



Provincetown

ANNUAL TOWN REPORT

2019

In Memory of

Joyce Bailey

Recycling Committee

Gregory Howe

Cemetery Commission

Conservation Commission

Economic Development
Council

Council on Aging

Luis M. Ribas

Assistant Harbormaster

Joseph Andrews

Board of Fire Engineers

Irene “Babe” Silva

Deputy Town Accountant

Patrick Manning

Council on Aging

Olga M. Vitello

Housing Authority

Marjorie Sanson

Administrative Assistant

Community Development

Kenneth L. Braddock

Department of Public Works
Employee

Richard Rowe

Public Works Employee

Anne L. Malicoat

Arts Lottery Council

New Haven Right-of-Way

Board Study Committee

Reverend James Cox

Cemetery Commission

Mary Dorothy Mulcahy

Zoning Board of Appeals

Elsbeth Vevers

Beautification Committee

Jo Lynne Hohl

Cape Light Compact

Governing Board

Elizabeth A. Williams

Community Housing Council

Board of Health

Charter Review Ad Hoc

Anton “Napi” Haunstrup

Art Commission

Community Policing Steering

Harbor Commission

Arts Lottery Council



ANNUAL TOWN REPORT YEAR 2019 TOWN OF PROVINCETOWN

PROVINCETOWN, MASSACHUSETTS

Annual Reports of the Officers of the Town of Provincetown,
Massachusetts for the year ending December 31, 2019.
Financial Reports for the fiscal year ending June 30, 2019.

Cover: In anticipation of the 2020 Commemoration, the Town of Provincetown began in 2016 a Master Conservation Plan for the restoration of the Bas Relief and the Park surrounding it. The Bas Relief is a center focal point in town and commemorates the signing of the Mayflower Compact in 1620. The bronze tablet, Signing of the Mayflower Compact, was designed by Cyrus Dallin and cast at the Gorham Foundry in Rhode Island. It is the centerpiece of the park and was completed in 1921 as part of the tercentennial events. The restoration work of the Tablet, structure, and grounds was completed in 2019.

Photo Credit: Rika Smith

Acknowledgements:

Thanks to the Town Boards and Departments for submitting reports for inclusion in this year's Annual Town Report and to Erin Ellis for her proofreading skills.

Compiled and Edited by
Darlene Van Alstyne, Town Clerk
www.provincetown-ma.gov

Table of Contents

Directory of Town Officials	4
Board of Selectmen/Town Manager	10
Board of Selectmen	10
Town Manager	11
Housing Specialist & Grant Administrator	13
Town Meeting & Elections	14
Annual Town Meeting - April 1, 2019	14
Special Town Meeting - June 24, 2019	62
Special Town Meeting - December 2, 2019	65
Election Results	67
General Government	68
Town Clerk	68
Vital Statistics for 2019	68
Town Counsel	71
Animal Welfare Committee	72
Art Commission	73
Barnstable Assembly of Delegates	73
Cape Cod Commission	74
Charter Compliance Commission	76
Community Preservation Committee	76
Cultural Council	78
Historical Commission	79
Historic District Commission	80
Scholarship & Trust Administration Committee	82
Management Information Systems	82
Zoning Board of Appeals	84
Municipal Finance	85
Municipal Finance Director	85
Board of Assessors	91
Treasurer/Collector	93
Employee Earnings	99
Public Safety	104
Bicycle Committee	104
Board of Fire Engineers	107
Building Department	115

Harbor Committee	116
Board of Health	118
Growth Management Report.....	121
Licensing Board.....	126
Police Department.....	128
Provincetown Public Pier Corporation	136
Rescue Squad.....	143
Shellfish Committee.....	150
Transportation Department	151
Human Services/Council on Aging	153
Council on Aging	153
Disability Commission.....	156
Housing Authority.....	158
Human Services Committee	159
Human Services Department	160
Provincetown Public Library	161
Recreation Department	163
Tourism Department	167
Veterans Services	170
Visitor Services Board	171
Public Works	173
Airport Commission.....	173
Cemetery Commission.....	174
Conservation Commission.....	176
Department of Public Works.....	177
Open Space Committee	180
Public Landscape Committee	182
Water & Sewer Board.....	183
Public Schools.....	184
Superintendent of Schools	184
Report of School Employee Earnings.....	187
Student Enrollment	194
School Committee.....	195
Cape Cod Regional Technical High School.....	196
Town Directory.....	201



Directory of Town Officials

Elected Officials

Elected by Voters

Town Moderator

Mary-Jo Avellar

Select Board

Robert Anthony	5/20
Louise Venden	5/20
John T. Golden	5/22
David Abramson	5/22
Lise King	5/21

Board of Library Trustees

Barbara Klipper	5/21
Stephen Borkowski	5/21
Joan Prugh	5/20
Stephen Desroches	5/20
Paul Richardson	5/22

Charter Compliance Commission

Julia Perry	5/21
Robert Klytta	5/20

Housing Authority

Frances Coco	5/20
Donna Szeker	5/24
Charlene Parris	<i>appointed until</i> 5/20
Keith Hunt	5/23

School Committee

Adrianna Stefani	5/22
Elizabeth Lovati	5/20
Eva Enos	5/21
Ngina Lythcott	5/21
Penelope Sutter	5/22

Appointed Officials

Appointed by the Select Board

Town Manager

David Panagore (Resigned)
David Gardner (Acting)

Secretary to Select Board

Elizabeth Paine

Appointed Officials

Appointed by the Town Manager

Assistant Town Manager

David Gardner

Housing Specialist/Grant Administ.

Michelle Jarusiewicz

Information Systems Director

Beau Jackett

Tourism Director

Anthony Fuccillo

Town Clerk

Darlene Van Alstyne

Town Counsel

KP Law, P.C.

Executive Assist. to Town Manager

Elisabeth Verde

Project Admin. for Town Manager

Erin Ellis

Community Development

Building Commissioner

Anne Howard

Conservation Agent/Envir. Planner

Timothy Famulare

Director of Health and Environ.

Morgan Clark

Licensing Agent

Aaron Hobart (Resigned)

Linda Fiorella

Permit Coordinator

Ellen Battaglini

Town Planner

Jeffrey Ribeiro (Resigned)

Human Services

Council on Aging Director

Christeny Hottle

Library Director

Amy Raff

Recreation Director

Brandon Motta

Municipal Finance

Asst. Town Mgr., Finance/Admin.

Josee Cardinal Young

Collector

Laura Grandel

Manager of Human Resources

Elise Zarcaro

Principal Assessor

Scott Fahle

Treasurer

Alexander Williams

Public Safety

Chief of Police

James Golden

Lieutenant

Gregory Hennick

Harbormaster

Donald German (Acting)

Pier Manager

Douglas Boulanger

Shellfish Constable

Stephen Wisbauer

Public Works

Director

Richard Waldo

Deputy Director

Steven Wlodkowski

Operations Director

Sherry Prada

Appointed Town Boards

As of December 19, 2019

Appointed by the Select Board

Airport Commission

Vacant 12/22

Stephen Katsurinis 12/20

Robert Compton 12/21

James A. Keefe, Jr. 12/21

William Lord 12/20

James Woods, Alt. 12/20

Animal Welfare Committee

Carol MacDonald 6/20

Sherry Brec 6/20

Jeffrey Jutsum 6/22

Elizabeth G. Brooke 6/22

Barbara Murphy 6/21

Russell Dutra, Alt.	6/21	Ellen Battaglini, Alt.	12/22
Vacant, Alt.	6/20	Christopher Brooke, Alt.	12/20

Art Commission

John Dowd	12/22
John R. Peters-Campbell	12/22
Donald Whitcomb	12/22
Daniel Wagner	12/20
Stephen Borkowski	12/20
Louise Silver, Alt.	12/21
Donald German, Alt.	12/20

Community Housing Council

Paul Richardson	6/20
Kristin Hatch	6/22
Susan Cook	6/21
Jared Keasbey	6/21
Keith Hunt	6/21
Vacant, Alt.	6/20
Vacant, Alt.	6/20

Assessors, Board of

Leslie Parsons	12/21
Robert Sanborn	12/22
Frank Girvan	12/21
Patricia DeLuca	12/22
Scott Fahle	Indefinite
Lynne Kimball-Martin, Alt.	12/21

Community Preservation Commte.

Michelle Crone-DeMarco	6/22
Polly Burnell	6/20
Kristin Hatch	6/21
Robin Evans	6/22
Keith Hunt	6/22
Brandon Quesnell	6/20
Alfred Famiglietti	6/21
Dawn Walsh	6/21
Catherine Nagorski	6/22

Bicycle Committee

Tracy Kachtick-Anders	12/20
Rik Ahlberg	12/20
Max Cliggott-Perlt	12/22
Karen Cappotto	12/22
Andrew Kinder	12/21
Roger Chauvette, Alt.	12/21
Vacant, Alt.	12/21

Council on Aging

David Ketchum	12/22
Deborah Meadows	12/22
Christine Asselin	12/20
Penelope Sutter	12/20
Julie Knapp	12/22
Kathryn Menangas, Alt.	12/21
Vacant, Alt.	12/20

Building Committee

Donald Murphy	12/21
Sheila McGuinness	12/21
Thomas Coen	12/20
Leif Hamnquist	12/20
Linda Fiorella	12/22
Paul Kelly, Alt.	12/21
Vacant, Alt.	12/20

Cultural Council

Brian O'Malley	12/20
Vacant	12/22
Ray Wiggs	12/21
Christopher Busa	12/21
Cherie Mittenthal	12/22
Donald R. German	12/20
William Burton	12/21

Cemetery Commission

Dawn Walsh	12/21
Michael Chute	12/21
Sharon Bunn	12/21
Michael Harpie	12/22
Lynne Kimball-Martin	12/20

Disability Commission

Tracy Kachtick-Anders	12/22
Kaolin Davis	12/21

Linda "Rowan" Wielblad	12/21	Martin Risteen, Alt.	12/21
Nancy Swanson	12/22	Michela Carew-Murphy, Alt.	12/21
Vacant	12/20		
Linda Loren	12/20		
<i>Anne Howard, ADA Coord. Indefinite</i>			
Economic Development Committee		Human Service Committee	
Julie Knapp	6/21	Karen Kelly	6/22
Rita "Hersh" Schwartz	6/21	Donna Cooper	6/21
Regina Cassidy	6/20	Cynthia Franco	6/22
Trevor McCarthy	6/20	Russell Dutra	6/20
Vacant	6/22	Donna Szeker	6/22
Lisa Westervelt	6/22	Elton Cutler	6/20
Bernice Steisel	6/21		
Board of Fire Engineers		Licensing Board	
Michael Trovato	12/21	Robert Cameron	12/20
Russell Zawaduk	12/21	Vacant	12/22
James Roderick	12/21	Bernice Steisel	12/22
Gerard Menangas	12/21	Shawn Byrne	12/21
		Carol D. Santos	12/20
		Vacant, Alt.	12/20
		Donald German, Alt.	12/20
Harbor Committee		Open Space Committee	
Laura Ludwig	6/21	Celine Gandolfo	6/20
Bryan Legare	6/20	Ansley Pierce	6/21
David Flattery	6/21	Susan Avellar	6/22
Susan Avellar	6/20	Dennis Minsky	6/22
Francis J. Santos	6/20	Lucy Siegel	6/22
Elise Cozzi, Alt.	6/21	Robin Evans, Alt.	6/20
		William Mullin, Alt.	6/20
Health, Board of		Planning Board	
Stephen Katsurinis	12/21	Jason P. Potter	12/21
Kalliope Erin Chute	12/22	Ross Zachs	12/21
Janet Whelan	12/22	Paul C. Graves	12/22
Elise Cozzi	12/20	Brandon Quesnell	12/20
Susan Troyan	12/20	John R. Peters-Campbell	12/22
Christopher Hartley, Alt.	12/21	Jeffrey Mulliken, Alt.	12/21
Irv Morgan, Alt.	12/21	Shane Landry, Alt.	12/21
Historic District Commission		Provincetown Public Pier Corp.	
Rita "Hersh" Schwartz	12/21	Richard "Rick" Holland	7/23
Laurie Delmolino	12/20	Regina Binder	7/22
Thomas Biggert	6/22	Carlos Verde	7/20
Christopher Mathieson	12/20	LeRoy "Scott" Fraser	7/21
John Dowd	12/21	Herbert Hintz	7/24

Public Landscape Committee

John Peters-Campbell	12/20
John Krajovic	12/20
Frank Vasello	12/22
Anika Costa	12/21
Bill Docker	12/20
Nancyann Meads, Alt.	12/21
Erik Borg, Alt.	12/20

Shellfish Committee

Loretta Santos	12/21
Alex Brown	12/22
David Flattery	12/22
Bob Hazard	6/22
Richard Macara	12/22
Nancyann Meads	12/22
Wendy Loughlin	12/20

Recreation Commission

Timothy Downey	12/22
David Oliver	12/22
Robert Enos II	12/21
Catherine Nagorski	12/22
Heather Rogers	12/20
Kristin Hatch, Alt.	12/21
Brandon Quesnell, Alt.	12/21

Visitor Services Board

Susan Avellar	6/21
Richard Murray	6/20
Regina Cassidy	6/22
Andrea Sawyer	6/22
Jay Gurewitsch	6/20
David Wilson	6/22
David Nelson Burbank	6/20

**Recycling & Renew. Energy
Comm.**

Sue Jungi	12/21
Lydia Hamnquist	12/20
Jay Gurewitsch	12/20
Elise Cozzi	12/21
Jared Keasbey	12/22
Thomas Jung, Alt.	12/19
Vacant, Alt.	12/22

Water & Sewer Board

Frank Thompson	12/21
Vacant	12/21
Robert O'Malley	12/21
Gary Palmer	6/21
Peter Graham	6/22
Tracey Rose	6/20
Jonathan Sinaiko	12/20
Vacant, Alt.	12/22

Registrars, Board of

Tom Coen	12/22
Joseph Vasta	12/21
Susan Avellar	12/20
Darlene Van Alstyne	Indefinite

Yr.-Round Market Rate Rental**Housing Trust**

Louise Venden	12/22
Nathan Butera	12/22
Douglas Cliggott	12/21
Christopher Andrews	12/21
Kevin Mooney	12/20

Scholarship & Trust Adm. Com.

Michelle Axelson	12/22
Loretta Santos	12/22
Julia Perry	12/19
Olympia Ciliberto	12/21
David Moulton	12/21
Ngina Lythcott, Alt.	12/20
Vacant, Alt.	12/20

Zoning Board of Appeals

Daniel Wagner	12/21
Peter H. Okun	12/21
Steven Latasa-Nicks	12/22
Jeremy Callahan	12/20
Caleb Eigsti	12/21
Robert Nee, Alt.	12/21
Susan Peskin, Alt.	12/20

Appointed Town Boards

As of December 19, 2019

Appointed by the Town Manager

Conservation Commission

James Brett McNeilly	12/21
Robert Brock	12/20
Nathaniel Mayo	12/20
Alfred Famiglietti	12/21
Joseph Cooper	12/20
Dani Niedzielski	12/20
Oriana Conklin	12/22

Historical Commission

Deborah Minsky	12/21
Anika Costa	12/22
Stephen Borkowski	12/20
Julia Perry	12/20
Polly Burnell	12/20
Susan Avellar	12/21

Appointed Town Boards

As of December 19, 2019

Appointed by Town Moderator

Finance Committee

Mark Hatch	7/21
Dorie Seavey	7/21
Mark Bjorstrom	7/21
Mark Del Franco	7/20
Scott Valentino	7/20
Kathleen Goodwin	7/22
Richard “Chip” Capelli	7/22
Vacant, Alt.	7/20
Bertram Perkel, Alt.	7/22

Personnel Board

Susan Peskin	12/21
Regina Cassidy	12/22
Julie Knapp	12/22
Robert Compton	12/21
Marianne Clements	12/20
Alex Brown, Alt.	12/21
Steven “Tim” Vojtasko, Alt.	12/20



Select Board & Town Manager

Select Board

Change is not always bad: in fact, it seems to be the face of the future. With rising tides, and the climate being major contributors to this new future we; as a costal town; must begin to think of how we can best survive the coming change, how we can best begin to adapt to our new normal. Luckily, 2019 showed us some wonderful ways that the community is already beginning to think and adapt to this reality.

Thanks to the hard work and dedication from Tim Famulare in the Environmental Planning and Conservation Department, Provincetown received grant funding to conduct a Municipal Vulnerability Planning (MVP) process workshop. This workshop was held on March 15 at the Center for Coastal Studies. After completing this process, Provincetown was named an MVP Community. This designation indicates the Town's commitment to preparing for climate change and makes grant funding available. Our board would like to thank Tim and his team for their continued dedication to Provincetown and its future.

This year saw the delivery and installation of the MacMillan Wharf wave attenuator and replacement of the floating docks. This project will protect an important Town asset from future storm damage. Along these lines the Ryder Street dune enhancement project, a product of the MVP workshop, is progressing through the design phase. Once completed, this project will help mitigate this storm tide pathway.

In regard to our future as a vibrant and viable community, housing remains a large issue for year-round residents. There were three public forums held to discuss the VFW Housing proposal spanning from June to November. Participants were asked to consider density and design when looking at what might possibly be proposed for this location. A public report from JM Goldson, the firm hired to conduct these forums, was presented to the Select Board on January 27, 2020.

Looking forward there are still many things that are on the hearts and minds of the board. As we continue our journey to becoming more climate change oriented, we cannot forget that our Police station is in dire need of being rebuilt. Harbor Hill renovations are progressing and as buildings become available, applications for these housing units are being accepted. The expansion of the rooms occupancy tax to cover short term rentals is beginning to produce additional revenue. Once the board has more concrete evidence of what this revenue

stream could look like, we can begin to invest these funds more appropriately to the upcoming needs of the Town.

As a board we would like to thank David Gardner for stepping into the role of acting Town Manager once again in this time of transition. Many thanks to the search committee for their diligence and commitment to finding a Town Manager who could lead us into the future. We would like to welcome Robin Craver as that new Town Manager and look forward to working alongside her.

The Select Board would like to thank Cheryl Andrews for her years of service to this board and the Town. We would like to welcome David Abramson and John Golden to the board.

To all the board and committee volunteers, and Town employees, the Select Board thanks you for your service to the Town. It's this dedication that makes Provincetown a truly special place to call home.

David Abramson, *Chair*

Town Manager

I am proud to submit the Town Manager's 2019 Annual Report for the Town of Provincetown. Due to the departure of the former town manager, this past year has been a transition year. The new manager will be starting at a point where we are well into the budget process, which will limit her ability to shape the budget and therefore the organization in the upcoming year. As with every transition, it will take time for a new manager to come up to speed on the many unique issues and challenges Provincetown faces.

Staff looks forward to working with the Select Board and new Town Manager to continue to seek solutions to providing services at a lower cost to the taxpayer at the same time that we take advantage of new opportunities to allow us to maintain the high level of performance and productivity that the community expects.

As I look back at the accomplishments of the last year, I feel town staff made some incremental progress on our goals. Since taking over as Acting Town Manager in April 2019, the Town has had two Special Town Meetings and a combination of staff changes that required some departmental reorganization which is never ideal during a transition in leadership, but none the less required immediate attention.

During the period, we created the Marine Department with the creation of the Marine Coordinator in addition to the Harbormaster. The Provincetown Public

Pier Corporation also hired a facilities manager, and quickly promoted the position to Pier Manager. We now have three professional positions managing the harbor, pier and beaches.

The Parking Department saw the retirement of two long term employees, which promoted us to finally make the move to split the former Parking Department responsibilities into two divisions. Parking enforcement is under the purview of the Police Department and the parking lots and administration is under the purview of the Finance Department.

2019 saw a myriad of accomplishments within the Select Board's FY19 and FY20 goals. Site work was substantially completed at the Bas Relief and Park in support of the Provincetown 2020 celebration, and the Town saw the full occupation of one of the four Harbor Hill Housing structures. A collaborative effort known as the Crop Swap came about to provide fresh free produce to the Community, and the Town continued its efforts to increase wastewater capacity.

Staff undertook the Municipal Vulnerability Program(MVP), a community resiliency planning process that examines the Town's vulnerabilities and strengths, and identifies priority actions to build resilience to climate change. In September, the Town received its MVP designation, and is now able to apply for grants to update its resiliency plans.

The Town began work on the Wave Attenuator as part of its effort to support the Harbor Plan, and will see this project completed early 2020. The Town saw the success of a film company using Provincetown as a location for their production. As a result of this event, staff worked together to create a Film, Videography, Photography, Droning Policy and Application.

The Town launched a new Website, which in turn provides a "front page" button for the community to see the Financial Transparency of the Town. Student enrollment persists, with the free childcare program a success for residents and Town employees looking to be able to balance work and childcare.

It was with great sadness that the Town saw the passing of Marjorie Samson, Community Development Department Office Manager. While other staff members moved on to pursue other opportunities, the Town welcomed a new Emergency Management and Transportation Coordinator, Human Resources Manager, Assistant Building Inspector, Town Planner, and Assistant to the Community Development Office. For those who left, the Town thanks them for their service and dedication throughout their tenure.

The Town ended 2019 with the impending hiring of a new Town Manager. While staff look ahead on this new adventure, staff thank the time David Pan-

agore spent with the Town, and welcomes the new town manager.

Town Hall staff are able to accomplish what we have, and what we will yet do, by working together and drawing on the commitment and depth of expertise in our community. I would like to take this opportunity to say thank you to the countless volunteers for their work and for the support and advice we receive; it only makes for a better result. Also, my special thanks during the transition to Josee Cardinal Young, Elisabeth Verde, Erin Ellis and Elizabeth Paine for their continued efforts, teamwork and support and to the dedicated Department Heads and Town Staff for their efforts on behalf of this community. I am grateful to the Select Board, Town committee and board volunteers and community members for their support and encouragement as we move forward.

David Gardner, *Acting Town Manager*

Housing Specialist & Grant Administrator

2019 was an exceptionally busy year with regard to housing and economic development efforts through significant hard work on the part of the Community Housing Council, the Year Round Market Rate Rental Housing Trust, the Economic Development Committee, and the Community Preservation Committee. Major accomplishments included:

2019's focus for the Year Round Rental Trust was the renovation of Harbor Hill with building #5 completed in May 2019 with 6 units available and fully rented thereafter; the renovation of buildings #4, 6, & 7 began in the summer under NEI following the issuance of a second Invitation For Bids. Property management under the Community Development Partnership began in January 2019. The Trust was able to add 2 new ADA units to the 26 unit property with a \$250,000 grant under the Housing Choice program and through the new inclusionary zoning; bringing the total number of units to 28. The Trust also received mini-split systems for heat and AC for every unit through Cape Light Compact.

As part of the Pathway to Ownership, sponsored by the Community Housing Council, and with CPA funding assistance, the new Buy-Down Program was rolled out. It was offered coupled with the Down Payment & Closing Cost Assistance program; providing one household the opportunity to buy-down a market rate home with up to \$185,000 in exchange for a deed-restriction maintaining the affordability in perpetuity. Another ownership opportunity included the resale of a deed-restricted 3-bedroom home to a local family. The Town expects several ownership opportunities in the near future under our inclusionary zoning bylaw.

The community engagement process funded by the April 2018 ATM for the

VFW and 26 Shank Painter Road was conducted with the assistance of JM Goldson to provide concepts for both properties to fold into a Request for Proposals for housing development. Along with a survey, three Forums were conducted on 6/19/19, 9/17/19, and 11/13/19 as part of the effort.

Working with the Community Development Partnership, we are building on regional housing efforts largely through education, training, and connections. The third local Housing Institute was held in the fall with many members of various boards and staff in attendance. The conversation continues with quarterly peer group meetings as the region works to build housing opportunities for our residents.

Building on the UMass Data Analysis, the Town proceeded with an economic development strategic planning process, Setting the Stage for Economic Development. Working with Camoin Associates it included an economic base analysis, market analysis, and community involvement through focus groups and forums resulting in 5 themes and goal areas. Noteworthy, the lack of stable housing was the most critical issue across the board. The Economic Development Committee continues to issue micro and macro grants and has begun to work on implementation of the recommendations under the Camoin report.

The Bas Relief Restoration was completed with Town and CPA funding with Phase 1 completed in the spring of 2019 and Phase 2 in the fall.

I would like to thank the many volunteer board and committee members that work hard to sustain the community; we can't do this work without them!

Michelle Jarusiewicz, *Community Housing Specialist*

<p style="text-align: center;">Town Meetings & Elections Annual Town Meeting - Monday, April 1, 2019</p>
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Meeting Called to Order. Town Moderator, Mary-Jo Avellar convened the Annual Town Meeting at 6:00 pm on Monday, April 1, 2019 in the Town Hall Auditorium.

Preliminary Motions:

Cheryl Andrews moved that the Town vote to waive the reading of the warrant.

Motion passed.

Cheryl Andrews moved that the Town vote to grant permission to speak at the April 1, 2019 Annual Town Meeting to the following persons who are not registered voters of the Town of Provincetown:

John Giorgio, Esq., and other attorneys of the firm of KP Law, P.C., Town Counsel; Jay Coburn, Community Development Partnership; Andrea Aldana; Community Development Partnership; Jorge Cruz, Flansburgh Architects; Amy Davies, Provincetown Community Television; Paul C. Millett, Environmental Partners; Charlotte Ancel, Eversource Energy; Scott Fahle, Principal Assessor; Robert Capurso, Town Engineer; Josee Cardinal Young, Finance Director; Morgan Clark, Director of Health; James Golden, Chief of Police; Gregory Hennick, Police Lieutenant; Beau Jackett, Director of Management Information Systems; Michelle Jarusiewicz, Housing Specialist & Grant Administrator; Lezli Rowell, 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; Alexander Williams, Treasurer; Steve Wisbauer, Shellfish Constable; Steven Wlodkowski, Deputy Director of Public Works.

Motion passed.

Cheryl Andrews moved that on all matters to come before the April 1, 2019 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.

Cheryl Andrews moved that notwithstanding the requirements for a public hearing on each warrant article contained in Section 2-3-g of the Town Charter, Town Meeting may consider and act on all articles on the warrant for this Town Meeting.

Motion passed.

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

[Requested by the Select Board]

David Panagore moved that the Town vote to hear the reports of the Town Officials and Committees.

Board of Selectmen Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Video presentation from the School

REGULAR AGENDA

Article 2. FY 2020 Operating Budget. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$28,064,546 to

fund operating budgets for several Town departments for Fiscal Year 2020 in accordance with Chapter 6, Section 4 of the Provincetown Charter, as follows:

Budget Divisions	FY 2019	FY 2020	% change
I. General Government	\$984,238	\$1,016,144	3.2%
II. Finance	11,019,297	10,852,819	-1.5%
III. Public Safety	6,415,920	6,892,986	7.4%
IV. Public Works	3,674,739	3,762,250	2.4%
V. Public Services	918,582	957,479	4.2%
Sub-total, I-V	\$23,012,776	\$23,481,678	2.0%
VI. Public Schools	4,455,347	4,582,868	2.9%
Total, I-VI	\$27,468,123	\$28,064,546	2.2%

or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

Division I. General Government

David Panagore moved that the Town vote to raise and appropriate the sum of \$940,144, transfer \$70,000 from the Tourism fund and transfer \$6,000 from the Wetlands Protection Fund for a total of \$1,016,144 to fund operating budgets for the several Town departments for Fiscal Year 2020 under budget Division I, General Government, as recommended by the Select Board.

Select Board Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Division II. Finance

David Panagore moved that the Town vote to raise and appropriate the sum of \$10,822,819 and transfer \$30,000 from Title V Revolving fund for a total of \$10,852,819 to fund operating budgets for the several Town departments for Fiscal Year 2020 under budget Division II, Finance, as recommended by the Select Board.

Board of Selectmen Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Division III. Public Safety

David Panagore moved that the Town vote to raise and appropriate the sum of \$6,729,946, to Transfer \$53,040 from the Tourism fund, transfer \$50,000 from

the Ferry Embarkation fund, and transfer \$60,000 from Municipal Waterways fund for a total of \$6,892,986 to fund operating budgets for the several Town departments for Fiscal Year 2020 under budget Division III, Public Safety, as recommended by the Select Board.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Board of Health Recommends 3-0-0

Requires a Majority Vote

Motion passed.

Division IV. Public Works

David Panagore moved that the Town vote to raise and appropriate the sum \$3,762,250 to fund operating budgets for the several Town departments for Fiscal Year 2020 under budget Division IV, Public Works, as recommended by the Select Board.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Division V. Public Services

David Panagore moved the Town vote to raise and appropriate the sum \$957,479 to fund operating budgets for the several Town departments for Fiscal Year 2020 under budget Division V, Public Services, as recommended by the Select Board.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Division VI. Public Schools

David Panagore moved that the Town vote to raise and appropriate the sum of \$3,975,396 to fund the local Provincetown Public School System Budget for Fiscal Year 2020. And further, to raise and appropriate the sum of \$607,472 to fund the tuition assessment for students who attend the Nauset Regional High School for a total of \$4,582,868.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

School Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Article 3. FY 2020 Cape Cod Regional Technical High School Tuition

Assessment. To see if the Town will vote to raise and appropriate or transfer from available funds \$233,875 to fund the Town of Provincetown's assessment for the CCRTHS FY2020 operating budget; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Panagore moved that the Town vote to raise and appropriate the sum of \$233,875 for its tuition assessment for Cape Cod Technical Regional High School for FY 2020.

Board of Selectmen Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Article 4. FY 2020 Cape Cod Regional Technical High School Capital

Assessment. To see if the Town will vote to raise and appropriate or transfer from available funds \$148,371 to fund the Town of Provincetown's FY2020 capital assessment for the CCRTHS; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Panagore moved that the Town vote to raise and appropriate the sum of \$148,371 for its capital assessment for Cape Cod Technical Regional High School for FY 2020.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Article 5. FY 2020 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 2020:

6001 Water Enterprise Fund	FY 2019	FY 2020	% change
Enterprise Fund Costs	\$2,524,206	\$2,556,600	1.3%
General Fund Costs	398,184	298,638	-25.0%
TOTAL COSTS	\$2,922,390	\$2,855,238	-2.3%
6002 Wastewater Enterprise Fund	FY 2019	FY 2020	% change

Enterprise Fund Costs	\$4,391,287	\$3,898,266	-11.2%
General Fund Costs	150,056	112,542	-25.0%
TOTAL COSTS	\$4,541,343	\$4,010,808	-11.7%

or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

Motion 1. 6001 Water Enterprise Fund.

David Panagore moved that the Town vote that \$2,815,238 be appropriated to operate the Water Enterprise Fund, \$2,204,268 to come from Water Enterprise Fund revenues and \$312,332 from Retained Earnings, and further, \$298,638 to be appropriated in the general fund and funded from Water Enterprise revenues.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Water & Sewer Board Recommends 6-0-0

Board of Health Recommends 3-0-0

Requires a Majority Vote

Motion passed.

Motion 2. 6002 Wastewater Enterprise Fund.

David Panagore moved that the Town vote that \$4,010,808 be appropriated to operate the Wastewater Enterprise Fund, \$3,528,781 to come from Wastewater Enterprise Fund revenues, and \$369,485 from reserved for debt service, and further, \$112,542 to be appropriated in the general fund and funded from Wastewater Enterprise revenues.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Water & Sewer Board Recommends 3-0-0

Board of Health Recommends 3-0-0

Requires a Majority Vote

Motion passed.

Article 6. Police Station Supplemental Funding. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money to fund the supplemental construction cost for the Provincetown Police Station Project on the site located at 16 Jerome Smith Road, including all costs incidental or related thereto; or to take any other action relative thereto.

[Requested by the Select Board, the Finance Committee and the Town Manager]

Rich Waldo moved that the Town vote to appropriate the sum of \$3,900,000

to be expended under the direction of the Town Manager and the Director of Public Works for the supplemental construction costs of the Provincetown Police Station on the site located at 16 Jerome Smith Road, and costs related thereto, that to meet this appropriation

- transfer \$1,074,329 from free cash; and
- the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$2,825,671 pursuant to General Laws Chapter 44, Section 7, or any other enabling authority, and to issue bonds and notes therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

Select Board Recommends 3-2-0

Finance Committee Recommends 5-0-0

Building Committee Recommends 5-0-0

Louise Venden – Majority Report

Mark Hatch – Finance Committee Report

Paul Kelly – Building Committee Report

Robert Anthony - Statement

Lise King - Statement

Motion to suspend voting on Article 6 until the entire Police Station Project can be reviewed by an outside, independent design consultant firm and that their findings and recommendations presented to the Board of Select Persons and general public by Jim King

Motion does NOT pass.

Requires a Two-Third's Vote

Motion does NOT pass (Yes 202; No 123)

Article 7. Alteration of Layout of Route 6. To see if the Town will vote to accept the altered layout of a portion of Route 6 as a public way, as heretofore altered by the Select Board, to exclude from the layout of said way the parcel of land shown as “Lot 1 131,166+ SF. (3.01+ Ac.)” on a plan entitled “Route 6 Alteration and Division Plan,” dated October 1, 2018, prepared by Coastal Engineering Co., on file with the Town Clerk, and to transfer the care, custody, and control of the aforesaid discontinued parcel from the Select Board for public way purposes to the Select Board for general municipal purposes, including, without limitation, for Police Station purposes, and, further, to authorize the Select Board to take said parcel by eminent domain for said purposes and for the purpose of clearing the Town’s title thereto, if applicable; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Gardner moved that the Town vote to approve Article 7 as printed in the warrant.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Planning Board Recommends 4-0-0

Open Space Committee Does Not Recommend 3-0-0

Motion to indefinitely postpone Article 7 by Dorothy Cooper.

Motion passed.

Motion to reconsider Article 6 by Michelle Couture.

Motion passed.

Lise King moved to amend the following words to the end of the main motion to read: provided however, that the appropriation and borrowing authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) amounts required to pay the principal of an interest on the borrowing authorized by this vote.

Motion does NOT pass.

Charles Mayo moved that the vote on Article 6 be by secret ballot.

Motion does NOT pass.

Vote on Original Motion

Requires a Two-Third's Vote

Motion does NOT pass. (203 Yes; 115 No)

Motion to take Article 18 out of order by

Motion does NOT pass.

Article 8. OPEB Funding. To see if the Town will vote to raise and appropriate, or transfer from available funds \$280,000 to fund a contribution to the OPEB trust fund; or to take any other action relative thereto.

[Requested by the Town Manager and the Select Board]

David Panagore moved that the Town vote to transfer \$280,000 from Free Cash to fund a contribution to the Town's Other Post Employment Benefits (OPEB) Trust fund.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

OPEB Trust Committee Recommends 3-0-0

Requires a Majority Vote

Motion passed.

Article 9. Community Preservation Budget for FY 2020. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2020 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. \$79,395 for Open Space;
 - B. \$476,368 for Community Housing;
 - C. \$79,395 for Historic Resources;
2. Debt Service Appropriations: Part 2
 - A. \$198,175 for Community Housing debt service;
 - B. \$45,488 for Open Space debt service;
 - C. \$156,269 for Historic Preservation debt service;
3. Grant Requests Appropriations: Part 3
 - A. Community Housing - \$7,500 for the Cape Housing Institute, a training and education program through the Community Development Partnership (CDP), and said funds to be spent under the direction of the Town Manager subject to a grant agreement between the Town and the CDP.
 - B. Community Housing - \$175,000 for a Buy-Down Assistance Program through the Provincetown Housing Office, and said funds to be spent under the direction of the Town Manager.
 - C. Community Housing - \$25,000 for the Community Housing Office, including a full-time Housing Specialist.
 - D. Community Housing - \$40,000 for the preservation of the Foley House at 214 Bradford Street and said funds to be spent under the direction of the Town Manager subject to a grant agreement between the Town and the Housing Authority.
 - E. Historic Preservation - \$2,500 for the restoration of an original quadrant map and said funds to be spent under the direction of the Town Manager.
 - F. Open Space/Recreation - \$32,805 for the reconstruction of garden beds and fencing at B-Street Gardens and said funds to be spent under the direction of the Town Manager.
 - G. Open Space/Recreation - \$30,000 for reconstruction of the playground at VMCC.
 - H. Administrative Expenses - \$20,000 for CPA administrative expenses; or to take any other action relative thereto.
[Requested by the Community Preservation Committee]

CPA MOTION 1. Parts 1 and 2 Reserves and Debt Service

Alfred Famiglietti moved that the Town vote to set aside from Community Preservation Act estimated annual revenue the sum of \$79,395 for the Open

Space reserve fund, the sum of \$476,368 for the Community Housing Reserve Fund and the sum of \$79,395 for the historic resources reserve fund.

And further to appropriate the sum of \$399,932 to fund debt service for Fiscal Year 2020 as follows: the sum of \$198,175 from Community Housing reserves, the sum of \$45,488 from Open Space reserves, and the sum of \$156,269 from Historic Preservation reserves.

Community Preservation Recommends 6-0-0

Open Space Committee Recommends 3-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Board of Health Recommends 4-0-0

Housing Authority Recommends 3-0-0

Requires a Majority Vote

Motion passed.

CPA MOTION 2. Part 3A. Cape Housing Institute

Alfred Famiglietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$7,500 for the Community Housing Program from Community Preservation Undesignated Fund Balance to be used for a Training and Education Program by the Cape Housing Institute, and said funds to be spent under the direction of the Town Manager subject to a grant agreement between the Town and the CDP.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Community Housing Council Recommends 4-0-0

Year-Round Rental Trust Recommends 3-0-0

Board of Health Recommends 4-0-0

Housing Authority Recommends 3-0-0

Requires a Majority Vote

Motion passed.

CPA MOTION 3. 3B Housing Buy-Down Assistance Program

Alfred Famiglietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$175,000 for the Community Housing Program from Community Preservation Undesignated Fund Balance to be used for a Housing Buy-Down Assistance program through the Provincetown Housing Office, and said funds to be spent under the direction of the Town Manager.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0
Community Housing Council Recommends 4-0-0
Board of Health Recommends 4-0-0
Housing Authority Recommends 3-0-0
Requires a Majority Vote
Motion passed.

CPA MOTION 4. 3C Community Housing Office

Alfred Familgietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$25,000 for the Community Housing Program from Community Preservation Undesignated Fund Balance to be used for the Community Housing Office, including a full-time Housing Specialist and CPA administration along with pro-rated benefits and expenses.

Community Preservation Recommends 7-0-0
Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Community Housing Council Recommends 4-0-0
Year-Round Rental Trust Recommends 3-0-0
Board of Health Recommends 4-0-0
Housing Authority Recommends 3-0-0
Requires a Majority Vote
Motion passed.

CPA MOTION 5. 3D Community Preservation Budget for FY 2020.

Alfred Familgietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$40,000 for the Community Housing Program from Community Preservation Undesignated Fund Balance to be used for the rehabilitation of the Foley House at 214 Bradford Street and said funds to be spent under the direction of the Town Manager subject to a grant agreement between the Town and the Housing Authority.

Community Preservation Recommends 7-0-0
Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Community Housing Council Recommends 3-0-1
Year-Round Rental Trust Recommends 3-0-0
Board of Health Recommends 4-0-0
Requires a Majority Vote
Motion passed.

CPA MOTION 6. 3E Restoration of an Original Quadrant Map

Alfred Famiglietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$2,500 for the Historic Preservation Program from the Community Preservation Unreserved Fund Balance to be used for the restoration of an original quadrant map and said funds to be spent under the direction of the Town Manager.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Conservation Commission Recommends 5-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

CPA MOTION 7. 3F B-Street Gardens Fencing and Garden Beds Reconstruction

Alfred Famiglietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$32,805 for the Open Space/Recreation Program from the Community Preservation Unreserved Fund Balance for the reconstruction of garden beds and fencing at the B-Street Community Gardens, and said funds to be spent under the direction of the Town Manager.

Community Preservation Recommends 7-0-0

Open Space Committee Recommends 3-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

CPA MOTION 8. 3G VMCC Playground Reconstruction

Alfred Famiglietti moved that the Town vote to appropriate under the Community Preservation Act the sum of \$30,000 for the Open Space/Recreation Program from Community Preservation Undesignated Fund Balance to be used for the reconstruction of the VMCC Early Learning Center Playground and said funds to be spent under the direction of the Town Manager.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Recreation Commission Recommends 5-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

CPA MOTION 9. 3H CPA General Administration

Alfred Famiglietti moved that the Town vote to appropriate the sum of \$20,000 from estimated annual revenue to be used for CPA general administration, said funds to be expended under the direction of the Town Manager.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

Article 10. Rescind Prior Community Preservation Act Authorization. To see if the Town will vote to rescind the authorization of \$100,000 for the preservation of the former Community Center at 46 Bradford Street as authorized under 2017 ATM Article 7-3C; or to take any other action relative thereto.

[Requested by the Community Preservation Committee]

Alfred Famiglietti moved that the Town vote to rescind the authorization for \$100,000 for the preservation of the former Community Center at 46 Bradford Street as authorized under 2017 ATM Article 7-3C.

Community Preservation Recommends 7-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Article 11. Funding for Economic Development Committee. To see if the Town will vote to raise and appropriate \$26,000 with \$1,000 for Committee expenses and \$25,000 in funds available to be awarded in grants to develop increased year-round economic opportunities. Grants shall be subject to approval by the Select Board. Committee Mission Statement: Encourage initiatives to which the Town of Provincetown might grant funding that will increase year-round economic opportunities for Provincetown citizens without creating adverse impacts on the character of our community or our natural environment; or to take any other action relative thereto.

[Requested by the Select Board]

David Panagore moved that the Town vote to approve Article 11 as printed in the warrant.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0**Economic Development Committee Recommends 5-0-0****Requires a Majority Vote****Motion passed.**

Article 12. Transfer from Overlay Surplus. To see if the Town will vote to transfer \$120,000 from Overlay Surplus to reduce the FY2020 tax rate; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Panagore moved that the Town vote to transfer \$120,000 from Overlay Surplus to reduce the FY2020 tax rate.

Select Board Recommends 4-0-1**Finance Committee Recommends 5-0-0****OPEB Trust Committee Recommends 3-0-0****Requires a Majority Vote****Motion passed.**

Article 13. FY 2020 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 2020 Capital Improvements Program submitted in accordance with Chapter 6, Section 6 of the Provincetown Charter as follows, provided that one or more of the appropriations listed below may be contingent on a Proposition 2½ capital outlay or debt exclusion ballot question:

- A. Fire Department Fire Truck - \$550,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of a fire engine; and costs related thereto.
- B. Fire Department Main Station Generator - \$125,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of the generator in the Main Fire Station; and costs related thereto.
- C. Pier Infrastructure Maintenance - \$200,000 to be expended under the direction of the Town Manager and the Provincetown Public Pier Corporation for the Maintenance and Improvement Program for MacMillan Pier; and costs related thereto.
- D. Police Vehicle Fleet Replacement - \$169,431 to be expended under the direction of the Town Manager and the Chief of Police for the purchase of two police vehicles and equipment pursuant to the Police Fleet

Replacement Plan and one Animal Control vehicle; and costs related thereto.

