

# Provincetown

## 2011 ANNUAL TOWN REPORT



## **In Memory of**

**Mary J. McGrath Avellar**

Bicentennial Committee  
Board of Registrars  
Cape End Manor Board  
Historical Commission  
Historic District Study Com.

**James J. Meads**

Chief of Police  
Insurance Advisory Com.  
Parking Study Committee  
Police Building Adv. Com.  
Police Needs Study Com.

**Earl H. Chaddock**

Veterans Agent

**Richard Patulak**

Community Policing  
Steering Committee  
Community Relations Com.  
Parking Dept. Seasonal Emp.

**James D. Cole**

Board of Library Trustees

**John F. Souza**

Public Works Employee

**Gordon H. Ferreira**

Fire Department Volunteer

**George A. Thomas**

School Custodian

**Raquel Ferreira**

Cape End Manor Employee

**John R. Griffis**

Arts Lottery Council  
Beautification Committee

**Robert White**

Airport Commission  
Fire Department Volunteer  
Harbor Development Com.  
Harbormaster  
Pier User Fee Advisory Com.  
Police Department Employee  
Public Works Employee  
Shellfish Committee

**Michael E. Hattersley**

Finance Committee

**John Henderson**

Police Department Employee

**Mary M. Henrique**

Cemetery Commission

**Daena Wilhoite**

Cape End Manor Employee

**Manuel Martin**

Constable



**ANNUAL TOWN REPORT  
YEAR 2011  
TOWN OF PROVINCETOWN**

PROVINCETOWN, MASSACHUSETTS

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Annual Reports of the Officers of the Town of Provincetown,  
Massachusetts for the year ending December 31, 2011.  
Financial Reports for the fiscal year ending June 30, 2011.

**Cover:** Photographer Vince Guadazno captures the Provincetown Public Library and shorefront as seen from MacMillan Pier.

**Photo Credits:**

Doug Johnstone: page 11

David Dunlap: page 15

**Acknowledgements:**

Thanks to the Town Boards and Departments for submitting reports for inclusion in this year's Annual Town Report. Thanks as well to Edward Terrill for help with layout and design.

Compiled and Edited by  
Doug Johnstone, Town Clerk  
[www.provincetown-ma.gov](http://www.provincetown-ma.gov)



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## Directory of Town Officials

### Elected Officials

*Elected by Voters*

#### Town Moderator

Irene Rabinowitz 5/12

#### Board of Selectmen

Elaine Anderson, Chair 5/14  
 David McChesney 5/14  
 Austin Knight 5/13  
 Francis J. Santos 5/13  
 David Bedard 5/12

#### Board of Library Trustees

Edward Mick Rudd 5/14  
 Patricia Greene 5/13  
 Mary-Jo Avellar (Appointed) 5/12  
 Tom Boland 5/12  
 Evelyn Kratz 5/12

#### Charter Enforcement

##### Commission

Geraldine Anathan 5/14  
 Tina Trudel 5/14  
 Sheila McGuiness 5/13  
 Astrid Berg 5/12  
 Mark Phillips 5/12

#### Housing Authority

Molly Perdue 5/14  
 Cheryl L. Andrews 5/15  
 Harriet Gordon 5/13  
 Thomas Roberts 5/12  
 Nancy Jacobsen (State Appointed) 7/11

#### School Committee

Jamie Kryszkiewicz 5/14  
 Kerry Adams 5/13  
 Loretta Stewart 5/13  
 Cass Benson 5/12  
 Shannon Patrick 5/12

### Appointed Officials

*Appointed by the Board of Selectmen*

#### Town Manager

Sharon Lynn

#### Secretary to Bd of Selectmen

Vernon Porter

### Appointed Officials

*Appointed by the Town Manager*

#### Assistant Town Manager

David Gardner

#### Grant Administrator

Michelle Jarusiewicz

#### Information Systems Director

Beau Jackett

#### Tourism Director

Robert Sanborn

#### Town Clerk

Douglas Johnstone

#### Town Counsel

Kopelman & Paige, P.C

#### Town Mgr. Sec./Emp. Benefits Mgr.

Pamela Hudson

### Community Development

#### Building Commissioner

Russell Braun

#### Health Agent

Jane Evans (Resigned)

#### Health & Environmental Affairs Mgr.

Brian Carlson

**Licensing Agent**

Darlene Van Alstyne

**Appointed Town Boards***As of January 10, 2012**Appointed by the Board of Selectmen***Permit Coordinator**

Maxine Notaro

**Human Services****Council on Aging/Public Health Dir.**

Christeny Hottle

**Library Director**

Cheryl Napsha

**Recreation Director**

Brandon Motta

**Municipal Finance****Municipal Finance Dir./Town Acct.**

Daniel Hoort

**Treasurer**

Linda O'Brien

**Collector**

Barry Stephen

**Principial Assessor**

Paul Gavin

**Public Safety****Chief of Police**

Jeff Jaran

**Police Lieutenant**

James Golden

**Harbormaster/Pier Manager**

Rex McKinsey

**Shellfish Constable**

Tony Jackett

**Public Works****Director of Public Works**

David Guertin

**DPW Deputy Director**

Sandra Turner

**Airport Commission**

Heath Gatlin 12/14

Michael Valenti 12/14

Jeff Jaran 12/13

Paul Gavin 12/12

Steve Tait 12/12

Vacant, Alt. 12/14

**Animal Welfare Committee**

Sherry Brec 6/14

Carol MacDonald 6/14

Candace Nagle 6/13

Barbara Murphy 6/12

Vacant 6/13

Vacant, Alt. 6/12

**Art Commission**

James Bakker 12/14

Anton Haunstrup 12/14

Stephen Borkowski 12/13

Georgia Coxe 12/13

Erna Partoll 12/13

John Dowd, Alt. 12/13

**Board of Assessors**

Patricia DeLuca 12/13

Robert Sanborn 12/13

Gregory Muse 12/12

Leslie Parsons 12/12

Paul Gavin Indefinite

Vacant, Alt. 12/12

**Beautification Committee**

Mary Ann Powers 12/14

Barbara Rushmore 12/14

Ross Sormani 12/14

Paul Hall 12/13

Todd Westrick 12/12

Elizabeth Patrick, Alt. 12/12

**Bicycle Committee**

William Meadows	12/14
Michael Peregon	12/14
Jeffrey Epstein	12/13
Candace Nagle	12/13
Douglas Cliggott	12/12
Vacant Alt.	12/12

**Building Committee**

All Five Seats Vacant	12/12
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**Cape Cod National Seashore  
General Management Plan Imple-  
mentation Advisory Committee**

Paul Tasha	6/14
Kerry L. Adams	6/13
Priscilla Jackett	6/13
Carole Carlson	6/12
John Thomas	6/12
Vacant Alt.	6/13

**Community Housing Council**

Joe Carleo	6/14
JD Bower	6/13
Arturo Alon	6/12
Harriet Gordon	6/12
Molly Perdue	6/12
Vacant, Alt.	6/14

**Community Preservation Comm.**

Judith Cicero	6/13
Susan Cook	6/13
Eric Dray	6/13
Harriet Gordon	6/13
David Hale	6/13
James Hall	6/13
Nancy Jacobsen	6/13
Stephen Milkowicz	6/13
Dorothy Palanza	6/13

**Council on Aging**

Florence Alexander	12/14
David Ketchum	12/13
David Lynch	12/13
Charlene Priolo	12/13
Vacant	12/14
Gladys Johnstone, Alt.	12/12

**Cultural Council**

Brian O'Malley	12/14
Judith Cicero	12/13
Cherie Mittenthal	12/13
Robert Speiser	12/13
Francine D'Olimpio	12/12
Grace Ryder-O'Malley	12/12
Tina Trudel	12/12
Vacant	12/14

**Harbor Committee**

Susan Avellar	6/14
Gerard Irmer	6/14
Philip Scholl	6/14
Roger Chauvette	6/12
Melville Cote	6/12
Chris Brooke, Alt.	6/12

**Board of Health**

Ken Janson	12/14
Mark Phillips	12/14
Joseph DeMartino	6/13
Elizabeth Williams	12/13
Vacant	12/12
Laurie Delmolino, Alt.	12/12

**Historic District Commission**

Polly Burnell	12/14
John Dowd	12/14
Marcene Marcoux	12/12
David McGlothlin	12/12
Vacant	6/13
Benji Fox, Alt.	12/14
Lynne Corbett, Alt.	12/12

**Human Services Committee**

Kristin Hatch	6/14
Sarah Bailey	6/13
Cynthia Franco	6/13
Karen Kelly	6/13
Teri Nezbeth	6/12
Gabriella Villegas	6/12
Vacant	6/14

**John Anderson Francis Family  
Scholarship Committee**

Gail Browne	12/13
Mary Ann Cabral	12/13
Eleanora Irving	12/13
Olympia Ciliberto	12/12
Bill Schneider	12/12
Vacant, Alt.	12/13

**Licensing Board**

Rebecca Matarazzi	12/14
Dallas Sowers	12/14
Kristin Hatch	12/13
George Stephen Young	12/13
AJ Petras	12/12
Ryan Landry, Alt.	12/14
Frank Thompson, Alt.	12/14

**Open Space Committee**

Stephen Milkewicz	6/14
David Hale	6/13
Dennis Minsky	6/13
Henry Janowsky	6/12
Vacant	6/13
Vacant, Alt.	6/14

**Planning Board**

Dorothy Palanza	12/14
Marianne Clements	12/13
Mark Weinress	12/13
John Golden	12/12
Peter Page	12/12
Eric Gelinias, Alt.	12/12

**Provincetown Public Pier Corp.**

LeRoy Fraser	7/16
Carlos Verde	7/15
Richard Wood	7/14
Lee Ash	7/13
Regina Binder	7/12

**Recreation Commission**

Treg Kaeselau	12/14
Susan Cook	12/13
Timothy Downey	12/13
Carrie Notaro	12/12
Vacant	12/13
Vacant, Alt.	12/12

**Recycling & Renewable Energy  
Committee**

Kelli Dahl	12/12
Amy Germain	12/12
Damon Leard	12/12
Elizabeth Patrick	12/12
Scott Powell	12/12
Lydia Hamnquist, Alt.	12/12
Vacant, Alt.	12/12

**Board of Registrars of Voters**

Olive Ahmuty	12/14
Bob McCandless	12/13
Ronald Gamella	12/12
Doug Johnstone	Indefinite

**Shellfish Committee**

Alex Brown	6/13
John Baldwin	12/13
Melville Cote	12/13
Richard Macara	12/13
Paul Tasha	12/12
Nancyann Meads, Alt.	12/13

**Visitor Services Board**

Richard Murray	6/14
Michael Peregion	6/14
Rita Schwartz	6/14
Jim Bakker	6/13
Kathleen Fitzgerald	6/13
Marian Peck	6/13
Mick Rudd	6/12

**Water & Sewer Board**

George Haunstrup	12/14
Kevin Kuechler	6/14
William Worthington	6/13
Mark Collins	12/12
Shannon Corea	6/12
Sacha Richter	12/12
Jonathan Sinaiko	12/12
Vacant	12/12
Kathleen Meads, Alt.	12/13

**Zoning Board of Appeals**

Robert Littlefield	12/14
Amy Germain	12/13
David Nicolau	12/12
Anne Howard	12/12
Tom Roberts	12/12
Harriet Gordon, Alt.	12/14
Joseph Vasta, Alt.	12/13
Elisabeth Verde, Alt.	12/12

**Appointed Town Boards***As of January 10, 2012**Appointed by the Town Manager***Cemetery Commission**

Mark Collins	12/14
M. Sebastian Araujo	12/13
Gregory Howe	12/12
Thomas Myers	12/12
Richard Olson	12/12
James Cox, Alt.	12/13

**Conservation Commission**

Lynne Martin	12/14
Dennis Minsky	12/14
Barbara Prato	12/14
David Hale	12/12
Henry Janowsky	12/12
Vacant, Alt.	12/14
Vacant, Alt.	12/13

**Disability Commission**

Jo Ann DiOrio	12/14
Linda Loren	12/14
Teri Nezbeth	12/14
Vernon Porter	12/13
Michelle DeMarco	12/12
Barbara Grasso	12/12
Vacant	12/13

**Board of Fire Engineers**

Warren Alexander	12/12
Gerard Menangas	12/12
John Reis	12/12
James Roderick	12/12
Michael Trovato	12/12
Ronald White	12/12
Russell Zawaduk	12/12

**Historical Commission**

Stephen Borkowski	12/14
Polly Burnell	12/14
Eric Dray	12/14
Stephen Milkowicz	12/12
Charlene Priolo	12/12
Susan Avellar, Alt.	12/14
Vacant, Alt.	12/12

**Appointed Town Boards***As of January 10, 2012**Appointed by Town Moderator***Finance Committee**

Michael Canizales	4/14
Thomas Coen	4/14
Thomas Thurston	4/14
Frederic Biddle	4/13
Tom Donegan	4/13
Eric Yingling	4/13
Glen Dombrow	4/12
Dan Jackson	4/12
Ann Maguire	4/12
Vacant, Alt.	4/12
Vacant, Alt.	4/12

**Personnel Board**

Andrew Aull	12/14
Jane Harper	12/13
Lisa Westervelt	12/13
Christie Hardwick	12/12
Tina Trudel	12/12
Vacant, Alt.	12/12



## Board of Selectmen & Town Manager

### Board of Selectmen

During the past year the Town of Provincetown has received important recognitions. Most importantly, we were recognized from the Massachusetts Department of Revenue (DOR) for our timely submission of records leading to DOR's approval to set the tax rate for fiscal year 2012. This significant achievement, the first time in decades, indicates improvement in the town's fiscal management. On December 7, 2011, Gerald Perry of the DOR wrote, "I want to take a quick moment to congratulate you and your staff for getting your FY12 tax rate approved today. The town has come a long way over the past several years, and I commend you and everyone for their efforts." Another achievement of note was received December 21, 2011 from the Massachusetts Department of Energy Resources stating, "Congratulations on the Town of Provincetown's designation as a Green Community! This designation is quite an achievement and reflects the hard work and tireless efforts your community has exhibited in meeting the Green Communities Designation and Grant Program's five criteria." The third significant recognition was received May 25, 2011 from the Massachusetts Historical Commission for the restoration of Provincetown's Historic Town Hall. Provincetown continues to lead the way on Cape Cod with its "opt -In", first-of-its-kind wastewater solution, and received the 2011 Wastewater Utility Award from New England Water Environmental Association for "not one day out of compliance in its 10-years of existence."

Infrastructure improvements continue to move forward with approval from Annual Town Meeting, April 4, 2011, and Special Town Meeting, October 24, 2011, including Sewer System Expansion, Capital Improvements at the Veteran's Memorial Building and the Freeman Street Building renovation, and for the design and management services for construction of a new highway maintenance facility and police station. At long last, we saw the renovation completed of the majestic town library. A partially funded State grant of \$1,000,000 was awarded for the Commercial Street reconstruction project for drainage and paving work which will be preceded by the water main replacement expected to be completed by spring. The water leak detection program continues with success. Land acquisition in Truro completed this year will provide access to the redundant water supply mandated by the Department of Environmental Resources (DER). Phase 3a and 3b sewer expansion work utilizing USDA Rural Development grant monies continues with more demand than anticipated for sewer hookups. We recognize that this progress has caused disruptions and we remain grateful for the patience and understanding of all.

The Community Builders, developing the 50-unit affordable housing project at 90 Shank Painter Road, received the necessary funding to proceed with the construction of the rental community, now scheduled to begin renting this spring. The development of a 12 rental unit project at 83 Shank Painter Road and a 23 rental unit project at Stable Path are now able to proceed after funding delays. After ten years, hard work, and a collaborative effort, the Town of Provincetown submitted a Revised Harbor Plan on December 20, 2011 for approval to the Secretary of the Executive Office of Energy and Environmental Affairs, Massachusetts Department of Environmental Resources. The next review cycle is in five years. A very special thank you goes to the Harbor Committee for their hours of commitment in the preparation of the revised plan.

Several studies have been undertaken, including the capital building needs assessment study in February 2011, the Shank Painter Road, Safety and Access review by the Cape Cod Commission in August, 2011, and an extensive study of the Massachusetts Municipal Health Reform Legislation of 2011 by the Insurance Advisory Committee. The law was designed to assist municipalities in balancing the health care coverage of the active and retired employees within operational constraints. Over the last eight years the Cape Cod National Seashore General Management Plan Implementation Advisory Committee has worked with the Cape Cod National Seashore to preserve a unique cultural resource and develop a preservation and use plan for the Dune Shack of the Peaked Hills Bar Historic District. The final report and plan were sent out for public comment in May 2011. There remains concern on the Advisory Committee and Provincetown Board of Selectmen that the plan significantly dilutes the report in ways that may endanger the continuation of the culturally unique dune shack community.

Although the past year has been filled with achievements and honors, there is far more to be done to care for our aging infrastructure, buildings, and roads. The town will continue to search out state and federal grants and to encourage ideas to open up new revenue sources to pay for the renewal of this historic town. The expansion of the meals and rooms taxes this year has made a major impact on revenues. Special Town Meeting support for alternative energy uses is another step in the direction of energy efficiency. The Inter-Municipal Committee of Provincetown, Truro, Wellfleet, and Eastham continued to explore ways municipalities could work together for more efficient fiscal outcomes. For example, Truro is now represented on the Provincetown Water Board. The town appeared before the Joint Committee on Revenue on Beacon Hill, Boston in June 2011 to testify in favor of the Local Option Room Tax, House Bill 1713, and a second time to support the local real estate transfer tax. The Town Manager, Sharon Lynn, her staff, and the incredibly important volunteer town committees are hard-working, devoted, and sincere. This year the Board of Selectmen has met with 16 boards and committees in an ongoing effort to show their support of the work they do for the town. We are indeed fortunate to have the needed

leadership and foresight to guide Provincetown into the future. We wish to recognize the commitment of our volunteer Provincetown Fire Department. We thank both Pam Hudson and Vernon Porter for their many hours of service to this town and to the Board of Selectmen. The year's highlight was the Beaux Arts Ball, a revived old tradition held in the Town Hall Auditorium on October 31, 2011, sponsored by Marc Jacobs International to celebrate the completion of our newly renovated, award winning, Historic Town Hall. This year Provincetown in collaboration with the school district opened its first pet friendly emergency shelter at the Veterans Memorial Elementary School (VMES). Congratulations to the Visitor's Service Board and the other community based tourism boards for their hard work in promoting Provincetown as a tourist destination. The town has continued to flourish this year through very difficult economic times.

We welcome David McChesney on his election to the Board of Selectmen in May. In 2011 the Board held 69 meetings. Board attendance was as follows: Elaine J. Anderson 64; David Bedard 67; Austin Knight 69; John Francis Santos 60; and David McChesney 37. It has been an honor and privilege to serve the Town of Provincetown.

*Respectfully submitted,*

**Elaine J. Anderson**

Chair

*Board of Selectmen,  
(from left to right.):  
F. John Santos;  
Austin Knight; Elaine J.  
Anderson, Chair; David  
Bedard; David J.  
McChesney*



## Town Manager

I am pleased to submit the Town Manager's annual report for 2011 and to provide to you the following information regarding the status of some of the projects in Town as well as a brief overview of specific matters pertaining to the government.

**Fiscal Management:** A key role for any Manager's success is to provide a stable economic environment in which citizens and businesses can plan for the future, and growth and employment can prosper. Openness and predictability about policy is an indispensable ingredient in this. Of primary importance is the continuing goal to provide transparency of all substantive activities relating to the finances of the town. For the first time in many years, and preceding my tenure, I am very pleased to report that the Town of Provincetown has been

removed from the Department of Revenue's "watch list". Due to the efforts of both the current Finance Director and his predecessor, and through much determination and consistency, the guidelines recommended by the Department of Revenue for timely reporting have been met. Bookkeeping practices of the past are finally being rectified and audited reports communicate much progress overall. Proper accounting procedures are being followed in order to provide recovery and clarity into the future. The process accomplished has taken a great deal of perseverance. I am extremely proud we have met the goal of proper accountability to a most important state agency while making government operations more open, honest, efficient and transparent.

Helping to monitor the overall financial picture of the Town into the foreseeable future is a five year fiscal policy plan which will be used to guide the Selectmen and the Finance Committee through the hurdles that most assuredly will arise during the budget preparation process. The importance of a fiscal plan provides an overall snapshot of how the Town government manages money through taxation, spending and borrowing. It is a vital tool that will be used in future decision making while helping to get through these challenging economic times.

The current fiscal year's budget cycle continued to take us through many perplexing issues made even more difficult due to the continuing obstacles presented by the tenets of Proposition 2½. During the seasonal months in 2011 when the population typically soars we were again fortunate to have a very good tourist base staying in our guesthouses and hotels, eating in our very fine restaurants and shopping along Commercial Street. Parking revenue climbed considerably due to a small increase in rates but mainly attributable to four new pay stations placed at strategic locations throughout town. The establishment of a meals tax and a 2% increase in the room occupancy tax, both local options which were voted on in 2010, generated increased revenue for the Town by approximately 64% and 27%, respectively.

As of this writing the fiscal year budget for 2013 is being reviewed by the Board of Selectmen and the Finance Committee. The upcoming budget was crafted and presented to the Selectmen with the leanest fine tuning from departments that have been struggling for years with less and less resources to substantiate the citizen's call for maintained services. But we're doing it nonetheless. Some positions that have been vacated are not being filled and any new positions needed are scrutinized carefully before adding personnel. Where necessary, positions are being consolidated and efficiencies in operational expenses are being identified.

The economic outlook into the near future still remains bleak, which translates to yet another conflicting year to maintain the budget within the levy limit restrictions. With the Governor's approval this past July of the mandatory

institution for retired town employees to transfer to a Medicare plan, savings will be realized for just a few years. We will continue to increase both the Town's maintenance fund and capital needs improvement fund making it easier to plan for future projects.

**Town Buildings and Infrastructure:** 2011 was the first full year the newly restored and renovated Town Hall was opened for business. Energy efficient, modernized systems provided stability as well as cost savings realized throughout the building. Many important events were brought back to Town Hall including the Year Rounders Festival, the acclaimed Provincetown Film Festival, the Outer Cape Chorale singers and of course Annual Town Meeting in April. The magnificently restored auditorium, in its entire splendor, hosted town sponsored events as well as providing the seasonal venue for entertainment. And for the first time in close to 50 years a costume ball dubbed the *Beaux Arts Ball* was brought back to life by the generosity of Mark Jacobs International and part-time resident Robert Duffy, creating a regal evening in October, raising approximately \$25,000 for the Town Hall Gift and Maintenance Fund.

