Ambulance and mutual aid we do get through those busy days when multiple calls come in all at once. We will continue to watch the call volume and ask for what we think will be needed as time goes on. If it looks like we can handle the call volume with the assistance of Lower Cape Ambulance then we will hold at 210 days until we need to ask for more days. In December of 2007 we added a third Ambulance to our Rescue Squad. This third ambulance has helped to reduce our need to call for a mutual aid ambulance and it is nice to have a third ambulance handy when one or more of the ambulances are out of town or out of service. This year we replaced our ambulance 198. We have our entire fleet of ambulances and fire apparatus on a scheduled replacement program. The ambulances get a lot of wear due to the distance that they travel for every run to Cape Cod Hospital. They have to pass very strict inspections by The Department of Public Health and Boston Emergency Medical Services. We need our ambulances to be in excellent condition and ready to make that run when needed. The mutual aid system works

great but there are times when the closest mutual aid ambulance available may be coming from Orleans. We really have to have the personnel and equipment to be self-sufficient as it just takes too long to get help to Provincetown. We are extremely grateful to the community for their continued support to make sure are requests for these new ambulances are met.

The Fire Department side of this department is always being called out for various types of incidents and it is also very busy. We are thankful for the state of the art equipment that we now have to work with. We have a fleet of custom built Ferrara Fire Apparatus that have worked out extremely well for our narrow streets. We are now paying our volunteer firefighters \$25.00 for responding to each fire call. This was a pilot program that we started to try and compensate the members for time lost from their regular jobs to answer fire calls. I am happy to report that this system is working out well. We are asking this year that the rate per call be changed to \$50.00 per fire call. This will increase the line item by 5,000.00 which will make the line item for this expense \$40,000.00. We have to look to the future and ease into a realistic fire department budget. This is a small compensation for the members that show up to every call. This will help to keep the volunteers interested and give them a little to make up for the money that they lose when they leave their jobs to respond to a fire call. This will also allow us to build up the fire department budget slowly so if we have to go to a full time someday it will not be such a shock to the budget. However, what we are now asking for will not even begin to pay the salary of one full time firefighter. We are trying to keep the volunteer fire department going for as long as possible. We are now paying our members \$50.00 for each fire drill that they attend. The department requires a monthly drill members are required to make 75 percent of all drills. The monthly drills are on Sunday mornings and usually last four hours or more. We are asking this year that this be raised to \$75.00 per drill. This is just another small measure that I feel that we need to take. We need to compensate the members for giving up one Sunday a month to keep up with the training required to get the job done and done safely. These two programs of paying them by the fire call and drills shows our appreciation for what they do and gives them a little compensation for time lost from their regular jobs.

We have combined the State required Fire, Oil and Gas Inspections with the duties of the electrical and plumbing inspector duties as another measure to save money and save us from hiring a full time firefighter to perform those inspections. John Brown our Electrical inspector does the fire and oil burner inspections and Hank Hautanen our plumbing inspector does our LP gas tank inspections. We are now through the Building Commissioners budget compensating these men for their time. We should be collecting enough for each inspection to cover what they are being paid. These inspectors and wiring and plumbing inspectors before them have been doing this for many years with no extra compensation. This is just another area that the Chief and the Board of Fire Engineers have worked with

other departments within the town to combine duties save the town a lot of money.

Our goal has always been to operate as a volunteer department for as long as possible. This not only saves the town a lot of money, but it provides a large number of personnel to any type of incident when needed. If we had a full time department, you would get two or three firefighters on duty for that shift and most times that would not be enough personnel to handle the incident. To date our system works well. However, we have and continue to lose many members of this department due to lack of affordable housing in our town. Many of our dedicated members have moved from our community because of the lack of affordable homes or affordable year-round apartments. The time has come, if we are going to save this department, to find some kind of housing for our people. We need two and three bedroom homes and apartments that are available and affordable.

The membership of this department has historically been made up of fishermen, carpenters, plumbers, electricians, and the folks from our local appliance company, Gas company, oil company, insurance agency, basically the tradesmen and women of our community. When we answer any type of call we have an expert on the scene for any type of incident that we could possibly be called out to handle. That is what has made this department so great. I can't think of any other department that could turn out to an incident with this many people with that kind of talent. Some of us are second; third and fourth generation firefighters and we would like to see this proud tradition continue for another one hundred years. I will be starting my 26th year as Fire Chief and it is an honor to be the Chief of this department with these amazing firefighters. They do a fantastic job at every incident that they are called upon to deal with. We are very fortunate to have every one of them. We need to find a way to keep these people here for all of the services that they provide to our community. With the loss of our high school it is going to be more difficult to keep this tradition going. Without the high school and families living here I am afraid that we will lose the very people that have for so many years kept this department going and have provided many other services to this community. Our members give a great deal of their time for little or no compensation. This is a very dangerous business and all we have ever asked for is the proper equipment to protect us so we can get the job done to better serve the citizens of Provincetown. We are thankful for everyone's support of this department. We have to meet the same training requirements as full time departments. We have asked that our members be compensated for their time when taking these Commonwealth of Massachusetts mandatory classes. Our request was met and we are now compensated for classes that are required by the state to keep us certified as First Responders. In March of 2014 our members were compensated for the first time for their 24 hours of recertification training. This adjustment to our budget is much appreciated by all of us. We would like to thank the community for getting this funding in place. The Firemen's Association is continually thinking of ways to raise money. These funds are used to make

improvements around the station, purchase equipment, maintain the Franklin J. Oliver Scholarship Fund and for many other projects. They purchased our thermal imaging camera and receiver monitor for \$12,000.00. Thermal imaging makes it a lot safer for firefighters during interior fire attack and makes the chances of finding someone trapped in a fire and smoke filled building much greater. Our 1936 American LaFrance Fire Engine is back on the road. However, it appears that Kevin will always be working on a few minor mechanical issues. This project took a lot more time, patients and money than originally anticipated. This piece of fire apparatus is part of our firefighting history and a lot of time and effort have gone into this project. This is the oldest motorized piece of fire apparatus that we have managed to retain. With the help of Kevin Ainsworth we are trying to get all of the minor issues with this truck resolved. We use this piece of fire apparatus in the Fourth of July Parade and we are using it for funerals. Kevin continues to make improvements in our 1936 American LaFrance and it is on the road for many events. Deputy Chief Roderick continues to work very hard on all grants for equipment that come available. In the past he won a grant for \$125,000.00 to up-grade our self-contained breathing apparatus and another to replace our air compressor. This allowed us to replace our old air compressor that was purchased by The Provincetown Fireman's Association in 1994 and was in need of replacement. He has saved the Town thousands of dollars by being successful with these grant applications. He is currently working on a grant to replace all of our Fire Department radios. The radio frequency will be changed to a digital system of distribution within the next few years. This means that all of the radios will have to be replaced. If Deputy Chief Roderick is successful with a grant for this expense he will once again have saved the taxpayers a lot of money.

The Provincetown Rescue Squad Association has historically raised the money to purchase all equipment needed to keep the Rescue Squad operating. They used to even raise the money to pay for half of the ambulances. This effort takes a lot of time and effort by our members. We saw the need a couple of years ago to add a line item of \$15,000.00 to our budget for supplies for the Rescue Squad. We discovered that due to the tough economic times that we are experiencing the donations are just not coming in like they used to. The Association will continue to try and raise money to offset the cost to operate the Rescue Squad but at this time the money just is not there. Once again we truly appreciate the community coming together and supporting us so we can make all of this work. It takes a lot of effort on the part of the members but without the support of the community it would not be successful.

We continue to plan for the future and are always looking for better ways to serve the citizens of Provincetown. Once again, I would like to thank everyone for their generous donations to the Firemen's Association and the Rescue Squad Association. Your donations make it possible for these organizations to purchase

much needed equipment for our department. I would like to thank the dedicated Fire and Rescue members for always being there. I would like to thank David Panagore and David Gardner their help and support. We would also like to thank the Board of Selectmen, our secretary Joyce Mathews and all other Town departments and the citizens of Provincetown for their continued cooperation and support.

Michael S. Trovato, *Fire Chief*

2016 Provincetown Fire & Rescue Members

Board of Fire Engineers

- Michael S. Trovato Fire Chief
- James J. Roderick Jr. Deputy Chief A
- Gerard Menangas Deputy Chief B
- Russell V. Zawaduk District Chief #1 & #3
- Joyce Mathews Administrative Assistant

Engine Company #1

- Paul Silva, Captain #1 & #3
- David White, Lieutenant
- Luis Ribas, Steward
- Mark Lambrou
- Malcolm Kerr Hunter
- Noah Santos
- Layton Reis
- Scott Menangas
- Dexter Wright
- Michael J. Trovato
- Jada Reis
- Jesse Medeiros
- Zachary Salvador

Ladder Company #2

- E.J. Martinez, Captain
- George Felton, Lieutenant
- Paul Roderick, Steward Ladder 2
- Tom Roda, EMT-P
- John Browne
- Jamie White
- Brandon Motta
- Lee Russell
- Kevin Ainsworth, EMT/Stewart La France
- Carl Osowski
- Jonas Ayala
- Victoria Ainsworth, EMT

Engine Company #3

- Craig Martin
- James Meads Jr.
- Scott Enos, Lt./Steward
- James Richmond
- Frank Horner
- Drew Toma, EMT
- Devyn Enos

Engine Company #4

- David Gonsalves, Captain. & Steward
- Rodrigo Santos, EMT/Lt.
- Christy Douglas, EMT
- Fernando Hernandez
- Ryan Schmidt
- Kaylee Smith
- Chris Brooke

Engine Company #5

- Roger Martin, Captain
- Jeffrey Notaro, Lieutenant
- Michael Chute, EMT
- Chris Enos
- Jonathan Sinaiko
- Garth Stewart
- Shannon Hatch, Steward
- April Hatch
- Michael Notaro

2016 Fire Report of Calls

Fires		LP Gas Leak	9
Structure fire	7	Fuel burner/boiler malfunction	1
Deck fire	2	Unauthorized burning	5
Chimney/Flue/Fireplace fire	3		
Candle fire	1	Service Calls	
Cooking Incident	10	Water problem or Steam leak	8
Brush/Grass fire	2	Public Assistance	4
Mobile property fire	2		
Sanitary Landfill fire	2	Good Intent Calls	
Outside rubbish/trash fire	3	Dispatched & Cancelled en route	18
		Smoke/Odor of Smoke Scare	12
Rescue/EMS Incidents			
Motor Vehicle Accident with injuries	2	False Alarm & False Calls	
Motor Vehicle Accident with no injuries	6	Smoke/Heat Detector Malfunction	5
		Alarm System activation Malfunction	29
Hazardous Conditions (no fire)		Unintentional transmission of Alarm	23
Gasoline or other flammable liquid spill	3	Malicious false alarm	3
Carbon Monoxide Incident	1	Sprinkler activation due to Malfunction	1
Arcing, shorted electrical equipment	11		
Power Line Down/Outages	3	Total Calls	176

Building Department

The mission of the Building Department is to protect the lives and safety of the residents and visitors of the Town. This is accomplished through inspections, enforcement, and compliance with local ordinances, by-laws, and 780 CMR Massachusetts State Building Code. We protect our residents and visitors by protecting the buildings we use. The Provincetown Building Department is one of the four departments that make up the Department of Community Development. The Department consists of a full-time Building Commissioner and Building Inspector, part-time electrical and plumbing inspectors (with designated alternates), and one full-time and one part-time Administrative Assistant. We are fortunate to have extra help from senior volunteers throughout the year. The primary duty of the building officials is to perform both residential and nonresidential plan reviews and field inspections to ensure compliance with all Commonwealth of Massachusetts adopted building codes, including the following: 2009 International Building Code; 2009 International Residential Code; 2009 International Existing Building Code; 2009 International Mechanical Code; 248 CMR Mass. Fuel Gas and Plumbing Code; 2009 Energy Conservation Code; 527 CMR Accessible Code; 527 CMR 12: Mass. Electrical Code; and 2009 Massachusetts Amendments. These codes are slated to be updated this year. Along with inspections attendant with building permits, the building official team inspects all licensed businesses within the Town as well as all places of assembly including buildings owned by the Town as required by the State.

Building Department activities include issuing permits for the following: New homes; Additions and alterations; Detached garages; Kitchen and bath remodels; Attic and basement alterations; Decks and elevated patios; Nonresidential buildings; Gas line installs; Generators; L.P. tanks; Furnace/boiler replacements; Chimney liners; HVAC systems, new and replacement; Electrical installations; Plumbing installations; Demo permits; Signs; Tents; Sprinkler systems for residential buildings and nonresidential buildings; Roofing; Sheds; Window replacements; Energy modifications; and Swimming pools. The Office Administrator along with the part time Administrative Assistant, process & maintain files for all permits & plans. Their duties include: Issuing electrical and plumbing permits; Assisting the public in title searches; Locating surveys for properties; Accepting electrical and plumbing inspection requests; Answering questions about the permit process; Transferring plans to digital format; Gathering data for reporting; Depositing all receipts; Maintaining accounts payable and payroll for the department; and ordering supplies and keeping equipment up to date and serviced.

Fees collected by the department go into the general fund. Our current fee schedule was adopted in 2005. A goal for 2017 is to complete the review of the fee schedule for relevance to the cost of operating the department. A cursory review indicates most fees will remain stagnant; however, the fees associated with plumbing, electrical, gas and mechanical permits are potentially going to increase. Building permits are subject to project valuations, whereas plumbing, electrical, gas and mechanical are based on number of fixtures and are the concentrated areas of review. Below are the fees collected during 2016 and the number of permits issued in 2016.

RECORD TYPE	FEES COLLECTED	COUNT
1 & 2 Family Dwelling	\$202,026.77	227
Certificate of Inspection Application		3
Commercial Electrical	\$7,000.00	74
Commercial Express Permit	\$2,900.00	31
Commercial Gas	\$3,095.00	36
Commercial Gas Water Heater Replacement	\$95.00	1
Commercial Mechanical	\$700.00	8
Commercial Plumbing	\$5,540.00	35
Non-1 & 2 Family	\$130,488.76	217
Request for Opinion	\$50.00	2
Residential Electrical	\$24,950.00	239
Residential Express Permit	\$15,000.00	160
Residential Gas	\$25,480.00	298
Residential Mechanical	\$800.00	8
Residential Plumbing	\$31,210.00	182
Sign Permit - Permanent	\$2,175.00	40
	\$451,510.53	1,561

In September, we welcomed David Rowell in the capacity of Local Building Inspector. This brings the inspectional team back to full staffing. I personally would like to thank all in the Department of Community Development for their support of the Building Department. We are all in this together and cannot function without cooperation and communication.

Anne Howard, *Building Commissioner*

Harbor Committee

The Harbor Committee continues to work with the Selectmen to update regulations and increase the number of boat racks (formerly kayak racks) for small craft on the beaches across town. We also recommended increases to mooring fees for larger vessels, reduced boat rack fees for individuals and multiple members of the same household, and recommended changes to the personal watercraft regulations. The change to the PWC corridor allows for day-trippers to access services such as the fuel dock and marinas without changing the prohibition in Provincetown Harbor. This last change will also need to be approved by Town Meeting. We will continue with incremental recommendations regarding the harbor and beaches with input from the public.

We provided comment for the Town on the redevelopment of Provincetown Marina during their Chapter 91 licensing process to ensure public access and amenities were written into the thirty-year license. Once constructed next year, a wide walkway will run the length of the pier separating vehicles from pedestrians. The walkway will connect to the Ryder Street sidewalk and the Waterfront Memorial Park with wayfinding and educational panels. Public restrooms will be available at the end of the pier as well. These public pedestrian amenities are in addition to the improvements for our visiting recreational boaters with new wave attenuating docks and facilities. We have been supporting other developments along the waterfront with funding for repairs to Bennett Pier (the old fuel dock). The Shellfish Committee and Shellfish Constable will be constructing a shellfish nursery to reduce predation of seedling stock, improving yield for our commercial shell-fishers and adding to the educational experience of the waterfront park. Both the boat racks and repairs to Bennett Pier are funded from the Harbor Access Gift Fund.

We are preparing for the second renewal of our Harbor Plan. When approved in 1999, our Harbor Plan was only the fourth in the Commonwealth. The Plan has helped focus attention of our needs and desires for the Harbor, redevelopment of our piers and protection of our beaches. It also serves as guidance for the State when licensing waterfront properties. This is a particularly good time for this renewal process to occur. We want to loop in the recently completed Hazard Mitigation Plan and then incorporate the Local Comprehensive planning process now underway. Additionally, we have made good progress on a number of other

harbor projects and want to circle back for additional public participation. To that end, we have enlisted Urban Harbors Institute from UMass Boston to assist us with that public process. We hope you will join us over the coming year to engage and inform the next iteration of Provincetown Harbor Plan. I want to thank all of the Harbor Committee members, and especially I want to thank John Santos for being Chair and turning that position over to me while staying on board for continuity. It is a growing process and I look forward to the challenges and experiences ahead.

David Flattery, *Chair*

Harbormaster/MacMillan Pier Manager

We have had some changes in staff and staffing at the Harbormasters Office this year. Ellen Battaglini has moved back to Town Hall and Jarrod Koskey has stepped into the Administrative Assistant position. Our Personnel sub-committee has worked through the job description for a part-time business manager position to improve management operations and administrative controls, without increasing the budget. We welcome Ray Sturdy into this new role on the pier. Additionally, staff assignments for pump-out and office coverage were incorporated into the weekly schedule. Our second shift was doubled with an additional seasonal employee to address issues with squid fishers. The primary function of the Harbormasters is public safety and this is a busy place. When MacMillan Pier is operating at full capacity, we have:

- 11 ferry stops carrying over 5000 passengers (on Pan Mass Challenge Sunday, it's over 8000). Over 120,000 ferry passengers a season;
- 5 whale watch vessels, each running as many as 3 trips a day with a total capacity of 3600 passengers;
- Our 55 commercial fishing vessel fleet brought over \$9 million worth of seafood across the pier; Additionally, many other excursion and visiting vessels depart our pier daily, while recreational boat traffic to Provincetown Marina has increased with the expansion of their docks;
- This season, we have had 25 rescue calls or requests for our assistance to the Rescue Squad, 29 vessels needing assistance, 11 enforcement actions, 9 citations for vehicles or vessels, 2 accident investigations and 1 cold-water rescue that likely saved a fisherman's life;
- We have assisted other departments and agencies for 4 parades, deployed 3 buoys for the Shark Conservancy, run training for oil spill response, marina fire training and other joint operations with U.S.C.G, Provincetown Police and Fire Depts. We met with the Chamber of Commerce, Provincetown Business Guild and Part-time Resident Taxpayers Assoc. with updates. We are working with Harbor Committee on the update to the Harbor Plan and with Conservation Commission with the ongoing Herring Cove clamming issue;
- The pumpout program has averaged 238 gallons of septage a day for July

and August with a high on July 4th of 1,350 gallons removed from vessel holding tanks. The new Pump-out boat's capacity is only 400 gallons.