- E. Public Works Building Maintenance Plan, Library/Fire Station 4 Generator - \$145,000 to be expended under the direction of the Town Manager and the Director of Public Works to install an emergency generator to serve the Provincetown Library and Fire Station #4, and costs related thereto.
- F. Public Works Vehicle Fleet Replacement - \$110,000 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of a vacuum excavator trailer with pipe jetting capabilities to replace a 1981 International Catch Basin Truck; and costs related thereto.
- G. Public Works Building Maintenance Plan - \$395,000 to be expended under the direction of the Town Manager and the Director of Public Works for exterior repairs including the preparation and painting of Town Hall, VMCC, MPL Bathrooms, and the Central Vacuum Pump Station and for the repair and replacement of the flat roof at the VMCC; and costs related thereto.
- H. Shank Painter Road Reconstruction - \$320,000 to be expended under the direction of the Town Manager and the Director of Public Works to fund the design and specifications for the reconstruction of Shank Painter Road / Route 6 Intersection Project; and costs related thereto.
- I. Court Street Drainage and Repair - \$150,000 to be expended under the direction of the Town Manager and the Director of Public Works to fund the design of a pump station to mitigate the flooding of Court Street; and costs related thereto.
- J. Public Works Demolition of the Former VFW Building - \$90,000 to be expended under the direction of the Town Manager and the Director of Public Works for the demolition of the building and grounds at 3 Jerome Smith Road, known as the former VFW Building; and costs related thereto.

CIP MOTION 1.

CAPITAL IMPROVEMENT ARTICLES FUNDED FROM FREE CASH and TRANSFER FROM UNEXPENDED FUNDS OF PREVIOUSLY APPROVED TOWN MEETING APPROPRIATIONS

David Gardner moved that the Town vote to transfer

- \$225.00 in unused funds from April 2017 ATM Article 8-2, Fingerprint System;

- \$32.79 in unused funds from April 2018 STM Article 5, Bulletproof Vests;
- \$60.00 in unused funds from April 2018 STM Article 6, Radar Signs;
- \$3,620.07 in unused funds from April 2018 ATM Article 10-6, Police Fleet;
- \$14.00 in unused funds from April 2018 STM Article 8, Aquaculture Support;
- \$111.35 in unused funds from April 2017 ATM Article 39, Fireworks;
- \$1,420.00 in unused funds from April 2015 ATM Article 26, Economic Development Committee;
- \$3,981.90 in unused funds from April 2018 STM Article 9, Charter Commission;
- \$14,260.18 in unused funds from April 2017 ATM Article 14, Province Road;
- \$14,218.00 in unused funds from April 2017 ATM Article 8-10, PW Fleet Replacement;
- \$18,190.00 in unused funds from April 2018 ATM Article 10-7, DPW Backhoe; and
- \$2,198,297.71 from Free Cash

for a total of \$2,254,431 to fund the following capital Improvement articles:

- A. Fire Department Replace Engine 5 - \$550,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of a Fire Engine; and costs related thereto;
- B. Fire Department Main Station Generator Replacement - \$125,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of the generator in the Main Fire Station; and costs related thereto;
- C. Pier Infrastructure Maintenance - \$200,000 to be expended under the direction of the Town Manager and the Provincetown Public Pier Corporation for the Maintenance and Improvement Program for MacMillan Pier; and costs related thereto;
- D. Police Vehicle Fleet Replacement – \$169,431 to be expended under the direction of the Town Manager and the Chief of Police for the purchase of two police vehicles and equipping pursuant to the Police Fleet Replacement Plan and one Animal Control vehicle; and costs related thereto;
- E. PW Generator for Library and Fire Station 4 - \$145,000 to be expended under the direction of the Town Manager and the Director of Public Works to install an emergency generator to serve the Provincetown Library and Fire Station #4, and costs related thereto;
- F. PW Vehicle Fleet Replacement - \$110,000 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of a vacuum excavator trailer with pipe jetting capabili-

- ties to replace a 1981 International Catch Basin Truck; and costs related thereto;
- G. PW Building Maintenance Plan - \$395,000 to be expended under the direction of the Town Manager and the Director of Public Works for exterior repairs including the preparation and painting of Town Hall, VMCC, MPL Bathrooms, and the Central Vacuum Pump Station and for the repair and replacement of the flat roof at the VMCC; and costs related thereto;
- H. PW Shank Painter Road Reconstruction - \$320,000 to be expended under the direction of the Town Manager and the Director of Public Works to fund the design and specifications for the reconstruction of Shank Painter Road / Route 6 Intersection Project; and costs related thereto;
- I. PW Court Street Drainage & Repair - \$150,000 to be expended under the direction of the Town Manager and the Director of Public Works to fund design of a pump station to mitigate the flooding of Court Street; and costs related thereto;
- J. PW VFW Building Demolition - \$90,000 to be expended under the direction of the Town Manager and the Director of Public Works for the demolition of the building and grounds at 3 Jerome Smith Road, known as the former VFW Building; and costs related thereto;

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Harbor Committee Recommends 13C & 13L 3-0-0

Pier Corp Recommends 13C & 13L 4-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Mr. Steele moved to separate item H from the main Motion

Motion passed.

Motion passed for items A – G, I and J

Motion to approve Item H

Motion passed.

Dennis Minsky moved to adjourn the April 1, 2019 Annual Town Meeting at 10:20 pm

Town Moderator, Mary-Jo Avellar reconvened the Annual Town Meeting at 6:00 pm on Tuesday, April 2, 2019 in the Town Hall Auditorium.

- K. Council on Aging Transport Van - \$35,000 to be expended under the direction of the Town Manager and the Director of the Council on Ag-

- ing for the replacement of the Council on Aging transport van; and costs related thereto.
- L. Marine Department Shoreline Protection Projects - \$50,000 to be expended under the direction of the Town Manager for funding and grant requests for beach nourishment and shoreline protection projects; and costs related thereto.
- M. 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 applying for various grants that may become available; and costs related thereto.
- N. DPW Street, Sidewalk & Bike Path Maintenance and Repair - \$60,000 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.
- O. Public Works Fuel Dispensary System - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works to replace the fuel dispensary at the highway garage and the supporting software used by DPW administration; and costs related thereto.
- P. Public Works Town Owned Properties Facility Plan - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works for the development of a Facility Plan to prepare for and manage existing Town-owned buildings; and costs related thereto.
- Q. Public Works Building Maintenance Plan, HVAC Expansion at Town Hall - \$250,000 to be expended under the direction of the Town Manager and the Director of Public Works to expand the capacity of the current air conditioning and associated operating system within Town Hall; and costs related thereto.

CIP MOTION 2.

CAPITAL IMPROVEMENT ARTICLES FUNDED FROM CAPITAL IMPROVEMENT STABILIZATION FUND

David Gardner moved that the Town vote to transfer \$595,000 from the Capital Improvement Stabilization Fund to fund the following Capital Improvement articles:

- K. COA Transport Van - \$35,000 to be expended under the direction of the Town Manager for the replacement of the Council on Aging transport van; and costs related thereto;

- L. Marine Shoreline Protection Projects - \$50,000 to be expended under the direction of the Town Manager for funding and grant requests for beach nourishment and shoreline protection projects; and costs related thereto;
- M. DPW 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 applying for various grants that may become available; and costs related thereto;
- N. DPW Streets, Sidewalks & Bike Paths - \$60,000 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;
- O. DPW Fuel Dispensary System - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works to replace the fuel dispensary at the Highway garage and the supporting software used by DPW administration; and costs related thereto;
- P. Town Owned Property Facilities Plan - \$50,000 to be expended under the direction of the Town Manager and the Director of Public Works for the development of a Facility Plan to prepare for and manage existing Town owned buildings; and costs related thereto;
- Q. DPW HVAC Expansion Town Hall - \$250,000 to be expended under the direction of the Town Manager and the Director of Public Works to expand the capacity of the current air conditioning and associated operating system within Town Hall; and costs related thereto;

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Pier Corp Recommends 13L 4-0-0

Harbor Committee Recommends 13L 3-0-0

Board of Health Recommends 4-0-0

Requires a Two-Thirds Vote

Motion passed. Two-thirds majority established.

- R. Water Department-Fleet Replacement - \$40,000 to be expended under the direction of the Town Manager and the Water Superintendent for the replacement of a Water Department pickup truck pursuant to the Water Fleet Replacement Plan; and costs related thereto.

CIP MOTION 3.

CAPITAL IMPROVEMENT ARTICLE FUNDED FROM THE WATER ENTERPRISE FUND

David Gardner moved that the Town vote to appropriate from Water Enter-

prise Fund Retained Earnings a total of \$40,000 to fund the following capital improvement articles:

- R. Water Department-Fleet Replacement - \$40,000 to be expended under the direction of the Town Manager and the Water Superintendent for the replacement of a Water Department pickup truck pursuant to the Water Fleet Replacement Plan; and costs related thereto;

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Water & Sewer Board Recommends 6-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

- S. Water Department Asbestos Cement Water Main Replacement - \$500,000 to be expended under the direction of the Town Manager and the Water Superintendent to fund the replacement or rehabilitation of asbestos cement water pipes; and costs related thereto.
- T. Water Department Knowles Crossing Building Renovation - \$1,400,000 to be expended under the direction of the Town Manager and the Water Superintendent for the engineering and design services and construction for a full scale building renovation and reconstruction; and costs related thereto; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

CIP MOTION 4.

CAPITAL IMPROVEMENT ARTICLE FUNDED FROM BONDING

David Gardner move that the Town vote to appropriate a total of \$1,900,000 to fund the following capital improvement articles:

- S. Water Department Asbestos Cement Water Main Replacement - \$500,000 to be expended under the direction of the Town Manager and the Water Superintendent to fund the replacement or rehabilitation of asbestos cement water pipes; and costs related thereto;
- T. Water Department Knowles Crossing Building Renovation - \$1,400,000 to be expended under the direction of the Town Manager and the Water Superintendent for the engineering and design services and construction for a full scale building renovation and reconstruction; and costs related thereto;

That to meet this appropriation:

- transfer \$3,749.06 of unspent bond proceeds from April 2004 ATM

- article #4-8, New Source,
- transfer \$53,955.59 of unspent bond proceeds from April 2005 ATM article #8-11 S. Hollow Well,
 - transfer \$6,999.11 of unspent bond proceeds from April 2007 ATM article #8-11 DEP New Source,
 - transfer \$111,876.82 of unspent bond proceeds from April 2010 STM article #5 N. Union Field Land, and
 - the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$1,723,419.42 pursuant to General Laws Chapter 44, Sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Water & Sewer Board Recommends 6-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

Article 14. Ground Lease for Eversource Battery Project. To see if the Town will vote to transfer the care, custody and control of a portion of the parcel of land located at 90 Race Point Road shown as Assessor's Map 9-2, Parcel 24, and described in a deed recorded with the Barnstable County Registry of Deeds in Book 12449, Page 25, from the Select Board currently held for waste transfer station purposes to the Select Board for waste transfer station purposes and energy services and for the purpose of leasing, and further to authorize the Select Board to lease to NSTAR Electric Company d/b/a Eversource Energy or other utility company for a period of up to 45 years a portion or portions of such parcel for the purposes of constructing, owning, operating and maintaining a battery storage facility and providing energy services to the Town, and further to authorize the Select Board to grant such access, utility and/or other easements related thereto in, on and under said parcel of land, all on such terms and conditions, and for such consideration, as the Select Board deems appropriate, or to take any vote or votes in relation thereto.

[Requested by the Select Board and Town Manager]

Tim Famulare moved that the Town vote to approve Article 14 as printed in the warrant.

Select Board Recommends 5-0-0**Finance Committee Recommends 5-0-0****Board of Health Recommends 4-0-0****Requires a Two-Third's vote****Motion passed. Two-Third's Majority established.****PETITIONED ARTICLES**

Article 15. *Petitioned Article – Non-Binding Resolution – Anti-Idling Resolution.* To see if the Town will vote to support the increased awareness and enforcement of the Massachusetts State Law (MGL, Chapter 90, Section 16A, and regulation CMR 7.11) limiting the idling of motor vehicles to a period of five minutes. Such support will encourage our local law enforcement officers to increase their efforts to remind drivers of the state law and to enforce the law where applicable; encourage the involvement of the Town Board of Health and Health Department to further awareness and compliance; and encourage the Department of Public Works to support these goals in Town-related vehicle operations. Such support will also take the form of promoting a voluntary posting of the law at all businesses providing parking for five or more vehicles and at appropriate Town-owned locations, such posting to be prominent and visible; or to take any other action relative thereto.

[Requested by Dennis Minsky and others]

Dennis Minsky moved that the Town vote to approve a non-binding resolution as printed in the warrant under Article 15.

Select Board Recommends 2-0-2**Conservation Commission Recommends 5-0-0****Board of Health Recommends 4-0-0****Requires a Majority Vote****Motion passed.****Article 16. *Petitioned Article – Resolve Providing for the Creation of a Special Commission Relative to the Seal and Motto of the Commonwealth.***

To see if the Town will vote to adopt the following resolution:

Whereas the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settler's first winters on their land;

Whereas members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, April of 1623, the naked Colonial broadsword brandished over the head of the Native man on the Massachusetts State FLAG

I State SEAL, is copied from Myles Standish's own broadsword;

Whereas the belt binding the Native's cloak on the FLAG *I* SEAL is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag Leaders who resorted to mutually destructive war in 1675 - 1676 in defense of Native Lands against Euro - Colonist encroachment;

Whereas the proportions of the body of the Native man in the FLAG *I* SEAL were taken from a Native skeleton kept in Winthrop: the bow modeled after a bow taken from a Native man shot and killed by Colonists in Sudbury in 1665, and his feature's taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered to be a "fine Native specimen" although not from Massachusetts;

Whereas the 400th. Anniversary of the Landing of Euro - Colonists at Plymouth Plantation, which gave rise to the long chain of genocidal wars and deliberate policies of Cultural destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizen of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro - Colonists immigrants and the Native Nations of these shores;

And Whereas Native Americans have long suffered the many abuses of racism, the appropriation of their symbols for public schools and sports teams, the diminution and pollution of their Ancestral Land and the encroachment of their cultural life ways;

Therefore, we the Voters of the Town of PROVINCETOWN, support the Bill introduced by State Representative Byron Rushing, Bill #H-1707 calling for an investigation by a special commission, including members of the legislature and representatives of the Native Nations of Massachusetts, to recommend changes to the STATE FLAG and STATE SEAL of the Commonwealth"; or to take any other action relative thereto.

[Requested by Pastor Brenda L. Haywood and others]

Pastor Brenda L. Haywood moved that the Town vote to adopt a resolution as printed in the warrant under Article 16 with the following substitution, replace Bill H-1707 with Bill H-2776.

Select Board Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Article 17. Petitioned Article – Non-Binding Resolution – Increased Provincetown Tree Protection. To see if the Town will vote to support a non-binding resolution increasing protection of our native trees. Such protection would be achieved by considering the hiring of a professionally qualified Tree Warden, perhaps on a consulting basis, aided by a volunteer committee.

This resolution, proposing the guidance of a professional Tree Warden,

would complement the existing tree by-law and add protections to our existing zoning by-laws, extending protection beyond those trees shading the public way, including but not limited to Heritage trees. The Tree Warden would ensure that engineering, geological and environmental studies where trees are located would be professionally conducted. Prior to any building requiring the removal of trees on public or private land, permit seekers would be required to prove necessity.

This non-binding resolution, if accepted by Town Meeting, would serve as a way to aid Town boards and committees with tree destruction before them. No top expertise is now available to the Conservation Commission, the Zoning Board of Appeals in the course of site-plan reviews, the Tree Committee or the Planning Board, unlike other towns and cities that employ a U.S. Forestry-accredited Warden. This resolution would result in future zoning bylaws to extend tree protections in our fragile, built-on-shifting-sand Town, for our safety.

This non-binding resolution will thus serve to fulfill our Emergency Planning and Management Goal of employing an “integrated, all-hazards approach for prevention / mitigation, preparedness, response and recovery planning for the Town,” by addressing fresh-water flooding as well as sea-level rise at the shore”; or to take any other action relative thereto.

(Requested by Sherry Dranch and others)

Sherry Dranch moved that the Town vote to approve a non-binding resolution as printed in the warrant under Article 17.

Select Board Recommends 5-0-0

Open Space Committee Recommends 3-0-0

Requires a Majority Vote

Motion passed.

Article 18. Petitioned Article – General Bylaw Amendment: Chapter 13 Prohibited Activities – Public Health Smoking Ban on Town-Owned Properties *(Deletions shown in strike-through and new text shown as underlined.)*

To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 13 as follows:

13-2-23. Smoking is prohibited in all places designated in Massachusetts General Laws Chapter 270, Section 22, on town-owned properties, vehicles, and offices, and on all Town-owned beaches.”; or to take any other action relative thereto.

(Requested by Tracy Kachtick-Anders and others)

Tracy Kachtick-Anders moved that the Town vote to amend the General By-law as printed in the warrant under Article 18.

Select Board Does NOT Recommend 4-1-0
Open Space Committee Recommends 3-0-0
Year-Round Rental Trust Does NOT Recommend 3-0-0
Board of Health Recommends 4-0-0
Requires a Majority Vote
Motion does NOT pass.

Article 19. Petitioned Article – General Bylaw Amendment: Chapter 13 Prohibited Activities – Public Health Smoking Ban on Properties managed by Housing Authority and Year Round Housing Trust (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 13 as follows:

13-2-23. Smoking is prohibited in all places designated in Massachusetts General Laws Chapter 270, Section 22, on properties managed by the year-round trust and the housing authority (if they receive funds or services from the town of Provincetown such as garbage and recycling pick-up) and on all Town-owned beaches.” or to take any other action relative thereto.

(Requested by Tracy Kachtick-Anders and others)

Tracy Kachtick-Anders moved that the Town vote to amend the General Bylaw as printed in the warrant under Article 19.

Select Board Does NOT Recommend 5-0-0
Year-Round Rental Trust Does NOT Recommend 3-0-0
Board of Health Recommends 4-0-0
Requires a Majority Vote
Motion does NOT pass.

TOWN BOARD ARTICLES

Article 20. Land Bank – Expenses. To see if the Town will vote to appropriate from the Land Bank Fund established under Chapter 293 of the Acts of 1998 the sum of \$191,288 to be expended under the direction of the Open Space Committee and the Town Manager for the following amounts for FY2019 and FY2020:

	FY2019	FY2020	Total
Debt Service Principal	55,000	35,000	90,000
Debt Service Interest	2,338	950	3,288
Maintenance	20,000	30,000	50,000
Acquisition Related Costs	18,000	30,000	48,000
Total	\$95,338	\$95,950	\$191,288

or to take any other action relative thereto.

[Requested by the Town Manager and Open Space Committee]

Tim Famulare moved that the Town vote to approve Article 20 as printed in the warrant.

Open Space Committee Recommends 3-0-0

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

GENERAL BYLAW AMENDMENT ARTICLES

Article 21. General Bylaw Amendment: Chapter 12 Wetlands Protection

Bylaw – *(Deletions shown in strike-through and new text shown as underlined.)* To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 12 as follows:

12. WETLANDS PROTECTION BYLAW

12-1. Introduction.

The purpose of this bylaw is to protect the foreshores, wetlands, water resources, and adjoining land areas in the Town of Provincetown by controlling activities deemed by the Conservation Commission likely to have a significant or cumulative effect upon resource area values, including but not limited to the following: public or private water supply, groundwater quantity and quality, flood control, erosion and sedimentation control, storm damage prevention including coastal storm flowage, water quality, water pollution control, ~~erosion and sedimentation control~~, fisheries, shellfish, wildlife habitat, rare species habitat including rare plant species, agriculture, aquaculture, and recreation values, deemed important to the Town (collectively, the “resource area values protected by this bylaw”). This bylaw is intended to utilize the Home Rule authority of the Town to protect additional resource areas, for additional values, with additional standards and procedures stricter than those of the Massachusetts Wetlands Protection Act (G.L. Ch. 131, §40) and Regulations thereunder (310 CMR 10.00).

12-2. Jurisdiction.

Except as permitted by the Conservation Commission or as provided in this bylaw, no person shall commence to remove, fill, dredge, build upon, degrade, or discharge into, or otherwise alter the following resource areas: any freshwater or coastal wetlands; vegetated and unvegetated wetlands (both Bordering and Isolated); marshes; flats; wet meadows; bogs; swamps; vernal pools; banks; reservoirs; lakes; ponds of any size; rivers; streams; creeks; beaches; dunes; estuaries; the ocean; lands under water bodies; ~~lands subject to flooding or inundation by groundwater or surface water; lands subject to tidal action, coastal storm flowage, or flooding;~~ any and all areas protected by the Mas-

sachusetts Endangered Species Act (MESA) and as defined by the Natural Heritage and endangered Species Act Program (NHESP); and the one-hundred (100) foot Buffer Zone to any of the aforementioned resource areas ~~or lands abutting any of the aforesaid resource areas as set out in §12-7; lands subject to flooding or inundation by groundwater or surface water; and lands subject to tidal action, coastal storm flowage, or flooding~~ (collectively the “resource areas protected by this bylaw”). Said resource areas shall be protected whether or not they border surface waters.

In the event that the Commission determines that an activity occurring beyond the limit of jurisdiction noted above is likely to have, is having or has had a significant effect on the wetlands values of a resource area, the Commission may require the filing of a Notice of Intent or a Request for Determination of Applicability for that activity.

In determining whether a resource area is subject to the provisions of this by-law, the origin of the wetland, whether natural or man made, is not a relevant factor.

And

12-5-2. Public Hearing. The Commission shall conduct a public hearing on any permit application or RFD, with written notice given at the expense of the applicant, not less than five business days prior to the hearing, in a newspaper of general circulation in the municipality. The Commission shall commence the public hearing 21 days from its posted deadline for filing applications, upon receipt of a completed permit application or RFD unless an extension is authorized in writing by the applicant. The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant. The Commission in an appropriate case may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act (G.L. Ch.131 §40) and Regulations (310 CMR 10.00).
or to take any other action relative thereto.

[Requested by the Conservation Commission]

Tim Famulare moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 21.

- Conservation Commission Recommends 5-0-0**
- Open Space Committee Recommends 3-0-0**
- Select Board Recommends 5-0-0**
- Requires a Majority Vote**
- Motion passed.**

Article 22. General Bylaw Amendment: Chapter 6 - Revolving Fund Bylaw (Small Scale Climate Change Resiliency Revolving Fund). (Deletions shown

in strike-through and new text shown as underlined.) To see if the Town will vote pursuant to the provisions of G.L. c.44, §53E½, to amend the General Bylaws by inserting a new revolving fund, as follows:

6-10. Revolving Funds.

6-10-1. There are hereby established in the Town of Provincetown pursuant to the provisions of G.L. c.44, §53E½, the following Revolving Funds:

Program or Purpose	Representative or Board Authorized to Spend	Department Receipts
<u>Small Scale Climate Change Resiliency Revolving Fund to provide materials and equipment (such as rainwater collection barrels, composters, shade trees, bat houses and other pollinator-encouraging equipment) for resale and to provide grants to residents and businesses wishing to make small scale changes on their property to prepare for climate change like rain gardens and other storm water drainage solutions.</u>	<u>Town Manager and Director of Public Works</u>	<u>Receipts from resale of materials and equipment</u>

Or to take any other action relative thereto.

[Requested by the Town Manager]

David Gardner moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 22, and further to authorize a spending limit of up to \$5,000 annually.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Conservation Commission Recommends 5-0-0

Board of Health Recommends 4-0-0

Requires a Majority Vote

Motion passed.

Article 23. General Bylaw Amendment: Chapter 8 Licensing and Regulations of Businesses – Licensing of Marijuana Establishments (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown General Bylaws by amending Section 8-3 as follows:

8-3. Public hearing and notification requirements.

The granting of all new and all modifications or expansions of seasonal and annual licenses issued pursuant to G.L. c. 138, §12, G.L. c.140, §2 or G.L. c. 140, §183A, and G.L. c 94G, respectively, including common victualer, innholder, retail package store, entertainment and food vendor licenses, shall be subject to the following conditions:

1. That the application be considered at a public hearing advertised for two weeks in a newspaper of general circulation in Provincetown, the first publication to be at least 14 days prior to the hearing date, and that said notice be appropriately posted in Town Hall;
2. That the application shall include a plan showing the specific area of the proposed usage;
3. That the abutters be notified by certified mail of the application or modification within 3 days of the first publication date;
4. That the licensing authority consider whether the social, economic or other benefits of the proposal for the neighborhood or town outweigh any adverse effects such as hazard, congestion or environmental degradation; and
5. That the costs of the application, hearing, and notification process be covered by the application fee; or to take any other action relative thereto.

[Requested by the Town Manager]

David Gardner moved that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 23.

Select Board Recommends 5-0-0

Requires a Majority Vote

Motion passed.

ZONING BYLAW AMENDMENT ARTICLES

Article 24. Zoning Bylaw Amendment: *Divided Lots.* (*Deletions shown in strike through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Section 2130, Divided Lots, as follows:

2130 Divided Lots. When a boundary line between zoning districts divides a lot in single ownership, each portion of the lot shall be governed by the use and dimensional requirements of the zoning district in which each portion of the lot is located. Lots located in part in another municipality shall be regulated as if entirely within Provincetown; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 24 of the town meeting warrant.

B. Business								
B7	Parking lots/garages	NO	BA ¹¹	BA ¹¹	BA ¹¹	BA ¹¹	NO	NO

Footnotes

11. Special Permit to be granted only after a Public hearing and approval of the Building Inspector, the Fire Department and the Police Department. or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 26 of the town meeting warrant.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed Unanimously.

Article 27. Zoning Bylaw Amendment: Special Permits. (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Section 5300 Special Permits as follows:

Section 5300 Special Permits

5340 Expiration. Special Permits shall lapse ~~twenty-four months~~ three years following grant thereof (plus such time required to pursue or await the determination of an appeal referred to in Sec. 17, Ch. 40A, G.L.) if a substantial use thereof or construction has not sooner commenced except for good cause as determined by the ~~Board of Appeals~~ Special Permit Granting Authority; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 27 of the town meeting warrant.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed Unanimously.

Article 28. Zoning Bylaw Amendment: Special Permit Modifications. (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Section 5300 Special Permits, as follows:

5350 Amendments and Minor Modifications to a Special Permit

An amendment, modification, or clarification to an approved Special Permit that does not represent a substantive change of the findings or conditions of approval of the project may be administered by a notation to the file based on a finding by a super majority vote of the Special Permit Granting Authority at a public meeting. Any amendment, modification, or clarification that represents a substantive change of the findings or conditions of approval of the project shall require a new Special Permit with notice to abutters pursuant to MGL c40A § 11; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 28 of the town meeting warrant.

Planning Board Recommends 4-0-0

Select Board Recommends 5-0-0

Requires a Two-Thirds Vote

Motion passed Unanimously.

Article 29. Zoning Bylaw Amendment: Site Plan Review. (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 4 Special Regulations, Section 4000 Site Plan Review as follows:

Section 4000. Site Plan Review (SPR)

4040 Amendments and Minor Modifications to a Site Plan

An amendment, modification, or clarification to an approved Site Plan that does not represent a substantive change of the findings or conditions of approval of the project may be administered by a notation to the file based on a finding by a majority vote of the Planning Board at a public meeting. Any amendment, modification, or clarification that represents a substantive change of the findings or conditions of approval of the project shall require a new Site Plan Review with notice to abutters pursuant to MGL c40A § 11; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 29 of the town meeting warrant.

Planning Board Recommends 4-0-0

Select Board Recommends 5-0-0

Requires a Two-Thirds Vote

Motion passed Unanimously.

Article 30. Zoning Bylaw Amendment: Dimensional Requirements. (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Districts and District Regulation Section 2560 Dimensional Schedule as follows:

2560 Dimensional Schedule

Requirements	Residential			Commercial		Sea-shore	Public Use
	Res1	Res2	Res3 ResB	TCC	GC ³	S	M
Min. Lot Area (square feet)	16,000	5,000	5,000	5,000	7,000	120,000	--
Min. Lot Frontage (linear feet)	100	50	50	50	70	--	--
Min. Front Yard (feet)	30	20 ¹	20 ¹	10 ¹	10	50	--
Min. Side Yard (feet)	15	6	6	5 ²	10	25	--
Min. Rear Yard (feet)	20	15 ¹	10 ¹	10	25	25	--

Footnotes

1. Or, if smaller, the average of the setbacks of the buildings on the lots there-to on either side, a vacant lot being counted as though occupied by a building set back the minimum required distance.

or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 30 of the town meeting warrant.

Planning Board Recommends 4-0-0

Select Board Recommends 5-0-0

Requires a Two-Thirds Vote

Motion passed Unanimously.

Article 31. Zoning Bylaw Amendment: Growth Management. (*Deletions shown in strike-through and new text shown as underlined.*) To see if the

Town will vote to amend the Provincetown Zoning Bylaws, Article 6, Growth Management Bylaw as follows:

Section 6500 Table of Use Categories and Priorities

2d1 Any project that consists of ~~20%~~ 10% - 32.9% affordable and/or community housing units granted under the Inclusionary and Incentive Zoning Bylaw; gallons shall be allocated in phases so that 1/2 of the total gallons are allocated the first year after a Special Permit is granted under the Inclusionary and Incentive Zoning Bylaw, and the remainder are allocated the second year

2d2 Any project that consists of 10%-19.9% affordable and/or community housing units; gallons shall be allocated in phases so that 1/3 of the total gallons are allocated the first year after a Special Permit is granted under the Inclusionary and Incentive Zoning Bylaw, the second 1/3 are allocated the second year and the remainder are allocated the third year; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 31 of the town meeting warrant.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed Unanimously.

Article 32. Zoning Bylaw Amendment: Density Schedule. *(Deletions shown in strike-through and new text shown as underlined.)* To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 4, Special Regulations as follows:

4120 Density Schedule The total lot area must equal at least the square feet/unit as derived from the following schedule: (Provided however, that building permits issued prior to April 1, 1986 shall be governed by *editor's note: old numbering Article III, Section 3110*) Article 4, Section 4120 prior to amendment of this section at the 1986 Annual Town Meeting)

Dwelling Units	Number of Units Proposed	Number of Square Feet/Unit
First	1-4 <u>1 - 8</u>	2,500 <u>1,500</u>
For the next	6(5-10) <u>9-15</u>	3,000 <u>2,500</u>
For the next	6(11-16) <u>16-25</u>	3,500 <u>3,000</u>
For the next	9(17-25)	4,500
Beyond 25	26 or more	5,000 <u>4,500</u>

or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 32.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed. Two-Thirds Majority established.

Article 33. Zoning Bylaw Amendment: Density Schedule, Commercial Accommodations. (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 4, Special Regulations as follows:

4120 Density Schedule. The total lot area must equal at least the square feet/unit as derived from the following schedule: (Provided however, that building permits issued prior to April 1, 1986 shall be governed by *[editor's note: old numbering Article III, Section 3110]* Article 4, Section 4120 prior to amendment of this section at the 1986 Annual Town Meeting).

Commercial Accommodations	Number of Units Proposed	Number of Square Feet/Unit Required
First	1-10	500
For the next	11-20	750
For the next	21-30	1,000
For the next	31-40	1,500
For the next	41 units and beyond	2,000

¹May be waived by Special Permit from the Planning Board.

or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 33.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed. Two-Thirds Majority established.

Article 34. Zoning Bylaw Amendment: Dimensional Requirements. (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 2, Dis-

tricts and District Regulation Section 2560 Dimensional Schedule as follows:

Requirements	Residential			Commercial	Sea-shore	Public	
	Res1	Res2	Res3 ResB	TCC	GC ³	S	M
Max. Lot Coverage (%)	40	40	40	40 <u>60</u>	40	--	--

And delete in its entirety:

~~4140 Lot Coverage Buildings shall not cover more than 40% of the total lot area:~~

~~or to take any other action relative thereto.~~

~~*[Requested by the Planning Board]*~~

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in the warrant under Article 34 with the following addition:
Footnote 8: May be waived by Special Permit from the Planning Board.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed. Two-Thirds Majority established.

Article 35. Zoning Bylaw Amendment: Green Area. (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 4, Special Regulations as follows:

4150 Green Area. A minimum of 30% of every lot, regardless of size, shall be reserved for green areas. This requirement may be altered or waived by Special Permit from the Planning Board; or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 35 of the warrant.

Planning Board Recommends 4-0-0
Select Board Recommends 5-0-0
Requires a Two-Thirds Vote
Motion passed. Two-Thirds Majority established.

Article 36. Zoning Bylaw Amendment: Definitions – Campground/Tiny Houses. (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown Zoning Bylaws, Article 1, Definitions and Article 4, Special Regulations as follows:

Building. A structure having a roof and supported by columns or walls for shelter or enclosure of persons, animals, property or an activity; such structure does not include ~~camper~~ Recreational Vehicles as defined in this By-laws.

~~Camper~~ Recreational Vehicle shall mean a vehicle, eligible to be registered and insured for highway use, designed to be used as a ~~temporary dwelling for travel, recreational and vacation purposes, but not for permanent residence.~~ including equipment commonly called 5th wheels, independent travel trailers, dependent travel trailers, tent trailers, pickup campers, motor homes, converted buses, tiny houses on wheels, and other equipment, but not manufactured homes.

And to amend:

Section 4300 Manufactured Homes and ~~Campers~~ Recreational Vehicles

4310 Permitted Occupancy. Manufactured homes may be occupied only in a campground or manufactured home park and subdivision. ~~Campers~~ Recreational Vehicles may be occupied only within a licensed campground.

4330 Campgrounds. Campgrounds shall conform to the following minimum requirements:

- a. Lot area minimum of 10 acres, but not less than 7,500 square feet per campsite.
- b. Each rental plot shall have an area of not less than 2,500 square feet and a width of not less than 40 feet in its smallest dimension.
- c. If each plot is not serviced with water and sanitary drainage, common sanitary facilities shall be provided.
- d. No unit for overnight occupancy shall be placed within 100 feet of a street line or 40 feet of any other lot line.
- e. ~~No unit shall be occupied for more than six months in any twelve-month period.~~

or to take any other action relative thereto.

[Requested by the Planning Board]

Jeff Ribeiro moved that the Town vote to amend the Provincetown Zoning Bylaw as printed in Article 36 of the town meeting warrant.

Planning Board Recommends 4-0-0

Select Board Recommends 5-0-0

Requires a Two-Thirds Vote

Motion passed. Two-Thirds Majority established.

CONSENT AGENDA

CONSENT AGENDA - *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 Meeting 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.*

The Consent Agenda for the Annual Town Meeting includes Articles 37 through 42.

Without objection, move to approve articles 37 through 42 as printed in the warrant by unanimous consent;

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Requires a Unanimous Vote

Motion to pull Article 37 from the Consent Agenda by Christopher Snow
Motion does NOT pass.

Motion to adjourn the Annual Town Meeting and reconvene April 3rd by Ngina Lythcott
Motion does NOT pass.

Motion to approve Articles 37 through 42 by unanimous consent
Motion does NOT pass.

Motion to approve Articles 38, 40 through 42 by unanimous consent
Motion passed unanimously.

Article 37. 0.5% Real Estate Transfer Fee - A Home Rule Petition. To see if the Town will vote to authorize the Select Board 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 Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board 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, $\frac{1}{2}\%$) 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 home buyers who live in the home for at least 5 years. A lien shall accompany the deed stating that "There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met."

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

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

D. Transfers of convenience with consideration under \$100 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 Select Board and the Town Manager]

David Gardner moved that the Town vote to approve Article 37 as printed in the warrant.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Requires a Majority Vote
Motion passed.

Article 38. Cape Cod Greenhead Fly Control District Assessment. To see if the Town will vote to raise and appropriate \$1,439 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and to authorize the Town Treasurer to pay said appropriation into the State Treasury; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Gardner moved that the Town vote to raise and appropriate the sum of \$1,439 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.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Board of Health Recommends 4-0-0
Requires a Majority Vote
Motion passed.

Article 39. Amendments to Personnel Bylaw/Classification and Compensation Plan. (*Deletions shown in strike-through and new text shown as underlined.*) 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, 2020, by replacing the existing compensation plan with the following new compensation plan as adopted by the Personnel Board;

<u>Grade</u>	<u>Compensation Range</u>	<u>Position</u>
		Town Manager [exempt MGL C.41,§108N]

						Chief of Police [exempt MGL C.41, §108O]
14	\$97,004	-	\$120,053	\$98,481	-	\$122,516 Finance Director DPW Director
13	\$89,818	-	\$111,677	\$91,516	-	\$113,910 Staff Lieutenant Assistant Town Manager
12	\$83,544	-	\$103,874	\$85,215	-	\$105,951 <u>no positions as- signed</u>
11	\$77,709	-	\$96,638	\$79,263	-	\$98,571 Building Commis- sioner
						MIS Director
						Water Superinten- dent Town Engineer
10	\$72,287	-	\$89,862	\$73,733	-	\$91,659 DPW Deputy Direc- tor
						Principal Assessor <u>Health Director</u> <u>Pier Manager</u>
9	\$67,237	-	\$83,632	\$68,582	-	\$85,304 DPW Operations Director
						Health Director
						Library Director
						Town Clerk
						Planner
						Tourism Director <u>Harbormaster</u> <u>Facilities Manager</u>
8	\$62,538	-	\$77,774	\$63,789	-	\$79,329 MIS Analyst
						COA Director
						Town Collector

							Town Treasurer Deputy Emergency Manager / Transpor- tation Coordinator <u>Environmental Plan- ner/Cons Agent</u> <u>Zoning Enforcement</u> <u>/Code Enforcement</u> <u>Airport Director</u>
7	\$58,167	-	\$72,309	\$59,330	-	\$73,755	Recreation Director
6	\$54,101	-	\$67,325	\$55,182	-	\$68,672	Exec. Assistant to Town Man- ager / Project Administrator
							Local Building Inspector
							<u>Conservation Agent</u> <u>Assistant Tourism</u> <u>Director</u>
							Health Agent
							Payroll and Employ- ee Benefits Manager
							Assistant Town Ac- countant
							Assistant Library Director Licensing Agent
5	\$50,319	-	\$62,582	\$51,325	-	\$63,834	Secretary to the Select Board
							Exec. Assistant to Police Chief
							Parking Administra- tor
							MIS Technician <u>Pier Office Manager</u>
4	\$46,738	-	\$58,167	\$47,736	-	\$59,330	Permit Coordinator
							<u>Assistant Tourism</u> <u>Director</u>

3	\$43,543	-	\$54,166	\$44,414	-	\$55,249	COA Outreach Coordinator
							Principal Accounting Clerk
2	\$40,504	-	\$50,363	\$41,314	-	\$51,370	no positions assigned
1	\$37,688	-	\$46,844	\$41,248	-	\$47,781	no positions assigned

Schedule B: To amend Schedule B, "Fire Department Positions," effective July 1, 2019, as requested by the Board of Fire Engineers, as follows:

Annual Stipends for Reimbursement of Expenses

<i>Annual Salary:</i>	FY19 Current	FY20 Proposed	% change
Fire Chief	\$57,750	\$59,225	3.0%
<i>Positions</i>			
1 st Deputy Fire Chief	\$16,500	\$17,000	3.0%
2 nd Deputy Fire Chief	\$13,200	\$13,600	3.0%
District Fire Chief/Engineer	\$6,600	\$6,800	3.0%
Firefighter	\$800	\$800	0.0%
Fire Auxiliary	\$400	\$400	0.0%
Fire Captain	\$1,250	\$1,250	0.0%
Fire Lieutenant	\$500	\$800	60.0%
Engine Steward	\$880	\$880	0.0%
Station Steward	\$1,100	\$1,100	0.0%
Ladder Steward	\$1,300	\$1,300	0.0%
LaFrance Steward	\$500	\$500	0.0%
Oil Inspector	\$1,747	\$1,747	0.0%
Rescue Steward	\$3,600	\$3,600	0.0%
Rescue Captain	\$3,000	\$3,000	0.0%
Rescue Lieutenant	\$1,500	\$1,500	0.0%
Rescue Training Officer	\$3,000	\$3,000	0.0%
Radio Officer	\$800	\$800	0.0%

Air Officer	\$1,500	\$1,500	0.0%
Summer Standby Coordinator	\$4,000	\$4,000	0.0%
Infection Control Officer	\$800	\$800	0.0%
<i>Non-Firefighter Positions</i>			
First Responders	\$25.00/hr	\$25.00/hr	0.0%
EMT-Basic	\$26.18/hr	\$26.97/hr	3.0%
EMT-Intermediate	\$28.16/hr	\$29.00/hr	3.0%
EMT-Paramedic	\$30.90/hr	\$31.83/hr	3.0%
Standby	\$25.00/hr	\$25.00/hr	0.0%
Safety Inspections	\$20.00/hr	\$20.00/hr	0.0%
Rescue Squad Participation (per quarter)	\$250	\$250	0.0%

Schedule C: To amend Schedule C, “Seasonal and Part-time Non-Union Positions,” effective July 1, 2019, as follows:

<u>Grade</u>	<u>Actual FY 2019</u>	<u>Proposed FY 2020</u>	<u>Proposed Position Classifications</u>
T	<i>New</i>	\$24.13	<u>Summer/On-Call Telecommunicator</u>
N	\$20.72	\$21.13	<u>Police Summer/On-call Dispatcher</u>
M	\$20.11	\$20.51	<u>Special Needs Coordinator</u> <u>Seasonal Deputy Harbormaster</u> <u>Code Compliance Officer</u> <u>COA Cook/Meal Coordinator</u>
L	\$19.55	\$19.94	<u>Parking Lot Technical Manager</u> <u>Returning Pier Maintenance Assistant</u>
			<u>Property Inspector (Assessors)</u>
K	\$19.00	\$19.38	<u>Assistant Harbormaster with police powers</u> <u>Returning Seasonal Assistant Harbormaster</u> <u>Returning Pier Office Assistant</u>

<i>Grade</i>	<i>Actual FY 2019</i>	<i>Proposed FY 2020</i>	<i>Proposed Position Classifications</i>
			Police Officer, Summer/Auxiliary
J	\$18.44	\$18.81	No Positions Assigned
I	\$18.11	\$18.47	Parking Meter Collection/Repair COA Program Coordinator COA Transport Driver Pier Maintenance Assistant - First Year
			On-call van Driver
H	\$17.57	\$17.92	Police Matron
G	\$17.24	\$17.58	No Positions Assigned
F	\$16.74	\$17.07	Assistant Harbormaster w/o police powers Seasonal Assistant Harbormaster - First Year Pier Office Assistant – First Year
			Parking and Traffic Officers
			Parking Lot Assistant Technical Manager
			Parking Meter Enforcement
			Part-time Clerical
			Secretary, On-call Relief
			Transfer Station Laborer
E	\$16.43	\$16.76	Part-time Library Circulation Aide Special Need Counselor
D	\$15.96	\$16.28	On-call Library Circulation Aide
			Parking Lot Attendant/Out- booth/Floater
C	\$15.49	\$15.80	Barrels & Grounds Laborer
			Restroom/Building Custodian
			Seasonal Recreation Supervisor
B	\$15.20	\$15.50	No Positions Assigned
A	\$14.96	\$15.26	Parking Lot Attendant/In-booth

<u>Grade</u>	<u>Actual FY 2019</u>	<u>Proposed FY 2020</u>	<u>Proposed Position Classifications</u>
			Seasonal Recreation Aides <u>After School Recreation Aides</u> <u>COA Program Assistant</u>

or to take any other action relative thereto.