The late Fall months of 2011 revitalized another important Town owned building, the Library. The curb appeal along Commercial Street created by the work accomplished to these two long awaited projects is nothing short of significant. On any given day during the busy tourist season one can hear and see our visitors stopped or walking by admiring these structures. It's obvious that the hard work and perseverance paid off significantly.

Also in late Fall construction work began to transform the vacant Veteran's Memorial Elementary School into Town offices. Although the renovations will continue until completed, the move of Town departments including the Council on Aging, the Recreation Department and its programs and the Department of Public Works temporary offices have been placed on hold until the heating system in the building can be updated. Work approved at Annual Town Meeting in April 2011 will continue at the Freeman Street Building to update the HVAC systems and to repair the windows while painting the outside of the building. Because the process of maintaining, improving and updating tired, old Town-owned buildings and property has been neglected for decades the work seems endless. But the good news to focus on is it's getting done! Toward the end of 2011 contracts were being finalized for schematic design and preparation for construction of a new Highway Maintenance Facility/Police Station at the highway garage site on Race Point Road.

Citizens of Provincetown have maintained their patience while the very important construction work to expand and upgrade the Town's wastewater and water infrastructure continued along the east and west end of Commercial Street and a

significant portion of the east end of Bradford Street. Because most of this work is being subsidized by over \$21 million in federal stimulus grant funding from the United States Rural Development Administration, this project needs to progress at a fairly steady pace to meet a new deadline for completion of September 2013 set by the Federal Government. As is always the case in Provincetown, the summer influx of tourists creates a shorter window of time in which roadway work must take place. Fortunately, very favorable weather conditions during late 2011 provided the work crews with much headway in making progress.

The work being completed is of utmost importance and even unprecedented for a small town such as Provincetown. We continue to be leaps and bounds ahead of other Cape Cod towns in providing a wastewater system with approval for expansion to service additional properties. Improvements to the water system continued throughout 2011 including the replacement of old service connections and water lines and the upgrading of these lines. Unaccounted for water percentages were significantly reduced as these enhancements were made. The long awaited and arduous task of negotiating for a new water source was finalized in 2011 and development at North Union Field in Truro will soon begin.

Reconstruction and paving of the central business district along Commercial Street was delayed due to Town voters opting to fund water main infrastructure improvements along this span of roadway. Storm water grant funding awarded to the Town that will provide funds for the paving project are slated to be used during the Fall of 2012.

**Affordable Housing:** The Community Builders, the development firm that has contracted construction for the long awaited *Province Landing* at 90 Shank Painter Road began during the late summer months of 2011. Construction at this site is moving along at a remarkably quick pace. This anxiously awaited project, which will increase the affordable rental market in Provincetown by 50 units along the busy Shank Painter Road corridor is projected to be occupied starting in May 2012. The combination of mixed rate housing will provide affordable rental space for those community members who still very sorely need it.

**Economic Development:** The word from Provincetown guest house owners during the summer and shoulder season months of 2011 was positive in that visitors continued to arrive here for their vacations. Although retail business owners were split in their reporting of dollar amounts spent at various locations, Provincetown, unlike some of the other Cape towns, was still fortunate to have a great many day trippers as well as weekly visitors come to Town. Many restaurant owners reported excellent patronage with some advising of having had the best returns during busy holiday weekends. The weather played its usual unpredictable role with a rainy, cool Spring but consistently spectacular sunny days for most of the summer months. The tour bus business again reported

a great season with record numbers of people flocking to Town. As mentioned earlier, the four automated pay stations in Town attributed to increased parking revenue. Improvements to the Municipal Parking Lot created more efficiency and varying traffic patterns were carefully thought out to generate a swifter exit/entrance to the parking lot. Other traffic improvements were created with improved signage and communication.

**Personnel:** Not unlike most past years, staff changes and vacancies created a change of personnel. Significant to their assigned duties and amongst the employees who retired include long time police officer Michael Carr and Dispatcher Doug Allen. Six new police officers were sworn in during the year with five of these individuals having served as Provincetown summer officers in recent years. Health Agent Jane Evans resigned after serving the Town for eight years and Transfer Station Foreman Gerard Menangas retired after faithfully serving the Town for over 25 years.

My heartfelt and sincere appreciation goes out to the dedicated staff that works alongside each other and with me to make a difference every day in how our Town government operates, communicates and efficiently functions. And a special thank you to Assistant Town Manager David Gardner for his diligent call to duty every day and whenever needed. Administrative Assistant Pam Hudson not only keeps an organizational, focused “eye” on the Town Manager’s office but this year especially she has taken tremendous strides to work out the minute details of the newly mandated Medicare plans offered to our many retirees while assisting them in getting through the complicated processes.



*Town Manager Sharon Lynn*

I am once again most honored to be serving our wonderful community as Town Manager. Thank you to the Selectmen, who themselves work diligently for all of us, while attending numerous meetings to make the appropriate decisions needed to fulfill their role as the policymakers of our Town. I sincerely value their support of my efforts as I humbly serve the citizens of Provincetown.

*Respectfully submitted,*

**Sharon Lynn**

Town Manager

## Grant Administrator

In 2011 we finally saw construction start-up for the two housing developments that have been in the pipeline for several years, 83 Shank Painter and 90 Shank Painter, which will provide 65 affordable rental units of varying sizes from efficiency to 3 -bedrooms. Construction completion is expected by mid-summer 2012! The economy still has significant impact on future housing developments with very limited funds and much competition while simultaneously driving greater need. Provincetown must still press forward to support and develop a full range of affordability options in housing as a key component of any vibrant and diverse community. Fully achieving this is a very challenging undertaking that requires a long-term and ongoing commitment by our community. In Provincetown, our unique geographical location and the seasonal nature of our economy combined with an expensive housing market present us with significant challenges.

Provincetown has always shown a tremendous commitment to creating a safe and welcoming environment for all. However it is critical that we continue the work to create a range of affordability in housing to ensure that we are able to attract and retain a diverse group of individuals and families that make up our workforce and our community. These projects will provide some relief, however recent research demonstrates a continued and growing need for affordable housing in the area. We urge the Town to continue its commitment to helping meet our affordable housing needs through the creation of new housing resources.

**Community Housing Office:** Community Housing Specialist Michelle Jarusiewicz provides part-time staff support to the Community Housing Council and the Community Preservation Committee. The Community Housing Specialist and the Assistant Town Manager worked with the Community Housing Council on updating the Housing Needs Assessment which is part of the annual growth management report. The assessment included gathering data from the Provincetown Housing Authority and Community Housing Resource Inc. In both cases, there has been a 60% increase in the total number of LOCAL individuals/households seeking housing in the past 3 years. The Housing Authority maintains a waiting list for their low and moderate income units. Typically, the wait list for elderly housing is 5 years; for family housing - 7 to 10 years. Generally speaking there is a very low turnover in available units; usually one or two vacancies per year. The PHA wait list count has risen dramatically – the total count by over 46% and the total local count by over 33%. Community Housing Resource maintains a notification list which is purged annually. There has been a 75% increase in total number of households on their list over the past 3 years, increasing from 318 to 558.

Provincetown's community housing needs assessments have consistently identified the need for hundreds of new units, especially rental units, at various

income levels. The 2005 Community Housing Report: identified at that time, the need for 144 units over 5 years – that is by 2010 – 96 rental and 48 ownership. The 2006 John Ryan Housing needs assessment identified the #1 housing priority need for 200- 250 rental units, plus 40 ownership units, plus 24 rental units for seniors for a total number of 264 – 314 units.

**So what have we accomplished since then:**

Rental units in the pipeline [total: 88 units]:

- Construction has begun at the Town’s development at Province Landing at 90 Shank Painter Road for 50 rental units and will be complete in 2012.
- Construction has begun at Community Housing Resource’s development at 83 Shank Painter Road for 15 rental units and will be complete in 2012.
- That same private developer is pursuing the development of approximately 23 new rental units at Stable Path. Zoning approval has been obtained, the project is awaiting funding.

Ownership units: 16 new units in total are complete:

- New England Deaconess – 9 moderate income are complete.
- Sandy Hill Lane – 4 moderate income [plus 8 median income units].
- Herring Cove Village – 3 moderate income units.

**Ongoing Housing Activities:**

**90 Shank Painter Road:** Site work began in the spring of 2011 with a ground breaking ceremony on 6/23/11. Construction was well underway with the closing of 2011 and the developer anticipates initial units to be available in May 2012 with the balance of the 50 units available through the summer of 2012.

**83 Shank Painter Road:** Later in 2012 construction for the rehabilitation of the 15 units began, with completion expected by late spring/early summer 2012.

**33 Court Street:** The Community Housing Council awarded \$20,000 to the Provincetown Housing Authority for the rehabilitation of this single-family rental unit. Construction was completed in early 2011 and the house was occupied shortly thereafter.

**Seashore Point:** In 2011, the town approved NEDA’s request to add the Phase II units [2] to the Phase I building, bringing the total affordable units to 9. A significant marketing and outreach program was completed with a lottery conducted and the units were occupied. Phase II construction is expected to begin by the end of 2012.

**Stable Path:** The April 2009 Annual Town Meeting authorized \$800,000 in Community Preservation Act Funds for the redevelopment and construction of mixed-income rental properties – 37 units in 14 buildings— in variety of sizes and styles. Due to the housing and tax credit financial markets, CHR approached the Town to modify the grant award, reducing the total award from \$800,000 to \$540,000 and the total number of units from 32 low/moderate/median to 23 low/moderate/median. The April Town Meeting approved the request. Note that the

CPA fund is the only grant funding source for median income units; state and federal funds can only be used for the low and moderate income units. CHR is pursuing additional funding.

**40B Subsidized Housing Inventory:** Another measurement of Provincetown's progress is the state's Subsidized Housing Inventory [SHI], DHCD maintains this inventory. The SHI lists every community's stock of deed-restricted low or moderate income housing that meets their guidelines. It does not include median units and it does not include low/moderate income units that did not follow their guidelines. This inventory is updated every 2 years. AS of 8/31/11, we are at 5.84%, the equivalent of 124 units. The minimum goal is 10% - or 213 units for Provincetown. Some units are deed-restricted in perpetuity, others have expiration dates, which mean that the percentage on the inventory is always changing as deed restrictions expire or are added.

With the completion of both Shank Painter Projects, we will have 184 deed-restricted affordable units, bringing us to 8.67%. With the completion of the Stable Path project and the addition of 18 new units, we will have 202 units [9.52%]. Assuming no units expire, we will need 11 more deed restricted affordable units to reach the 10% threshold.

**Housing rehabilitation:** The Town of Provincetown continues to participate in a housing rehab program funded by the Mass. Community Development Block Grant program through a regional grant through the Town of Wellfleet. Funds are available for code corrections for income-eligible properties.

**Emergency Housing Assistance:** the Town of Provincetown has continued to provide additional financial assistance through the Affordable Housing Trust Fund to the Homeless Prevention Council to provide Provincetown residents resources to prevent homelessness.

**Refinance and resale requests:** the Housing Office continues to process numerous requests from deed-restricted units for refinancing and resale of units in accordance with their deed restrictions.

#### **Grant Administration Activities:**

**Library Renovation:** The Town received \$36,500 from the Mass. Historic Preservation Projects Fund for the façade renovation of the library. The MHP project was completed in June 2011 with additional work including landscaping continuing through the summer and fall.

**Winthrop Street Cemetery Assessment:** With a CPA grant of \$44,500, the Cemetery Commission proceeded with a full assessment of Winthrop Street Cemetery including each and every stone, landscaping, and other features along with the restoration of the most critical stones. Martha Lyon Landscape Architect was hired and 16 stones were repaired.

**FY 2013 CPA Grants:** 9 applications for funding were submitted 11/1/11 totaling \$710,563; \$300,000 is available.

**MCDBG ARRA 08:** In the fall of 2009, the Town received a grant award for \$819,500 under the American Recovery and Reinvestment Act for water system

improvements. The grant activity was completed in 2011 as part of the overall USDA water grant with the MCDBG portion targeting water treatment at Knowles Crossing. Grant close-out remains.

**MCDBG 2012:** An application for \$800,000 was submitted 12/16/11:

- \$635,000 for NUF Water Line: the installation of the water transmission main and electrical service from North Union Field to the distribution system at Dew Line Road
- \$198,748 for Resident Services: project includes the provision of a variety of services for the tenants living in TCB and CHR Provincetown properties. All residents of these properties pre-qualify as low/moderate income. Service includes advocacy and referral assistance for: alcohol and substance abuse, financial issues, budgeting, depression, domestic abuse, preservation of tenancy, medical, and other life issues.
- \$65,626 for general administration: grant administrator, advertising, travel, etc.

The success of all of our endeavors is through the very hard work of so many people. I would like to thank all of those involved, both paid staff and volunteers, for the many hours of effort to make this happen.

*Respectfully submitted,*

**Michelle Jarusiewicz**

Grant Administrator/Community Housing Specialist



**Meeting Called to Order.** Town Moderator Irene Rabinowitz convened the Annual Town Meeting at 6:00 p.m. on Monday, April 4, 2011 in the in the Town Hall Auditorium and hearing no objection decided to hold the Special Town Meeting first.

Town Moderator Irene Rabinowitz convened the Annual Town Meeting at 9:05 p.m. on Monday, April 4, 2011.

**Preliminary motions:**

Michelle Couture moved that the Town vote to waive the reading of the warrant. **Motion Passed.**

Michele Couture moved that the Town vote to grant permission to speak at the April 4, 2011 Annual Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; Mark

White, *Environmental Partners Group*; John Goodrich, *Facilitator*; Rob Adams, *AECOM*; Russ Kleekamp, *GHD, Inc.*; Wendall Kalsow, *McGinley Kalsow and Associates*; Mark Almeda, *McGinley Kalsow and Associates*; Tom Scarlata, *Bargmann Hendrie + Archetype, Inc.*; Sally Deane, *Outer Cape Health Services*; Beth Singer, *Superintendent of Schools*; Kim Y. Pike, *District Principal* Betty G. White, *Administrative Assistant to Supt. of Schools for Business & Finance*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Michelle Jarusiewicz, *Housing Specialist/ Grant Administrator*; Maxine Notaro, *Permit Coordinator*; Jane Evans, *Health Agent*; Brandon Motta, *Recreation Director*; Pam Hudson, *Employee Benefits Administrator*; Joshua Prager, *Owner, Hawthorne Barn*; Bill Evaul, Paul Endich, and Ann Bernays. **Motion Passed.**

Michele Couture moved that on all matters to come before the April 4, 2011 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.**

**Article 1. To Hear Town Reports.** To see if the Town will vote to hear the reports of the Town Officials and Committees and to act thereon.  
[Requested by the Board of Selectmen]

**Board of Selectmen Recommends: 5-0-0  
Finance Committee Has No Recommendation**

Michele Couture moved that the Town vote to hear the reports of the Town Officials and Committees and to act thereon. **Motion Passed.**

**Article 2. FY 2012 Operating Budget.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$21,052,664 to fund operating budgets for the several Town departments for Fiscal Year 2012 in accordance with Chapter 9, section 1 of the Provincetown Charter, as follows:

<b>Budget Divisions</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>% '11-12</b>
I. General Government	\$1,227,852	\$1,146,867	-6.6%
II. Finance	7,802,053	8,617,767	+10.5%
III. Public Safety	4,182,315	4,289,059	+2.6%
IV. Public Works	3,002,602	3,008,302	+0.2%
V. Public Services	807,348	803,458	+0.1%
Sub-total, I-V	\$17,022,170	\$17,865,453	+5.0%
VI. Public Schools	3,354,959	3,187,211	-5.0%
<b>Total, I-VI</b>	<b>\$20,377,129</b>	<b>\$21,052,664</b>	<b>+3.3%</b>

Or to take any other action relative thereto.

[Requested by the Board of Selectmen and the Town Manager]

**Article 2. FY 2012 Municipal Operating Budget.****Division I. General Government.****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Michele Couture moved that the Town vote to raise and appropriate the sum of \$847,244, transfer \$120,000 from Cable Receipts Reserved for Appropriation, \$4,696 from Wetlands Protection Fund, and \$132,175 from the Land Bank Fund for a total of \$1,104,115 to fund operating budgets for the several Town departments for Fiscal Year 2012 under budget Division I, General Government, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 2. FY 2012 Municipal Operating Budget.****Division II. Finance****Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Budget	Actual FY 2010	Budget FY 2011	Selectmen FY 2012	FinCom FY 2012	% 11-12
<b>I. GENERAL GOVERNMENT</b>					
<b>113 Elections &amp; Town Meetings</b>					
Expenses	\$6,179	\$12,516	\$10,580	\$10,580	-15.5%
<b>122 Board of Selectmen</b>					
Personal Services	48,167	50,054	50,941	50,941	
Expenses	<u>4,416</u>	<u>4,650</u>	<u>4,650</u>	<u>4,650</u>	
sub-total	52,583	54,704	55,591	55,591	1.6%
<b>123 Town Manager</b>					
Personal Services	230,863	246,500	261,065	261,065	
Expenses	<u>18,470</u>	<u>11,102</u>	<u>12,725</u>	<u>12,725</u>	
sub-total	249,333	257,602	273,790	273,790	6.3%
<b>151 Legal Services</b>					
Expenses	176,567	200,000	200,000	200,000	0.0%
<b>156 Administration</b>					
Expenses	63,253	70,610	64,790	64,790	-8.2%
<b>157 Land Bank</b>					
Maintenance	4,525	11,269	12,450	12,450	
Affordable Hsg	0	36,612	41,500	41,500	
Debt Service	<u>244,679</u>	<u>226,481</u>	<u>78,225</u>	<u>78,225</u>	
sub-total	249,204	274,362	132,175	132,175	-51.8%
<b>161 Town Clerk</b>					
Personal Services	92,023	99,476	104,467	104,467	
Expenses	<u>1,273</u>	<u>3,395</u>	<u>2,395</u>	<u>2,395</u>	
sub-total	93,296	102,871	106,862	106,862	3.9%

Budget	Actual FY 2010	Budget FY 2011	Selectmen FY 2012	FinCom FY 2012	% 11-12
<b>169 Licensing</b>					
Personal Services	38,093	39,236	40,021	40,021	
Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
sub-total	38,093	39,236	40,021	40,021	2.0%
<b>171 Conservation Commission</b>					
Expenses	1,456	7,696	7,696	7,696	0.0%
<b>174 Housing Office</b>					
Expenses	58,725	34,309	42,752	42,752	24.6%
<b>175 Planning Board</b>					
Expenses	0	1,510	1,760	1,760	16.6%
<b>176 Zoning Board of Appeals</b>					
Expenses	1,160	2,750	2,500	2,500	-9.1%
<b>179 Historical Commission</b>					
Expenses	500	500	500	500	0.0%
<b>180 Historic District Comm</b>					
Expenses	1,980	2,500	2,000	2,000	-20.0%
<b>182 Economic Development Council</b>					
Expenses	2,694	5,836	0	0	-100.0%
<b>482 Airport Commission</b>					
Expenses	82,805	85,850	85,850	85,850	0.0%
<b>499 Provincetown Television</b>					
Expenses	<u>73,233</u>	<u>75,000</u>	<u>120,000</u>	<u>120,000</u>	60.0%
<b>I. General Government</b>	\$1,151,061	\$1,227,852	\$1,146,867	\$1,146,867	-6.6%
<b>II. FINANCE</b>					
<b>131 Finance Committee</b>					
Expenses	\$392	\$3,175	\$925	\$925	
Reserve Fund	<u>38,420</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	
sub-total	38,812	78,175	75,925	75,925	-2.9%
<b>135 Town Accountant</b>					
Personal Services	153,619	150,413	158,862	158,862	
Expenses	<u>49,871</u>	<u>50,060</u>	<u>49,975</u>	<u>49,975</u>	
sub-total	203,490	200,473	208,837	208,837	4.2%
<b>136 Information Systems Department</b>					
Personal Services	143,308	154,039	157,119	157,119	
Expenses	<u>134,014</u>	<u>148,435</u>	<u>177,935</u>	<u>177,935</u>	
sub-total	277,322	302,474	335,054	335,054	10.8%
<b>141 Board of Assessors</b>					
Personal Services	141,279	153,818	155,947	155,947	
Expenses	<u>41,433</u>	<u>63,013</u>	<u>63,013</u>	<u>63,013</u>	
sub-total	182,712	216,831	218,960	218,960	1.0%
<b>145 Treasurer/Collector</b>					
Personal Services	146,492	155,896	158,732	158,732	
Expenses	<u>23,352</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>	
sub-total	169,844	188,896	191,732	191,732	1.5%

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	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2010	FY 2011	FY 2012	FY 2012	11-12
<b>710 Debt Service</b>					
Expenses	1,595,519	1,632,640	2,113,882	1,993,996	22.1%
<b>820 Tax Title</b>					
Expenses	13,510	24,000	20,000	20,000	-16.7%
<b>910 Retirement/Benefits/Insurance</b>					
Expenses	<u>4,633,324</u>	<u>5,158,564</u>	<u>5,573,263</u>	<u>5,573,263</u>	8.0%
<b>II. Finance</b>	<b>\$7,114,533</b>	<b>\$7,802,053</b>	<b>\$8,737,653</b>	<b>\$8,617,767</b>	10.5%
<b>III. PUBLIC SAFETY</b>					
<b>210 Police</b>					
Personal Services	\$1,881,855	\$2,023,485	\$2,061,720	\$2,061,720	
Expenses	<u>134,994</u>	<u>170,470</u>	<u>162,430</u>	<u>162,430</u>	
sub-total	2,016,849	2,193,955	2,224,150	2,224,150	1.4%
<b>211 Police Station</b>					
Expenses	51,327	42,800	42,800	42,800	0.0%
<b>220 Fire</b>					
Personal Services	289,746	361,800	366,060	366,060	
Expenses	<u>174,172</u>	<u>174,749</u>	<u>183,749</u>	<u>183,749</u>	
sub-total	463,918	536,549	549,809	549,809	2.5%
<b>231 Ambulance Service</b>					
Expenses	551,109	578,200	604,219	604,219	4.5%
<b>240 Inspections</b>					
Personal Services	133,583	142,917	139,155	139,155	
Expenses	<u>25,870</u>	<u>24,085</u>	<u>24,085</u>	<u>24,085</u>	
sub-total	159,453	167,002	163,240	163,240	-2.3%
<b>241 Community Development</b>					
Personal Services	90,229	93,319	96,575	96,575	
Expenses	<u>2,267</u>	<u>4,830</u>	<u>37,325</u>	<u>37,325</u>	
sub-total	92,496	98,149	133,900	133,900	36.4%
<b>291 Emergency Management</b>					
Expenses	0	5,830	5,830	5,830	0.0%
<b>294 Harbor Committee</b>					
Expenses	480	1,135	1,135	1,135	0.0%
<b>295 Harbormaster</b>					
Personal Services	0	0			
Expenses	<u>107,105</u>	<u>109,819</u>	<u>112,564</u>	<u>112,564</u>	
sub-total	107,105	109,819	112,564	112,564	2.5%
<b>296 Shellfish</b>					
Personal Services	44,864	46,073	46,073	46,073	
Expenses	<u>7,350</u>	<u>7,350</u>	<u>7,350</u>	<u>7,350</u>	
sub-total	52,214	53,423	53,423	53,423	0.0%
<b>299 Parking</b>					
Personal Services	309,153	325,153	327,189	327,189	
Expenses	<u>72,863</u>	<u>70,300</u>	<u>70,800</u>	<u>70,800</u>	
sub-total	<u>382,016</u>	<u>395,453</u>	<u>397,989</u>	<u>397,989</u>	0.6%

