

TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

REGULAR MEETING – MONDAY – JUNE 14, 2010

LARKIN HALL

Chairman Michele Couture convened the meeting at 6:00 PM noting the following Board of Selectmen attending: Michele Couture, David Bedard, Austin Knight, Elaine Anderson and John Santos.

Other attendees: Town Manager Sharon Lynn, Assistant Town Manager David Gardner

Recorder: Assistant Town Manager David Gardner

The following are meeting minutes, in brief:

1A SHANK PAINTER ROAD TRAFFIC STUDY

Transportation Engineer Glen Cannon, and Transportation Analyst Andy Koziol from the Cape Cod Commission presented.

This report makes no recommendations for changes regarding the intersection of Route 6 and Shank Painter Road. Traffic flows relatively freely, and the frequency of crashes is not high enough to indicate a problem.

The length of Shank Painter Road is in need of significant improvements. The amount and size of curb cuts on both sides of the street make safe pedestrian travel difficult. Town officials and local property owners should work together to create a plan to consolidate the breaks in the curbing and make room for pedestrian facilities.

As this road is an important bicycle and pedestrian thoroughfare in Provincetown, accommodations for these modes should be made along its entire length. The paved shoulder stretches across many wide curb cuts, including many areas where cars are parking at right angles to the shoulder. Also, crosswalks need to be restriped, as they have become faded.

This study recommends that a sidewalk plan be created for Shank Painter Road, to create an organized, well-connected pedestrian path and bicycle route. The town may consider pursuing enhancement funds from the Transportation Improvement Program (TIP).

Michele Couture - Community Development Block Grant request should be pursued and attempts should be made to consolidate curb cuts.

Glen Cannon - Bylaws should consider requirements for redevelopment. Cost of comprehensive improvements could exceed \$1 million.

Michele Couture - Should hold public hearings to get a vision for Shank Painter Road.

Austin Knight - Seems that work needs to be done on Commercial Street prior to Shank Painter Rd.

Michele Couture - Should at a minimum develop a plan for improvements that we can apply for grants for construction.

MOTION: Move that the Board of Selectmen vote to develop a sidewalk improvement plan for Shank Painter Road.

Motion by: Elaine Anderson Second By: David Bedard Yea 5 Nay 0

2. **PUBLIC STATEMENTS**

Greg Daniels – Wants clarification on how the extension of alcohol hours will be implemented.

David Nicolau – Seeks regular appointment to the ZBA. Recommends improvements down the center of Shank Painter Rd.

3. **SELECTMEN STATEMENTS**

Elaine Anderson – Notice that the CCNSP will be making parking lot improvements to the North Parking Lot at Herring Cove on June 14. Letter received from Dr. Shiffman regarding improvements to the dinghy dock should be forwarded to the Provincetown Public Pier Corp. Reconstruction of Commercial St. needs to be a top priority for the town and should occur sooner rather than later.

John Santos - None.

Austin Knight – Appointments for ZBA at the next Selectmen meeting.

David Bedard

MOTION: Move that the Board of Selectmen vote to send a letter to thank the staff for getting Firehouse #2 comfort station open prior to Memorial Day.

Motion by: David Bedard Second By: John Santos Yea 5 Nay 0

Beach cleanup scheduled on Friday with AmeriCorps. Number of units vacant with Housing Authority properties and the Selectmen would like an update. Pier Corp constructed a ticket booth adjacent to the pavilion. Have the Harbormaster at the next meeting to report.

Michele Couture

MOTION: Move that the Board of Selectmen vote to thank the Cape Cod Commission for the Traffic Study of Shank Painter Rd presented by Glen Cannon and Andy Koziol.

Motion by: Michele Couture Second By: Elaine Anderson Yea 5 Nay 0

Upset at the Licensing Board decision to extend liquor sales hours. Cannot divorce the discussion from Town Meeting from that at the Licensing Board hearing from last week. Licensing Board chair heard comments after the public hearing was closed. Requesting the resignation of the Licensing Board members, and any member who does not resign, will not be supported for reappointment in December. Would like to propose a General Bylaw amendment for the Special Town Meeting in October to tie alcohol sales to entertainment and override the Licensing Board regulations.

