

# TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

MONDAY - NOVEMBER 14, 2011 6 PM

TOWN HALL – JUDGE WELSH ROOM

Chairman Elaine Anderson convened the meeting at 6:22 PM noting the following: Board of Selectmen attending: Elaine Anderson, David Bedard, Austin Knight, John Santos and David McChesney

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

Recorder: Vernon G. Porter

The following are meeting minutes, in brief:

**MOTION**: *Move that the Board of Selectmen vote to take agenda item 5A out of order.*

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

## 5A **GIFT AGREEMENT PURSUANT TO MGL c44, §53a**

67 Harry Kemp Way, Provincetown

Attendees: Town Counsel Ilana Quirk and Conservatin Agent Brian Carlson.

Attorney Quirk gave a brief explanation for the purpose behind this request.

The Board of Selectmen are being asked to execute the Agreement as required under M.G.L. c.44, §53A, and as a special condition of the wetlands permit issued by the Conservation Commission on October 28, 2011. This agreement was approved by the Provincetown Conservation Commission on October 18, 2011, and approved as to form by Town Counsel.

**MOTION**: *Move that the Board of Selectmen vote, pursuant to MGL c44, §53A, to approve the Gift Agreement for Mr. Demetrios Daphnis, owner of the property located at 67 Harry Kemp Way in Provincetown, and the Town of Provincetown through its Conservation Commission, as a special condition of wetland permit number SE 058-0414 issued on October 28, 2011.*

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

## 1A **JOINT MEETING WITH COUNCIL ON AGING**

Members Present: David Ketchum, Daniel Lynch, Charlene Priolo and COA Director Chris Hottle.

At their meeting on Monday, May 23, 2011 the Board of Selectmen unanimously voted in favor of requesting an annual joint meeting with each board and committee of the Town. The intention of this meeting is to become acquainted with any members the Selectmen may not have already had the opportunity to meet, and to discuss matters of mutual importance as well as common goals for the coming year. The Chair and a quorum of each committee must be in attendance.

Char Priolo gave a brief update on the purpose of the COA, and to let everyone know that the COA advocates for all the senior community and their needs. Very excited about the move to the VMES and the potential to expand programs. Looking forward to multi-generational program once they move to the VMES. David Ketchum is their Senior of the Year.

Austin Knight feels that the kitchen equipment in the current COA building on Alden Street should be declared surplus and funds should go back to the Friends of the COA.

Chris Hottle - Both the COA Board and the Friends of the COA have done an excellent job. We're looking forward to our move, and also want to let people know that we're looking for more volunteers to be on the COA Board and on the Friends of the COA.

Board of Selectmen – Special thanks for all you do for our seniors in town and for joining us tonight. Keep up the excellent work.

## **1B JOINT MEETING WITH AIRPORT COMMISSION**

Members Present: Chief of Police Jeff Jaran, Michael Valenti, Heath Gatlin, Paul Gavin, Steve Tait and Airport Manager Butch Lisenby.

Chairman Heath Gatlin gave a background of what the Commission is all about and its purpose. Each year there is a certain criteria that must be met, and this year's quota has been met (10,000 trip threshold that allow us to maintain our current status and FAA funding). Five Year capital fund is included in the budget process every year. Concern remains about the ability to get cell phone service. The airport has added a free land line for travelers use.

David Bedard – would like to see the five year capital improvement plan. Treasurer Steve Tait - A five-year capital fund is included in the budget process each year, and I can get you a copy if you would like.

Board of Selectmen – Special thanks for all you do and for joining us tonight to enlighten us on the Airport's progress.

**MOTION: *Move that the Board of Selectmen vote to take agenda item 5C out of order.***

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

## **5C AIRPORT COMMISSION**

Airport Manager Butch Lisenby explained that this project consists of finalizing the CCC DRI process and preparing the following permits:

- ACOE 404
- DEP 401
- Provincetown Conservation Commission Notice of Intent for Work in Wetlands
- DEP Wetland Variance
- NHESP
- EPA/DEP NPDES General Permit and SWPPP

This amendment is part of a previously approved grant by this Board of Selectmen that developed time constraints. The original MassDOT grant was for \$7,500.00 and this grant represents the MassDOT 2.5% share of this project. Amendment has been approved as to form by Town Counsel.