	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2010	FY 2011	FY 2012	FY 2012	11-12
<b>III. Public Safety</b>	<b>\$3,876,967</b>	<b>\$4,182,315</b>	<b>\$4,289,059</b>	<b>\$4,289,059</b>	<b>2.6%</b>
<b>IV. PUBLIC WORKS</b>					
<b>192 Buildings &amp; Grounds</b>					
Personal Services	\$494,039	\$584,129	\$587,275	\$587,275	
Expenses	<u>294,602</u>	<u>352,200</u>	<u>395,790</u>	<u>395,790</u>	
sub-total	788,641	936,329	983,065	983,065	
Betterments-Town Buildings		0	<u>43,250</u>	<u>43,958</u>	<u>43,958</u>
sub-total	788,641	979,579	1,027,023	1,027,023	4.8%
<b>421 Administration</b>					
Personal Services	159,997	167,461	146,291	146,291	
Expenses	<u>284,857</u>	<u>253,358</u>	<u>268,000</u>	<u>268,000</u>	
sub-total	444,854	420,819	414,291	414,291	-1.6%
<b>422 Highway</b>					
Personal Services	348,212	423,022	424,230	424,230	
Expenses	<u>85,483</u>	<u>232,871</u>	<u>251,800</u>	<u>251,800</u>	
sub-total	433,695	655,893	676,030	676,030	3.1%
<b>423 Snow &amp; Ice</b>					
Personal Services	22,210	30,000	27,000	27,000	
Expenses	<u>79,441</u>	<u>197,700</u>	<u>140,700</u>	<u>140,700</u>	
sub-total	101,651	227,700	167,700	167,700	-26.4%
<b>431 Solid Waste/Recycling</b>					
Personal Services	392,170	432,957	435,904	435,904	
Expenses	<u>77,395</u>	<u>116,404</u>	<u>118,104</u>	<u>118,104</u>	
sub-total	469,565	549,361	554,008	554,008	0.8%
<b>432 Recycling Committee</b>					
Expenses	25	1,250	1,250	1,250	0.0%
<b>439 Waste Disposal/Other</b>					
Expenses	<u>139,200</u>	<u>168,000</u>	<u>168,000</u>	<u>168,000</u>	0.0%
<b>IV. Public Works</b>	<b>\$2,377,606</b>	<b>\$3,002,602</b>	<b>\$3,008,302</b>	<b>\$3,008,302</b>	<b>0.2%</b>
<b>V. PUBLIC SERVICES</b>					
<b>511 Health Inspector/Agent</b>					
Personal Services	\$105,874	\$102,354	\$124,522	\$104,522	
Expenses	<u>7,924</u>	<u>7,450</u>	<u>5,450</u>	<u>5,450</u>	
sub-total	113,798	109,804	129,972	109,972	0.2%
<b>512 Public Health/Nurse</b>					
Personal Services	17,516	19,121	19,121	19,121	
Expenses	<u>27,508</u>	<u>28,624</u>	<u>28,624</u>	<u>28,624</u>	
sub-total	45,024	47,745	47,745	47,745	0.0%
<b>513 Board of Health</b>					
Expenses	1,125	1,135	1,135	1,135	0.0%
<b>541 Council on Aging</b>					
Personal Services	161,591	184,801	173,266	173,266	
Expenses	<u>10,310</u>	<u>10,774</u>	<u>12,294</u>	<u>12,294</u>	sub-

Provincetown		2011 Annual Town Report			25	
	Actual	Budget	Selectmen	FinCom	%	
Budget	FY 2010	FY 2011	FY 2012	FY 2012	11-12	
total	171,901	195,575	185,560	185,560	-5.1%	
<b>543 Veterans Services</b>						
Personal Services	0	0	0	0		
Expenses	<u>50,895</u>	<u>47,815</u>	<u>41,781</u>	<u>41,781</u>		
sub-total	50,895	47,815	41,781	41,781	-12.6%	
<b>610 Library</b>						
Personal Services	238,104	184,572	201,642	201,642		
Expenses	<u>72,027</u>	<u>84,069</u>	<u>84,069</u>	<u>84,069</u>		
sub-total	310,131	268,641	285,711	285,711	6.4%	
<b>630 Recreation Department</b>						
Personal Services	93,952	104,698	105,519	105,519		
Expenses	<u>14,589</u>	<u>15,650</u>	<u>16,250</u>	<u>16,250</u>		
sub-total	108,541	120,348	121,769	121,769	1.2%	
<b>672 Art Commission</b>						
Expenses	8,201	9,585	9,585	9,585	0.0%	
<b>673 Cultural Council</b>						
Expenses	<u>1,500</u>	<u>1,700</u>	<u>1,700</u>	<u>200</u>	-88.2%	
<b>V. Public Services</b>	<b>\$811,116</b>	<b>\$802,348</b>	<b>\$824,958</b>	<b>\$803,458</b>	<b>0.1%</b>	
<b>VI. PUBLIC SCHOOLS</b>						
<b>300 Provincetown Public Schools</b>						
Direct Costs	\$3,720,202	\$3,354,959	\$3,187,212	\$3,187,212	-5.0%	
<b>310 Cape Cod Regional Tech High</b>						
Expense	<u>88,072</u>	<u>52,401</u>	<u>52,401</u>	<u>88,131</u>	68.2%	
<b>VI. Public Schools</b>	<b>\$3,808,274</b>	<b>\$3,407,360</b>	<b>\$3,239,613</b>	<b>\$3,275,343</b>	<b>-3.9%</b>	

#### OPERATING BUDGET SUMMARY

I. General Government	\$1,151,061	\$1,227,852	\$1,146,867	\$1,146,867	-6.6%
II. Finance	7,114,533	7,802,053	8,737,653	8,617,767	10.5%
III. Public Safety	3,876,967	4,182,315	4,289,059	4,289,059	2.6%
IV. Public Works	2,377,606	3,002,602	3,008,302	3,008,302	0.2%
V. Public Services	<u>811,116</u>	<u>802,348</u>	<u>824,958</u>	<u>803,458</u>	0.1%
Subtotal, I-V	15,331,283	17,017,170	18,006,839	17,865,453	5.0%
VI. Public Schools	<u>3,808,274</u>	<u>3,407,360</u>	<u>3,239,613</u>	<u>3,275,343</u>	-3.9%
<b>Total, I-VI</b>	<b>19,139,557</b>	<b>20,424,530</b>	<b>21,246,452</b>	<b>21,140,796</b>	<b>3.5%</b>

Michele Couture moved that the Town vote to raise and appropriate the sum \$8,587,112, transfer \$30,655 from Title V Septic Revolving fund for a total of \$8,617,767 to fund operating budgets for the several Town departments for Fiscal Year 2012 under budget Division II, Finance, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

*Article 2. FY 2012 Municipal Operating Budget.*

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*Division III. Public Safety***Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Michele Couture moved that the Town vote to raise and appropriate the sum of \$4,164,059, transfer \$45,000 from Ferry Embarkation fund, transfer \$80,000 from Municipal Waterways fund for a total of \$4,289,059 to fund operating budgets for the several Town departments for Fiscal Year 2012 under budget Division III, Public Safety, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

*Article 2. FY 2012 Municipal Operating Budget.**Division IV. Public Works***Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Michele Couture moved that the Town vote to raise and appropriate the sum \$3,008,302 to fund operating budgets for the several Town departments for Fiscal Year 2012 under budget Division IV, Public Works, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

*Article 2. FY 2012 Municipal Operating Budget.**Division V. Public Services***Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Michele Couture moved the Town vote to raise and appropriate the sum \$803,458 to fund operating budgets for the several Town departments for Fiscal Year 2012 under budget Division V, Public Services, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

*Article 2. FY 2012 Municipal Operating Budget.**Division VI. Public Schools***Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0**

Michele Couture moved that the Town vote to raise and appropriate the sum of \$3,187,211 to fund the Provincetown Public School System Budget for Fiscal Year 2012.  
**Motion Passed.**

**Article 3. FY 2012 Cape Cod Regional Technical High School**

**Assessment.** To see if the Town will vote to raise and appropriate the sum of \$88,131 to fund the Town of Provincetown’s assessment for the CCRTHS FY2012 operating budget, or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$88,131 for its assessment for Cape Cod Technical Regional High School for FY 2012. **Motion Passed.**

**Article 4. FY 2012 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 2012:

	<b>FY 2011</b>	<b>FY 2012</b>	<b>11-12 %</b>
<b>440 Wastewater Enterprise Fund</b>			
Enterprise Fund Costs	\$2,737,160	\$2,900,215	
General Fund Costs	80,434	80,434	
<b>TOTAL COSTS</b>	<b>\$2,817,594</b>	<b>\$2,980,649</b>	<b>5.8%</b>
<b>450 Water Enterprise Fund</b>			
Enterprise Fund Costs	\$1,834,538	\$2,093,560	
General Fund Costs	269,361	269,361	
<b>TOTAL COSTS</b>	<b>\$2,103,899</b>	<b>\$2,362,921</b>	<b>12.3%</b>

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Article 4. FY 2012 Enterprise Funds.**

*440 Wastewater Enterprise Fund.*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote that \$2,980,649 be appropriated to operate the Wastewater Enterprise Fund, 2,754,559 to come from Wastewater Enterprise Fund revenues and \$145,656 from reserved for debt service, and further, \$80,434 to be appropriated in the general fund and funded from Wastewater Enterprise revenues. **Motion Passed.**

*450 Water Enterprise Fund.*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote that \$2,362,921 be appropriated to operate the Water Enterprise Fund, for \$2,009,573 to come from Water Enterprise Fund revenues and \$83,987 from Retained Earnings, and further, \$269,361 to be appropriated in the general fund and funded from Water Enterprise revenues. **Motion Passed.**

**Article 5. FY 2012 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 2012 Capital Improvements Program submitted in accordance with Chapter 9, section 2 of the Provincetown Charter as follows provided that one or more of the appropriations listed below shall be contingent on a Proposition 2 ½ Capital Outlay or Debt Exclusion ballot question:

1. Shortel Telephone Network Expansion - \$50,000 to be expended under the direction of the Town Manager and the MIS Director for the expansion of the town's Shortel telephone system for town staff departments relocating to the Veteran's Memorial Elementary School; or to take any other action thereto
2. Police Fleet Upgrade Plan - \$8,800 to be expended under the direction of the Town Manager and the Chief of Police for the 1<sup>st</sup> year of a three year lease of one police vehicle and costs related thereto;
3. Police Fleet Upgrade Plan - \$19,835 to be expended under the direction of the Town Manager and the Chief of Police for the 2<sup>nd</sup> year of a three year lease of two police vehicles as initially approved by town voters at the April 2010 Annual Town Meeting, Article 5-5 and costs related thereto;
4. 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 making application for various grants which become available.
5. Public Works Fleet Replacement Plan - \$202,000 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of (1) Trash Removal Trailer and (2) Recycling Truck and further to authorize the Town Manager, with the approval of the Board of Selectmen, to enter into lease purchase agreements for terms not exceeding 5 years, and costs related thereto;
6. Single Stream Recycling - \$334,900 to be expended under the direction of the Town Manager and the Director of Public Works to be used for the implementation of Single Stream Recycling in Provincetown, and costs related thereto; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

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1. Shortel Telephone Network Expansion

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer \$50,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the MIS Director for the expansion of the Shortel Telephone Network System and costs related thereto.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

2. Police Fleet Upgrade Plan

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$8,800 from the following warrant articles to pay for the first year of a lease of one police vehicle to be expended under the direction of the Town Manager and Chief of Police and costs related thereto;

- \$111.10 from 2003 Annual Town Meeting Article 4-3 Police Vehicle Replacement
- \$800 from 2003 Annual Town Meeting Article 4-6 Recycling Vehicle Replacement
- \$95.95 from 2004 Special Town Meeting Article 7-3 Transfer Station Hauler
- \$7 from 2004 Annual Town Meeting Article 4-2 Police Vehicle Replacement
- \$15 from 2005 Annual Town Meeting Article 8-1 Fire Engine
- \$334 from 2005 Annual Town Meeting Article 8-2 Police Vehicle Replacement
- \$179 from 2006 Annual Town Meeting Article 7-2 Police Vehicle Replacement
- A credit of \$20 from 2001 Annual Town Meeting Article 5-5 Dump Truck
- A credit of \$39 from 2007 Annual Town Meeting Article 6-8 Transfer Station Equipment
- A credit of \$3 from 2007 Annual Town Meeting Article 6-4 DPW Fleet Replacement
- \$7,319.95 from 2002 Annual Town Meeting Article 4-10 DPW Fleet Replacement **Motion Passed.**

3. Police Fleet Upgrade Plan

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$19,835 from the following warrant article for the second year of the lease of two police vehicles as initially approved by Town voters at the April 2010 Annual Town Meeting, Article 5-5 with the funds to be expended under the direction of the Town Manager and Chief of Police and costs related thereto;

- \$19,835 from 2002 Annual Town Meeting Article 4-10 DPW Fleet Replacement

**Motion Passed.**

4. Storm Water Management

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 5-0-0**

**Board of Health Recommends: 4-0-0**

David Bedard moved that the Town vote to transfer \$100,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Director of Public Works for improvements to the town's drainage system and costs related thereto.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

5. Public Works Fleet Replacement Plan

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$20,218 from the 2002 Annual Town Meeting Article 4-10, DPW Fleet replacement and further to appropriate the sum of \$181,782 to be expended under the direction of the Town Manager and the Director of Public Works for the replacement of one trash trailer and one recycling truck and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$181,782 pursuant to General Laws Chapter 44, sections 7 and 8 or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

6. Single Stream Recycling

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 5-0-1**

**Board of Health Recommends: 4-0-0**

**Visitor Services Board Recommends: 4-0-0**

David Bedard moved that the Town vote to appropriate the sum of \$334,900 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of equipment associated with the implementation of a single stream recycling program in the Town of Provincetown and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$334,900 pursuant to General Laws Chapter 44, section 7(9) or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m). **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 6.        *FY 2012 Revolving Accounts.*** To see if the Town will vote to continue for FY 2012 the following revolving accounts established pursuant to MGL C.44, §53E½:

(1) Preservation of Town Hall Auditorium: to allow receipts from the rental and custodial fees charged for the public use of Town Hall Auditorium to be segregated into a special account; and with funds therefrom, up to a limit of \$20,000 annually, to be expended for the repair, updating, refurbishing and maintenance of the Town Hall Auditorium under the direction of the Town Manager and Board of Selectmen;

(2) Shellfish Grants: to allow receipts from Shellfish Grants to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended under the direction of the Shellfish Warden and the Board of Selectmen for the purpose of shellfish seeding and cultivation on public shellfish areas;

(3) B Street Garden: to allow receipts from the annual community garden membership fees charged for the public use of the community garden to be segregated into a special account; and with funds there from, 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; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

F. John Santos moved that the Town vote to continue for FY 2012 the revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant.

**Motion Passed.**

**Article 7. Cape Cod Greenhead Fly Control District Assessment.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$938.75 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; or to take any other action relative thereto. [*Requested by the Board of Selectmen and the Town Manager*]

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 5-0-0**

**Board of Health Recommends: 4-0-0**

Austin Knight moved that the Town will vote to raise and appropriate the sum of \$938.75 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. **Motion Passed.**

9:59 p.m Motion to adjourn Annual Town Meeting until tomorrow, April 5, 2011 at 6 p.m. **Motion Passed.**

**Town Moderator Irene Rabinowitz called the meeting to order at 6:00 p.m. on Tuesday, April 5, 2011.**

**Article 8. Community Preservation Budget for FY 2012.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2012 Community Preservation Budget, to appropriate or reserve from FY 2012 Community Preservation Fund annual revenues the following amounts totaling \$699,278 as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

1. Reserves:

- A. \$0 for Open Space
- B. \$0 for Community Housing;
- C. \$0 for Historic Resources;

2. Appropriations:

- A. \$230,449 for affordable housing debt service
- \$59,733 for open-space debt service
- \$193,966 for historic preservation debt service

- B. \$12,000 for display cases for historic documents and art at town hall and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee
- C. \$44,500 for Winthrop Street Cemetery assessment and emergency repairs and said funds to be expended under the direction of the Town Manager in consultation with Community Preservation Committee
- D. \$26,500 for municipal archives storage and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee
- E. \$75,000 for Hawthorne Barn renovation subject to a grant agreement between the Town and the property owner, in such form as the Town Manager, in consultation with the Community Preservation Commission, deems appropriate, setting forth the terms and conditions upon which the funds may be expended, which agreement shall include, but not be limited to, the following items: 1) grant funds shall be used to secure the barn's envelope including replacement-in-kind of wood shingle roofing and siding, windows, and doors; 2) the owner of the property shall provide the Town with an historic preservation restriction protecting the character-defining features of the barn's exterior and interior, to be applicable, to the extent allowed by law, to any additions and new construction on the property and to authorize the Board of Selectmen to accept such restriction; and, 3) public access shall be provided for not less than 9 days per year, on such dates and for such times as set forth in the agreement
- F. \$42,130 for Housing Office support
- G. \$15,000 for CPA general administration; or to take any other action relative thereto. *[Requested by the Community Preservation Committee]*

***Article 8-2A. Community Preservation Budget for FY 2012.***

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

**Historical Commission Recommends: 5-0-0**

Elaine Anderson moved that the Town vote to appropriate the sum of \$484,148 to fund debt service for Fiscal Year 2012 as follows: the sum of \$230,449 from Affordable Housing reserves, the sum of \$59,733 from Open Space reserves, and the sum of \$193,966 from Historic Preservation estimated revenue.

**Motion Passed.**

***Article 8-2B. Community Preservation Budget for FY 2012.***

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

**Historical Commission Recommends: 5-0-0**

James Hall moved that the Town vote to appropriate from Historic Preservation reserves the sum of \$12,000 for display cases for historic documents and art at Town Hall. **Motion Passed.**

*Article 8-2C. Community Preservation Budget for FY 2012.*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

David Hale moved that the Town vote to appropriate from Community Preservation undesignated reserves the sum of \$44,500 for Winthrop Street Cemetery assessment and emergency repairs. **Motion Passed.**

*Article 8-2D. Community Preservation Budget for FY 2012.*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

**Historical Commission Recommends: 5-0-0**

Eric Dray moved that the Town vote to appropriate from Historic Preservation reserves the sum of \$26,500 for municipal archives storage. **Motion Passed.**

*Article 8-2E. Community Preservation Budget for FY 2012.*

**Board of Selectmen Does Not Recommend: 3-2-0**

**Finance Committee Recommends: 5-1-0**

**Community Preservation Committee Recommends: 7-0-0**

Dorothy Palanza moved that the Town vote to appropriate from estimated revenue the sum of \$75,000 for the Hawthorne Barn renovations subject to a grant agreement between the town and the property owner, in such form as the Town Manager, in consultation with the Community Preservation Commission, deems appropriate, setting forth the terms and conditions upon which the funds may be expended, which agreement shall include, but not be limited to, the following items: 1) grant funds shall be used to secure the barn's envelope including replacement-in-kind of wood shingle roofing and siding, windows, and doors; 2) the owner of the property shall provide the Town with an historic preservation restriction protecting the character-defining features of the barn's exterior and interior, to be applicable, to the extent allowed by law, to any additions and new construction on the property and to authorize the Board of Selectmen to accept such restriction; and, 3) public access shall be provided for not less than 9 days per year, on such dates and for such times as set forth in the agreement. **Motion Passed.**

*Article 8-2F. Community Preservation Budget for FY 2012.*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

**Housing Authority Recommends 3-0-0**

Nancy Jacobsen moved that the Town vote to appropriate from Affordable Housing Reserves the sum of \$42,130 for Housing Office support.

