

**TOWN OF PROVINCETOWN – SELECT BOARD
MEETING MINUTES – REGULAR MEETING
SEPTEMBER 23, 2019, 6:00 PM
TOWN HALL – JUDGE WELSH ROOM**

Chair Abramson convened the open meeting at 6:00 pm noting the following:

Select Board attending: Chair David Abramson, Vice Chair Robert Anthony, Members John Golden, and Louise Venden

Excused: Lise King

Other attendees: Acting Town Manager David Gardner and Select Board Secretary Elizabeth Paine

Recorder: Elizabeth Paine

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

- A. Adopt Economic Development Permit Policy Statement amendments as proposed at the September 9, 2019 meeting.*
- B. Approve the Town Manager’s Position Profile as recommended by the Town Manager’s Search Committee*
- C. Appoint Wendy Laughlin to the Harbor Committee as a regular member with a term to expire on June 30, 2020*

Without objection Chair Abramson waived the reading of the consent items and without further objection declared the consent agenda approved.

Move: Louise Venden

Seconded: Robert Anthony

Vote 4-0-0

1. Public Statements – Three (3) minutes maximum. Select Board Members do not respond during public statements

2. Select Board Member’s Opening Statements – (Votes may be taken)

- **John Golden** – Nice weekend, plenty of people in town and let’s hope the pilgrims first landing park gets moving.
- **Robert Anthony** –
- **Louise Venden** – Congratulate staff, Tim Famulare on his work with designating the town with the municipal vulnerability plan and collaboration with the other outer cape town. And also building commissioner Anne Howard for her through investigation into the VMCC roof. Could the town staff and legal counsel, look into some of the rental property that have some health and sanitary issues that are not adequate? Could the town take legal action and take receivership? Request the town look a communication policy. I would like an interpretation on whether or not the finance committee is a regulator committee and whether or not it is possible to name a nonresident a member. I am in support of a part time nonresident serving on the Finance Committee. Consider engaging a consultant to make our fire department a full time service department. I think it is time to look at cost and benefit in creating a more full-time fire department.
- **David Abramson** – The crop swap is a collaboration between the health department and library, is a

place where you can go get fresh uncut vegetables, you can drop off or pick up. It is not income based and is open to everyone as long as the library is open. Great way to take care of food waste or if you cannot afford fruits and vegetables from stop and shop. A lot of our town boards have openings if you are thinking about volunteering or getting involved for full members and alternates.

3. Appointments – None

4. Public Hearings

- A. Economic Development Permit 19-09 – 118 Bradford St Realty Trust, 118 Bradford St, by Kevin Bazarian, Trustee (applicant), on behalf of The Clarendon House Guest House (business) to increase the assigned Title 5 flow to the property by 123 gallons per day to add an additional guest bedroom and massage studio.**

Owner Kevin Bazarian present, requesting an additional 110 for an additional bedroom. It is currently a single story cottage; we would like to add a second story to add another bedroom.

Staff did a property by property audit on the sewer since 2015 to ensure the record was correct and being applied consistently, the gallons are adjusted to reflect. EDP gallons are 1,277, public health is 6,426, housing is 11,399 and municipal is 5,000.

Move that the Select Board vote to approve Economic Development Permit 19-09 for The Clarendon House Guest House by 118 Bradford Street Realty Trust, Kevin Bazarian, Trustee (applicant), based on findings that the proposed use is consistent with the criteria set forth in Selectmen's Policy 2019-09-23, specifically:

- **Projects that are consistent with the Local Comprehensive Plan and**
- **Support, create or enhance year-round employment opportunities/incomes and/or**
- **Support an extended employment season of at least 9 months and/or**
- **Help to diversify Provincetown's year-round economic base and/or**
- **Create, expand or maintain the provision of transient occupancy rooms (commercial) available to visitors,**

subject to the attached permit with conditions as submitted.

Motion: Louise Venden

Seconded: Robert Anthony

Vote: 4-0-0

- B. Economic Development Permit 19-10 – 29 Bradford Street Extension, Foxberry Inn, LLC (applicant), on behalf of The Foxberry Inn (business) to increase the assigned Title 5 flow to the property by 220 gallons per day to add two new one bedroom units of work force housing.**

Dan and Matt, owners of the Foxberry Inn, have a large amount of basement space, asking the board to allow them to add two basement apartments for employee housing.

Staff presented, this application under the approved policy under consent would not be required to be heard a public hearing but an automatic.

