

TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

SPECIAL MEETING – MONDAY, JANUARY 31, 2011 6 PM

JUDGE WELSH ROOM, 260 COMMERCIAL STREET

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

Other attendees: Town Manager Sharon Lynn, Assistant Town Manager David Gardner, Finance Director Dan Hoort

Recorder: David Gardner

The following are meeting minutes, in brief.

1. CAPITAL BUILDING NEEDS ASSESSMENT – INTERIM REPORT

Tom Scarlata, Principal, Bargmann Hendrie + Archetype, Inc.

The project includes the assessment of seventeen (17) town-owned buildings. All of the buildings require a full evaluation of the building structure, envelope, interiors, and buildings systems.

SPACE PLANNING AND PROGRAMMING

This study is developing a building program/space planning document for each Department identified by the Town that will determine a size/square footage needed to house a Town Department as well as identify required departmental adjacencies. The space planning and programming part of the study will help determine requirements for the Council-On-Aging, Recreation and Public Works.

At the direction of the Town, we have evaluated the reuse of the Veteran's Memorial School for use by the Council on Aging, Department of Public Works and Recreation. As part of recommendation for the Freeman Street Building, we also spoke at length with Provincetown Cable TV to determine their program requirements within the Freeman Street Building.

Project Budgets - Working with our professional cost estimators, we have developed estimates of probable construction cost for each recommendation. The summary report contains those items that are recommended for immediate repair.

Prioritize Projects for Final Report - For each recommendation identified in the existing conditions report for the building, a priority list has been established to assist the Town with planning the implementation of some or all recommendations. For example, a spreadsheet containing the information desired by the Town for each recommendation will be developed and a priority code assigned to the task. Work is defined by need, type of work, projected year for implementation and availability of funds.

The transition cost to consolidate the Council on Aging, Recreation Center and the DPW to the VMES is approximately \$348,000.

COA is satisfied that the consultant has taken into account their future expansion and program needs. COA is excited about the potential for intergenerational programming potential that could come with a joint Recreation/Council on Aging Center.

DPW Director looks forward to future dialog regarding transitional and permanent office space for the DPW Department.

Recreation Department is optimistic about any plan that allows them to maintain or expand recreation programming into the future.

Timing on a plan is essential leading up to town meeting, as funding for rehabilitation and other transition costs may be necessary if building consolidation is pursued.

Police Chief also commented on the need to recognize the emergency management function of the VMES and how much sense it makes to combine services like the CoA and the emergency shelter.

Schedule a special meeting on Tuesday, February 22nd to discuss the Police Department.

2. GROUND LEASE WITH TOWN OF TRURO FOR NORTH UNION FIELD

MOTION: Move that the Board of Selectmen vote to execute the Ground Lease between the Town of Provincetown and the Town of Truro for certain parcels of land in the Town of Truro, known as North Union Field and composed of lots 71, 73 and 77 on Truro Assessor's Map 40, for wellfield purposes.

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

3. FY2012 BUDGETS

DIVISION III - PUBLIC SAFETY

210 Police – \$2,224,150

**Motion by: Austin Knight Seconded by: Elaine Anderson Yea 4 Nay 1
(Michele Couture)**

DIVISION IV - PUBLIC WORKS

440 Water Enterprise Fund – \$2,362,922

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

4. Other - None.

MOTION: Move that the Board of Selectmen vote to approve an agreement with Colantonio Inc. and authorize the Town Manager to sign the agreement.

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

Motion to adjourn by Austin Knight at 7:52 PM.

Minutes transcribed by: Vernon G. Porter, Secretary