We handled events such as Blessing of the Fleet, Schooner Regatta, Swim 4 Life, Fireworks, Homemade Boat Race, Kalmar Nyckel, El Galeon Andalucía of Spain and 3 cruise ship port calls as well as other visiting schooners and tall ships. Yankee Lambda Car Club has returned to us and the Coastal Rowing Regatta had its first run of what is now an annual event. An unscheduled event over Labor Day saw us using the pier to stage 17 buses when Hurricane Hermine cancelled two days' worth of full Boston boats. We wrapped up events on the pier with a commercial fishers survival training course in late October and then First Light Provincetown began the New Year with fireworks.

On the physical plant side, we have replaced motors on the crane barge and patrol boat. We are refurbishing the walkway and benches and did a substantial rehab of the Transportation Dock. We built a tender float with an ADA style ramp for the cruise ship tenders to aid people in wheelchairs. We have done some pier waler replacement work and replaced planks for walkways this off-season. This is in addition to the regular ongoing maintenance of pumps, control cables, cranes, boats, toilet handles, power pedestals, light fixtures and moorings. The Comprehensive Condition Survey of MacMillan Pier by our engineers has been submitted to the Board of Selectmen. It has been reviewed by the pier staff, DPW Director Rich Waldo and his Water, Sewer and Buildings and Grounds teams. While the condition of the pier is good, the report reveals that deferred maintenance is catching up to the pier. We have 177 pilings that need replacement in the near future and electrical work needs to be done to refresh the system due to the corrosive effects of the marine environment. The report separates regular maintenance for Pier Corp from capital repairs for the Town. There is an Executive Summary followed by a more detailed analysis with recommendations and costs. Appendices of field notes and inspection reports follow. This has been a great collaboration between the departments. Given the extensive nature of the report, we will be working with the report for the next several years to budget for and execute the repairs. The report is available online.

Additionally, we have participated in the Town Manager's initiatives. We are working with Collins Center for data collection and analysis, we have assisted with the Stellwagen Bank Marine Sanctuary feasibility study, represented Provincetown for the Cape Cod Chambers' Blue Economy Initiative, attended public records training, and the All-Hazards planning process. We have worked with the new owners of Fishermen's Wharf to ensure the needs of the public are met. We participated in a panel discussion on the future of commercial fishing at the fourth annual Cape Coastal Conference hosted by Waquoit Bay Reserve. We serve as a director on the executive board of the Cape and Islands Harbormasters Association. Last fall, we had a site visit as part of the Army Corp permit process

for the floating docks and wave attenuator project. It was enlightening and beneficial as EPA, NMFS (National Marine Fisheries Service) and FEMA were all present. The DEP Chapter 91 license and 404 Water Quality Certification is complete. Coastal Zone Management will do their consistency review. Army Corp has an Environmental Assessment to do as part of the review. Those parts all need to be done before Army Corp can issue their permit. They expected to be done with that permit in about 6 months. FEMA on the other hand, has to do an Environmental Assessment as well and their process is now projected out to two years. The engineers are finishing up the bid documents and waiting on permitting. If the Army Corp permit is complete by spring, we can then move forward with expansion of the artists' studio trapshed program and will have all the past non-compliant issues dealt with. The permit will allow us to get on the dredge program schedule for next fall. The Town Pier and Provincetown Harbor have certainly changed over the years. Be sure to check the Shellfish and Pier Corp reports as well. We are busier than ever. I would like to thank my second in command, Luis Ribas, Shellfish Constable Steve Wisbauer, and our seasonal staff for their caring, professional approach to the job. Of course, we couldn't do this work without the dedicated volunteers on Pier Corp, Harbor and Shellfish Committees. The dedication they all have for Provincetown's' marine environment is commendable.

Rex McKinsey, *Harbormaster & MacMillan Pier Manager*

Board of Health

The Board of Health and the Health Department initiated many improvements and achieved significant progress in protecting the environmental and public health in Provincetown in 2016.

Regulatory/Licensing

Food Service

- Completed a major overhaul, clarification, and simplification of Food Establishment Regulations, fees, and licensing processes.
- Eliminated unnecessarily burdensome steps of licensing process, including requiring new licensees to appear before the Board of Health, and requiring pre-opening inspections for compliant existing food service establishments.
- Guided 15 new/upgrading food establishments through regulatory process to ensure all new/upgrading food establishments are fully compliant with federal, state, and local regulations.

Rental Housing

- Updated regulation of rental units to increase compliance and to make enforcement more efficient.
- Launched an intensive, targeted outreach and compliance campaign with the help of the new Code Compliance Officer position, which resulted in a 43% increase in rental units registered in the program.

Inspections

- Piloted inspection “blitzes” –dedicated weeks for licensing reminders and inspections— to facilitate compliance and smoother openings for existing semi-public pools, hot tubs, and lodging establishments in good standing.

Public Health

- Awarded Mental Health/Substance Abuse Case Management Services grant to Outer Cape Health Services, which launched the Community Resource Navigator program – a full time, year round program to provide increased access to mental health and substance abuse services for unserved Provincetown residents in order to improve public health and safety. At 3 month follow ups, 85% of Navigator clients saw improvements in their basic needs.
- Launched the Recovery Housing Working Group, which seeks to explore housing options for those in recovery in Provincetown
- Adopted enhanced tobacco controls such as e-cigarette regulation and increasing the tobacco purchasing age to 21, prior to the state and federal government adopting similar measures. In 2016 one long time tobacco retailer chose to stop selling cigarettes
- Incorporated marijuana use regulations into existing smoking regulations in anticipation of legalization
- Convened quarterly Public Health Group meetings between local public health providers and agencies to discuss issues of concern and to coordinate efforts. Rapidly responded to two urgent public health concerns—norovirus in local shellfish and another shigellosis cluster—through relationships built through the quarterly public health meetings.

Emergency Preparedness

- Updated Provincetown’s Comprehensive Emergency Management Plan with assistance from Massachusetts Emergency Management Agency (MEMA).
- Leveraged grant funding along with budgeted funds from Provincetown and Truro to further outfit the emergency shelter to better prepare for a large scale sheltering event.
- Purchased new ham radio systems for both the shelter and the police station with grant funding. The Provincetown-Truro regional shelter now has the capacity to communicate with critical emergency service agencies such as the Barnstable County Regional Emergency Planning Committee (BCREPC) Multi-Agency Coordination Center (MACC) and MEMA even if all other modes of communication are disabled.
- Participated in all regional emergency planning trainings and meetings.

Environmental Health/Sanitation

- Managed the public health failure request process as a means for connecting to the Municipal Sewer System during this State of Limited Capacity.
- Participated in sewer expansion planning as a core member of the Sewer Team.

- Established a baseline of information of existing grease management infrastructure in Provincetown through the newly-required inspection reports of grease management systems at all food service establishments. Required non-compliant establishments to become compliant through installation of internal grease traps, additional pumping or cleanings of traps, or variances. The Board of Health Chair and Health Department staff would like to thank the Board for their outstanding service and commitment to our community. Special thanks to Vice Chair Steve Katsurinis, Dr. Janet Whelan, Elise Cozzi, and alternates Joseph Freitas and Fred Latasa-Nicks. Clerk Betty Williams retired from the Board in November 2016 after serving the Board faithfully for many years. The Board would like to thank the Health Department staff, Morgan Clark and Laura Marin, for their professionalism, hard work and diligence and who, without them, the Board would be unable to fulfill its duties.

Mark Phillips, *Chair*

Morgan Clark, *Director*

Growth Management Report

The annual growth management report is required by the Zoning Bylaw and evaluates the effects of growth on our resources over the past year, including but not limited to potable water supply, solid waste disposal, wastewater disposal, building permit activity, economic development activity and the inventory of affordable housing. The Selectmen are asked to make a finding on the compliance with the Department of Environmental Protection Water Withdrawal Permit and to set the rate of growth for the upcoming year of 2017. The report includes the following findings:

Finding for Water: The Town is permitted an average daily withdrawal of water at the rate of 850,000 gpd, with non-compliance at 950,000 gpd. The 2016 daily average water withdrawal is reported at 679,982 gpd, 79.9 % of the DEP permitted limit, and 3% lower than last year.

Finding for Wastewater: The wastewater treatment plant is now permitted to handle 750,000 gpd and currently committed to 1039 properties. As we continue to be within 7% of our usable capacity at the plant, we continue to operate under the State of Limited Capacity, which was approved by the Selectmen and Water and Sewer Board back in 2015. We continue to track at or under our five year assumptions for each of the 5 priority connections pursuant to that policy, with 7,746 gpd of the 50,000 utilized or 15%. Peak flows at the plant for both July 4th and Carnival for 2016 are within 1% of 2015 and we continue to monitor the effectiveness of the 10% reserve during peak flow periods in relation to the July 2014 event.

Finding for Solid Waste: We have a DEP license that allows us to handle a maximum of 5000 tons of solid waste at the transfer station. The Town reported a combined solid waste and recycling total of 4171 tons in 2016. That includes 35% recycling rate.

Finding for Building: Pressure for growth in new development remains in the Category 3 or market rate housing development. We were able to credit 1147 surplus gallons to Category 3 this year, thereby reducing the queue considerable.

Finding for Economic Development: 2016 saw a total of 3 permits issued for a total of 2601 gallons, slightly above the 2500 gallons planned for within the limited capacity scenario for the year. In addition, we have seen an uptick in interest from the business community, we have one application schedule for your 27th meeting, and we are currently processing 3 other applications.

Finding for Affordable Housing: Within 2016, three units at Grace Gouveia and 23 units at Stable Path were occupied by tenants. The Subsidized Housing Inventory stand at 9.8%. In December we saw the realization of the Year Round Rental Housing Trust, and an incredible amount of work has already occurred over the last two months to bring about market rate year round rental options to town.

Based on a finding of compliance with the DEP Water Withdrawal Permit and the other finding indicators presented, staff recommends the full allotment of growth pursuant to Zoning for the upcoming 2017 year within Growth Management.

Licensing Board

In 2016 the Provincetown Licensing Board continued its mission assure compliance with the Licensing Board Rules and Regulations and to assist businesses through the licensing process. The Board continued to work closely with the Police Department and the Health Department on compliance issues. The Licensing Board and Department continued in their education and enforcement efforts in order to increase compliance with licensees. The Licensing Agent, in conjunction with the MIS Department, continued work on the new Accela licensing software system, creating applications for all license types as well as for the licenses processed by the licensing agent for the Health Department. This process took 1-2 days per week during a majority of the calendar year. The Licensing department and the Board also sponsored Training for Intervention Procedures (TIPS) training for alcohol servers and management in May and June. In addition to TIPS training, the board and Police Department sponsored the third annual Security Training aimed at educating bar and restaurant staff and managers. The Licensing Department continued to increase and improve communication with licensees through the use of Constant Contact and began continued the use of the 'newsletter' with information regarding licensing issues as well as other Department of Community Development information. The Licensing Agent oversaw the work of the newly funded Compliance Officer position. In conjunction with the Health Department, the compliance officer worked to increase compliance in the area of rental certificates. Current Board Regular members are Frank Thompson, Chair; Michelle Foley, and Zachary Luster, Shawn Byrne and Guy Barbarulo. Regina Binder and Breton Alberti are

currently serving as alternates. The Board held 21 meetings in 2016 (including 2 non-meeting day work sessions and 2 special meetings to accommodate the needs of licensees) and, with the assistance of the Licensing Agent, processed over 550 licenses. Revenue to the Town through the licensing process totaled more than \$300,000.

Licenses Approved by The Licensing Board

Alcohol	79	Outdoor Artist	7
Art Gallery	55	Parking Lot	11
Auto Sales	1	Pedicab	10
Common Carrier	7	Special Entertainment	23
Common Victualer	57	Special Liquor	21
Entertainment	70	Special Parking Lot	3
Fortune Teller	5	Stables	0
Inn Holder	10	Taxi /Livery	34
Lodging	65	Peddler	1

**Licenses Processed Through the Department
Which Do Not Require Board Approval**

- Camps Cabins and Motels – 24 Licenses
- Corporation Retail or Year Round Retail – 221 Certificates
- Food Service Permits – 289 Permits
- Pedicab Operator – 27 Licenses
- Renters Certification – 218
- Taxi Operators – 39 Licenses

Code Compliance Incidents

Letters of Violations sent by Licensing Agent	2
Warning Letters of Violation by Licensing Agent	18
Tickets Issued by Licensing Agent	2
Noise Complaints (business related)	25
Show Cause Hearings/Discussions with Board	0
Bar Checks	370
Licensing Inspections	27

In 2017 the Licensing Agent will work with the Compliance Officer to expand on his/her duties as they relate to licensing, zoning, building and health. Our goals for 2017 will be to continue to provide time sensitive, transparent, excellent customer service to licensees and the public and fulfill the statutory duties and responsibilities of the board; to review, add and revise, as appropriate the Rules and Regulations of the Board; to endeavor to reach out, communicate and educate licensees about applicable Rules and Regulation to their businesses; to provide access to continuing education programming opportunities for Board members and licensees as needed; and to fill any vacant seats on the Board. Working with enforcement agents, we will continue to investigate allegations of licensee

negligence, incompetence and unlicensed practice. Where non-compliance is established, the board will impose fair and appropriate sanctions, based upon consistent findings of facts, practices, or omissions that are not in compliance with the statutes and rules regulating businesses working with enforcement agents. We will continue to better coordinate licensing related matters with licensees, other Town boards and the town administration, easing the burden on licensees wherever possible. We will continue to look for ways that the Board and Licensing Department can assist the licensees through educational (TIPS, Security, etc.), and will continue the process of promoting the use of the new Accela on-line licensing software system through literature, email marketing, and information/education sessions for licensees.

Frank Thompson, *Chair*

Parking Department

The Provincetown Parking Department manages the parking system in Provincetown by coordinating a number of functions including on and off street parking, parking meters and kiosks, parking permits, regulations and enforcement. Provincetown has two manned parking lots with a staff of 15 full time seasonal employees working from 8am to 12 midnight, 7 days a week. MPL handles an average of 8,000 vehicles a week and Grace Hall does an average of 6,000 per week from the beginning of April to the end of October. The upgrades in technology to these parking lots provide our visitors with payment options of credit card or cash. The Town upgraded the kiosk last year to a new generation of machines and now there are ten. The new technology in these machines has proven to be most effective and a proven revenue stream. Our visitors can choose any of three languages English, French and Spanish. We also selected a smart phone app, Passport Parking. When the Parking Passport app is downloaded by the visitor to their smart phone allows them to select the designated numbered parking spot either at the kiosk or the mechanical parking meters and pay for parking through the Parking Passport app, and has proven to be popular with our visitors.

Domenic Rosati, *Parking Administrator*

Police Department

The members of the Provincetown Police Department are committed to providing the best possible policing services to those who live, work and visit our community and recognize that successful policing cannot be done without your support. On behalf of the Provincetown Police Department, I would like to recognize the efforts of our government leaders, residents, and business partners for their continuous support and validation of their confidence in me while understanding our critical work and the duties and responsibilities of our staff. It is the mission of the Provincetown Police Department to preserve the public peace, prevent

crime, detect and arrest violators of the law, protect life and property, enforce the laws of the State of Massachusetts as well as the by-laws and regulations of the Town of Provincetown. Serving as a police officer today means facing adversity and overcoming increasing challenges. We ask more of our officers on the street today than any other time in history. Policing is about much more than simply investigating crime and arresting those who would do us harm. It is providing counseling for families in distress, getting someone suffering from mental illness medical help, working out a civil dispute between neighbors, as well as educating and working with our young people in our school programs. We require officers to not only be experts in law enforcement but also to have many of the same skills as a trained psychologist, lawyer and community organizer. Officers of the Provincetown Police Department are dedicated to maintaining a high level of public confidence by ensuring that each member displays honesty, integrity, and sound judgment in their contacts with our citizens, always recognizing their duty to protect and serve the members of our community. In addition, they respect the notion that law enforcement can be resolute yet compassionate – that the dignity of people can and should be preserved in the delivery of our services to the greatest extent that circumstances allow. We also acknowledge that policing policies must be conceived in collaboration with the public subject to those policies. We endeavor to live this paradigm of partnership.

Statistics: It is my pleasure to present the 2016 Annual Report of the Provincetown Police Department. It is my intent that this report will provide the community with insight into the Department's successes in meeting the needs of the community and how it will continue to provide quality services in the forthcoming year. The total number of detainees saw an increase in 2016 with 196 arrests and a decrease of 135 people held for being incapacitated by alcohol. This was a total of 331 people processed in our booking room or held in our jail cells.