[Requested by the Town Manager]

David Gardner moved that the Town vote to amend the Personnel Bylaw and Classification and Compensation Plan, as printed in the warrant under Article 39.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Requires a Majority Vote
Motion passed.

Article 40. Expenditures from the Tourism Fund. To see if the Town will vote to transfer from the Tourism Fund the sum of \$750,000 to be expended under the direction of the Select Board 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. \$140,000 for coordination/support of the Visitor Services Board and the Tourism Department, and costs related thereto;
2. \$350,000 for marketing, and costs related thereto;
3. \$50,000 for municipal projects, and costs related thereto;
4. \$200,000 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 Select Board and the Visitor Services Board]

David Gardner moved that the Town vote to approve Article 40 as printed in the warrant.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Visitor Services Board Recommends 5-0-0
Requires a Majority Vote
Motion passed.

Article 41. FY 2020 Human Services Grant Program. To see if the Town will vote to raise and appropriate the sum of \$77,377 to be expended under the direction of the Select Board, 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	\$8,000
Cape Cod Children’s Place	\$6,500
Cape Cod Dispute Resolution Center	\$1,777
Church of the Holy Spirit/Food4Kids Program	\$2,500
Consumer Assistance Council	\$600
Gosnold on Cape Cod	\$5,000
Helping Our Women	\$8,500
Independence House	\$7,000
Lower Cape Outreach Council, Inc.	\$6,500
Outer Cape Health Services	\$10,000
Soup Kitchen in Provincetown	\$7,000
South Coast Counties Legal Services	<u>\$5,000</u>
Total	<u>\$77,377</u>

or to take any other action relative thereto.

[Requested by the Select Board and the Human Services Committee]

David Gardner moved that the Town vote to raise and appropriate the sum of \$77,377 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.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Requires a Majority Vote
Motion passed.

Article 42. FY2020 Revolving Fund Spending Limits. To see if the Town will vote to establish spending limits for FY 2020 for the following revolving funds established pursuant to MGL Chapter 44, Section 53E½:

1. Preservation of Town Hall Auditorium: up to a limit of \$125,000 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 Select Board;
2. Shellfish Grants: up to a limit of \$2,500 annually, to be expended under the direction of the Shellfish Warden and the Harbormaster for the purpose of shellfish seeding and cultivation on public shellfish areas;
3. B-Street Garden: 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: 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: 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: 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. Tree Fund Revolving Account: up to a limit of \$10,000 annually, for planting of trees on public lands and in the public way and other costs related to planting costs to be expended under the direction of the Town Manager;
 8. Facilities and Grounds Rental Revolving Fund: 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 Select Board and the Town Manager]

David Gardner moved that the Town vote to authorize FY 2020 spending limits for eight existing revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Requires a Majority Vote

Motion passed.

Motion to dissolve the Annual Town Meeting by Linda Fiorella
April 1, 2019 Annual Town Meeting dissolved at 9:19 pm

Special Town Meeting - June 24, 2019

Meeting Called to Order: Town Moderator, Mary-Jo Avellar convened the Special Town Meeting at 6:00 pm on Monday, June 24, 2019 in the Town Hall Auditorium.

Preliminary Motions:

David Abramson moved that the Town vote to waive the reading of the warrant.

Motion passed.

David Abramson moved that the Town vote to grant permission to speak at the June 24, 2019 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown:

John Giorgio, Esq., and other attorneys of the firm of KP Law, P.C., Town Counsel; Jorge Cruz, Flansburgh Architects; Amy Davies, Provincetown Community Television; Jay Colburn, Community Development Partnership; Scott Fahle, Principal Assessor; Josee Cardinal Young, Finance Director; Morgan Clark, Director of Health; James Golden, Chief of Police; Gregory Hennick, Police Lieutenant; Beau Jackett, Director of Management Information Systems; Michelle Jarusiewicz, Housing Specialist & Grant Administrator;

Motion passed.

David Abramson moved that on all matters to come before the June 24, 2019 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.

David Abramson moved that notwithstanding the requirements for a public hearing on each warrant article contained in Section 2-3-g of the Town Charter, Town Meeting may consider and act on all articles on the warrant for this Town Meeting.

Motion passed.

Article 1. Funding for Year-Round Rental Housing. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to pay a portion of Fiscal 2020 obligated debt service payments, and for the purpose of supplementing the operating budget for the Provincetown Year-Round Market Rate Rental Housing Trust for Fiscal Year 2020; or to take any other action relative thereto.

[Requested by the Select Board and the Provincetown Year-Round Market

Rate Rental Housing Trust]

David Gardner moved that the Town vote to transfer \$492,000 from free cash for funding of the Year-Round Rental Housing Trust.

Select Board Recommends 5-0-0**Finance Committee Recommends 5-0-0****YRMRR Housing Trust Recommends 5-0-0**

Kevin Mooney gave report

Louise Venden gave majority report

Mark Hatch gave report

Requires a majority vote**Motion passed.**

Article 2. Police Station Supplemental Funding. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to fund the supplemental construction cost for the Provincetown Police Station Project on the site located at 16 Jerome Smith Road, including all costs incidental or related thereto; or to take any other action relative thereto.

[Requested by the Select Board]

David Gardner moved to indefinitely postpone Article 2.

Select Board Recommends to indefinitely postpone 5-0-0**Requires a two-thirds vote****Motion passed. Two-thirds majority established.**

Article 3. Alteration of Layout of Route 6. To see if the Town will vote to accept the altered layout of a portion of Route 6 as a public way, as heretofore altered by the Select Board, to exclude from the layout of said way the parcel of land shown as “Lot 1 131,166+ SF. (3.01+ Ac.)” on a plan entitled “Route 6 Alteration and Division Plan,” dated October 1, 2018, prepared by Coastal Engineering Co., on file with the Town Clerk, and to transfer the care, custody, and control of the aforesaid discontinued parcel from the Select Board for public way purposes to the Select Board for general municipal purposes, including, without limitation, for Police Station purposes, and, further, to authorize the Select Board to take said parcel by eminent domain for said purposes and for the purpose of clearing the Town’s title thereto, if applicable; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

David Gardner moved to indefinitely postpone Article 3.

Select Board Recommends to indefinitely postpone 5-0-0
Requires a two-thirds vote
Motion passed. Two-thirds majority established.

Article 4. Transfer from Insurance Proceeds > \$150,000 Receipts Reserved for Appropriation (RRFA) Fund. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow the following sums for replacement of two fire vehicles; or to take any other action relative thereto.

[Requested by the Select Board, the Finance Committee and the Town Manager]

David Gardner moved that the Town vote to transfer \$850,000 from the Insurance Proceeds > (Greater Than) \$150,000 Receipts Reserved for Appropriation Fund for the purchase and equipping of two fire vehicles and costs related thereto.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Motion passed.

Article 5. Rescind Borrowing Authority. To see if the Town will vote to rescind the following unused borrowing authorizations:

Date of Vote	Town Meeting	Art No.	Purpose	Fund	Amount Authorized	Total Borrowed to 5/20/19	Rescind Unused Balance
4/2/18	2018 STM	10	Fire Trucks	General	\$1,000,000	\$ 0	\$850,000

or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

David Gardner moved that the Town vote to rescind the unused borrowing authority from STM April 2, 2018 Article 10 Fire Trucks in the amount of \$850,000.

Select Board Recommends 5-0-0
Finance Committee Recommends 5-0-0
Motion passed.

Article 6. General Stabilization Fund. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to the General Stabilization Fund; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

David Gardner moved that the Town vote to transfer \$508,000 from free cash to the General Purpose Stabilization Fund.

Select Board Recommends 5-0-0

Finance Committee Recommends 5-0-0

Motion passed.

Mark Hatch made motion to adjourn the June 24, 2019 Special Town Meeting. Meeting adjourned 6:47 pm

Special Town Meeting - December 2, 2019

Meeting Called to Order. Town Moderator, Mary-Jo Avellar convened the Special Town Meeting at 6:00 pm on Monday, December 2, 2019 in the Town Hall Auditorium.

Preliminary Motions

David Abramson moved that the Town vote to waive the reading of the warrant.

Motion passed.

David Abramson moved that the Town vote to grant permission to speak at the December 2, 2019 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown:

John Giorgio, Esq., and other attorneys of the firm of KP Law, P.C., Town Counsel; Scott Fahle, Principal Assessor; Josee Cardinal Young, Finance Director; Morgan Clark, Director of Health; James Golden, Chief of Police; Beau Jackett, Director of Management Information Systems; Michelle Jarusiewicz, Housing Specialist & Grant Administrator; Russell Zawaduk, Board of Fire Engineers.

Motion passed.

David Abramson moved that on all matters to come before the December 2, 2019 Special Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters.

Motion passed.

David Abramson moved that notwithstanding the requirements for a public hearing on each warrant article contained in Section 2-3-g of the Town Charter, Town Meeting may consider and act on all articles on the warrant for this

Town Meeting.

Motion passed.

Article 1. Petitioned Article – Fire Department Sub-Station at 3 Jerome Smith Road. To see if the Town will vote to dedicate the three parcels of land located at 3 Jerome Smith Road, 3-R Jerome Smith Road, and 3-A Jerome Smith Road, which are shown as Lot 3 on a plan filed with the Barnstable Registry District of the Land Court as Land Court Plan 28781-A, Lot 24 on Land Court Plan 28781-N, and Lot 30 on Land Court Plan 28781-P, which are described in Certificate of Title, Number 135188, and which were acquired for general municipal purposes, for use as the site for a new police station, for a future Fire Department substation (to provide additional garage bays for the Fire Department and Rescue Squad and bunk space for Rescue Squad personnel), and for an outdoor training facility for the Fire Department, or take any other action relative thereto.

[Requested by Mike Trovato, the Board of Fire Engineers and others]

Mike Trovato moved that the Town vote to approve Article 1 as printed in the warrant.

- Board of Fire Engineers Recommends 4-0-0**
- Select Board NOT Recommend 5-0-0**
- Finance Committee NOT Recommend 6-0-0**
- YRMRR Housing Trust NOT Recommend 4-1-0**
- Housing Authority NOT Recommend 4-0-0**
- Community Housing Council NOT Recommend 3-0-0**
- Requires a Majority Vote**

Motion to indefinitely postpone by Roger Chauvette

Motion does not pass

Vote on Original Motion does not pass

The December 2, 2019 Special Town Meeting was adjourned at 7:44 pm

Special Town Election - February 21, 2019

Number of Registered Voters: 2900

Cast Votes: 765

Selectmen (4 months)

Michela Carew-Murphy	181
John T. Golden <i>Elected</i>	582
Blank	2
Write-In	0
Total	765

Annual Town Election - June 18, 2019

Number of registered voters: 2908

Cast Votes: 899

Selectmen

Cheryl L. Andrews	475
John T. Golden <i>Elected</i>	507
David Abramson <i>Elected</i>	529
Blank	265
Write-In	22
Total	1798

School Committee

Adrianna Stefani <i>Elected</i>	665
Penelope Sutter <i>Elected</i>	28
Bruce Lampman-Perlman	21
Blank	1075
Write-In	9
Total	1798

Housing Authority

Donna Szeke <i>Elected</i>	20
Blank	857
Write-In	22
Total	899

Library Trustees

Paul M. Richardson <i>Elected</i>	656
Blank	242
Write-In	1
Total	899

Charter Compliance (3 yrs.)

Blank	890
Write-In	9
Total	899

Charter Compliance (2 yrs.)

Julia Louise Perry <i>Elected</i>	619
Blank	279
Write-In	1
Total	899

Question 1 – Police Station

Yes	400
No	471
Blank	28
Total	899



General Government

Town Clerk

In addition to the Annual Town Meeting held on April 1, 2019, there were two Special Town Meetings: June 24, 2019 and December 2, 2019.

In 2019, there were two Elections held: The Special Town Election, February 21, 2019, which had a 26.4% voter turnout and the Annual Town Election, June 18, 2019, which had a 30.9% voter turnout.

I have been continuing to take classes and attend mentoring sessions in order to receive the Certified Municipal Clerk designation, which has proven to be beneficial in keeping up with updates to procedures and state requirements.

Assistant Town Clerk, Ana Ruiz, has proven to be invaluable. She plays an integral part in helping to keep the Clerk’s Office running smoothly and efficiently and has been able to translate for Spanish-Speaking customers who visit Town Hall.

A very special thanks to the election registrars and ballot counters, who help to run successful elections and to the senior volunteers.

Darlene Van Alstyne, Town Clerk

Vital Statistics

Births 2019

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 2019: 10

Male - 4

Female - 6

Marriages 2019

Total Marriage Licenses Recorded in 2019: **118**

In-State Residents: **39**

Out-of-State Residents: **79**

Deaths 2019		
Date	Name	Age
29-Aug	Anderson, Janette Henrique	62
6-Feb	Anderson, Priscilla E.	86
28-Jan	Andrews, Joseph	99
5-Apr	Antonelli, Thomas Armand	67
3-Jan	Bailey, Joyce Arlene	90
7-Dec	Bednarek, Robert J	91
21-Aug	Carreiro, Joyce Ellen	74
10-Sep	Cox, James W.	59
1-Mar	Cozzi, Peter C	67
20-Oct	Dias, Maria Augusta Guerra	103
26-Feb	Dixon, Linda C	79
7-Jun	Donovan, John Vincent III	65
9-Jun	Evans, Brooke S	29
16-Apr	Goveia, Marian Augusta	90
2-Feb	Grey, William	56
11-Jul	Hamill, Michael T.	46
3-Aug	Harrison, Marian G.	81
25-Dec	Haunstrup, Anton Van Dereck	87
5-Dec	Hohl, Jo Lynne	62
12-Jan	Howe, Gregory Michael	80
20-Dec	Hutchinson, Thomas E.	82
21-Feb	Jacobson-Landon, Tammy Lee	43
21-Nov	John Dennis Eder	74
5-Feb	Johnson, Terry Ann	76
13-Dec	Kelman, Mary Jane	75
3-Feb	Kleips, Mildred A.	80
21-Oct	Legendre, Hannelore	94
29-Aug	Malicoat, Anne L.	81
28-May	Manning, Patrick Joseph	64
17-Jul	Martin, Kenneth Clifton	87
27-Jul	Medbury, Alice Moore	68

22-Mar	Melanson, Margaret	91
20-Jan	Miller, Joan McDonald	89
18-Feb	Molnar, Miriam Jane	79
16-Sep	Mulcahy, Mary Dorothy	70
20-Oct	Orman, Michelle	68
2-Feb	Pagliughi, Massimo Vittorio	63
18-Jul	Pereira, Carolyn Eunuce	83
12-Oct	Peres, Mary Eugenia	74
13-Dec	Petti, John Michael	61
23-Nov	Potvin, Gerard L.	82
1-Apr	Powell, Alejandro Mathias	26 Days
27-Oct	Powers, Catherine	45
11-Jan	Prada, Donna Marie	71
23-Mar	Priscilla, Pazolt	94
12-Jan	Ribas, Luis M.	60
29-Dec	Rocha Jr, Frederico Pedro	68
11-Nov	Salvador, Richard David Sr.	73
1-Oct	Saul, Jane	77
5-Aug	Scott, Delroy D.	62
26-Jul	Stowman, Horace E.	76
15-May	Stubbs, Miriam Margolies	99
19-Apr	Thomas, Marion Henrique	102
18-May	Thomas, Olivia Mae	88
12-May	Thornton, William J.	72
17-Nov	Vevers, Elspeth C.	90
26-Oct	Wheelan, Susan A.	72
22-Oct	Whiston, Antonia	77
15-Dec	Williams, Elizabeth Ann	81
19-Jan	Woodfin, Bertha Mae	90
30-Jan	Wright, Ann B.	93

Town Counsel

During 2019, 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 Select Board and various other Town boards. We represented the Town and its boards and commissions in numerous court actions throughout the year.

Town Counsel spent considerable time in 2019 advising Town officials regarding the implementation of the new Town Charter, and we were asked to interpret several new provisions as issues arose.

Town Counsel worked closely with Town Administration and the Housing Trust to assist in the issuance of an RFP for the renewal of the property management agreement for the Harbor Hill property. We also advised the Trust and the Finance Director in addressing contractor claims in connection with the renovation of the property and insuring that the Trust had adequate funds available to meet its contractual and other commitments in Fiscal Year 2020.

There were significant land use issues that arose in 2019, and, with the departure of the previous Town Planner, Town Counsel provided on-site land use legal services to the Planning Board and the Zoning Board while the Town searched for and hired a new Town Planner. Of particular note was Town Counsel's advice regarding the proposal to construct a boutique hotel on the 227R Commercial Street property.

Town Counsel provided advice and assistance to the Select Board during the Town Manager search process and we assisted in negotiating an employment contract with the new Town Manager.

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 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.

We extend our appreciation to the Select Board and the Town Manager for their confidence in retaining this firm. We also appreciate the assistance and cooperation received on all matters from the Select Board, 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.

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

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 pets and urban wildlife in Provincetown.

The AWC orders and maintains the dog waste stations on all town landings. The recyclable bags are paid for by the town through the DPW budget. Stations that have deteriorated are ordered and paid for through the AWC budget, and private donations when necessary. We inspect and refill each station daily during the summer, less often during the shoulder season and semi-weekly in the winter. In addition, committee members are part of the Emergency Shelter team and are responsible for the pet component if the shelter, serving Provincetown and Truro, opens during a weather event or other emergency. AWC is happy to have a volunteer veterinarian on call.

Members of the AWC created numerous public service announcements that were broadcast on WOMR, several Town Facebook pages, and published in The Banner. We updated our animal summer tips card, as well as met with the Board of Health with input towards updating the doggie dining regulations.

We continue to remain abreast of developments in state and national animal welfare policies and have officially registered our opinions on some state and national proposals to solidify regulations regarding factory farming and other measures. Of note, the State banned coyote killing contests on December 18th. This was an issue we had been vocal about beginning in 2018.

In conjunction with the Disability Commission, the information regarding Service Animals was printed and distributed to local shops and restaurants Spring 2019.

We took the rat by the tail so to speak, bringing information about the Town-wide rat problem to Town officials. Ultimately, this led to the formation of the Provincetown Rat Task Force, which drafted and distributed a two-sided informational flyer Town-wide. The Town posted official suggestions for rat control on their website as well. These regulations went into effect 12/1/19.

We receive regular updates on the status of the Cape Wildlife Center and Wild-

care both of which seem to be doing well with the help of private donations. They are the two entities that will accept, for rehabilitation, injured wildlife that are transported by members of AWC. When our Animal Control Officer, who attends our meetings, calls for help with transport, AWC answers.

We have started having a discussion about animals (dogs) in and at the Carnival parade. This will be further fleshed out in 2020.

We are here to address the concerns of the community regarding not feeding wildlife, indoor/outdoor cats, and dog waste compliance.

The Animal Welfare Committee meets on the third Thursday of the month at noon in the Veteran’s Community Center on Winslow Street. We welcome interested parties to attend our meetings.

Carol MacDonald, Chair

Art Commission

The Arts Commission continues to meet it’s original directive from the Select Board to catalog, restore and maintain the many works of Art owned by the Town of Provincetown. The commission will review and continue to chart future course of conservation and storage for the remainder of the collection not currently in view and in storage.

One plan for the coming year is to make the collection more accessible to the public, both local and tourist.

The seven member commission, currently consists of five members and two alternates continue to meet as needed.

Daniel Wagner, Chair

Barnstable Assembly of Delegates

The most significant work for the Assembly this past year, was the mandated periodic review of our Charter. The Regional Government of Cape Cod, also known as Barnstable County, was established by the Legislature in 1988, and is governed principally since then by the provisions of its Charter. There have been no Charter changes in the interim, as the process was written to be lengthy, requiring agreement by the Regional Government, by the Legislature, and finally by Barnstable County voters at a regular election.

There were a number of changes considered, which had been suggested by prior

review processes, by members of the County government, and by citizens.

Brian O'Malley MD

Cape Cod Commission

It is my privilege as the Provincetown Representative to the Cape Cod Commission to submit my second Annual Report.

I was appointed by the Board of Selectmen to serve in this position on March 26, 2018. The 19-member Cape Cod Commission board represents the 15 municipalities as well as the Barnstable County Board of Commissioners. Three additional voting members are a Governor's appointee, a member of the Wampanoag Tribe and a representative of the minority community. The Commission Board provides oversight for a staff of approximately 40 professionals. The Commission receives revenue from three sources: a property assessment to each Town which appears on the Cherry Sheet and is deposited to the Cape Cod Environmental Protection Fund; federal, state and private grants; and fees.

The Commission was created by an Act of the State Legislature in 1989 following a county-wide referendum as the regional planning and land use commission for Barnstable County.

The Act states that the purpose of the Commission is to protect Cape Cod's "unique natural, coastal, scientific, historical, cultural, architectural, archaeological and recreational values and that these values are being threatened and may be irreparably damaged by uncoordinated or inappropriate uses of the region's land and other resources."

Further, the Act gives authority to the Commission to prepare and oversee the implementation of a regional land-use policy plan for Cape Cod, to recommend the designation of specific areas of Cape Cod as Districts of Critical Planning Concern and to review and regulate developments of regional impact.

The Cape Cod Commission meets twice a month. As reported last year, the Commission adopted an updated Regional Policy Plan. Your representative did not support this updated plan. In my view, it weakens the ability of the commission to maintain the balance between economic development and environmental protection. It failed to include the Minimum Performance Standards that have been in integral part of the Plan since it was first adopted in 1990. The new RPP was passed by the Cape Cod Commission and ratified by the Barnstable County Assembly of Delegates on January 16, 2019, with Provincetown's Delegate vot-

ing in the negative along with the Eastham, Chatham and Bourne delegates.

I participated in a number of project hearings this year. Some examples: Tradesmen's Park South Project on Rte 6A in North Truro. The Commission voted unanimously in support on a motion by your representative.

The Commission approved a DRI exemption for the Harriet Taylor Conservation Area in Sandwich and a revised set of DRI Threshold changes under Chapter H as requested by the Town of Barnstable. A DRI review was approved in July for Canal Street Crossing in Sagamore Beach, Bourne. A second project, True Storage Redevelopment, was also presented and approved under the DRI guidelines for the Town of Bourne.

New guidelines for the Local Comprehensive Plans for Cape Cod towns were presented. Many towns have requested relief from some of the calendar requirements and have failed to have recertified Plans. The Town Planner from Provincetown spoke in favor of these new guidelines and they were adopted on July 25, on a vote of 12-3. Your representative voted in favor.

The Commission received an interesting request in September to accept a discretionary referral of a building demolition permit application from the Barnstable Historical Commission. After listening to the evidence presented, I voted against the acceptance. The record indicated that the building in question was a single -family home, not on the Historic Register, and therefore in my opinion, exempt from Cape Cod Commission review. The Commission members did vote to accept the request.

In October, the Town of Harwich brought forward a request to establish a District of Critical Planning Concern along Rte 28 in an area referred to as 'Captains Row' in West Harwich. Your representative voted with the majority to accept this request.

In November, the Commission approved a DRI application for a project by WHOI (Woods Hole Oceanographic Institute) for a new education building at their Quissett Campus.

Cape Cod Commission staff provides technical expertise to all 15 towns of Barnstable County in the areas of water supply resource management, transportation, housing, economic development, wastewater management, storm water management and coastal resiliency planning. The work is extensive and I would encourage a visit to the Commission website at capecodcommission.org to learn more.

This concludes my report for the Calendar Year 2019. It has been a pleasure to

serve you.

Cheryl L. Andrews, *Provincetown Rep. to the Cape Cod Commission*

Charter Compliance Commission

The Charter Compliance Commission (renamed from the Charter Enforcement Commission in the new Charter approved by the Town at the Election in May 2018) met three times in 2019. Once in June to hold the annual election of Officers, and twice to address citizen requests for an interpretation of the Charter. The two issues brought to the Charter Compliance Commission both concerned membership on the Finance Committee. The Consideration and Decision 2019-1, dated September 23, 2019, addressed whether non-resident property owners are allowed to serve on the Finance Committee. The Consideration and Decision 2019-2, dated November 19, 2019, addressed whether the former Town Manager could serve as an alternate on the Finance Committee when it had been less than a year since he left office. Both Consideration & Decisions are available for review on the Charter Compliance Commission page of the Town website.

Robert Klytta, *Chair*

Community Preservation Committee

The Community Preservation Committee (CPC) is a unique committee in that its 9 person membership is comprised of representatives of seven important town Boards and also includes two At-Large members. As such, informed and spirited debate occur surrounding grant requests and thoughtful consideration is given to each CPA application. The CPC is the gatekeeper of funds allotted by the Massachusetts Community Preservation Act (CPA) dedicated for open space, recreation, affordable housing, and historic preservation. The expenditure of Community Preservation Act funds in Provincetown is a public process and the CPC strongly encourages broad participation from all residents.

In 2019 CPC members (Cathy Nagorski - Recreation), Kristin Hatch (Community Housing Council), Dennis Minsky/Robin Evans (Open Space), Brandon Quesnell (Planning), Polly Burnell (Historic Commission), Alfred Famiglietti (Conservation), Keith Hunt (Housing Authority), Michelle DeMarco (At Large), made recommendations for the expenditure of Community Preservation Act funds.

Community Preservation Act (CPA) Funds come from a 3% property tax surcharge that can be matched with state funds from a real estate transaction stamp tax. The Act requires funds be used on Affordable Housing, Historic Preservation, and Open Space/Recreation preservation initiatives in Massachusetts communities with a minimum of at least 10% of funds going to each of these three categories. The Town of Provincetown adopted the CPA at its May 4, 2004 Annual Town Election as well as a bylaw designating that 80% of the CPA revenues is directed to community housing. On November 3, 2008, Special Town Meeting revised the bylaw to reflect the standard of the Commonwealth and to allow for greater flexibility. The revision allotted 10% for each category, community housing, historic preservation, and open space/recreation, with 70% remaining undesignated and available for any category. Once again at the April 7, 2014 annual town meeting, the Town amended the split to reflect the priority for community housing to 60% of the CPA revenues for community housing, 10% each for historic preservation and open space/recreation, and 20% remaining undesignated and available for any category.

The Community Preservation Committee recommended the following grants for approval by the town body in 2019:

Housing:

Cape Housing Institute \$7,500

Housing Buy-Down Assistance Program \$175,000

Housing Office: Community Housing Office \$25,000

Funds for restorative painting of Housing Authority property \$40,000

Historic:

Restoration of Original Quadrant Map \$2,500

Open Space:

B-Street Garden Fencing and Garden Beds Reconstruction \$32,805

VMCC Playground Reconstruction \$30,000

and General Administration Funds of \$20,000

TOTAL REQUESTS \$332,805

Cape Housing Institute- Community Development Partnership's requested again this year \$7,500 for the Cape Housing Institute, a six-week education and training program at various locations on the Cape. The CDP and partners presented the first Cape Housing Institute in the fall of 2017. In 2019 the CDP asked each Lower and Outer Cape towns to contribute to another round of ongoing training. These dollars will leverage other funds from the State and additional funding from private and public sources.

Housing Buy-Down Assistance Program- From undesignated fund balances \$175,000 for down payment assistance program which would assist a buyer to purchase a home and preserve the property with an affordable housing deed restriction in perpetuity. This was the first year for the program which has been

implemented in other Outer Cape Towns successfully.

Community Housing Office- Beginning in 2017, half of the Housing Office budget (which formerly had been fully funded with CPA funds) was incorporated into the town operating budget. This reduction of the use of CPA funds for the Housing Office continued this year with \$25,000 in CPA funds approved, changing the split between the Town budget and CPA funds to a 75/25% split.

Historic Preservation continued its restoration efforts of original Quadrant Maps with its request of \$2,500 for this ongoing project.

Open Space funding of reconstruction of the B-Street Garden fencing and garden beds for the sum of \$32,805 to improve and sustain the successful community garden project.

CPA Recreation funds for the VMCC Playground Reconstruction was approved for \$30,000 as a partial grant funding towards an Early Learning Center Playground.

The CPC makes its' 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 is a Local Cultural Council (LCC), an affiliate of the Massachusetts Cultural Council, one of 329 councils that serve all 351 Massachusetts cities and towns. Every year, the councils award more than \$2 million in grants (monies given to the councils by the Commonwealth) to more than 5,000 cultural programs statewide. Administered by municipally appointed volunteers, the LCC's seek to promote the cultural experience for the citizens of each of their communities. These include programs such as concerts, festivals, theater, dance, music, science, education, lecture, field trips and after school programs.

In 2019, the Provincetown Cultural Council awarded \$5,902 to the following recipients:

Ian Edwards	Broto: Arts and Science Collaboration	\$350
Cape Cod Fishermen’s Alliance	Documenting Fishing Culture	\$500
Cape Cod Pilgrim Memorial Assoc.	Wampanoag Research-Professional Development	\$1,150
Fine Arts Work Center	Winter Events Series	\$700
Ian Edwards	TEDx Provincetown	\$500
Mass Audubon/Wellfleet Bay	In-Class Lessons/Field Trips	\$300
Outer Cape Chorale	Concerts – May/December	\$500
Pilgrim Monument/Museum	PMPM Chamber Music	\$752
Song Keepers, LTD	Hip Hop Jazz Theater	\$400
Truro Center for the Arts	14th Annual Dance Festival	\$750
Total Awarded		\$5,902

The awards in 2019 represent a 23.7% decrease from 2018. The amount available for awards in 2018 was higher due to a carryover of over \$3000 from 2017 from unclaimed funds that were available for redistribution in 2018.

In 2019, the Council also worked with the Provincetown Tourism Office to develop a brochure to highlight the important cultural aspects and locations within Provincetown. The monies to develop, design and print the brochure were made available through grants received from The Mass Cultural Commission and designated to promote the cultural district of Provincetown. The brochure will be a walking tour guide, inclusive of these important sites, along with a brief history. Since nearly two square miles of Provincetown has been designated a cultural district, this walking guide will enhance the knowledge and experience of Provincetown’s visitors. The brochure will be published and available in the spring of 2020.

Respectfully submitted,
Bill Burton, *Chair*

Historical Commission

The Provincetown Historical Commission is responsible by authority of State law for the preservation of historic artifacts and Town-owned historic buildings in the Town of Provincetown. The members of the Historical Commission are appointed by the Town Manager. This year the Historical Commission:

- set policy for the acquisition and de-acquisition of historic artifacts;
- received documents and photos from individual citizens for incorporation into the archives of the History Project;
- sent representatives to serve on the Committee addressing the conversion of the Elena Hall parking lot to a Town park with educational

signs about its history;

- sent representatives to assist the Committee addressing the updating of First Landing Park;
- commented on a proposal by the Fine Arts Work Center to modify its lecture hall;
- submitted an application to the Community Preservation Committee to restore an original Weir Map from the 1920's; and
- submitted an application to the Community Preservation Committee to create a Plexiglas box to protect and display the Walling Map - a three-color representation of the Cape from 1858.

Julia Perry, Chair

Historic District Commission

The Historic District Commission is pleased to report on its regulatory activities during 2019.

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.

1. To preserve and protect the distinctive characteristics of the buildings and places significant to the history of Provincetown.
2. To maintain and improve the settings of our buildings and maintain our historic streetscape.
3. 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.

In 2019 The Historic District Commission received and individually reviewed, deliberated, and wrote decisions for approximately 300 Certificates of Appropriateness and more than 450 Administrative Reviews and as such are one of the busiest Historic District Commissions in Massachusetts.

Commissioners: This year Thomas Biggert continued to serve as Chair and Laurie

Delmolino was elected Vice Chair. There were minimal changes in the make-up of the commission in 2019. The one addition is the return of Martin Risteen to the commission as an alternate. Martin, formally trained as a historic preservationist, provides immense global and local knowledge. Global knowledge of processes and resources in historic preservation sources such as MHC, FEMA and Cape Cod Commission, and more locally, of the history and architecture of many structures in the Historic District are two of his many strengths. His attention to historic details and his comprehensive work on writing Certificates of Appropriateness (COA) is also notable. John Dowd who returned to the HDC last year continues to provide valuable insight in many of the more complicated applications. Alternate in Michela Carew-Murphy who brings her legal knowledge and appreciation for historic homes to our Commission. We greatly organizational the work and insight of Alternate Rita “Hersh” Schwartz. We are exceedingly pleased to have such a dedicated and professional Historic District Commission. Alternate Michela Carew-Murphy remains an extremely valuable member of the Commission.

Liaison and staff: The work of the Historic District Commission is supported by the efforts of our Building Commissioner Annie Howard who serves as our staff liaison. Her depth and breadth of knowledge for building codes, FEMA regulations, and previous historic deliberations and determinations appear endless. The support she provides at every hearing HDC provides a more efficient framework for our applicants and the commissioners. The Commission voted to transfer decisions for administrative applications for roofing and siding replacements to Building Commissioner Howard to help stream line those repairs/replacements for applicants.

Ellen Battaglini is Permit Coordinator who handles nearly 750 applications and coordinates the paperwork involved in carrying out our work in the Historic District. We greatly appreciate her efforts. We also supported by Jody O’Neill, our secretary, and his serious attention to writing detailed minutes and keeping us current. Jody O’Neill has contributed much and we thank him for his highly professional work.

We continue to learn about newer areas in regard to Green Community and FEMA related concerns at ongoing conferences at the State and Regional levels. An education subcommittee for the HDC has been formed with the intention of improving education of home owners, contractors and commissioners.

The Historic District Commission continues to encourage feedback from the public and our dedicated members stand ready to offer advice and comments. Our meetings are 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 siding, roofing, and in-kind replacements

of windows, doors and smaller structural changes. We also are open for Public Statements during this time. Our formal meetings begin at 4 p.m. for projects that have been publicly noticed out. The public is invited to attend our meetings.

Thomas Biggert, *Chair*

**Scholarship & Trust
Administration Committee**

The Scholarship and Trust Administration Committee is responsible for the administration of Scholarships established by the Town and by the Estates of former citizens of Provincetown. During 2019, the Committee recommended and the Select Board awarded six (6) scholarships totaling \$58,000 under the John Anderson Francis Family Scholarship, five (5) scholarships totaling \$21,000 under the Joseph Oliver Scholarship, and one (1) scholarship of \$1,000 under the Town Scholarship, for a total of \$80,000.

Julia Perry, *Chair*

Management Information Systems

The MIS Department had another productive year in 2019. Highlights include the launch of a new Town website, several key enhancements to OpenGov, WiFi improvements, the installation of new interactive displays at the school, and the adoption of Windows 10.

As usual, MIS accomplishments in 2019 were due, in no small part, to the to the very hard work and dependability of MIS staffers Lynne Martin and Tyler Keyes.

At Provincetown Schools, MIS performed the following tasks:

- Assisted in continuing efforts to acquire and utilize STEAM equipment, including flight simulation kits and 3D printing software solutions
- Expanded the fleet of school interactive touch displays and completely migrated all classrooms away from the antiquated projector/smartboard/pen model
- Assisted new administrators with scheduling, report card writing, and state reporting

- Led E-Rate efforts to obtain federal reimbursement of network-related expenses for the second year
- Overhauled the systems in place related to state and benchmark testing projects

On the municipal side, MIS coordinated the following activities:

- Launched a major redesign of the Town's website that offers a fresh, modern appearance and mobile capability
- Designed policies for the Provincetown Public Library guest WiFi network to assist with state reporting
- Upgraded the Town Hall WiFi infrastructure to improve performance and comply with policies and regulations
- Migrated the Public Library's print management services to the cloud
- Deployed the first batch of desktop computers with Windows 10
- Implemented a patching schedule for Windows 10
- Assisted with the upgrade of gas dispensation management hardware and software for the Department of Public Works
- Consulted with the Fire Department regarding options for retrofitting their existing low band radio system
- Continued refining policies for centrally managing mobile devices such as smart phones and tablets
- Implemented Performance Measures in OpenGov for Community Development
- Implemented Stories into the Budget Book in OpenGov which now allows a department's narrative to be seamlessly included
- Introduced an online public cemetery database
- Implemented the Utility Billing module in Munis, which eliminated duplicate data entry caused by using disparate systems
- Assisted the Assessor's office with updating structures and parcels for the Town's offline and online maps

We have a few exciting things lined up for 2019. Some initiatives include:

- The implementation of ViewPoint, an OpenGov product that will handle the Town's permitting and licensing workflow
- Connecting additional Town buildings to the OpenCape fiber optic network
- The continued expansion of our asset management solution to include mobile devices, tablets, printers, copiers, and other technology equipment
- The replacement of several servers
- An upgrade to Munis, the Town's financial system

MIS is excited to continue bringing additional efficiency into the workplace and is poised to address the new challenges of 2020.

Respectfully submitted,

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, with the rare exception when the Board convenes an Executive Session. A full board consists of five regular members and up to five alternate members. Zoning cases are typically decided by the full five-member board and require a super-majority of four votes in favor to pass. When five members are unavailable due to illness, absence or recusal, and alternates are also unavailable, the ZBA provides the applicants the option of waiting until five members are assembled to hear the case, or to be heard by just four members, which is a quorum. When only four members hear a case, the applicant is advised that any motion by the ZBA would require a unanimous vote for passage. Currently, there are three open alternate positions. Filling these positions is a priority and interested parties should contact the Town Clerk.

The Board heard 79 cases during 2019. The majority of cases were requests for a Special Permit seeking relief due to scale (Article 2, Section 2640) or changes, extensions and alterations that are outside normal setbacks (Article 3, Section 3110). Many of the other cases related to the operation of hotels, inns and restaurant. The ZBA also heard some cases this year relating to building height in regard to the new FEMA regulations. These will likely become more common in the coming years.

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, that the benefits of the proposal to the Town or the neighborhood outweigh any adverse effects such as congestion, hazard, or environmental degradation (see ZBA Article 5, Section 5330). The By-Laws have stricter criteria for granting a Variance.

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 but must my also operate within the confines of the By-Laws adopted at Town Meeting. ZBA members Jeremy Callahan (Chair), Caleb Eigsti, Steven Latasa-Nicks (Vice-Chair), Peter Okun (Secretary), and Daniel Wagner, along with alternates Robert Nee and Susan Peskin, would like to thank David Gardner, Assistant Town Manager, and Ellen Battaglini, Permit Coordinator, for assisting the Board, and look forward to working with the new Town Planner, Thaddeus J. Soulé. Their work with the public in preparing applications and their technical expertise regarding the Town and State by-laws are much appreciated by the Board. We would also like to thank Anne Howard, Building Commissioner and Aaron Hobart, Zoning Enforcement Officer, for their work enforcing the regulations in the Zoning By-Laws and the decisions made by the ZBA.

Jeremy Callahan, *Chair*



The Department of Municipal Finance (DMF) includes Accounting, Treasury, Collecting, Assessing and Information Systems. Staff cooperation from each division provides for all financial services and activities carried out by all municipal officers and agents of the Town of Provincetown. The DMF provides support to all departments, boards and committees in any matter related to financial affairs. Departmental responsibilities include compliance with Massachusetts General Laws and the Massachusetts Department of Revenue’s schedule for submission of reports. The DMF also manages all debt issuance and payment as well as audit inquiry and compliance. I am very fortunate to work with such a dedicated group of people. Over the past year, the finance department has continued to focus on making improvements in efficiency and operations via adding MUNIS (the Town’s financial software system) modules that work with the Town’s accounting software and creating and updating financial policies. The finance department strives for widespread transparency of the Town’s finances by posting operating results on OPENGOV and listing additional financial information on the Town’s website. We encourage all residents to visit our web page to view the budget,

capital improvement plan and various other schedules.

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 12/31/19, Summary of Receipts; Debt Schedule; Salaries and Wages. All reports are for the Fiscal Year ending June 30, 2019 unless otherwise stated.