**Motion Passed.**

**Article 8-2G Community Preservation Fund Budget for FY 2012.**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-0-0**

Dorothy Palanza moved that the Town vote to appropriate the sum of \$15,000 from estimated revenues to be used for CPA general administration, as printed in the warrant. **Motion Passed.**

**Article 9. Amendments to Personnel By-law/Classification and Compensation Plan.** To see if the Town will vote as follows:

1. **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, 2011, as follows:

Grade	Actual FY 2011		Proposed FY 2012		Position Title
	Min.	Max.	Min.	Max.	
21	91,006	106,517	95,000	139,125	Town Mgr <i>[exempt – MGL C.41, §108N]</i>
20	77,124	92,417	78,667	125,000	Chief of Police <i>[exempt – MGL C.41, §108O]</i>
					Director of Public Works
19	73,105	87,601	74,567	92,601	<i>no positions assigned</i>
18	69,293	83,034	70,679	90,000	Police Staff Lieut.
					Asst Town Mgr
17	65,680	76,118	66,994	77,640	Director of Municipal Finance
16	62,256	74,602	63,501	76,094	Building Commissioner
15	59,009	68,388	60,189	69,756	Deputy Director of Public Works
					MIS Director
14	55,670	66,710	56,783	68,044	Health Agent
					Health and Env. Affairs Mgr
13	52,520	60,866	53,570	62,083	<i>no positions assigned</i>
12	49,547	59,372	50,538	60,559	Pub. Health/Council on Aging Dir
					Library Director
					Town Clerk
					Principal Assessor
					Town Accountant

36	Town Meeting and Elections				Town of
11	47,187	56,543	48,131	57,674	Collector Treasurer
10	44,940	53,852	45,839	54,929	Deputy Town Accountant DPW Finance Coordinator Town Mgr's Sec/Emp Ben Coord Asst Library Director Recreation Director MIS Analyst
9	42,800	51,287	43,656	52,313	Local Building Inspector Parking Administrator Permit Coordinator Administrative Director of Tourism
8	40,377	48,384	41,185	49,352	COA Outreach Coordinator Library Operations Director
7	38,093	45,646	38,855	46,559	Electrical/Deputy Building Inspector Assistant Town Accountant MIS Technician Licensing Agent
6	37,013	44,354	37,753	45,241	Secretary to the Board of Selectmen Admin. Accounting Assistant Admin Asst to the Chief of Police

2. **Schedule B:** to amend Schedule B," "Fire Department Positions," effective July 1, 2011, as requested by the Board of Fire Engineers, as follows:

***Annual Stipends for Reimbursement of Expenses***

<u>Position</u>	<u>Current</u>	<u>Proposed</u>
Deputy Fire Chief	\$6,600	\$6,600
District Fire Chief/Engineer	2,200	2,200
Firefighter	750	750
Fire Auxiliary	375	375
Fire Captain	500	500
Fire Lieutenant	305	305
House Steward	880	880
House Steward	1,100	1,100
Ladder Steward	1,300	1,300
LaFrance Steward	500	500
Main Station Steward	LCALCA	
Oil Inspector	1,747	
Rescue Captain	1,450	1,450
Rescue Lieutenant	880	880
Rescue Steward	3,000	3,000
Rescue Training Officer	1,650	1,650
Radio Officer	550	550

Air Officer	1000	.....	1,000
Summer Standby Coordinator (new)		.....	2,500
<b>Annual Salary</b>			
<u>Position</u>			
Fire Chief	\$40,000	.....	40,000
<b>Non-Firefighter Positions</b>			
<u>Position</u>			
First Responders	\$12.00 per call		
EMT-Basic	20.70/hour	.....	21.32
EMT-Intermediate	22.30	.....	22.97
EMT-Paramedic	24.40	.....	25.13
Stand-by	18.00		
Safety Inspections	14.03		
Rescue Squad participation	\$250.00	.....	per quarter

3. **Schedule C:** to amend Schedule C, “Seasonal and Part-time

Non-Union Positions,” effective July 1, 2011, as follows:

<i>Grade</i>	<i>Actual FY 2011</i>	<i>Proposed FY 2012</i>	<i>Proposed Position Classifications</i>
<b>L</b>	\$16.89	\$16.89	Parking Lot Technical Manager Property Inspector (Assessors)
<b>K</b>	16.41	16.41	Assistant Harbormaster with police powers Police Officer, Summer/Auxiliary
<b>J</b>	15.94	15.94	Seasonal Recreation Swimming Instructor
<b>I</b>	15.63	15.63	Parking Meter Collection/Repair
<b>H</b>	15.18	15.18	Police Matron Police Summer Dispatcher
<b>G</b>	14.89	14.89	<i>No Positions Assigned</i>
<b>F</b>	14.46	14.46	Assistant Harbormaster w/o police powers Parking and Traffic Officers Parking Lot Assistant Technical Manager Parking Meter Enforcement Secretary, On-call Relief Transfer Station Laborer
<b>E</b>	14.20	14.20	<i>No Positions Assigned</i>
<b>D</b>	13.78	13.78	Library Circulation Aide Parking Lot Attendant/Out-booth/Floater
<b>C</b>	13.38	13.38	Barrels & Grounds Laborer Restroom/Building Custodian Seasonal Recreation Supervisor
<b>B</b>	13.13	13.13	<i>No Positions Assigned</i>
<b>A</b>	12.92	12.92	Council on Aging Cook Parking Lot Attendant/In-booth Seasonal Recreation Aides

or to take any other action relative thereto.

*[Requested by the Personnel Board and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Has No Recommendation**

Michele Couture moved that the Town vote to approve Article 9 as printed in the warrant. **Motion Passed.**

**Article 10. Fund Collective Bargaining Agreement.** To see what sums the Town will vote to raise and appropriate or transfer from available funds a sum of money to fund the collective bargaining agreement reached with the Town and AFSCME; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the town vote to raise and appropriate \$27,277 and transfer the sum of \$14,263 from 2007 Annual Town Meeting Article 10, Bylaw Raises, for a total of \$41,540 to fund the collective bargaining agreement with the AFSCME Union. **Motion Passed.**

**Article 11. General By-law Amendment: Non-Criminal Disposition of Pier Corporation Regulations.** To see if the Town will vote to amend the Provincetown General By-laws by amending §2-3-1-1 to read as follows:

**2-3-1-1.** Any rule or regulation of the Provincetown Public Pier Corporation duly enacted as of ~~April 5, 2010~~ April 4, 2011 shall be deemed a regulation of the Board of Selectmen. Violation of such rules or regulations may be enforced by any available means in law or equity, including but not limited to non-criminal disposition pursuant to G.L. c.40, §21D, and Sections 2-3-1 through 2-3-3 of the General By-laws. For the purposes of this by-law, the following officials shall be enforcing persons: the Harbormaster and his designees and any police officer of the Town of Provincetown.

**2-3-2-1.** Violations of the Provincetown Public Pier Corporation Regulations in Effect on ~~April 5, 2010~~ April 4, 2011 (attached as Appendix 1 to Schedule A): 1st offense, \$100.00; 2nd offense, \$200.00; 3rd and subsequent offenses, \$300.00; or

to take any other action relative thereto.

*[Requested by Provincetown Public Pier Corporation]*

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Has No Recommendation**

Kerry Adams moved that the Town vote to approve Article 11 as printed in the warrant. **Motion Passed.**

**Article 12. Expenditures from the Tourism Fund.** To see if the Town will vote to transfer from the Tourism Fund the sum of \$613,847 to be expended under the direction of the Board of Selectmen 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. \$100,000 for coordination/support of the Visitor Service Board and the Tourism Department; and costs related thereto;
2. \$315,000 for marketing, and costs related thereto;
3. \$39,847 for municipal projects, and costs related thereto; and
4. \$150,000 for tourism grants, and costs related thereto;
5. \$9,000 for Beautification Committee

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Visitor Services Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board: 4-0-0**

Rob Tosner moved that the Town vote to approve Article 12 as printed in the warrant. **Motion Passed.**

**Town Moderator Irene Rabinowitz recused herself and relinquished the role of moderator to Town Clerk Doug Johnstone.**

**Article 13: FY 2012 Human Services Grant Program.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$49,848 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 follows:

AIDS Support Group of Cape Cod	\$9,221
Cape Cod Children's Place	4,609
Consumer Assistance Council	328
Helping Our Women	7,903
Homeless Prevention Council	3,489
Independence House	5,005
Lower Cape Outreach Council, Inc.	5,268
Mass-A-Peal	526
Outer Cape Health Services	7,244

Sight Loss Services, Inc.	592
South Coast Counties Legal Services	<u>5,663</u>
Total	\$49,848

or to take any other action relative thereto.

*[Requested by the Bd of Selectmen, Human Services Com. and Town Mgr]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-0**

**Board of Health Recommends: 4-0-0**

Elaine Anderson moved that vote to raise and appropriate the sum of \$49,848 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. **Motion Passed.**

**Town Moderator Irene Rabinowitz returned to the meeting.**

**Article 14. July 4th Celebration.** To see if the Town will vote to transfer from any available funds the sum of \$22,000 to be expended under the direction of the Town Manager, the Chief of Police and the Director of Public Works for costs associated with the July 4th fireworks display; or to take any other action relative thereto. *[Requested by the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 4-0-0**

Austin Knight moved that the Town vote to transfer \$3,500 from free cash, transfer \$10,936 from 1999 Annual Town Meeting Article 5-6, \$7,564 from 2004 Annual Town Meeting Article 4-8 for a total of \$22,000, to be used to pay for town expenses associated with the costs for the July 4<sup>th</sup> fireworks display, as printed in the warrant. **Motion Passed.**

**Article 15. Stable Path – Amendment to Reduce Appropriation and Scope of Project.** To see if the Town will vote to amend the vote taken under Article 10, Section 2.F of the April 6, 2009 Annual Town Meeting, which authorized the appropriation of \$800,000 in Community Preservation Act funds for the grant of 32 units of community housing at 35 Race Point Road, to be known as Stable Path, to reduce the amount of the appropriation to \$540,000 and the number of community housing units to be acquired thereby to 23 units, and to authorize the Board of Selectmen to accept an affordable housing restriction on 23 units on said property; or to take any other act rel.thereto.

*[Requested by the Community Preservation Committee]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 3-0-0**

**Housing Authority Recommends: 3-0-0**

Nancy Jacobsen moved that the Town vote to approve Article 15 as written in the warrant. **Motion Passed.**

**Article 16.** *Alteration of Layout of Harry Kemp Way and Conveyance of Discontinued Portion.* To see if the Town will vote to accept the altered layout of Harry Kemp Way as a public way to exclude from the layout of said way the parcel of land shown as “Discontinued Portion” on a plan entitled “Plan Showing Alteration of Layout of Harry Kemp Way,” dated March 3, 2011, prepared by Coastal Engineering Company, Inc., on file with the Town Clerk, and to transfer the care, custody, management and control of the aforesaid discontinued parcel from the Board of Selectmen for public way purposes to the Board of Selectmen for general municipal purposes and for the purpose of conveyance, and further to authorize the Board of Selectmen to convey the fee to or an easement in said discontinued parcel of land on such terms and conditions and for such consideration, which may be nominal consideration, as the Selectmen deem appropriate; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 4-0-0**

### **2/3<sup>rd</sup>'s Vote Required**

David Bedard moved that the Town vote to approve Article 16 as written in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 17.** *Replacement of Water Main along Commercial Street.* To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replace the existing water main on Commercial Street as part of the Commercial Street repaving project, including all costs incidental and related thereto; to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow a sum of money, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7 and/or 8 or any other enabling authority, and to issue bonds and notes of the Town therefor; and further, to authorize the Town Manager and the Board of

Selectmen to take all actions necessary to carry out the project and apply for, accept, and expend grant funds for this project; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 3-2-0**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 4-0-0**

Michele Couture moved that the Town vote to appropriate the sum of \$850,000 to replace the existing water main on Commercial Street as part of the Commercial Street repaving project, including all costs incidental and related thereto; that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow the sum of \$850,000, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7 and/or 8 or any other enabling authority, and to issue bonds and notes of the Town therefor; and further, to authorize the Town Manager and the Board of Selectmen to take all actions necessary to carry out the project and apply for, accept, and expend grant funds for this project and further that although the bonds issued for this project shall be general obligations of the Town, it is the intent of the Town that the principal and interest payments for this project shall be paid from the Water Enterprise Fund.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 18. Dissolve the Economic Development Council.** To see if the Town will vote to amend Section 5-15 of the General Bylaws of the Town in order to abolish the Economic Development Council as follows:

1. Change the Title of section 5-15 by deleting the words: "Economic Development Council and."
2. Delete sections 1, 2, 3, and 5 and renumber the remaining sections of the bylaw accordingly.
3. Amend the existing section 4 (new section 1) by deleting from the second sentence: "; whereupon the Town Manager shall without undue delay refer the application to the council for its review and recommendations." Delete from the third sentence of existing section 4 (new section 1) the following: "and the recommendations, if any, of the council," or to take any other action relative thereto.

*[Requested by the Board of Selectmen]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Elaine Anderson moved that the Town vote to amend Section 5-15 of the General By-Laws of the Town in order to abolish the Economic Development Council with the appropriate changes as printed in the warrant.

**Motion Passed.**

**Article 19.** *Dissolve the Cable Advisory Commission.* To see if the Town will vote to dissolve the Cable Advisory Commission which was created pursuant to the vote under Article 33 of the April 4, 1994 Annual Town Meeting; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Has No Recommendation**

Austin Knight moved that the Town vote to dissolve the Cable Advisory Commission as printed in the warrant. **Motion Passed.**

**Article 20.** *Establishment of Other Post Employment Benefits Liability Trust Fund.* To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 32B, Section 20, which will authorize the establishment of an Other Post Employment Benefits Liability Trust Fund to address and potentially reduce the unfunded actuarial liability of health care and other post-employment benefits; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to approve Article 20 as written in the warrant. **Motion Passed.**

**Article 21.** *Medicare Extension Plans – Mandatory Transfer of Retirees.* To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 32B, Section 18, which requires all retirees, their spouses and dependents insured or eligible to be insured under the Town's health insurance plan, if enrolled in Medicare Part A at no cost to the retiree, spouse or dependents or eligible for coverage thereunder at no cost to the retiree, spouse or dependents, to transfer to a Medicare Extension Plan offered by the Town to address the continual increased costs of health care insurance to present and future retirees and to the Town; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0**

**Finance Committee Recommends Indefinite Postponement: 7-0-0**

Michele Couture moved that the Town vote to indefinitely postpone Article 21. **Motion Passed.**

**Article 22. *Design and Project Management Services for the Construction of a New Highway Maintenance Facility and Police Station.***

To see if the Town will vote to amend the action taken under Article 5 of the April 2010 Annual Town Meeting, Capital Improvement Plan, under the category of Building Assessment, by authorizing the expenditure of the remaining appropriation, which was from free cash for design and project management services in connection with the demolition of the existing highway garage and the construction of a new highway maintenance facility and a new police station to be located at the existing highway garage site; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to amend the action taken under Article 5 of the April 2010 Annual Town Meeting, Capital Improvement Plan, under the category of Building Assessment, by authorizing the expenditure of the remaining appropriation of \$150,000, which was from free cash for design and project management services in connection with the demolition of the existing highway garage and the construction of a new highway maintenance facility and a new police station to be located at the existing highway garage site. **Motion Passed.**

**Article 23. *Freeman Street Building Renovations.*** To see if the Town will vote to transfer sums of money from the following articles:

A sum of money from Article 1 of the June 22, 2009 Special Town Meeting,

which was appropriated for the restoration of Town Hall and;

\$17,025.19 from Article 8-7 of the 2005 Annual Town Meeting and;

\$16,765.85 from Article 23-4 of the 1999 Special Town Meeting and;

\$24,251.54 from Article 16 of the 2000 Annual Town Meeting Article,

to be used for construction costs for the repair and maintenance of the Freeman Street Building consisting of the repairs to the exterior walls and windows, the replacement and repairs of the HVAC system and including all costs incidental and related thereto; or to take any other action relative thereto. *[Requested by the Board of Selectmen and Town Manager]*

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Recommends: 5-0-0****Visitor Services Board Recommends: 4-0-0**

David Bedard moved that the Town vote to transfer the following sums of money from the following articles to be used for construction costs for the repair and maintenance of the Freeman Street Building, including costs incidental and related thereto:

- \$242,000 from Article 1 of the June 22, 2009 Special Town Meeting
- \$17,025.19 from Article 8-7 of the 2005 Annual Town Meeting
- \$16,765.85 from Article 23-4 of the 1999 Special Town Meeting
- \$24,251.54 from Article 16 of the 2000 Special Town Meeting

**Motion Passed.**

**Article 24. Cemetery Improvements.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$26,000 for the relocation of power lines related to the expansion of the Provincetown Cemetery; or to take any other action relative thereto.

*[Requested by the Cemetery Commission]*

**Board of Selectmen Recommends: 5-0-0****Finance Committee Recommends: 6-0-0****Cemetery Commission Recommends: 3-0-0**

Greg Howe moved that the Town vote to transfer \$3,500 from the Sale of Cemetery Lots Special Revenue Fund, transfer \$3,100 from General Insurance Proceeds, transfer \$16,379 from Insurance Proceeds Reserved for Appropriation, transfer \$2,000 from the 2002 Annual Town Meeting, Article 67, transfer \$475 from the 2003 Annual Town Meeting, Article 4-2 and transfer \$546 from 2009 Special Town Meeting, Article 2 for a total of \$26,000 to pay for costs of the relocation of power lines related to the expansion of the Provincetown Cemetery. **Motion Passed.**

**Article 25. Zoning By-law Amendment: Article 1 - Definitions**

To see if the Town will vote to amend the Provincetown Zoning By-laws Article 1 to amend the definition of “*Boarding, Lodging or Tourist Home*”, to read as follows, with underlined text to be inserted and strike-through text to be deleted:

**Boarding, Lodging or Tourist Home** A dwelling with a ~~managing family~~ resident manager on the premises or associated with the business when the business occupies more than one parcel, plus accommodations, with or without meals, ~~rented to~~ renting more than three but fewer than twenty ~~persons~~ separate guest units. Or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommend Has No Recommendation**

**Planning Board Recommends: 5-0-0**

**Visitor Services Board Recommends: 3-0-1**

### **2/3<sup>rd</sup>'s Vote Required**

Peter Paige moved that the Town vote to amend Article 1 of the Zoning By-law as printed in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 26. Zoning By-law Amendment: Article 2 - Districts and District Regulations** To see if the Town will vote to amend the Provincetown Zoning By-laws Article 2, Section 2330 to read as follows, with underlined text to be inserted and strike-through text to be deleted:

#### **2330 Floodplain District Boundaries and Base Flood Elevation Data**

~~The Floodplain District ("District") is herein established as an overlay district. The District shall include all special flood hazard areas designed on the Town of Provincetown Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP) dated July 15, 1992 as Zone A, AE, AH, AO, A1-30, A99, V, V1-30, VE. The FIRM designates the parameters of the 100-year base floodplain. The boundaries of the District shall be coincident with the 100-year base flood elevations as shown on the FIRM, Floodway Maps and Flood Insurance Study booklet, all of which are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, and Conservation Commission.~~

The Floodplain District is herein established as an overlay district to all other districts. All special flood hazard areas within the Town of Provincetown designated as Zone A, AE, AO, AH, V and VE on the Barnstable County Flood Insurance Rate Maps (FIRMs) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Barnstable County FIRMs that are wholly or partially within the Town of Provincetown are panel numbers 25001C0103, 25001C0104, 25001C0108, 25001C0109, 25001C0111, 25001C0112, 25001C0114, 25001C0116, 25001C0117 and 25001C0118 dated June 16, 2011. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Barnstable County Flood Insurance Study (FIS) report dated June 16, 2011. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, and Conservation Commission.

**2331 Elevation** - New construction or substantial improvement (which shall be defined for the purposes of this section as any repair, construction or

alteration costing 50% or more of the market value of the structure before improvements; or if damaged, before damage occurred) of residential structures shall have the lowest floor (including basement) elevated to not less than Base Flood Elevations. (Substantial improvement is deemed to have occurred when the first alteration of any structural part of the building commences).

New construction or any substantial improvement of non-residential structures shall either be similarly elevated or, together with attendant utility and sanitary facilities shall be flood proof (i.e. watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy to or above that level) to not less than the Base Flood Elevations. However, structures such as boathouses that would be functionally impaired by such measures because they requires water level locations, and are not continuously used for human occupancy, may be exempted from this requirement, upon the issuance of a Special Permits from the Zoning Board of Appeals.

In Zone A-O, all new construction and substantial improvements are subject to the following requirements:

- residential structures shall have the lowest floor (including basement) elevated above the crown of the nearest street to or above the depth number specified on the Flood Insurance Rate Maps (FIRM);
- non-residential structures shall have the lowest floor (including basement) elevated above the crown of the nearest street to or above the depth number on the FIRM or be flood proof (i.e., watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy to or above that level.

**2332 Code References** ~~Any new construction or substantial improvements to be undertaken within said district shall be in accordance with the Massachusetts Uniform Building Code.~~

The Floodplain District is established as an overlay district to all other districts. All development in the district, including structural and non-structural activities, whether permitted by right or by special permit must be in compliance with Chapter 131, Section 40 of the Massachusetts General Laws and with the following:

- Section of the Massachusetts State Building Code which addresses floodplain and coastal high hazard areas (currently 780 CMR 120.G, "Flood Resistant Construction and Construction in Coastal Dunes");
- Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00);

- Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);
- Coastal Wetlands Restriction, DEP (currently 310 CMR 12.00)
- Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5);

Any variances from the provisions and requirements of the above referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.

**2333 Use of Available Flood Data - no change**

**2334 “V” Zones** No land within areas designated as V (velocity) Zones on the ~~F.I.A. Flood Hazard Rate Maps~~ Barnstable County Flood Insurance Rate Maps shall be developed unless such development:

- a. is demonstrated by the applicant to be located landward of the reach of the mean high tide through issuance of a special permit by the Zoning Board of Appeals, and;
- b. Any man-made alteration of sand dunes within said designated V Zones which might increase the potential for flood damage shall be prohibited.

*No further changes in this Section.*

Or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

**Conservation Commission Recommends: 5-0-0**

**2/3<sup>rd</sup>'s Vote Required**

Marianne Clements moved to indefinitely postpone Article 26.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 27. Zoning By-law Amendment: Article 4 - Special Regs**

To see if the Town will vote to amend the Provincetown Zoning By-laws Article 4, Section 4170 to read as follows, with underlined text to be inserted and strike-through text to be deleted:

**Section 4170 Change of Use/Non-Residential to Residential Use Conversions**

**1. Purpose and Intent**

The purpose of this by-law is to establish special permit requirements for changes of use from commercial to residential use and to minimize adverse impacts on the community from such development. In addition, this by-law is intended to create additional affordable housing opportunities for Provincetown residents and to assist the Town in creating units eligible for inclusion in its Subsidized Housing Inventory.

## **2. Applicability**

The following types of change of use shall require Special Permit authorization from the Zoning Board of Appeals as provided for in Article 5, Section 5300:

- (a) Any change of use from a non-residential use to a residential use of more than four dwelling units;
- (b) Any change of use from a boarding, lodging or tourist homes use, to a residential use of more than four dwelling units; and
- (c) Any change of use involving mixed use development that alters the existing mix of uses such that a predominantly non-residential development becomes a predominantly residential use of more than four dwelling units.

*No further changes in this Section.*

Or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning board Recommends: 5-0-0**

## **2/3<sup>rd</sup>'s Vote Required**

Dorothy Palanza moved that the Town vote to amend Article 4, Section 4170 of the Zoning By-law as printed in the warrant.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

## **Article 28. Zoning By-law Amendment: Article 6 - Special Regulations**

To see if the Town will vote to amend the Provincetown Zoning By-laws Article 4, Section 4170 to read as follows, with underlined text to be inserted and strike-through text to be deleted:

### **Section 6500 Table of Use Categories and Priorities**

#### **GENERAL USE CATEGORY 1**

- 1a. Affordable Housing Units
- 1b. Median Income Community Housing Units
- 1c. Middle Income Community Housing Units

**GENERAL USE CATEGORY 2**

The non-affordable housing components of project consisting of:

- 2a1 Multi-family dwellings projects that consist of 50%-99% affordable housing and/or community housing
- 2a2 Two-family dwellings projects that consist of 50%-99% affordable housing and/or community housing
- 2a3 Single-family dwelling projects that consist of 50%-99% affordable housing and/or community housing
  
- 2b1 Multi-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing
- 2b2 Two-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing
- 2b3 Single-family dwelling projects that consist of 33%-49.9% affordable housing and/or community housing

**GENERAL USE CATEGORY 3**

- 3a. Expansions or alterations to existing residential structures or uses that result in increased Title 5 flow, not to exceed the Title 5 Design Flow pursuant to 310 CMR 15.203(2). A total of 330 gallons per year will be reserved for one bedroom per year per applicant. not to exceed a total of 330 gallons per year.
- 3b. Single-family dwelling on one per lot; two-family dwelling on one per lot; and for the addition of more than one bedroom to existing residential structures
- 3c. All other market rate residential projects without affordable housing components that result in increased Title 5 flow, except that no one applicant may gain access to 65% of allowable growth within this category within any given year.