Calls for Service	2016	Calls for Service (con't)	2016
911 General	214	Juvenile Offense	1
Aircraft	87	Keep the Peace	12
Alarm – Fire	145	Larceny/Forgery/Fraud	159
Alarm – General	334	Landlord/Tenant	23
Animal Call	658	Licensing Inspection	27
Assault	12	Lost/Found Property	1011
Assist Citizen	390	Medical Emergency	523
Assist Agency /Mutual Aid	274	Missing Person	35
Bar Check	379	MV Accident	167
B&E Burglary	22	MV Breaking & Entering	3
Bike Accident	33	MV Complaint	328
Bike General	67	MV Disabled	145
Bike – Stolen	52	MV Hit & Run	69
Building / Prop. Check	6906	MV Observance/Assignment	2697

Boat / Harbormaster	40	MV Stop	1499
By-Law Violation	54	MV Vandalism	15
Child Endangerment	5	Noise Complaint	144
Complaint	336	Officer Injured	2
Complaint-Street Performers	77	Parade	24
Complaint-Taxis	6	Park, Walk & Talk	862
Crowds / Overcrowding	5	Parking Complaint/General	303
Disorderly	37	Phone Calls - Annoying	3
Disturbance	157	Property Damage	43
Domestic Disturbance/Assault	87	Rape	2
Drugs/Alcohol Mental Health	11	Robbery	0
Escort/Transport	56	Serve Restraining Order	63
Fire, Brush	7	Serve Summons	71
Fire, CO Alarm	2	Serve Warrant	31
Fire, Vehicle	2	Service Call	692
Fire, Structure	11	Sex Offender Registration	18
Fire, Other	38	Shoplifting	25
Fire, System Test	58	Stolen MV	4
Fire Vehicle In/Out Service	48	Station Coverage	171
Firearms/Weapons	16	Sudden Death	1
Follow Up	336	Suspicious Activity	142
Foot Patrol	383	Threats	36
General Info	26	Traffic Control	91
Harassment	43	Trespass	69
Hazards	166	Vandalism	14
Info Services - Lobby	367	Wires Down	44
Incapacitated Person	179	Total Calls for Service:	21,645

Your police officers continue their progressive track to be more focused, more proactive and more outgoing. They continue to collaborate with our community, its citizens, businesses and visitors. Some quick examples of their community commitment include:

Three officers are serving as basketball coaches for school children.

- Bi-annual preparing and serving luncheons to our seniors.
- Continue carrying NARCAN in all our cars in an attempt to off-set opiate overdoses.
- Representing the police department at the Provincetown Business Guild meetings.
- Assisted with the regional efforts of the volunteer gun buyback program.
- Managing local pet food pantry donations.
- Was an active partner in the Community Navigator program.
- Sheperded the Special Olympics Torch as it begins its journey across Cape Cod.

-
- Participated in the Run to the Top of the Monument cancer relief fundraiser.
 - Escorted the Wounded Warrior Soldiers Ride to its designated finish line.
 - Partnered with Truro to share emergency shelter operations and other essential elements of police service.
 - Stocked and then staged the yearly Pumpkin Patch in front of the police facility.
 - Was victorious over the Fire Department in the charity fundraiser Battle of the Badges.
 - Bi-annually accompanied middle-school students to the regional Shop with a Cop event.
 - Delivered 1,572 unwrapped toys to the annual Marine Corps - Toys for Tots program.

Provincetown Public Schools: We currently partner to provide an on-call school resource officer who supports the school when needed. We also coordinate with other emergency responders to ensure procedures for fire, medical, district emergency and all other drills are current and reflect the best practices for student safety. Your police officers are regularly present during the opening and closing procedures at our school. They also routinely respond when needed to conference with staff, teachers and parents or just to have lunch with the kids.

Senior Outreach: We currently partner to provide a dedicated police officer to act as a liaison to support the Council on Aging when needed. This is a complex partnership as the vast majority of our senior community is healthy and self-sufficient. The Council on Aging serves the entire post 55 community with programs to stimulate every aspect of mind and body while encouraging social interaction with fellow seniors. This important segment of our community can benefit from regular contact with police officers, direct involvement in crime prevention strategies, and awareness of available services. Likewise, we gain a better awareness of seniors' crime-related needs and concerns of seniors, identify problem areas, and develop and implement community wide solutions from this dedicated contact. We continue our long-standing reassurance program, where seniors agree to phone the police station each day. If we do not speak with them, we will call or send a police officer to check on them, as needed.

Public Outreach: Our community partnerships are stronger than ever and our strategies to reduce crime and harm in our community have been successful over the past year. The Police Department actively uses social media to reach many of our residents as well as nonresidents that like to know what is happening in Provincetown. These social media tools allow us to notify the community about local emergencies (such as snow emergencies/parking bans), crime reports or patterns, safety warnings, upcoming events and activities, and local happenings.

I am pleased to say that we are having great success with this and have received many positive comments over the last year. We make every attempt to update the public as events occur. This eliminates many telephone calls to the Police Department Dispatch Center and reduces any speculation or rumors. Please stay engaged – stay connected - look out for each other, family, friends and neighbors.

Police Facility: Provincetown is well overdue for a new police station. From a passerby's perspective, the current Provincetown Police Station building has a nice appearance and seems to have aged well since its original construction in the early 1970's when it started its life as a funeral home with a living space above and the renovations that we finished in 1986. However, a closer examination of the building would show that the conversion in 1986 merely provided a cosmetic façade around an old, antiquated facility behind the scene providing a “plastic fruit” appearance. Upon entering the building one can immediately see that the current layout provides many potential hazards to the staff and visitors, varying from life and safety to daily operations and emergency operations. Circulating through the building it becomes very apparent that the building's organization and space layout has not really changed for over 40-years from a time when the requirements and needs of a by-gone era vary so greatly from the current issues of that modern police departments face daily. Dispatch operates on aging, failing equipment without back-up equipment for support and without the proper wall ratings for fire and ballistic requirements. Multiple room uses within the current building have been adapted to accommodate current operational needs, but in doing so, their new multi-functional uses cause ineffective, unsafe and unsanitary conditions. During our 30-plus years of occupancy, professional repairs were reactive, not proactive. For example, there's a patch here and there, wires to hold windows closed or sandbags to stop basement floods and a failure to resolve major issues. Also, the building does not meet handicap access rules. The problems are too great, too many and just too costly for renovation of the current substandard building. The heating and electrical systems have already required upgrades to meet current code requirements. The existing generator does not serve the entire facility when power is lost. The building's infrastructure was not designed to handle current and future technology needs. The building has exceeded its normal life expectancy and needs to be replaced. Constructing additions and performing renovations is not a viable or cost effective option due to the condition of the facility and site constraints. It then stands to reason, and has been proved by more than three years of study, that if it was inadequate then, it is surely inadequate today. I could fill up my entire report just detailing all that is wrong with the building and the parcel it sits on, but I would rather focus on the purpose of the project: the safety of our community. We need to secure the safety of our friends and families by finally giving the men and women of the Police Department the ability to do their jobs and to properly conduct the business of policing our town. The police station study together with the Building Committee's (and our) design consultant propose a functional and efficient building that will

serve this community for many years to come. While our current police facility continues to hamper our effectiveness and accreditation efforts, we thank our town leaders, the volunteer Building Committee and community members for taking the necessary steps to build a new police station just down the street on Jerome Smith Road.

Opioid Crisis: As many in town are aware, the most significant concern we face is the problem of substance use addiction and the ancillary crime associated with it. Drug addiction is tearing at the fabric of every community in Massachusetts and we must utilize every resource at our disposal to educate the community, delay onset of substance use for our children, assist people and families in seeking treatment for addiction, target people and organizations who choose to distribute narcotics or commit crimes fueled by drugs in our community and protect our citizens from the consequences of the current drug culture we face. The men and women of the Provincetown Police Department encourage those suffering the painful grip of addiction to come to us for assistance prior to the police having contact with them through an arrest or other means. When anyone walks into our station or approaches one of our officers on the street to ask for help in finding treatment, we will assist them in the process - no questions asked. We can encourage those suffering from addiction to seek out help, rather than allowing our children, parents, friends and other loved ones to continue to live in the shadows. All of the news articles about substance abuse issues in our region have proven that it's time to eliminate the negative attitudes associated with addiction, educate people about substance abuse disorders and celebrate those who choose recovery. Individuals struggling with the grueling battle of addiction need guidance and encouragement from those who have travelled the same dark and twisted roads. There are a few methods we use in finding a treatment facility:

- The Department of Public Health's Bureau of Substance Abuse Services has an online tool for locating drug treatment programs at www.helpline-online.com or you can call them at 800-327-5050.
- Gosnold of Cape Cod can be reached at 800-444-1554 and will help in getting substance abuse treatment using their Cape-based outreach plan.
- The Provincetown Community Resource Navigator (CRN) program, operated by Outer Cape Health Services, assists residents of Provincetown who are struggling with needs related to substance use and behavioral health issues, along with related needs for social services that contribute to these challenges. The Navigator helps individuals in need identify services, access them via referral and stay connected. This program works closely with all local and regional community agencies to obtain referrals and coordinate services best to meet the needs for clients. The Navigator helps clients either in office on the second floor of the Provincetown Library or by direct intervention out in our community, working with us as public safety partners. Scheduled Office Hours:

10:00 am – Noon, Wednesday-Friday or by appointment. For services, kindly contact the Navigator directly at 774-722-5704 or via email at navigator@outercape.org

For the rest of us, we should make an effort to learn about addiction and celebrate the gains made by those in recovery, just as we would support people who have managed other health conditions. It is important to recognize and understand that treatment works and recovery is possible.

Parades, Races and Celebrations: The Provincetown Police Department assists dozens of special events each year with a variety of services including traffic safety, crowd control and special event services. Your officers are assigned to these events ensuring the public's safety while assisting with charity walks, manning the route of a road or bike race, concerts, picnics, parades and sporting events. We receive countless requests year-round for help with charitable events. With your commitment to safety and community relations, many of these positions are funded by the police department and we are proud to help. The larger events held in town require the creation of event plans drawn up and passed out to officers, who execute such duties as closing roads and detouring traffic. Event plans are constantly evolving and are evaluated during each event to ensure their effectiveness. All of the 2016 events were successful. This included another campaign visit by Democratic Presidential candidate and former Secretary of State Hillary Rodham Clinton in August.

Staffing: I treasure the extraordinary privilege of leading an extremely talented team of exceptional men & women who have assumed the responsibility of guardianship for their fellow citizens and have prepared themselves for the required sacrifices necessary to be community police officers. This includes our dedicated civilian telecommunicators and support staff who stand with us in protecting the Town of Provincetown 24/7. They all represent our community with compassion; dignity and they are certainly Provincetown's best and brightest in my eyes. This year we observed the retirement of our senior-most Police Officer Rachel Peters after 34 years of service to her hometown. We made significant strides forward with the promotion of Police Lieutenant Gregory Hennick and the addition of Emergency Telecommunicator Jessica Reeves. Having worked side-by-side with these incredibly dedicated men and women for the past year, I know that they are a group to be proud of.

Community-Oriented Policing: We continue our outreach initiative known as "Coffee-With-A-Cop". One of the big issues police must continually deal with is communication. We understand that we often arrive in the lives of some individuals when least expected and in many cases, in situations where we are not wanted. Understanding this, despite some periodic criticism, we do our best to protect human life and serve the citizens of our great community every day.

Our goal is to preserve the quality of life for those who work, live and play in Provincetown. We prioritize and tailor our community policing efforts and problem solving techniques to our specific community. Aside from a narrow focus on crime, we strive to broaden our mission through the support of the many programs we offer our citizens of all ages, as we focus on developing strong partnerships with community stakeholders and citizens alike. Our goal is to be more accessible to and accepted by our community, while providing more efficient and effective services. Community policing is a partnership whose objective is, in part, to determine community needs, policing priorities and to promote police accountability and effectiveness. Consultation with the community through community police forums is of critical importance. But community policing forums are not the only means of consultation; other channels may also be developed and should include the participation of all stakeholder. We ask our police officers to do this in an increasingly troubled world. We lost 140 U.S. police officers to line of duty deaths last year. Many due to an unprecedented number of ambush style attacks. Police officers were often simply sitting in a patrol car catching up on paperwork from the last call. In the face of all this danger, our officers continue to serve by going into the dark places of our world at the most dangerous of moments, why? First, your police officers CARE. They are drawn to policing because they want to make a difference in our community. Watching over those in need, those who are in a vulnerable moment or making a positive difference for others is a core part of who your officers are at heart. Your police officers in Provincetown are highly trained and work under a strict oath of office that they take very seriously. They willingly embrace the concept that citizens, regardless of race, gender, gender identity, nationality, or economic status, should be treated with empathy, dignity and respect, even when they are suspected of committing a crime. As your Chief of Police, I clearly recognize that without the assistance and support of our community members, the police department cannot succeed or be effective in our mission. This is why I support everyday face to face contact with those we serve. I can assure you that you will continue to have a police department you can be proud to call your own.

In partnership with the community,

James F. Golden, *Chief of Police*

Provincetown Public Pier Corporation

The Provincetown Public Pier Corporation (Pier Corp) would like to thank the voters of Town Meeting for Article 12 last spring allowing the Town Manager to fund a comprehensive survey of MacMillan Pier. This survey by Bourne Consulting Engineers, builds on our previous annual surveys. The survey allows us to track rates of decay so we can budget maintenance costs into the future. This fifth year survey goes beyond the annual studies and includes above and below the waterline inspections as well as electrical, plumbing and building components. We met with the Board of Selectmen to review the report on November 29, 2016.

As expected, the report shows the pier to be in good shape with some notable exceptions; the floating docks and fender piles represent the majority of the work to be done. The floating docks were designed to have a wave attenuator to protect them. Due to significant objections at the time, the attenuator was removed from the original design. Without protection, the floating docks have sustained repeated damage over the years. By 2013, winter storm Nemo broke off the end of the south dock along with other damage. As a named storm, the facility qualifies for reimbursement assistance from Federal Emergency Management Agency (FEMA). As we progress from design phase to bidding, we are currently waiting for the Army Corp of Engineers to complete our construction permit and for FEMA to complete their cost/benefit analysis. This has been a painfully slow process. We are now projecting dredging and construction starting next fall. Maintenance of the fender piles has been deferred due to the insistence of the Board of Selectmen that the Pier Corp pay an annual rent currently at \$93,263. Now beyond repair, replacement of the failed fender piles is required; the cost is estimated in the engineers report at \$800k. The financing package assembled for the \$18M reconstruction of MP required a 25% local match (\$3.8M). This was appropriated at town meeting in 2001. The Town was also required by the grantors to set up a management entity to operate and maintain the pier on the Town's behalf. In order to gain public support for the appropriation, the Town Manager at the time stated that the Pier Corp would repay the local match. This assurance was made without the benefit of any financial analysis or having the Pier Corp board in place to represent the piers financial interests.

While the Pier Corp was created by the Legislature with Chapter 13 of the Acts of 2000, it was not until July 29, 2002 that the Selectmen appointed the first Board of Directors. In the intervening two years, construction moved forward and the Town negotiated with the Provincetown Fishermen's organization (ProFish) to ensure commercial fishing would be a protected class of tenants on the pier. The Town signed an agreement with ProFish on February 26, 2001. Among the protections built into the lease with Pier Corp, the fishermen were allocated the east side of the pier for their operations and the Selectmen were to provide a subsidy to Pier Corp in order to offset the discount to market rates for these tenants. The Pier Corp continues to honor the agreement to provide a discounted rate but has never received the subsidy promised by the town. This has become an obstacle to the continuing maintenance of MacMillan Pier. To date, Pier Corp has paid \$1.7 million in rent to the Town. This is in addition to the other expenses associated with the pier's operation including but not limited to water, electric, employees and indirect costs. We track the difference between market rate and the commercial fishing rate on MacMillan Pier. While the selectmen do not reimburse Pier Corp for the fishermen's subsidy, to date the value of the reduced dock rate is \$1.56 million. These payments to the Town, the reduced rates and expenses paid on the town's behalf are the only part of the Town Pier story. Activity on the pier includes:

- Commercial fishing product crossing the pier was over \$9 million wholesale;
- Our local fleet consists of 52 owner-operated fishing vessels. Each vessel runs with 1 or more crew in addition to the owner;
- With as many as a dozen ferry landings, 5000 people are crossing the transportation dock daily, over 120,000 ferry passengers a season;
- 16 excursion vessels such as whale watch or Schooner Hindu serve passengers for hire;
- Presently, there are 8 artists' studios at the trapsheds. Rent from these tenants has paid for the sheds and produces about \$35,000 in annual revenue;
- We continue to explore the viability of cruise ships as an emerging source of pier revenue. As part of our evaluation, we have put sustainability and other controls in place to limit the negative attributes while serving these well-heeled day-trippers. Demographic data suggests as many as 40% of passengers may return to towns they enjoyed on their cruise for a longer stay.
- We continue to explore growing our local fishing industry sustainably as this is the heart and history of our community.

Clearly, a lot of people depend on a well maintained and fully functioning pier for jobs, travel and recreation. We have been having the conversation with the selectmen regarding maintenance funding and commercial fishing supports for many years (see past annual reports). This year, our engineers brought forward a report that quantifies what maintenance needs to be done and what capital repairs need attention. We can all get together and agree to maintain the pier, but when we present a balanced plan tied to how much rent we can afford to pay, we are met with "no, we are not comfortable reducing rent at this time." This year we asked for a \$23,000 reduction in rent from \$93,263 to \$70,000. Annual rent payments to the Town jeopardize our ability to keep up with maintenance. The pier is among the most significant pieces of our infrastructure and is vital for the well being of our residents and visitors. The community benefits enormously from the pier and can continue to do so in the future if an agreement on the appropriate payment to the town can be reached. Other than this ongoing disagreement, the pier is functioning well. We are adapting our staff assignments to address our needs for better reporting and grant management with the addition of a part-time Business Manager. Ray Sturdy came onboard in November and is already been a big help. I would like to thank the other volunteer Directors; Vice-Chair Ginny Binder, Treasurer Scott Fraser, Carlos Verde and Herbie Hintze. As with many other Town Board members, you may see them volunteer in other capacities. I would also like to thank the staff of the Harbormaster's Office, specifically Harbormaster Rex McKinsey, and Luis Ribas for all of their hard work.