Josee Cardinal Young, *Assistant Town Manager for Finance and Administration*

TOWN OF PROVINCETOWN, MASSACHUSETTS
 Combined Balance Sheet - All Fund Types and Account Groups
 as of June 30, 2019
 (Unaudited)

	Governmental Fund Types		Proprietary Fund Types	Fiduciary	Account	Totals (Memorandum Only)
	General	Special		Trust and	Groups	
		Revenue	Capital Projects	Agency	Long-term Debt	
ASSETS						
Cash and cash equivalents	9,583,356	4,856,147	2,521,134	6,971,976	10,001,718	33,934,331
Investments						0
Personal property taxes	19,278					19,278
Real estate taxes	488,163					488,163
Deferred taxes	52,351					52,351
Special assessments						0
Tax liens	325,889					325,889
Tax foreclosures						0
Motor vehicle excise	86,205					86,205
Other excises	29,025					29,025
Utility liens added to taxes				91,991		91,991
Departmental	81,291	40,846		5,348		127,485
Due to/from other funds						0
Prepays	1,576					1,576
Inventory						0
Fixed assets, net of accumulated depreciation						0
Amounts to be provided - payment of bonds					50,591,060	50,591,060
Amounts to be provided - vacation and sick leave						0
Total Assets	<u>10,379,207</u>	<u>4,896,993</u>	<u>2,521,134</u>	<u>20,086,057</u>	<u>10,001,718</u>	<u>98,476,169</u>
Liabilities:						
Accounts payable						0
Accrued payroll and withholdings	657,605	8,916		1,119		667,639
Accrued claims payable						0
Tailings	17,395					17,395
Other liabilities	15,668				5,250	20,918
Deferred revenue:						
Prepaid taxes/fees						0
Special assessments						0
Tax liens	325,889					325,889
Tax foreclosures						0
Other excises	29,025					29,025

	Governmental Fund Types		Proprietary Fund Types	Fiduciary Fund Types	Account Groups	Totals
	Special	Capital		Trust and	Long-term	(Memorandum)
User fees			293,852			293,852
Departmental	80,967	40,846	5,348			127,161
Betterments			12,722,890			12,722,890
Other liabilities			413,537			413,537
Due from other governments						0
Due to other governments						0
Due to/from other funds						0
Total Liabilities	1,919,587	385,913	2,309,107	13,639,710	11,404	50,591,060
Reserved for encumbrances	106,355					106,355
Reserved for petty cash						0
Reserved for appropriation deficit						0
Reserved for snow and ice deficit						0
Reserved for debt service	240,561		3,367,277			3,607,838
Reserved for premiums						0
Reserved for working deposit						0
Undesignated fund balance	2,354,711	4,511,080	212,027	9,990,314		17,068,131
Unreserved retained earnings			2,766,738			2,766,738
Investment in capital assets						0
Total Fund Equity	8,459,620	4,511,080	212,027	6,446,347	9,990,314	0
Total Liabilities and Fund Equity	10,379,207	4,896,993	2,521,134	20,086,057	10,001,718	50,591,060

Fiscal Year 2019 Appropriations/Expenditures

ACCOUNTS FOR:

	Original Appropriation	Transfers Adjustments	Revised Budget	FY 2019 Expended	FY 2019 Encumbered	Unexpended
Election Town Meeting	13,196	595	13,791	13,534	256	-
Board of Selectmen Personnel	72,472	2,026	74,498	74,498	-	-
Board of Selectmen	14,935	(2,026)	12,909	10,141	-	2,768
Town Manager Personnel	274,240	5,901	280,141	280,141	-	-
Town Manager	50,095	1,843	51,938	50,941	-	998
Finance Committee Expense	114,325	(54,230)	60,095	1,995	-	58,100
Town Accountant Personnel	234,755	(5,459)	229,296	226,850	-	2,446
Town Accountant	64,100	7,334	71,434	68,770	-	2,664
MIS Coordinator Personnel	210,435	9,771	220,206	220,207	-	-
MIS Coordinator	406,400	37,369	443,769	440,278	-	3,492
Board Assessors Personnel	201,758	-	201,758	192,431	-	9,327
Board Assessors	59,285	(15,000)	44,285	28,281	3,150	12,854
Treasurer/Collector Personnel	184,517	1,050	185,567	185,566	-	1
Treasurer/Collector	61,600	(1,050)	60,550	37,394	-	23,156
Legal Services	210,000	6,000	216,000	215,139	-	861
Administration	62,250	6,130	68,380	67,866	-	514
Town Clerk Personnel	115,023	1,618	116,641	116,641	-	-
Town Clerk	6,177	(787)	5,390	5,390	-	-
Buildings & Grounds Payroll	844,327	-	844,327	-	-	844,327
Bldgs & Grounds-Operating	640,268	(24,661)	615,607	544,619	23,792	47,196
Police Personnel	2,528,132	(37,359)	2,490,773	2,393,599	-	97,174
Police	179,500	37,359	216,859	194,422	-	22,437
Fire Personnel	738,306	(6,762)	731,543	731,543	-	-
Fire	233,885	7,895	241,780	230,580	183	11,016
Ambulance Service	872,264	-	872,264	872,264	-	-
Community Development Personnel	400,426	6,933	407,359	407,359	-	-
Community Development	28,760	(7,283)	21,477	17,077	164	4,236
Building Department Personnel	195,954	(2,040)	193,914	191,301	-	2,613
Building Department	9,260	2,040	11,300	8,211	-	3,089
Health Department Personnel	114,540	3,703	118,243	117,241	-	1,001
Health Department	135,525	(3,703)	131,822	151,439	150	(19,767)
Licensing Personnel	57,445	-	57,445	57,445	-	-
Licensing	2,525	350	2,875	2,874	-	1
Housing & Economic Development Personnel	48,854	-	48,854	48,834	-	20
Housing & Economic Development	22,000	-	22,000	20,000	-	2,000
Emergency Management Personnel	25,000	(7,503)	17,497	5,257	-	12,240
Emergency Management	10,750	436	11,186	10,875	-	311
Harbor Committee	1,400	-	1,400	1,253	-	147
Marine Services	200,889	-	200,889	200,889	-	-
Shellfish Personnel	45,297	1,200	46,497	46,497	-	-
Shellfish	13,250	(1,200)	12,050	12,032	-	18
Parking Personnel	423,458	(8,959)	414,499	364,690	-	49,808
Parking	128,500	8,959	137,459	127,824	-	9,635
DPW Admin Personnel	122,867	-	122,867	199,104	-	22,763
DPW Admin Operating	232,850	2,046	234,896	214,133	-	20,763
Highway Personnel	485,929	-	485,929	427,968	-	57,961
Highway	124,350	(500)	123,850	120,018	40	3,792
Snow & Ice Personnel	27,000	-	27,000	26,418	-	582
Snow & Ice	140,700	-	140,700	48,290	-	92,410
Solid Waste Recyc Personnel	499,298	-	499,298	469,023	-	30,275
Solid Waste Recyc Operating	432,900	23,600	456,500	427,435	24,340	4,725
Recycling & Rebewable Energy Committee	11,950	-	11,950	9,382	2,500	68
Airport Commission	157,600	(13,825)	143,775	136,977	301	6,497
Human Services Personnel	21,778	-	21,778	16,548	-	5,230
Human Services Operating	21,410	-	21,410	20,225	-	1,185
Council on Aging Personnel	226,372	-	226,372	214,934	-	11,438
Council on Aging	26,100	(5,890)	20,210	15,440	-	4,771
Veterans Services	43,233	5,890	49,123	49,123	-	-
Disability Commission	5,000	-	5,000	129	-	4,871
Animal Welfare Committee	300	-	300	206	-	94
Bicycle Committee	8,000	-	8,000	5,156	2,844	-
Library Personnel	278,137	-	278,137	260,568	-	17,569
Library	96,850	-	96,850	92,939	1,520	2,391
Recreation Dept Personnel	183,252	-	183,252	174,194	-	9,058
Recreation Department	21,450	321	21,771	19,637	-	2,134
Art Commission	8,250	(6,000)	2,250	100	-	2,150
Debt Services	1,915,036	(124,223)	1,790,813	1,786,877	-	3,936
Retirement Benefits Insurance	7,567,085	(51,258)	7,515,827	6,854,674	-	661,153
Public Schools	4,147,347	54,854	4,202,201	3,920,258	40,805	241,138
Early Learning	308,000	14,400	322,400	325,755	-	(3,355)
TOTAL EXPENDITURES	27,468,121	-130,095	27,338,026	24,829,699	100,045	2,408,282

Year to Date 12/31/2019

ACCOUNTS FOR:	FY2020		AVAILABLE BUDGET
	FY2020 BUDGET	YTD EXPENDED	
Election Town Meeting	13,358	1,368	11,990
Board of Selectmen Personnel	77,554	43,167	34,387
Board of Selectmen	15,550	15,551	-
Town Manager Personnel	290,369	145,036	145,333
Town Manager	50,095	9,490	40,605
Finance Committee Expense	129,325	720	128,605
Town Accountant Personnel	191,923	99,579	92,344
Town Accountant	76,376	43,025	33,351
MIS Coordinator Personnel	229,060	115,531	113,530
MIS Coordinator	447,400	275,151	172,249
Board Assessors Personnel	211,505	103,383	108,122
Board Assessors	52,259	52,259	-
Treasurer/Collector Personnel	252,432	121,502	130,930
Treasurer/Collector	47,524	16,476	31,048
Legal Services	210,000	49,130	160,870
Administration	65,550	30,871	34,679
Town Clerk Personnel	119,707	59,925	59,782
Town Clerk	7,110	1,197	5,913
Buildings & Grounds Payroll	837,064	412,145	424,919
Buildings & Grounds General	640,268	264,833	375,435
Police Personnel	2,676,867	1,301,132	1,375,735
Police	206,805	100,940	105,865
Fire Personnel	787,569	535,881	251,688
Fire	238,382	112,825	125,557
Ambulance Service	1,002,385	501,193	501,192
Community Development Personnel	541,618	179,061	362,557
Community Development	32,552	27,406	5,146
Building Department Personnel	202,683	99,086	103,597
Building Dept	9,360	2,552	6,808
Health Dept Personnel	118,887	59,443	59,444
Health Dept	141,125	42,039	99,086
Housing & Economic Dev Personnel	74,746	38,054	36,692
Housing & Economic Dev	22,000	290	21,710
Emergency Management Personnel	25,000	12,939	12,061
Emergency Management	12,300	915	11,385
Harbor Committee	1,400	-	1,400
Marine Services	204,907	102,453	102,454
Shellfish Personnel	48,419	24,210	24,209
Shellfish	12,050	5,733	6,317
Parking Personnel	395,431	245,177	150,254
Parking	138,500	75,580	62,920
Public Schools	4,197,049	1,800,161	2,396,888
Early Learning Program	384,469	198,462	186,007

Board of Assessors

The Board of Assessor's primary responsibility is the valuation and administration of 7,313 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 Chairperson Leslie Parsons, Vice-Chair Patty DeLuca and members Robert Sanborn, and Scott Fahle. There has been a vacancy on the Board since the resignation of Greg Muse.

Fiscal Year 2019 was an Interim valuation year for the Town of Provincetown. The total assessed value increased 11.86% from Fiscal Year 2018. The Department of Revenue certified Provincetown's assessed values on August 3rd, 2018. The Fiscal Year 2019 Residential tax rates of \$7.06 and the Commercial, Industrial and Personal Property tax rate of \$6.75 were certified by the Mass. Dept. of Revenue on August 28, 2018. Provincetown was the sixth community out of 351 Cities and Towns to have their rate certified. The FY 2019 assessed values by class were as follows: Residential Class; \$2,709,147,334, Commercial Class; \$439,399,556, Industrial Class; \$1,896,000, Personal Property; \$33,191,240; for a total assessed value of \$3,183,634,130. FY' 2019 was the first fiscal year where the total town valuation topped 3 billion dollars.

On August 27, 2018, as part of the Fiscal Year 2019 Tax Rate setting process, the Provincetown Board of Selectmen voted to continue the Residential Exemption. This exemption was based on 25% of the average residential assessed value, equaling \$162,419.

For Fiscal Year 2019, a new type of Residential Exemption was introduced. This "Expanded" Residential Exemption grants an exemption to a non-resident taxpayer who rents on a year-round basis to a tenant who uses the property as his or her principal residence for income tax purposes.

742 qualified residents of Provincetown received the traditional Residential Exemption as part of their fall 2018 tax bill. An additional 29 residents who did not receive the Residential Exemption as part of their fall 2018 tax bill received the exemption as reduction on the April 2019 tax bill. There were only 7 recipients of the new Expanded Residential Exemption.

The Board of Assessor's granted 92 personal exemptions totaling \$75,131.08;

the breakdown is as follows: Surviving Spouse/Elderly (Clause 17D) a total of 8 exemptions totaling \$2,368.80; Veteran's (Clause 22), 15 exemptions at \$6,443.43; Elderly (Clause 41 C), 18 exemptions totaling \$17,680.73; Senior Work Credit (5K), 51 exemptions totaling \$48,638.12.

33 taxpayers filed Affordable Housing Tax Exemption applications. Exemptions were granted on 117 units, the total amount exempted was \$129,921.28.

As previously mentioned, 29 Residential Exemption applications not appearing on the 2018 fall tax bill were processed resulting in a refund of \$33,980.80.

The Board of Assessors received 40 real property abatements, 31 were granted, 9 denied. 7 personal property abatements were filed, 6 were granted, 1 denied.

During Fiscal year 2019, 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 ten years. To aid with compliance of this mandate, the Assessor's historically relied on two seasonal property inspectors. One position became vacant with the promotion of Carol Bergen to Assistant Assessor. The second position became vacant when Frank Pantano, a temporary part time property inspector for well over a decade retired. The Town of Provincetown benefited from their ability and experience. The Board is pleased to have Carol join the Assessor's team full time and also wishes Frank well in his future endeavors. The Assessor's office received permission to restructure the property inspection program; replacing the two Temporary Property Inspectors positions with one year-round, 19 hour a week position. This new position was filled with the hiring of Nancy Lockwood. She has already proven to be a valuable addition to the Assessing team. Assistant Assessor Bergen and Ms. Lockwood combined to complete 623 property reviews consisting of new construction, additions, renovations, sales reviews, & cyclical inspections in Fiscal Year 2019.

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.

Respectfully submitted,

Leslie Parsons, *Chairperson, Board of Assessors*

Scott Fahle, *MAA, Principal Assessor*

Treasurer/Collector

COLLECTORS REPORT FOR THE FISCAL YEAR 2019: JULY 1, 2018 TO JUNE 30, 2019

	TOTAL	GRAND TOTAL
COMMUNITY PRESERVATION ACT		
FY 2018	8,247.79	
FY 2019	540,358.40	
		548,606.19
LANDBANK		
FY 2017	22.07	
FY 2018	9,158.55	
FY 2019	623,763.94	
		632,944.56
REAL ESTATE TAXES		
FY 2016	20.92	
FY 2017	756.84	
FY 2018	330,966.20	
FY 2019	20,711,190.44	
		21,042,934.40
SEWER BETTERMENT		
FY 2017	185.24	
FY 2018	20,971.25	
FY 2019	2,013,186.89	
		2,034,343.38
SEWER LIENS		
FY 2018	2,024.33	
FY 2019	36,290.70	
		38,315.03
SEWER USAGE SURCHARGE LIENS		
FY 2019	4,837.16	
		4,837.16
SEPTIC LOANS		
FY 2019	9,465.87	
		9,465.87
WATER LIENS		
FY 2018	5,438.13	
FY 2019	85,057.74	
		90,495.87
PERSONAL PROPERTY TAX		
FY 2011	16.82	
FY 2012	16.63	
FY 2013	104.96	
FY 2014	166.17	
FY 2015	173.92	
FY 2016	344.41	
FY 2017	673.24	
FY 2018	4,209.20	
FY 2019	218,943.27	
		224,648.62
WATER RATES		
	2,237,914.03	
		2,237,914.03
SEWER RATES		
	1,369,641.12	
		1,369,641.12

MOTOR VEHICLE EXCISE TAX

FY 2012	67.50
FY 2013	73.55
FY 2014	188.02
FY 2015	233.86
FY 2016	825.61
FY 2017	3,400.42
FY 2018	89,012.58
FY 2019	506,459.00
	<hr/>
	600,260.54

BOAT EXCISE TAX

FY 2017	116.00
FY 2018	851.00
FY 2019	21,462.00
	<hr/>
	22,429.00

INTEREST, DEMANDS AND FEES

REAL ESTATE TAX COLLECTIONS	68,811.68
PERSONAL PROPERTY TAX COLLECTIONS	6,589.99
MOTOR VEHICLE	15,512.02
BOAT EXCISE	1,385.00
WATER/SEWER USAGE RATES	24,195.36
	<hr/>
	116,494.05

TREASURY DEPOSITS FROM COLLECTOR

28,973,329.82

TREASURER – ANNUAL REPORT FY2019

Ending Bank Account Balances FY2019

TOTAL CASH BALANCE June 30, 2019: \$36,294,080.19

Cape Cod Five Cents Savings Bank

- Law Enforcement Trust Fund \$4,045.06
- Land Bank Account \$1,137,545.74
- Library Gift & Trust Account \$198,492.89
- Deputy Collector Account \$23,735.67
- Affordable Housing Trust \$437,735.43
- Main Deposit Account \$1,691,280.04
- Gift, Agency & Trust Account* \$772,696.22
- Pier Operating Account \$507,806.72
- Payroll Account \$33,652.98
- Vendor Account \$4,090,516.40

Century Bank

- Collector's Lockbox Account \$17,613.24
- ACO Escrow Accounts \$413,536.64

Commonwealth Financial

- Francis Trust Fund \$1,168,870.26
- Oliver Trust Fund \$501,512.40
- Henry Trust Fund \$453,914.91
- Cemetery Perpetual Care Fund \$303,411.57

HarborOne Bank

- Investment Account \$6,127,980.27

Hingham Savings Bank

- Investment Account \$9,968,763.51
- Stabilization Fund \$1,980,520.03

Mass. PRIM Board

- OPEB Trust Fund \$4,167,618.40

Seamen's Bank

- Parking Account \$761,090.95
- Community Preservation Act Account \$1,531,740.86

BANK BALANCE 06/30/2019	<u>\$36,294,080.19</u>
Add Deposits in Transit:	\$0.00
Less Outstanding Checks:	<u>(\$1,867,665.59)</u>
ACTUAL BALANCE 06/30/2019	\$34,426,414.60

***Gift, Agency & Trust Account Breakdown:**

- Recreation Gift Fund \$101,352.35
- Holiday Lights Gift Fund \$8,461.63
- Skate Park Gift Fund \$15,455.37
- Marriage Defense Gift Fund \$4,719.40
- Piano Gift Fund \$3,953.29
- Town Hall Improvement Gift Fund \$19,357.97
- Pet Emergency Shelter Gift Fund \$8,482.23
- Suzanne's Garden Gift Fund \$1,941.53
- Historical Commission Gift Fund \$38,843.03
- Auditorium Chairs Gift Fund \$1,347.94
- Recycling Gift Fund \$295.10
- Disability Commission Gift Fund \$25,061.54
- Cemetery Gift Fund \$774.92
- Special Purpose Gift Fund \$2,800.94
- Bicycle Path Gift Fund \$688.77
- AIDS Memorial Gift Fund \$7,539.10
- Auditorium Lights/Sound Gift Fund \$4,558.58
- Conservation Tree Gift Fund \$5,031.40
- Rose Dorothea Gift Fund \$20,446.07
- Council on Aging Gift Fund \$174,207.73
- Art & Conservation Fund \$14,609.09
- PHS Student Activity Fund \$35,299.20
- VMES Student Activity Fund \$2,394.17
- Town Scholarship Fund \$4,850.84
- Beautification Gift Fund \$8,468.32
- Education Gift Fund \$18,816.06
- Historic Preservation Gift Fund \$8,012.28
- Harbor Access Gift Fund \$144,908.30
- Capital Improvement Stabilization Fund \$37,022.13
- Local Cultural Council Grant Fund \$8,361.40
- MSCP Program Fund \$16,364.65
- Public Fountain Gift Fund \$1,472.13
- Dorothy Perry Scholarship \$26,798.76

Outstanding Debt as of June 30, 2019

Authorization & Bond	Fund & Description of Use	Outstanding Principal
2006 STM Article 2, 2009 G.O. Bond	CPA Fund: 90 Shank Painter Acquisition	\$440,000.00
2007 ATM Article 9, 2009 G.O. Bond	CPA Fund: Affordable Housing 6 Sandy Hill	\$320,000.00
2005 STM Article 2, 2012 G.O. Bond	CPA Fund: Affordable Housing Deed Rest.	\$90,000.00
2005 STM Article 2, 2009 G.O. Bond	CPA Fund: CEM Land Exchange	\$225,000.00
2005 STM Article 5, 2005 G.O. Bond	CPA Fund: Land Acquisition - Peters	\$224,687.00
2005 ATM Article 7, 2011 G.O. Bond	CPA Fund: Town Hall Restoration	\$30,500.00
2009 ATM Article 9, 2011 G.O. Bond	CPA Fund: Town Hall Restoration	\$1,155,000.00
2012 ATM Article 5, 2014 G.O. Bond	General Fund: Commercial Street Paving (2.5 Exclusion)	\$480,000.00
2013 ATM Article 11, 2014 G.O. Bond	General Fund: Commercial Street Paving (2.5 Exclusion)	\$600,000.00
2007 ATM Article 11, 2011 G.O. Bond	General Fund: Firehouse #2 Repairs (2.5 Exclusion)	\$190,000.00
2002 STM Article 8, 2005 G.O. Bond	General Fund: Heritage Museum	\$325,948.50
2005 STM Article 5, 2005 G.O. Bond	General Fund: Land Acquisition - Peters	\$105,313.00
1999 STM Article 23, 2013 G.O. Bond	General Fund: Landfill Closure Old Burn Dump	\$30,000.00
2002 STM Article 18, 2013 G.O. Bond	General Fund: Landfill Closure Old Burn Dump	\$30,000.00
2001 STM Article 21, 2013 G.O. Bond	General Fund: Landfill Closure Old Burn Dump	\$45,000.00
2001 STM Article 21, 2013 G.O. Bond	General Fund: Library Heritage Museum	\$5,000.00
2000 STM Article 16, 2013 G.O. Bond	General Fund: Library Heritage Museum	\$30,000.00
2011 STM Article 8, 2014 G.O. Bond	General Fund: Library Renovations (2.5 Exclusion)	\$15,000.00
2011 ATM Article 11, 2012 G.O. Bond	General Fund: Library Renovations HVAC (2.5 Exclusion)	\$195,000.00
2013 STM Article 11, 2016 G.O. Bond	General Fund: Municipal Pier & Docks (2.5 Exclusion)	\$85,000.00
1999 STM Article 3, 2009 G.O. Bond	General Fund: Provincetown Pier	\$845,000.00
2013 ATM Article 11, 2016 G.O. Bond	General Fund: Roadway Paving (2.5 Exclusion)	\$55,000.00
2014 ATM Article 11, 2016 G.O. Bond	General Fund: Roadway Paving (2.5 Exclusion)	\$155,000.00
2014 ATM Article 11, 2016 G.O. Bond	General Fund: Roadway Paving (2.5 Exclusion)	\$465,000.00
2004 STM Article 7, 2006 G.O. Bond	General Fund: School Building Project	\$40,000.00
2002 STM Article 7, 2006 G.O. Bond	General Fund: School Building Project	\$175,000.00
2000 STM Article 14, 2006 G.O. Bond	General Fund: School Building Repairs	\$645,000.00
2012 STM Article 8, 2014 G.O. Bond	General Fund: School Building Repairs (2.5 Exclusion)	\$295,000.00
2015 STM Article 8, 2016 G.O. Bond	General Fund: School HVAC/Roof (2.5 Exclusion)	\$2,550,000.00
1999 STM Article 23, 2013 G.O. Bond	General Fund: School Project	\$15,000.00
2004 STM Article 7, 2009 G.O. Bond	General Fund: School Renovation	\$15,000.00
2003 STM Article 1, MCWT Loan II	General Fund: Septic Loan Program (Interest Subsidy)	\$60,952.44
2000 STM Article 1, MCWT Loan I	General Fund: Septic Loan Program (Interest Subsidy)	\$50,000.00
1999 STM Article 5, 2013 G.O. Bond	General Fund: Shank Painter Road Drainage	\$85,000.00

2005 ATM Article 8, 2006 G.O. Bond	General Fund: Soccer Field	\$4,000.00
2005 ATM Article 8, 2006 G.O. Bond	General Fund: Storm Water	\$35,000.00
2012 ATM Article 5, 2014 G.O. Bond	General Fund: Storm Water Management (2.5 Exclusion)	\$60,000.00
2008 STM Article 5, 2009 G.O. Bond	General Fund: Town Hall Remodeling (2.5 Exclusion)	\$180,000.00
2005 ATM Article 7, 2011 G.O. Bond	General Fund: Town Hall Repairs	\$29,500.00
2005 ATM Article 7, 2009 G.O. Bond	General Fund: Town Hall Repairs	\$255,000.00
2008 STM Article 5, 2011 G.O. Bond	General Fund: Town Hall Restoration I (2.5 Exclusion)	\$350,000.00
2008 STM Article 6, 2011 G.O. Bond	General Fund: Town Hall Restoration II (2.5 Exclusion)	\$25,000.00
2009 STM Article 1, 2011 G.O. Bond	General Fund: Town Hall Restoration III (2.5 Exclusion)	\$1,565,000.00
2010 ATM Article 16, 2012 G.O. Bond	General Fund: Town Library Restoration (2.5 Exclusion)	\$1,050,000.00
2011 STM Article 11, 2012 G.O. Bond	General Fund: VMCC Renovations (2.5 Exclusion)	\$240,000.00
2000 ATM Article 19, 2013 G.O. Bond	Land Bank Fund: Land Acquisition - Locke	\$65,000.00
2002 STM Article 8, 2005 G.O. Bond	Library Gift Fund: Heritage Museum	\$239,051.50
2005 STM Article 4, 2006 G.O. Bond	Sewer Fund: Sewer Design	\$70,000.00
2006 STM Article 1, 2009 G.O. Bond	Sewer Fund: Sewer Phase 1	\$440,000.00
2003 STM Article 2, 2011 G.O. Bond	Sewer Fund: Sewer Phase 1	\$45,000.00
2006 STM Article 1, 2006 G.O. Bond	Sewer Fund: Sewer Phase 1	\$166,000.00
2012 STM Article 5, USDA Loan I	Sewer Fund: Wastewater Construction	\$1,252,628.00
2009 STM Article 1, USDA Loan IV	Sewer Fund: Wastewater Construction	\$2,384,608.00
2009 STM Article 2, 2012 G.O. Bond	Sewer Fund: Wastewater Expansion	\$220,000.00
2011 STM Article 1, 2012 G.O. Bond	Sewer Fund: Wastewater Expansion	\$485,000.00
2011 STM Article 1, 2014 G.O. Bond	Sewer Fund: Wastewater Expansion	\$635,000.00
2011 STM Article 6, 2014 G.O. Bond	Sewer Fund: Wastewater Expansion	\$745,000.00
2011 ATM Article 6, 2012 G.O. Bond	Sewer Fund: Wastewater Expansion	\$1,835,000.00
2003 STM Article 22, 2013 G.O. Bond	Sewer Fund: Wastewater Facilities	\$25,000.00
2002 STM Article 12, 2013 G.O. Bond	Sewer Fund: Wastewater Facilities	\$245,000.00
2005 STM Article 1, 2009 G.O. Bond	Sewer Fund: Wastewater Optimization	\$75,000.00
2005 STM Article 1, 2006 G.O. Bond	Sewer Fund: Wastewater Optimization	\$455,000.00
2011 STM Article 6, 2016 G.O. Bond	Sewer Fund: Wastewater Optimization/Expansion	\$490,000.00
2015 STM Article 10, 2016 G.O. Bond	Sewer Fund: Wastewater Optimization/Expansion	\$630,000.00
2012 STM Article 5, 2016 G.O. Bond	Sewer Fund: Wastewater Optimization/Expansion	\$2,125,000.00
2006 STM Article 1, MCWT Loan IX	Sewer Fund: Wastewater Projects	\$436,257.20
2005 STM Article 1, MCWT Loan VII	Sewer Fund: Wastewater Projects	\$880,987.00
2006 STM Article 1, MCWT Loan VIII	Sewer Fund: Wastewater Projects	\$2,802,293.00
2001 STM Article 2, MCWT Loan VI	Sewer Fund: Wastewater Projects (Less State Subsidy)	\$17,183.91
2001 STM Article 2, MCWT Loan IV	Sewer Fund: Wastewater Projects (Less State Subsidy)	\$17,258.59
2001 STM Article 2, MCWT Loan V	Sewer Fund: Wastewater Projects (Less State Subsidy)	\$2,805,968.36

2013 STM Article 8, 2016 G.O. Bond	Water Fund: Land Acquisition "Parcel A"	\$235,000.00
2010 STM Article 5, 2014 G.O. Bond	Water Fund: N Union Field Land Acquisition	\$240,000.00
2005 ATM Article 8, 2009 G.O. Bond	Water Fund: South Hollow Pump House	\$50,000.00
2005 ATM Article 8, 2006 G.O. Bond	Water Fund: South Hollow Well	\$15,000.00
2011 ATM Article 17, 2014 G.O. Bond	Water Fund: Water Main Replacement	\$45,000.00
2011 ATM Article 17, 2012 G.O. Bond	Water Fund: Water Main Replacement	\$535,000.00
2013 STM Article 10, 2014 G.O. Bond	Water Fund: Water Main Replacement	\$625,000.00
2001 STM Article 22, 2013 G.O. Bond	Water Fund: Water Management New Source	\$185,000.00
2013 STM Article 12, 2014 G.O. Bond	Water Fund: Water Meters	\$25,000.00
2006 ATM Article 7, 2011 G.O. Bond	Water Fund: Water Source Development	\$120,000.00
2016 STM Article 9, 2016 G.O. Bond	Water Fund: Water System Improvements	\$100,000.00
2009 STM Article 1, 2012 G.O. Bond	Water Fund: Water System Improvements	\$445,000.00
2009 STM Article 2, USDA Loan II	Water Fund: Water System Improvements	\$1,042,105.00
2010 STM Article 5, USDA Loan III	Water Fund: Water System Improvements	\$2,011,735.00
2017 STM Article 1, 2018 G.O. Bond	YR Housing Trust Fund: Acquisition of Harbor Hill (2.5 Exc.)	\$10,365,000.00
Total Outstanding Issued Debt:		\$49,491,976.50
<i>2015 STM Article 8, 2019 Short-Term Note</i>	<i>General Fund: School Building (2.5 Exclusion)</i>	<i>\$549,000.00</i>
<i>2016 STM Article 9, 2019 Short-Term Note</i>	<i>Water Fund: Water System Management</i>	<i>\$550,000.00</i>
<i>2015 STM Article 10, 2019 Short-Term Note</i>	<i>Sewer Fund: Sewer System Connections</i>	<i>\$180,000.00</i>
<i>2015 ATM Article 18, 2019 Short-Term Note</i>	<i>General Fund: Pier Docks & Wave Attenuator System</i>	<i>\$300,000.00</i>
<i>2017 ATM Article 8, 2018 Short-Term Note</i>	<i>General Fund: Police Station (2.5 Exclusion)</i>	<i>\$700,000.00</i>
Total Outstanding Issued Bond Anticipation Notes:		\$2,279,000.00
Total Indebtedness as of June 30, 2019:		\$51,770,976.50

Employee Earnings

		Fiscal Year 2019		
Employee	Position	FY19 Earnings	Subtotals	TOTALS
ADMINISTRATION				
Panagore, David	Town Manager (Resigned)	154,422.86		
Gardner, David	Assistant Town Manager/Acting Town Manager	115,961.17		
Verde, Elizabeth	Executive Assistant to Town Manager	62,210.98		
VanAlstyne, Darlene	Town Clerk	69,292.94		
Ruiz, Ana	Assistant Town Clerk	45,651.71		
Ellis, Erin	Administrative Assistant/Project Administrator	42,230.96		
Paine, Elizabeth	Secretary to Selectmen	54,574.71		544,345.33
AIRPORT				
Lisenby, Arthur W	Airport (Seasonal)	6,097.62		6,097.62
COUNCIL ON AGING				
Hottle, Christeny A	Public Health/COA Director	71,729.06		
Corea, Shannon	Administrative Assistant	44,403.62		
Dooley, Nancy	Cook/Meal Coordinator	12,260.00		
Kennen, Samantha	On-Call Van Driver	1,905.94		
Lavenets, Andrea	Outreach Coordinator	49,028.98		
Mancino, Carla	On-Call Van Driver	9,794.29		
Peterman, David	On-Call Van Driver	6,099.66		
Shaw, Richard	Program Coordinator	22,577.00		
Szeker, Donna	Van Driver/Aide	43,367.74		261,166.29
COMMUNITY DEVELOPMENT				
Battaglini, Ellen	Permit Coordinator	64,824.42		
Browne, John	Electrical Inspector	27,325.27		
Famulare, Timothy	Conservation Agent & Environmental Planner	60,986.12		
Fiorella, Linda	Administrative Assistant	30,114.24		
Hautanen, Henry	Plumbing Inspector	28,096.79		
Hess, Timothy	Event Coordinator	9,390.00		
Hobart, Aaron	Licensing Agent	57,444.92		
Howard, Anne	Building Commissioner	81,855.94		
Jarusiewicz, Michelle	Housing Spec./Grant Admin.	97,667.88		
Lorello, Stephen	Compliance Officer (Seasonal)	17,207.64		
Nickerson, James	Building Inspector	19,155.77		
Ribeiro, Jeffrey	Town Planner	75,899.88		
Rowell, David	Building Inspector	37,014.17		
Sanson, Marjorie	Administrative Assistant (Resigned)	36,766.77		
White, Amy	Administrative Assistant	39,428.35		683,178.16
DEPARTMENT OF PUBLIC WORKS				
Waldo, Richard	DPW Director	115,436.10		
Capurso, Robert	Town Engineer	54,296.53		
Myers, Melissa	Administrative Assistant	46,981.22		
Prada, Sherry	Operations Director	74,254.96		
Sparks, Olin	Head Mechanic	59,153.40		
Wlodkowski, Steven	DPW Deputy Director	73,730.02		423,852.23
Building & Grounds				
Lemme, Antonio H	Working Foreman	61,676.42		
Andrade, Paulo	Custodian	53,284.14		
Attanasio, Peter	Maintenance	49,676.82		
Casillas, Brenden L	Laborer (Seasonal)	2,958.59		
Childers, James	Custodian	47,414.27		
Costa, Anika	Custodian (Resigned)	322.50		
Cowing, Brian	Custodian	58,503.68		
Gonsalves, Walter	Laborer (Seasonal)	24,195.03		
Gonzales, Anthony	Laborer (Seasonal)	17,005.42		
Guardino, John	Laborer (Seasonal)	15,685.99		
Hanscom, Christopher	Laborer	49,100.62		
Hess, Timothy	Town Hall Events Coordinator	19,827.00		
Joseph, Denise	Supervising Attendant	49,017.52		
Joseph, Kenneth A	Attendant (Seasonal)	1,998.21		
Kalantzis, Anthony J	Maintenance	53,396.58		
Knight, Linda	Attendant (Seasonal)	3,802.80		
Peters, Carol	Attendant (Seasonal)	7,288.84		
Sangster, Dwight	Laborer (Seasonal)	18,418.09		

Santos, Cynthia	Attendant (Seasonal)	14,537.20	
Santos, Delanie	Attendant (Seasonal)	8,658.22	
Silvia, Mary	Attendant (Seasonal)	12,294.21	
Straw-Campbell, Angela	Attendant (Seasonal)	10,129.16	
Stover, John D	Custodian (Seasonal)	3,131.25	
Thomas, Lawrence	Custodian	50,697.65	
Tomaselli, Armand	Attendant (Seasonal)	3,609.66	
Walker, Ronnie	Skilled Laborer	49,121.23	
White, Deborah	Attendant (Seasonal)	16,442.78	
White, Steven D.	Attendant (Seasonal)	19,276.87	
Wright, Marlene	Attendant (Seasonal)	8,284.10	
Zeitler, Sandra	Maintenance	51,183.58	780,938.43
Highway			
Duarte, Ramao	Working Foreman	70,999.88	
Badams, Jon	Skilled Laborer	51,204.07	
Blake, Westin	Skilled Laborer	10,008.56	
Costa, David	Laborer (Seasonal)	12,349.11	
Douglas, Steven	Skilled Laborer	47,077.14	
Edwards, Phanarus	Skilled Laborer	54,855.80	
Gonsalves, David	Skilled Laborer	30,241.57	
Karcasinas, James	Laborer (Seasonal)	5,725.08	
Prada, Thomas	Skilled Laborer	58,543.30	
Roderick, Paul	Skilled Laborer	60,356.62	
Yanchev, Vladimir	Laborer (Seasonal)	21,085.41	422,446.54
Sanitation/Transfer Station			
Bronson, Scott	Working Foreman	64,565.64	
Brazil, Matthew	Skilled Laborer	49,642.13	
Cook, Peter	Skilled Laborer	55,806.50	
Cox, Jeff	Skilled Laborer	57,126.32	
Hurst, Crayne	Laborer (Seasonal)	17,360.07	
Jason, Edward	Skilled Laborer	46,782.47	
Richmond, James	Skilled Laborer	57,105.81	
Roach, David	Skilled Laborer	57,811.66	
Roderick, Christopher	Skilled Laborer	64,712.76	470,913.36
Water			
Saisbury, Cody	Water Superintendent	91,063.96	
Rose, Glen	Working Supervisor	82,877.82	
Enos, Stephen	Skilled Laborer	69,328.38	
Homer, Frank	Meter Reader/Repairman	60,232.77	
Matrango, Bernard	Skilled Laborer	63,340.15	
Morin, Donald	Administrative Assistant	53,533.87	
Peters, Adrian	Skilled Laborer	67,269.77	
Pettersen, Jane	Administrative Assistant	51,359.87	
Schmidt, Ryan	Skilled Laborer	52,185.08	
Walker, Thomas	Skilled Laborer	52,564.03	643,755.70
EMERGENCY MANAGEMENT			
Sussman, Eric	Emergency Management/Transportation Coordinator	13,479.53	13,479.53
FIRE DEPARTMENT			
Trovato, Michael S	Fire Chief	58,337.90	
Mathews, Joyce	Department Secretary	59,936.80	
Anderson, Michael	EMT	1,193.40	
Avila, Chistyne	EMT	17,496.23	
Brazil, Paul	EMT	370.80	
Brown, Christianne	EMT	7,248.72	
Bruce, Vinette	EMT	22,554.73	
Burns, Aaron	EMT	2,008.50	
Burns, Matthew	EMT-P	5,183.48	
Cataldo-Roda, Julie M	EMT-P	19,155.43	
Coelho, Michael Sr.	EMT	8,353.70	
Costa, Molly	EMT	18,314.00	
Coulter, Cynthia	EMT	6,565.02	
Cox, Joseph	EMT	2,974.80	
Cullen, Dianne	EMT	21,957.90	
Foakes, Chad	EMT	1,483.20	
Giannelli, James	EMT-P	21,072.30	
Goldstein, Zack	EMT	13,913.67	
Hooper, Robert	EMT	2,966.50	

LaBonte, Troy	EMT	9,997.95	
Lawler, Nicholas	EMT	370.80	
Menangas, Derek	EMT-P	14,662.05	
Morley, David	EMT-P	6,550.80	
Notaro, Daniel	EMT-P	17,951.40	
Ogonowsky, Richard	EMT	293.92	
Pelkey, Nicholas	EMT	1,915.80	
Pelligrino, Rachel	EMT-P	12,096.60	
Perry, Michael	EMT-P	7,038.00	
Potter, Lisa M.	EMT-P	10,753.20	
Prato, Barbara	EMT	13,419.97	
Rance, Othaine	EMT-P	37,639.61	
Rego, Linda	EMT	1,047.20	
Reis, Laytin	EMT	2,539.46	
Ricotta, Stephen	EMT	78.54	
Riley, Gretchen	EMT	4,469.70	
Romme', William	EMT	5,445.44	
Russell, Denise	EMT-P	20,578.85	
Smith, Bryan	EMT	14,118.72	
Stranger, Keith	EMT-P	5,623.80	
Thomas, John	EMT	10,427.34	
White, George Jr.	EMT-P	10,441.35	
Willis, James II	EMT-P	14,608.55	
Young, Cherie	EMT	7,932.54	
Ainsworth, Kevin	Volunteer Firefighter	11,353.24	
Ayala, Jonas	Volunteer Firefighter	4,465.00	
Brown, Delroy	Volunteer Firefighter	650.00	
Cabral, Vaughn	Volunteer Firefighter	3,739.75	
Caley, Nathaniel	Volunteer Firefighter	1,225.00	
Chute, Michael	Volunteer Firefighter	1,125.00	
Cliggott-Perit, Max	Volunteer Firefighter	850.00	
Costa, Christian	Volunteer Firefighter	1,867.00	
Enos, Christopher	Volunteer Firefighter	1,350.00	
Enos, Devyn	Volunteer Firefighter	350.00	
Enos, Scott	Volunteer Firefighter	800.00	
Felton, George	Volunteer Firefighter	4,505.00	
Gonsalves, David	Volunteer Firefighter	33,631.50	
Horner, Frank	Volunteer Firefighter	2,961.25	
Kerr-Hunter, Malcolm	Volunteer Firefighter	2,850.00	
Lambrou, Mark	Volunteer Firefighter	1,225.00	
Martin, Craig	Volunteer Firefighter	66.67	
Martin, Roger	Volunteer Firefighter	5,178.00	
Martinez, Elias Jr.	Volunteer Firefighter	9,027.50	
Martinez, Elias J III	Volunteer Firefighter	5,049.25	
Meads, James Jr.	Volunteer Firefighter	1,867.00	
Meehan, Mark	Volunteer Firefighter	933.32	
Menangas, Gerard	Volunteer Firefighter	15,694.00	
Motta, Brandon	Volunteer Firefighter	2,407.00	
Notaro, Jeffrey	Volunteer Firefighter	5,350.00	
Notaro, Michael	Volunteer Firefighter	2,125.00	
Osowski, Carl	Volunteer Firefighter	887.50	
Pressey, Kristy	Volunteer Firefighter	75.00	
Richmond, James	Volunteer Firefighter	2,812.86	
Roderick, James Jr.	Volunteer Firefighter	19,925.00	
Roderick, Paul	Volunteer Firefighter	5,772.50	
Russell, Lee	Volunteer Firefighter	1,450.00	
Santos, Noah	Volunteer Firefighter	2,925.00	
Santos, Rodrigo	Volunteer Firefighter	4,249.25	
Schmidt, Ryan	Volunteer Firefighter	1,462.50	
Silva, Colin	Volunteer Firefighter	2,050.00	
Silva, Daniel	Volunteer Firefighter	1,758.35	
Silva, Jack	Volunteer Firefighter	375.00	
Silva, James	Volunteer Firefighter	5,517.89	
Silva, Patrick	Volunteer Firefighter	5,826.63	
Silva, Paul	Volunteer Firefighter	7,202.50	
Sinaiko, Jonathan	Volunteer Firefighter	1,675.00	
Stewart, Garth	Volunteer Firefighter	800.00	
Trovato, Michael, Jr.	Volunteer Firefighter	7,222.38	
White, David	Volunteer Firefighter	2,979.25	
White, Jamie	Volunteer Firefighter	1,692.00	
Wright, Dexter	Volunteer Firefighter	250.00	
Zawaduk, Russell	Volunteer Firefighter	7,250.00	725,912.76