Move that the Select Board vote to approve Economic Development Permit 19-10 for Foxberry Inn by Foxberry Inn, LLC, based on findings that the proposed use is consistent with the criteria set forth in Selectmen's Policy 2019-09-23, specifically:

- **Projects that are consistent with the Local Comprehensive Plan and**
- **Support, create or enhance year-round employment opportunities/incomes and/or**
- **Support an extended employment season of at least 9 months and/or**
- **Help to diversify Provincetown's year-round economic base and/or**
- **Create seasonal or year-round employee/business owner housing**

subject to the attached permit with conditions as submitted.

Motion: John Golden

Seconded: Robert Anthony

Vote: 4-0-0

C. Comcast Cable Contract – to determine whether to issue a cable television license to Comcast Cable Communications Management, LLC.

KP Law Council William Hewig, PTV President of the Board Bob C and PTV Executive Director Amy Davis were present for the hearing. Council is at the point where they are at the point where they are ready to sit down and negotiation with Comcast. The current license is up for renewal in November. State law requires a public hearing prior to entering a contract. Lower rates and different programs are not on the program. What is on the table is money for public access and public need. Amy Davis gave a brief presentation on what PTV does and provides to the Town, future needs and special projects. The Select Board discussed changes in equipment changes and capital improvements that PTV is considering taking ownership of. Several members of the public showed up to express their support for PTV.

Move that the Select Board vote to direct Town Counsel to draft comments in response to the renewal cable television license provided by Comcast based on the public input received.

Motion: Louise Venden

Seconded: John Golden

Vote: 4-0-0

*** Items may be taken out of order at the discretion of the chair ***

5. Joint Meeting/Presentations/Requests – (Votes may be taken on the following items):

A. Mental Health/Substance abuse case management grant and the public health needs assessment – Presentation by Health Director Morgan Clark.

Health Director Morgan Clark presented with Homeless Prevention Council Provincetown Community Support Liaison Jessica Handley. The Health Department took over public health in 2014, we started with a 10k budget and now have a 110K budget. The memo in the packet outlines where funds are focused on and where the money has been spent. Since beginning work, Ms. Handley has created a Needs/Gap in Service/Problems to try and see where the resources should be focused. This work focuses on people with mental and substance abuse. We have a lot of needs in this town that cannot be met with what is currently available. Addressed collaboration and communication issues, office hours are varied to make her available. The Board asked about communicating with Outer Cape health the importance of maternity care for residents.

B. Board of Health Sanitation and Disposal System Construction Permit Fee Change

Health Director Morgan Clark presented the fee changes the Board of Health heard at a duly noted public hearing. The recyclable fee change is based on an increase the town will be paying. The Disposal System Construction Permit would be based similarly to a building permit where the fee is based on the cost of the system.

Move that the Select Board approve the change in the private hauler fee for Single-Stream Recyclables as approved by the Board of Health

Move: Louise Venden

Seconded: John Golden

Vote 4-0-0

Move that the Select Board approve the Disposal System Construction Permit as approved by the Board of Health at a public hearing.

Move: Louise Venden

Seconded: John Golden

Vote:4-0-0

C. Update on MacMillan Pier Wave Attenuator construction project – Presented by Pier Manager Doug Boulanger

Pier Manager Doug Boulanger and Provincetown Public Pier Corporation Regina Binder present to present to the Board the update on the construction of the wave attenuator. Phase 1 is expected to begin October. Phase 2 will begin demolishing end of October. Phase 3 should begin the end of December and the project should be completed in March.

D. Wampanoag Memorial Committee Report by Select Board Member Lise King

Ms. King was not present for the meeting, but is asking for the Board to allow a Lise to send a letter to Jim Peters, State Commission for Indian Affairs.

SO Move LV

Seconded JG

4-0-0

6. Town Manager Administrative Matters – Topics to include but not limited to: (Votes May be taken on the following items)

1. Staff Biweekly updates

Acting Town Manager David Gardner gave a brief update to the Board on recent events, including the VMCC roof, electrical issues on the Pier and the USDA grant application for the sewer expansion. The Board asked Mr. Gardner about funding the tank expansion if the grant does not go through. The town has a user pay system and is an opt in system, can consider going to the voters to fund the expansion.

LV - Any consideration of using occupancy tax revenue to this purpose as a part of budget planning?

DG – the Select Board policy is that we are going to wait a year before we reallocate the money.

7. Minutes - (Votes May Be Taken)

1. September 9, 2019

Move that the Select Board approve the minutes of:

September 9, 2019 5 pm (Special) [] as printed [x] with changes so noted
September 9, 2019 6 pm (Regular) [] as printed [x] with changes so noted

Motion: Louise Venden

Seconded: John Golden

Vote 4-0-0

8. Select Board Closing Matters - Topics to Include but not limited to: (Votes May be taken on the following items)

1. Pending Items List

Without objection the meeting was adjourned at 8:05 pm

Minutes transcribed by: Elizabeth Paine