Kerry Adams, *Chair*

Rescue Squad

This year, there were over 1,070 Rescue Calls in Provincetown. These calls were handled by the Provincetown Rescue Squad and Lower Cape Ambulance Personnel. Lower Cape Ambulance staffs the department with personnel year round and the Provincetown Rescue Squad provides additional staffing during the summer months (and shoulder seasons), as well as supplemental coverage and call assistance during the winter months. It seems every year we are faced with new equipment changes, which are often meant to help our patients or to help us as providers (or both.) Last year we introduced the automatic CPR machine, the Lucas, to our fleet and squad. It is a state of the art life-saving piece of equipment. This year, the state mandated that new ambulances have a power-load, electric stretcher. This type of stretcher is basically an electric stretcher (which allows for up and down motorized lifting of patients on the stretcher) as well as a built-in truck loading dock that will hold the stretcher and use a motor to get the stretcher into the truck. This new equipment will reduce on the job injuries (like back injuries) as well as injuries to patients.

For the second year in a row, the Provincetown Rescue Squad and Provincetown Fire Department organized what will be an annual fundraiser for the Muscular Dystrophy Association, "Fill the Boot." We are proud to report that we raised over \$15,000 total in the last two years for this organization. Our event is held during Labor Day weekend and we are extremely grateful for the generous support from the community, as well as the patience shown while you have to travel through the "tolls," sometimes even multiple times during the weekend.

As always, the Rescue Squad would like to thank Fire Chief Michael Trovato, the Deputy Chiefs, Board of Fire Engineers, Joyce Mathews and the rest of the Fire Company personnel for their leadership, support, help and partnership. Thank you to the Police Department (Officers and Dispatchers) for your patience with us, getting us where we need to go and keeping us safe on calls. Thanks to those of you who made donations this past year, especially the Swim for Life. Thanks to the following organizations for their continued teamwork with us: Lower Cape Ambulance, The National Park Service, Provincetown Harbor Masters Office, Council on Aging, Flyers Boat Yard, United States Coast Guard and Outer Cape Health. And lastly, thank you fellow citizens and visitors of Provincetown, for your keen eye, kind hearts towards your fellow humans, wearing your seatbelts and helmets, checking in on your neighbors and for generally being good people. Stay Safe!

Denise Russell. *Provincetown Rescue Captain*

EMS Members - Rescue Squad

Denise Parks, EMT/Captain	Rosemary Smith, EMT
Othaine Rance, EMT-P/Lieutenant/ Steward	Barbara Prado, EMT
Alan Felton, EMT-P	Juluis Smith, EMT
Michael Coelho, EMT	Kellianne Pannoni, EMT
Ed Fallas, EMT	Heather Baker, EMT
Julie Cataldo, EMT-P	Nick Pelkey, EMT
Christianna Brown, EMT	Kevin Ainsworth, EMT
Jennifer Guallpa, EMT	Drew Toma, EMT
Molly Costa, EMT	Mike Chute, EMT

2016 Rescue Calls	Total	2016 Rescue Calls	Total
Abdominal Aortic Aneurysm	0	Hypovolemia/Shock	1
Abdominal Pain/Problems	76	Inhalation Injury (toxic gas)	0
Airway Obstruction	4	Migraine	0
Allergic Reaction	15	Nausea/Vomitting	27
Altered Loc	36	Neuro/CNS Injury	0
Asthma	1	No Apparent Injury/Illness	68
Back Pain (non traumatic)	18	OB/Delivery	1
Behavioral/Psychiatric Disorder	40	Obvious Death	3
Bowel Obstruction	1	Other	100
Cancer	0	Other Abdominal/GI Problems	5
Cardiac Arrest	6	Other Cardiovascular Problem	0
Cardiac Rhythm Disturbance	16	Other CNS Problem	3
Chest Pain/Discomfort	50	Other Endocrine/Metabolic Problem	1
CHF (congestive heart failure)	1	Other G.U. Problem	1
COPD	3	Other Illness/Injury	72
Dehydration	13	Other OB/GYN	0
Diabetic Hyperglycemia	8	Pain	85
Diabetic Symptoms (hypoglycemia)	6	Patient Assist Only	0
Dizziness	14	Poisoning/Drug Ingestion	4
Diarrhea	3	Pregnancy/OB Delivery	0
Electrocution	0	Respiratory Arrest	0
Epistaxis (non-traumatic)	3	Respiratory Distress	36
ETOH Abuse	28	Seizure	20
Fever	10	Sepsis	2
G.I. Bleed	4	Sexual Assault/Rape	0
General Malaise	10	Smoke Inhalation	0
Headache	12	Stings/Venomous Bites	0
Hemorrhage (non-traumatic)	8	Stroke/CVA	6
Hemorrhage (traumatic)	9	Substance/Drug Abuse	3
Heat Exhaustion/Stroke	7	Syncope/Fainting	47
Hypertension	1	Toxic Exposure	0
Hyperthermia	0	Traumatic Injury	128
Hypotension	5	TIA	2
Hypothermia	0	Unconscious	7

2016 Rescue Calls	Total	2016 Rescue Calls	Total
Unknown Problem	6	Total Ground Transports	667
Vaginal Hemorrhage	0	Transport by Medflight	0
Weakness	18		
Not Applicable	14	No Treatment Required	85
Not Known	1	Treated and Released	110
Not Available	0	Patient Refused Care	187
Not Reporting	1	Treated, Transferred Care	2
Not Recorded	0	No Patient Found	0
		Standby Only - No Pt. Contact	0
Total Monthly Calls	1070	Cancelled	1
		Treated, Transported POV	12
ALS Transport to CCH	522	Dead at Scene	6
BLS Transport to CCH	145	Unable to Locate Patient/Scene	0
Transport to Other	0	Totals	403

Shellfish Committee

2016 was a year of observing changes and readying ourselves to plan the future of Provincetown's recreational and commercial shellfisheries. The Shellfish Committee and Shellfish Department see the importance of taking into account all of our various user groups. This year, working with the Board of Selectmen, Pier Corp. and the Harbor Committee, the path to a comprehensive updated harbor plan was laid out and shellfishing, in all its forms, will be included.

Recreationally, receipts from licenses increased 20% from 2015. This was not due to a fee increase but an increase in popularity for the activity. The Shellfish Committee and Shellfish Department have been working to create a welcoming and inclusive environment for those that are new to the activity. With the help of PTV, an informational video was created and can be seen on local media. Our greatest quahog propagation efforts were targeted around the West End. From Captain Jack's Wharf to the Provincetown Inn, 280 bushels of breeder quahogs were relayed during the spring and allowed to spawn during the summer months. This area, while not naturally abundant, is now open for shellfishing and has provided over 500 baskets of clams during the first half of the 2016-2017 season. We were treated to an abundance of surf clams washed ashore last winter as the sand moved outside of Hatches Harbor. Blue mussels and bay scallops unfortunately have apparently relocated to deeper waters but oysters are popping up in any location with a favorable habitat. Test areas for oyster beds were started last year east of the West End breakwater. This year, they were augmented with remote set spat on shell (baby oysters attached to shells) as well as seedlings. Growth has been exceptional and with these successes comes the opportunity, with the harbor plan, to determine how extensively we want to propagate this resource.

Commercially, we as a Town see the importance of a sustainable marine based

economy and are taking unique steps to encourage this industry’s return. Assisting with the complex permitting process as well as making allowances for space and facility has resulted in 9 new grants being approved at State and Federal levels in 2016. During the late 1980’s the West End flats were full of active aquaculture grants. After 30 years, with only a few respected diehards farming shellfish commercially, this traditional growing area has become active once again. As a result of cultivating a welcoming and inclusive aquaculture community, people from very varied backgrounds are attempting a shift to marine based careers. Again, with the harbor plan, comes the opportunity to determine the extent and locations of this industry in our waters.

We would like to thank the Harbor Committee for funding repairs to Bennett Pier and hope that many aquaculture success stories begin with the shellfish nursery planned for that location. Support from and collaborations with the Board of Selectman, Marine and Public Works Departments were essential and appreciated. Finally, we would like to thank Mel Cote for twelve years of Shellfish Committee service and welcome our returning member, Alex Brown.

Lory Santos, *Chair*

Stephen Wisbauer, *Shellfish Constable*



The Provincetown Community Housing Council (CHC) was created by Article 3 of the April 4, 2007 Annual Town Meeting. The mission of the CHC is to foster the development of community housing opportunities that support socio-economic diversity for the residents of Provincetown through housing planning, resource identification and community outreach. The CHC assumed all of the responsibilities of the former Local Housing Partnership and consists of 5 regular and 2 alternate members. Working with the Town Housing Office and the Town’s Housing Specialist, the Council works to support and advance the preservation of existing community housing options, housing education, and the creation of new community housing opportunities for the residents of Provincetown. The Council also administers the Affordable Housing Trust Fund and implements the Town’s approved Housing Policy and Action Plan as opportunities arises. Current members are Susan Cook, Elaine Anderson, Kristin Hatch, Ronald Irwin, and Paul Richardson; there are two vacancies for alternate commissioners.

2016 saw new affordable residential rental units completed and occupied at both Stable Path (23 units) and the Grace Gouveia Building (3 units). The CHC has worked with the Provincetown Housing Authority (PHA) to increase the number of units at the PHA for housing seniors, disabled persons and low-income families. The PHA acquired the units at the Grace Gouveia building in December 2016! On October 28, 2016 the CHC approved two community housing permits

for deed-restricted ownership units at 44-48 Winslow Street; both will be one-bedroom units, one with eligibility up to 120% AMI and one up to 150% AMI; expected completion is late 2017/early 2018. Also this last year, the Council approved \$15,000 of funding support for the Homeless Prevention Council of Lower Cape Cod for emergency housing, counseling and assistance to prevent homelessness. The Housing Specialist managed the resale of three deed restricted ownership units, which became available last year. Through the Community Housing Council, the Housing Office has created a *Path to Ownership* program to encourage residents to prepare for ownership opportunities. This included sponsoring a second First-Time Homebuyer workshop in Provincetown in September 2016 and other self-sufficiency classes such as *Budgeting*, *How to Rebuild Your Credit*, and *How to be a Successful Tenant*. The CHC also provides scholarships for residents that complete the homebuyer classes. The CHC and the Housing Specialist continue to seek creative ways to expand affordable housing options across a full range of incomes and to address greater utilization of existing resources and properties. Maintaining and creating affordable year-round housing remains critical to the future of our community.

Susan Cook, *Chair*

Council on Aging

Since 1972, the Provincetown Council on Aging (COA) has been a welcoming resource and activity center for seniors and their families. Our mission is to promote the well-being and independence of older adults by identifying their needs and interests, developing supportive programs, coordinating community services and advocating on their behalf. As is true throughout Massachusetts and especially in Barnstable County, the number of residents 60 years of age and older in Provincetown is increasing dramatically.

Provincetown Population 60+

2010 - 938 residents (31% of population)

2016 - 1,307 residents (42% of population)

Thanks to a committed group of volunteers and a dedicated staff, not only do we continue to serve more people each year, we also have offered more programs and services than ever before with no increase in staff hours. In FY2016, we served 880 people and offered 188 programs and services in the following categories:

Services

Food Pantry
Health Insurance Counseling (SHINE)
Health & Wellness Services
Income Tax Assistance
Legal Assistance

Programs

Art Classes / Crafts / Open Studio
Chorus / Music Programs
Fitness Classes
Lounge
Media Center / Tech Assistance

Services

Medical Equipment Loan
 Outreach
 Social Services
 Storm Reassurance
 Support Groups
 Tax Abatement Program
 Transportation

Programs

Movies / Story Swap / Travelogues
 Nutrition & Meal Programs
 Out & About Programs
 Recreation / Social Programs
 Writing Workshops

Our outreach program was very active in FY2016. Conducting over 400 home visits annually, our Outreach Coordinator offers case management and confidential support services to older adults. We are the “go to” center for seniors in town and can assist in a myriad of ways. Providing almost 1,800 rides last year, our transportation program helps to ease social and geographic isolation with regular trips to Hyannis, COA lunches and special events, Provincetown Library, Stop & Shop, elections, in-town medical appointments and up-Cape cultural, meal and social outings. In addition, a grant from Elder Services of Cape Cod & Islands funds door-to-door rides to medical appointments Cape-wide. Nutrition programs include both meals and classes. The Elder Services Nutrition Program was housed at the COA in FY2016, providing 1,229 lunches and 5,046 home-delivered meals. The COA also operates a year-round food pantry open to all and delivers food to residents through the USDA food distribution program.

In response to increasing demand, programming rose 15% in FY2016 with new offerings in ballroom and hula dancing, ukulele lessons, First Light Meditation and more. Out & About excursions included visits to museums, sightseeing, sailing trips, boat tours and a whale watch. Through PTV and WOMR, the COA is able to reach homebound seniors through regular programming. COA events are televised on Channel 99 and *‘Specially for Seniors*, a monthly radio show hosted by the Director, airs on WOMR. Each month we distribute 725 copies of our newsletter *Coastlines* and it is available on the Town website. The COA works closely with the Provincetown Police Department to promote senior safety in the community. The Police Department offers phone reassurance and lock-box programs and hosts bi-annual lunches at the COA. We sincerely appreciate the Department’s commitment and many kindnesses shown to seniors. In addition, the COA Director is involved in Town emergency planning with a focus on the needs of special populations.

We continue to strengthen collaborative efforts with Town departments, human services providers, cultural institutions and other organizations, working with 30 groups in FY2016. New partnerships included the Cape Cod National Seashore and the new Girl Scout Daisy Troop. The COA staff is actively involved in advocacy for seniors on a regional level as well. The Director is the Co-Chair of COAST (Councils on Aging Serving Together) and serves on the Barnstable

County Health and Human Services Advisory Council. The COA Outreach Coordinator is a member of the Cape Cod COA Outreach Coordinators group and the Cape Cod Hoarding Task Force. The COA Program Coordinator participates in the Cape Cod COA Program Coordinators group. We could not accomplish all of this or serve as many people as we do without the dedicated efforts of many. Special appreciation to the COA Board (Chris Asselin, Michelle Foley, Amy Howell, David Ketchum) and to our fundraising organization, the Friends of the COA (Ollie Ahmuty, Maria Andrews, Lee Ciliberto, Dorothy Clements, Greg Howe, Kent Isham, Christine Martin, Mary McNulty, Mary Peres, K. Marge Perry, Vernon Porter, Vern Wilson). The COA staff (Maureen Hurst, Andrea Lavenets, Carla Mancino, Pat Medina, Char Priolo) is exemplary in providing professional and compassionate service to seniors.

We consider it a privilege to serve older residents who are such a vital segment of the community. There are no age or membership requirements to attend programs at the COA and the majority of our services are open to all as well. If you've never visited the Veterans Memorial Community Center, stop by so we can give you a tour and show you all that's going on here! Congratulations once again to the 2016 Provincetown Senior of the Year, Barbara Rushmore, a well-deserved honor.

Chris Hottle, *Director*

Disability Commission

The Provincetown Disability Commission is pleased to submit its report to the Town of Provincetown and its citizens. The Commission met with different businesses to clarify the regulations on service dogs. Many businesses were very grateful for the information. We also had the entrance of Seashore Point redone to be in compliance with the regulations in the ADA laws. One of the major accomplishments was to have ADA regulations followed in the MPL for handicap parking. Many people were using their handicapped placards in regular parking spaces in the lot and getting half off their parking fees. This was causing a loss of revenue to the Town. We proposed at the Annual Traffic Hearing that the spaces for disabled parking remain in place but that the half off fee be removed for all handicapped parking at the MPL. The proposal was passed and will be in effect in the summer of 2017. The following is a list of on-going issues that the Commission faces in the year to come: Office space, where we can service the public and lend out necessary equipment for the benefit of the disabled community who visit and live in Provincetown; Lack of inclusiveness with other Town boards that have matters that concern the disabled community; and Handicapped parking spaces: lack of 5% of total spaces available and spaces being moved without Commission input.

Herbert Hintze, *Chair*

Housing Authority

The Housing Authority Board of Commissioners and our Executive Director Patrick Manning, hereby submit this 2016 Annual Report to the citizens of Provincetown. In 2016 the Provincetown Housing Authority (PHA) continued to manage and operate the following subsidized housing programs: *Maushope*, a 24 unit apartment complex serving elderly and disabled adults at 44 Harry Kemp Way; *Foley House*, a single site building located on Bradford Street which consists of 10 units for homeless persons with HIV, and 9 scattered site units for families.

The 2016 year was a very productive year for the Provincetown Housing Authority. The Board of Commissioners and staff continued to focus on their mission to providing safe affordable housing for Provincetown. PHA submitted a grant proposal to the Community Preservation Committee for Community Preservation Act (CPA) funds to initiate the planning for the expansion for Maushope. PHA was awarded \$60,000 in CPA funds and implemented the initial phase of the planning process. PHA secured the assistance of the Massachusetts Housing Partnership for technical assistance for the expansion project.

Provincetown Housing Authority, with the Provincetown Board of Selectman, Bob O'Malley of Beachfront Realty, and Michelle Jarusiewicz, Town Housing Specialist, secured the purchase of three affordable one bedroom units at the newly renovated Grace Gouveia Building. The purchase of the three units was a true community effort. The "Friends of Maushope" as a 501c(3) organization continued their mission to improve the quality of life for the residents of Maushope. The Friends purchased a garden shed for Maushope at the request of residents. The Friends were able to secure the donations of four new benches for Maushope.

Diana Fabbri, Kristin Hatch, Elaine Anderson and Jennifer Germack continued to serve on the Housing Authorities Board of Commissioners. Nancy Jacobsen continued to serve as the State Appointee on the Board of Commissioners. Diana Fabbri resigned from the Board of Commissioners after providing seven years of dedicated service to the Housing Authority. Charlene Parris accepted an appointment by the Board of Selectman and the Board of Commissioners to serve on the Board of Commissioners. The Commissioners voted Kristin Hatch as Chair, Elaine Anderson as Vice Chair and Jennifer Germack as Treasurer. Kristin Hatch continues to represent the Housing Authority on the Provincetown Community Housing Council. The Board of Commissioners voted Elaine Anderson to represent the Housing Authority on the Community Preservation Committee.