HEALTH DEPARTMENT			
Clark, Morgan	Health & Environmental Affairs Manager	75,194.08	
Marin Alzate, Laura	Health Agent	26,795.86	
Rowell, Lezli	Health Agent	30,171.74	132,161.68
LIBRARY			
Raff, Amy	Library Director	80,374.97	
Cartwright, Ann	Circulation Aide	11,163.44	
Cinnater, Nan	Lead Librarian	35,100.00	
Hopkins, Kristine	Circulation Aide	13,143.46	
Hyams, Martha	Circulation Aide (Resigned)	1,258.70	
Karacozian, Deborah	Circulation Aide	11,556.57	
Mahar, Valerie	Circulation Aide	618.48	
Mitchell, Susan	Circulation Aide	1,887.54	
Nottleman, Clayton	Member Services Coordinator	17,508.47	
Packard, Susan	Circulation Aide	6,613.30	
Ruane, Thomas	Relief Tech Asst	14,048.16	
Taylor, Brittany	Assistant Library Director	54,101.06	
Wells, Mary Alice	Circulation Aide	12,869.35	260,243.50
MANAGEMENT INFORMATION SERVICES			
Keyes, Tyler	MIS Technician	54,472.08	
Kimball-Martin, Lynne	MIS Analyst	73,971.11	128,443.19
MUNICIPAL FINANCE			
Bergen, Carol	Assistant Assessor	48,651.81	
Cardinal-Young, Josee	Finance Director	125,702.40	
Fahle, Scott	Principal Assessor	78,232.96	
Grandel, Laura	Collector	65,052.00	
Harpie, Michael	Assistant Collector	48,727.90	
Hoffmann, Jody	Payroll & Benefits Manager	38,087.81	
Jackett, Beau	MIS Director	91,763.44	
Lockwood, Nancy	Real Property Inspector	6,148.50	
Mackenzie, Cheryl	Assessor's Admin Asst	58,694.30	
Robertson, Nick	Assistant Accountant	55,193.06	
Williams, Alexander	Treasurer	79,652.64	695,906.82
PARKING DEPARTMENT			
Rosati, Domenic	Parking Administrator	52,636.43	
Agen, Sherri	Attendant (Seasonal)	2,250.36	
Anderson, David	Attendant (Seasonal)	2,537.64	
Benatti, Patricia C.	Parking Clerk/Bookkeeper	40,125.41	
Bollas, Mary A	Attendant (Seasonal)	15,673.60	
Cabral, Ronald	Attendant (Seasonal)	17,084.32	
Channell, Stephen	Attendant (Seasonal)	4,377.03	
Cook, Marguerite	Attendant (Seasonal)	6,001.20	
Gascon, Frederik	Attendant (Seasonal)	15,607.20	
Gentles, Raymond	Attendant (Seasonal)	11,216.00	
Getters, Akim	Meter Person	22,154.11	
Gonsalves, Deborah	Meter Person/Assistant Clerk	41,535.04	
Gutzler, Joell	Attendant (Seasonal)	11,477.44	
Johnson, Avis	Attendant (Seasonal)	16,637.44	
Kalish, Thomas	Attendant (Seasonal)	1,436.40	
Kewachuk, Melanie	Attendant (Seasonal)	16,545.67	
Pereira, Dodie	Attendant (Seasonal)	12,925.55	
Power, John	Asst. Manager/Attendant (Seasonal)	7,390.56	
Reetz, Rodney	Attendant (Seasonal)	9,586.53	
Riley, Lawrence	Attendant (Seasonal)	15,108.44	
Stephens, Marie	Attendant (Seasonal)	16,988.56	339,294.93
PIER CORPORATION / HARBORMASTER			
McKinsey, William R	Harbormaster	62,866.94	
Arcuri, Robert	Assistant Harbormaster (Seasonal)	2,045.97	
Boulanger, Douglas	Pier Manager	16,999.98	
Cabral, Elizabeth	Assistant Harbormaster (Seasonal)	9,030.66	
Clinton, Renee	Assistant Harbormaster (Seasonal)	20,116.50	
DeMatteis, John	Assistant Harbormaster (Seasonal)	19,572.52	
Demetriou, Jamie	Administrative Assistant	22,719.13	
Eichman, Benjamin	Assistant Harbormaster (Seasonal)	289.76	
Garganigo, Paul	Assistant Harbormaster (Seasonal)	5,109.29	
German, Donald	Assistant Harbormaster (Seasonal)	21,370.31	

Grimm, Charles	Assistant Harbormaster (Seasonal)	17,325.90	
Isaacs, Valerie	Assistant Harbormaster (Seasonal)	1,874.88	
Kent, Haley	Assistant Harbormaster (Seasonal)	6,034.77	
King, Lisa	Assistant Harbormaster (Seasonal)	12,699.78	
Koskey, Jarrod	Administrative Assistant	27,628.34	
Little, Brian	Assistant Harbormaster (Seasonal)	312.40	
Llata, Daniel	Assistant Harbormaster (Seasonal)	18,085.66	
Loughlin, Tristan	Assistant Harbormaster (Seasonal)	3,917.16	
Maxwell, Christine	Assistant Harbormaster (Seasonal)	15,210.99	
Ribas, Luis	Assistant Harbormaster (Retired)	4,022.36	
Ross, Stephen	Assistant Harbormaster (Seasonal)	13,662.00	
Sanabria, Lizbeth	Assistant Harbormaster (Seasonal)	6,638.50	
Silva, Richard	Assistant Harbormaster (Seasonal)	1,300.08	
Simonelli, Antonio	Assistant Harbormaster (Seasonal)	2,118.40	310,952.28
POLICE DEPARTMENT			
Golden, James	Chief of Police	159,329.99	
Allen, Douglas	Dispatcher	77,812.62	
Alves, Richard	Police Officer	25,901.15	
Bartholomew, Sarah	Dispatcher	84,535.38	
Beloin, Shannon	Police Officer	74,057.71	
Catanese, Emmett	Police Officer	96,811.17	
Cook, Lisa	Records Clerk	46,693.45	
Cowing, Ruth Ann	Animal Control Officer	64,977.77	
D'Andrea, Joseph	Police Officer	80,089.54	
Dow, Tyler	Police Officer	101,896.58	
Enos, Glenn	Sergeant	166,984.93	
Hamilton-Dewitt, Samantha	Dispatcher	47,125.68	
Harding, Sarah	Police Officer (Resigned)	9,733.69	
Hennick, Gregory	Lieutenant	115,340.56	
Kacergis, Aaron	Police Officer	85,120.14	
Koumanelis, Thomas	Police Officer	108,555.17	
Landry, Christopher	Police Officer	122,745.28	
Lobur, Meredith	Police Officer	98,681.33	
McCauley, Michael	Police Officer	59,641.21	
Michael, Rachel	Dispatcher	81,287.64	
Nolette, Jennifer	Dispatcher	90,024.02	
Perry, Paige	Secretary to Police Chief	59,067.30	
Radzik, Thomas	Police Officer	52,485.92	
Reeves, Jessica	Dispatcher (Resigned)	2,210.09	
Ribas, Andrea	Dispatcher	61,112.84	
Saliba, Simon	Police Officer	120,505.93	
Samuels, Kas-wayne	Police Officer	101,102.54	
Spoor, Kevan	Police Officer	134,837.00	
Sullivan, Jason	Police Officer	96,372.06	
Willis, Jefferson	Police Officer	62,716.60	
Cabral, Shirley	Matron	7,027.83	
Bentz, Madison	Summer Police Officer	3,394.04	
Brosnan, Devin	Summer Police Officer	9,402.55	
Duncanson, Damar	Summer Police Officer	17,052.61	
Frisbie, Jordan	Summer Police Officer	13,501.32	
Gawedzki, Karolina	Seasonal Police Officer	5,162.25	
Holmes, Joshua	Seasonal Police Officer	13,080.24	
Jean Baptiste, Monicka	Seasonal Police Officer	5,382.25	
Johnson, Tyler	Seasonal Police Officer	14,512.53	
Minassian, Harry	Seasonal Police Officer	16,391.36	
Moorman, Andrew	Seasonal Police Officer	18,287.63	
Mullan, Luke	Seasonal Police Officer	5,293.00	
Murray, Jenna	Seasonal Police Officer	3,205.71	
Murray, Owen	Seasonal Police Officer	10,858.01	
Pfaff, Taylor	Seasonal Police Officer	6,205.50	
Pierson, Abigail	Seasonal Police Officer	3,327.08	
Poremba, Zackery	Seasonal Police Officer	3,126.20	
Sarnacki, John	Summer Police Officer	5,611.38	
Wilkinson, Jessica	Seasonal Police Officer	7,053.23	
Metcalf, Alyssa	On-call Dispatcher	5,139.40	
Poulin, Andrea	On-call Dispatcher	1,404.02	
Russell, Denise	On-call Dispatcher	735.75	2,662,889.18
RECREATION			
Motta, Brandon	Recreation Director	62,407.88	
Colley, Emily	Summer Recreation Leader	157.08	

Dalo, Josephine	Summer Recreation Leader	5,244.67	
Kaeselau, Dylan	Summer Recreation Leader	4,889.98	
Lammie, Angelina	Assistant Recreation Director (Resigned)	18,211.52	
Landry, Amanda	Summer Recreation Leader	6,345.01	
Perry, Amanda	Summer Recreation Leader	13,627.84	
Prada, Carly	Summer Recreation Leader	157.08	
Richard, Meaghan	Summer Recreation Leader	8,198.54	
Roderick, Chelsea	Summer Recreation Leader	15,771.69	
Roderick, Stephanie	Summer Recreation Leader	17,796.82	
Silva, Patrick	Summer Recreation Leader	2,661.82	
Thompson, Caroline	Assistant Recreation Director	10,212.34	
Toomey, Michael	Summer Recreation Leader	5,500.99	171,183.46
SHELLFISH			
Wisbauer, Stephen	Shellfish Constable	46,496.94	46,496.94
TOURISM			
Fuccillo, Anthony	Tourism Director	71,368.96	
Cantor, Nina	Assistant Tourism Director	53,233.61	124,602.57
SENIOR VOLUNTEERS		48,638.12	48,638.12
			9,896,898.62



Public Safety

Bicycle Committee

Awards & Recognition

Provincetown’s road network ranked #1 nationwide in this year’s PeopleForBikes City Ratings program. Of the more than 570 places they evaluated, Provincetown’s high density of bikeable destinations catapulted the town far into the lead. Provincetown also claimed the highest overall rating of any community in Massachusetts.

In their analysis of our streets, it was clear that creating safe, low-speed, low-stress bicycle connections between the town and the Cape Cod National Seashore is our biggest opportunity for improvement. Other top recommendations included adopting a town-wide speed limit for streets where no speed limit is posted and establishing a bike share program.



The Committee continues to work to implement recommendations from the

League of American Bicyclists as we look to upgrade from our Silver-Level award to one of the higher levels. Provincetown is one of only 12 communities in Massachusetts designated as a Bicycle Friendly Community, with Cambridge and Somerville as the two Massachusetts places ahead of us in the rankings.



Bike Racks & Repair Stations

The latest round of bike racks was installed this summer, adding over 40 new bike spots in the center of town including the Alden Street Parking Lot, the Bradford St./Standish St. intersection, and at the new waterfront park on Commercial St. Special thanks to the Department of Public Works staff for their hard work assembling and installing this equipment.

Businesses that installed new bike racks this year included the Provincetown Commons, CVS, and the Provincetown Brewing Company.

The Bike Parking Map is available online and includes over 100 bike rack locations, the public repair stations and air pump locations, the bike shops and bike rental locations, and occasional construction alerts: <http://bikept.org/map>

Safety

Town has more than its share of bike crashes for its size, but we are fortunate that most of them do not result in serious injuries. Commercial Street and the Province Lands Bike Trail remain the top locations for injuries, so we remind everyone to remain alert and slow down. This year’s crash summary (based on the public police logs) shows that the total number of reported crashes in 2019 was down 30% from last year, with the number of reported injuries remaining the same:

Bike Crash Trend – Annual



Source: Provincetown Police Department public logs (through Sept 30, 2019)
Provincetown Bicycle Committee • BikeProvincetown.org

Road Projects

The Committee continues to encourage town to move forward with funding and construction of the long-overdue Conwell Street bike lane and sidewalk project, which was approved by the Select Board in 2015 but has been stuck in process. This project will add a sidewalk on one side and bike lanes to both sides of Conwell Street between Cemetery Road and Route 6.

Updated wayfinding signage went up along Bradford St. on the “bike route” poles to indicate distances to common destinations. A major update to the Commercial St. two-way bicycle signage was approved by the Select Board at the fall Traffic Hearing to help clarify and better communicate the street’s unique two-way bicycle traffic regulation.

Regional efforts of the Outer Cape Bicycle & Pedestrian Master Plan continued with the release of a Cape Cod Commission study report on Route 6 Bike Lanes. The Committee also met in joint session with the Truro Bike & Walkways Committee to coordinate efforts to improve safety across town borders. The full text of the master plan is available online: <http://bikept.org/ocbpmp>

Education & Encouragement

This year we continued our education and encouragement efforts with a print run of 25,000 copies of the *Provincetown Bicycle Map & Safety Guide*. With this printing we have distributed over 200,000 copies of the guide since 2011.

Our third annual Bike Month in May was another success with a Bike-to-Work coffee hour, Blessing of the Bikes with Roger Chauvette at the Unitarian Universalist Meeting House, a Bike Repair Clinic, and the new “Bicycle Culture on the Outer Cape” open-call art exhibit at the Provincetown Commons. Bike Month is a great early kick-off to the summer season, so please reach out if you’d like to volunteer or your organization or business is interested in collaborating on an event. The 2020 Bike Month schedule is available online at <https://bikept.org/bikemonth>

The Committee hosted Galen Mook, Executive Director of MassBike, and Kristine Keeney, New England Coordinator for the East Coast Greenway, as they finished their ride from Providence to Provincetown. We discussed possible partnerships and barriers that we need to overcome in the near-term to continue progress on creating a safe bike connection from Provincetown to the rest of Cape Cod.

Our annual Light Bright Bike Ride on New Year’s Eve was a resounding success, with an enthusiastic turnout and a number of repeat attendees from out of town. The Provincetown Public Library hosted bike and helmet decorating prior

to the ride, local businesses sponsored the ride with contribution of lights and prizes, and the Provincetown Business Guild promoted the event as part of the First Light program.

The Bike Provincetown web site has a wealth of bike-related information and we encourage everyone to visit it at <http://bikeprovincetown.org>. There you'll find bike rack map, the application for the bike rack grant program, suggestions on choosing bike racks, info on bike projects planned around town, and more. You can also find frequent updates on our Facebook page at <http://facebook.com/bikeprovincetown>

Feel free to reach out via email, social media, or in person at any meeting. We typically meet on the second Thursday of each month at 2 PM at the Maushope Community Room, 44 Harry Kemp Way, and encourage public comment and participation throughout our meetings.

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 220 fire related calls. This was accomplished with a very enthusiastic well trained department of call/ volunteer firefighters. Operating this way saves the taxpayers of Provincetown an astronomical amount of money while providing up to 60 firefighters when needed at a major fire. Once again, we consider ourselves very fortunate that all calls were answered safely.

The Emergency Medical Service / Rescue Squad side of this department continues 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. The calls for EMS / Rescue calls are continually on the rise every year. In addition to the longer season and different types of events that bring us more visitors we are faced with an aging population, bicycle accidents, doctor ordered transports from Outer Cape Health and Seashore Point. 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.

Provincetown becomes a small city during the spring, summer and fall seasons

with the amount of visitors that come here. The demand for EMS put on our volunteer department for this type of service became too much for us to handle on our own. We have been working with the Lower Cape Ambulance Association. They are a private non-profit organization and they have been based in our fire station and make ambulance runs to the hospital and answer rescue calls for this department. This arrangement with The Lower Cape Ambulance Association is an antiquated way to provide ALS service to The Town of Provincetown. It has also become a very expensive way to operate. All of this became clear to us in April of this year. We were inspected by the office of Boston Emergency Medical Services after a complaint was made on both Lower Cape Ambulance and the Provincetown Fire Department. It makes it very difficult to meet the State Office of Emergency Medical Service rules and regulations the way we are operating.

The Board of Fire Engineers feels that it is time to create Provincetown Emergency Medical Service and take over the duties that Lower Cape Ambulance are now being contracted to provide. Provincetown EMS would be part of The Provincetown Fire Department and would be under the control of the Fire Chief. They would operate out of The Shank Painter Station just like Lower Cape Ambulance does now. The main difference would be that we are in control and we would collect the money for the ambulance runs. If we keep this separate from the firefighting side of this department we can still use per diem Paramedics from other departments. This arrangement would not affect our call/ volunteer firefighters. We feel that this could be accomplished for the same amount of money or less than we are paying Lower Cape Ambulance Association after the first year of operation. Lower Cape Ambulance is operating out of our station and they are using our ambulances for a lot of runs and they are collecting the money. It has become very expensive to maintain our ambulances and they are running the wheels off of them. There are a lot of duplication of duties within the two agencies the way that we are operating. It does not make any sense financially or logistically to continue with the Lower Cape Ambulance Association. The Fire Chief has to monitor the fire radio 24/7 to make sure that Provincetown has an ALS ambulance in station when Lower Cape Ambulance runs short of personnel or is on another hospital run.

The complaint and inspection that happened in April of 2019 made it perfectly clear to the Fire Chief and The Board of Fire Engineers that it is time for a change in the way we have been operating. It is impossible to meet state rules and regulations without having a full time Emergency Medical Services coordinator. This position is long over due and can no longer be accomplished with part time and volunteer personnel. The position of an EMS coordinator is much needed, very time consuming and will give us a paramedic on duty and in our station.

We will still need our Summer stand by crew to back up Provincetown EMS as they do now with Lower Cape Ambulance. The Summer stand by crew is on duty around the clock beginning in May through the end of December which is roughly 240 days of coverage. We saw the need in 2017 to put an additional crew on 24/7 for July and August. We were calling for mutual aid more than other departments could keep up with before we made this change. We started the extra crew for July and August for the 2018 seasonal coverage. This worked

well and we did not have to call for mutual aid nearly as much as past years. Most Departments on Cape Cod are short staffed and mutual aid always comes to us when requested. The mutual aid system works well but we need to be self-sufficient as much as we can. This extra coverage for July and August was needed and is working well. There are many days when we have multiple rescue calls coming in at the same time.

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. This scheduled replacement program is listed out in our Capital Budget. We are extremely grateful to the community for their continued support to make sure our requests for these new ambulances and fire apparatus 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 answered multiple calls on January 4, 2019 for flooding. This is the first time that this department responded to this much flooding in the east and west end of town. While responding to a cottage fire at 10 Commercial Street the Delft Haven complex we encountered a major flood coming across Commercial Street. The Fire Chiefs vehicle, Engine one and Engine three were caught in the flood water. These vehicles were caught in raging water coming across Commercial Street. The water was up to the door handles on these vehicles. They kept going to the call without stalling, however, the chief's truck was considered totaled by the insurance company. We made a deal with the insurance company to be paid for the vehicle and purchase it back for 2,000.00. We flushed it out and it is still in service however, it is starting to give problems as a result of the salt water. The insurance company decided in May of 2019 to replace Engines one and three because they were having many issues due to the salt water that they were exposed to. We took delivery of three new Ferrara fire engines in November of 2019. Engine five was a scheduled replacement in our Capital Budget because it was 20 years old. Engines one and three we replaced due to that water damage and the insurance company paid all but 150 thousand dollars for the replacement. These three engines should last at least for 25 years.

It is also time to think about constructing a substation and getting out of the Johnson Street station and eventually station five. We need to look to the future needs of the EMS side of this department. That will require more comfortable quarters / bunks for our paramedics and EMT's. We need a building with four double garage bays and quarters upstairs for Paramedics and EMT's. It has to be in a good location like the old VFW site on Jarome Smith Road. Quick response is what saves lives and keeps this town standing. We need to look to the future needs of The Provincetown Fire Department and Provincetown Emergency Medical Services. The trip to Cape Cod Hospital ties up an ambulance for three hours.

The Board of Fire Engineers have a lot of experience and are trying to get the message out there as to what is needed now and well into the future.

We regret that we lost Firefighter Luis Ribas to lung cancer on January 12, 2019. Luis is missed by this department and the Town of Provincetown. We also lost District Fire Chief Joseph Andrews on January 28, 2019 on his 99th Birthday. Joe was District Chief of Engine One for many years and gave 29 years to The Provincetown Fire Department. Luis Ribas and Joe Andrews will be Forever Remembered by every member of The Provincetown Fire Department.

We are now paying our volunteer firefighters \$50.00 for responding to each fire call. This paying by the call started out as a pilot program a few years ago to 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 now paying them \$50.00 per fire call. The line item this expense \$40,000.00. It would cost us at least twice that amount to hire one full time firefighter. We have to look to the future and ease into a realistic full time 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 some compensation to make up for the money that they lose when they leave their jobs to respond to a fire incident. 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. We are trying to keep the volunteer fire department going for as long as possible.

We are now paying our members \$75.00 for each fire drill that they attend. The department requires a monthly drill and members are required to make 75 percent of all drills. The monthly drills are on Sunday mornings and usually last four hours or more. 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 handling this 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 the 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/call 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.

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 29th 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 much 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. This is a very dangerous business and all we ask 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 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.

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 have purchased much of our equipment including 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 getting 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. He has been very successful with many grants for a lot of equipment for this department.

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 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.

We would like to thank our secretary Joyce Mathews and all other Town Departments and the citizens of Provincetown for their continued cooperation and support.

Respectfully submitted,
Michael S. Trovato, Fire Chief

**2019 Provincetown Fire
 and Rescue Members**

Board of Fire Engineers

Michael S. Trovato, Chief

James J. Roderick Jr., Deputy
 Chief A

Gerard L. Menangas, Deputy
 Chief B

Russell V. Zawaduk, District Chief

Joyce A. Mathews, Admin. Assistant

Engine Company #1

Paul Silva, Captain

David White, Lieutenant

Mark Lambrou

Malcolm Kerr Hunter

Noah Santos

Dexter Wright

Michael J. Trovato

Nathaniel Caley

James Silva, Steward

Patrick Silva

Vaughn Cabral

Delroy Brown

Max Cliggott Perlt

Collin Silva

Christian Costa

Ladder Company #2

E.J. Martinez, Captain

George Felton, Lieutenant

Paul Roderick, Steward

Jamie White

Kevin Ainsworth

Brandon Motta

Lee Russell

John Browne

Carl Osowski

Jonas Ayala

Molly Costa

Eli Martinez

Victoria Ainsworth

Engine Company #3

Scott Enos
James Meads Jr.
James Richmond, Lieutenant
Frank Horner
Samantha Lomba
Kristy Pressey
Austin Thew
Devyn Enos
Collin Silva
Christian Costa

Engine Company #4

David Gonsalves, Captain
Rodrigo Santos, EMT, Lieutenant
Christy Douglas, EMT
Ryan Schmidt
Othaine Rance, EMT-P (resigned)
Denise Russell, EMT-P (resigned)
Mark Meehan
Daniel Silva
Shannon Corea, EMT
Westin Blake
Tim Mc Coppin
Christopher McKernan
Jack Wells Benson
Owen Wells Benson

Engine Company #5

Roger Martin
Jeffrey Notaro
Michael Chute, EMT
Chris Enos
Jonathan Sinaiko
Michael Notaro
Anthony Lovati

Rescue Squad

Denise Russell, EMT-P, Captain
(resigned)
Othaine Rance, EMT-P, Lieutenant
Michael Coelho, EMT
Ed Fallas, EMT
Julie Cataldo Roda, EMT-P
Rodrigo Santos, EMT
Jennifer Cortes, EMT
Barbara Prato, EMT
Michael Chute, EMT
Kevin Ainsworth, EMT, Captain
James Golden, EMT
Glenn Enos, EMT-I
Molly Costa, EMT
Vnette Bruce, EMT
John Thomas
Zach Goldstein

2019 Fire Report of Calls	
<u>Fires</u>	
Structure fire	5
Vehicle fire	2
Cooking Incident	22
Outside rubbish/trash fire	2
Fuel burner/boiler malfunction	1
Brush/grass fires	2
<u>Rescue & Emergency Medical Incident</u>	
Rescue, EMS Incident	10
Motor Vehicle Accident with injuries	3
Motor Vehicle Accident with no injuries	6
Water related EMS rescue	2
<u>Hazardous Conditions (No Fire)</u>	
Gasoline or other flammable liquid spill	2
LP Gas Leak or overfill	8
Oil Burner Malfunction	1
Carbon Monoxide Incident	5
Arcing, shorted electrical equipment	12
Power Line Down/Outages	3
Attempted burning, illegal action	1
<u>Service Calls</u>	
Elevator resets	4
Water or steam leak	8
Smoke or odor removal	3
<u>Good Intent Calls</u>	
Dispatched & Cancelled en route	4
Smoke Scare, odor of smoke	8
<u>False Alarm & False Calls</u>	
System Malfunction	2
Sprinkler activation due to malfunction	3
Smoke detector malfunction	14
Alarm system activation malfunction	41
CO detector activation due to malfunction	5
Alarm system activation, no fire	15
Unintentional transmission of alarm	14
Fog Machine use	2
<u>Mutual Aid call</u>	10
Total Calls	220

Building Department

The mission of the Building Department is to protect the lives and safety of the residents, emergency responders 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. As of January 1, 2018 the State adopted the Ninth Edition of the Building Code. The Code consists of the following: 2015 International Building Code; 2015 International Residential Code; 2015 International Existing Building Code; 2015 International Mechanical Code; 248 CMR Mass. Fuel Gas and Plumbing Code; 2015 International Energy Conservation Code; 527 CMR Accessible Code; 527 CMR 12: Mass. Electrical Code; and the Massachusetts Amendments to these referenced codes. 248 CMR and 527 CMR have been updated while the rest are still the identified controlling Codes.

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 is supported by the Office Manager and the 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. Along with required 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 Manager along with the 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.

FY19 was another unprecedented year for permit fees collected for the Building Department. According to the Treasurer a total of \$562,573.18 was collected for building permit fees. The expenditures of this Department totaled \$199,794. The expenditures of this department are predominately salaries, with the remainder going toward required continuing education, maintenance of certifications, and State required testing. This Department is staffed with two full time inspectors and two part time inspectors. The permits issued for FY19 exceeded 650 with most requiring at least one inspection per permit. Many involve as many as seven, with “progress checks” made throughout the process of a project.

Per Select Board Policy 2018-09-10B to waive fees for Affordable and Community Housing Projects, and Town Owned properties, the fees waived for FY19 totaled \$46,552. This represents 8.2% of the potential collectable permit fees were waived.

I personally would like to thank all in the Department of Community Development for their support of the Building Department. And to thank Henry Hautenen, Plumbing Inspector, John Browne, Electrical Inspector, and James Nickerson, Local Building Inspector, for their dedication to the mission of the Building Department.

Anne Howard, *Building Commissioner*

Harbor Committee

After mourning the loss of Luis Ribas, Deputy Harbormaster Extraordinaire, early in the year, the primary focus of the Committee during the early part of 2019 was implementing the first round of 92 recommendations of the recently approved Harbor Plan. Chief among those is Chapter 91 licensing. In January, after a bid solicitation, we recommended to the Select Board the expenditure of \$44,350 from the Harbor Access Gift Fund to hire consultant James R. Vincent Counseling & Consulting, Inc.

Working with the Dept. of Environmental Protection and our consultant we began a review of all subject properties (approximately 200 odd-numbered properties along Commercial Street) in order to prepare for assisting property owners with the licensing process, compliance with regulations, and public access. Properties were visited by Committee members in February and information about beach access and signage were cataloged. A timeline and draft outreach materials were generated by the consultant. In order to process the anticipated workload

associated with bringing properties into compliance, the Committee recommended that Town Staff and the consultant appeal to the state for assistance in hiring a temporary position at DEP. This effort is ongoing, and outcomes are expected to include a web-based portal so the public can look up access points and special conditions for each property.

Harbor Access Gift Funds were also approved for establishing the town boundary at the Washington Street Town Landing (\$5000); to support the Cape-wide Shark Working Group for a “shark mitigation” study conducted by The Woods Hole Group (\$4442); a contingency for legal fees associated with Ch. 91 licensing (<\$5000); and for the Town to construct beach access stairs at the Hall Park (\$1500). Other concerns addressed by the Committee included improving public access to the harbor with additional boat racks, clarified signage and improvements to Town Landings; investigating a fix for the toppled groyne markers in the East End; and wake mitigation for high-speed, larger vessels in the harbor.

Mid-way through the year, an unexpected and unannounced splitting of the combined Pier Manager/Harbormaster position by the Pier Corp launched a series of meetings focused on the restructuring of the Marine Department. There were many joint meetings with our Committee, the Select Board and Pier Corp over the latter half of the year. In September, the Harbor Committee recommended to the Select Board that the lapsed Harbormaster Services Agreement (HSA), formerly between the Town and the Pier Corp be returned to the Town Manager’s purview.

The Harbormaster position and Marine Department falls within Public Safety jurisdiction and budgets when not combined with Pier Manager under the HSA. We recommended that the Pier Corp focus on pier maintenance and contract management only allowing the Harbormaster staff to focus on the entire harbor. Acting Town Manager David Gardner assisted the boards in navigating the often confused waters. Meantime, Assistant Harbormaster Don German was named Acting Harbormaster, while Rex McKinsey retained the role of Harbor Committee liaison with a focus on implementing Harbor Plan recommendations regarding Chapter 91, public access and coastal resiliency.

During the year we lost Bryan Legare as a member of the Committee to his dissertation on sharks and wish him and the Center for Coastal Studies well in his endeavor. We welcome Wendy Loughlin as a new member of both Harbor and Shellfish Committees. She has raised her family here on the harbor as a summer resident and with the kids (almost) grown has made Provincetown Home. We look forward to continuing our work implementing the Harbor Plan and its many components for coastal/environmental resilience and economic activity.

Respectfully submitted,
David Flattery, *Chair*

Board of Health

The Provincetown Board of Health and its staff in the Health Department work to protect and promote environmental and public health. The year 2019 saw the launch or reboot of many successful public health programs.

The Crop Swap, Provincetown's produce swap shop, launched on September 3, 2019, and in its first three months of operation gave away at least 4,000 pounds of fresh produce to the community. The Crop Swap is great example of a public-private partnership, as it is shared initiative of the Soup Kitchen in Provincetown (SKIP), the Provincetown Public Library, the Friends of the Provincetown Library, and the Health Department. Regular corporate donors include J&E Produce and Stop and Shop, Provincetown, without whom there would be no Crop Swap.

The Department also gave a grant to Outer Cape Health Services to aid the launch of its new Test N Treat program, which provides testing and medication for sexual health issues regardless of insurance coverage or ability to pay. The grant paid for 170 sexually transmitted infection treatments (diagnosed or reported exposures to chlamydia, gonorrhea, or syphilis); 60 doses of Pre-Exposure Prophylaxis (PrEP) to prevent HIV transmission; and lab work for 7 clients who would have been otherwise unable to start or continue PrEP.

The Mental Health/Substance Abuse Services Grant program managed by the Health Department was re-envisioned by new grantee, the Homeless Prevention Council. A full-time dedicated Community Support Liaison has office hours at the Provincetown Public Library and the Provincetown Methodist Church, to help anyone who needs support staying safe, healthy, and housed. The Human Services Research Institute (HRSI) continues its evaluation of the services provided by the grant to ensure the grant funds maximize community benefit. Monthly reports from the HPC include reports on gaps and needs observed by the Community Support Liaison so that solutions can be sought with the help of community partners.

The Board/Department continues pursue programming and initiatives in three core public health focus areas: substance use, access to healthful foods, and connection to community. This past year saw the continuation of the successful programs Winter Wednesdays (community connection), a program sponsored by the Provincetown Health & Economic Development Departments, Public Library, Provincetown Schools, and the Wellfleet Health/Conservation Department; Crystal Free (substance use), a program offered by the ASGCC; and Yoga for Addiction Recovery (substance use), a partner project with the Recreation Department. Winter Wednesdays 2019 had 567 participants take part in classes in February and March (some are repeat attendees, the numbers are based on de-

identified attendance lists), and 365 Facebook users like the Winter Wednesdays Facebook page.

An important component of public health protection is wastewater management and Provincetown has been a leader on Cape Cod in the construction and safe operation of a sanitary sewer system. The sewer not only protects human and animal health from the risks of pathogens contained in sewage but also, by removing pollutants before the remaining water is discharged into the environment, we protect the natural environment making our beaches and offshore water clean.

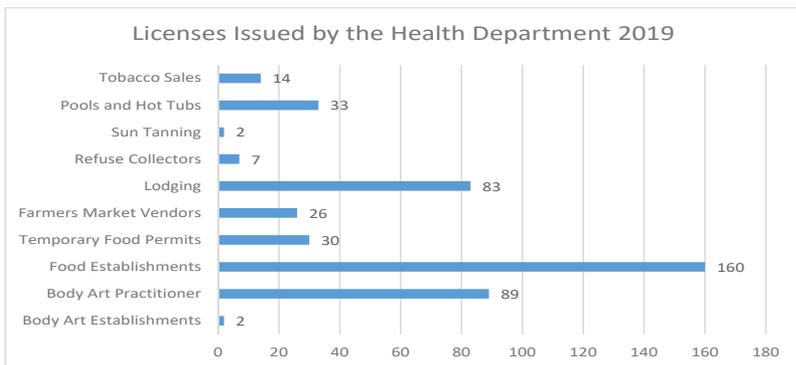
Approximately half of the town's properties are connected to the municipal sewer and the remaining properties are almost all septic systems. Properly managed and maintained septic systems pose no threat to health or the environment, however, centrally managed wastewater facilities provide more protection. In addition, with climate change and the ensuing ocean rise we are already experiencing, the wastewater infrastructure managed by the town reduces the risk of untreated sewage being discharged on land or to our waters. With the growth of the sewer, support for and demand for additional connections has increased. The Board of Health, along with other key boards like the Water and Sewer Board and the Department of Public Works are working to expand the capacity of the municipal sewer to allow everyone who wishes to be connected to do so. This takes many years of planning and work is already underway to increase capacity, but more is needed to support the town's plans for growth management and additional community housing.

The Health Department works to maintain accurate records by checking wastewater design flows at every stage of Health Department review and making corrections where needed, and has created a database of all properties utilizing onsite wastewater disposal systems (Title 5-compliant septic systems, cesspools, etc.) to survey the state of onsite wastewater disposal and better facilitate Health department reviews. The Board of Health hears wastewater related requests such as public health priority connections to the municipal sewer and local upgrade approvals for onsite wastewater disposal systems. In conjunction with the Department of Public Works, the Board/Department work to ensure "red dot delay" properties connect to the sewer to better protect our harbor water quality.

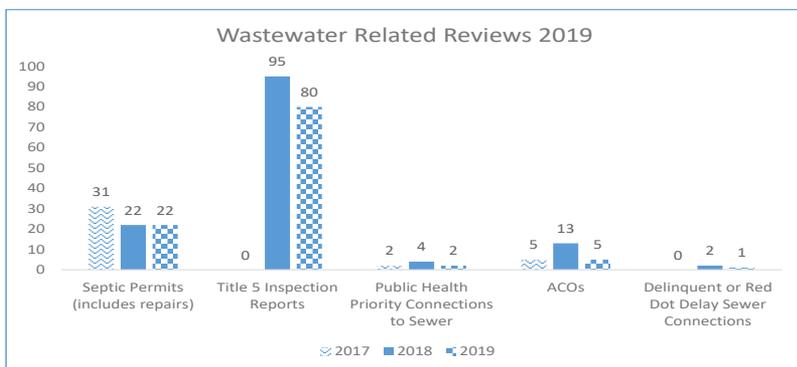
The Department maintains a social media profile on Facebook by posting relevant health and wellness related information. There are over 2,500 people signed up for the Town's alert system, which quickly shares critical information on public safety, health, and other important matters.

The Department continues to provide community or industry-specific presentations or trainings on fats, oils and grease, ServSafe, choke safety, and Title 5. In 2019, the Department closed the Wastewater 3.0 series of talks on the future

of wastewater planning. The Board of Health hosted a talk by Gary Menin of MASS-RATS, the Massachusetts state chapter of the Berkeley-based Raptors are the Solution, on the environmental effects of rat poisons and the dangers they pose to raptor populations. At the request of the Select Board, the Health Department convened a task force to address the issue of rats reported in certain neighborhoods in the community, and the task force developed a list of recommended policy changes to make Provincetown less accommodating to rats.



The Board and Department continue to prioritize making compliance with licensing and regulatory requirements as easy as possible, which includes continuation of inspectional “blitzes” –dedicated weeks for licensing inspections— to facilitate compliance and smoother openings for semi-public pools, hot tubs, and lodging establishments in good standing. In 2019, Department staff guided 16 new and potential food establishments through plan review to ensure compliance with federal, state, and local health regulations, double the number from 2018.



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 retired Chair Mark Williams, who served the Board for years with diplomacy and wisdom. The Board also mourns the passing of Betty Williams, a kind but firm voice on the Board for years. Incoming Chair Steve Katsurinis thanks his colleagues including Vice Chair Dr. Susan Troyan, Clerk Dr. Janet Whelan, Dr. Elise Cozzi, Kalliope Chute, and alternates Irv Morgan and Chris Hartley for their dedication and insights.

The Board would like to thank the Health Department staff, Morgan Clark and Lezli Rowell, retired Board of Health Secretary Linda Fiorella, and incoming Secretary Amy White for their professionalism, hard work, and diligence. Without them, the Board would be unable to fulfill its duties.

Steve Katsurinis, *Chair*
Morgan Clark, *Director*

Growth Management Report

Introduction

This report constitutes the Annual Growth Management report required by Section 6600(3) of the Provincetown Zoning Bylaw on which a Public Hearing is to be held on Monday, February 11, 2019 at 6:00 pm. The Annual Report 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, and the inventory of affordable housing.

As stated in Section 6100 of the Growth Management Zoning By-Law, the purpose of growth management is to maintain the rate of development at a level which will allow the Town to provide in a planned and rationale manner adequate public services and facilities to meet the needs of its current and future population without overburdening the Town's natural resources or the capacities of existing and planned public facilities, particularly with respect to provision of potable water, wastewater disposal, and solid waste disposal. The by-law also states that the purpose is to encourage affordable housing development and year-round economic development.

The purpose of the Growth Management Zoning By-Law is supported by the Town-wide Policy Goals adopted by the Board of Selectmen for FY2020 which include increasing the year-round population and promoting policies that promote housing and economic opportunities, while maintaining community character. In recent years, the Growth Management Zoning By-Law has been amended to support this purpose by improving the procedures for Economic Development Permits so as to promote economic opportunities and including an annual review of the inventory of affordable housing. The bylaw has also been amended to ac-

commodate the Inclusionary Bylaw and to encourage the creation of year round rental housing units.

From a review of the available data, the following findings and recommendations are made:

Finding - Water Withdrawal Limitations During the Peak Season

The Annual Growth Management review and Board of Selectmen approval of allocations for each of the Growth Management categories is dependent upon the “finding that the Town is in compliance with the water withdrawal permit issued by” the DEP. The permit limit is an average daily water withdrawal of 850,000 gallons with “non-compliance” at 950,000 gallons. The average daily water withdrawal in 2019 was 664,783 gpd.

Finding - Wastewater Treatment Limitations During the Peak Season

Although not a formal limiting factor for the Annual Growth Management review and approval of allocations, the peak flow wastewater treatment capacity is currently the most important limiting factor now that meeting the water withdrawal permit is no longer a problem, and therefore this limited treatment capacity should be an important consideration for this Annual Growth Management review.

The State of Limited Capacity policies that were implemented in 2015 by the Town boards and the Administration established the procedures for recommending and approving hookups to the sewer based on the four priority use: (i) Public Health emergencies for failed systems, (ii) Economic Development Permit (EDP) requests, (iii) Affordable Housing requests, and (iv) Municipal service needs. As of January 31, 2019, the Town has 13,607 gpd remaining capacity at the plant. In 2019 saw a record number of projects and gallons approved for Economic Development and Housing which have functionally depleted those categories to the point that we are not able to support future progress on our Town wide goals.

In 2019, the Town was awarded a \$3 million grant/loan the USDA for funding to support this Peak Flow Storage Tank Project. USDA. The Town and AECOM can now begin the permitting and final engineering, and construction of the tank which is a first step to increasing additional capacity at the wastewater treatment plant.

Finding - Solid Waste Disposal

While we have a license that allows us to handle to a maximum of 5,000 tons of Municipal Solid Waste (MSW) annually at the Transfer Station, we have yet to exceed that threshold. In 2018 the tonnage was 3,020, which was a moderate increase of solid waste as compared to 2018. The Town also saw a minor decrease of 76 tons in recycling. Our recycle rate dropped slightly from 32 percent in 2018 to 29 percent in 2019. The Town also saw its hauling and disposal costs for both solid waste and recycling go up 300% in the last year due to a renewal

of our contract for disposal and a nationwide trend of increase costs for disposal.

Finding – Tracking Building Permits – per category

The following represents the amount of gallons issued by growth management permits in each of the four General Use Categories (Description of General Use Categories available in Attachment 1) as of December 31, 2019:

	Starting balance (2018 carry-over)	Gallons Assigned	Beginning Balance	Gallons returned	Gallons Used	Remaining Balance
Category 1a	9134	0	9134	0	0	9134
Category 1b	8233	0	8233	0	330	7903
Category 1c	6211	1650	7861	0	0	7861
Category 2	9350	1100	10450	0	1870	8580
Category 3a	0	330	330	0	330	0
Category 3	385	1540	1925	1650	1650	1925
Category 4	0	1250	1250	0	1249	1
Category 4a	16706	12500	29206	410	16756	12860

Permits (Gallons) issued to properties on the sewer = 19,870

Permits (Gallons) issued to properties on septic = 2,420

Inclusionary Housing Projects to Date

Address	Total # of New Units	Inclusionary compliance	Status
16 Holway Ave	2	In-Lieu fee \$25,485	Complete
170 Bradford St Ext	2	In-Lieu fee \$33,487	Under construction pending COO
Harbor Hill	2	1 deed restricted unit	Under construction pending COO
207 Route 6 Employee Housing	112 beds 15 units	3 restricted units	Application pending
30 Shank Painter	13	3 deed restricted units	Pending Board approvals
286½ Bradford St	12	2 deed restricted unit	Application pending
22 Nelson Ave	13	2 deed restricted units	Application pending
227R Commercial St	3	In-Lieu fee \$	Pending Board approvals
72 West Vine St	4	In-Lieu fee \$	Application pending
136 Bradford St	2	In-Lieu fee \$	Application pending
67 Harry Kemp Wy	5	In-Lieu fee \$	Application pending
46½ Harry Kemp Wy	2	In-Lieu fee \$	Application pending

Finding – Economic Development Permit

The Select Board issued the following Economic Development permits in 2019:

18-04	212-214 Commercial St – 1620 Brewhouse	4671
19-01	141 Bradford St – Provincetown Brewery	3140
19-02	170 Commercial St – Joe’s Coffee	257
19-04	361 Commercial St – 361 Coffee House	290
19-05	258 Commercial St – Saki	560
19-06	93 Commercial St – Relish	32
19-07	350A Commercial St – Captains House	110
19-08	334 Commercial St – Purple Feather	480
19-09	118 Bradford St – Clarendon Guest House	123
19-10	29 Bradford St Ext – Foxberry Inn	220
19-11	207 Route 6 Dorm/Employee Housing	9645
19-12	338 Commercial St – Kabobelicious	360
19-13	137 Bradford St – Cape Cod 5	70

TOTAL For a total of 19,958 gpd for 2019, which is above the annual average of 4,233 gpd.