David Bedard - Was in attendance at the meeting which was not a proper meeting. Doesn't feel the Licensing Board knew what they were doing and did not pass a regulation that can be adequately enforced. Request residents write a letter of disapproval to the Licensing Board.

Elaine Anderson - Also in attendance, feels the meeting was not run properly. Feels some members of the Licensing Board had a conflict of interest.

Austin Knight - Request the Licensing Board attend a Selectmen meeting.

4A BOARD OF SELECTMEN APPOINTMENTS – None at this time.

David Nicolau was asked questions by the Selectmen. Michele Couture asked about the frequency of needing to recuse himself on the basis of conflict of interest.

5A MONTHLY WASTEWATER UPDATE

Phase 3B Facilities Planning and Outreach Program. John Goodrich presented the following updates: Red-dot delay and delinquent properties status; vacuum system improvements and Return to Compliance Plan; Spring 2010 Phase 3A construction update and planning for Fall 2010; Phase 3B facilities planning and outreach program by subareas; and Phase 3B engineering, permitting and construction timetable.

Report that DEP will request no additional flow increases on the vacuum system until the summer flow analysis can be completed and the grinder pumps have been removed from the system. No additional large users will be available until at least the fall of 2011.

Water and Sewer Board requests that the Board of Health consider requiring the annual inspection of red-dot delays to ensure that they have not failed.

5B PILGRIM MONUMENT AND PROVINCETOWN MUSEUM

Update on 100th Anniversary Events presented by James Bakker, Executive Director.

Request that the Board of Selectmen approve a fireworks display on the night of the Centennial. Michele Couture is concerned about public safety and request that the PMPM work with the Police Chief to ensure that all the additional public safety resources required will be available.

MOTION: Move that the Board of Selectmen vote to approve the fireworks display on the night of August 5th, with the condition that all cost of supplemental public safety be covered by the Pilgrim Monument and Provincetown Museum.

Motion by: Austin Knight Seconded by: Elaine Anderson Yea 5 Nay 0

5C1 TREASURER'S TRANSFERS (John Anderson Francis Scholarship Fund)

MOTION: Move that the Board of Selectmen vote, as Commissioners of the Scholarship Funds, to approve the transfer of \$322.00 from the John Anderson Francis Scholarship Fund for the payment of invoice(s).

Motion by: Austin Knight Seconded by: David Bedard Yea 5 Nay 0

5C2 TREASURER'S TRANSFERS (Public Fountain Gift Fund)

Michele Couture wants to ensure that the costs of the fountain are covered by the Town Hall Gift Fund. Austin Knight was under the impression that like the Dog Park, the funding would be privately raised. Should invite the proponent of the project to the next meeting to discuss the funding for the completion of the project.

MOTION: *Move that the Board of Selectmen vote, as Commissioners of the Town of Provincetown Gift Funds, pursuant to MGL C44 § 53A, to approve the use of \$7,833.00 from the Public Fountain Gift Fund to pay for the attached invoice(s).*

Motion by: Austin Knight **Seconded by:** Elaine Anderson Yea 5 Nay 0

5D TREASURER: BOND ANTICIPATION NOTE #1076

MOTION: *Move that the Board of Selectmen vote to issue Bond Anticipation Note #1076 due November 15, 2010 in the amount of \$4,900,000 dated June 23, 2010 at 1.10% (\$21,412.15) interest payable at maturity to Cape Cod Five Cents Savings Bank on November 15, 2010.*

Motion by: David Bedard **Seconded by:** Austin Knight Yea 5 Nay 0

5E PROCLAMATION - SENIOR CITIZEN OF THE YEAR 2010 – Ollie Ahmuty

MOTION: *Move that the Board of Selectmen vote to proclaim Tuesday, June 29, 2010 as Ollie Ahmuty Day in the Town of Provincetown.*

Motion by: Austin Knight **Seconded by:** John Santos Yea 5 Nay 0

6A FY 2011 TOWN-WIDE POLICY GOALS

Annual Goal-Setting Exercise

MOTION: *Move that the Board of Selectmen vote to refer the attached FY 2011 Town Wide Policy Goals as amended to the public hearing on Monday, July 12, 2010, at 6 p.m.*

Motion by: David Bedard **Seconded by:** Austin Knight Yea 5 Nay 0

2011 Town Wide Policy Goals

1) *Fiscal Management*

The Town Manager, the Finance Director, the Town Treasurer, the Principal Assessor, the Town Collector along with all employees involved in fiscal responsibility and management of their departments continue to contribute significantly in taking strides to comply with the Massachusetts Department of Revenue recommendations noted in their report to the Board of Selectmen in April 2008. Efforts to further improve all financial processes remain a priority while maintaining strong communication and accountability. Effectuating timely reporting to meet deadlines mandated by the Department of Revenue remains a priority with a target date of December 2010 for removal from the DOR watch list.