Applications for the Authority's housing programs are available at the office at 44

Harry Kemp Way or by calling 487-0434. The Provincetown Housing Authority is committed to its role as advocates for affordable housing and supports the goal of the Provincetown Selectmen to address the housing crisis confronting the Town of Provincetown.

Kristin Hatch, *Chair*

Patrick J. Manning, *Executive Director*

Human Services Committee

The Human Services Committee is responsible for developing the Request for Proposals process and recommending the funding strategy for the town's annual Human Services grant program. Working in conjunction with the Committee's adviser, Chris Hottle, Director of the Council on Aging and the Department of Human Services, the Committee strives to ensure that Human Services needs are identified and addressed through Committee meetings, meeting with applying agencies and two annual public hearings. For Fiscal Year 2017, the Committee reviewed and recommended funding for 13 agency applicants for a total expenditure of \$78,025.

The Committee also oversees the John A. Henry Trust Fund, which distributes financial assistance to families with children from birth to eighteen years of age. In Fiscal Year 2016, 28 families received stipends totaling \$10,210. Committee members include Elton Cutler, Cynthia Franco, Karen Kelly, Jean Knee, Joseph Murphy, Donna Szeker and Gabriela Villegas.

Cynthia Franco, *Chair*

Human Services Department

The Department of Human Services (DHS) is responsible for six vital programs provided to ensure supportive services for Town residents.

Human Services Grant Program: The DHS Director serves as adviser to the Human Services Committee (HSC), which manages the annual grant process. Through an annual RFP, the HSC reviews grant applications from Human Services providers and recommends funding to the Town at the Annual Town Meeting. The Committee is to be commended for their dedication and thoroughness in their duties. The Director supports the mission of the Committee by scheduling and attending Committee meetings, collecting and reviewing required agency reports and supervising the invoice and RFP processes.

John A. Henry Trust Fund: In addition, along with the DHS Director, the HSC oversees this fund which provides stipends to families with children. This program is administered ably for the Town by Charlotte Fyfe, Cape Cod Children's Place.

Town Contract with the Visiting Nurse Association of Cape Cod (VNA): This contract is supervised by the DHS Director and provides in-home nursing services to under-insured and at-risk residents as well as monthly health clinics open to all.

Human Services Round Tables: The DHS Director organizes bi-annual round table forums with local Health and Human Services providers to identify needs and promote communication and collaboration among organizations.

Social Services Assistance: Staffed by Gosnold on Cape Cod, a Social Services Assistant offers free, confidential appointments assisting residents in obtaining resources including financial aid, Food Stamps, Fuel Assistance and other supports.

Veterans Memorial Community Center Office Space: The Director manages office space occupied by Human Services providers including the Cape Cod Children's Place, Gosnold on Cape Cod, Independence House, the Veterans Agent and the VNA.

Maureen Hurst, Department of Human Services Administrative Assistant, provides clerical support to the Department and the Human Services Committee and is to be commended for her professional services.

Chris Hottle, *Human Services Director*

Board of Library Trustees

The Provincetown Library was ranked **second** in the nation for libraries with budgets between \$400,000 and \$999,999 by **Library Journal**, and also received a 5-star service rating. This ranking, based on community use of our department, and our nation-leading performance is largely attributed to the extensive amount of programming the library now offers the Provincetown community. The Library realizes that the Provincetown community has invested heavily both in our department and physical space. We are truly lucky to reside in our gorgeous historic building, and in the form of unique programming and services, we seek to engage our community which has been so supportive of us. The Library continues to offer a strong schedule of programs and workshops spanning a wide range of topics. Programs such as Tuesdays with Hilde, Children's Story Hour, Tai Chi by the Ship, and Free Movie nights continued to receive strong attendance from year-round residents and also fostered a great sense of community. Ongoing partnerships with the Writer's Voice Café, AmeriCorps, Provincetown Schools, Council on Aging, Seashore Point, and the Provincetown Theater undoubtedly improved both the quality and reach of the programming schedule while also connecting the Library with different segments of our population. New initiatives such as the Outer Cape Resource Navigator and the upcoming Winter Wednesdays program continue to expand the Library's reach in a community as our organization serves as an example of the versatility and ambition that can be attached

to the word “Library.” The Library showed great versatility in 2016 by also functioning as an exhibit and performance space, offering exciting series such as the Summer Art on the Lawn, O’Neill 100, and several live music performances. We have also identified ourselves as a department that continuously pushes to develop innovative uses of technology to serve our community while also maintaining our web presence through an updated website and new social media initiatives. As planned, the Library launched a re-designed website in December of 2016, maintained its own YouTube channel, and continued our dedication to regularly publishing community generated content online. The Library has also started working with the Town Manager’s office to produce the Outer Town Crier, a website and weekly newsletter that will aid other departments in marketing their news and events.

2016 also saw a new series of annual Library events established by the Board of Library Trustees and Director Matt Clark continue to grow. April hosted the first annual Moby Dick reading Marathon, a three day celebration of Melville’s classic. The June Heritage Day Celebration featured a standing room only appearance by Provincetown’s Bill Evaul and heralded curator Sam Tager, and September’s second edition of the Rose Dorothea Award was presented to Provincetown Legend Josephine Del Deo. 2016 also saw the first annual Provincetown Book Festival, bringing together a diverse lineup of accomplished authors included Guggenheim award winner Paul Lisicky. These events function as an excellent opportunity to add prestige to our already historic organization as well as advance the overall quality of the Library’s offerings.

The Library has a staff of 11 which includes three professional positions and 8 part time circulation aids. This staffing level allows the Library to be open to our community 7 days per week. In addition to shelving and other daily maintenance needs, our circulation staff provides a wide range of services including cataloging, research assistance, or a friendly face to interact with on a cold day. Nan Cinnater, our Lead Librarian, works with a Collection Committee made up of staff, volunteers, and community leaders to continuously improve and expand the quality and scope of our Library’s offerings. She also manages our archival and database services. As Tech and Member services coordinator, Brittany Taylor provides the troubleshooting and maintenance needed on a daily basis to keep the Library’s collection management system and public use computer services running at a high level. She also provides outreach, education opportunities, and programming to the community. A balanced combination of volunteer and grant funding enhances our programming promotion, and services. We rely heavily on the community through several committees and boards to create a truly inclusive and transparent department. Provincetown Library remains unique on the Cape in that it is open the most hours of any public library, and the only one with 7-day access year round. We are deeply committed to providing access to our residents through both the busy months of the season and the slow winter months when the library is the only literal and metaphorical light. The exact definition of a Library remains very fluid in today’s world. We will continue to honor the tradition of our great institution, offering a strong collection and access to learning materials, while

also remaining open to ways to improve ourselves and our services. In a community as diverse as Provincetown, we seek to have something for everyone, whether that be instruction of how to best use cutting edge technologies, or a warm, welcoming building on a cold Cape day. As always, we are grateful for the support of town government and our residents, and rely on an excellent staff to ensure that the library meets the needs of the community. Community oriented, nationally recognized, the Library is a central source for all nonprofits, arts and academic organizations in Town.

Laura Shabott, *Chair*

Matthew Clark, *Library Director*

Recreation Department

The Recreation Department provides many quality programs to residents of all ages, from our Summer Program, to all of our exercise classes. In 2016, while maintaining those great programs, the department also focused on the facilities, allowing better opportunities for residents to be able to participate in various exercise activities. In January, the Recreation Department mailed out a survey with the census. This survey asked residents what programs they would like provided, which facilities need updating, and what they would like to see provided at these facilities. The department received over 1,000 responses out of the 2,200 surveys mailed out, outlining adult fitness and outdoor exercise opportunities as the most requested. As a result, the Recreation Commission has set goals to provide more adult group fitness programs, and include exercise equipment at other Recreation facilities. The department has already started to implement these goals, and looks forward to accomplishing them in future years.

In the spring of 2016, The Mildred Greensfelder Playground received the last of its renovations. With Community Preservation funds, the playground's sand was removed and replaced with a pour-in-place rubber surfacing. The rubber pour-in-place surface gives the children a much safer surface than sand, and it makes the entire park ADA accessible. Along with the rubber surfacing, grass, benches, picnic tables, were added to convert the playground into a small park. With the exception of the pour-in-place installation, all the labor was provided by the Department of Public Works at the playground. The Recreation Department is extremely grateful to them. By providing that service, project savings were estimated at 30 percent. The final product has made the playground and the basketball courts safer and more appealing to all community members. In addition, both are utilized much more often than in years past. As a continued effort to update recreation facilities with Community Preservation funds, two shade structures were added to the Veterans Memorial Community Center playground in September. In previous summers, the playground behind the old Veterans Memorial Elementary School became unusable after 10 am due to the amount of heat reflected by the sun. Due to its poor location, there is no shade from any trees,

or any part of the building. With recent studies of sun exposure, the Recreation Department found it necessary to add shade over half of the play structure, and shade over a picnic area where the children eat lunch. Now children and adults can enjoy the playground and picnic areas without concerns of sun exposure. For the fourth year in a row, the Knights of Columbus of Provincetown funded a field trip for children in the Recreation Programs. This year the group of children went to the Boston Garden for a Celtics game on a Saturday in March. The Provincetown Schools loaned the school bus at no cost, and each participant had no charge to attend the trip! We are extremely grateful to both the Knights of Columbus and Provincetown Schools, and hope to continue this great opportunity in the future.

Once again, our Summer Program saw large attendance throughout the summer months seeing 158 total children attending, and an average of 65 children per day. The Recreation Department and the Recreation Commission believe this is the most important program offered because it correlates to the short seasonal working schedule and provides childcare for those that need to work in the community. The program runs Monday- Friday, 9 am to 3 pm, with an option to have care extended to 5pm for an additional cost. This year, the program's theme was Board Game Mania. Each theme day was organized into everyone's favorite classic board games such as Battleship, Sorry, Clue, and much more. Children in the program participated in a variety of activities designed to integrate all children such as, games, arts and crafts, visiting town beaches, and going on great field trips. Some of the field trips included the following: Cape Playhouse, Water Wizz, Wellfleet Movie Theater, Bass River Sports, Long Point, Beach Forrest, ice-skating at Charles Moore Arena, and the Inflatable Park. A key contributor to the Summer Program's success is our staff. We are lucky enough to have energetic, local, young adults that come back every summer. The children are lucky to have them as they can relate to most of them, because the majority have participated in this program in their youth. The Recreation Department continues to try to rebuild the Fourth of July parade to its once great size. The department saw 25 floats and 10 fire trucks in the 2016 parade. There was a wide assortment of entrants ranging from children's floats, to exercise groups, to musical floats. The department is dedicated to increasing this parade's popularity and seeing it expand to the numbers in the past. We thank the entire community who have participated, and encourage all interested to participate next year. After the Summer Program ends in September, our annual Afterschool Program offers childcare to parents that have to finish their workday. This program was first developed in September 2007. During the Afterschool Program, the Recreation Department provides supervised activities for children ages 4 and older. Children do homework and complete their nightly assignments before participating in preplanned, age-appropriate activities. A new addition to the Afterschool Program was a collaboration with Provincetown Schools, which we developed specialized activities/enrichment classes. Some of these enrichment activities included the following: Computer Coding, Minecraft Club, Chess Club, Cooking, Art Club,

and Legos Club. With the help of the school, we were able to provide a variety of afterschool activities, in addition to sports and afterschool care.

This past year has been another successful one for all the young athletes of Provincetown. Children from kindergarten through sixth grade participated in soccer, basketball, baseball, and softball throughout the school year. The department has seen a slight increase in participation in sports from previous years. Youth sports provide the children of Provincetown with a safe activity, where they can learn the fundamentals of teamwork, and have friendly competition with neighboring towns including, Truro, Wellfleet, Eastham, Orleans, Chatham, Harwich, and Brewster. The department relies heavily on our group of volunteer coaches. Without these dedicated volunteers, it would be impossible to have sports teams. Thank you to them for their willingness to help the youth of Provincetown. Halloween events continue to be another favorite of the Recreation Department events. We continued with the annual Halloween Greet n' Treat. Even though the weather was poor, approximately 135 children dressed up in their costumes and paraded through Seashore Point to visit the residents, then proceeded down Alden Street, and across Bradford Street to Commercial Street, followed Commercial Street to Gosnold Street and headed up Winslow Street to end at Motta Field. At Mott Field, local businesses decorated their vehicles and handed out candy to the children of Provincetown. There were 26 businesses that registered and all 26 showed up, despite the rainy weather. The top best-decorated entrants were awarded trophies: 1st place-Provincetown Police, 2nd place-Tony Brackett, and 3rd place-Seamen's Bank. We are extremely grateful to have such wonderful organizations and businesses in the community to support this event. Thank you to the Provincetown DPW, Seaglass Inn & Spa, Venture Athletics, Seashore Point, Knights of Columbus, RKM Property Management, Seamen's Bank, Center for Coastal Studies, Provincetown Chamber of Commerce, Provincetown Ghost Tours, Coffee Pot, Cape Cod Oil Co, Provincetown Police Department, Provincetown Fire Department, Provincetown Rescue Squad, G.O.B. Mechanic & Plowing, Mercedes Cab Funk Bus, J&E Fruit, Joe & Sons, Egeli Gallery, Dolphin Fleet, Tony Brackett, Kim Pike, Tracy Kachtick-Anders, and Penney Patch for participating in this year's Halloween Greet n' Treat. The 4th Annual Battle of the Badges was played between Police and Fire Departments as a fundraiser for the Soup Kitchen of Provincetown. The Police Department pulled out another victory over the Fire Department in 2016, retaining the coveted plaque in their station, but the real winners were the Soup Kitchen, as \$832 was raised from entry fees, raffle and snacks sold at the game. Thank you to both departments for your service, time, and effort in this game. It truly is appreciated. Friday Night Movie Night for the children of Provincetown remains a very popular program. From 5:30 pm until 8 pm, the Recreation Department provided two different, age-appropriate movies along with popcorn for kids to enjoy; allowing parents a few free hours without children on Friday night. The program was well received by parents, and participation remained high through the four-month period that

this program was offered.

For the third year in a row, the Recreation Department also collaborated with the Provincetown PTA, Ace Hardware, and VFW to host a Breakfast with Santa at the Provincetown Schools' cafeteria. The PTA was able to give every Provincetown Schools child a \$20 gift card to Ace/Radio Shack at Conwell Lumber to spend on toys. The Fire Department gave Santa a ride to the school and he had breakfast with all the children and parents of Provincetown. Another excellent collaborated project was created towards the end of the year. The Provincetown Art Association and Museum collaborated with the children in the Afterschool Program and with Provincetown Schools to paint pictures. The theme chosen for the children to paint about was what they like most about Provincetown or winter. The paintings came out beautifully and were well thought out. All of the paintings were hung in vacant store windows and town buildings during the First Light Celebration and will remain up for the duration of the long winter. Thank you Grace Ryder-O'Malley and Kiah Coble at PAAM for coordinating this activity. In addition to those great events, many groups have held meetings or events at the Veterans Memorial Community Center throughout the year. These groups include: National Seashore Ranger Training, Family Week Training-Collage, VFW, Provincetown PTA, Aids Support Group, AA, Al-Anon, CMA, OA, USCG Auxiliary, Outer Cape Health Services, Highland Fish and Game, American Legion, Ladies Auxiliary, Cape Cod Theater, Counter Productions, Provincetown Players, Outer Cape WIC services, Recreation Commission, Harbor Committee, Provincetown Theater, Provincetown Public Library, Massachusetts Rehab Commission, Pan Mass, Tennessee Williams Festival, Community Development Partnership, Cape Cod Children's Place and many other theater rehearsals.

As always, I would like to extend my greatest gratitude for the continued support this department has received from parents, community members, and fellow employees. The Recreation Department would also like to extend thanks to all the volunteers, organizations, and community members for contributing to a successful year in 2016: Provincetown Schools, Seamen's Savings Bank, Department of Public Works, Police and Fire, Far Land Provisions, Angel Foods, Board Stiff, Provincetown Business Guild, Knights of Columbus, Nelson's Bait & Tackle, Portuguese Festival Committee, Council on Aging, Provincetown Fire and Police Departments, Fudge Factory, Venture Athletics, Penny Patch, FV Glutton, Greg Anton, Paul and Karen Silva, Kevan Spoor, Christopher Landry, Carlos Verde, Adriana Stefani, Adrian Peters, Kellianne Pannoni, Arthur Egeli, Bobby Enos, Rick Todd, Bill Jacobs, Joe Farroba, Glenn Enos, and a very big thank you to the summer staff: Samantha Lomba, Kelsey Trovato, Dylan Kaeselau, Patrick Silva, Michael Toomey, Stephanie Roderick, Mackenzie Kiefer, Caroline Thompson, and Brittany Silva. Please come and see the Recreation Department at the Veteran's Memorial Community Center located on Winslow Street. There are many activities for all to enjoy from ping-pong to dance class or one of our

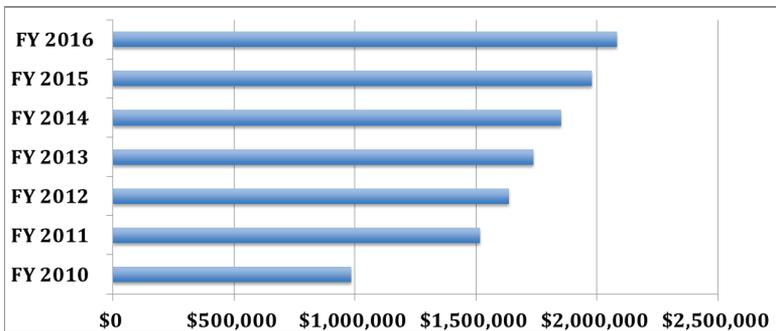
meetings. To get information on program descriptions and schedules, updates, the calendar of events, along with newly added programs please go to the Recreation page on our excellent website: www.provincetown-ma.gov. Thank you to all!