Finding – Affordable Housing Needs Assessment Annual Update

The Town of Provincetown has had the creation and retention of affordable and community housing as a top goal since 1997 and has aggressively pursued many housing strategies - making it the leader on Cape Cod in its efforts. Provincetown currently has 9.7% deed-restricted units under the State’s C. 40B Subsidized Housing Inventory [SHI]; representing 208 units. The Town has an additional 30 deed-restricted units that are not counted on the SHI and in 2019 the acquisition of Harbor Hill will add 28 new year-round rental units bringing the non-SHI total to 58; for a grand total of 266 restricted units.

Major Accomplishments for 2019

- Year Round Rental Trust: 2019’s focus was the renovation of Harbor Hill [building #5 completed May 2019, buildings #4, 6, &7 underway] with RFPs and IFBs issued twice. Property management under the Community Development Partnership began in January 2019 and construction under NEI began in the summer. The Trust was able to add 2 new ADA units to the 26 unit property with a \$250,000 grant under the Housing Choice program & through the new inclusionary zoning; bringing the total number of units to 28. The Housing Specialist is staff liaison and works closely with the Trustees.
- VFW & 26 Shank Painter Rd.: JMGoldson was hired as the consultant to conduct a community engagement process to provide concepts for both properties to fold into a Request for Proposals for housing devel-

opment. Forums were conducted on 6/19/19, 9/17/19, and 11/13/19 as part of the effort. Concepts included approximately 47 +/- units at the VFW property and 27 +/- at 26 Shank Painter Road over various income categories starting at very-low income.

- Setting the Stage for Economic Development: working with the Town Manager and Camoin Associates and building on the UMass Data Analysis, a strategic planning process ensued including economic base analysis, market analysis, and community involvement through focus groups and forums resulting in 5 themes and goal areas with the need for stable housing for both year-round and seasonal labor force being the common and top issue..
- Buy-Down Program was rolled out: As part of the *Pathway to Ownership* and with CPA funding assistance, a new program has been offered coupled with the Down Payment & Closing Cost Assistance; providing one household the opportunity to buy-down a market rate home with up to \$185,000.

Finding

Pursuant to the Provincetown Zoning By-Laws Section 6600 (3), Growth Limitation Goal Allocations, the Select Board made a finding that the average daily withdrawal for the Provincetown Water System in 2019 was 664,783 GPD; below the permitted level is 850,000 GPDs; and that, therefore, the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) and all applicable rules and regulations by DEP with respect thereto, and made the following 2020 allocations to growth management:

Category 1a:	550* gallons
Category 1b:	550* gallons
Category 1c:	550* gallons
Category 2:	1,100 gallons
Category 3:	1,870 gallons
Category 4:	1,250 gallons
Category 4a:	2,500 gallons

* Based on a recommendation from the Community Housing Council

Licensing Board

In 2019 many new issues arose which required the attention of the Licensing Department and the Licensing Board. A town wide discussion on the role of the Licensing Board in regulating the art industry began in June and continued throughout the early fall culminating in a town forum on the topic. Research into the new “shuttle” vehicles in town utilized by the local lodging establishments for their guests is ongoing. A discussion of the legality of these extended golf carts is likely to continue in 2020 as well.

The Licensing Board and Department continued in their education and enforcement efforts in order to increase compliance with licensees.

Linda Fiorella became the new Licensing Agent in December 2019 after training with the former agent. The Code Compliance Officer position, previously managed by the Licensing Agent, was not filled in 2019. Code Compliance operations returned to the Licensing Agent. Due to the unusually intense workload during the typically slower summer months, code compliance was not addressed as in years past. However, the former Licensing Agent has moved to the newly created full time Code Compliance Officer position, reporting to the Assistant Town Manager, and operations will resume in 2020. Licensing and Code Compliance will work together to ensure compliance to the Licensing Regulations.

The Events Coordinator / Auditorium Manager worked with renters of the Town Hall Auditorium and public spaces (Bas Relief, Town Hall grounds, etc.) to ensure compliance with all local regulations. In 2020 the Events Coordinator will report directly to the Assistant Town Manager/Director of Community Development, while continuing to work with the Licensing Department on all liquor and/or entertainment related events on Town properties.

The Licensing Department continued to increase and improve communication with licensees through the use of Mail Chimp with continued the use of the department ‘newsletter’ with information regarding licensing issues as well as other Department of Community Development information.

At the end of 2019 our long time Chair, Frank Thompson, termed out. The Licensing Board would like to thank Mr. Thompson for his years of service to the board and the community. Current Board Regular members are Robert Cameron, Chair; Shawn Byrne, Vice Chair, Carol Santos, Bernice Steisel and Donald German and the board has two alternates, Julie Knapp, and Russell Dutra.

The Board held 22 meetings in 2019 and 4 meeting day work sessions, and with

the assistance of the Licensing Agent, processed more than 800 licenses. Revenue to the Town through the licensing process totaled more than \$220,000. Please note that with the onset of our Accela permitting software, that lodging and rental certificate revenues are now listed in the Health Department’s yearly reporting. The Licensing Department continues to administer the lodging program.

Licenses Approved by the Licensing Board

Alcohol – 87 Licenses	Art Gallery – 62 Licenses	Auto Sales – 0 Licenses
Common Carrier – 14 Licenses	Common Victualer – 71 Licenses	Entertainment – 76 Licenses
Fortune Teller – 4 Licenses	Inn Holder – 13 Licenses	Lodging – 55 Licenses
Outdoor Artist – 2 Licenses	Parking Lot – 15 Licenses	Pedicab – 10 Licenses
Special Entertainment – 41 Licenses	Special Liquor – 47 Licenses	Special Parking Lot – 3 Licenses
Stables – 0 Licenses	Taxi / Livery – 22 Licenses	Peddler – 2 Licenses
Bicycle/Motorized Bicycles – 6		

Licenses Processed Through the Department Which Do Not Require Board Approval

Camps Cabins and Motels – 24 Licenses	Corporation Retail or Year Round Retail – 200
Taxi Operators – 21 Licenses	Pedicab Operator – 38 Licenses

Code Compliance Incidents

Letters of Violations sent by Licensing Agent - 1	Warning Letters of Violation by Licensing Agent - 2
Tickets Issued by Licensing Agent – 1	Licensing Inspections (Police Dept.) - 2
Show Cause Hearings/Discussions with Board - 1	Bar Checks (Police Dept.) – 325

The main goal for 2020 is to implement a new online permitting system and so that more licensees can use the on-line system for their next renewal cycle. We will be transitioning to a new online permitting software system which we hope will prove more user friendly. We hope to host training sessions for licensees on how to effectively use the Viewpoint system for licensing of their businesses in the early fall of 2020.

To conduct a fee review.

To continue to communicate to licensees ways to streamline the renewal process.

To conduct a licensing regulation review with the board to make any necessary adjustments and/or changes to the regulations that might be necessary.

To continue to provide liquor licensees with TiPS training in two spring sessions to be held in May and June.

To continue to work with the Compliance Officer on code compliance issues relating to the licensing process.

Respectfully submitted,
Robert Cameron, Chair

Police Department

As you sit and read these words it has been almost 3 full years since Town Meeting passed the article to construct a new police station. But as of today, nothing has materialized. Last year, Town Meeting narrowly defeated a supplemental funding article which would have gotten this much needed municipal project off the ground. A combination of economic factors led to the higher than anticipated bids for the project, including tariffs that led to higher steel prices. Also, at issue is a booming economy, which in turn has led to a saturation of ongoing construction

projects in our region and has enabled construction companies to raise its prices.

While the lawyers will tell you the goal of public construction is to deliver public facilities that meet the needs of the citizens and public employees who will use them and that represent sound investments of tax dollars. I can assure you that high-quality; cost-effective design and construction services were used to bring the project before you.

Yet, Provincetown remains well overdue for a new police station! Something needs to be done and it needs to be done without further delay.

The current Provincetown Police Station building which was constructed in the early 1970's as a funeral home with a 2-bedroom apartment above it was converted to the police station in 1986. At that time the police station was moved from the basement of town hall for many of the same reasons we are facing today. Crumbling work areas, mold, poor ventilation, lack of storage and an antiquated and dysfunctional layout, all combined to make a move necessary then.

More than 30 years later and the building has exceeded its normal life expectancy and needs to be replaced! The situation is becoming emergent and we cannot drag our feet any further!

Constructing additions and performing renovations is not an option due to the condition of the facility and site constraints. It then stands to reason, and has been proven by more than nine years of study, that if it the current building 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 future of our community by finally giving your employees, the men and women of your Police Department, the ability to do their jobs in a space that isn't failing them.

With that said, now back to the annual report.

I believe that the citizens of our community deserve to have an exemplary police agency.

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.

The Provincetown Police Department strives to provide the highest quality police services in the most effective and efficient manner possible. We are able to

accomplish this task by utilizing a diverse group of employees who are highly motivated, well trained and committed to the highest ideals of the law enforcement profession. Our expressed intent is to use every available opportunity we can to contact citizens, visitors and community leaders in an effort to solicit their assistance in the continuation of quality police service.

Officers of the Provincetown Police Department are dedicated to maintaining a high level of public confidence by ensuring that each member displays honesty, integrity, and sound judgment in their contacts with our citizens, always recognizing their duty to protect and serve the members of our community. In addition, they respect the notion that law enforcement can be resolute yet compassionate – that the dignity of people can and should be preserved in the delivery of our services to the greatest extent that circumstances allow. We also acknowledge that policing policies must be conceived in collaboration with the public subject to those policies. We endeavor to live this paradigm of partnership.

Statistics:

It is my pleasure to present the 2019 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 2019 with 146 arrests and a decrease of 108 people held for being incapacitated by alcohol. This was a total of 254 people processed in our booking room or held in our jail cells.

Calls for Service 2019

911 General	253
Aircraft	15
Alarm – Fire	104
Alarm – General	252
Animal Call	577
Assault	19
Assist Citizen	243
Assist Agency/Mutual Aid	77
Bar Check	395
B&E Burglary	19
Bike Accident	38
Bike General	39
Bike – Stolen	25
Building / Property Check	4064
Boat / Harbormaster	2

Calls for Service (con't) 2019

Juvenile/Elder Abuse/Neglect	1
Kidnapping	1
Keep the Peace	9
Larceny/Forgery/Fraud	112
Landlord/Tenant	20
Licensing Complaint	4
Lost/Found Property	1023
Medical Emergency	726
Missing Person	19
MV Collision	136
MV Breaking & Entering	1
MV Complaint	328
MV Disabled	103
MV Hit & Run	59
MV Observance/Assignment	2470

Provincetown	2018 Annual Town Report		131
Bomb Threat	0	MV Stop	1741
By-Law Violation	46	MV Vandalism	8
Complaint	202	Noise Complaint	165
Complaint-Street Performers	25	Officer Injured	0
Crowds / Overcrowding	7	Parade	9
Disorderly	72	Park, Walk & Talk	1141
Disturbance	145	Parking Complaint/General	314
Domestic Disturbance/Aslt.	57	Phone Calls - Annoying	4
Drugs/Alcohol Mental Health	42	Property Damage	32
Dumping/Littering	18	Rape	1
Escort/Transport	39	Robbery	0
Fire, Brush	2	Serve Protection Order	36
Fire, CO Alarm	4	Serve Summons	66
Fire, Vehicle	2	Serve Warrant	38
Fire, Structure	9	Service Call	879
Fire, Other	19	Sex Offender Registration	6
Fire, System Test	102	Shoplifting	16
Fire Vehicle In/Out Service	26	Stolen MV	3
Firearms/Weapons	5	Station Coverage	81
Follow Up	362	Sudden Death	1
Foot Patrol	431	Suspicious Activity	162
General Info	102	Traffic Control	106
Harassment	102	Trespass	45
Hate Crime/Event	1	Vandalism	17
Hazards	194	Violation – Restraining Order	12
Incapacitated Person	148	Well-Being Check	100
	Total Calls for Service:		18,280

Your police officers continue their progressive track to remain 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:

Bi-annual preparing and serving lunch to our seniors.

NARCAN is available in all our police cars in an attempt to off-set opiate overdoses.

Representing the Police Department at the Provincetown Business Guild meetings.

Meet in partnership as needed with the Racial Justice Project Provincetown.

Assisted with the regional efforts of the volunteer gun buyback program.

Managing local pet food pantry donations.

Partner with Truro, Wellfleet & Eastham to share elements of police traffic safety.

Provide community security briefings for requesting civic groups.

Escorted the Special Olympics Torch as it begins its journey across Cape Cod.

Supported the Run to the Top of the Monument cancer relief fundraiser.
Maintained our partnership with Truro to share emergency shelter operations.
Participated in 6th Annual Greet N Treat in Motta Field by the Recreation Department.
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 3,304 unwrapped toys to the annual Marine Corps-Toys for Tots (Stuff-A-Bus) program.

Provincetown Public Schools:

We currently partner to provide an on-call school resource officer who supports the school when needed. Your police officers are regularly present during the opening and closing procedures at our school. They routinely respond when needed to conference with staff, teachers and parents.

The school resource officer position has grown into a very important position and has been well received by our students, school staff and parents to the point where we cross-trained one additional police officer to serve this special segment of the community when needed. In addition to incumbent School Resource Officer Jason Sullivan, we added the services of School Resource Officer Shannon Beloin at the beginning of this school year.

Senior Outreach:

We currently partner to provide a dedicated police officer to act as a liaison to support the Council on Aging when needed. This is a complex partnership as financial scams targeting seniors have become so prevalent that they're now considered "the crime of the 21st century." It's not just wealthy seniors who are targeted. Low-income older adults are also at risk of financial abuse and it's not always strangers who perpetrate these crimes. Over 90% of all reported elder abuse is committed by an older person's own family members, most often their adult children, followed by grandchildren, nieces, nephews, and others. We continue our long-standing reassurance program, where seniors agree to phone the police station each day. If we do not speak with them, we will call or send a police officer to check on them, if needed.

Opioid Crisis/Mental Health:

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. 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.

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 help:

1. In July, the Town of Provincetown announced the services of the Homeless Prevention Council (HPC) as the new recipient for the mental health and substance abuse case management services grant. Starting July 1, 2019, HPC will provide an enhanced level of its case management services to Provincetown. Their Provincetown Case Manager is available full time, including weekend hours; this provider brings their comprehensive case management process to more people in need of support. HPC has a qualified individual whose experience and education in case management, public health, and/or social work will best serve community needs, particularly in the areas of connecting with services to address substance abuse and mental health. 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 Provincetown Case Manager's phone number is 508-237-7042, and the Homeless Prevention Council's general line is 508-255-9667.

Since the funds for the mental health and substance abuse case management services were approved at a special Town Meeting in 2015, the innovative program has since been replicated in some form in 11 other towns on Cape Cod.

2. 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.

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.

We even managed a visit the day after the July 4th celebrations from Presidential Candidate Pete Buttigieg.

While all of the 2019 events were successful, we are currently planning for the year-long Provincetown 400 festivities.

Staffing:

The Police Department operated at mostly full staffing for 2019;

In June, Police Officer Michael McCauley graduated from the MPTC Randolph Police Academy and completed his field training just in time for Carnival in August.

In November, Police Officer Thomas Radzik and Samantha Voltolini graduated from the Cape Cod Municipal Police Academy. Their session was the first police training held on Cape Cod in more than 25 years. Both have begun service with the department having just completing their field training last month. We are very happy and excited to have them on our team.

In November, Barbara Peters entered began her work as our Police Records Clerk. A life-long resident taxpayer, her family has great history of service to the Town of Provincetown and she has handled her new duties and with aplomb and we welcome her to the team.

In December, Police Officer Kas-Wayne Samuels resigned and accepted a Police Officer position in the Town of Yarmouth. Born in Jamaica, Officer Samuels went to school here and considers this his hometown but in the end he just could not

resist the pull of the opportunities presented by a larger cape police department.

In late December, we received the sad news that former Seasonal Police Officer Donald “The Dancing Cop” Thomas had passed away in his sleep at the age of 92. Officer Donald Thomas joined the Provincetown Police Department in 1947 first as an auxiliary officer, transitioning thereafter into the role of summer officer. While he had the opportunity to test and become a full-time police officer, he never wanted to be put in a position where he would have to arrest his fellow townspeople and enjoyed most of all spending time at home with his family, so he stayed in the background by choice. During the 1970s, he became a traffic cop achieving icon status for his foot work in Lopes Square, first sworn and finally he help set the foundational model for our modern day Community Service Officer Program. He retired from service with us at the age of 83. I believe that one of the greatest honors we can do for each other begins with honoring the service by those that wore our department uniform ahead of us. To that end the department and police officers from 11 other Cape police departments sent their officers and cruisers as their community representatives to his funeral. His warm manner and his informal leadership where he interacted with the youngsters that he met on patrol made him a joy to work with. Rest in peace, we’ll cover Lopes Square now.

Community-Oriented Policing:

In addition to investigating and discouraging crime, our officers on patrol look to share positive interactions with our community members. We look for every opportunity to make a connection with the understanding that every positive experience someone has with your police officers means they are more likely to come to us with a problem in their life or neighborhood. This informational interaction can make a big difference in the way we allocate our patrol resources. We adjust our proactive patrols, catering to the issues our community finds most important. We find that making small changes to benefit the quality of life for the public encourages an open dialogue going forward.

Leveraging social media platforms, the department connects with a broad audience, sharing our mission and encouraging dialogue. Our FACEBOOK presence has expanded to over 5,500 local members.

The Police Department believes that our outreach objectives can be most effectively achieved through a partnership with those who we serve each day. The goal is to build sustained trust and cooperation between our department and the community we serve. Communication leads to understanding and a well-informed public will assist us in addressing any community identified concerns. The Provincetown Police deliver their message to the public in a variety of ways. The Department’s outreach efforts continue to grow on Facebook. We regularly post news releases, alerts, public service announcements, outreach information

and occasional crime prevention tips. We strongly encourage the public to follow us on Facebook.

Connecting with the community also means being a presence in the lives of children. The Provincetown Police have worked collaboratively with the Provincetown IB World School on many projects this year: stiffening up school security, celebrating school spirit and athletic excellence, and, more recently, promoting literacy through the “drop everything and read” initiative where your local officers take time out of their patrol day to read and share a selected story to the kids.

The effectiveness of the Provincetown Police Department continues to depend on your assistance, trust and partnership.

I want to end by taking a moment to recognize and commend your police officers for the amazing job they do every day in responding to very difficult, delicate situations, as well as serious critical incidents, which have sometimes placed our citizens and your police officers in harm’s way. Your officers offer great sacrifice, putting themselves between you and danger every single day in order to serve and protect our great community.

I am incessantly grateful for the opportunity to work with these fine men and women, and to serve the town.

In partnership with the community,
James F. Golden, Chief of Police

Provincetown Public Pier Corporation

The Provincetown Public Pier Corporation continued reorganization of personnel and operations this year. In FY19, the reorganization included hiring a facilities manager in April in order to relieve the harbormaster of the burden of managing the pier itself. Reorganization is due to be complete in early FY20. With the growth in operations at MacMillan Pier, the Board saw the necessity of dividing pier manager from harbormaster responsibilities. Jarrod Kosky who was administrative assistant resigned in January and was replaced by Jamie Demetriou. Jamie quickly earned the respect of the board based on her performance and was promoted from within to office manager in the Spring.

The approval of funds from FEMA through MEMA was received in FY19. The bid process went smoothly and our facilities manager visited the facility in Norfolk VA with the engineers to monitor the progress of construction. We couldn’t be happier to be pressing the reset button on the pier and the most important aspect thereof, accommodating the fishing fleet. We are grateful for all the work that

went into securing the funds and to the management in place for ensuring the project is a success. We anticipate project completion by February 2020.

Included in this report are performance metrics on ferry passenger counts, current embarkation fees, pump out data and mooring revenue for the current year as compared to last year. Our migration to QB online is now complete and our audits are all final. This report covers the seasonal overview.

Season Update: Once again, the fishers stepped forward to make safe and operable their facilities for the season. With the new floating docks and wave attenuator installed, hopefully we will be relieving them of this burden. In addition to our annual Spring routine, we provided location assistance for the Hightown filming by Starz. We are grateful to our fishers and staff who helped during the set up and shoot.

The Harbormaster's office participates in the perennial events such as Portuguese Festival and the Blessing, Fourth of July and other community activities. We assist the Police Department with traffic control duties in Lopes Square, Coast Guard with training and search/rescue cases, and the Fire Department for rescue transportation. A calendar of this summer's events is attached. Our regular duties include traffic control on the pier for up to 13 ferry stops with as many as 5000 passengers a day; daily pump-out service to help keep our harbor clean; the operation, maintenance and repair of 4 cranes, two ice machines, 4 vessels and associated docks, moorings, blocks and gear needed to effectively manage the pier and harbor.

This summer was our fourth season with cruise ships visiting Provincetown. This sector has brought in 4350 people visiting Provincetown this season compared with 2396 last year. We pay close attention to the economic and environmental impact of this line of business and are growing it well within the limits of the town's carrying capacity.

We remain committed to growing the Blue Economy in Provincetown. With all the commercial and recreational traffic in this harbor our priorities are public safety, ensuring ferries and excursions are not delayed, the fishers have equipment they can rely on and can quickly move fresh product off the pier. Myriad recreational uses are monitored for safety and opportunities for education. We take seriously our role as Gateway ambassadors for Provincetown. With all this activity, Provincetown Harbor is becoming the Port of Provincetown.

Performance Measures

Ferries: We maintain a daily log of ferry passengers to assist managing daily passenger loads. This information provides data to determine proper staffing levels. Last year through September 24th; 190,036 used the pier as their entry into and

exit from Provincetown. The growth in ridership increased this year by 36% with 259,000 passengers through September. We monitor the ferry traffic carefully to coordinate appropriate staff levels. Our three ferry companies are Boston Harbor Cruises, Bay State Cruises and Captain John & Sons Ferry & Whale Watch from Plymouth. Bay State ran daily service for an additional week in October. They are attempting to run as late into this season with weekend service as demand and weather permits. We will be signing 10 year leases with the ferry companies prior to the 2020 season.

Pump-outs: The Massachusetts Clean Vessel Act (CVA) grant program provides a holding tank pump-out service free of charge to vessels in the harbor. This long standing program provides a reimbursement of 75% of the total expenditures including labor and funds spent on the pump-out vessel. There is a cap of \$11,000 on the reimbursement, and, while the Pier Corp pays for labor out of its account, the reimbursement goes to the town.

Moorings: There was an increase in the number of moorings rented this year from 401 to 453. Considerable time was spent updating the mooring database over the summer thanks to our assistant Priscilla Jackett. The process is now streamlined and the location of all moorings has been documented.

Excursion Embarkation fees: Our embarkation fees were up this year thanks in part to better monitoring and tracking. In 2019, the embarkation fees were \$63,866 compared to \$44,358 in 2018; this represents an increase of 44%.

Trap Sheds: We invested in 2 additional trap sheds in FY19. This resulted in a revenue increase of a little more than \$10,000.

	2018	2019		2018	2019
Boat adrift or washed up	22	29	Warning issued	17	17
Person in water	0	3	Citations written	6	8
Called to beaches	20	18	Parking tickets	5	4
Assist Coast Guard	12	13	Misc. calls to pier and harbor	69	80
Call/Assist Rescue	28	23	Disorderly calls	1	1
Call/Assist PPD	11	14	Marine/Pier Investigations	NA	NA
PC or Arrest (pass to PPD)	1	1	Animal Call	1	0
Enforcement	20	25	Pollution Calls	3	2
Special Events	4	5			

Pier improvements and Construction Project Update:

The Pier Infrastructure Improvement Project consisting of \$200,000 per year over a five-year plan to complete repairs outlined in the Engineers Survey began in FY18 with the replacement of 57 fender pile being replaced. An additional 55-60 piles were replaced in FY19. Updates are planned for needed electrical upgrades to existing switchgear, this will be spread out over five years as well.

Respectfully Submitted,

Regina Binder, *Chair PPPC*

Provincetown Harbor and MacMillan Pier **FY19** Events Calendar

In preparation for the 2019 season, seasonal employees are hired and trained, fast ferry line awnings go up, the courtesy float gangway gets deployed, the no wake and shark buoys are placed, the three harbormaster boats and floating crane are serviced and launched as required, and damage from previous winter gets repaired.

07/01	Provincetown II for first Sunset cruise- crowd controls
07/04	July Fourth Fireworks and parade duty
07/06	First of three Grand Mariner port calls
07/12- 07/30	Kalmar Nyckel returns
07/15	10th Annual ASGCC 5K run
07/20-21	Beringer Bowl Race from Marblehead
07/29 – 08/04	Whale Week – Center for Coastal Studies
08/02	Home-Made Boat Race on water safety boats
07/05	Pan Mass Challenge- 8000 passengers depart pier this day
08/13	Provincetown II for PBG cruise- crowd controls
08/17	Carnival parade- support PPD with parade duty
09/04 – 09/08	The Great Provincetown Schooner Regatta*
09/04	Fishermen’s Cup Schooner Race from Gloucester
09/06	Long Point Schooner & Yacht Race, Crew Party and Awards Ceremony*
09/08	Swim for Life on water safety boats, organize on-water response
09/15	Yankee Lambda Car Club show and parade duty
09/10	Star Pride first of two port calls
09/29	K-9 Relief Fund* parade duty and event management
09/16	Traditional ferry service end (Bay State testing expanded schedule)
05/12	Seasonal employees begin
05/23	Stop the Bleed training for all staff
5/27	Cruise ship American Constitution arrives
5/31	‘High Town’ filming on pier
06/06	American Constitution visit
06/08	Milewski Wedding
06/14	American Constitution visit

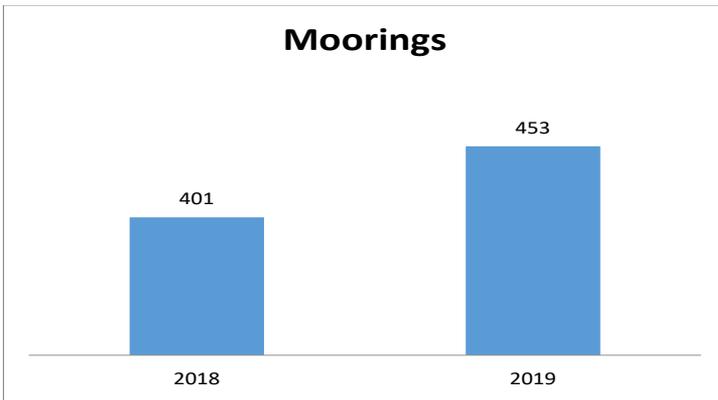
06/14	American Constitution visit
06/28	Blessing of the Fleet

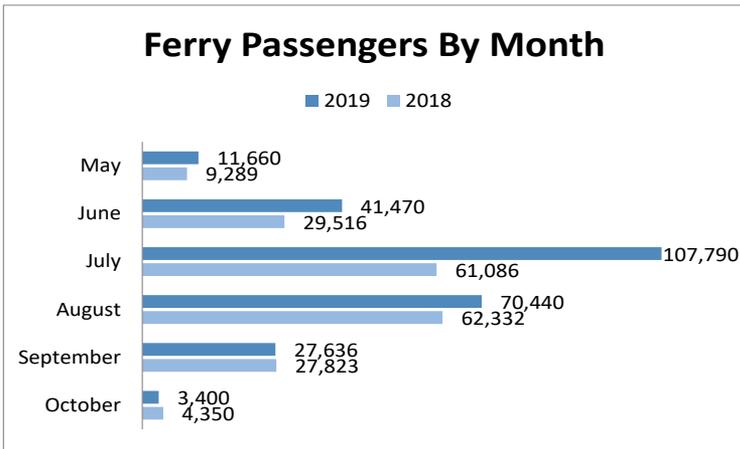
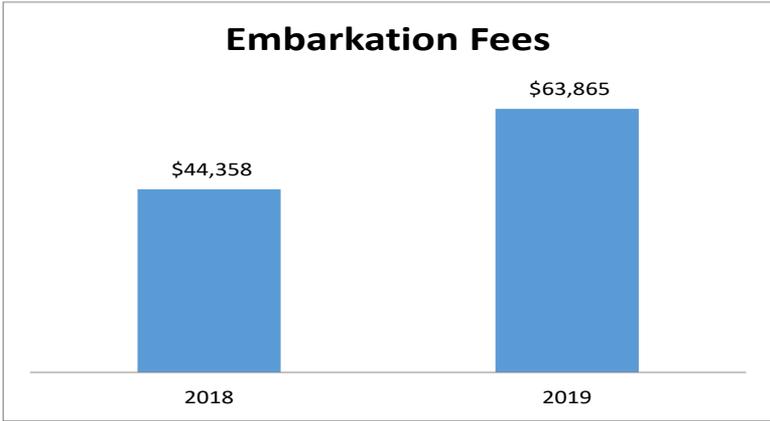
* Events held at the pavilion on MacMillan Pier.

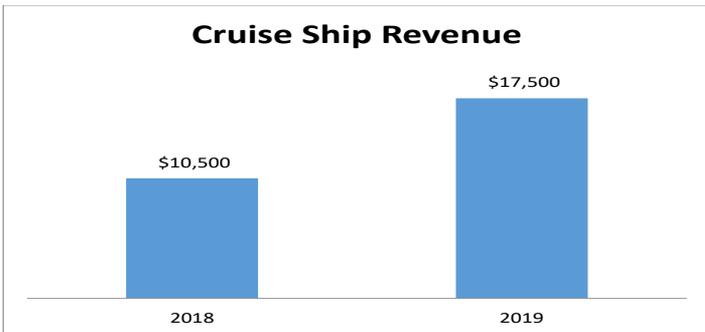
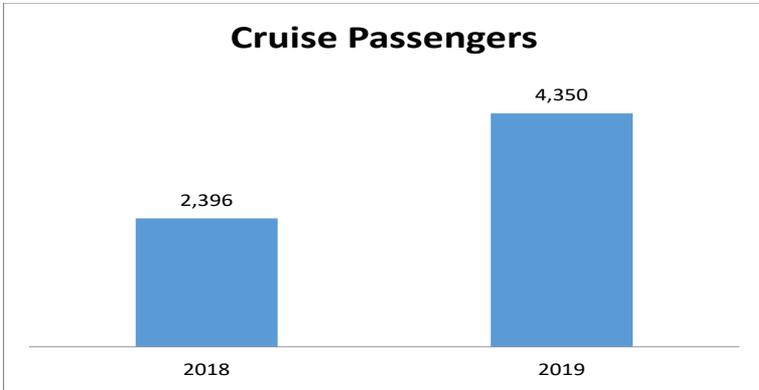
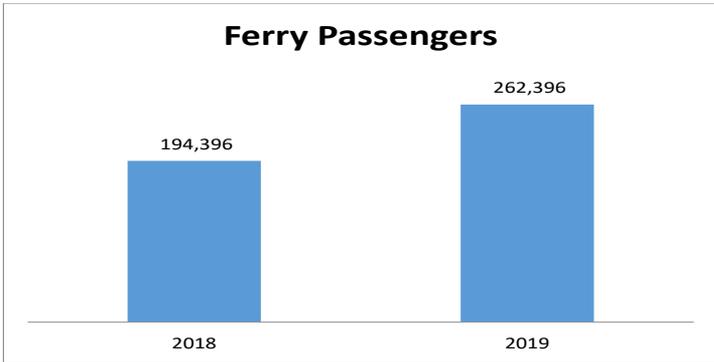
The Provincetown Yacht Club has Saturday races starting July 1st through Labor Day.

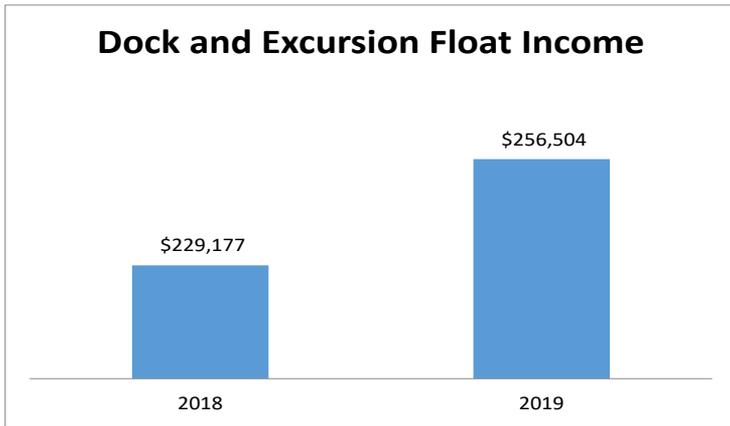
May 14 through Oct 14 Traditional ferry service period (Bay State expanded weekend service through Dec 8)

The Provincetown Yacht Club has Saturday races starting July 1st through Labor Day.









Rescue Squad

This year started off with a splash. On the first day of 2019 we had 135 brave souls participate in the polar plunge. On hand we had one ALS staffed ambulance and two rescue squad members in the water as a precaution.

This past year, we had over a 25% increase in rescue calls. There was a total of 1,395 rescue calls received with over 900 resulting in transport to the Cape Cod Hospital.

We had almost 800 rescue calls from May through September which is a 22% increase from 2018. There were times when staffing and equipment were overwhelmed. Fortunately, our mutual aid system works very well and all rescue calls were handled on a timely basis and with great efficiency.

We sponsored the Muscular Dystrophy “FILL THE BOOT” fund raising event again this year over Labor Day Weekend. It was a huge success. Our volunteer fire and rescue squad personnel garnered over \$4,743.00 along with a \$5,000 donation from a local family. Thank you all for your generosity.

The Rescue Squad has received donations throughout the year. These donations are greatly appreciated and are used for important and life-saving measures. They help us pay for training and updating equipment. Again, we thank you for your generosity and kindness.

Lastly, the Rescue Squad would like to thank Chief Travato for his support and leadership, Deputy Chiefs, Board of Fire Engineers, Joyce Matthews and all of

the fire personnel from the 5 fire houses. Great teamwork was at the forefront of our success. Our police colleagues are a tremendous asset and ally for the Rescue Squad. They offer unconditional support and assistance and it is greatly appreciated and crucial to our success. Yet another example of the teamwork on which we can always rely. We would also like to thank Lower Cape Ambulance, National Park Service, Provincetown Harbor Master's Office, Council on Aging, Flyer's Boat Yard, the United States Coast Guard, and outer Cape Health. An extraordinary job by all.

We are looking forward to a very safe, happy, and rewarding 2020.

Sincerely and gratefully,

Kevin Ainsworth, *Provincetown Rescue Squad Captain*

Combo Stats 2019	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
Abdominal Aortic Aneurysm								1					1
Abdominal Pain/Problems	2	3	7	1	9	12	16	4	3	7	6		70
Airway Obstruction		2			2	2	1	1	1	1			9
Allergic Reaction					3	3	5	7	1				19
Altered Loc	1	1	3	2	3	6	8	9	3	1		3	40
Asthma					1			2	2			2	7
Back Pain (non traumatic)						2	3	5	3		4		17
Behavioral/Psychiatric Disorder	1	2	1	2	7	5	6	10	4	2		9	49
Bowel Obstruction													0
Cancer						1	1	1					3
Cardiac Arrest	1	1			2	2	2	3	2	1	1	2	17
Cardiac Rhythm Disturbance				2		3	8	4	5	3	3	4	29
Chest Pain/Discomfort	1	2	2	3	5	9	5	8	1	10	6	4	56
CHF (congestive heart failure)			2	1									3
COPD	1								1			1	3
Dehydration		1		2			3	7	7				20
Diabetic Hyperglycemia			1		1		2	2	3				9
Diabetic Symptoms (hypoglycemia)	4	2	3	2	1	3	6	6	3	2	2	2	36

BLS Transport to CCH	4	7	8	7	16	28	27	29	26	14	15	15	196
Transport to Other													0
Total Ground Transports	50	47	51	46	71	97	136	124	92	78	59	53	904
Transport by Medflight							2	1					n/a
No Treatment Required	2	1	7	3	8	12	25	32	9	11	4	11	125
Treated and Released	9	3	3	5	7	17	29	39	30	9	7	13	171
Patient Refused Care	2	2	5	3	6	29	29	44	19	4	16	19	178
Treated, Transferred Care										1			1
No Patient Found					1		4	5					10
Standby Only - No Pt. Contact													0
Cancelled													0
Treated, Transported POV			1				1						2
Dead at Scene	1				1	1					1		4
Unable to Locate Patient/Scene													0
Totals (lines 88-97)	14	6	16	11	23	59	88	120	58	25	28	43	491

Shellfish Committee

Stewardship is an ethic that embodies the responsible planning and management of resources. Chapter 130 is the group of Massachusetts's general laws that grants stewardship of shellfish resources to individual towns. Provincetown is unique in that our choice has predominantly been geared towards recreational rather than commercial harvest of this wild resource. In recent years, support for a local aquaculture industry is found in the Town Wide Policy Goals, the Harbor Plan Update, the Community Development Action Plan and the shellfish budget objectives. In 2019 the Shellfish Committee and Department has been focused on how to be good stewards.

Thirty years ago Provincetown had aquaculture but there was a shellfish disease, QPX, that killed all the clams in Provincetown and caused the collapse of the industry. As we revitalize, much of the abandoned gear still remains on the tidal flats in the Town's west end. Termed "legacy gear," it consists of rusted and broken metal rebar, plastic mesh netting, leaded line, and other debris.

On August 8, the Center for Coastal Studies, the Provincetown Shellfish Committee and Shellfish Department organized a clean up to remove as much of the legacy aquaculture gear as possible within one tide cycle. Twenty-seven volunteers including shellfish farmers and harvesters, harbormaster's staff, CCS scientists, and a NOAA Marine Debris Officer offered their time and energy to the project. The result: over two tons of debris was recovered.

Recreational shellfishing is doing very well in Provincetown. This is due to the current budget combined with our shellfish nursery and recent permitting allowing us to move oysters away from the bathing beach at Johnson Street. This oyster "relay" is significant in more ways than one and speaks to our goal of responsible planning and management. Not only is the term "clamming" changing to "shellfishing" in local vocabulary as we easily fill our baskets with oysters, the public beaches are becoming safer to walk at low tide. Additionally, this permitting was partially responsible for justifying funding from the United States Department of Agriculture for porous pavement on Commercial Street and anticipated future bacterial runoff control projects. We are extremely proud of the communication between Town committees and departments that helps in some way bring forth DPW projects.

This type of Blue Economy success story is what we see on the horizon with aquaculture. In 2019 Provincetown permitted six new acres of aquaculture bringing the total, to date, up to 38 acres being cultivated but we are still only landing approximately 200,000 oysters a year commercially. This is because oyster farming is, for the most part, new to Provincetown and we only have six farms with

market-sized product. We have been consistent with permitting for enough years that in 2020 we expect 10 farms to be delivering product and moving forward this number will increase yearly.

We are preparing, as this horizon gets closer. We are working with the Conservation Commission to avoid any potential impacts on the environment or endangered species. We are communicating with the Harbor Committee, Marine Department, Tourism, Economic Development, Business Guild and others to minimize conflicts and insure that our farmed shellfish will stay in Provincetown and be a Blue Economy success story.

Lory Santos, *Chair*

Stephen Wisbauer, *Shellfish Constable*

Transportation Department

Having filled the newly created Emergency Management & Transportation Coordinator position in April, 2019 saw the oversight of Town’s transit operations expand beyond the existing scope of the Parking Department. Through increased engagement with Parking Staff, Harbor Staff, Provincetown Municipal Airport, the Cape Cod Regional Transit Authority (CCRTA), Bicycle Committee, and private coach/ferry/taxi service providers, the Department seeks to ensure and enhance intermodal transportation options for residents and visitors alike while maintaining the safety and integrity of our streets and structures. It is a humbling honor to serve our vibrant and dynamic community at the End of the World.

November’s public Traffic Hearing before the Board of Select saw the submission of 27 total citizen and staff proposals. Citizen concerns ranged from bike and pedestrian safety and speed reduction, to street direction and naming conventions, to public parking reallocation. Most prominent, however, was the desire for increased Resident Only Parking Zones as evidenced in four distinct proposals originating outside Town Hall. Staff proposals sought to enhance public safety by reducing Commercial Street congestion, and to improve lot efficiency and revenue generation by revising the current parking permit sales schedule based on eligibility criteria.

The 2019 Parking Season saw a further 2.94% increase in revenues over calendar year 2018, earning \$2,181,632.24 for the Parking Fund. The three main sources of income remain paid parking in the MacMillan Pier and Grace Hall lots, permit sales, and kiosk/metered parking:



2020 Parking Season Revenues	
MacMillan Pier & Grace Hall Lots	\$ 1,513,235.38
Metered/Kiosk Parking	\$ 342,115.61
Event Parking (Jerome Smith & VFW lots)	\$ 6,343.00
Permit Sales	\$ 315,805.25
Electric Vehicle Charging Fees	\$ 4,132.00
Total	\$ 2,181,631.24

The continued increase in revenues over previous seasons speaks to the rising public demand for Town programs, and the success of previously instated policies and initiatives:

- Revenues from hourly parking the MacMillan Pier Lot increased %4.79 over 2018
- Demand for the low-cost Grace Hall Limited visitor permit further outpaced the more expensive MacMillan Pier Expanded visitor permit (roughly 3 to 2) for a second year since introduction in 2017.
- Payments via the Passport Parking mobile application increased by %33.19 over 2018

Pursuant to the 2018 Town Meeting passage of Article 10, work began in May to upgrade the aging Parking Access Revenue Control Systems (PARCS) technologies at the MacMillan Pier and Grace Hall parking lots. This year saw the demolition and construction of the existing parking booth islands, with new booths and their corresponding readers, payment stations, and computers to be installed in the winter of 2020. The new PARCS set-up employs License Plate Recognition

cameras to grant access and egress to the parking lots, further enhancing data collection capacities and reducing vehicle congestion via efficient lot management. Provincetown continues to enjoy robust relationships with the myriad public and private transit service providers throughout the Cape and Boston Metro area.

- The FLEX bus line from Harwich and summer –season beach shuttles remain atop the CCRTA’s most successful programs. As of November, a new partnership between the CCRTA and Peter Pan Bus will provide express service for area residents to medical facilities in Hyannis and throughout the Outer Cape.
- The Plymouth & Brockton Line continued its service to town despite the reallocation of State subsidies.
- Bay State Cruise Company extended Fast Ferry service until December 8th given accommodating weather and the increased interest in Sister Season events, such as Holly Folly.
- Designs for the Rt. 6/Shank Painter Road Roundabout included bicycle facilities for further compliance with the Outer Cape Bicycle and Pedestrian Master Plan.