A five year fiscal policy plan and a five year capital improvement plan are essential tools which need to be in place for future forecasting and planning. The importance of these financial planning tools will enable the Board of Selectmen, the Finance Committee, the Town Manager and staff to communicate the financial needs of the Town throughout the budget process in the fall and winter months. Completion of the transition of the Town and the School Departments to the upgraded MUNIS financial package software remains a priority in order to work efficiently within the guidelines established by the Finance Director. An open dialogue with new school administrators has been successfully achieved. To that end the continuation of efforts to work with School Committee members in finding solutions for the viability of educational programs is essential.

Commit to meeting as often as possible with the Finance Committee to create a clear and

concise planning strategy for budget preparation as well as for the future financial projections of the Town. Concentration and continual attention to identifying key sources of additional revenue are paramount to providing a sound financial future. These include urging state government leaders to equitably distribute revenues received from future local receipt options in order to maximize return to the Town; the continued dialogue with Town retirees so that there is an understanding of the urgency to approve the adoption of Section 18 of Medicare benefits; and the inclusion of additional pay stations for the benefit of maximizing parking revenues received during the seasonal months of the year.

Continue recognizing the importance of the stabilization fund while building reserves for the future financial health of the Town. Adherence to the formally adopted policies to build reserves in the range of three-to-five percent of the operating budget.

Maintain the process of closing outdated articles holding any remaining cash balances for purposes of efficiency.

2) *Town Facilities Action Plan*

Completion of Phase 2 of Town Hall will prove to be a welcome reminder to all Provincetown citizens that their government seat and central focal point of the downtown area is once again structurally sound while efficient space has been made to maximize town employee productivity. A smooth transition back into Town Hall at the completion of the project in late fall promises to be an event worth remembering. As the historic reconstruction of the auditorium is completed the grand space will be made available for Town Meeting as well as for live performances and other events.

Issue a Request for Proposal for a town wide building assessment as approved by voters at Town Meeting to maximize use of other town-owned buildings, including the public schools. Bring completed and comprehensive reports to Town Meeting with clear options for the future. Continue to invest resources into a maintenance program for all town owned facilities. Investigate alternative options for the location of the Community Center programs and related Recreation Department activities.

Develop a plan for all town owned buildings which describes current uses, if the building is appropriate for such usage and listing the repairs needed for each of the buildings for the short and long term. The information gathered on these buildings will be used by the Board of Selectman to assist in crafting long-term policy which will enable a proactive approach for the maintenance of all town owned buildings as opposed to being reactive as buildings fail in meeting their individual needs.

Continue to provide viable space considerations at the Freeman Street Building by communicating with the Tourism Director, PTV Coordinator and Art Commission for creating a healthy and livable environment for employees, citizens and visitors.

3) *Paving of Commercial Street*

Continue to pursue solutions and funding sources for the repaving and reconstruction of Commercial Street

4) *Police Station Relocation*

Review and evaluate the detailed needs assessment prepared at the current location of the Police Department while determining future demands on resources, manpower, training and equipment. Identify funding sources and viable alternative locations of Town owned property

to construct a new police facility.

5) *Affordable Housing*

Continue over site of the Town's project at 90 Shankpainter Road while supporting The Community Builders in their pursuit of sufficient state funding relief. Ensuring that construction of the 50 rental apartments are completed with due diligence and timeliness. Continue to work with the Cape Cod Commission traffic engineers to review the completed traffic study analysis on Shankpainter Road, a highly congested two lane road impacted by business, commercial/retail property, existing residential properties and projected increased traffic from build-out of a 50 unit affordable rental community. Investigate solutions and options for varying traffic patterns or traffic control devices at the intersection of Shankpainter Road and Route 6 as well as the intersection of Shankpainter Road and Bradford Street.