Brandon Motta, *Director*

Tourism Department

The Provincetown Office of Tourism, along with the Visitor Services Board, has been working on many projects to increase visitation, create awareness and improve our local economy and brand - *Provincetown, America's First Destination*. Our efforts are focused on the different segments of business offered to visitors. During fiscal year 2016 we introduced a cutting edge digital geo-farming campaign targeting travelers with interest in ecotourism, arts & culture, entertainment, food and LGBTQ lifestyle. To embrace the Social Media frenzy #MyPtown was born. A Giant Adirondack Chair was commissioned to create a photo opportunity for visitors to share on all Social Media Platforms. This year we increased the number of billboards to maximize outdoor advertising, and we identified new regional marketing opportunities and attended consumer tradeshows to reach international and domestic audiences.

Room Occupancy Tax Revenue

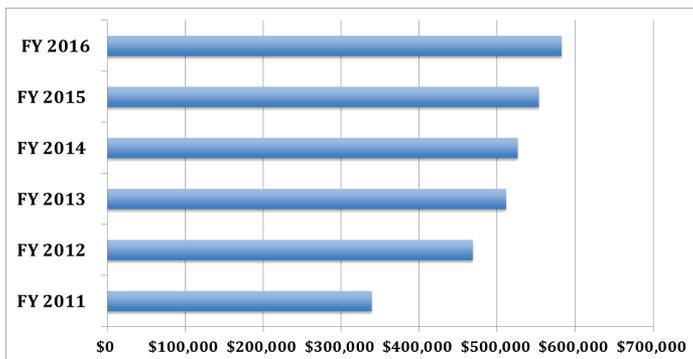


The advertising is a combination of digital impressions, digital and print ads (usually complimented by a digital component), social media and radio. Last year we added outdoor advertising through the use of billboards. The Provincetown Chamber of Commerce and the Provincetown Business Guild receive annual Cooperative Marketing Grants to enhance the Town's marketing efforts. The Tourism Fund also provides Marketing Grants. These annual grants primarily support the marketing of events in the shoulder and winter seasons. We encourage organizations to apply for these grants, which subsequently increase visitation to Provincetown. We have expanded our media exposure by profiling Provincetown to the press with monthly news releases. These news releases cover all aspects of the Town including Arts, Culture, Heritage, Entertainment, Eco-Tourism,

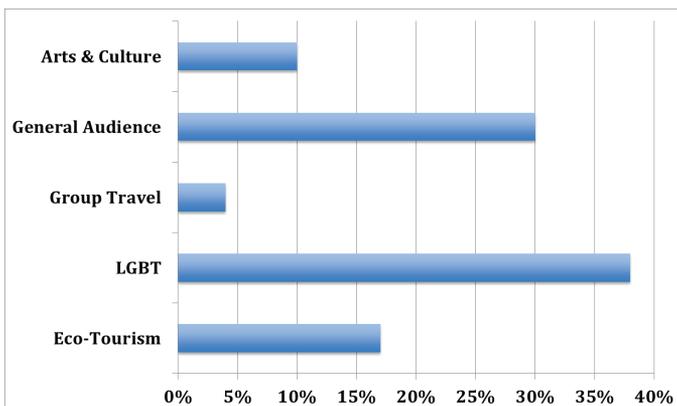
Programs & Education, Coastal Recreation, Events, LGBTQ, Food & Beverage, Grants & Awards received, Infrastructure & Amenities, Retail Shops, Accolades, and all opportunities to remain in the minds of the press. In addition, we work with tourism partners, the Massachusetts Office of Travel and Tourism (MOTT), the Cape Cod Chamber of Commerce and the Greater Boston Convention and Visitor Bureau to organize international and domestic Familiarization Trips to maximize awareness with media and tour operators. In 2020, the 400th year Commemoration of the First Landing of the Mayflower Pilgrims and the signing of the Mayflower Compact will be an important moment for Provincetown. The Office of Tourism began working with the new Provincetown 400 organization to support marketing and promotion efforts.

The Local Option Room Occupancy Tax and the Local Option Meals Tax revenues have consistently increased over the past years. The following charts show the growth of the local option taxes collected through our licensed accommodations and eateries.

Meals Tax Revenue



Marketing Segments



Based on a research and development process, we have created a strategic marketing plan for the long-term economic growth of Provincetown. The current Five-Year Marketing & Media Plan is in place to bring the Town through the end of 2022. Our continued research will identify new avenues and opportunities, which, together with our marketing and advertising direction, will be honed to provide the best well-rounded campaigns to support Provincetown's business development and its largest economic engine - Tourism. The Provincetown Office of Tourism thanks the Visitor Services Board for their service and looks forward to sharing more about the growth and successes of our efforts each year.

Anthony Fuccillo, *Director*

Veterans Services

The following report is of the activities of the Department of Veterans' Services for the Town of Provincetown for Calendar Year 2016. Our duties are categorized in two basic areas: Benefits and Services.

Benefits: This program is covered and authorized under Massachusetts General Law Chapter 115. It provides financial assistance to honorably-discharged, veterans who establish need and worthiness and are residents of the Town of Provincetown. During the year the Town, through our office, handled more than 28 cases and extended benefits to qualified veterans totaling \$8,300 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

Services: We assisted veterans and their dependents in obtaining federal, state and local benefits under the broad umbrella of the Department of Veterans Affairs. These services included payments for service-connected disabilities, pensions, education, medical, burial, medals and records. During the year, this office assisted in obtaining over \$415,751 in cash payments for compensation and pensions for Provincetown veterans and their dependents. These federal funds greatly reduce the demand on our local aid fund.

Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services. We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments at the Town Hall Annex (2 Mayflower Street) on Tuesday or Thursday mornings, at your home or any location that is best for you. Our phone number at the Annex is 508-487-7099. Please stop by and meet our new service officer, retired USAF Master Sergeant Shawney Carroll. We would like to thank the Town Manager, Treasurer and Town Accountant for their outstanding assistance throughout the year. In the Service of all Veterans,

Edward F. Merigan, *Director and Veterans' Agent*

Visitor Services Board

The 2016 fiscal year tourism season continued to bring increased revenues to both the Town and local businesses. The seven members of the Visitor Services Board (VSB) met throughout the year to review the Director of Tourism's recommendations and bring forward various other opportunities. The Director and Assistant Director of Tourism worked tirelessly to promote Provincetown and cultivate new markets at numerous trade shows and conferences around the country. Through the efforts of our public relations firm, Marmillion + Co, and our graphic designer, Ellsworth Creative, all our advertising and press releases celebrated our diversity and uniqueness, branding Provincetown as "America's First Destination" to increase public awareness of the upcoming 400th commemoration and celebration of the Pilgrims' first landing here in 1620. Provincetown received excellent press coverage throughout the year and numerous accolades including "Top Ten Best Small Cultural Towns in America" by the Smithsonian Magazine and "Best Resort Town in America" by gaycities.com and Best Place to Stay in 2016 by Trivago. The VSB continues to look beyond print advertising to include more digital components and increased social media. Innovative new approaches to marketing Provincetown resulted in billboard advertising on I-93, the Massachusetts Turnpike, Route 3 and Route 128. Collaboration and partnering with the Provincetown Chamber of Commerce and the Provincetown Business Guild through matching cooperative grants given to both organizations strived to expand our marketing power and not to duplicate efforts. The Tourism Office began working with Cape Cod Broadcasting Media for a retargeting campaign to attract new visitors to Provincetown; this targeting concept was expanded through a national targeting campaign with CBS/WBZ. In an effort to further fulfill its mission of growing tourism in the shoulder season, the VSB continued to fund the New Year's fireworks and to market the successful community event First Light Provincetown. We look forward to supporting future opportunities to increase business development through continued marketing efforts with the Tourism Office.

Marian Peck, *Chair*



Public Works

Airport Commission

The Provincetown Airport Commission is pleased to report another successful year of airport operations. The airport's commercial operator, Cape Air, continued providing non-stop service between Boston Logan International Airport and

Provincetown and also continued seasonal service between White Plains, NY and Provincetown. The total number of enplanements in 2016 was down just over 6% from 2015, in part due to weather related cancellations. As such, we barely made the 10,000 passenger enplanements needed to qualify the airport for critical federal and state capital project funding. The actual number of enplanements in 2016 was 10,017, so you can see that moving forward it is critical that we maintain or enhance the current ridership at the airport. With the continued commitment from Cape Air to serve the transportation needs of the residents of Provincetown and neighboring communities, we will strive to increase ridership numbers back to the 2015 levels, at a minimum. The airport also continues to serve the needs of hundreds of general aviation pilots and passengers who visit or live on the outer cape.

As was the case in 2015, the airport continues to qualify for 90% capital project funding by the federal government and 5% funding by the state. This means that the Town will only be responsible for providing 5% of permitted capital improvement projects. Jacobs Engineering Group continues to be our primary consultant, and we work closely with them to obtain the necessary permits to allow the Master Plan to go forward. This was another challenging year regarding the permitting process, but we did end up on a high note. The multi-year long awaited Water Quality Certification with Variance (WQCV) was finally granted at years end. The WQCV directly applies to 5 important projects, including: Construction of Westerly Taxiway (TW) System Improvements, Relocation of East End Taxiway, Improvement of Access Road to Approach Light System, Construction of Service Access Road to Automated Weather Observation Station, and Installation of Perimeter Safety/Security Fence. Additionally, approval from the Army Corps of Engineers is expected to follow the DEP approval, putting us in good position to make significant progress in the implementation of the Master Plan.

We anticipate being able to utilize the federal funding for numerous projects in 2017 including replacement of runway lighting and taxiway modifications listed above. Currently, the taxiway is in a “jug handle” configuration. The FAA standard requires the design to be discrete 90 degree turns at each corner. As this is a safety issue, this project will have a high priority. Grants are in place to upgrade and expand the Security Camera System at the Airport, and we anticipate the work to be completed during the first half of 2017. Maintenance issues regarding HVAC, plumbing, and electrical systems continue to keep the maintenance staff busy. The replacement of the hanger door will be one of the top priorities. A temporary patch was put in place in 2015, but the entire assembly needs to be replaced in 2017. We were able to have a new hanger door designed and built in 2016, and we are now looking for a qualified contractor to perform the difficult installation. Law enforcement officer (LEO Contract) obligations continues to be a financial consideration, as we are not fully reimbursed for the law enforcement manpower

required to be on-site when TSA personnel are active. The Provincetown Police Department continues to be supportive in finding ways to minimize the costs associated with this detail.

This coming year, the Commission will need to engage in Lease Negotiations with Cape Air, as their 20 yr lease will expire in July of 2017. We look forward to continuing the excellent relationship we have enjoyed with Cape Air over the past 20yrs, and are committed to working together for many more years to come. We wish to thank them for their ongoing support which keeps the airport open and operating as a vital transportation link for the Town's businesses and residents. The Commission also wishes to thank airport manager, Butch Lisenby, for his continued oversight of daily airport operations. He has been especially instrumental in providing continuity with respect to communications between Jacobs, the Airport Commissioners, Contractors, suppliers, and regulatory agencies. His continued attention to day to day operations is well needed and appreciated. Finally, we want to thank the people of Provincetown, as without their support the operation of this terrific regional Airport would not be possible.

Michael Valenti, *Chair*

Beautification Committee

The Beautification Committee takes seriously its responsibility for the development, enhancement, beautification and maintenance of Public Spaces in Provincetown. The committee seeks to enhance the appearance of Provincetown for residents and visitors alike. We work with many of the other Town committees, non-profit groups, businesses, public-spirited individuals, commissions and boards to fulfill our mission. The Committee helps to develop landscape, hardscape and streetscape designs for Provincetown's publicly owned properties, streets, byways, playgrounds and parks. The past year has been a robust time for the committee and its members Bill Docker, Chair; Frank Vasello, Vice Chair; Allan Mackinnon, Treasurer; Curtis Balom, Clerk (and Alternate) as well as John Krajovic and Anika Costa.

The Committee has worked with and had outreach to several Town bodies including the Charter Commission, Planning Commission, Historical Commission, Open Space Committee, Parking Department, Harbormaster, Town Planner, Town Manager, Assistant Town Manager, Director and Deputy Director of Public Works and many Town staff members who have assisted the Committee's activities. We thank them all wholeheartedly. Also, we have worked closely with many citizens and businesses interested in making Provincetown and its public spaces well-functioning and beautiful. Special gratitude goes to Julian Popko for his public sculptures and brightening Lopes Square with the installation of the beloved and ever-popular "Lobster Pot Christmas Tree." We thank Margaret Murphy, founder and director of Trees Provincetown, for her efforts to craft with

the Town's Tree Warden and Director of Public Works as well as our committee member, John Krajovic, a well-thought out Tree Policy Bylaw for Provincetown, which brings Provincetown into line with the Commonwealth's laws and Bylaws of other Massachusetts towns. Thanks goes also to Seamen's Bank for its help in the soon-to-be-refurbished Pilgrims' First Landing Park; Garden Renovations for their deep discounts in material and labor; Stop and Shop of Provincetown for its discounts on flowers and shrubs, as well as their five-year financial commitment to the Committee's work; the Visitor Services Board and their staff for their ongoing financial support of the Committee's work; the Lion's Club for its work to beautify Lopes Square with lights during the long, dark winter months.

The Committee's major projects this past year have included: new shrubs, trees, roses, planters, flowers and lawn refurbishment at the Town Library; planters, flowers and maintenance of the Municipal Parking Lot/MacMillan Pier planting area, which suffered terribly from last summer's drought; new planters for the Veterans Memorial Community Center, planning for public spaces and their usage for the 400th Commemoration including Pilgrims' First Landing Park, the Bas Relief, and Town Waterfront Gateways. The Committee's overall goal is to design and create sustainable landscapes and streetscapes keeping in mind our limited maintenance resources. We seek to continue to include hardy, drought-resistant and indigenous shrubs trees and plants, and focus our limited resources on priority Public Spaces for maximum impact.

The Beautification Committee's financial statements are healthy and strong. Our budget is funded by the Visitor Services Board with \$10,000 per year. In addition, the Committee receives monies through its Gift Fund for specific projects, benches and trees. We will continue to strengthen our financial stance, and maintain responsible fiscal oversight with the help of the staff in the Town Finance department. Deep gratitude goes to the Visitor Services Board, local and regional donors, and individuals who have made donations and/or purchased memorial benches and trees for family and loved ones.

Bill Docker, Chair

Cemetery Commission

As the year 2016 draws to a close; we have just managed to award a contract and see work commence on the final three projects in the Master Plan for the Winthrop Street Cemetery (our Town's oldest). Project 3 is dune protection on the Court Street side; Project 4 is the creation of pathways with maximum feasible access for those with disabilities; and Project 5 is informative historic signage. Funding has been provided by a grant from the Community Preservation Commission (CPC). At the Gifford and Hamilton Cemeteries (along the right-hand side of Cemetery Road going up from Alden Street), the Commission has in hand a professional needs assessment for the preservation of fallen, damaged and at risk

gravestones. We also have in hand a CPC grant for the estimated cost, and we await the Town's issuance of an invitation for bids to get the project accomplished, which is promised for the early spring.

Turning to the Alden Street Cemetery, Old Section (left-hand side of Cemetery Road going up from Alden Street), the Committee has already allocated some \$10,000 of its discretionary funds (The "Expendable Portion" of the "Perpetual Care Trust Fund") for a needs assessment by Monument Conservation Collaborative (MCC), who have previously created such assessments for the Winthrop Street and Hamilton and Gifford Cemeteries. MCC identified enormous needs, what with fallen and damaged gravestones that have been neglected for all too many years. Their report identifies four categories of need, Priority 1 being described as "Hazardous – immediate action – 47 markers a danger to themselves, to adjacent markers and to passersby" and Priority 2 being described as "Unstable – asap" – 31 markers that are "unstable either on their bases, having failing or failed repairs, or extremely tilted. Some also fractured." A CPC grant for these was awarded and approved by Town Meeting in 2016, and an invitation for bids to accomplish these projects should also be issued in the coming spring. Priority 3, described as 206 markers fallen or as needing re-set into new bases, and Priority 4, described as 21 – plus markers "extremely weathered – evaluate" are now the subject of a current CPC application. In this connection, we would note that the Cemetery Commission has also previously expended \$10,000 from its discretionary funds for emergency repairs to 22 more monuments at Alden Street, Old Section, which were deemed by MCC to be most at risk to themselves, adjacent markers and to visitors.

In summary, we are hopeful that by the time of the 2020 Pilgrim arrival 400th anniversary observances our historic headstones including those of many "Mayflower" descendants, will be able to stand up straight and proudly to comparison with those to be seen over in Plymouth. We are also hopeful that by the time this Annual Town Report is issued there will already be in circulation our new brochure: "Provincetown's Historic Cemeteries & memorials – Where the Town's fabled history can be traced and tribute paid to its most notable citizens." Our great thanks go to Helen and Napi Van Dereck for their generous donation making this publication possible and to Provincetown historian Amy Whorf McGuiggan for her invaluable research and writing. Our thanks, as always, to Town Clerk Doug Johnstone, who manages Cemetery affairs at Town Hall, to Cemetery Superintendent, Tony Lemme, and to DPW Director Rich Waldo and his staff who have extended their great cooperation in many of our endeavors.

Richard B. Olson, *Chair*

Conservation Commission

The Provincetown Conservation Commission's responsibility is the administration

and enforcement of the Massachusetts Wetland Protection Act and the local Provincetown Wetland Protection Bylaw and local regulations. In addition, the Commission is responsible for the management of several Town-owned conservation and Open Space properties. The Commission holds its meetings on the first and third Tuesday evenings of the month at 6:30 p.m. at Town Hall. Meetings are posted and public comment is welcome before each meeting agenda.