**GENERAL USE CATEGORY 4**

- 4a Projects that receive an Economic Development Permit
- 4b Non-Profit or Community Service Uses which meet a critical community need as determined by the Board of Selectmen
- 4c Boarding, Lodging or Tourist Homes, Hotel, Motel, Inn, Camp, Cabin, Dormitory Housing
- 4d All other non-residential uses, expansions or alterations to existing structures or uses and any change in use or increase in posted occupant load that results in increased Title 5 Design Flow.

**Section 6600 Growth Limitation Goal Allocations**

1. Annually, during the Growth Management Review, the Board of Selectmen may allocate up to 1650 gpd to General Use Category 1, provided that the Board of

Selectmen shall have made a finding that the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) pursuant to 310 CMR 36.00 and all applicable rules and regulations promulgated by DEP with respect thereto.

The Selectmen shall have the flexibility with the General Use Category 1 to distribute the 1650 gallons amongst the Use Categories 1a, 1b, and 1c, based on the recommendation of the PCHC within the Annual Growth Management Report.

All unassigned gallonage remaining at the end of each calendar year for General Use Category 1a, 1b and 1c shall remain available for assignment in the next calendar year for those same categories, respectively Use Category 1a, 1b, and 1c.

2. The Growth Limitation Goal shall be allocated for categories 2, 3 and 4 each year as follows:

(a) Annually, during the Growth Management Review, the Board of Selectmen may allocate up to 1,100 gpd to General Use Category 2, provided that the Board of Selectmen shall have made a finding that the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) pursuant to 310 CMR 36.00 and all applicable rules and regulations promulgated by DEP with respect thereto.

All unassigned gallonage remaining at the end of each calendar year for General Use Category 2 shall remain available for assignment in the next calendar year for General Use Category 2.

(b) Annually, during the Growth Management Review, the Board of Selectmen may allocate up to 1,870 gpd to General Use Category 3, provided that the Board of Selectmen shall have made a finding that the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) pursuant to 310 CMR 36.00 and all applicable rules and regulations promulgated by DEP with respect thereto. Within this allocation, 330 gpd shall be reserved for General Use Category 3a (expansions to existing residential structures).

All unassigned gallonage remaining at the end of each calendar year for General Use Category 3 shall remain available for assignment in the next calendar year for General Use Category 3.

*No further changes.*

Or to take any other action relative thereto.

*[Requested by Provincetown Planning Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

### **2/3<sup>rd</sup>'s Vote Required**

Eric Gelinis moved that the Town vote to approve Article 28 as printed in the warrant with the following amendment to replace the reference to Article 4, Section 4170 with Article 6 in the first section of the article.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 29. General By-Law Amendment: Chapter 12: Wetlands Protection By-Law.** To see if the Town will vote to amend the Provincetown General By-laws; Chapter 12, as on file with the Town Clerk, by inserting the following changes and additions to the following Sections and to read as follows, with underlined text to be inserted and strike-through text to be deleted:

#### **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 Massachusetts 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 (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 Bylaw, the origin of the wetland, whether natural or manmade, is not a relevant factor.

**12-5. Notice and Hearings.**

**12-5-1. Notice.** Any person filing a permit application or a RFD with the Commission at the same time shall give written notice thereof, by hand delivery or certified mail, return receipt requested, or by certificates of mailing certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 100 feet of the property line of the applicant, including any in another municipality or across a body of water. The notice to abutters shall have enclosed a copy of the permit application or request, with plans, or shall state where copies may be examined and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing, and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

**12-9. Definitions.**

**12-9-1-1. Bank.** “Bank” shall include the land area which normally abuts and confines a water body; the lower boundary being the mean annual low flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher.

**12-9-1-1 Coastal & Inland Banks –** Coastal Bank shall mean the seaward face or side of any elevated landform, other than a coastal dune, which lies at the landward edge of a coastal beach, land subject to tidal action, or other wetland. Inland Bank shall mean the portion of the land surface which normally abuts and confines a water body. It occurs between a water body and a vegetated bordering wetland and adjacent flood plain, or, in the absence of these, it occurs between a water body and an upland. A bank may be partially or totally vegetated, or it may be comprised of exposed soil, gravel or stone. The upper boundary of a Bank is the first observable break in the slope or the mean annual flood level, whichever is lower. The lower boundary of a Bank is the mean annual low flow level. The topography, soil structure, and plant community composition and structure of coastal and inland banks can provide the following important wildlife habitat functions: 1. Food, shelter and migratory and breeding areas for wildlife. 2. Overwintering area for mammals and reptiles.

**12-9-1-5. Alter.** “Alter” shall include, without limitation, the following activities when undertaken to, upon, within or affecting resource areas protected by this bylaw:

1. Removal, excavation, or dredging of soil, sand, gravel, or aggregate materials of any kind.

2. Changing of preexisting drainage characteristics, flushing characteristics, salinity distribution, sedimentation patterns, flow patterns, or flood retention characteristics.
3. Drainage, or other disturbance of water levels or water table. Dumping, discharging, or filling with any material which may degrade water quality.
4. Placing of fill, or removal of material, which would alter elevation.
5. Driving of piles, erection, or repair of buildings, or structures of any kind.
6. Placing of obstructions or objects in water.
7. Destruction of animal and/or plant life including cutting of trees.
8. Changing temperature, biochemical oxygen demand, or other physical, biological, or chemical characteristics of any waters.
9. Any activities, changes, or work which may cause or tend to contribute to pollution of any body of water or groundwater.
10. Incremental activities which have, or may have, a cumulative adverse impact on the resource areas protected by this bylaw.
11. Use of fertilizers, pesticides, herbicides and fungicides.

**12-9-1-6. Isolated Vegetated Wetland.** Isolated vegetated wetland is any area where surface or ground water or ice at or near the surface of the ground and greater than 300 ~~500~~-square ft. which supports a plant community (cover) comprised of 50% or greater of wetland species, or which in the judgment of the Commission supports a significant community of wetland vegetation.

**12-11-3. Enforcement Alternatives.** The Commission shall have authority to enforce this bylaw, its regulations, and permits issued thereunder by violation notices, enforcement orders, under the Town's non-criminal disposition section of its general bylaws, pursuant to G.L. c. 40, §21D, and civil and criminal court actions. Any police officer, ~~or the~~ Conservation Agent, Harbormaster, ~~or~~ Shellfish Constable, or Commissioner (with the Commission's approval) shall have authority to enforce this bylaw. Any person who violates provisions of this bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

*[Requested by the Conservation Commission]*

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**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Conservation Commission Recommends: 5-0-0**

**Board of Health Recommends: 4-0-0**

Dennis Minsky moved that the Town vote to amend Chapter 12 of the General By-laws as printed in the warrant. **Motion Passed.**

**Article 30.** *Adoption of MGL Ch 40, Section 22G Funds received from fines for handicap parking violations; deposits in account; expenditures.* To see if the Town will adopt Massachusetts General Law Chapter 40: Section 22G. Funds received from fines for handicap parking violations; deposits in account; expenditures which authorizes the allocation of all funds received from fines assessed for violations of handicap parking to the Disability Commission. Funds so received shall be deposited by the Town Treasurer in a separate account and shall be used solely for the benefit of persons with disabilities. Said account shall be established by the Town Treasurer and shall be kept separate and apart from all other monies. Expenditures from said account, including accrued interest, if any, shall be made upon the recommendation of the Disability Commission in accordance with the accepted procedures of the town for the disbursement of funds, including the approval of the Board of Selectmen. The Director of Municipal Finance shall submit annually a report of said account to the Board of Selectmen for review and a copy of said report shall be forwarded to the bureau of accounts; or to take any other action relative thereto.  
*[Requested by the Disability Commission]*

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0**

**Finance Committee Recommends Indefinite Postponement: 6-0-0**

F. John Santos moved that the Town vote to indefinitely postpone Article 30. **Motion Passed.**

**Article 31.** *Allow Non-Resident Property Owners to Serve on Town Boards.* To see if the Town will vote to amend 3-4-1 of the Town Charter as follows: A person shall not be a member of a town board unless he or she is a registered voter or non-resident property owner of the Town of Provincetown; or to take any other action thereto.  
*[Requested by Rob Tosner and others]*

**2/3<sup>rd</sup>'s Vote Required**

**Board of Selectmen Does Not Recommend: 4-1-0**

**Finance Committee Does Not Recommend: 7-1-0**

**Charter Enforcement Commission Does not Recommend: 5-0-0**

**Conservation Commission Reserves Recommendation: 5-0-0**

Rob Tosner moved that the Town vote to approve Article 31 as printed in the warrant.

Mark Phillips moved to indefinitely postpone Article 31.

**Motion to Indefinitely Postpone Passed.**

**Article 32. Rescind Real Estate Transfer Fee.** To see if the Town will vote to rescind the .5% Real Estate Transfer Fee vote under Article 19 of the Special Town Meeting on November 8, 2010, or to take any other action thereto. [*Requested by Rob Tosner and others*]

**Board of Selectmen Does Not Recommend: 4-1-0**

**Finance Committee Recommends: 5-0-0**

Rob Tosner moved that the Town vote to approve Article 32 as printed in the warrant. **Motion Does Not Pass.**

**Article 33. Rescind the Supreme Court Decision.** We, the voters of the Provincetown Town Meeting, affirm our belief that the First Amendment to the United States Constitution was designed to protect the free speech rights of people, not corporations.

We believe that the United States Supreme Court's ruling in Citizens United v. FEC, which allows corporations and unions unlimited funds to influence elections, threatens democracy by allowing corporations to cause the election of candidates who will serve corporations, not the public.

The people of the United States through their legislators have previously amended the Constitution to regulate elections and federal officeholding nine times.

To see if the Town will vote the following Resolution:

THEREFORE, BE IT RESOLVED THAT WE, THE VOTERS OF THE PROVINCETOWN TOWN MEETING, CALL UPON THE UNITED STATES CONGRESS TO PASS AND SEND TO THE STATES FOR RATIFICATION A CONSTITUTIONAL AMENDMENT TO RESTORE THE FIRST AMENDMENT AND FAIR ELECTIONS TO THE PEOPLE, AND FURTHER, WE CALL UPON THE MASSACHUSETTS GENERAL COURT TO PASS ONE OR MORE RESOLUTIONS ASKING THOSE ACTIONS.

We also ask Provincetown officials to send a copy of this resolution to the state and federal representatives and senators serving Provincetown, and to the Governor of the Commonwealth of Massachusetts and the President of the United States, or take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Barbara Rushmore moved that the Town vote to approve Article 33 as printed in the warrant. **Motion Passed.**

**Article 34. Allow Rental/Hire of Personal Transportation Devices (aka Segways).** To see if the town will vote to change the Provincetown General By-Law section 9-7-1 to read: No person shall rent or hire any gasoline powered, motorized two-wheeled vehicle, or any type of two-wheeled motorized vehicle capable of travelling at speeds greater than 12 MPH. Rental and/or hire of two-wheeled, gyroscopically balanced vehicles powered by an electric motor and capable of traveling at speeds no faster than 12 MPH, otherwise known as “personal transportation devices”, shall be allowed. Operators of personal transportation devices shall be subject to all of the same rules and regulations as bicycle operators; or take any other action relative thereto. *[Requested by Raphael Richter and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**

**Finance Committee Has No Recommendation**

Raphael Richter moved to see if the town will vote to change the Provincetown General By-Law section 9-7-1 to read: No person shall rent or hire any gasoline powered, motorized two-wheeled vehicle, or any type of two-wheeled motorized vehicle capable of travelling at speeds greater than 12 MPH. Rental and/or hire of two-wheeled, gyroscopically balanced vehicles powered by an electric motor and capable of traveling at speeds no faster than 12 MPH, otherwise known as “personal transportation devices”, shall be allowed. Operators of personal transportation devices shall be subject to all of the same rules and regulations as bicycle operators, however personal transportation devices must only travel with the direction of traffic on Commercial St. **Motion Does Not Pass.**

**Article 35. Senior Citizen Discount Taxi Voucher Fund.** Whereas, the purpose of this fund will be to provide Senior Citizens with half-price taxi fares within the town of Provincetown,  
Whereas, half of all licensing department fees collected for taxi licenses, livery licenses, and taxi/livery driver licenses shall be deposited into The Fund,

Whereas, Senior Citizens ages 60 and older who are also residents of Provincetown, shall be eligible to purchase voucher books and shall pay the Town for half of the taxi fare, as set in the Provincetown Licensing Board Rules & Regulations, at the time they purchase a voucher book,

Whereas, the Town shall be responsible for printing voucher books in sets of 10 vouchers each, with the funding for the printing costs coming from The Fund,

Whereas, each voucher shall represent one, one-way fare within the Town of Provincetown,

Whereas, any taxi company licensed in Provincetown must accept the vouchers from senior citizens, and shall be able to redeem them with the Town to collect the full value of the fare,

Whereas, taxi companies may redeem vouchers no more than once every 30 days, and not less than once every 90 days,

Whereas, the Town will only sell voucher books when there is enough money in The Fund to finance the sale of each voucher sold, preventing the sale of vouchers for which there is not enough funds to cover the fares,

Therefore, I move to see if the town will vote to establish a Senior Citizen Discount Taxi Voucher Fund,

Or take any other action relative thereto.

*[Requested by Raphael Richter and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**

**Finance Committee Does Not Recommend: 5-0-0**

Raphael Richter moved to indefinitely postpone Article 35. **Motion Passed.**

**Article 36. Parking Easement/Outer Cape Health Services/Harry Kemp Way.** To see if the Town will vote to grant an easement for parking to Outer Cape Health Services, Inc. over the 35' wide portion of Harry Kemp Way which immediately abuts the premises located at 49 Harry Kemp Way, or to take any other action thereto.

*[Requested by Sally Deane and others]*

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0**

**Finance Committee Has No Recommendation**

Sally Deane moved to indefinitely postpone Article 36. **Motion Passed.**

**Article 37. Zoning By-law Amendment: Article 4 - Special**

**Regulations.** To see if the Town will vote to amend the Provincetown Zoning By-laws Article 4, Section 4120 to read as follows:

**4120 Lot Area** 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	# of Units Proposed	#of Sq. Feet/Unit Required
First	1-4	2,500
For the next	6 (5-10)	3,000
For the next	6 (11-16)	3,500
For the next	9 (17-25)	4,500
Beyond 25	26 or more	5,000

Commercial Accommodations	# of Units Proposed	#of Sq. Feet/Unit Required
First	1-10	<del>1,000</del> 400
For the next	11-20	<del>1,500</del> 800
For the next	21-30	<del>2,000</del> 1200
For the next	31-40	<del>2,500</del> 1600
For the next	41 units & beyond	<del>3,000</del> 2000

Or to take any other action relative thereto.  
*[Requested by Matthew Mascaro and others]*

- Board of Selectmen Reserves Recommendation: 3-2-0**
- Finance Committee Has No Recommendation**
- Planning Board Recommends: 5-0-0**
- Visitor Services Board Recommends: 2-0-2**

Matthew Mascaro moved that the Town vote to approve Article 37 as printed in the warrant.

Rob Tosner moved to indefinitely postpone Article 37.  
**Motion to Indefinitely Postpone Passed.**

**Article 38. Rescind Vote to Establish Community Preservation**

**Committee.** To see if the Town will vote to rescind its vote taken under Article 1 of the April 7, 2004 Special Town Meeting which amended the Provincetown General By-Laws by adding Section 5.14 creating the Community Preservation Committee By-Law, or take any other action relative thereto.

*[Requested by Astrid Berg and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**  
**Finance Committee Reserves Recommendation**  
**Conservation Commission Does Not Recommend: 5-0-0**

Michele Couture moved to indefinitely postpone Article 38.  
**Motion to Indefinitely Postpone Passed.**

Town Moderator Irene Rabinowitz motioned to dissolve the April 4, 2011 Annual Town Meeting at 10:00 p.m. **Motion Passed.**

**Annual Town Meeting dissolved at 10:00 p.m.**

## **Special Town Meeting - Monday, April 4, 2011**

**Meeting Called to Order.** Town Moderator Irene Rabinowitz convened the Special Town Meeting at 6:05 p.m. on Monday, April 4, 2011 in the Town Hall Auditorium.

### **Preliminary Motions:**

Michele Couture moved that the Town vote to waive the reading of the warrant.

**Motion Passed.**

Michele Couture moved that the Town vote to grant permission to speak at the April 4, 2011 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; Mark White, *Environmental Partners Group*; John Goodrich, *Facilitator*; Rob Adams, *AECOM*; Russ Kleekamp, *GHD, Inc.*; Wendall Kalsow, *McGinley Kalsow and Associates*; Mark Almeda, *McGinley Kalsow and Associates*; Tom Scarlata, *Bargmann Hendrie + Archetype, Inc.*; Sally Deane, *Outer Cape Health Services*; Beth Singer, *Superintendent of Schools*; Kim Y. Pike, *District Principal* Betty G. White, *Administrative Assistant to Supt. of Schools for Business & Finance*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Michelle Jarusiewicz, *Housing Specialist/Grant Administrator*; Maxine Notaro, *Permit Coordinator*; Jane Evans, *Health Agent*; Brandon Motta, *Recreation Director*; Pam Hudson, *Employee Benefits Administrator*. **Motion Passed.**

Michele Couture moved that on all matters to come before the April 4, 2011 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.**

**Article 1. FY 2011 Budget Adjustments.**

To see what amendments the Town will vote to make to the Fiscal Year 2011 operating budgets established under Article 2 of the April 2010 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefore; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Michele Couture moved that the Town vote to make the following adjustments to the sources of funding established under Article 2 of the April 5, 2010 Annual Town Meeting for the Fiscal year beginning July 1, 2010, as follows:

Division I. General Government. Reduce the amount to be raised and appropriated by \$5,836 in order to remove the funding in the 2011 budget for the Economic Development Council.

Division II. Finance. Reduce the amount to be raised and appropriated by \$71,000 to reduce the funding for Retirement and Insurance in the 2011 budget.

Division IV. Public Works. Reduce the amount to be raised and appropriated by \$75,000 to reduce funding for the Snow and Ice budget by \$60,000 and the DPW Administration budget by \$15,000 and

Division IV. Public Works.

transfer \$93,070 from 2010 Annual Town Meeting Article 5-3 - DPW Fleet Replacement,

transfer \$14,064 from 2001 Annual Town Meeting Article 5-1 – DPW Buildings and Grounds Upgrade,

transfer \$14,501.18 from 2001 Annual Town Meeting Article 5-8 – DPW Highway Truck Storage

to Division IV, Public Works to reduce the amount to be raised and appropriated by an additional \$121,635.18. **Motion Passed.**

**Article 2. Rescind Unused Borrowing Authority.** To see if the Town will vote to rescind unused borrowing authority, as follows:

Vote Date	Town Mg	Art#	Auth& Un-issued Debt	Fund	Amt. Authorzrd	Borrowed to 4/4/11	Rescind unuse Bal
04/02/01	STM	21-1	Repairs to Hert.Musem	Gen.	\$150,000	\$77,000	\$73,000
04/07/03	ATM	4-6	Fleet Replace- Recyc Vehic	Gen.	\$130,000	\$104,000	\$26,000
04/04/05	STM	3	Land Acquisition Bond	Gen.	\$140,000	\$138,100	\$1,900
04/03/06	ATM	7-3	Parking Computers	Gen.	\$25,200	\$10,150	\$15,050
04/04/07	ATM	6-4	DPW Fleet Replace.	Gen.	\$182,500	\$153,175	\$29,325
04/04/07	ATM	6-8	DPW Trsf Stat Equip.	Gen.	\$60,000	\$54,250	\$5,750

04/06/09	STM	3	Replace Ladder Truck Gen.	\$300,000	\$278,553	\$21,447
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or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to rescind the unused borrowing authority as follows:

STM 04/02/01 Article 21-1 Repairs to Heritage Museum \$73,000

ATM 04/07/03 Article 4-6 Fleet Replacement Recycling Vehicle \$26,000

STM 04/04/05 Article 3 Land Acquisition Bond \$1,900

ATM 04/03/06 Article 7-3 Parking Computers \$15,050

ATM 04/04/07 Article 6-4 DPW Fleet Replacement \$29,325

ATM 04/04/07 Article 6-8 DPW Transfer Station Equipment \$5,750

STM 04/06/09 Article 3 Replace Ladder Truck \$21,447

For a total amount to be rescinded of \$172,472. **Motion Passed.**

**Article 3. Capital Improvements and Transition Costs Related to Relocation to the Veteran's Memorial Elementary School.** To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money to be expended under the direction of the Town Manager and the Director of Public Works for capital improvements needed for the Veteran's Memorial Elementary School Building and costs associated with the relocation of various staff departments to the same building and costs related thereto

provided that the appropriation shall be contingent on a Prop 2 ½ Capital Outlay or Debt Exclusion ballot question; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Council On Aging Recommends: 4-0-0**

### **2/3<sup>rd</sup>'s Vote Required**

Austin Knight moved that the Town appropriate the sum of \$379,721, to be expended under the direction of the Town Manager and the Director of Public Works for capital improvements needed for the Veteran's Memorial Elementary School Building and costs associated with the relocation of various staff departments to the same building and costs related thereto; that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$379,721 pursuant to General Laws Chapter 44,

Sections 7 or 8, or any other enabling authority, and to issues bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ Debt Exclusion ballot question.

Astrid Berg moved to postpone Article 3 until after Article 4 & 5 have been considered. **Motion to Postpone Article 3 Does Not Pass.**

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 4. Sale of the Grace Gouveia Building.** To see if the Town will transfer the care, custody, control, and management of the following described parcel of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcel, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of selectmen shall determine to be in the best interests of the Town; the land being all or a portion of Assessors Map No.12-1, Parcel No. 34, located at 26 Alden St., and commonly known as the Grace Gouveia Building; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

#### **2/3<sup>rd</sup>'s Vote Required**

Elaine Anderson moved that the Town transfer the care, custody, control, and management of the following described parcel of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcel, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of Selectmen shall determine to be in the best interests of the Town; the land being all or a portion of Assessors Map No.12-1, Parcel No. 34, located at 26 Alden St., and commonly known as the Grace Gouveia Building. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 5. Sale of the Community Center Building.** To see if the Town will transfer the care, custody, control, and management of the following described parcel of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcel, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of Selectmen shall determine to be in the best interests of the Town; the land being all or a portion of Assessors Map No.7-2, Parcel No. 62, located at 46 Bradford St., and commonly known as the Community Center Building; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-1**

**2/3<sup>rd</sup>'s Vote Required**

F. John Santos moved that the Town transfer the care, custody, control, and management of the following described parcel of land from the board or officer that currently has custody of the land to the Board of Selectmen to be held for the purpose of sale; and further to authorize the Board of Selectmen to sell said parcel, pursuant to the procedures set forth in General Laws Chapter 30B, on such terms and conditions as the Board of Selectmen shall determine to be in the best interests of the Town; the land being all or a portion of Assessors Map No.7-2, Parcel No. 62, located at 46 Bradford St., and commonly known as the Community Center Building.