**MOTION: *Move that the Board of Selectmen vote to execute a grant amendment in the amount of \$2,550.00 from the MassDOT / Aeronautics for the EA / FEIR / DRI PERMITTING PHASE III at the Provincetown Municipal Airport.***

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

**1C JOINT MEETING WITH PRESERVATION COMMITTEE**

Members Present: Chair Dorothy Palanza, Eric Dray, Harriet Gordon, Stephen Milkewicz and Susan Cook.

At their meeting on Monday, May 23, 2011 the Board of Selectmen unanimously voted in favor of requesting an annual joint meeting with each board and committee of the Town. The intention of this meeting is to become acquainted with any members the Selectmen may not have already had the opportunity to meet, and to discuss matters of mutual importance as well as common goals for the coming year. The Chair and a quorum of each committee must be in attendance.

Chair Palanza – We are currently in the process of doing grant reviews for upcoming FY 2013 grant requests. We also have vacancy on the CPC, and would like to have someone as soon as possible.

David McChesney – Why do all the positions on your Commisison expire on 6/30/2013? We should look into this.

Board of Selectmen – It has been a pleasure to see you all and we thank you all for all your work and for coming this evening.

**1D JOINT MEETING WITH VISITOR SERVICES BOARD**

Proposed Five-Year Financial Plan for Tourism Fund Expenditures

Members Present: Rick Murray, Vice-Chair Kathleen Fitzgerald, James Bakker, Hersch Schwartz, Michael Peregon and Tourism Director Robert Sanborn and Asst. Tourism Director Radu.

On October 19, 2011, the Visitor Services Board unanimously approved the Five Year Plan for FY 2013 to FY 2017, drafted by the Tourism Director. The Board of Selectmen last approved a plan on November 20, 2010, and it is updated annually. There have been no changes to the Annual Grant Agreements other than to update the dates for the new fiscal year. The proposed FY 2013 budget is \$600,000.00

***MOTION: Move that the Board of Selectmen vote to approve the Visitor Services Board’s recommended Five-Year Financial Plan for Tourism Fund Expenditures for FY2013-FY2017 with amendments of the recommended Agreements for FY2013 Tourism Grants and FY2013 Enhancement Grants.***

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

**2. PUBLIC STATEMENTS**

Rick Murray – Paving job on the west end was a fantastic job.

**3. SELECTMEN STATEMENTS**

**David Bedard** - None

**David McChesney** – Library looks great. Projects at 83 Shank Painter Road and Outer Cape Health are on their way and looking good.

**John Santos** – Concerned about the ‘tourist statute’ being on the sidewalk in front of the Library. Also, should remove the ‘No Right Turn’ sign at Commercial and Center Streets.

**Austin Knight**

**MOTION:** *Move that the Board of Selectmen vote to send a letter of thanks to Jim O’Keefe for Veteran’s Day Services.*

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

Consider keeping the NO RIGHT TURN sign – take up at our March Traffic Hearing?

**Elaine Anderson** – Happy to see that 90 Shank Painter is well on its way. Can’t wait to see it finished.

**4. BOARD OF SELECTMEN’S APPOINTMENTS**

**MOTION:** *Move that the Board of Selectmen vote to appoint Robert D. Speiser as a Regular Member of the Cultural Council with an expiration date of December 31, 2013.*

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

**MOTION:** *Move that the Board of Selectmen vote to appoint Marian Peck as an At Large Member of the Visitor Services Board with an expiration date of June 30, 2013.*

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

**5B 2011 SUMMER PARKING ACTIVITY UPDATE**

Attendees: Parking Administrator Domenic Rosati and Chief of Police Jeff Jaran.