However, with the summer release of the MassDOT Cape Cod Canal Transportation Study and the upcoming winter 2020 finalization of the Army Corps of Engineers Cape Cod Canal Bridges Major Rehabilitation Evaluation Study, Town must anticipate potential State projects that would disrupt current service provision from our partners and access to area or Up/Off Cape residents.

Eric Sussman, Transportation



The Provincetown Council on Aging (COA)/Senior Center has been a welcoming activity and resource hub for residents since 1972. Located at the Veterans Memorial Community Center (VMCC), 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.

Residents 60+ years of age now make up 46% of the community with the number of citizens 60+ increasing 50% since 2010. With this significant growth, the Senior Center has continued to expand programming to meet the needs and demands of this vital segment of Provincetown. Last year, we served over 900 people and hosted almost 200 programs and services in the following areas:

SERVICES

Caregiver Support
 Emergency Planning
 Food Pantries & Food Distribution
 Health Insurance Counseling (SHINE)
 Health & Wellness Services
 Income Tax Assistance
 Legal Assistance
 Medical Equipment Loan
 Mobile Library
 Outreach (home and office visits)
 Senior RE Tax Abatement Program
 Support Groups
 Transportation

PROGRAMS

Art Classes/Crafts Classes/Annual Art Show
 Cultural & Educational Programs
 Fitness Classes
 Intergenerational Programs
 Lounge/Library
 Media Center/Tech Help/Computer Classes
 Movies: Current/Classic/Documentaries
 Music Salons/Grace Notes Ukulele Band
 Nutrition & Meal Programs
 Out & About Cape-wide Excursions
 Recreation & Social Programs
 Wellness & Resource Sessions
 Writing Workshops

In recognition of the well-documented relationship between social connection and personal health and well-being, the Senior Center is known as “the place to connect” and offers a variety of opportunities to lessen isolation. In addition to scheduled classes and events, there are daily opportunities to relax and socialize in the lounge. An expansion in the use of technology has broadened the scope of interactive educational and entertainment programming. New program highlights included a reception for Veterans, a “Coming Out Stories” Pride event, the production of an original play, weaving classes and innovative talks on antique pianos, holistic wellness, men’s health and brain fitness.

The outreach program remained extremely active as the Outreach Coordinator provided confidential case management, information, referrals and support services to older adults through home and office visits. With a goal of supporting residents in remaining in their homes, the Coordinator offered assistance with a variety of issues including home-based services, financial assistance, housing, insurance/billing questions, feelings of social isolation, long-term care planning, cognitive issues, caregiver support and more. She also worked closely with community agencies and Town Departments to ensure comprehensive service delivery.

Transportation can be challenging on the Outer Cape. To supplement existing resources, the COA transportation program offered a full spectrum of services, providing over 2,000 rides with regular trips to Hyannis, RMV, Orleans, Senior Center lunches, special events, Provincetown Library, Stop & Shop and elections. In addition, we offered up-Cape cultural, meal and social outings and provided

door-to-door rides to medical appointments Cape-wide.

Participation in nutrition programs has also grown dramatically, with attendance at weekly lunches rising 50% last year. In cooperation with the Family Pantry of Cape Cod, the Healthy Meals in Motion mobile pantry provided over 52,000 pounds of food to 120 residents. Other programs included Foods to Encourage (Lower Cape Outreach Council), USDA food distribution, a SNAP kiosk, Farmers Market information and our on-site non-perishables food pantry open to all.

The COA Director hosts a monthly radio show on WOMR, *'Specially for Seniors'*, featuring guest interviews as well as Senior Center program highlights. Each month we distribute 725 copies of our newsletter *Coastlines* and it is available on the town website. We can also be followed on Facebook.

The COA works with the Assessor's office to administer the Senior Real Estate Tax Abatement Program. In 2019, 54 people participated, providing 4,382 invaluable hours of service to Town Departments, Boards and Committees.

Senior Center staff worked closely with many community partners, including Town Departments and human services agencies, in a shared mission of supporting the well-being of residents. Special appreciation goes to the Provincetown Police Department for their commitment to ensuring the safety and well-being of older adults through special programs and services.

The COA Director remained involved in Town emergency planning with a focus on the needs of special populations and the Outreach Coordinator maintained a storm reassurance program for people needing extra assistance in preparing for a weather event.

The Town is participating in a regional effort led by Barnstable County's Healthy Aging-Cape Cod which seeks regional and local designation as an Age/Dementia-Friendly community. This initiative will include broad community participation as we strive to ensure that Provincetown is age-friendly for all.

The COA staff is actively involved in advocacy for older adults on a regional level as well. The Director is a member of COAST (Councils on Aging Serving Together) and serves on the Healthy Aging-Cape Cod Steering Committee and the Barnstable County Health and Human Services Advisory Council. The COA Outreach Coordinator is a member of the Elder Services of Cape Cod & the Islands Board of Directors, the Cape Cod Hoarding Task Force and the COA Outreach Coordinators group. The COA Program Coordinator participates in the Cape Cod COA Program Coordinators meetings.

Special appreciation goes to our 50 dynamic, dedicated volunteers, whose kind

generosity allows us to offer all that we do at the Senior Center. COA Board members David Ketchum, Penny Sutter, Chris Asselin, Julie Knapp, Deb Meadows and Kathy Menangas deserve recognition for their strong commitment to advocacy for older adults as do the Friends of the Provincetown COA (Dottie Clements, Marsha Sirota, Ollie Ahmuty, Kent Isham, Christine Martin, Margie Perry), whose fundraising efforts support our programming. It is with sadness that we acknowledge the death of Mary Peres, whose contributions as President of the Friends were greatly appreciated. We are also grateful for the ongoing support shown to the Senior Center by the Provincetown Select Board, the Town Manager, Town Departments and the citizens of Provincetown.

It is a privilege to acknowledge the COA staff, who go above and beyond every day to create a welcoming, safe space while providing caring, professional services to residents: Outreach Coordinator Andrea Lavenets, Administrative Assistant Shannon Corea, Van Driver/Office Aide Donna Szeker, Program Coordinator Rick Shaw, Cook Nancy Dooley and Program Assistant Carla Mancino.

Congratulations to the 2019 Provincetown Senior of the Year, Carol MacDonald, a well-deserved honor!

There are no age or membership requirements to participate at the Senior Center and the majority of our programs and services are free and open to all. We invite residents to call or stop by for more information about our programming and a tour of the VMCC.

Respectfully submitted,
Chris Hottle, *Council on Aging Director*

Disability Commission

This year has been one of knowledge growth about MA ADA regulations and increased visibility for the Commission. We have been involved with Architectural Access Board decisions and sought by others for information or assistance.

Several restaurants requested waivers for ADA compliance. Waivers were granted due to historic issues or monetary considerations. One restaurant had front door access problems with a compromise to have a bell outside that would notify the employees that someone needed access. A portable ramp would be brought out to provide access.

The Monument has an issue of accessibility and they were issued a final decision by the AAB in 2012. The decision at that time included the video cameras that offer views inside and outside the Monument. Additionally there was to be auto

access and ramps to the Monument. There was no movement on this accessibility and the new administration was contacted by the AAB about their lack of compliance. The Commission invited Jeff Dougan, Asst. Dir. Of Community Services, to a meeting with the Monument's administration, and their construction team. The Commission members were able to assist in giving a clearer picture of the best construction plan. We have followed this issue and unfortunately no construction has started and anticipate the AAB intervening due to missed deadlines.

The Monument funicular project has also been one of concern and discussion for the commission. The funicular will be ADA accessible to ride but there is limited access with no drop off area. Our concerns were presented at the Planning board but at this time, there is no inclusion of a drop off area nor access to the museum from the monument for all those with disabilities. We will continue to work with the monument administration.

As a result of multiple complaints about issues around Service Dogs, the Commission collaborated with the Animal Welfare committee and produced an information card for restaurant and Service Animal owners. These cards were distributed to all restaurants, the Police Department and food stores. Clarification and additional information was distributed to those businesses that asked about emotional support animals which do not have the same access. More informational will be distributed this spring.

Smoking at Maushope was presented as a problem by individuals with medical conditions that are impacted by the smoke. There was a discussion with management with some concessions about stricter smoking rules were enforced but there is an unwillingness to ban smoking as has been include in the new HUD regulations. Maushope does not come under HUD regulations. A member of the commission presented personal Town Warrants at Town Meeting to restrict smoking on town property and in public housing. Unfortunately, both warrants did not pass. In this coming year we will work with the town to have some of the benches in front of town hall designated non-smoking areas and ban smoking while waiting on line for activities at town hall. There are many individuals with hidden disabilities who have asked for some safe space without smoking. Per the CDC, only about 11% of the adult population in MA smoke.

As a result of requests for the purchase of personal equipment, the commission worked with Accessible Provincetown to formulate a new service that will be able to assist in the purchase of equipment or do simple construction for those with disabilities. The form was distributed to all service organizations and is on their website.

The Chamber of Commerce completed their construction of new decks and ramps with \$15,000 assistance from the commission gift fund. Final construction was not

finished and will be followed to insure railings and entrance ramps are completed. This was the first year that the Impossible Dream sailed into the harbor. It is a large catamaran specially built to accommodate all individuals with disabilities. Those who sailed on the vessel thoroughly enjoyed their trip. We look forward to them coming again next year.

Family Equality contacted us and we supplied information about accessibility in Provincetown and they now advertise this information on their website for Family Week 2020.

We participated in last year's Year Rounder's Day and will have a larger presence this year with added participation by Accessible Provincetown and CORD and possibly the Best Buddies group from the school. We want to be more visible to the community.

For 2020 we will be working to improve access to the West End beach with the construction of a railing on the existing steps. This will be in response to requests by citizens. The new Hall open space area will also be addressed with access by the inclusion of Mobi Mats and ADA accessible seating.

Our major goal for 2020 is increased visibility in the community as a resource to truly make Provincetown a welcoming and inclusive place for all.

Linda Loren, Chair

Housing Authority

The Provincetown Housing Authority Board of Commissioners hereby present the 2019 Annual Report of The Provincetown Housing Authority (PHA). The year's composition of the Board of Commissioners consisted of Elaine Anderson, Keith Hunt, Fran Coco, Charlene Parris and Donna Szeker with a State Appointee remaining vacant on the Board.

The PHA owns and operates 46 units of low and moderate income housing in Provincetown. This year saw many turnovers in PHA's units, with each turnover the units were improved, renovated and repaired. The PHA is currently fully occupied and longstanding issues have been addressed. Maushope saw major HVAC and energy improvements aimed at lowering energy consumption and costs. We are currently replacing and upgrading the septic system both Maushope and one of the family units. Significant landscape improvements, including tree trimming, removal and fence replacement occurred at Maushope and surrounding properties.

During the coming year the PHA will complete the painting of the Foley House

utilizing a CPA grant as well as making progress toward the goal of building additional affordable units. The PHA continues its advocacy for restoration of staff hours cut by the Department of Housing and Community Development last year and is participating in legal efforts to that end.

Sadly, this year the PHA's former longtime Executive Director, Patrick Manning, passed away after struggling with illness for many years. His many years of dedicated service will not be forgotten. The Board also thanks Elaine Anderson, who left the board in June of 2019, for her mighty service to the Board!

The Provincetown Housing Authority is committed to its role as an advocate for affordable housing and supports the goal of the Provincetown Select Board to address the housing crisis confronting the town of Provincetown. The PHA has representatives on the following Committees: Provincetown Community Housing and the Council and Community Preservation Committee. More information and applications for PHA housing can be found on the web at provincetownhousing.org or by calling us at 508-487-0434.

Respectfully submitted,

Board of Commissioners, *Provincetown Housing Authority*

Human Services Committee

The Human Services Committee is responsible for 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 staff liaison, Chris Hottle, Director of the Department of Human Services, the Committee strives to ensure that Human Services needs are identified and addressed through Committee meetings, meetings with applicants and two annual public hearings. For Fiscal Year 2020, the Committee reviewed and recommended funding for 13 agency applicants for a total expenditure of \$77,377.

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 2019, 24 families, including 26 children, received stipends totaling \$19,814.12.

Committee members include Donna Cooper, Elton Cutler, Russell Dutra, Karen Kelly, Joseph Murphy and Donna Szeker. Much appreciation to Cynthia Franco, past Chair, and Jean Knee for their years of dedicated service to the Committee.

Respectfully submitted,

Donna Szeker, *Chair*

Human Services Department

The Department of Human Services (DHS) is responsible for several vital programs provided to ensure comprehensive support services for Town residents.

Human Services Grant Program: The DHS Director serves as liaison 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. (Please see Human Services Committee Annual Report for information regarding FY2020 funding.) It is a privilege to recognize the Committee for their dedicated efforts to support the well-being of Town residents.

John A. Henry Trust Fund: The HSC oversees this fund which provides financial support to families with children. The program is administered ably for the Town by Charlotte Fyfe, Cape Cod Children's Place, and overseen by the DHS Director.

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 wellness programs and health clinics open to all.

Human Services Round Tables: The DHS Director facilitates bi-annual round table forums with local Health and Human Services providers, Town Departments and community partners to identify needs and promote communication and collaboration among organizations. In 2019, 38 participants attended two meetings representing 26 providers and partners.

Social Services Assistance: Staffed by Gosnold on Cape Cod, a Social Services Assistant offers free, confidential appointments assisting residents of all ages in obtaining resources including financial aid, Food Stamps, Fuel Assistance, disability benefits and other supports.

Veterans Memorial Community Center (VMCC) 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.

DHS Administrative Assistant Shannon Corea provides clerical assistance to the Department and the Human Services Committee and is to be commended for her professional administrative support.

Respectfully submitted,
Chris Hottle, *Department of Human Services*

Provincetown Public Library

The Provincetown Public Library continues to be a community anchor and cultural center offering year-round programming, partnerships, and new resources and services. Through innovative collaborations with town departments, non-profits, and community members, the Library works to provide the community with quality programming, to better market the Library's resources, and to develop policies and procedures that support staff and reduce barriers to library usage. The Library also continues to regularly publish community generated content online and implement new program initiatives.

Programming and Partnerships

Throughout 2019, the Library continued to offer a strong schedule of programs and workshops spanning a wide range of topics. These programs foster a strong sense of community, provide interesting and informative events for patrons to attend year-round, and cultivate and encourage Provincetown's literary and arts community. Ongoing partnerships with Family Equality Council for Family Week, Health Department, Recreation Department, Provincetown Schools, Council on Aging, and Seashore Point, undoubtedly improved both the quality and reach of the Library's programming schedule, while also continuing to connect the Library with different segments of our population. Highlights from these collaborations included the Winter Wednesdays program, which provides the community with an array of compelling, free courses over February and March, Tech Time at the COA, which provided seniors with drop-in technology assistance, and the Seashore Point Book Club, an outreach staple for the Provincetown Public Library. The Library continues to help better the Provincetown community through its participation in the First Light celebration, donations to the soup kitchen through the Food for Fines initiative, and by serving as a satellite for Provincetown Community Support Liaison. In March, the Library participated in the Year-Rounders Festival for the second time. It is valuable to be present for that event and promote library activities. In the upcoming fiscal year, the Provincetown Public Library, plans to continue its strong schedule of programs and commitment to the community, while also developing new services and resources to better serve Library patrons.

Achievements

The Library continues to strengthen and develop its series of annual Library events that pay tribute to outstanding members of the national literary, art, and academic communities and highlight Provincetown's strong cultural and arts heritage. The fourth annual Moby Dick Marathon Reading held in late April 2019 brought the community together to celebrate Herman Melville's classic American novel and included a panel discussion about the North Atlantic Right Whale in conjunction with the Center for Coastal Studies. Over 100 readers participated

and 400 attended the three-day event. In commemoration of Melville's 200th birthday, actor Stephen Collins performed "Sailing Towards My Father," to a standing room only crowd. Once again, the Rose Dorothea Award was coupled with the fourth annual Provincetown Book Festival, two days of literary events for readers, writers, and book lovers of all kinds featuring 30 acclaimed authors and over 13 events with over 600 festival attendees. The 2019 Rose Dorothea Award was given to writer/poet and former Provincetown resident, Mark Doty. One Book Festival attendee was heard saying, "Well, *that* was life-changing!" after attending a Book Festival event. These annual events bring people together in a shared interest and experience that fosters community.

2019 Statistics: 5,736 Registered Borrowers (2,212 Town Residents); 179,980 Library Visits; 56,788 Website Hits; 8,788 Public Computer Sessions; 67,896 WiFi Sessions; 439 Programs/Events; 5,421 Program Attendance; 3,351 Ebooks Checked-out; 1,908 Audiobooks Downloaded; 1,860 Movies Streamed; 71,136 Total Holdings; 47,062 Total Circulation

New Services: Kanopy (streaming movies 24/7); Wireless Printing (from laptop or mobile device); Crop Swap (Provincetown's Produce Swap Shop)

Media Coverage Highlights for 2019: The Most Amazing Libraries in the US to Celebrate National Book Lover's Day: www.lonelyplanet.com/articles/book-lovers-day-us-libraries and Five Places to Visit in Provincetown: www.nytimes.com/2019/09/27/travel/five-places-to-visit-in-provincetown-mass-john-derian.html and Shhhh: A Love Letter, The library is a place where we can just be ourselves by Dennis Minsky <https://provincetownindependent.org/inner-voices/2019/12/19/shhhh-a-love-letter/>

The Provincetown Public Library remains unique on the Cape in that it is one of two libraries open seven days a week year-round. 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. As public libraries become much more than just repositories for books, the Provincetown Public Library seeks to continue to honor the tradition of our great institution and community by offering a strong collection and access to learning materials, while also remaining versatile and open to the ways in which we can continue to enhance ourselves and our services. In a community as diverse as Provincetown, the Library aims to have something for everyone. Community oriented, the Provincetown Public Library is a central source and anchor for all individuals living in and visiting our town.

Amy Raff, *Library Director*

Recreation Department

2019, will be marked as a year of change for the Recreation Department, as most of the town can claim. While there was significant change this year, our focus in 2019 remained on continuing the improvement of the quality of all our programs while providing new programs that interest all community members.

November 2018, marked the departure of the long tenured Assistant Recreation Director, Angel Lammie. Angel had been with the Department since May of 2013, and was instrumental in all Recreation Events since. Angel was essential in improving the departments Afterschool and Summer Programs, by setting appropriate benchmarks and expectations not only from the children but staff as well. Together we built a very successful, vibrant, and respected atmosphere here at Rec, and I thank her and wish her luck in her departure.

With loss creates opportunity, which was the case for Caroline Thompson, as she was hired as the Assistant Recreation Director in May 2019. Caroline had previously worked with the Department as a summer program leader for the previous 3 years, and quickly showed her enthusiasm and leadership skills among the staff and children. Caroline also brings her early education degree, which has fit in perfectly with the myriad of children programs we offer. Caroline continues to bring enthusiasm and leadership skills to the table as Assistant Director, as we continue to build the Department. She is a great addition to the department, and we are very lucky to have had her on board.

As we all know, here in Provincetown winter can seem like a long season. However, for the Recreation Department when January rolled around it was the start to a new year and some new changes. We started off our Winter by focusing on what we could do for the children and adults in our community to make their winter more enjoyable.

First, back by popular demand, we started our two Friday night programs, Teen Night and Movie Night. Teen Night started back in 2017, for the teenage population that provided a teen hangout at VMCC on Friday nights. The program yielded an average attendance of nine children per event in 2017. This program was continued in 2018, and the department saw participation double. Now in 2019 we are still seeing numbers increase. This is great attendance for this program, and highlights a need for programing in this age demographic. The department will be looking to continue to build upon this program in 2020, and look into how we can grow this program to be something we can offer for a longer amount of time during the year.

Alike our Teen Nights, our Friday Movie Nights remain a very popular program

for our children and community, as it has only gotten more popular as the year's progress. From 5:30 pm until 8 pm, the Recreation Department provides two different age-appropriate movies and popcorn for kids to enjoy, allowing parents a few free hours without children on a Friday night. Movie Night was well received by parents, and participation remained high through the four-month period that this program was offered.

For the adults in our community, we offered a variety of programs as well. In terms of sports, every Monday and Wednesday we offered Pickleball, other nights of the week consisted of pick-up basketball and soccer. Inside the VMCC we also had a variety of other programs including yoga, dance and other fitness based classes.

As Spring came upon us, our 3rd Annual Spring celebration took place. The Spring celebration took place at Seashore Point for a yummy breakfast with the Bunny and was followed by an extravagant egg hunt at the foot of the Provincetown Monument. Despite the cold rainy weather, we had a wonderful turn out of around 200 people. Not only is this event offered to Provincetown families, but it is offered to other families from surrounding towns. The Recreation Department works alongside the Provincetown Monument, Provincetown PTA, and Seashore Point to put on such a successful event, and we certainly could not do it without them. Thank you to all that helped, and we look forward to having it again next year!

Spring also brought something new to the Recreation Department, a new Assistant Director and from there we immediately started working on our Summer program. This year's Summer program just like the others in the past emphasized a theme that directly focused on team building. The children in all age groups were divided into eight, even teams and competed in weekly physical and mental challenges. Points were awarded based on team placement in these challenges and the most recent scores were updated weekly. Each team was competing for the 1st place prize: To be "Rec Director" for the day. There was a way to earn bonus points by helping others, being kind and being polite. Please view this from a child's perspective first: I want to win, so I must work with my team and be kind to others in order to do so. Now view this from an adult perspective: children are working together on tasks and children are helping each other and using kindness and polite words. Now this is a hard sell to elementary school-aged children, so we needed the entire staff to buy into this theme. I say every year, but we really do have the best staff. Every single staff member demonstrated what a real team leader looks like and encouraged this theme with enthusiasm every day. It is imperative that they do, because the counselors are not only supervisors of the children, but also role models to them. When I say it was successful, it was more than what we had envisioned for the theme. Children were helping others off the ground, the older kids were helping younger kids with all activities, they were being polite to each other, and all while having fun. The program was not only successful in terms of behavior; it also meets last year's participation numbers

seeing 133 children total with an average of 66 children per day. Aside from the theme, we did participate in our annual field trips to the Cape Playhouse, Water Wizz, Wellfleet Movie Theater, Bass River Sports, Long Point, Beach Forrest, ice-skating at Charles Moore Arena, and the Inflatable Park.

Like all years, the Summer Program has to end before Labor Day, and kids have to go back to school. Before school started we offered our first ever Soccer Camp with the *Challenger's*. The soccer camp ran a week long and had about 25 children participating. Everyone enjoyed it. Our annual Afterschool Program started in September as well, which offers childcare to children whose parents have to finish their workday. This program was initially developed in September 2007. During Afterschool, Recreation provides supervised activities for children ages 4 and up. Children do homework and complete their nightly assignments before participating in pre-planned age-appropriate activities. The Recreation Department has had an increase in participation from 2017-2019, by about 30 percent. With the school offering free child care to residents and town employees from the age of 3 months – to Preschool, we have benefited from a spike in attendance from those families that have older siblings attending the afterschool program. It is very early in the process, but the Recreation Department is very encouraged by the initial results.

A couple new Fall programs that were offered to the children of our community was Soccer *Superstars* and Provincetown Recreation's Kid Dance Project. Soccer Superstars was an instructional soccer program for children ages 3-6 years. The program brought in about 30 young ones total from Provincetown, Truro and Wellfleet. Kids Dance Project also was a success having enough children for two classes per week. At the end of the program the children did a great performance for the Lions Club and their families.

Throughout the year, we always have special events that are not always regularly scheduled. The department looks to build on participation of each event, and this year we can say that we did accomplish that. Our Halloween event continues to be another favorite of the Recreation Department. Nearly 200 children dressed up in their costumes despite the rain and wind. This year's Greet N' Treat was held inside the VMCC. Normally, Motta Field is the site for the Greet n' Treat, where local businesses sign up before the event to decorate their vehicles and hand out candy to the children of Provincetown. However, this year it was Recreation's challenge to fit them all inside the VMCC with tables and space to decorate. The department received great participation for the event seeing 25 entries. After tallying all the votes, the funniest went to the Provincetown Police Department with the Toy Story theme, Cape Cod National Seashore won the spookiest with a scary scarecrow theme, and Seaman's Bank won the Fan favorite with the popcorn and cotton candy theme. We are extremely grateful to have such wonderful organizations and businesses in the community to support this event. Thank you

to FA Days, GOB Mechanic & Plowing, Pilgrim Monument and Museum, Egeli Gallery, Provincetown Public Library, Provincetown Fire Department, Provincetown Police Department, Funk Bus, J&E Fruit, Surfside Hotel and Suites, Northeast Insurance Agency, Provincetown Chamber of Commerce, Center for Coastal Studies, Seamen's Bank, Knights of Columbus, Seashore Point, RKM property Management, Del Mar vacations, Carlos Verde Construction, BY&D, Sandcastle Resort, Unitarian Universalist Meeting House, Cape Cod National Seashore and TD bank.

For the 6th year in a row, the Recreation Department also collaborated with the Provincetown PTA and Ace Hardware to host a Breakfast with Santa at St. Peter's Parish Hall. The PTA was able to raise enough funds so that every child in Provincetown Schools could receive a \$20 gift card to Ace/Radio Shack at Conwell Lumber to spend on toys. The Fire Department gave Santa and his Elf a ride to the Parish hall and had breakfast with all the children and parents of Provincetown.

Another highlight of this past year, is it was another successful one for all the young athletes of Provincetown. Children from kindergarten through sixth grade participated in soccer, basketball, baseball, and softball throughout the school year. Youth sports provide the children of Provincetown with a safe activity, where they can learn fundamentals, teamwork and have friendly competition with neighboring towns, which include: Truro, Wellfleet, Eastham, Orleans, Chatham, Harwich, and Brewster. The department relies heavily on our group of volunteer coaches; without them, it would be impossible to have sports teams. Thank you to them for their willingness to help the youth of Provincetown.

In addition to this past year, many groups have held meetings or events at the Veterans Memorial Community Center throughout 2019. 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, 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.

Over the past year, I have had the great pleasure working with other town departments, organizations, and businesses in organizing events and programs. The willingness to help, sponsor, or organize an event or program in this town, makes my job very enjoyable. As the Recreation Director for the past twelve years, I know I can always count on this community if the Recreation Department is in need, whatever the need may be. So thank you to all, for the continued support, and I look forward to the future interactions with new and continuing

joint efforts to make this community the best on the cape. I would like to thank especially the staff members who have helped over the year, Chelsea Roderick, Carly Prada, and Stephanie Roderick, it would not be possible to do all these great things without you.

On a closing note, I always invite everyone to visit 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, schedules, updates, the calendar of events, and newly added programs please go to the Recreation page on our excellent website: www.provincetown-ma.gov.

Brandon Motta, *Recreation Director*

Tourism Department

The Provincetown Office of Tourism and the Visitor Services Board has been working on many projects to increase visitation, create awareness and improve our local economy. Our efforts are focused on the many different business segments offered to visitors. During fiscal year 2019 we continued to use cutting edge digital campaigns targeting travelers with interest in ecotourism, marine activities, arts & culture, entertainment, food, shopping, family vacations and LGBTQ lifestyle. We expanded the digital marketing with targeted advertising campaigns using social media and Google Ads. The Giant Adirondack Chair continued to be a popular visitor attraction on Ryder Street Beach in spring, summer and fall and wintering in front of Town Hall; visitors steadily waiting their turn for a photo opportunity to share on Social Media platforms with #MYPTOWN. We identified new regional marketing opportunities including radio streaming and attended consumer tradeshows to reach international and domestic audiences.

The advertising is a combination of targeted paid social media ads, digital impressions, digital display ads, sponsored content articles in online publications and print ads, in addition we create a marketing halo effect with outdoor advertising, regional radio broadcasting and radio streaming to reach the extended drive market. The Provincetown Chamber of Commerce and the Provincetown Business Guild receive annual Marketing Grants to enhance the Town's marketing efforts. The Tourism Fund also provides Marketing Grants and in FY'19 awarded 43 grants; these annual grants primarily support the marketing of events in the shoulder and winter seasons to increase visitation to Provincetown and stimulate the economy. 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 & Bever-

age, improvements to 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; additionally, I am on the Cape Cod Chamber of Commerce Pillar Marketing Committee and contribute to marketing for the entire region. We also work closely with Plymouth 400 Inc. and Provincetown 400 to support the 400th year commemoration of the First Landing of the Mayflower Pilgrims and the signing of the Mayflower Compact happening in 2020. This will be an important moment for Provincetown. I am a member of the Plymouth 400 Executive Board of Directors and keep Provincetown ever present in the programing for the commemoration. Beginning with fiscal year 2015 through 2019 Provincetown 400 has been granted \$15,000 annually from the Tourism Fund totaling \$75,000 to support their marketing and promotion efforts.

During FY'18 a Request for Proposal (RFP) for a new tourism website to expand opportunities on the World Wide Web brought forth website developers using the most up to date state of the art digital design and creative concepts. During FY'19 the Town entered in an agreement with Bellweather to develop and launch a new tourism website in FY'20.

Two of the key indicators to measure tourism are the Local Option Room Occupancy Tax and the Local Option Meals Tax. The tax revenues have steadily increased over the past years. In 2019 Rooms Tax exhibited a potential level field with a less than 1% increase, while Meals tax continued to show an increase of nearly 3%. The following charts show the growth and distribution of the local option taxes collected through our licensed accommodations and food and beverage establishments. (See charts A, B & C)

We are focused on a research and development process to provide the best available information to create a strategic and robust strategy and marketing plan for the long-term economic growth of Provincetown. The current Five-Year Plan is in place to bring the Town's tourism marketing through the end of 2024. Our continued research will identify new avenues and opportunities to provide the best well-rounded campaigns to support Provincetown's business development and its largest economic engine – Tourism – estimated to exceed \$250million annually. 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 with the community.

Anthony Fuccillo, Director

CHART A: LOCAL OPTION ROOM OCCUPANCY TAX COLLECTED

DEPOSITS	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
May Jun Jul	\$560,266	\$694,685	\$751,002	\$803,236	\$849,508	\$863,927	\$904,588	\$953,606	\$969,739
Aug Sep Oct	\$688,759	\$749,600	\$780,503	\$870,207	\$942,922	\$1,014,238	\$974,980	\$1,038,399	\$1,038,399
Nov Dec Jan	\$193,168	\$95,434	\$73,062	\$82,101	\$80,944	\$92,980	\$122,425	\$108,009	\$97,239
Feb Mar Apr	\$75,405	\$96,199	\$132,389	\$96,341	\$106,894	\$111,392	\$140,876	\$105,767	\$109,202
TOTAL	\$1,517,598	1,635,918	\$1,736,976	\$1,851,885	\$1,980,268	\$2,082,537	\$2,142,869	\$2,205,781	\$2,214,578
% Δ LY	*54.04%	7.80%	6.20%	6.62%	6.93%	5.16%	2.90%	2.94%	0.40%

CHART B: DISTRIBUTION OF ROOM TAX COLLECTED

	FY 2011 *Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	Fund %
Tourism Fund	\$587,186	\$572,571	\$607,942	\$648,160	\$693,129	\$728,888	\$750,004	\$772,023	\$776,292	35%
Wastewater Enterprise	\$231,604	\$212,669	\$225,807	\$240,745	\$257,448	\$270,730	\$278,573	\$286,752	\$288,337	13%
General Fund	\$459,475	\$441,698	\$468,984	\$500,009	\$534,699	\$562,285	\$578,575	\$595,561	\$598,854	27%
Special Purpose Stabilization Fund	\$239,333	\$408,980	\$434,244	\$462,971	\$495,092	\$520,634	\$535,717	\$551,445	\$554,495	25%
Total	\$1,517,598	\$1,635,918	\$1,736,976	\$1,851,885	\$1,980,368	\$2,082,537	\$2,142,869	\$2,205,781	\$2,217,978	100%

CHART C: LOCAL OPTION MEALS TAX COLLECTED - DEPOSITED IN THE GENERAL FUND

DEPOSITS	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019
May Jun Jul	\$102,975	\$207,231	\$229,210	\$224,910	\$234,552	\$250,428	\$274,806	\$273,330	\$284,574
Aug Sep Oct	\$179,526	\$197,940	\$219,782	\$232,972	\$252,871	\$260,733	\$262,239	\$282,191	\$284,938
Nov Dec Jan	\$29,892	\$32,550	\$35,347	\$31,350	\$30,095	\$37,410	\$40,816	\$39,789	\$46,985
Feb Mar Apr	\$27,155	\$30,700	\$27,366	\$36,805	\$35,808	\$34,242	\$38,518	\$41,030	\$37,457
TOTAL	\$339,548	468,421	\$511,705	\$526,037	\$553,326	\$582,813	\$616,379	\$636,340	\$653,954
% Δ LY	* N/A	37.95%	9.24%	2.80%	5.19%	5.33%	5.76%	3.24%	2.77%

Veterans Services

The following report is of the activities of the Department of Veterans' Services for the Town of Provincetown for Calendar Year 2019. During the year the Town, through our Veteran Services Officers, handled 204 face to face Provincetown veteran service meetings. 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, their dependents and parents of Massachusetts veterans who establish need and worthiness and are residents of the Town of Provincetown. The Town extended benefits to qualified veterans totaling \$31,635.32 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 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. For the most recent year the VA has reported data, this office assisted in obtaining over \$567,168.00 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 ensure our veterans, their eligible dependents and parents, are connected to any and all federal and state veteran's benefits. We are honored to assist with VA claims, Massachusetts veteran's benefits, referrals and information for a full range of veteran's services.

We encourage any veteran or dependent of a veteran to contact us at the main number, 508-778-8740, 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 Tuesdays or make home visits for the homebound. Our phone number at the Annex is 508-487-7099. Please stop by to see our 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,

Gregory J. Quilty, *Director and Veterans' Agent*

Shawney L. Carroll, *Provincetown Service Officer*

Wilfred Remillard, *Lower Cape Service Officer*

Visitor Services Board

2019 was a year of many changes for the Visitors Services Board.

We began the year under the chairmanship of Dr. Richard Murray, who led the process which selected Bellweather Agency in the redesign and upgrade of the Provincetown Tourism Office website. Bellweather began it's work in early January of 2019, meeting repeatedly with dozens of stakeholders from throughout the community. After meeting twice monthly with a group of volunteers throughout the year, the soft launch of the new website was rolled out in November of 2019.

In February, long time VSB member Bob Sanborn stepped down from his at-large seat to become interim Executive Director for the Provincetown Business Guild, replaced on the Board by David Burbank.

We have continued our shift from print advertising to social media and internet-based advertising, which allows the town to be much more agile in marketing to specific target markets both demographically and geographically. This focus supplies the Tourism Office, the VSB and the Select Board with specific, actionable hard data including impressions and click-throughs which can dramatically improve results; visitation and revisitation. Combined with the newly relaunched website, which is built specifically with search engine optimization and a "mobile first" approach to maximize usage and searchability, this focus has in a very short time since the soft launch resulted in very rapid year over year and month over month growth rates in both total traffic and time spent on the town tourism website – an excellent indicator that this was time and money well spent in 2019. We expect far more benefits to accrue to the town's tourism economy in the year ahead as final edits and additions are made, and in years to come.

In June, Leslie Marchessault's term representing the arts community ended and her seat was taken by David Wilson. In July, Jay Gurewitsch was voted in as chair of the VSB, with Regina Cassidy as vice chair, David Burbank as clerk.

July was the first month that the room tax included short term rentals, which dramatically impacted room tax receipts immediately. Room tax receipts, by Town Meeting vote, fund capital improvements (25%), wastewater management (13%), the general fund (27%), and the remaining 35% funds the entirety of the Tourism Fund. In FY2018, year over year room tax receipts increased only 2.94%, and in FY2019, year over year room tax receipts increased only .4%. MASS DOR does not currently break out short term rental receipts from total room tax receipts, but July 2019 revenue showed a 16.5% increase year over year, while meals tax

increased only 6.9% for the same month, strongly suggesting that a substantial percentage of growth was the addition of the many short term rentals into the tax base flowing into the various town funds. Subsequent months have shown even larger growth of over 30%.

Throughout the fall of 2019, in response to requests from the Select Board, the VSB reviewed the marketing grant process. Building on improvements made in 2019 by moving the process online, the VSB has voted to make the entire process both more transparent and fair for all applicants and creating clear procedures for evaluations. In FY2021, we will be distributing \$170,000 in marketing grants to events and organizations across the entire spectrum of the Provincetown community and throughout the entire calendar year, to help fulfill the responsibility of the VSB to both support and extend the tourism economy throughout the year.

Lastly, the VSB has voted to put forward a Tourism Office budget of \$840,000 for FY2021, a 12% increase over FY2020. We feel that the Tourism Office budget has grown too slowly over the past decade, being overly conservative with budgeting repeatedly compared to the 35% share of room tax revenue – with the result being substantial unappropriated funds building up and opportunities for increased and more successful marketing lost.

Those unappropriated funds were dramatically depleted through theoretically one-time expenses in FY2019, with \$200,000 for the Pilgrims First Landing Park renovation and \$122,000 for airport security and personnel costs for special events. In FY2020, airport security and additional personnel costs were deducted from the 35% of room tax revenue which should be going to the Tourism Office budget, costing \$123,040. In discussions with the Select Board, Acting Town Manager and Finance Director this fall, it was agreed that \$965,000 could be safely budgeted for the Tourism Office for FY2021, based on growth of room tax revenues and room tax revenue in hand, but because \$125,000 would be taken once again for airport security and personnel costs for special events, only \$840,000 would remain available for the Tourism Office budget.

The VSB has voted each year to urge the Select Board to find a permanent solution to this budget issue so that the 35% of the room tax designated for the Tourism Fund can be spent exclusively on the core mission of the Visitors Services Board, enhancing tourism to Provincetown year round. With nearly 90% of the Tourism Office's current \$750,000 budget going to support marketing, Provincetown "punches far above it's weight class" to support a \$250,000,000 a year tourism economy for Provincetown. FY2021 includes the 400th anniversary of the Pilgrims First Landing in Provincetown. Every marketing dollar possible is needed to support introducing Provincetown to the world, when the world's attention is focused on this truly once in a lifetime event.

	Public Works
Airport Commission	

The Provincetown Airport Commission is a volunteer board of Provincetown residents, including the first appointed part-time resident to a town board, that oversees the operations of the Provincetown Airport through the seasoned leadership of Arthur “Butch” Lisenby, the Airport Manager.

The airport’s only scheduled carrier, Cape Air, continued providing non-stop service between Boston Logan International Airport and Provincetown and weekly, seasonal service between White Plains, NY (with easy connections to Manhattan) and Provincetown.

A critical metric for the Airport Commission is annual enplanements. In order to access guaranteed federal grants of up to \$1 Million dollars for maintenance and safety improvements per year, the airport is required to exceed the threshold of 10,000 passengers boarding aircraft. In 2019, the total number of enplanements stayed above 10,000, despite the airport being closed for taxiway realignment for almost 6 weeks in the spring. The reasons for the continued increase in passengers relates to Cape Air’s ability to deploy more pilots to operate more flights and extra sections of flights during the busy summer season.

The Airport Commission is in the process of creating a recognizable brand for the airport to support continued growth among tourists, residents and general aviation pilots and their passengers who visit Provincetown or live on the outer cape.

Our lease with Cape Air for scheduled airline services and Fixed Based Operations for General Aviation has expired and we have engaged in lease negotiations over the past two and a half years with them to reach agreement on continued service by Cape Air. We look forward to continuing the excellent relationship we have enjoyed with Cape Air over the past 30 years and are committed to working together for many more years to come. We value them for their ongoing operations which keep the airport open and provides a vital year-round transportation link for the Town’s businesses, residents and tourists.

In 2019, the Airport Commission proceeded with major improvements to the infrastructure of the airport, including replacement of runway lighting and taxiway

modifications and landing light upgrades. We replaced a taxiway “jug handle” configuration with a squared off alignment. The FAA standard requires the design to be discrete 90 degree turns at each corner. Additionally, we built a fence that will help to keep wildlife off of the runways, taxiways and increase security / safety. That project should be completed in 2020.

TSA (Transportation Security Agency) mandates the presence of a sworn police officer during most hours of operation. The Provincetown Police Department (PPD) continues to be supportive in finding ways to minimize the costs associated with this detail and the Airport Commission supports continued deployment of PPD officers at the airport.

To effectively manage the cost of airport operations in 2019, the airport again qualified for 90% capital project funding by the federal government and 5% funding by the state. This means that the Town was responsible for providing only 5% of permitted capital improvement projects.

Finally, we want to thank the people of Provincetown, as without their support the operation of this vital regional Airport would not be possible.

Butch Lisenby, *Airport Manager*

Cemetery Commission

In 2019, the Cemetery Commission had a busy year preparing for several upcoming and long awaited improvements and changes. Our focus has been on improving cemetery maintenance, attaining greater proficiency in the conservation of monuments, the introduction to include Green Burials as an option for those who choose it, and the continuation of research, documentation, and user friendly computerization to locate those who are buried in our cemeteries or those who may decide to make our cemetery their final resting places.

In our oldest cemetery, The Winthrop Street Cemetery, we plan to continue to eliminate the brush and poison ivy that has taken over, especially in the back portion, on the top of the hill. Several AmeriCorps volunteers were utilized in 2019 to begin this daunting task. Their hours of hard work were a great beginning and we are truly grateful. This cemetery is worthy of National Recognition as it contains the remains of 8 documented Revolutionary Soldiers/Patriots, each memorialized with beautiful bronze markers, dedicated in 2018.

In the fall of 2019, Anne E. Bentley, Curator of Arts & Artifacts of The Massachusetts Historical Society and her Associate, Mary Yacovone traveled to

Provincetown (their first visit here, ever) to return a slate tombstone which had found its way to them in the early 1970's, nearly 50 years ago. We are so thankful for their diligence and to those like them who rise above their duties to go a step beyond and make things right. We plan to reset the stone in its proper place in the Winthrop Street Cemetery. Here is a portion of the original email we received:

"In the early 1980s a slate tombstone from the late 18th century appeared on the front steps of the Massachusetts Historical Society here in Boston. It measures 70.2 cm H x 34.5 cm W x 5.1 cm D and reads:

*In memory of
William Nickerson
Son of Willm.
& Abigail C. Nickerson
Who died Sept 23d 1796
Aged 14 Months*

At the time we figured students had "liberated" it then got cold feet and dropped it off in the dead of night for us to find the next morning. We tried calling around to see where it might belong, but had no luck. Fast forward to 2019 and "Find a Grave" on the internet and lo, William Jr. is the only family member in Winthrop Cemetery without a photo of his tomb stone.