Stephen Cohen moved to indefinitely postpone Article 5.

**Motion to Indefinitely Postpone Does Not Pass.**

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 6. Wastewater Optimization and Expansion – Supplemental Borrowing Authorization.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement the amount appropriated under Article 2 of the April 2009 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including the expansion of the treatment capacity of the wastewater treatment plant and further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, §1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum of money under and pursuant to C.44, §7(1) and/or C.29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Unit method as provided by General Laws Chapter 83, Section 15; or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 3-1-1**

**Board of Health Recommends: 4-0-0**

**Water and Sewer Board Recommends: 4-0-0**

**2/3<sup>rd</sup>'s Vote Required**

Michele Couture moved that the Town appropriate the sum of \$3.9 million to supplement the amount appropriated under Article 2 of the April 2009 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including the expansion of the treatment capacity of the wastewater treatment plant and further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, §1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$3.9 million under and pursuant to C.44, §7(1) and/or C.29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Unit method as provided by General Laws Chapter 83, Section 15.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

*Article 7. Transfer Funds to the Cemetery Perpetual Care Fund.* To see if the Town will vote to transfer unexpended funds in the amount of \$46,645 from prior Town Meeting articles to the Cemetery Perpetual Care Fund to correct a funding error made during the 2003 Annual Town Meeting, article 4-8, Cemetery Tractor and article 4-9 Paving Cemetery Roads and costs related thereto; or to take any other action relative thereto.

*[Requested by the Bd of Selectmen, the Town Mgr. and the Cemetery Com.]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer \$46,645 from the following prior year Town Meeting articles to the Cemetery Perpetual Care Fund in order to correct a funding error made during the 2003 Annual Town Meeting, Articles 4-8 and 4-9.

- \$11,891.72 from 2001 Annual Town Meeting, Article 19 - Local Comprehensive Plan Update

- \$5,166.90 from 2002 Annual Town Meeting, Article 18 – Survey Historical Resources
- \$1,216 from 2002 Annual Town Meeting, Article 66 – Street Lights
- \$25,000 from 2002 Special Town Meeting, Article 18-4 – Wetlands Management Master Plan
- \$477.61 from 2003 Annual Town Meeting, Article 4-9 – Paving Cemetery Roads
- \$2,354.77 from 2003 Annual Town Meeting, Article 29 – Human Services Grants
- \$538 from 2008 Special Town Meeting, Article 5 – GIS Flyover

**Motion Passed.**

**Article 8. Library Renovations – Extend Air Conditioning to Second Floor.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to extend air conditioning to the second floor of the Provincetown Public Library as part of the on-going library restoration project, including all costs incidental and related thereto; to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum of money, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7 and/or 8 or any other enabling authority, and to issue bonds and notes of the Town therefor; to authorize the Board of Selectmen and the Board of Library Trustees to take all actions necessary to carry out the project and apply for, accept, and expend grant funds for this project, with said borrowing authority contingent upon approval by the voters of a Proposition 2 ½ debt exclusion ballot question in accordance with the provisions of M.G.L. c. 59, §21C(m); or to take any other action relative thereto.

*[Requested by the Bd of Selectmen, Bd of Library Trustees and the Town Mgr.]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-2-0**

**Board of Library Trustees Recommends: 3-0-0**

**Visitor Services Board Recommends: 4-0-0**

**2/3<sup>rd</sup>'s Vote Required**

Michele Couture moved that the Town appropriate the sum of \$360,000 to extend air conditioning to the second floor of the Provincetown Public Library as part of the on-going library restoration project, including all costs incidental and related thereto; to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow said sum of money, pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 7 and/or 8 or any other enabling authority, and to issue bonds and notes of the Town therefor; to authorize the Board of Selectmen and the Board of Library

Trustees to take all actions necessary to carry out the project and apply for, accept, and expend grant funds for this project, with said borrowing authority contingent upon approval by the voters of a Proposition 2 ½ debt exclusion ballot question in accordance with the provisions of M.G.L. c. 59, §21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 9. Use of Parking Funds for Capital Improvements.** To see if the Town will vote to expend \$67,794 from the Parking Fund for the following repairs and maintenance:

- (1) \$13,794 for electrical and maintenance repairs on three parking booths.
  - (2) \$5,000 for patching repairs to the Municipal Parking Lot pavement.
  - (3) \$6,000 for the replacement of car stop bumpers in the Johnson Street, Alden Street and School Street parking lots.
  - (4) \$43,000 for the reconfiguration of the Municipal Parking Lot.
- or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 4-0-0**

Elaine Anderson moved that the Town expend \$67,794 from the Parking Fund for electrical and maintenance repairs in three parking lot booths, patching repairs to the Municipal Parking Lot pavement, the replacement of car stop bumpers in the Johnson Street, Alden Street and School Street parking lots and the reconfiguration of the Municipal Parking Lot. **Motion Passed.**

**Article 10. Use of Unexpended Funds in Prior Town Meeting Articles to Fund Fire Department Building Capital Improvements.** To see if the Town will vote to transfer \$61,480 from the following prior Town Meeting articles for expenditure on:

- (1) \$28,480 for maintenance repairs to the main Fire Station.
- (2) \$22,000 for maintenance repairs to Fire Station #4.
- (3) \$11,000 for maintenance repairs to Fire Station #5.

Date of Vote	Town Mtg	Article #	Article Description	Amount Authorized	Amount Borrowed	Amount Expended	Amount Borrowed Not Expended
04/04/00	STM	16	Heritage Museum Repairs	\$300,000	\$300,000	\$253,367.08	\$46,632.92
04/02/01	STM	21-1	Heritage Museum Repairs	\$150,000	\$77,000	\$74,722.38	\$2,277.62
04/06/99	STM	23-6	High School Roof Repairs	\$115,000	\$115,000	\$116,133.11	-\$1,133.11
04/03/06	STM	7	Cape End Manor Repairs	\$100,000	\$100,000	\$62,045.89	\$37,954.11

*Note: Of the \$46,632.92 borrowed, but not expended from this 2000 Special Town Meeting Article \$22,381.38 is being transferred for this 2011 Special Town Meeting Article.*

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town vote to transfer \$61,480 from prior Town Meeting articles as follows to be expended under the direction of the Town Manager and the Fire Chief for repairs to the Main Fire Station in the amount of \$28,480, Fire Station #4 in the amount of \$22,000 and Fire Station #5 in the amount of \$11,000 and costs related thereto;

- \$21,248.27 from 2000 Special Town Meeting Article 16 Heritage Museum repairs.
- \$2,277.62 from 2001 Special Town Meeting Article 21-1 Heritage Museum Structural Repairs
- \$37,954.11 from 2006 Special Town Meeting Article 7 Cape End Manor Repairs

**Motion Passed.**

**Article 11. Stabilization Fund.** To see if the Town will vote to transfer \$220,000 from free cash to the Stabilization Fund; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**2/3<sup>rd</sup>'s Vote Required**

David Bedard moved that the Town transfer \$220,000 from free cash into the Stabilization Fund. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 12. Room Occupancy Tax.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing the Town to impose a room occupancy tax on vacation rentals not currently subject to such tax; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-0****Visitor Services Board Recommends: 3-0-1**

Austin Knight moved that the Town authorize the Board of Selectmen instruct its representative in the General Court to file a home rule petition for a special act to read as follows:

*An Act Relative to the Application of the Local Option Room Occupancy Excise Tax to Seasonal Rental Properties in the Town of Provincetown.*

Section 1. Notwithstanding the provisions of any general or special law to the contrary, in addition to the authority to impose a local excise tax upon any transfer of occupancy of any room or rooms as may be set forth in and authorized by Chapter 64G section 3A of the Massachusetts General Laws or other law, as the same may be amended from time to time, the town of Provincetown shall, commencing on the first day of the fiscal year that begins after the effective date of this Act, be authorized to impose a local excise tax upon the transfer of occupancy of any room in a seasonal rental property or other transient accommodations located within said town by any operator at the rate of up to but not exceeding six (6) percent of the total amount of rent of each such occupancy.

Section 2. For the purposes of this chapter, all terms used herein shall, unless the context requires otherwise, have the same meanings as set forth in Chapter 64G section 1 of the Massachusetts General Laws and as follows:

“Occupancy”, the use or possession, or the right to the use or possession, of any room or rooms in a bed and breakfast establishment, bed and breakfast home, hotel, lodging house, motel, seasonal rental property or other transient accommodation designed and normally used for sleeping and living purposes, or the right to the use or possession of the furnishings or the services and accommodations, including breakfast in a bed and breakfast establishment or bed and breakfast home, accompanying the use and possession of such room or rooms, for a period of ninety consecutive calendar days or less, regardless of whether such use and possession is as a lessee, tenant, guest or licensee.

“Seasonal rental property or other transient accommodations” shall mean any bed and breakfast home, as defined by Chapter 64G section 1 of the Massachusetts General Laws and any residential or commercial dwelling, dwelling unit or part thereof, unit of a condominium as defined by Chapter 183A of the Massachusetts General Laws or time-share as defined by Chapter 183B of the Massachusetts General Laws, used for the lodging of guests or invitees in exchange for rent.

Section 3. No excise shall be imposed upon for the transfer of occupancy of any room in a seasonal rental property or other transient accommodations if

the total amount of rent is less than fifteen dollars per day or its equivalent or if the accommodation, other than a bed and breakfast home, is exempt under the provisions of Chapter 64G section 2 of the Massachusetts General Laws.

Section 4. All operators of seasonal rental property or other transient accommodations shall be responsible for assessing, collecting reporting and paying such local excise tax as set forth in Chapter 64G sections 3, 4, 5, 6 and 7A of the Massachusetts General Laws and shall be liable in the same manners as operators in Chapter 64G section 7B of the Massachusetts General Laws.

Section 5. This act shall take effect upon its passage.

The General Court may only make clerical or editorial changes of form to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court. The Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

Barbara Rushmore moved to approve Article 12 as printed in the warrant.  
**Motion to Approve As Printed in the Warrant Passed.**

Christopher Snow moved to Indefinitely Postpone Article 12.  
**Motion to Indefinitely Postpone Does Not Pass.**  
**Motion As Amended Passed.**

**Special Town Meeting dissolved at 8:46 p.m. on April 4, 2011.**

## **Special Town Meeting - October 24, 2011**

**Meeting Called to Order.** Town Moderator Irene Rabinowitz convened the Special Town Meeting at 6:00 p.m. on Monday, October 24, 2011 in the Town Hall Auditorium.

### **Preliminary motions:**

Elaine Anderson moved that the Town vote to waive the reading of the warrant. **Motion Passed.**

Elaine Anderson moved that the Town vote to grant permission to speak at the October 24, 2011 Special Town Meeting to the following persons who are

not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; John Goodrich, *Facilitator*; Rob Adams, *AECOM*; Tom Scarlata, *Bargmann Hendrie + Archetype, Inc.*; Seth Pickering, *Mass Dept. of Energy Resources, Green Communities Regional Coordinator*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Brandon Motta, *Recreation Director*; Doug Kress, *Bush Leadership Fellow* **Motion Passed.**

Elaine Anderson moved that on all matters to come before the October 24, 2011 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.**

**Article 1. Wastewater Optimization and Expansion – Supplemental Borrowing Authorization.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement the amount appropriated under Article 2 of the April 2009 Special Town Meeting and Article 6 of the April 2011 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, §1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum of money under and pursuant to C.44, §7(1) and/or C.29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Unit method as provided by General Laws Chapter 83, Section 15; or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

#### **Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**

**FINANCE COMMITTEE RECOMMENDS: 7-0-1**

Austin Knight moved that the Town appropriate the sum of \$1.5 million to supplement the amount appropriated under Article 2 of the April 2009 Special

Town Meeting and Article 6 of the April 2011 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, §1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$1.5 million under and pursuant to C.44, §7(1) and/or C.29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Unit method as provided by General Laws Chapter 83, Section 15.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

***Article 2. FY 2012 Budget Adjustments***

To see what amendments the Town will vote to make to the Fiscal Year 2012 operating budgets established under Article 2 of the April 2011 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefore; or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**BD OF SELECTMEN RECOMMENDS INDEF POSTPONEMENT: 5-0-0**  
**FINANCE COM RECOMMENDS INDEFINITE POSTPONEMENT: 6-0-0**

David McChesney moved that the Town vote to indefinitely postpone Article 2. **Motion Passed.**

***Article 3. Prior Year Bills.***

To see what sum the Town will vote to raise and appropriate or transfer from available funds for the purpose of paying prior year unpaid bills; or take any other action relative thereto. *[Requested by the Town Manager]*

**Nine-tenth's Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**  
**FINANCE COMMITTEE RECOMMENDS: 5-0-0**

Elaine Anderson moved that the Town vote to transfer the sum of \$2,883.38 from 2004 Annual Town Meeting article 4-8 for the purpose of paying the following prior year bills:

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\$1,750.00	Tyler Technologies
\$1,133.38	Mark Abrahams

**Motion Passed Unanimously.****Article 4. Compensation to Volunteer Firefighters.**

To see what sum the Town will vote to raise and appropriate or transfer from available funds for the purpose of compensating volunteer firefighters who completed training at the Firefighters Academy; or take any other action relative thereto.

*[Requested by the Town Manager]*

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0****FINANCE COMMITTEE RECOMMENDS: 5-0-0**

David Bedard moved that the Town vote to transfer the sum of \$10,000 from the following warrant articles for the purpose of compensating volunteer firefighters who successfully completed training at the Firefighters Academy during Fiscal Year 2011.

\$2,198.00	October 1996 Special Town Meeting Art. 12
\$177.00	April 1999 Annual Town Meeting Article 23-5
\$145.64	April 2001 Special Town Meeting Article 21-3
\$4,835.08	April 2003 Special Town Meeting Article 21
\$337.48	April 2003 Annual Town Meeting Article 29
\$140.00	April 2003 Annual Town Meeting Article 30-1
\$548.62	April 2005 Annual Town Meeting Article 8-4
\$286.18	April 2007 Annual Town Meeting Article 6-7
\$810.00	June 2009 Special Town Meeting Article 5
\$522.00	April 2010 Annual Town Meeting Article 5-7

**Motion Passed.****Article 5. VMES/Freeman Street Building Renovations.**

To see if the Town will vote to transfer a sum of money from the Capital Improvements Stabilization Fund and transfer a sum of money from the Stabilization Fund - Unreserved for the repairs needed to complete the renovation of the Veteran's Elementary School and the Freeman Street Building ; or to take any other action relative thereto.

*[Requested by the Town Manager]*

**Two-Thirds Vote Required****BOARD OF SELECTMEN RECOMMENDS: 5-0-0****FINANCE COMMITTEE RECOMMENDS: 7-1-0**

**VSB RECOMMENDS: 5-0-0**

Sharon Lynn moved that the Town vote to transfer \$260,000 from the Capital Improvements Stabilization Fund and transfer \$265,000 from the General Purpose Stabilization Fund in order to pay for the repairs needed to complete the renovation of the Veteran's Elementary School and the Freeman Street Building. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 6. Establish Bicycle Committee.**

To see if the Town will vote to establish a standing committee of the Town to be known as the "Bicycle Committee" to be comprised of five regular members and one alternate member appointed by the Board Selectmen for three year overlapping terms so arranged that the terms of at least one member shall expire each year. It shall be the mission of the Bicycle Committee to advise the Board of Selectmen on matters pertaining to the advancement of Provincetown as a Bicycle Friendly Community, including public awareness and education of bike safety programs; Identifying and promoting needed bicycle amenities, facilities, routes, lanes and the elimination of dangerous areas; and to assist in promoting Provincetown as a bike friendly destination; or to take any take any other action relative thereto.

*[Requested by Town Manager and the Board of Selectmen]*

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0****FINANCE COMMITTEE HAS NO RECOMMENDATION****VSB RECOMMENDS: 5-0-0**

David Bedard moved that the Town vote to approve Article 6 as printed in the warrant. **Motion Passed.**

**Article 7. General By-law Amendment: Yard, House, or Garage**

**Sales.** To see if the Town will vote to amend the Provincetown General By-laws by inserting a new Section 13-1-4, for the purpose of regulating the frequency of yard sales, including amendments or modifications thereto, to read as follows:

**13-1-4 YARD, HOUSE, GARAGE OR BARN SALES**

13-1-4-1 Definitions. Yard, House, or Garage Sales shall mean the sale or offering for sale of ten (10) or more items of personal property at any one (1) residential premises at any one (1) time, excluding such sales as may be conducted by a bona fide charitable organization, religious or fraternal society or other tax-exempt organization.

13-1-4-2 Limits on number, frequency and length of sales.

No person or location shall be authorized more than four (4) sales per calendar year, and any such sale shall not continue for more than two consecutive days.

13-1-4-3 No displays or sales shall take place within or upon public land, sidewalks or roadways. Displays and sales shall only appear upon property of the participants, whether jointly or independently. Displays and sales shall not impede pedestrian traffic or cause concerns for the public's safety.

13-1-4-4 Signs. Any sign advertising such sale shall not exceed two (2) square feet, and there shall be no off-premises signs allowed. All signs must be removed immediately at end of the sale event.

13-1-4-5 Violations and penalties.

A non-criminal disposition penalty will be assessed for any violation of this Bylaw in the amount of \$50 for each offense. Each day that a violation hereof exists shall be deemed to be a separate offense. or take any other action relative thereto. [Requested by the Town Manager and Board of Selectmen]

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0  
FINANCE COMMITTEE HAS NO RECOMMENDATION**

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

Sherry Dranch moved to amend the article by deleting the words "there shall be no off premises signs allowed" in section 13-1-4-4. **Motion to Amend Passed. Motion As Amended Does Not Pass.**

**Article 8. General By-law Amendment: Obstructions within the Public Ways.** To see if the Town will vote to amend the Provincetown General By-laws by inserting a new Section 11-6-4, and renumbering Section 13-2-22 in its entirety to Section 11-6-5, for the purpose of regulating the public safety hazards of encroachments and obstructions within the public way, including amendments or modifications thereto, to read as follows:

**11-6-4. Obstructions within the Public Ways**

In order to preserve and promote the safety of the public, no property owner shall permit an encroachment or obstruction within the public way.

Whenever the Director of Public Works, the Fire Chief or the Chief of Police determine that the public way is obstructed by a hedge, tree, brush, or similar natural growth, fence, sign, structure, landscape element or object so as to constitute a public safety hazard to vehicular or pedestrian traffic, or access of

emergency or public works vehicles, they shall present a report to the Board of Selectmen.

The Board of Selectmen shall give such notice to interested parties, including affected property owners, as they deem appropriate, and following a public hearing in which a finding of a public safety hazard is made by a majority of the board, may thereafter vote to require that the obstruction be trimmed, altered, removed or moved so that the public way shall be unobstructed and clear from any public safety hazard.

and further,

Remove Section 13-2-22: Trees & Shrubs: Height Restrictions for Traffic Safety, from Chapter 13, Prohibited Activities and renumber as Section 11-6-5 and place without change to content under Chapter 11 Section 6 Public Ways, or take any other action relative thereto.

*[Requested by the Town Manager and Board of Selectmen]*

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**  
**FINANCE COMMITTEE HAS NO RECOMMENDATION**

Elaine Anderson moved that the Town vote to approve Article 8 as printed in the warrant. **Motion Passed.**

**Article 9. General By-law Amendment: Stretch Energy Code.**

To see if the Town will vote to adopt the “Stretch Energy Code” set forth in the Massachusetts Building Code, 780 CMR 115.AA, including amendments or modifications thereto, and to amend the Provincetown General By-laws by inserting a new Section 11.9, entitled “Stretch Energy Code” as set forth below:

Chapter 11-9 STRETCH ENERGY CODE

11-9-1 Adoption. The Town of Provincetown has adopted the provisions of 780 CMR 115.AA of the State Building Code or the “Stretch Energy Code”, as may be amended or modified from time to time.

11-9-2 Purpose. The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code otherwise set forth under the State Building Code.

or take any other action relative thereto.

*[Requested by the Board of Selectmen]*

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**  
**FINANCE COMMITTEE HAS NO RECOMMENDATION**

Austin Knight moved that the Town vote to approve Article 9 as printed in the warrant. **Motion Passed.**

**Article 10. Section 2470 Parking Requirements.**

To see if the Town will vote to amend the Provincetown Zoning Bylaws as follows:

**2470 Parking Requirements**

**2471 Applicability.** All parking demand created by new structures or uses, and expansion or change of use in existing structures, shall be accommodated on the premises entirely off-street to be calculated in accordance with the following table, rounding up for each resulting fraction. The Zoning Board of Appeals may grant ~~relief a variance~~ from this requirement with a Special Permit for multi-family developments of fewer than five dwelling units if lot size or configuration makes meeting this requirement physically impossible, and for any use may grant ~~a variance relief~~ with a Special Permit upon determination that the applicant has met the criteria for granting under section 5300 and that special circumstances such as proximity to a municipal off-street parking lot render a lesser provision adequate for all parking needs. Art galleries shall be exempt from the requirement of providing off-street parking.

**2472 All Districts** The following minimums must be complied with in all districts:

USE	NUMBER OF SPACES
Multi-family dwelling	1 space/dwelling unit
Hotel, Motel, Dormitory, Inn	1 space/guest unit plus: 1 space/resident employee; 1 space/3 non-resident employee plus 1 temporary space/10 guest units or fraction thereof
Boarding, Lodging or Tourist Home	1 space/guest unit
Affordable, elderly & or handicapped housing	1 space per two residential units

**2473 Certain Districts** In all districts except TCC, which is exempted, every non-residential structure or building shall ~~provide for a minimum parking of five (5) cars or~~ comply with the following schedule, ~~whichever will produce the greater number of parking spaces.~~ The space provided for ingress and egress may not be again calculated as parking area.