Institute quarterly meetings of the Board of Selectmen with the Provincetown Community Housing Council in order to share information and communicate initiatives.

6) *Water Management Plan*

Continue discussions with Truro in pursuing North Union Field acquisition of property for long sought redundant water supply as mandated by the DEP. Close on and acquire private property in Truro needed to secure land adjacent to North Union Field contained in Zone 1, the 400 foot buffer around the public water supply that the Town is required by DEP to maintain control over. Seek continued discussions with the Cape Cod National Seashore to work through pitfalls of obtaining water resources and withdrawal from CCNS property.

Continue system improvements on both the supply side and distribution system while using USDA Rural Development grant funding awarded through the Federal Government's stimulus monies earmarked for such projects. Reducing accounted for water will remain a priority throughout these infrastructure improvements.

7) *Wastewater*

Continue and finalize construction related to Phases 3a and 3b expansion of the sewer system by utilizing USDA Rural Development grant monies for this project. Concentrate on generating new users onto the system and hooking up others who either have failed septic systems or desire to be connected to the public sewer system.

8) *Harbor Plan*

The Department of Environmental Protection utilizes a Harbor Plan for direction when making decisions on individual Chapter 91 licenses in the attempt to provide public benefit when private property has encroached on public tidelands. The Harbor Committee is chartered to review and update the plan.

Forward long awaited and revised Harbor Plan to Town Meeting for approval by voters.

Continue to work with the Harbor Committee and the Conservation Committee while encouraging beach nourishment along the waterfront.

9) *Storm Drain Repairs*

The harbor side drainage assessment was completed in 2003 reflecting that the town has 25 outfall pipes that directly discharge into the harbor. Continue the pursuit of grants and other funding mechanisms in order to continue the process of completing this important drain

rehabilitation project each year.

10) Alternative Energy

Continue to support and encourage the Recycling and Renewable Energy Committee in their pursuit for sources of alternative energy and grant funding while meeting with this group more frequently. To determine which town buildings are suitable for solar or wind generators as a long term energy savings goal.

Work with state leaders, regional groups and the Cape Cod National Seashore in the acquisition of alternative energy sources in the form of wind turbines.

Pursue a town-owned utility system for electricity and a back-up generator system for emergency situations.

Encourage alternative sources of transportation, especially bicycles, where desirable.

11) Economic Development and Tourism

The Board of Selectmen officially recognize that tourism is the town's primary economic engine and will work in conjunction with the VSB and the EDC to improve and enhance the infrastructure needed to support this economy. Included in this effort will be continuing support of any legislative efforts to augment the tourism fund by way of extending room tax to short term rentals. Continue to work on initiatives and incentives that keep businesses in town in addition to attracting new businesses, including accommodations, dining and retail establishments. Work with the Department of Community Development to create a more effective and efficient environment for regulatory transactions between businesses and the town.

Focus on implementation and finalizing plans for Cape-wide internet access.

12) Cape Cod National Seashore

Work and support efforts of CCNS to improve highway access, directional signage and other vehicular traffic related issues affecting citizens and visitors to Provincetown. Support and respect the efforts of the Dune Shack dwellers of the Peaked Hill Bars Historic District to validate their plea for recognition as a traditional, historic and cultural community.

Enhance the partnership with the CCNS concerning matters of mutual interest.

6B BOARD OF SELECTMEN'S RULES OF PROCEDURE

MOTION: *Move that the Board of Selectmen vote to adopt their Rules of Procedure as previously amended and adopted on May 22, 2006, on the condition that the Town Clerk review them to ensure that they are consistent with the State's new Open Meeting Law.*

Motion by: Elaine Anderson **Seconded by:** Austin Knight Yea 5 Nay 0

6C TOWN MANAGER FOLLOW-UP

Update on Town Hall rehabilitation. Meeting with Phase I contractor to complete punch list. Plan for the interior design and furnishings is within budget.

6D OTHER None.

7. MINUTES OF BOARD OF SELECTMEN'S MEETINGS - None

8. **CLOSING STATEMENTS**

Elaine Anderson – None

John Santos - None

Austin Knight - None

David Bedard - None

Michele Couture - None

Motion to adjourn by John Santos at 8:31 PM.

Minutes transcribed by: Vernon G. Porter
June 17, 2010