The Commission's goals and objectives include: increasing the amount of open space and conservation lands; encouragement of environmentally sound construction, smart growth, and the use of sustainable living principles; promotion of awareness and understanding of the Wetland Protection Act and the Provincetown Wetlands Bylaw and its regulations; passage and implementation of clear definitions and regulations; effective management of Conservation properties; maintaining consistency in permitting and compliance; continued collaboration with the Open Space Committee and the Provincetown Conservation Trust on implementing land management plans; utilizing the important Land Bank Funds to maintain and enhance open space and conservation lands, continued growth in competence through education and training; continued assessment and expansion of conservation agent services to support the fulfillment of the Commission's mission; and to continue developing avenues of funding and grant opportunities to support the Town's conservation and natural resources program.

The Commission is pleased to have the services of a part-time Conservation Agent, which has allowed the Commission to expand its programmatic initiatives and more efficiently address the conservation and natural resource needs of the community. Most notable is a grant awarded for AmeriCorps Individual Placements. This grant provides for the services of AmeriCorps service members from October through July. This year the Town benefits from two individuals, one working with the Commission to implement various land management initiatives and environmental projects, and the other dedicated to the identification and certification of vernal pools within the town; vernal pools are unique and valuable resource areas, with value for wildlife habitat and flood control. AmeriCorps labor is also an important component in the running of the B-Street Garden, which now has grown to 70 garden plots, tended by grateful town residents and visitors. The garden is ably administered by an Advisory Group, led by Commissioner Alfred Famiglietti.

Accomplishments in 2016 include the posting of all applications and relevant documents online in Acela, with electronic links for the benefit of applicants. Over 160 permits have been issued, as well as 15 enforcement orders. Efforts have been made to maintain productive working relationships with homeowners and contractors. Future projects include the delineation and remediation of storm-water pollution of Shank Painter Pond, and continued restoration and plantings in our various conservation lands, especially the Shank Painter uplands area.

The Commissioners continue to attend trainings and seminars sponsored by the Massachusetts Association of Conservation Commissions to broaden individual knowledge of the Wetlands Protection Act and to gain experience in effectively managing and implementing their regulatory duties, which enhances the Commission's functionality at the local level. The Commission has been assisted over the years by able administrators, most recently our agent Deb Albenberg and Town Planner Gloria McPherson. The Provincetown Conservation Commission looks forward to another productive year in 2017.

Dennis Minsky, Chair

Open Space Committee

The Open Space Committee is composed of a group of appointed volunteer citizens whose primary responsibility is the recommendation of expenditures from Land Bank funds, which result from a 3 % surcharge on Provincetown property taxes. These Open Space recommendations, which are presented to voters at annual and special town meetings, involve the acquisition of undeveloped land in Provincetown for the purposes of conservation and passive recreation. The Open Space Committee investigates undeveloped properties within the Town, and evaluates their relative merits for acquisition. The criteria that the Committee employs in these evaluations include the following: the wildlife habitat value of a given property, the adjacency of a given property to other conservation land, and the risk of development. The Committee also attempts to achieve a balance of conserved land in terms of its location throughout the town, that is in both east and west ends of Town. The Open Space Committee cooperates with other town boards and related groups in its efforts, including the Provincetown Conservation Commission, the Provincetown Community Preservation Committee, and the Provincetown Conservation Trust. In particular, the Committee works in conjunction with the conservation Commission and the Conservation Trust in the stewardship and maintenance of land acquired with Land Bank funds; 3% of this fund (that is 3% of the 3% surcharge) each year is reserved for this purpose. In 2016 the Committee has contacted various property owners in Town regarding the protection of their land either through possible acquisition or the purchase of conservation restrictions. It was also involved in the ongoing stewardship of existing Town properties, including the B Street Community Garden, the Shank Painter Uplands area, the Hawthorne property, and the Sateriale property. Future goals include the further restoration of our conservation lands, and continued outreach and education efforts to inform townspeople and visitors of the many options available to them for the enjoyment of the beautiful open spaces in Provincetown. The Open Space Committee looks forward to another productive year in 2017.

Dennis Minsky, Chair

Department of Public Works

I am frequently asked by people, what is Public Works? Although there is no “one size fits all” definition, each community differs in need from their neighbors. The American Public Works Association has determined an appropriate definition as: “Public Works is the combination of physical assets, management practices, policies, and personnel necessary for governments to provide and sustain structures and services essential to the welfare and acceptable quality of life for its citizens.” One does not have to look far, to find the essential services routinely provided by the Public Works Department (DPW).

Asset Management	Facilities	Solid Waste
Beach Nourishment	Fleet Maintenance	Storm-water
Building & Grounds	Grant Writing	Traffic Signals
Cemetery	Highway	Traffic Signs
Community Outreach	Playgrounds	Tree Care (Forestry)
Emergency Management	Recycling	Wastewater
Energy Management	Roadway Infrastructure	Water
Engineering	Snow & Ice	Weights & Measure

The Provincetown DPW is comprised of hardworking men and women driven each day to provide and sustain public works services to our community. The department is comprised of a young administrative staff capable of bringing fresh ideas and energy, to seek and deliver a \$2.6 million dollar roadway project funded mostly by grants. They have also spearheaded additional efforts in targeting and reducing unaccounted for water, by successfully petitioning the Department of Environmental Protection (DEP) to fund a “water audit” to quantify specific areas of water losses. Provincetown was one of only fifteen towns to be selected for this audit. In addition, the water department received a \$75,600 grant from DEP to install semi-permanent noise loggers to enhance our ability to detect leaks. This funding will also be used to conduct a condition assessment on various asbestos cement (AC) water mains throughout the system. Our administrative staff is tasked with receiving hundreds of calls each year. Collectively, they ensure that each call is met with the same level of respect and attention to detail. I am truly proud of our administrative staff for their dedication to professionalism, and their ability to perform these tasks under pressure. Our department also benefits from staff that brings nearly three decades of institutional knowledge to our community, ensuring that do not repeat past mistakes. They help to remind us, of the true values instilled in Provincetown. Each member provides a unique link that contributes toward keeping our department running efficiently. There are no badges that distinguish us from the community, but you can be assured that when they are needed, they will be there responding. The Annual Town Report, is generally an opportunity for department heads to

showcase the accomplishments of their staff within the past year. I have chosen the focus this year, to spotlight on the integral men and women who perform the day-to-day operations of our department. They serve with pride, respect, and dedication. We value the opportunity of providing stable employment for our local citizens, and strive to deliver what is best for our community. The following staff members wish to thank you for supporting them throughout their respective service years.

Administration	Title	Years of Service
Richard J. Waldo, P.E.	Director	4
Eric Larsen	Deputy Director	2
Sherry Prada	Operations Director	6
Cody Salisbury	Water Superintendent	7
Anna Michaud (retired)	Administrative Assistant	11
Donald Morin	Administrative Assistant	6
Jane Petterson	Administrative Assistant	4
Melissa Myers	Administrative Assistant	< 1
Highway Department	Title	Years of Service
Ray Duarte	Foreman	28
Olin Sparks	Town Mechanic	3
Craig Martin	Skilled Staff	18
David Gonsalves	Skilled Staff	6
Paul Roderick	Skilled Staff	28
Thomas Prada	Skilled Staff	9
Dennis Santos (retired)	Skilled Staff	30
Nate Edwards	Skilled Staff	6
Chris Hanscom	Skilled Staff	3
Building & Grounds Department	Title	Years of Service
Tony Lemme	Foreman	15
Brian Cowing	Skilled Staff	28
Anthony Kalantzis	Skilled Staff	14
Peter Attanasio	Skilled Staff	2
Michael Andrews	Custodian	32
Sandra Zeitler	Custodian	4
James Childers	Custodian	4
Anika Costa	Custodian	3
Mario Gerardi	Custodian	2
Denise Joseph	Custodian	3
Sanitation Department	Title	Years of Service
Chris Roderick	Foreman	16
Jeff Cox	Skilled Staff	16
Matt Brazil	Skilled Staff	1
Donald Beauregard	Skilled Staff	1
Transfer Station	Title	Years of Service
Scott Bronsdon	Foreman	22

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Peter Cook	Skilled Staff	11
David Roach	Skilled Staff	26
James Richmond	Skilled Staff	16
Water Department	Title	Years of Service
Glen Rose	Supervisor	10
Peggy Neylon	Treatment Operator	16
Adrian Peters	Treatment Operator	9
Bernard Matrango	Distribution Operator	15
Stephen Enos	Distribution Operator	6
Ryan Schmidt	Leak Detection Tech	4
Frank Horner	Leak Detection Tech	5

The Mission of the DPW: In addition to responding to all daily DPW matters, a new emphasis will be directed toward: a) improving our GIS infrastructure database; b) improving roadway conditions and sidewalk accessibility; c) generating additional revenue and cost controlling measures; d) addressing storm-water issues; e) seeking new grant opportunities; and f) ensuring a transparent, courteous and respectful workplace for all staff members.

Richard J. Waldo, P.E., Director

Recycling & Renewable Energy Committee

The Recycling & Renewable Energy Committee met 14 times in 2016. Anna Meade resigned and we welcomed a new member, Maureen Travis. Passed in 2015, the plastic bag ban needed to be enforced. The Town hired a Compliance Officer, Nicolas Velchev, and he worked with us to enforce the ban. With his help, we developed a letter to businesses that were not in compliance. The Committee also included information about the by-law on the front page of the annual business license applications, and also sold many “Yes to Clean Oceans” bags. Our recycling flyer was revised to include information about plastic bags, a no smoking on beaches ordinance, no use of helium balloons, and new water stations that are now available. In May, we included the informational flyers with the water bills. Carla Anderson Beautification Project (CABP): Artists got new barrels in March and returned in April. Hope to have all cans done for the P’town 400 celebration in 2020. Year-Rounder’s Festival: we presented information about solar programs, bottle filling stations, plastic bags, storm drains and what is recyclable and what is not. The Committee also worked with the Town to use 30% recycled paper, with a goal of achieving 100% use, and worked to get parade participants to use paper rather than plastic glitter. Recycling increased 2%. Electric car stations were used 395 times. The Committee discussed the fact that many things, like cigarette butts, end up in the storm drains, so we bought small metal signs that will be placed on curbs near the drains letting people know that they drain directly into the harbor.

Lydia Hamnquist, Chair

Water & Sewer Board

The Water & Sewer Board met 6 times in 2016; reviewed and acted on 25 abatement requests, of which 7 requests for water bill abatements and 13 requests for sewer abatements were approved. The Board approved 23 sewer flow revisions, and certified the Peak and Off-Peak Billing Commitments to the Tax Collector. It remains the consistent policy of this Board that abatements will not be granted for fixture-related leaks.

Statutory Actions by the Water & Sewer Board

	Abatement Requests	Water Approved	Water Denied	Sewer Approved	Sewer Denied	Sewer Flow Revisions
01/14/16	5	0	1	1	3	4
03/03/16	0	0	0	0	0	0
05/05/16	0	0	0	0	0	9
06/23/16	14	3	2	8	1	4
09/08/16	0	1	0	1	0	3
12/08/16	6	3	3	3	0	3

The annual total water withdrawal for the year 2016 was 248,193,743 gallons, a three percent (3%) reduction over 2015. This equates to an annual average daily withdrawal of 679,982 gallons per day, a figure below our permitted withdrawal of 850,000 gallons per day.

Moe Van Dereck, Chair



Public Schools

Superintendent of Schools

2016 was an incredible year, thanks to the citizens of Provincetown. It was a year of extreme accomplishments for Provincetown Schools and a year of amazing experiences for our students. It “takes a village to raise a child” and we are becoming that village. Provincetown Schools is very grateful. For 8 months, in an occupied building, with teaching and learning continuing, we replaced an old, inefficient, and non-performing heating and ventilation system. What a difference to have air circulating all day, everywhere; clean air permeating all rooms, corridors and open spaces. Apparently, we have not had this availability for many years. It is a welcome gift. The building project was as smooth and non-invasive as we could have hoped for with a completely positive outcome: We finished close to on-time and definitely within budget.

MSBA has reimbursed Provincetown according to schedule and we are in the final stage of closing out the project. The Provincetown High School building is a sustainable asset for the Town, and it will provide a healthy, predictable, controllable environment for teaching and learning for years to come. In this process, the auditorium ceiling and walls were opened up. The Provincetown School Committee, with the help of the Community Preservation Committee, jumped on this opportunity to restore the space to its original beauty with the addition of modern technology. The additional combined funding of \$225,000 has created a new venue for Town entertainment, as well as student performances. It is a space we can all use and be proud of.

In September 2016, Provincetown Schools enrolled 29 new students. In my 8 year tenure, this was an extraordinary opening. International Baccalaureate Programs, Primary Years, and Middle Years, is likely the reason. We continue to be the only district in Massachusetts offering both programs. IB is a dynamic way to teach and learn and it raises the standards and expectations for the school community. For example, we offer Spanish, our Language B, to all students, PK - grade 8. We offer violin to all students grades K-4, in addition to Performing Arts class. We offer STEAM (science, technology, engineering, art, and mathematics) to all students grades 1-8. We provide Inquiry learning to all students to explore and engage in the world. And now, more than ever, the goal of raising globally aware, peacefully oriented citizens of the world who understand that there is more than one right answer, is essential. In June, 2016, our second Middle Years Program trip to Costa Rica became a reality for 7th and 8th grade students. It proved even more impactful on each participant than our first trip 2 years ago. Immersed in the language of Spanish, international travel enhances our students' perspective, sharpens their self-awareness, fosters independence, strengthens leadership skills and demonstrates courage. Travel to Costa Rica provides important perspectives for our students and helps them discover who they are in the world. International educational travel can be life changing. So can time in Provincetown's dune shacks. Our partnership with Peaked Hill Trust in the Ray Wells Dune Shack provides 2 weeks of educational and personal growth for students and adults in our own community.

In 2016, Provincetown Schools qualified for FREE LUNCH and BREAKFAST FOR ALL students. Parents no longer fill out income-based financial reports to qualify. All students qualify. The intent of this program is to increase participation. It is working. We are serving 80+ breakfasts and on-average 110 lunches per day. We are the first Cape Cod District to qualify for this program. Our new Food Service Manager is offering delicious international cuisine for student consumption. We are working towards the elimination of all styrofoam and plastic use in the school as we put into action our commitment to the protection of and respect for our community. In 2016, Provincetown Schools opted to include Patois as a foreign language. This is a district decision as per DESE.

We have a significant population of Jamaican children who have no experience with conventional English but are tested as if they did. They deserve the same opportunity for services as any child learning a new language. The outcome of this decision is a significant increase (based on State testing) in required ELL instruction for our Patois 2nd language learners and the addition of a Middle Years Program ELL teacher, Kim Brown, whom we first met while visiting Costa Rica.

Our 8th graders have strong minds of their own and we respect their decision-making processes. We have Provincetown Schools' graduates-to-be choosing their high school education program. This has resulted in an increased interest in Cape Cod Regional Technical High School. Be prepared for an increase in the Article at Town Meeting to allocate funds for Cape Cod Regional Technical High School. It is an excellent program. We also have students attending Sturgis, Nauset and Monomoy High Schools. Our students visit, engage in, and participate in a plethora of community partnerships and relationships including the UU, Coastal Studies, PAAM, FAWC, Cape Cod National Seashore, Outer Cape Health Services, and Peaked Hill Trust Dune Shacks, all of which enrich their learning and their lives. Come visit and utilize your renovated theater, our beautiful, newly finished gymnasium floor, sit amongst the art of our front yard sculpture garden, play on our new patio and playground. Our community is your community.

Beth Singer, *Superintendent*

Student Enrollment October 1, 2016

	PK	K	1	2	3	4	5	6	7	8	Totals
Provincetown	13	3	6	8	12	4	6	6	6	8	72
From Truro	3	3	3	3	3	3	0	4	2	2	26
From Wellfleet	1	0	1	0	1	0	0	1	1	3	8
From Eastham	2	1	3	0	2	0	3	3	1	3	18
From Brewster	0	0	0	0	1	0	0	0	0	1	2
From Chatham	1	1	1	1	0	0	0	0	0	0	4
Total Choice	7	5	8	4	7	3	3	8	4	9	58
Grand Total	20	8	14	12	19	7	9	14	10	17	130

Report of School Employee Earnings

Name	Began Service	Education	FY 2016-17 Salary
ADMINISTRATION			
Superintendent of Schools			
Dr. Beth Singer	2009	Univ. of Toledo B.S. Central Conn.State Univ. MS Spec. Ed. Univ. of Mass. Ed.D.	\$50,000.00
Director of Special Education			
Dr. Beth Singer	2009	Univ. of Toledo B.S. Central Conn.State Univ. MS Spec. Ed. Univ. of Mass. Ed.D. (Director funded via SPED Entitlement Grant)	\$21,000.00
Superintendent's Office:			
Administrative Assistant/Human Resources			
Tal Zamir	2014	Princeton University, B.A. University of Iowa, M.F.A.	\$31,194.26
Administrative Assistant/Business & Finance			
Betty White	1986	Longevity	\$79,512.16 \$2,900.00
Special Needs Secretary:			
Sharon Bunn	2015	University of Mass. B.A. Lesley University M.S.	\$29,278.54
Principal			
Kim Y. Pike	2009	Univ. of Vermont B.A. Lesley Univ. M.Ed. Worcester State College Educational Administration Certificate	\$107,544.58
Adm. Assistant to Principal			
Judy Ward	1998	Cape Cod Community College Mohegan Community College Longevity Stipend	\$53,229.80 \$1,600.00 \$1,750.00
Social Worker			
Monica Jalbert	2015	Long Island University B.A. Boston University M.S.W.	\$38,648.36
School Psychologist			
Margaret Donoghue	2007	Boston College B.A., M.Ed., CAES St. Michael's College C.A.S.	\$50,199.36
School Nurse			
Kristen Shantz	2015	Cochise College A.D.N. Nursing	\$43,000.10
PRIMARY YEARS PROGRAM TEACHERS			
Title I Specialist			
John Vosburgh	2010	Univ. of Delaware B.S. Gratz College, M.Ed. Stipend (Partially funded via Title 1 Grant)	\$72,642.86 \$1,500.00
Behavior Specialist			
Kelly Lindsay	2006	Ohio State University B.S. Ashland University M.Ed. Ineligible Earnings	\$72,642.86 \$9,875.00