USE	NUMBER OF SPACES
Theater	1 space/5 seats
Church	1 space/8 seats
Funeral home	1 space/50 sq. feet floor area
Restaurant, bar	1 space/50 sq. feet floor area
Skating Rink	1 space/100 sq. feet floor area
Bowling alley	1 space/250 sq. feet floor area
Offices	1 space/350 sq. feet of floor area

Miscellaneous (any building or structure, not specifically identified by one of the above mentioned use categories, which exceeds 350 sq. feet in floor area.)  
 1 space/350 sq. feet floor area or portion thereof  
 or to take any other action relative thereto.  
*[Requested by the Planning Board]*

**Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**  
**FINANCE COMMITTEE HAS NO RECOMMENDATION**  
**PLANNING BOARD RECOMMENDS: 5-0-0**

Eric Gelinis moved that the Town vote to approve article 10 as printed in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 11. Section 3200 Sign Regulations.**

To see if the Town will vote to amend the Provincetown Zoning Bylaws as follows:

**Section 3200 Sign Regulation**

**3210 Administration and Enforcement**

**3211 Inspector of Buildings** The Inspector of Buildings shall administer and enforce all regulations contained in this By-Law. The Inspector of Buildings shall give a written notice to any person or persons erecting new signs in violation of these regulations, to render compliance therewith within ten days or remove the sign by reason of failure to do so.

**3212 Registration of Signs** All existing signs shall be registered with the Building Inspector with a statement of size and content. No registration fee shall be required. All newly erected signs shall be registered with the Inspector of Buildings with a statement of size and content, and an inspection fee shall be paid at the time of registration.

**3213 Length of Time Given for Compliance** All persons, firms and corporations having presently established signs shall obtain permits for said signs as hereinafter provided; and any presently existing signs, regardless of size, may remain as nonconforming until such time of replacement or repairs which would change the principal wording, size or shape. At such time, such changed sign as aforesaid must comply with the requirements of this By Law.

**3214 Relief from these regulations.** Relief from the restrictions in Section 3230 and 3240 may be granted by Special Permit from the Zoning Board of Appeals, or in case where a Site Plan review is required, the Planning Board shall be the Special Permit Granting Authority. Deviations from the Sign Regulations may be granted if the applicant demonstrates all of the following:

1. That the social, economic or other benefits for the neighborhood or town of the proposed sign outweigh any adverse effects such as hazard, congestion or environmental degradation; and
  2. that the proposed sign is compatible with the architectural style, character and scale of the building and size of the parcel to which it may be attached or placed; and
  3. that the proposed sign does not contribute to the visual clutter of the streetscape, such as off-site signs, oversized signs, and excessive temporary signage; and
  4. that the proposed sign is designed for the purpose of identification of a property, business or use in an attractive and functional manner and serve as general advertising; and
  5. that the proposed sign does not cause a traffic or pedestrian hazard, nor interfere with ingress/egress to or from the property, business or use or an abutting property, business or use.
- No changes to section 3220 to 3224.*

**3225** No sign relating to commercial activity shall be permitted in a ~~Class B~~ Res 1-Residential District.

*No changes to section 3226, 3227 and 3230.*

### **3240 Multiple Signs**

*No changes to section 3240 a through f.*

~~g. A single sign not over three square feet in area, including frame or other decoration, erected to announce the sale or rent of the property so designated is allowed in addition to the above provided that such sign must be placed parallel to the street, may not be mounted on trees or shrubs, must be securely attached to a structure or in the ground and must be set back from the lot line at least ten feet, except when a building is not set back ten feet from the lot line in which case such sign may be erected on the building or in the ground against the building.~~

g. For sale, rent, lease or construction: an on-premises sign advertising the property being sold, leased, rented or constructed, including new construction or renovation.

1. Each sign shall not exceed six (6) square feet.
2. Such signs shall advertise only the property on which the sign is located.
3. A maximum of two (2) such signs may be maintained on any property being sold, leased, rented, built or renovated
4. All signs shall be removed by the owner or agent within three (3) days of sale, lease, rent or completion of work.

No further changes  
 Or to take any other action relative thereto.  
*[Requested by the Planning Board]*

**Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**  
**FINANCE COMMITTEE HAS NO RECOMMENDATION**  
**PLANNING BOARD RECOMMENDS: 5-0-0**

Mark Weinress moved that the Town vote to approve Article 11 as printed in the warrant with the following changes:

Under Section G (1) replace the words “6 square feet” with “4 ½ square feet”,  
 Under Section G (3) replace the words “two signs” with “one sign”, and  
 Add Section G (5) as follows:

(5) Signs shall not be mounted on trees or shrubs, must be securely attached to a structure or in the ground and must be set back from the lot line at least 10 feet, except when a building is not set back ten feet from the lot line in which case such sign may be erected on the building or in the ground against the building. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 12. Zoning Bylaw Article 6 Growth Management.**

To see if the Town will vote to amend the Provincetown Zoning Bylaws as follows:

*No changes to Section 6100 through Section 6500*

**Section 6600 Growth Limitation Goal Allocations**

*No changes to Section 6600 1. (a) and (b)*

(c) Annually, during the Growth Management Review, the Board of Selectmen may allocate up to ~~1,250~~ 3,750 gpd to General Use Category 4, provided that the Board of Selectmen shall have made a finding that the Town is in compliance with the water withdrawal permit issued by the Department of Environmental Protection (“DEP”) pursuant to 310 CMR 36.00 and all applicable rules and regulations promulgated by DEP with respect thereto.

The Selectmen shall have the flexibility with the General Use Category 4 to distribute the 3,750 gallons between General Use Category 4 and Use Category 4a. Projects that receive an Economic Development Permit.

All unassigned gallonage remaining at the end of each calendar year for General Use Category 4 shall remain available for assignment in the next calendar year for General Use Category 4, and all unassigned gallonage available at the end of each calendar year for Use Category 4a, shall remain available for assignment in the next calendar year for Use Category 4a.

### 3. Growth Management Review.

Annually, by January 15, the Town Manager, in consultation with the DPW Director, Water Superintendent, Permit Coordinator, Planning Board, Board of Health, Water & Sewer Board, and Provincetown Community Housing Council (PCHC) shall evaluate 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 and a review of the demand for Category 4a and issue an Annual Growth Management Report to the Board of Selectmen on those impacts and their recommendations therefor. The Board of Selectmen shall hold a Public Hearing on the Report within 30 days, and make a determination as to the amount of the Growth Limitation Goal Allocations, not to exceed the assigned allocations in Section 6600 for the upcoming year.

*No further changes*

Or to take any other action relative thereto.

*[Requested by the Planning Board]*

#### **Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**

**FINANCE COMMITTEE HAS NO RECOMMENDATION**

**PLANNING BOARD RECOMMENDS: 5-0-0**

Marianne Clements moved that the Town vote to approve Article 12 as printed in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

#### **Article 13. Zoning Bylaw Article 7 Wireless Telecommunication Towers and Facilities.**

To see if the Town will vote to amend Zoning By-law Article 1 Definitions and Article 7, Section 7070. General Requirements. L. Standards for Siting Telecommunications Facilities, Towers, Repeaters and Section 7070. General Requirements. M. Parameters and Criteria for Evaluating Siting Impacts, as set forth below or to take any other action relative thereto:

#### **Zoning Bylaw Article 1 – Definitions.**

The terms “Article X” and “Section 3300” in the last sentence of the first paragraph shall be deleted and the terms “Article 7” and “Section 2330” shall be substituted therefore.

*and*

**Zoning Bylaw Article 7 Wireless Telecommunication Towers and Facilities.  
Section 7070**

*No changes to Sections 7010 through 7070 L.*

**Section 7070.L: Special Permit Standards for Siting New Telecommunication Facilities, Towers, Repeaters:**

Subject in every instance to the provisions of Section 7030, no new Telecommunication Facility shall be sited except upon issuance of a Special Permit, which shall be allowed in all zoning districts within the Town, provided that each new Telecommunications Facility shall conform to the following requirements:

1. Any new facility or Tower, with the exception of Repeaters, shall be sited as far away as possible, and at least five hundred (500) feet horizontally, from any existing dwelling unit, school (public or private), municipal water supply towers, child care facility and housing for the elderly or infirm, unless otherwise specified in Section 7070, subsection M of this Article.
2. Any new Telecommunications Facility, Tower and Repeater shall conform to the height and setback requirements of Section 7070;
3. Any new Telecommunications Facility, tower and Repeater shall conform to the Special Permit Regulations set forth in this Bylaw, including Section 7070.M.
4. If feasible, every new Telecommunication Facility shall be located on an existing structure, including but not limited to any existing building, water tower, Telecommunications Facility, utility pole and Tower, and related facilities, provided further that any installation of any such new Telecommunications Facility shall, to the maximum extent possible, preserve the character and integrity of the existing structure and its surroundings. In particular, every applicant is urged to consider using existing telephone and electric utility structures as sites for one or more personal wireless service facilities. Each applicant shall have the burden of proving that there is no feasible existing structure upon which to locate the proposed new Telecommunications Facility.

If an applicant demonstrates that it is not feasible to locate on an existing structure, then the proposed new Telecommunication Facility and any proposed new Tower shall be designed so as to be camouflaged from view from adjacent properties and from public ways, parks, facilities and bodies of water to the greatest extent possible, including but not limited to: the use of compatible building

materials and colors, screening, landscaping and placement within trees.

~~No Repeater shall be located closer than 200 feet horizontally to an existing dwelling unit or less than 35 feet above ground without demonstration by the applicant that such placement is the only way in which adequate coverage can be provided.~~

#### **Section 7070.M: Parameters and Criteria for Evaluating Siting Impacts:**

1. Towers and Telecommunications Facilities shall be located, subject to the requirements of Section 7030, and then constructed and maintained so as to minimize the following potential impacts to the greatest extent possible:
  - a) Visual / Aesthetic Impacts: Towers and Telecommunications Facilities shall be encouraged to be sited off of ridge lines and where their visual impact is least detrimental to highly rated scenic views and in those locations where the visual impact upon adjacent properties and public ways, parks, facilities and bodies of water and historic and scenic views shall be minimized to the greatest extent either through relocation or appropriate and effective camouflaging.
  - b) Diminution of residential property values, based on supporting documentation.
  - c) ~~Safety Hazards in cases of from structural failure, ice accumulation and discharge safety from excessive and electromagnetic radiation in the event that a tower or telecommunications facility is found to exceed FCC guidelines at any time, and attractive nuisance, that exceeds FCC requirements at any time, and the creation of attractive nuisances from abandoned or deteriorating equipment or structures.~~
  
2. The following additional criteria for siting decisions issuing a special permit to site a new Tower or a new Telecommunications Facility shall be considered:
  - a) Shared use of existing Telecommunications Facility shall be encouraged (if it is demonstrated that safety is not compromised as a result.)
  - b) Clustering of Towers: Applications for Towers adjacent to existing Towers shall be encouraged if it is demonstrated that safety is not compromised as a result.
  - c) Use of municipal, state and federal lands, which comply with other requirements of this Article and where visual and

- safety impacts can be minimized and mitigated, shall be encouraged.
- d) Use of very low power Repeaters to provide Adequate Coverage, without requiring a new Tower(s), shall be encouraged.
  - e) Location of facilities on existing buildings and structures, including water towers, shall be encouraged over new Towers.

3. Mandatory Ranking of Preferred Sites:

Every application for approval of a new Site for a telecommunication facility or tower shall conclusively demonstrate to the SPGA's satisfaction that the proposed site is at the highest level in the order of site acceptability which follows, which would still provide adequate coverage and adequate capacity as defined in this Article, and also comply with the specific requirements of Section 7070, subsection L, as well as all of the other requirements of this Article and other laws. The preferred site locations listed below reflect the unique long and narrow topography of Provincetown, which limits the areas in which site impacts may be minimized. Site location sites or types follow in order of declining acceptability, Class "1" representing most acceptable, and Class "4" representing least acceptable:

Location, Class/Type

1. ~~Within the boundaries of the National Seashore or within the boundaries of the land owned by State Government, except no closer than one thousand five hundred (1,500) feet horizontally from dwelling units or schools. The distance requirement in this Class is intentionally greater than that specified in Section 7070, subsection L.~~
2. ~~Within the boundaries of the National Seashore or within the boundaries of land owned by State government, except no closer than five hundred (500) feet horizontally from those structures and facilities specified in Section 7070, subsection L.~~
3. ~~Within the boundaries of the Old Burn Site, site 6, except within five hundred (500) feet horizontally from those structures and facilities specified in Section 7070, subsection L.~~
4. ~~Within municipal or privately owned land, except within five hundred (500) feet horizontally from those structures and facilities as noted in Section 7070, subsection L.~~

4-3. Limited Number of Total Towers and Telecommunication Facilities:

Subject to the requirements of Section 7030, any new Tower and any new Telecommunications Facility shall be located so as to provide Adequate Coverage and Adequate Capacity with the least total

number of Tower(s), Antenna(s) and Repeater(s) which are technically and economically feasible.

*No further changes*

or take any other action relative thereto.

*[Requested by the Planning Board]*

**Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**

**FINANCE COMMITTEE HAS NO RECOMMENDATION**

**PLANNING BOARD RECOMMENDS: 4-1-0**

John Golden moved that the Town vote to approve Article 13 as printed in the Warrant with the following changes:

Under Section 7070L (4) insert the word “non-residential” between the words “existing” and “structure” in the first sentence, and

Add new Section 7070L (5) to read: “No new Telecommunication Facility shall be located on residential property or properties that contain residential uses.”

Lisa Westervelt moved to indefinitely postpone Article 13.

**Motion to Indefinitely Postpone Does Not Pass.**

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 14. Solar Photovoltaic Facilities.**

To see if the Town will vote to amend the Provincetown Zoning Bylaw, Section 2440, Permitted Principal Uses and Section 2450, Permitted Accessory Uses, by adding the following use:

**2440 Permitted Principal Uses**

	<u>Res1</u>	<u>Res2</u>	<u>Res3/B</u>	<u>TCC</u>	<u>GC</u>	<u>S</u>	<u>M</u>
<b><u>B12 Small-Scale Ground-Mounted Solar Photovoltaic Installation</u></b>	<b><u>Yes</u></b>						
<b><u>B13 Large-Scale Ground-Mounted Solar Photovoltaic Installation</u></b>	<b><u>BA</u></b>	<b><u>BA</u></b>	<b><u>BA</u></b>	<b><u>BA</u></b>	<b><u>BA</u></b>	<b><u>Yes</u></b>	<b><u>Yes</u></b>

**2450 Permitted Accessory Uses**

	<u>Res1</u>	<u>Res2</u>	<u>Res3/B</u>	<u>TCC</u>	<u>GC</u>	<u>S</u>	<u>M</u>
<b><u>G18 Building-Mounted Solar Photovoltaic Installation<sup>1</sup></u></b>	<b><u>Yes</u></b>						

*Footnote 5: Historic District Commission approval might be required.*

*And*

To see if the Town will vote to amend the Provincetown Zoning Bylaw, by adding the following:

**Zoning By-law Article 8: Ground Mounted Solar Photovoltaic Installations**

**Section 8100 Ground-Mounted Solar Photovoltaic Installations**

**8101. Purpose and Intent.** The purpose of this bylaw is to promote the creation of new Ground-Mounted Solar Photovoltaic Installations by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations to address public safety, minimize impacts on scenic, natural and historic resources, and provide adequate financial assurance for the eventual decommissioning of such installations.

The provisions set forth in this section shall apply to the construction, operation, and/or repair of Ground-Mounted Solar Photovoltaic Installations.

**8102. Applicability**

This section shall apply to Ground-Mounted Solar Photovoltaic Installations proposed for construction after the effective date of this section. This section shall also pertain to physical modifications that materially alter the type, configuration, or size of these installations or related equipment.

**8103. Definitions**

**As-of-Right Siting:** As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-Right development may be subject to Solar Photovoltaic Installations Site Plan Review to determine conformance with the Town's zoning bylaws. Projects subject to Solar Installation Site Plan Review cannot be prohibited, but can be reasonably regulated by the site plan reviewing authority.

**Large-Scale Ground-Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC and a minimum area of one acre.

**Solar Photovoltaic Installation Site Plan Review:** A review by the site plan reviewing authority to determine conformance with the Town's zoning bylaws. The Planning Board is the site plan reviewing authority for **Ground-Mounted Solar Photovoltaic Installations.**

**On-Site Solar Photovoltaic Installation:** A solar photovoltaic installation that is constructed at a location where other uses occur at the underlying property.

**Nameplate Capacity:** The maximum rated output of the electric power production of the photovoltaic system in Direct Current (DC).

**Small-Scale Ground-Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted, and has a minimum nameplate capacity of under 250 kW DC and less than one acre in size.

**8104. Compliance with Laws, Ordinances and Regulations.**

The construction and operation of all Ground-Mounted Solar Photovoltaic Installations shall be consistent with all applicable local, state and federal requirements,

including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of the installation shall be constructed in accordance with the State Building Code. No Ground-Mounted Solar Photovoltaic Installation shall be constructed, installed or modified without first obtaining a building permit.

**8105. Special Permit Granting Authority.** For Large-Scale Ground-Mounted Solar Photovoltaic Installations that require a Special Permit, the Planning Board shall serve as the Special Permit Granting Authority. The Planning Board shall grant a special permit only if it finds that the proposal complies with the provisions of Section 8106 and Section 5300.

**8106. Solar Photovoltaic Installation Site Plan Review.** Prior to construction, installation or modification, Ground Mounted Solar Photovoltaic Installations shall undergo Solar Photovoltaic Installation Site Plan Review by the Planning Board as provided below. In accordance with Section 22(c) of the Massachusetts Green Communities Act, Solar Photovoltaic Installation Site Plan Review shall be expedited and no decision shall be rendered more than one (1) year after the date of a complete application, as determined by the Planning Board.

**A. Application and Plan Requirements.**

1. Subject to submittal requirements of the Community Development Department, a completed application for Solar Photovoltaic Installation Site Plan Review or Special Permit shall be filed with the Planning Board, along with the applicable review fee. Upon receipt of an application, the Planning Board may engage, at the applicant's cost, professional and technical consultants, including legal counsel, to assist the Planning Board with its review of the application, in accordance with the requirements of G.L. c.44, sec 53G. The Planning Board may direct the applicant to deposit funds with the Planning Board for such review at the time the application is determined to be complete, and may direct the applicant to add additional funds as needed upon notice. Failure to comply with this section shall be good grounds for denying the application. Upon approval of the application, any excess

amount attributable to the application processing by the Planning Board, including any interest accrued, shall be refunded to the applicant.

2. Site plan(s), prepared by a Professional Engineer licensed in the Commonwealth of Massachusetts, at a scale of one inch equals forty feet (1" = 40') shall be filed with the Planning Board, including:

- a. North arrow and locus map;
- b. Property boundaries and physical features, including roads;
- c. Name/Description of project;
- d. Topography, proposed changes to the landscape of the site, grading, vegetation clearing, including proposed drainage;
- e. Zoning designation;
- f. Location of proposed structures, drives, etc., including setbacks;
- g. Sign(s) location(s);
- h. Landscaping, both existing and proposed;
- i. Lighting, including locations, type and wattage.

3. Plans or drawings of the Ground-Mounted Solar Photovoltaic Installation prepared by a Registered Professional Engineer licensed in the Commonwealth of Massachusetts, showing the proposed layout of the system and any potential shading from nearby structures or vegetation.

4. One or three line electrical diagram detailing the Ground-Mounted Solar Photovoltaic Installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices.

5. Documentation of the major system components to be used, including the photovoltaic panels, mounting system, and inverter(s).

6. Documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed installation.

7. An operation and maintenance plan (see also Section 8106 C).

8. Proof of liability insurance. The owner or operator of the Ground-Mounted Solar Photovoltaic Installation shall provide the Town Clerk with a certificated of insurance showing that the property has sufficient liability coverage pursuant to industry standards.

9. Description of financial surety that satisfies Section 8106 J.

10. Name, address and contact information for the proposed system installer.

11. Name, address and phone number and signature of the applicant(s) and property owner(s), if the applicant is not the property owner. If the applicant is not the property owner, a statement, signed by the property owner, authorizing the applicant to proceed is required.

12. Application Submission. The application packet must contain all the appropriate application fees, forms and number of copies of all plans and supporting documentation. The application packet shall be submitted to the Town Clerk who shall stamp the application with the date received and shall immediately notify the Chair of the Planning Board of a submitted application packet.

13. Completeness Review. The Planning Board shall, within thirty (30) calendar days of the receipt of the application by the Town Clerk, determine whether the application is complete or incomplete and shall notify the applicant in writing by certified mail.

a. Incomplete Applications. If the Planning Board determines the application to be incomplete, the Board shall provide the applicant with a written explanation as to why the application is incomplete and request the information necessary to complete the application. Any additional information submitted by the applicant starts a new thirty (30) calendar day Completeness Review.

b. Complete Applications. When the Planning Board determines the application to be complete, the Board shall notify the applicant in writing.

**B. Waiver of Requirements:** Upon the applicant's written request submitted as part of the application, the Planning Board may waive any requirements.

**C. Operation & Maintenance Plan.** The applicant shall submit a plan for the operation and maintenance of the Ground-Mounted Solar Photovoltaic Installation, which shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation.

**D. Utility Notification**

No Ground-Mounted Solar Photovoltaic Installation shall be constructed until evidence has been given to the Planning Board that the utility company that operates the electrical grid where the installation is to be located has been informed of the installation owner or operator's intent to install an interconnected customer-owned generator as well as documentation from said

utility that it will connect the proposed customer-owned generator into its power grid. Off-grid systems shall be exempt from this requirement.

**E. Dimension and Density Requirements.**

1. Setbacks. Setbacks from all boundary lines shall comply with the zone.

2. Appurtenant Structures. All appurtenant structures to Ground-Mounted Solar Photovoltaic Installations shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

**F. Design Standards.**

1. Lighting. Lighting of Ground-Mounted Solar Photovoltaic Installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the Ground-Mounted Solar Photovoltaic Installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

2. Signage. Signs on Ground-Mounted Solar Photovoltaic Installations shall comply with a Provincetown Sign Code. A sign that identifies the owner and provides a 24-hour emergency contact phone number shall be required. Ground-Mounted Solar Photovoltaic Installations shall not be used for displaying any advertising. Advertising does not include signs providing reasonable identification of the manufacturer or operator of the installation.

3. Utility Connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections for the Ground-Mounted Solar Photovoltaic Installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

**G. Safety and Environmental Standards.**

1. Emergency Services. The Ground-Mounted Solar Photovoltaic Installation owner or operator shall provide a copy of the project summary, electrical

schematic, and site plan to the Provincetown Fire Chief. Upon request, the owner or operator shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the installation shall be clearly marked. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

2. Land Clearing, Soil Erosion and Habitat Impacts. Clearing of natural vegetation shall

be limited to what is necessary for the construction, operation and maintenance of the

Ground-Mounted Solar Photovoltaic Installation or otherwise prescribed by applicable local, state and federal laws and regulations.