We would like very much to return him to his rightful place in the family plot and will happily engage to drive the stone back to Provincetown in September, if you are willing to accept it. I have photos but was not sure that the city account would accept them. Let me know if it will and I'll send them along."

We are hopeful to proceed with the conservation of more than 112 gravestones and monuments in The Alden Street Cemetery sometime in 2020. The funding has been in place for several years, but the Town has been unable to put the bid package together, thus far. We have asked for an additional CPA grant, as the price has increased significantly, due to the time it has taken. Stones and monuments continue to become in need of repair and conservation, as we diligently continue our efforts performing our duty as your Cemetery Commission.

Up until now, an option to have a "Green Burial" has not been allowed in our cemeteries. However, over the past year, Dawn Walsh, a member of the Commission, has worked diligently to make this option available, and we are almost there. Thirty plots have been set aside to be the first ones available, should the Select Board approve. Green Burials ensure that only biodegradable materials enter the earth and allow for loved ones to participate more fully in the death process. Many citizens have expressed interest in this option. We have updated the Rules and Regulations of our cemeteries to include Green Burials (if approved), and

have also clarified some rules to ensure our cemeteries remain properly used and maintained into the future.

Research and documentation continues to be done by several volunteers and Cemetery Commission member, Lynne Martin. Information about any of the Town's deceased has been included in the website *findagrave.com*. So much has been done by the painstaking work of volunteers. We owe them a great deal of gratitude.

Remembering that our cemeteries are used by so many of our citizens and visitors as beautiful parks, places to reflect and to honor our loved ones, to gain insight and appreciation of our historical town and its former residents, etc., it is our intention to keep them preserved for all of us, well into the future.

Michael P. Harpie, *Chair*

Conservation Commission

The Provincetown Conservation Commission is one of the town's seven regulatory boards. The Commission is composed of seven town resident volunteers. There are five appointed commissioners, and two appointed alternates. We hold public hearings twice a month to review all public and private projects that are governed by the rules and regulations of M.G.L. Chapter 131, Section 40, the Massachusetts Wetlands Protection Act, and Provincetown General Bylaw Chapter 12, Wetlands Protection Bylaw.

The Commission is responsible for the protection of Provincetown's wetlands resource areas and their buffer zones. Our mission is to protect the important functions provided by these resource areas, and to ensure that they are managed for public good. In the last two years, working in cooperation with the Provincetown Conservation Trust and The Compact for Cape Cod Conservation Trusts, Inc., the Commission approved three conservation restrictions, protecting almost 8.5 acres of wetlands and natural habitat in perpetuity.

Provincetown presents unique challenges when it comes to the protection of its wetlands resources. Many of the wetlands resources have already been developed, and management of that development is often "grandfathered". In those cases we work with property owners to enhance the natural functions by using new or better methods, which might not have been known or available when the "grandfathered" project was built. The Commission has recently appointed a subcommittee to review its standard permitting conditions and

administrative procedures to ensure that it can continue to fulfill its mission and more efficiently review its case load.

The Commission is also responsible for the management and oversight of the B Street Community Garden, an open space parcel located off Browne Street. The B Street Garden is approaching its 10 year anniversary. When the gardens were opened there were 12 garden plots available for public use, today there are 79 garden plots in use, and there is a waiting list for garden space, making it one of the town's most utilized "public spaces". After 10 years of service, much of the garden is in need of repairs and renovations, and at the 2019 Town Meeting, a CPA grant of \$32,805 was approved to fund the partial renovation of these beds. The B Street Garden Advisory Group, overseen by the Commission, expects that work to get underway in the fall of 2020.

Climate change presents new and difficult challenges in regards to wetlands protection. Provincetown wouldn't exist if it did not have the infrastructure that is prohibited by today's regulations. With climate change and rising sea levels, the Conservation Commission must work with the public and other organizations to protect Provincetown from the threats posed by climate change. To do this, existing infrastructure must be merged with other new and effective methods of flood control. The Conservation Commission is committed to working with the Conservation Agent/Environmental Planner, Tim Famulare, towards these goals.

In 2020, the Conservation Commission will continue working towards its goal of protecting and enhancing the functions of our wetlands resources.

Respectfully Submitted

Alfred Famiglietti, *DVM, Chair*

Department of Public Works

DPW Administration: The Department of Public Works had another productive, challenging, yet rewarding year in 2019. The year started off with the department being awarded a \$2.25 million dollar grant from the United States Department of Agriculture (USDA) to reconstruct the Phase 4 area of Commercial Street. While the project began the previous fall with water main replacement work, the bulk of the road construction took place in 2019 ahead of the busy tourism season. The shellfish warden, Steve Wisbauer, was instrumental in the grant award as he met on numerous occasions with grant officials to explain the benefit that addressing stormwater pollutants has had on the shellfish industry. Our accomplishments through all four phases of construction have earned us an Environmental Merit Award from the U.S. Environment Protection Agency

in 2019. We set our marks towards 2021 to complete the final phase of the Commercial Street reconstruction program by addressing runoff and stormwater deficiencies in the far West End.

While the reconstruction work was taking place on the iconic roadway another busy intersection, Bradford Street at Standish Street, was getting a much needed makeover. What was previously a swath of boundless pavement has become a defined roadway with delineated travel lanes, pedestrian crosswalks, green space, and handicap accessible sidewalks. Change can be very difficult in a historic Town especially when the local residents have become accustomed to the status quo. However, sometimes change is needed when the roadways that were once meant to serve steam engine automobiles now serve modern day multi-modal transportation including thousands of pedestrians on foot. The Public Works Department dealt with harsh criticism during the reworking of the intersection but as the season began to pick up the effects of the improvements began to show progress to public safety and traffic management.

In addition to these two significant construction projects, Town staff and contractors were busy resurfacing numerous roadways in town. Nelson Avenue residents saw a portion of their deteriorating roadway completely rebuilt with a hardened subsurface and 4 inches of new pavement. Standish Street north of Bradford, Nickerson Street, Freeman Street, and Railroad Avenue all saw similar resurfacing treatments. We have been successfully targeting roadways with low pavement conditions score as laid out in our pavement management program. By teaming up with other communities in Barnstable we have been able to obtain competitive pricing for road work through the Barnstable County Procurement office. We hope to continue the successful program with your support of our capital improvement requests.

Our department has been instrumental getting important projects off the ground and running by working collaboratively with other entities in Town. We participated in the design and oversaw the construction at the Bas Relief which has resulted in a beautifully restored community park. At the same time countless hours of staff time was committed to setting the Harbor Hill caboose in motion. Coordinating with the Housing Specialist and the Year Round Market Rate Housing Trust we were able to make substantial improvement to the housing units prior to a contractor being brought onboard. Contributions from our staff will result in a modest savings to Housing Trust. Meanwhile the Highway Department crews were helping the parking department install plate reading technology into our busy municipal parking lots. This project required significant electrical and communication upgrades and the installation of seven new concrete islands for the parking equipment. I am proud of our staff for their flexibility to the demands placed on them and their willingness to make our community a better place.

In July, devastating tornadoes ripped through the Upper Cape resulting in a State of Emergency for several of our neighboring communities. Provincetown Public Works sent personnel and equipment to assist in the enormous cleanup effort. There is a tremendous comradery amongst Public Works Departments on the Cape and the combined effort to restore the affected communities was nothing short of sensational. In fact, several months before the tornadoes several of the communities including Provincetown had been working together to ensure safety for our staff by developing work policies, field training, and open discussions of work place hazards. In the past 5 years, Public Works have had eight workplace fatalities in Massachusetts. When compared to other first responders in the State there have been five with the police department and four among fire departments. I am proud of our regional efforts and the cultural change that our employees have adopted to ensure that their co-workers go home at the end of their shift. Some of the common feedback we received from our support to the tornado stricken communities was that it was refreshing to see Provincetown workers come prepared for the task and with all the proper safety equipment.

Our department created its own safety committee in 2019 and works to ensure everyone is properly trained, including our seasonal staff. Our efforts were noted by our personal injury provider Massachusetts Interlocal Insurance Association (MIIA) who awarded Provincetown with \$7,895 in grant funding to purchase personal safety equipment. These safety measures are by far our greatest accomplishment of 2019 and we could not have done it without the support of project administrator Erin Ellis.

The grant windfall continued in the Fall of 2019 with a grant/loan award notice totaling \$3 million dollars from USDA's Rural Development program to construct a Peak Flow Storage Tank at the sewer treatment plant. The news was received after a grueling 12 months of silence due to federal government furlough and budget cuts to the Rural Development Program. Our original request for \$6.25 million dollars could not be funded, public works officials reworked the scope of the project to try to secure funding that was available. It was a successful modification that proved beneficial to the sewer division. We anticipate a 24 month design, permitting and construction window which once complete will allow us to provide additional sewer capacity to our community.

The Public Works department also received a Massachusetts Department of Environmental Protection (MassDEP) grant for \$9,600 for our recycling initiatives in 2019. Solid Waste and Recycling management has been extremely difficult in recent years particularly with limited availability of places to move our waste. Additionally, the restriction dubbed the "Chinese National Sword" limiting the amount of recyclable material sent overseas for processing has

significantly increased the cost of moving recyclable materials. On June 30th, 2019 the Town was paying \$35 per ton (\$35/ton) to dispose of recyclable material, when the new contract started on July 1st the cost had skyrocketed to \$105/ton. At the time of writing this report (Jan/20) the Town was paying \$125/ton. The market is extremely volatile and I expect things to get worse before they get better resulting in significant increase to our budget in FY21.

I find myself in a position that most professionals wait a lifetime to achieve. Leading a strong, talented, and dedicated team of employees that work tirelessly for an incredible, iconic, coastal community. The endless sacrifices of our team to perform some of the less than desirable task at an optimal level have me looking forward to the next day's work. Our accomplishments in the past year are a testament to their hard work and I look forward to our achievements in 2020.

Respectfully,

Richard J. Waldo, P.E., *Department of Public Works Director*

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, its recreational aspects, the adjacency of a given property to other conservation land, and the risk of development. The committee also attempts to achieve a balance of conserved land in terms of its location throughout the town, that is in both east and west ends of town.

The Open Space Committee cooperates with other town boards and related groups in its efforts, including the Provincetown Conservation Commission, the Provincetown Community Preservation Committee, and the Provincetown Conservation Trust. In particular, the committee works in conjunction with the Commission and the Trust in the stewardship and maintenance of land acquired with Land Bank funds.

In early 2019 the committee was occupied in bringing to successful conclusion the two land conservation projects that were approved by voters in 2018: a .3 acre portion of the Hall Parking Lot and a 5.5 acre parcel of woodlands and wetlands in the East End (The Dwyer property)- each of these properties received a \$400,000 state grant (A PARC grant for Hall and a LAND grant for Dwyer). Activities involved in finalizing these projects included securing title searches, conservation restrictions, land management plans, surveys, environmental assessments, and signage. A member of the committee also sits on an advisory board to the Recreation Commission, as we plan the eventual details of the Hall site. Consequently, the Town of Provincetown can enjoy a waterfront park in the center of town, and a valuable addition to the “Greenway” and a system of hiking trails in the East End.

The committee 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. In particular, we continued to develop a meadow restoration project in the weedy field adjacent to the Community Garden, eliminating invasive species and planting native species that will attract butterflies and birds. All weeding and planting was performed by volunteers, and we hope to expand this project in the coming years to include walking trails, benches, and other amenities for public use and enjoyment. We also planted trees near the B Street Garden site and at the Dwyer woodlands site, and are planning for more plantings in the years to come.

The committee continues to contact various property owners in town regarding the protection of their land either through acquisition or the purchase of conservation restrictions. 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.

We very much appreciate the efforts of Tim Famulare, Town Conservation Agent and Environmental Planner, in assisting the committee in our efforts. The committee did experience some changes in membership: Susan Cook resigned, and we thank her for her services; Celine Gandolfo stepped down from her co-chair position, and we are all grateful for her many years of service to the town; two new and energetic members, Lucy Siegel and William Mullin, have joined us.

The Open Space Committee looks forward to another productive year in 2020.

Respectfully submitted,
Dennis Minsky, *Chair*

Public Landscape Committee

The Public Landscape Committee's ("PLC") mission is to develop and implement landscape improvement actions and plans for improving Provincetown's public properties including parks, streetscapes, and public open spaces. We strive to improve the appearance, functionality and beauty of Provincetown's major public areas. The PLC works with other town boards, town staff including the Department of Public Works ("DPW"), non-profits and businesses to achieve these goals. It is the PLC's goal that Provincetown will look it's finest for 2020.

Our 2019 initiatives included:

- **Pilgrim's First Landing Park**: In collaboration with the DPW and with support from the Select Board, the PLC initiated a significant improvement plan for Pilgrims First Landing Park. Our intent is to create an attractive, visitor-friendly park that celebrates the spectacular harbor views, stabilizes the memorial pavers, and create a beautiful low-maintenance landscape. 2020 will see the continuation of these improvements.
- **Spring Bulb Planting**: more than 5000 spring blooming bulbs have been planted throughout town, 1200 crocus and 300 daffodil bulbs have been planted in Pilgrim's First Landing Park, and more daffodils have been planted along the Grace Hall Parking Lot slope and along Prince street. In addition, tulips and white daffodils have been added to the "pocket park" at the corner of Bradford and Standish streets and hundreds of grape hyacinth have been planted at Bus Stop Park.
- **Bradford and Standish Pocket Park**: in spring 2019 the PLC developed a landscape design plan and supervised the installation of a spring/summer flowering garden of white rhododendrons, dwarf spirea, carpet roses, liriopse, and Royal and Autumn ferns. Trees were installed by others.
- **Container Planting**: In addition to installing spring and summer petunias at Macmillan Pier and in the new black planters throughout town, for the first time, the PLC has installed in these planters fall/winter plant material displays around town hall and bus stop park to insure seasonal interest.
- **Design Advisory Committees**: PLC members also participate in several important projects as members of each project's design advisory committee including the Bas Relief, the new East End Waterfront Park, and the Tree Advisory Committee.

- The PLC continues to coordinate the memorialization of benches throughout town.

We thank all who have donated to the committee’s gift fund and Garden Renovations, which often provides significant discounts on planting materials for PLC projects. We thank the Council on Aging for its help in securing volunteers for the committee. We want to extend our gratitude to the Visitor’s Service Board for their annual funding that support’s the PLC’s initiatives including providing additional funds for Pilgrim’s First Landing Park improvements. Also, most of our projects could not be completed without the hard work of Provincetown’s DPW crews and we value the collaborative relationship we have with DPW Director Rich Waldo and Deputy Director Steve Wlodkowski. And finally, we want to thank Curtis Balom who after years of service stepped down from the PLC because of a move to the West Coast.

Respectfully submitted,
Frank Vasello, *Vice Chair*

Water & Sewer Board

This Board met 9 times; reviewed and acted on 20 abatement requests, of which 16 requests for water bill abatements and 14 requests for sewer abatements were approved. The Board approved 27 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
01/10/19	4	2	2	4	0	3
03/14/19	1	1	0	0	0	4
04/11/19	0	0	0	0	0	2
05/09/19	1	1	0	1	0	3
06/06/19	1	1	0	1	0	1
07/11/19	5	4	1	3	1	1
09/05/19	0	0	0	0	0	1
10/31/19	0	0	0	0	0	12
12/12/19	8	7	1	5	0	0
Totals	20	16	4	14	1	27

The annual total water withdrawal for the year 2019 was 242,645,728 gallons, a 6.7% increase over 2018. This equates to an annual average daily withdrawal of 664,783 gallons per day, a figure below our permitted withdrawal of 850,000 gallons per day. The Board continues to enforce annual non-essential outdoor water use restrictions in an effort to conserve water and stay within our MassDEP annual withdrawal permit. The Water Department continues to perform routine leak detection with a goal of annual unaccounted-for-water compliance.

Respectfully submitted,
Jonathan Sinaiko, *Chair*



Public Schools

Superintendent of Schools

A school represents the heart of a community. Local businesses, residents and elected leaders have demonstrated a deep commitment to the success of our schools. The pride and investment is inspiring to those of us privileged to serve our students.

There are shifts in student enrollment with growth tilting in a positive direction. Our efforts to increase the school population are at the core of our work and we believe the International Baccalaureate program, the Early Learning Center/WeeCare, and the amazing school climate are tantamount to reaching our goals. A current high school student recently shared that he “missed the nest” even though he couldn’t wait to leave upon promotion to high school. In retrospect he realized how much people cared about him and were invested in his success. This is the gift of smaller schools where personalization is the norm.

Provincetown International Baccalaureate Schools continues to deepen their commitment to international mindedness and academic excellence. As we prepare for an IB evaluation visit in 2021, the self-study process has begun. We will renew our vision and in the process develop a 10-year strategic plan with input from staff, families and community members.

We have adjusted to a change in leadership as Dr. Suzanne Scallion joined us at the beginning of the school year. A former Cape Cod teacher and coach, she

brings a love of the unique gifts of Provincetown. Her deep appreciation of the community motivates her to deepen the work of creating a compelling school program that meets the future needs of our students and the town. We have begun conversations about expanding our Middle Year Program based on local themes such as Arts and Marine Science. Where else can a student walk from the classroom to the thriving harbor or art galleries for work study, mentoring or internships?

The Early Learning Center/Wee Care continues to thrive and grow with enrollment up 30% with a waiting list for the toddler program. The program has undergone preliminary reviews under the capable leadership of Edgar Miranda as we move towards Early Education Certification and eventual National Association for the Education of Young Children accreditation. The program was a brilliant strategy to grow the numbers of children for upper grades.

This year we welcomed new teachers Kristin Connolly to 2nd Grade; Dianna Morton returns to us as a Resource Teacher in our Middle Year Program; and Susan Hall Heinz is our Library Media Specialist. We have also added Musical Theater/Dance and Film/Media with new part-time staff including Megan Amorese and Vanessa Vertebedian. Jean -Pierre Chretien joined us as an ESL teacher after living abroad for many years bringing international experience to the staff. Other new staff include our new Custodian Camille Williams, Nurse Mary-Beth Maloney, Cafeteria Assistant Amanda Perry and dedicated paraprofessionals Richard Avery and Tomas Ayala.

The DeRiggs/Murphy Gymnasium/Athletic Center has undergone a makeover and we are planning a spring re-opening on the same night as our IB Showcase and Open House. We hope you can join us on Thursday, May 21st and celebrate the new look to our beautiful and historic facility.

Staff have been reviewing our Intervention Programs to ensure we are meeting the learning needs of all students. We use various sources of data including AimsWeb, MCAS 2, and teacher's running records and observations to monitor student progress and make adjustments to the instructional program. Both the PYP and MYP meet regularly to review student progress. Our own STEM teacher, Rick Gifford was recognized as a UN Accredited Climate Change Teacher and Barnstable County Science Teacher of the Year. He represents the great teaching happening in our schools.

Our students in the Middle Year Program are soon headed to Costa Rica after preparing for the past 2 years through fundraising and studying Spanish. This trip is foundational to our International Program and is intended to open student's minds to a global society, develop independence and deepen learning through hands-on experiences. We are grateful for the support from the com-

munity to provide this keystone experience to our students.

Our athletes, the Fishermen, enjoyed a very successful soccer season and learned much more than soccer. Our basketball teams are supported by our new Cheerleading Team. The sportsmanship, teamwork and perseverance towards a common goal are life lessons. The support and care of the athletes by the entire staff is very noteworthy.

As you can see, our school community is thriving and we have ongoing work to accomplish. We are motivated by the deep commitment that the Town has made and believe that a vibrant school is essential to the identity of Provincetown. Together we must cultivate ways to grow the vital year-round core of our community.

Suzanne Scallion, *Superintendent of Schools*

Report of School Employee Earnings

Name	Began Service	Education	FY19
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.	\$59,552.51
Adm. Asst./Business & Finance/Human Resources Jennifer Rhodes Betty White		2018 Rivier University B.A. (retired)	\$65,913.54 \$16,287.00
Special Education Administrative Assistant James Carduci		2018	\$31,866.32
Principal Tim Reynolds		2018 James Madison University, B.S. University of Virginia, M.Ed. University of Virginia, Ph.D.	\$113,086.96
Special Education Director Jeff Slater		2018 Millersville University, B.S. University of Phoenix, M.A. University of Massachusetts, M.Ed.	\$88,461.45
Adm. Assistant to Principal Judy Ward		1998 Cape Cod Community College Mohegan Community College	\$64,260.04
Social Worker John Morgan		2017 Eastern Nazarene College B.A., MS	\$84,035.14
School Psychologist Margaret Donoghue		2007 Boston College B.A., M.Ed., CAES	\$55,022.81

St. Michael's College C.A.S.
 2015 Cochise College A.D.N. Nursing

\$54,478.88

PRIMARY YEARS PROGRAM TEACHERS

School Nurse
 Kristen Shantz

Behavior Specialist
 Kelly Lindsay

2006 Ohio State University B.S.
 Ashland University M.Ed.

\$87,952.14

Pre-School Teacher
 Lisa Daunais

2013 Lesley University, B.A.
 University of MA, Lowell, M.Ed.

\$81,814.40

Intervention Specialist and PYP Coordinator
 Elizabeth Francis

1994 Boston College B.A.
 Lesley College M.Ed.

\$99,204.69

Kindergarten
 Rebecca Yeaw

2008 Univ. of Rhode Island B.A.
 Rhode Island College MAT
 (funded by Early Learning Tuitions)

\$0.00
 \$78,109.96
 \$0.00

Grade 1 Teacher
 Shelley LaSelva

2016 Smith College B.A.
 Fitchburg State University M. Ed.
 Fitchburg State University C.A.G.S.

\$87,715.77
 \$0.00

Grade 2 Teacher
 Eleanore Richard

2017 Tufts University B.A.
 University of Massachusetts Amherst M.I.T.

\$52,309.70

Grade 3 Teacher
 Eric Shannon

2016 Providence College B.A.
 National University San Diego M. Ed.

\$68,180.09

Grade 4 Teacher
 Marianne Lynch

2014 Boston College, B.Ed.
 Harvard Graduate School Of Education, M.Ed.

\$79,476.07
 \$0.00

ELL Teacher
Helena Ferreira

2000 Smith College B.A.
Fitchburg State, M.A.

\$88,119.46

MIDDLE YEARS PROGRAM TEACHERS

Intervention Specialist
Jennifer Paine

2017 Ashford University, B.A.
Lesley College, M.Ed.

\$54,331.76

ELL Teacher
Pauline Linnell

2018 University of Rennes, France B.A.
University of Angers, France M.A.

\$55,463.58

Spanish Teacher
Bernadette Villanueva

2018 San German Puerto Rico, B.A.
SUNY Brockport, NY M.S.

\$64,531.48

STEAM Teacher
Richard Gifford
MYP Coordinator

2016 Boston University, B.A.
Lancaster University, M.A.
University of Massachusetts, Boston, M.Ed.

\$99,204.69

Nancy Flasher

1997 Lesley College B.S.
Antioch New England M.Ed.
Salem State College, CAGS Ed. Leadership

\$92,504.69

ELA Teacher
Annelia Roktcki

1995 Univ. Mass. B.A.
Simmons College M.S.
Salem State College CAGS Ed. Leadership

\$95,964.69

Social Studies Teacher

David C. McGlothlin, Jr.	2006 Emory and Henry College B.A. George Mason University M.A.	\$80,514.14
Math Teachers James Kelly	2018 University of Massachusetts, B.A.	\$68,513.64
ELL Teacher Kimberly Brown	2016 Bridgewater State College, B.A. University of Massachusetts, M.S.	\$77,178.00
SPECIALIST TEACHERS (PYP AND MYP)		
Wellness Teacher Lisa Colley	2002 Salem State B.S. Fitchburg State College M.Ed.	\$81,414.00
Performing Arts Teacher Mary Abt	2014 Gordon College, B.A. and M.A.	\$68,746.88
Visual Arts Teacher Michael Grillane	2015 University of Mass. B.F.A. Pratt Institute M.F.A. Westfield State University C.A.S.E.	\$44,176.19
Technology Integration Specialist Tracey Anderson	2016 Edinburgh College of Art, Scotland, UK, B.A.	\$68,808.92
Special Education Teachers: Marcia Rose-Packett	1981 Lesley College B.S. American International College, M. Ed.	\$91,248.13
Judith Stayton	1998 Pennsylvania State Univ. B.S. Bridgewater State Univ. M.A.	\$87,373.49
Speech and Language Pathology Carleen DeMari	2018 Northeastern University, B.S. MGH Institute of Health M.S.	\$52,283.88

Bonnie Romano 2018 Syracuse University, B.S.
Boston University, M.S. \$20,000.00

PARAPROFESSIONALS

Sherie Silva 1988 Cape Cod Community College \$37,605.41

Katie Pendedemos 2018 St. Petersburg Junior College, A.A.
University of South Florida, B.A. \$28,322.94
Valerie Golden 2001 \$36,034.28

Neil Thompson 2018 \$785.00

Jill Lambrou 1996 \$33,450.27

Beau Harrell 2017 \$17,465.00

Veronica Londergan 2006 Univ. Bridgeport Connecticut B.S. \$30,884.65

Kimberly Rowe 2015 Saint Michael's College, B.A.
Chelsea Roderick Cape Cod Community College, A.S. \$21,517.93
\$26,330.03

Kathleen Smola 2014 Fitchburg State University, B.A.
Whelock College, M.A. \$28,898.00

Colleen Johnson 2016 St. Lawrence University, B.S.
SUNY at Albany, MSW \$8,290.46

Amanda Perry 2018 \$11,773.91

Julie Jussila 2016 Endicott College A.S.
Lesley University, B.A. \$27,461.00

Justin O'Connor 2018 \$19,744.48

Alizah Packett 2017 \$26,869.86

EARLY CHILDHOOD PROGRAM funded by Warrant articles 5, 6, 7

Jasmine Avallone-Osowski 2017 Cape Cod Community College, A.A. \$34,449.07

Arelis Cruz 2018 \$18,428.00

Nancy Gross 2012 \$36,315.44

Lisa Osowski 2012 \$30,380.02

Shemette Walker-Wilson 2019 \$16,048.00

Steven Stahl 2018 \$48,007.42

KITCHEN STAFF

Andrew Bernard 2016 \$39,235.34

Vanicta Williams 2018 \$28,469.02

CUSTODIAL STAFF

Jill Sawyer 1999 \$58,913.26

Steve Cove 2017 \$46,865.12

Desmond Brissett 2017 \$47,085.11

SCHOOL BUS DRIVERS

Regis Legmine 2005 \$31,987.00

Thomas Hayes 2011 \$2,970.00

Kimberly Massa 2018 \$16,467.00

OTHER

Megan Amorese	2017	\$25,420.00
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School Committee Members

Term Expires

Eva Enos	June 2021
Cass Benson	June 2019
Liz Lovati	June 2020
Ngina Lythcott	June 2021
Tracy Kachtick-Anders	June 2019

School Year 2019-2020 Calendar:

Monday, August 26, 2019	Prof. Development Days
Tuesday, August 27, 2019	Prof. Development Days
Monday, September 2, 2019	Labor Day
Wednesday, August 28, 2019	School Opens for Students
Monday, October 14, 2019	Columbus Day
Wednesday, October 16, 2019	Parent Conferences-1/2 Day
Friday, October 11, 2019	Prof. Development 1/2 Day
Monday, November 11, 2019	Veterans Day Observed
Wednesday, November 27, 2019	Thanksgiving Recess
Monday, December 2, 2019	School Re-opens
Tuesday, December 10, 2019	Prof. Development 1/2 Day
Friday, December 20, 2019	Close End of School Day
Monday, December 23, 2019	Christmas Recess
Monday, January 6, 2020	School Re-opens
Tuesday, January 7, 2020	Prof. Development 1/2 Day
Monday, January 20, 2020	Martin Luther King Day
Tuesday, February 4, 2020	Prof. Development 1/2 Day
Friday, February 14, 2020	Close End of School Day
Monday, February 17, 2020	Presidents' Day
Monday, February 17, 2020	Winter Recess
Monday, February 24, 2020	School Re-opens
Tuesday, March 3, 2020	Prof. Development 1/2 Day
Saturday, April 4, 2020	Prof. Development 1/2 Day
Wednesday, April 15, 2020	Parent Conferences-1/2 Days
Friday, April 17, 2020	Close End of School Day
Monday, April 20, 2020	Patriot's Day
Monday, April 20, 2020	Spring Recess
Monday, April 27, 2020	School Re-opens

Tuesday, May 5, 2020	Prof. Development 1/2 Day
Monday, May 25, 2020	Memorial Day
Tuesday, June 2, 2020	Prof. Development 1/2 Day

180th School Day: June 16,2020

185th School Day: June 23,2020

2019 - 2020 Enrollments:

Preschool	23
Kindergarten	8
Grade 1	10
Grade 2	10
Grade 3	11
Grade 4	15
Grade 5	13
Grade 6	17
Grade 7	10
Grade 8	15
Total	132

Nauset Regional High School

Grade 9	7
Grade 10	5
Grade 11	7
Grade 12	6
Total	25

Sturgis Charter School	6
Cape Cod Lighthouse Charter School	2
Cape Cod Regional Technical High School	10

School Committee

The school year 2019 - 2020 has been a year of changes for Provincetown Schools an IB World School. We bid a fond farewell to the superintendent Beth Singer who retired after her 10 year tenure. During that time she had earned respect from the Town as she advocated for our students - future citizens of the world. Her list of accomplishments is impressive. Starting with the Early Learning Center available to our youngest ones, infants and toddlers, to free breakfast and lunch for all students and their access to the state of the art technology. Most importantly, Dr. Singer introduced Provincetown Schools to the IB program in 2012, a bold move that has proven to be visionary and successful. In addition, she spearheaded renovations of the school auditorium, now Fishermen Hall, that had not been touched for decades, allowing groups like Peregrine Theater Ensemble to present shows such as Cabaret and Chicago. Additional improvements to the school grounds under Dr. Singer's tenure include major renovation of the school building, new playground, and gardening beds, just to name a few. We are grateful to Dr. Singer for all her work and wish her all the best in future endeavors.

The School Committee also saw departure of 2 members who reached the end of their terms: a veteran member Cass Benson (10 years), and Tracey Anders-Kachtick (3 years). Thank you both for your service and advocacy for our students.

In November 2018, the School Committee began an intensive 6 month search for a new superintendent. It soon became obvious that the part time nature of the superintendent's position together with Provincetown's unique location and high cost of living were too much for many candidates. We were looking for a candidate who would embrace the IB, love children, want to stay long term, understand and embrace our community, respect and support our wonderful teachers and staff. Dr. Suzanne Scallion checked all those boxes and offered something extra - loads of experience. Her ties to Cape Cod and Provincetown, evident love for children, managerial skills, and the fact that she coaches superintendents hopefuls lead to the unanimous decision of the School Committee to hire Dr. Scallion as our next superintendent.

Together with Dr. Scallion, the Committee welcomed 2 new board members: Adrianna Stefani and Penelope Sutter, both bringing unique skill sets: Ms. Stefani is a former school administrator and Ms. Sutter former special educator.

The Committee also made major strides in professional development this year. Working closely with MASC (Massachusetts Association of School Committees), the members attended several workshops on roles and responsibilities of the school board members. In November 2019, the board attended MASC conference in Hyannis to further sharpen their knowledge of how to best do

their job. The professional development continues to be one of the new goals of the School Committee, together with review and development of policies. Last year, the Committee made a decision to put the school policy manual online (link available on the school website www.provincetownschools.com) resulting in improved accessibility and ease of search for the Committee and the public.

The 2019 year ended strong for the School Committee with smooth contract negotiations, mainly thanks to skills of our new superintendent. Though it has been only 6 months since she started, Dr. Scallion has proven to be the one for the job. We are looking forward to review Dr. Scallion's strategic plan in the spring of 2020 and are excited for the future of Provincetown Schools an IB World School under her leadership.

Eva Enos, *Chair*

Cape Cod Regional Technical High School

Cape Cod Regional Technical High School was established in 1973 as a public technical high school. Cape Cod Tech students meet the same academic standards required by the state as our sending schools while also meeting certification standards of their technical training.

District Towns: Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

Mission Statement: 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.

Enrollment: For school year 2018-2019, the enrollment on October 1 was **571** students.

Budget: For school year 2018-19 (FY 18) there was a Total Budget of **\$14,944,000** including an operating budget of **\$14,529,000** and capital budget of **\$415,000**. Formulation of the annual budget and town assessments are based on the previous school year's October 1 enrollment.

News from Superintendent Sanborn: The excitement at Cape Cod Tech is palpable! Our most recent Tech Night, for prospective 7th and 8th graders, was at full capacity as the interest in our new building and vocational technical edu-

cation is ever increasing. Our new building is due to open in September 2020. We are eternally grateful to the Provincetown taxpayers for their support of a new facility and citizens may monitor progress at www.capetech.us to view our construction camera. The centerpiece of the new Cape Cod Tech will be five academies that integrate academic and technical programming to increase teacher collaboration and improve student outcomes. Whether visiting the Hospitality, Health and Human Services Academy housing our Culinary Arts, Cosmetology, Dental Assisting and Health Technology programs; the Transportation Academy with Auto Technology; Auto Collision/Repair or Marine Services Technology, the Construction Academy consisting of HVAC, Plumbing, Carpentry, Electrical and Horticulture; or the STEAM Academy of Information Technology, Engineering Technology and Design and Visual Communication, we want the community to engage with our programs and explore the promising potential of Cape Cod Tech.

Town of Provincetown: The Town of Provincetown had eleven (11) students enrolled at Cape Cod Tech as of October 1, 2018. The assessment for Provincetown in FY19 was \$144,381.

Highlights from Cape Cod Tech 2018-19 School Year

- Graduated 110 seniors in 2019; none from Provincetown.
- Enrolled 152 freshman; three (3) from Provincetown.
- Cape Cod Tech's technical shops provided services to the public, allowing communities to realize significant savings of more than \$242,065 in total labor charges across 17 technical shops.
- The student newspaper *Tech Talk* continued to win numerous prestigious awards this year, including: American Scholastic Press, Columbia Scholastics and New England Scholastic Press Association who named it one of eight Outstanding Newspapers of the Year . The journalist students and instructor Scott Dalton deserve high praise.
- Through the generosity of Cape Cod community organizations, charities and family memorials, Cape Cod Tech presented 75 toolships and 39 scholarships to the graduating class of 2019 for a total of \$163,825.
- Thirty (30) students received John and Abigail Adams Scholarships.
- The National Technical Honor Society honored 58 students; one from Provincetown.
- A one-year follow-up survey for graduates of the class of 2018 showed 84% of respondents continue to reside on Cape, 43% were employed in their learned trade and 32% of graduates were continuing their education.
- *SkillsUSA* is a national student organization serving more than 395,000 high school, college and middle school students enrolled in training programs in trade, technical and skilled service occupations. *SkillsUSA* is a huge part of the of the Cape Tech experience combining technical, academic and employability skills. Cape Cod Tech had more than 100

students participate in the district and state competitions and won 21 medals.

- “*FFA*” (Future Farmers of America) is a national career and technical student organization based on middle and high school classes that promote and support agricultural education. This year Cape Cod Tech’s 17 student participants exceed expectations winning their second state championship in the hardscape event and 13 medals in various events.
- The Cooperative Education program placed a total of 80 junior and senior students with local businesses, enhancing their skills through Co-Op placements and internships. The program also sponsored the 6th Annual Student Job Fair with 51 employers seeking to hire skilled students.
- The Athletic Department offered a “no-cut, no-fee” program in which all students can participate without fees. The following sports were offered: baseball, basketball, cheerleading, cross-country, football, golf, hockey, lacrosse, soccer, softball, tennis and volleyball.

Technical Highlights from 2018-19

- All students achieve OSHA certification in their technical program in 10th or 11th grade.
- In Auto Collision, 140 jobs were performed resulting in \$70,000 savings to the public. Outreach projects were completed for Cape Cod Cares for the Troops, U.S. Park Service and Girls Scouts. All seniors achieved Chapter 74 Auto Collision certification.
- The Auto Technology program achieved ASE accreditation (formerly known as NATEF) this year. Two seniors competed in MA Auto Dealers High School Skills Competition, taking 2nd place at the state level.
- The Carpentry Department uses the National Education & Research Construction curriculum. This year the shop had 5 females enrolled and 6 students on Co-Operative placements.
- In the Cosmetology program all seniors passed the Cosmetology State Board Exam. The program hosted speakers from salons and visited several salons. Digital text books and appointment scheduling software were integrated into their curriculum.
- Culinary Arts added an outside catering operation to construction workers for the new building project. Students learned Point of Sale software in The Cove Restaurant, developed buffets, prepared food for school district events and were engaged in community events.
- The Dental Assisting program is a two-year program for 11th and 12th grades. All seniors participated in 5 weeks of internship, where they worked alongside staff in local dental offices. Seven juniors took the Dental Assisting National Boards exam in Infection Control.
- The Design & Visual Communications program has increased to its highest enrollment and most challenging curriculum to date. Additional equip-

- ment purchases of a classroom smart board and embroidery machines provided new opportunities to learn workforce skills.
- The Electrical Department boasts another year of above 95% attendance rate. A database of local electrical contractors is under development for cooperative education opportunities. A goal to design and keep pace with the new school building was used as a learning experience.
 - The Engineering Technology Shop is phasing in a 3D modeling/design software certificate program to their curriculum. Sophomores began certifications in AutoDesk Inventor and juniors will begin a dual-enrollment class with credits from Cape Cod Community College.
 - Health Technologies had 61 students, the largest number of students per shop. Juniors passed the state examination, receiving their Certified Nursing Assistant (CNA) certificates. All Health Tech students passed Basic Life Support for Healthcare Providers. Six seniors worked in internships or cooperative education at Cape Cod Hospital in the Emergency Room, IV Therapy, the Maternity Unit and at Rosewood Manor Skilled Care Facility.
 - The Horticulture program found ways to differentiate instruction such as taking over the responsibilities for grounds maintenance on campus. Horticulture students have qualified for National Competitions for Nursery Landscape for the first time in school history. The HVAC program completed its implementation of a new online text and workbook and consistently used Google classroom for teaching. For the third year in a row HVAC was the first choice placement by 9th graders after the exploring all shops.
 - Marine Services contracted with Yamaha Motor Corporation with access to all parts and training materials and certifications for students. Relationships with local marine businesses and public donations have grown the inventory of engines and equipment. Two new outboard engines were purchased to provide exposure to current marine propulsion technology.
 - The Information Technology curriculum provided students with opportunities to achieve many certifications, including PC Pro, Network Pro, Security Pro, CompTIA and Testout.
 - The Plumbing Shop had 5 seniors and 3 juniors on Cooperative Education placements in local businesses. Industry leaders in the community discussed new technology in the trade. Propress and Megapress were incorporated into the curriculum to give students 21st century skills.

Academic Highlights from 2018-19

- The Business Education/21st Century Learning department implemented a monthly newsletter to parents to communicate upcoming projects, employability trends and expectations. This increased parental commu-

nication and raised student success rates. This department also hosted an annual Job Fair and the Annual Cape Cod 5 Credit for Life event.

- The English Department adjusted the 9th and 10th grade curriculum to prepare for the MCAS Next-Gen Practice Test. All students passed the English and Language MCAS.
- The History department put a greater focus on Civics and government to better align with the new state frameworks and legislative decisions. Several Civics conferences were attended. The department continued to focus on special activities to honor US Veterans.
- The Math Department realigned the 9th and 10th grade curriculum to the computer based Next-Gen MCAS testing. The department is training with the school's Technology Integration Specialist to integrate technology-based instruction and assessment into the curriculum.
- The Science Department increased the use of electronic formats, such as eBooks to support their leaning and Google Classrooms. MCAS Review Forms (3/week) were developed and used throughout the year to help students prepare for Technology and Engineering MCAS in June.
- The Spanish Department hosted the 2nd Annual Multicultural Festival this year - a huge success.
- Special Education updated their classrooms with Chromebooks so that students could access online learning in all classrooms.

Please visit our website: www.capetech.us for more information.

Respectfully submitted,

Christopher Enos, *Provincetown Representative*

Cape Cod Regional Technical High School District School Committee

Town Directory

Airport - Manager

508-487-0241
butchpvc@hotmail.com

Assessor - Principal

508-487-7017
sfahle@provincetown-ma.gov

Board of Selectmen

508-487-7003
epaine@provincetown-ma.gov

Building Commissioner

508-487-7020
ahoward@provincetown-ma.gov

Conservation Agent/Environmental Planner

508-487-7000 ext. 554
tfamulare@provincetown-ma.gov

Council on Aging Director

508-487-7080
chottle@provincetown-ma.gov

Emergency Manager/Transportation Coord.

508-487-5000 ext. 587
esusman@provincetown-ma.gov

Event Coordinator

508-487-7000 ext. 595
thess@provincetown-ma.gov

Fire Department

508-487-7023
ptfire@provincetown-ma.gov

Grant Administrator/Housing Specialist

508-487-7087
mjarusiewicz@provincetown-ma.gov

Health/Environment Director

508-487-7020
mclark@provincetown-ma.gov

Housing Authority Executive Dir.

508-487-0434
pha@capecod.net

Human Resources Manager

508-487-7000 ext. 525
ezarcaro@provincetown-ma.gov

Human Services Director

508-487-7080
chottle@provincetown-ma.gov

Library Director

508-487-7094
araff@provincetown-ma.gov

Licensing Agent

508-487-7020
lfiorella@provincetown-ma.gov

Marine Coordinator

508-487-7030
rmckinsey@provincetown-ma.gov

MIS Director

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bjackett@provincetown-ma.gov

Municipal Finance Director

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jyoung@provincetown-ma.gov

Parking Department

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drosati@provincetown-ma.gov

Permit Coordinator

508-487-7020
ebattaglini@provincetown-ma.gov

Pier Manager

508-487-7030
dboulanger@provincetown-ma.gov

Police Chief

508-487-1212
jgolden@provincetown-ma.gov

Public Works Director

508-487-7060
rwaldo@provincetown-ma.gov

Recreation Director

508-487-7097
bmotta@provincetown-ma.gov

School Superintendent

508-487-5000
sscallyon@provincetownschools.com

Shellfish Constable

508-246-5756

swisbauer@provincetown-ma.gov

Tourism Director

508-487-3298

afuccillo@provincetown-ma.gov

Town Clerk

508-487-7013

dvanalstyne@provincetown-ma.gov

Town Collector

508-487-7015

lgrandel@provincetown-ma.gov

Town Manager (Acting)

508-487-7002

dgardner@provincetown-ma.gov

Town Planner

508-487-7020

tsoule@provincetown-ma.gov

Treasurer

508-487-7015

awilliams@provincetown-ma.gov

Zoning Enf./Code Compliance Officer

508-487-7020

ahobart@provincetown-ma.gov