Parking Administrator Domenic Rosati went over the information in the Boards agenda packet add that MPL revenue increased 10%. Lots where pay stations have been installed have increased between 60% and 90%. 25% of MPL vehicles have parking permits which represents a significant loss in revenue.

David Bedard - Direct town staff to consider proposals on how to deal with large number of permit parkers in the MPL.

David McChesney - Phone applications for ITS to inform visitors when parking lots are full and where they can find alternative parking.

Chief Jaran - Redirected MPL traffic and new signage has improved circulation and traffic downtown and in Lopes Square.

**5D1 GREEN COMMUNITIES GRANT PROGRAM – Approval of Energy Reduction Plan**

Brian Carlson gave a briefing on the purpose of the Green Community Grant Programs and went over the material in the Agenda Item.

**MOTION:** *Move that the Board of Selectmen vote to approve the Energy Reduction Plan in order to meet Criteria 3 of the Green Communities Grant Program.*

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

**5D2 SELECTMEN'S POLICY STATEMENT**

Green Communities Act – Fuel Efficient Vehicle Replacement Policy

The policy is a required element of participation in the Green Communities Act (Criterion 4). The policy statement is consistent with Mass Department of Energy Resources Green Communities Grant Program Guidance (Model Policy Statement) issued September 20, 2011.

**MOTION:** *Move that the Board of Selectmen vote to adopt Policy Statement 2011-11-14, Fuel Efficient Vehicle Replacement Policy as [proposed] [revised].*

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

**MOTION:** *Move that the Board of Selectmen vote to take agenda item 6B out of order.*

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

**6B1 2 MEADOW ROAD UNIT #1 RESALE AHR**

AHR FOR Resale of Median Income Unit

Housing Administrator Michelle Jarusiewicz - gave Board of Selectmen an update on the sale of this unit.

**MOTION:** *Move that the Board of Selectmen vote to authorize and execute an Affordable Housing Restriction document for the median income ownership Unit #1 at 2 Meadow Road and the eligible purchaser certificate.*

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

**5E PARADE PERMIT** – Aids Support Group of Cape Cod - World Aids Day Walk

Parade route to commence in front of Town Hall at 5:00 PM and walking West on Commercial Street to end at UU Church.

**MOTION:** *Move that the Board of Selectmen to approve the Parade Application Permit submitted by the AIDS Support Group of Cape Cod for a World Aids Day Walk to be held on Thursday, December 1, 2011 from 5:00 PM to 5:10 PM.*

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

**5F PROCLAMATION: SENIOR CITIZENS DAY** – Sunday, December 11, 2011

**MOTION:** *Move that the Board of Selectmen vote to approve the application submitted by Robin Reid of Provincetown, MA to proclaim Sunday, December 11, 2010, as Senior Citizen Day in the Town of Provincetown.*

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

**6A TOWN MANAGER FOLLOW-UP**

Grace Hall Parking Lot – proposal to open up Grace Hall lot and make Capt Bertie's Way a through way. The Cape Cod Commission Traffic Engineers have expressed public safety concerns and do not recommend this change.

**6B OTHER** – Town Manager Sharon Lynn

**MOTION:** *Move that the Board of Selectmen vote to sign the Memo of Agreement with the*

*Cape Cod Commission regarding the Shank Painter Road Study.*

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

7. **MINUTES OF BOARD OF SELECTMEN'S MEETING**

**MOTION: *Move that the Board of Selectmen vote to minutes of November 1, 2011 (Special Mtg. 6 PM) as printed.***

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

8. **CLOSING STATEMENTS**

**Austin Knight** – None      **Elaine Anderson** - None

**David Bedard** – None      **David McChesney** – None

**John Santos** – Should cancel the Board of Selectmen's meeting on Monday, November 28, 2011 to avoid conflict with the Chamber of Commerce's Annual Dinner Meeting.

Motion to adjourn by Austin Knight at 8:40 PM.

Minutes transcribed by: Vernon Porter, Secretary to Board of Selectmen  
November 16, 2011