Name	Began Service	Education	FY 2016-17 Salary
Pre-School Teacher Lisa Daunais	2013	Lesley University, B.A. University of MA, Lowell, M.Ed.	\$72,642.86
Intervention Specialist Elizabeth Francis	1994	Boston College B.A. Lesley College M.Ed. Longevity	\$80,461.08 \$1,600.00
PYP Coordinator		Stipend Ineligible Earnings	\$7,500.00 \$295.00
Kindergarten Rebecca Yeaw	2008	Univ. of Rhode Island B.A. Rhode Island College MAT (funded by Early Learning Tuitions)	\$62,409.02 \$1,100.00
Grade 1 Teacher Shelley LaSelva		Smith College B.A. Fitchburg State University M. Ed. Fitchburg State University C.A.G.S.	\$65,662.08
Grade 2 Teacher Brittany Kenyon	2014	Stonehill College, B.A.	\$58,714.76
Grade 3 Teacher Judy Ainsworth	1983	Keene State College B.S. Longevity Stipend	\$68,334.96 \$3,200.00 \$210.00
Grade 4 Teacher Marianne Lynch	2014	Boston College, B.Ed. Harvard Graduate School Of Education, M.Ed. Stipend	\$64,203.42 \$210.00
ELL Teacher Helena Ferreira	2000	Smith College B.A. Fitchburg State, M.A. Longevity	\$58,357.29 \$800.00
MIDDLE YEARS PROGRAM TEACHERS			
Spanish Teacher Angela Lamber	2014	Univer Distr Franc Jose de Caldas, B.A. Other Earnings Stipend	\$32,301.52 \$560.00 \$210.00
Science Teachers John Hanlon, Jr.	2000	Cornell Univ. B.S., Boston Univ. M.Ed. Bridgewater State College, M.Ed. Ineligible Earnings	\$12,668.12 \$34,657.28
Nancy Flasher MYP Coordinator	1997	Lesley College B.S. Antioch New England M.Ed. Stipend Salem State College, CAGS Ed. Leadership Longevity Ineligible	\$83,736.26 \$7,500.00 \$800.00 \$460.00
STEAM Teacher Adrienne Lee	2015	Wellsley College B.A. University of Edinburgh, United Kingdom	\$41,846.86 M.S.
Construction Teacher (Retired) Nathaniel Bull	2003	State Univ. of NY College @ Oswego B.S. Ineligible	\$5,653.16 \$4,038.70

Name	Began Service	Education	FY 2016-17 Salary
ELA Teacher			
Amelia Rokicki	1995	Univ. Mass. B.A. Simmons College M.S. Longevity Salem State College CAGS Ed. Leadership Ineligible Earnings Stipend	\$83,736.26 \$1,600.00 \$2,310.00 \$1,250.00
Social Studies Teacher			
David C. McGlothlin, Jr.	2006	Emory and Henry College B.A. George Mason University M.A. Stipend	\$72,892.86 \$1,250.00
Math Teachers			
Ken Kevelson	2015	Hampshire College B.A. Columbia University M.B.A. Coaching Umass Dartmouth Teacher Cert. program	\$74,615.94 \$1,250.00
SPECIALIST TEACHERS (PYP AND MYP)			
Wellness Teacher			
Lisa Colley	2002	Salem State B.S. Fitchburg State College M.Ed. Stipend other	\$71,870.60 \$3,500.00 \$210.00
Performing Arts Teacher			
Mary Abt	2014	Gordon College, B.A. and M.A. Other Earnings Ineligible Earnings Stipend	\$61,801.30 \$1,510.00 \$180.00 \$2,000.00
Visual Arts Teacher			
Michael Gillane	2015	University of Mass. B.F.A. Pratt Institute M.F.A.other Westfield State University C.A.S.E.	\$13,881.55 \$200.00
Technology Integration Specialist			
Richard McCarthy	2015	State U of NY at Plattsbu, M.S.Ed.	\$7,397.54
Special Education Teachers:			
Marcia Rose-Packett	1981	Lesley College B.S. Longevity	\$72,642.86 \$3,200.00
Judith Stayton	1998	Pennsylvania State Univ. B.S. Bridgewater State Univ. M.A. Longevity Stipend other	\$73,007.30 \$800.00 \$1,000.00 \$210.00
Annemarie Chang	2012	Merrimack College B.A. Emerson College M.S.	\$43,717.52
PARAPROFESSIONALS			
Sheree Silva	1988	Cape Cod Community College Longevity Other Earnings	\$36,446.10 \$2,500.00 \$95.45
Valerie Golden	2001	Longevity Other Earnings	\$30,953.10 \$1,200.00 \$26.00

Name	Began Service	Education	FY 2016-17 Salary
Cynthia Gilman	2015	U of Maine Presque Isle B.A & B.S.	\$21,327.12
Jill Lambrou	1996	Longevity	\$31,789.36
		Other Earnings	\$1,700.00
Veronica Londergan	2006	Univ. Bridgeport Connecticut B.S. (Funded via SPED Entitlement)	\$272.35
		Other Earnings	\$24,853.24
Kimberly Rowe	2015	Saint Michael's College, B.A.	\$142.80
Carly Souza	2013	Cape Cod Community College (Funded via School Choice)	\$20,761.34
		Other Earnings	\$18,660.08
Martin Menangas	2014		\$3,796.63
Kathleen Smola	2014	Fitchburg State University, B.A. Wheelock College, M.A.	\$20,488.67
Paula Lesser	2015	San Francisco Art Institute B.A. Simmons College M.A. & M.A.T. other	\$22,876.57
			\$17,454.14
Isela Palusevic	2015		\$594.65
Andre Lima	2016	other	\$6,592.79
Gail Mitchell	2015	Hood College B.A.	\$9,226.16
CAFETERIA			\$140.00
Claudia Colley	2000		\$14,287.52
		Longevity	\$28,848.82
Brenda Costa	1984		\$1,750.00
		Longevity	\$28,848.82
COORDINATOR BUILDINGS AND GROUNDS			\$3,075.00
Robert Noll	2013	Overtime	\$50,795.16
CUSTODIAL STAFF			\$2,356.54
Jill Sawyer	1999	Longevity	\$52,614.90
		Overtime:	\$1,750.00
Michael Smith	1977		\$246.65
		Longevity	\$46,543.95
		Sick leave buy back	\$3,075.00
SCHOOL BUS DRIVERS			\$9,409.74
Regis Legnine	2005		\$25,991.04
Thomas Hayes	2011		\$15,470.08

School Committee Members Term Expires May

Anthony Brackett, Chairperson	2019
Liz Lovati	2017
Cass Benson	2018
Ngina Lythcott	2018
Tracy Kachtick-Anders	2019

School Year 2016-2017 Calendar

Aug. 29-Sept. 1, 2016	Prof. Development Days
Sep.5, 2016	Labor Day
Sept. 6, 2016	School Opens for Students
October 7, 2016	Prof. DevelopmentNo School
October 10, 2016	Columbus Day
Oct. 19-20, 2016	Parent Conferences-1/2 Day
November 1, 2016	Prof. Development 1/2 Day
November 11, 2016	Veterans Day Observed
Nov. 23-25, 2016	Thanksgiving Recess
November 28, 2016	School Re-opens
December 6, 2016	Prof. Development 1/2 Day
December 23, 2016	Close End of School Day
Dec. 24th-Jan. 2, 2017	Christmas Recess
January 3, 2017	School Re-opens
January 10, 2017	Prof. Development 1/2 Day
January 16, 2017	Martin Luther King Day
February 7, 2017	Prof. Development 1/2 Day
February 17, 2017	Close End of School Day
February 20, 2017	Presidents' Day
Feb. 20th-24, 2017	Winter Recess
February 27, 2017	School Re-opens
March 7, 2017	Prof. Development 1/2 Day
April 4, 2017	Prof. Development 1/2 Day
April 14, 2017	Close End of School Day
April 17, 2017	Patriot's Day
April 17th-21, 2017	Spring Recess
April 24, 2017	School Re-opens
April 26-27, 2017	Parent Conferences-1/2 Days
May 2, 2017	Prof. Development 1/2 Day
May 29, 2017	Memorial Day
June 6, 2017	Prof. Development 1/2 Day
June 14, 2017	8th Grade Commencement

180th School Day: June 16, 2017 - 185th School Day: June 23, 2017

Enrollment:	2016-2017	Enrollment: 2017-2018
Pre-K	20	17
Kindergarten	8	20
Grade I	14	8
Grade II	12	14
Grade III	19	12
Grade IV	7	19
Grade V	9	7
Grade VI	14	9
Grade VII	10	14
Grade VIII	17	10
Totals:	130	Projected:130

Nauset Regional High School Enrollments

	2016-2017		2017-2018
Grade IX	9	Grade IX	9
Grade X	8	Grade X	9
Grade XI	19	Grade XI	8
Grade XII	11	Grade XII	10
Totals:	38	Projected:	36

Sturgis Charter School Enrollment = 3

Cape Cod Regional Technical High School Enrollments

2011-12: 5	2015-16: 3
2012-13: 5	2016-17: 5
2013-14: 6	2017-18: 6 Projected
2014-15: 4	

School Committee

With the assistance of a 50% reimbursement grant from the Massachusetts School Building Authority, the Provincetown Schools building project is complete. At the time of this writing there are a handful of punch list items being attended to. The antiquated heating system from the 1930s has been brought up to date and our classrooms now have circulated fresh air on a daily basis. The roof and windows have all been replaced on the gymnasium and the building has been brought up to code in accordance with the Americans with Disabilities Act and we have a new generator

In addition to these improvements, the school auditorium has had a makeover. Thanks to community preservation funds and moneys from School Choice, the auditorium now has air conditioning, making it a viable summer venue for small theatre projects, concerts, lectures, and literary readings. The auditorium has new seats, the woodwork has been restored and repainted, and new draperies and window treatments have been installed. The new screen will be used for movie nights during the winter months in partnership with the Town's efforts to present Wednesday activities for its year-round residents.

The School's annual Harvest Feast has grown into quite the celebration at Town Hall. With school children taking on roles of the Wampanoag and Early Settlers, visitors were treated to interpretations of life in the New World, relationships between the settlers and Native Americans, witnessed children playing popular games of the times and saw an array of foods that were indicative of Provincetown and Cape Cod during the early 17th century. Students and invited Town dignitaries feasted on turkey, codfish, venison, green beans, cranberry sauce, corn bread, corn, clams and lobsters. Every table had rocks for breaking lobster shells and nuts as well as clamshells for serving food from common bowls and platters. The School will continue to grow this celebration into the year 2020.

The School Committee approved of an opportunity for all students to receive both free lunch and free breakfast. Being a school district where approximately 70% of our students qualify for free lunch, this opportunity provided by the State removes the stigma often attached to students receiving free lunch. We have seen an increase in the numbers of lunches and breakfasts eaten on a daily basis. The Banner was kind enough to run an article on Chef Andrew Bernard and his ideas of presenting international foods that are healthy and fun to eat. We are excited to have Andrew part of our School Community.

The Sculpture Garden on the front lawn on Winslow Street is complete. Sculptures from various local artists are currently on long-term loan to the school and installed in the front of the high school building. Students have been enjoying classes outdoors among the artwork.

In the spring the 7th and 8th grade students were accompanied to Costa Rica by our principal and four teachers to explore travel in a Spanish speaking country. International Baccalaureate encourages schools to engage its students in thinking beyond its local community and apply its lessons in a global approach. This trip along with continued stays in dune shacks, visits to Heifer International and other overnight opportunities in New England contribute to Provincetown having a "World School." As times change it is very important for young people to be able to put into perspective all that they learn and apply it to life no matter where they may be in this world.

With an approximate increase to enrollment of 15% at the start of this school year and with the many valued partnerships with PAAM, FAWC, the Center for Coastal Studies and countless individuals from Provincetown, Truro and Wellfleet, Provincetown Schools is making its mark. We are truly grateful for the continued support received by our Board of Selectmen, Finance Committee, Town Manager, Town Staff and the residents of Provincetown.

Tony Brackett, Chair

Cape Cod Regional Technical High School

Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world. Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school. The CCRTHS district draws students from 12 towns extending from Mashpee to Provincetown. For our school year 2015-2016, we had 618 students enrolled in 17 different technical programs with an operating budget of \$14,532,300. The Town of Provincetown had three (3) students enrolled at CCRTHS as of October 1, 2015. The assessment for Provincetown in FY16 was \$75,735 based on previous October 1 enrollment.

Highlights from Cape Cod Tech 2015-16 School Year:

Cape Cod Regional Technical High School District's application for assistance from the Massachusetts School Building Authority for a new or renovated school building was accepted. Significant progress made during this school year: a school building committee was established, the owners project manager hired, an architect firm hired, and a project schedule established. For more information go to: <http://www.capetech.us/domain/50>

- Graduated 145 seniors in June 2016, one (1) from Provincetown.
- CCRTHS students meet the same academic standards required by the state as our sending schools.
- Forty students received John and Abigail Adams Scholarships.
- Seventy two students were inducted to the National Technical Honor Society.
- At the SkillsUSA State level competition, 53 students attended of which 12 students won medals. From the state competition, eight students qualified for the National Skills and Leadership competition.
- At the SkillsUSA District level competition, 45 students attended of which 9 students medaled. Medals won: Information Technology, Marine Service Technology, Culinary Arts and Teamworks in Carpentry, Electrical, Mason and Plumbing.
- At the Massachusetts 2016 Future Farmers of America (FFA) State Convention, fourteen student awards were received by 9 students. Awards received: Chapter Exhibit (1st Place), Reporter's Book (1st Place), Floriculture (2nd Place), Power Systems Agriscience Fair (2nd Place), Environmental/Natural Resource Systems Agriscience Fair (3rd Place), Turf Management (3rd Place), State Convention Courtesy Corp Recognition, and FFA Chapter 100% Membership Award.
- Auto Collision had a 100% graduation rate of 12th grade students with emphasis to connect them to industry. Co-operative education placements were increased aiding industry output.
- Auto Technology improved their web-based text book curriculum and used Google Classroom on a daily basis. All 10th, 11th, and 12th graders became certified in SP2 Safety and more than half became ASE certified.
- The Carpentry Department was busy building projects both within the school and in the community from quilt frames for Bayberry Quilters to picnic tables for a district town office. Math skills were improved by demonstrating their use in the trade; reading and writing projects were emphasized in the curriculum.
- In Cosmetology, all eight seniors graduated and are working in full time cosmetology positions with state licenses. All juniors passed their state nail technician exam and OSHA certification.
- Culinary accomplished improved enrollment and student retention within the shop. The program received accreditation from the American Culinary Federation. The Cove Restaurant continues to be open to the

public four days per week.

- Dental Assisting implemented initiatives aimed at preparing students for college and career opportunities; as well as upgrading technology and equipment to reflect industry standards. Eight seniors achieved MA Certification in Radiology; all seniors participated in 5-week internships; four juniors took and passed the Dental Assisting National Boards.
- Early Childhood Education increased freshman enrollment by 40% and successfully launched a new screening instrument in their Preschool. Ten students were placed on teaching internships.
- The Electrical Department developed a new exploratory process for resulting in full freshman capacity and increased their Co-operative Education placements to 14, their highest rate. A team of 10 students won a silver medal from SkillsUSA District competition in Marlboro, MA.
- The Engineering Technology Shop graduated its first senior class of eight students, seven of which were accepted into college with six pursuing engineering degrees. This shop was awarded a \$165,000 grant for manufacturing equipment and training to support that component of the curriculum. Students created a mechanical-electrical display project for the Cape Cod Museum of Natural History which was filmed by the Cambridge Science Festival.
- Graphic Arts met their goal of providing all assignments, projects and final exams on their department curriculum website, including step-by-step instructions with visual examples and detailed rubrics for each assignment. Many students earned a certificate in advertising design.
- Health Tech increased their enrollment to 66 students, the largest enrollment of all shops; they placed 5 students at internships at Cape Cod Hospital and introduced Principals of Biomedical Science last year as a two-year curriculum; it was completed this year by juniors.
- Horticulture had positive outcomes with students participating in internships, job shadowing and Co-operative Education placements. Four students won state championships at FFA and qualified for nationals and 100% of students participated in FFA activities. *Roots and Roses* floral shop continued to provide hands-on experiences for students while servicing the public.
- HVAC implemented Google Classroom consistently throughout the school year. They collaborated with two other technical high schools to enhance curriculum. Six of their nine seniors achieved EPA Universal Certification and four participated in Co-operative Education.
- Marine Service Technology has made progress aligning 90% curriculum and instruction unit plans to VTE frameworks. American Boat and Yacht Council (ABYC) standards will be integrated over the next few years. Eleven (11) new freshman enter the shop this year
- The Information Technology shop implemented curriculum based on new textbooks and simulation software for grades 10, 11 and 12; and

restored upper classman mentoring. Five students completed security certification and nine juniors completed Network Pro Certification.

- The Plumbing Department has been blending learning opportunities with the HVAC program. Four females are now with the shop and Co-operative Education placements are on the rise.
- One hundred and two qualified students participated in placements for Cooperative Education, Internships and Student Practicums for real-life work experience. Students must maintain grades of C or better in academic classes and B or better in shop and theory classes to be eligible for placement. The Co-Op Office joined with the Business classes to provide the second annual Student Job Fair for the entire student body which was a great success.
- The English Department aligned their curriculum with Common Core and continued to integrate complex text and analysis and synthesis writing into all units.
- The Health classes required active reading and writing within their science curriculum. They developed 9th grade honors biology and rigorous 90-day classes for 11th and 12th grades.
- In Social Studies, Honors Civics and AP World History had fully functioning online components. Over thirty percent of students passed the AP exam in World History.
- The Athletic Department developed both a coaches handbook and student-athletic handbook; established seasonal award banquets to recognize student athletes; and set objectives by seasons.

Please visit our website: www.capetech.us for more information.

Christopher Enos, *Provincetown Representative to CCRTHS School Committee*

Provincetown

2016 Annual Town Report



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