#### **H. Monitoring and Maintenance.**

1. Ground-Mounted Solar Photovoltaic Installation Conditions. The Ground-Mounted Solar Photovoltaic Installation owner or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Provincetown Fire Chief and emergency medical services. The owner or operator shall be responsible for the cost of maintaining the installation and any access road(s), unless accepted as a public way.

2. Modifications. All material modifications to a Ground-Mounted Solar Photovoltaic Installation made after issuance of the required building permit shall require approval by the Planning Board.

#### **I. Abandonment and Decommissioning.**

**1. Removal Requirements.** Any Ground-Mounted Solar Photovoltaic Installation which has reached the end of its useful life or has been abandoned consistent with Section 8106 I.2. shall be removed. The owner or operator shall physically remove the installation no more than 150 days after the date of discontinued operations. The owner or operator shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:

a. Physical removal of all Ground-Mounted Solar Photovoltaic Installations, structures, equipment, security barriers and transmission lines from the site.

b. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.

c. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

**2. Abandonment.** Absent notice to the Planning Board of a proposed date of decommissioning or written notice requesting an extension due to extenuating circumstances, the Ground-Mounted Solar Photovoltaic Installation shall be considered abandoned when it fails to operate or operations are discontinued for more than one (1) year without the written consent of the Planning Board. If the owner or operator of the Ground-Mounted Solar Photovoltaic Installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or discontinuance or the proposed date of decommissioning, the Town, to the extent it is otherwise duly authorized by law, may enter the property and physically remove the installation.

**J. Financial Surety.** An applicant for a Ground-Mounted Solar Photovoltaic installation shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the installation and re-mediate the landscape, in an amount and form determined to be reasonable by Planning Board, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent. Such surety shall not be required for municipally- or state-owned facilities. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased removal costs due to inflation, or take any other action relative thereto.

*[Requested by the Planning Board]*

**Two-thirds Vote Required**

**BOARD OF SELECTMEN RECOMMENDS: 5-0-0**

**FINANCE COMMITTEE HAS NO RECOMMENDATION**

**PLANNING BOARD RECOMMENDS: 5-0-0**

Dorothy Palanza moved that the Town vote to approve Article 14 as printed in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

Town Moderator Irene Rabinowitz motioned to dissolve the October 24, 2011 Special Town Meeting at 8:35 p.m. **Motion Passed.**

**October 24, 2011 Special Town Meeting dissolved at 8:35 p.m.**

<b>Town Elections - 2011</b>
------------------------------

**May 3, 2011 Annual Town Election**

Registered Voters = 2,796

Ballots Cast = 863

**Board of Selectmen (3 yr)**

<b>Elaine J. Anderson (Elected)</b>	516
<b>Michael Richard Canizales</b>	305
<b>David Cleveland</b>	81
<b>David J. McChesney (Elected)</b>	601
<b>Blank</b>	219
<b>Write-In</b>	4
<b>Total</b>	1726

**School Committee (3 yr)**

<b>Blank</b>	713
<b>Write-In Jamie Kryszkiewicz (Elected)</b>	130
<b>Write-In Other</b>	20
<b>Total</b>	863

**School Committee (1 yr)**

<b>Cassandra Benson (Elected)</b>	605
<b>Blank</b>	246
<b>Write-In</b>	12
<b>Total</b>	863

**Bd Library Trustees (3 yr)**

<b>Edward Mick Rudd (Elected)</b>	489
<b>Wayne M. Ryerson</b>	400
<b>Nancy M. Sirvent (Elected)</b>	498
<b>Blank</b>	338
<b>Write-In</b>	1
<b>Total</b>	1726

**Bd Library Trustees (2 yrs)**

<b>Patricia Kay Greene (Elected)</b>	597
<b>Blank</b>	263
<b>Write-In</b>	3
<b>Total</b>	863

**Housing Authority (2yrs)**

<b>Harriet A. Gordon (Elected)</b>	594
<b>Blank</b>	263
<b>Write-In</b>	6
<b>Total</b>	863

**Housing Authority (1 yr)**

<b>Thomas G. Roberts (Elected)</b>	566
<b>Blank</b>	296
<b>Write-In</b>	1
<b>Total</b>	863

**Charter Enforcement (3 yrs)**

<b>Blank</b>	1696
<b>Write-In Geraldine Anathan (Elected)</b>	10
<b>Write-In Tina Trudel (Elected)</b>	3
<b>Write-In Other</b>	17
<b>Total</b>	1726

**Ballot Ques. 1 - Library Air Cond.**

<b>Yes</b>	499
<b>No</b>	320
<b>Blank</b>	44
<b>Totals</b>	863

**Ballot Ques. 2 - VMES Transition**

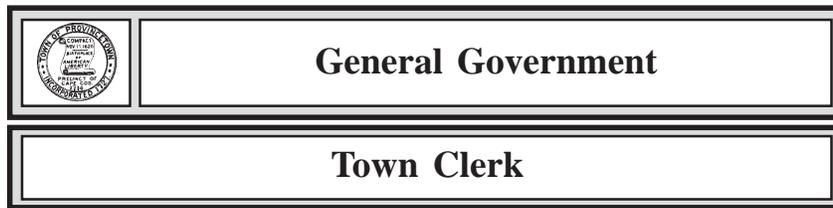
<b>Yes</b>	548
<b>No</b>	268
<b>Blank</b>	47
<b>Totals</b>	863

**Ballot Ques. 3 - DPW Vehicles**

<b>Yes</b>	446
<b>No</b>	367
<b>Blank</b>	50
<b>Totals</b>	863

**Ballot Ques. 4 - Recycling Equip.**

<b>Yes</b>	578
<b>No</b>	246
<b>Blank</b>	39
<b>Totals</b>	863



In addition to the Special and Annual Town Meetings held on April 4, 2011, one additional Special Town Meeting was also held on October 24, 2011. One election was held in 2011: the May 3, 2011 Annual Town Election.

Work on the Provincetown History Project, with a mission to preserve, protect and provide greater access to documents pertaining to the history of Provincetown, continues. Thanks to the generosity of the community, the Provincetown History Project has achieved so many remarkable goals since it was formed five years ago: The creation of a museum for the 21<sup>st</sup> Century - a dedicated, searchable website [www.provincetownhistoryproject.com](http://www.provincetownhistoryproject.com) to showcase historical material (thanks to an astounding donation from the Ken Weiss Charitable Trust totaling \$25,000), and updated weekly by volunteers; the construction of a safe, climate controlled archive in the lower level of the Provincetown Library; and partnering with the Pilgrim Monument and Provincetown Museum and Provincetown TV to showcase rarely seen items from the Monument collection, and the ability to host video and audio files. The good will of the community, the support from our donors, and the hard work of our volunteers is truly inspiring! In 2011 we were finally able to remove the remaining physical artifacts, once proudly displayed in the Provincetown Heritage Museum and for the past decade inadequately stored in the attic of the Grace Gouveia building, to a more secure and permanent location on the second floor of Firehouse #3. Finally we have the space to fully store the items and workspace to prepare items for display throughout our Town buildings - a long term goal now coming to fruition! Special thanks to David McChesney and Donna Pinto-Campana for patching the holes and painting the space prior to delivery of the artifacts.

In 2011 a total of 384 marriages were filed, 89% of which were same sex couples, and a majority (84%) from out of state. Special thanks to Assistant Town Clerk Susan Fults, to the Election registrars and ballot counters for the Annual Town Election held in May 2011, and to the wonderful volunteers who have worked in the Clerk's Office in 2011: Susan Avellar, Stephen Borkowski, Bob Burns, Don Cote, Libby Cressey, Paul deRuyter, Irene Joseph, Lorraine Kujawa, Joy Long, Julia Perry, Char Priolo, Jim Rann, Lauren Richmond, and Connie Tavanis.

*Respectfully submitted,*

**Doug Johnstone**

Town Clerk

## Vital Statistics

### Births 2011

In accordance with a request from the Massachusetts Department of Public Health and in respect to the privacy rights of children, individual names births recorded in Provincetown are not listed.

Total births recorded in 2011: 10

Male – 5; Female - 5

### Marriages 2011

DATE	Name	Name	Residence
1-Jan-11	Francis X. Neylon, Jr.	Margaret T.Cole	N. Truro, MA
8-Jan-11	Stacey Rae Brooks	Jillian Joan Cournoyer	Rochdale, MA
8-Jan-11	Erica Jane Giokas	Jennifer Michael Di Meo	Provincetown, MA
11-Jan-11	Thomas Todd Sproat	John Christopher Sumaj	Provincetown, MA
13-Jan-11	Michael John Fernandes	Susumu Kishihara	Provincetown, MA
15-Jan-11	Richard John Donovan	Jennifer Allyson Saunders	Montpelier, VT
26-Jan-11	Anne Venezia	Sandra Lee Bozzi	N. Truro, MA
11-Feb-11	Lynn Anne Daly	Lewis Andrew Thomas	Truro, MA
14-Feb-11	Stephen Lee Boyd	Matthew Louis Simar	Atlanta, GA
4-Mar-11	Jessica Erin Roeth	Emma Leigh Niswonger	Troy, OH
17-Mar-11	Tammy Lynette Harless	Donna Kay Harless	N. Wilkesboro, NC
26-Mar-11	Rosemary W. Henrique	Julius Hugh-Kenny Smith	Provincetown, MA
1-Apr-11	Anne Elizabeth Huot	Joanne Mary Cepelak	North Chili, NY
4-Apr-11	Mark M. Howard	Steven Armstrong	Elmhurst, NY
8-Apr-11	Edward James Rau	John William Fell	Aurora, CO
8-Apr-11	Beth Deborah Basley	Heather Ellen Bloomer	Nanuet, NY
10-Apr-11	Carlton Winstant Christie	Siobhan Monique Johnson	Provincetown, MA
12-Apr-11	Danielle Helen Freeman	Erhan Erdogan	Provincetown, MA
13-Apr-11	Raymond J. Eldredge II	Robert Murphy Kingery	Provincetown, MA
17-Apr-11	Edward Adam Silvia	Penelope Elizabeth Sumey	Provincetown, MA
19-Apr-11	Hilda Candelario	Jean Marie Solomon	Cary, NC
23-Apr-11	John Michael Richardson	Steven Mark Salatino	Rochester, NY
28-Apr-11	Jamille Laila Ellingson	Jill Dawn Perry	Pensacola, FL
12-May-11	Marti Rickard	Donna Howell Rickard	Houston, TX
12-May-11	David Allen Artman	Robert Michael Jacobs	Palmerton, PA
13-May-11	Cynthia Ann Burke	Lesia Lea Watson	Gilmer, TX
14-May-11	Robert James Petrucci	Helena M. Martins Fiuza	Parsippany, NJ
15-May-11	Kristin Elizabeth Owen	Christine D. Mortensen	Garland, TX
17-May-11	Taya King	Laura Patricia Perri	Loveland, CO
18-May-11	Sandra Lee Inches	Terris Pearl Cameron	New River, AZ
19-May-11	Kimberly Nicole Boney	Lisa Anne Capitan	Raleigh, NC

20-May-11	Paul Fisher Hard	Charles David Fancher	Montgomery, AL
20-May-11	Leslee Boswell	Marisa Hernandez	Carrollton, TX
20-May-11	Kimberly Michele Myers	Paula Dean Ashe	Fort Wayne, IN
20-May-11	Pamela Anne Miller	Ginger Leigh Miller	Savannah, GA
20-May-11	Catherine Corene Logan	Debie Cassidy Logan	Houston, TX
20-May-11	Anne Marie Janes	Lyza De La Fuerte	Austin, TX
21-May-11	Gail Denise Warner	Regina Marie Strobel	Phoenixville, PA
21-May-11	Brian Steven Smith	Kenny O'neal Brannon	Humble, TX
21-May-11	Nancy Anne Gilliom	Heidi Lynn Wasson	Jacksonville Bch, FL
21-May-11	Xavier Pierre Foulquier	Hannes Goegele	Brooklyn, NY
23-May-11	Mina Rozenshine	Diane Louise Snyder	San Francisco, CA
25-May-11	Beth Anne Mohr	Janet Marie McHard	Albuquerque, NM
26-May-11	Lesa Michelle Bonee	Yolanda Navamuel	Aventura, FL
26-May-11	Robine Marie Bare	Virginia J. A. Thompson	Lakewood, CO
27-May-11	Kelly Marie Noe	Kelly Ann McCracken	Warren, OH
28-May-11	Joe Henry Harris	Micky Allen Carpenter	Oklahoma City, OK
29-May-11	Darren A. Longden	Paul R. Gannon	Miami Beach, FL
30-May-11	Stefanie Ann Stockton	Jane Marie Kobos	Rochester, NY
1-Jun-11	Christine Grace Wright	Melissa Sara Gordon	Midlothian, VA
3-Jun-11	Amparo Elisa Guerrero	Nancy Lee Kantrowitz	Santa Fe, NM
3-Jun-11	Justin Jeffrey Litz	Lance Howard Ridgers	Collegeville, PA
3-Jun-11	larry Zuendel Slater	Jeremy Cooper Erdreich	Birmingham, AL
4-Jun-11	James W. Dark	Gary Joseph Brown, Jr.	Pheonix, NY
4-Jun-11	Cheryl Lynn Green Clark	Stacy Anne Elwood	Cummings, GA
4-Jun-11	Maria Lynn Hebert	Wendy Lynn Wallace	Lafayette, LA
4-Jun-11	Carrie Frances DeAngelo	Marion Jean Soucie	Provincetown, MA
4-Jun-11	Kathryn L. Leo	Jaime Lynn Gottlieb	Portland, OR
5-Jun-11	Brett Russell Davidson	Phikolomzi Z. Sipamla	New York, NY
5-Jun-11	Kelly Susan Fitch	Abigail Lorraine Rogers	Fairless Hills, PA
5-Jun-11	Anthony David Leonard	Alexis Constance Doshas	Wardsboro, VT
6-Jun-11	Jonathan Nichols	Karl A. Vinola	Woodside, NY
6-Jun-11	Margie Tania McKinley	Kimberly A. LeBatard	Gulfport, MS
9-Jun-11	Erika Kareen Stewart	Denise Lynne Venne	Waddy, KY
9-Jun-11	Kimm Marie Perez	Lillia Registella Adams	Houston, TX
9-Jun-11	Mary Beth McIntyre	Maureen Anne Hennessey	Philadelphia, PA
9-Jun-11	Kimberly Joy Shroyer	Shannon Marie Sutherin	Tucson, AZ
10-Jun-11	Kathryn Starr Steward	Tanya Rea Karp	Lake Worth, FL
10-Jun-11	June Helen Donka	Kathryn Elaine Carter	Downers Grove, IL
10-Jun-11	Teri Lynn Bolyog	Barbara Ann Carbone	Millington, NJ
10-Jun-11	Lisa Carol Charron	Stacey Jo Blouse	Steelton, PA
10-Jun-11	Elaine A. Weismann	Mary Margaret Russell	Saint Paul, MN
10-Jun-11	Ryan Robert Lindsay	Sean Kevin Murphy	St. Louis, MO

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11-Jun-11	Brent Walton Wilson	Leonard Paschal III	Austin, TX
11-Jun-11	Judith Rae Bernstein	Valerie Southworth Tew	Lake Luzerne, NY
11-Jun-11	Heather Marie Johnson	Jonna Ashley Ball	Cortland, NY
11-Jun-11	Caroline Me-Lin Mar	Sandra Lorraine Metivier	San Francisco, CA
11-Jun-11	Alan K. Cook	Michael S. Concilio	Sicklerville, NJ
12-Jun-11	Jeffrey A. Kozlowicki	Rachel Lyn Okun	Washington, DC
13-Jun-11	Anja Clasberg	Amy Lynn Brown	Kansas City, MO
13-Jun-11	Anna Marie Kosa	Charlotte Davis	Emerson, GA
14-Jun-11	Jeannine Marie Lynch	Paula Kottwitz	Wappingers Falls, NY
14-Jun-11	Kristy Dawn Roberts	Tina Marie Bolton	Roseville, MI
14-Jun-11	Monique Angela Kean	Rebecca Luyk	Grand Rapids, MI
15-Jun-11	Dustin Robert Ambrose	Aliya M. Egizbaeva	North Eastham, MA
16-Jun-11	Robert V. Boston III	Manuel Federico Anaya	Carrollton, TX
16-Jun-11	Dawn B. Fitzgerald	Jacqueline H. Behn	Teaneck, NJ
16-Jun-11	Cora Ann Hensley	Breann Elyse Fowler	Snoqualmie, WA
17-Jun-11	Christine Lee Reese	Karen Dennise Scocozza	Lehigh Acres, FL
17-Jun-11	Marc Alan Yeager	Roger F. LeVine	Atlanta, GA
18-Jun-11	Jennifer Ruby Tinker	Suzanne M. Alexander	Baltimore, MD
18-Jun-11	Michael Joseph DeVellis	Bradley Edward Farrell	New York, NY
18-Jun-11	Jonathan Scott Gruber	Abrah Natalie Morgan	Yardley, PA
18-Jun-11	Richard Allen Hanson II	Richard Allan O'Reagan	Indianapolis, IN
18-Jun-11	Spencer Edward Mullee	Brett Eugene Gowdy	Provincetown, MA
19-Jun-11	Manuel S. Araujo, Jr.	Joseph H. Gilmartin, Jr.	Provincetown, MA
19-Jun-11	John Thomas Edwards II	Daniel Joseph DiGiorgio	West Chester, PA
20-Jun-11	Aaron Paul King	Peter Gregus	New York, NY
21-Jun-11	Susan Cynthia Goodrich	Judith M. McDougall	Penfield, NY
21-Jun-11	Lee Roy Lachmund	Amine Moundir Raif	Miami Shores, FL
22-Jun-11	Misty LaShae Amerson	Elizabeth Ann Amerson	Clarkston, GA
23-Jun-11	Eileen Gail Clark	Esther Felicia Curtis	China Township, MI
23-Jun-11	Barbara Jean Fox	Diana Lynn England	Bexley, OH
23-Jun-11	James E. Shepard	Peter Lieberth	Munich, Germany
23-Jun-11	Linda Jo Verheyen	Wendy Melissa Campbell	Orangeville, PA
23-Jun-11	Ileana E. Fajardo	Amy Joy Garcia	Miami, FL
24-Jun-11	Michele Aina Barale	Sarah Peteet Sutherland	Amherst, MA
25-Jun-11	Robert Allan Midolo	Roger Gene Allee	Pompano Beach, FL
27-Jun-11	Page Ellyn Falconer	Lori Ann Pizzini	Ocala, FL
29-Jun-11	Kerrie M. Donnelly	Susan Ann Morgado	Fall River, MA
30-Jun-11	Richard Allan Meenach	David Bruce Franks	Cincinnati, OH
30-Jun-11	Margaret Mary Wangler	Laura Hope Williams	Treasure Island, FL
30-Jun-11	John Spinello	Karen Elaine Ajamian	Staten Island, NY
1-Jul-11	Karoline Bakke	Bob Didier Marie De Wilde	Oslo, Norway
2-Jul-11	Russell J. Cardamone, Jr.	Rudolph M. Mattes, Jr.	Philadelphia, PA

2-Jul-11	Hector Adriano Contreras	Robert Alan Johnson	Jersey City, NJ
2-Jul-11	Charles N. Burnett, Jr.	Michael Ray Short	Parkensburg, PA
2-Jul-11	David Wagner	Thomas Piccoli	Manasquan, NJ
4-Jul-11	Alice Louise Warmouth	Carol Linda Russell	Provincetown, MA
4-Jul-11	Bevealy J. A. Richard	Sammie Kay Edelman	N. Little Rock, AK
5-Jul-11	Espen Tvedt	Cathrine Nilssen	Oslo, Norway
5-Jul-11	Thomas John Houfe	Carl Anthony Kiesel	New York, NY
5-Jul-11	Matthew Aaron Conley	Yoav Schlezinger	New York, NY
8-Jul-11	Edgar Towar Irons	Raymond Slater Kinlock	Solebury, PA
8-Jul-11	Kelly Ann Schwertfeger	Sandra Baranowski	Manville, NJ
8-Jul-11	Gail Flora Hasselgren	Ivette Wiswell	Tomball, TX
8-Jul-11	Laszlo Kovacs Quinn	Cristen Lee Pedini	Clinton, CT
8-Jul-11	Timothy Joseph LeBlanc	Charles Frank DeBord	Tomball, TX
8-Jul-11	Charles Mark Barnes	David Warren Roberts	Dunedin, FL
8-Jul-11	Dolores Ann Stafford	Melissa Anne Flynn	Rehoboth Beach, DE
9-Jul-11	Richard Vera	Suzanne Cecile Brunelle	North Bellmore, NY
9-Jul-11	Gale A. MacAculay	Kathleen M. Sampson	Mansfield, MA
9-Jul-11	Suzanne Marie Fleming	Catherine T. Guerriere	Brooklyn, NY
9-Jul-11	Andres Julian Ruiz	James Stewart Gilham	Miami Beach, FL
10-Jul-11	Lorraine F. Sbordone	Barbara Gayle Riddle	Ridgewood, NY
11-Jul-11	Rafael Jona Margalot	Ziv Shmuel Beyth	San Francisco, CA
11-Jul-11	Judy Ann Vovan	Lynn Mattiace	St. Petersburg Bch, FL
12-Jul-11	Kyra Essenpreis Kirby	Leila Chakravarty	Brooklyn, NY
13-Jul-11	Liza Maria Terrazas	Stacey Lynn Wipfler	McKinney, TX
14-Jul-11	John Michael Wright	John Paul Snyders, Jr.	Nashville, TN
14-Jul-11	James Webb Taylor	Michael Wayne Snead	Norfolk, VA
14-Jul-11	Robert Timothy Land	Timothy Douglas Cain	Aliso Viejo, CA
14-Jul-11	Charles Thomas Rondot	Shawn Dale Conner	Bloomington, IN
14-Jul-11	Kenneth Alan Burger	Jack R. Vandergriff, Jr.	Newport, KY
14-Jul-11	Richard Alan Morrissey	Juencio Ruben Estrada	Seattle, WA
14-Jul-11	Bryce Lloyd Short	Jerry Lewis Sturdefant	Plantation, FL
14-Jul-11	Lori Ann Kenyon	Patricia Ann Drew	Seattle, WA
14-Jul-11	Kenneth Dale Herald	Paul Matthew Bullock	Indianapolis, IN
15-Jul-11	Marta Jaremko	Richard Eugene Gotti	Delmar, NY
15-Jul-11	Jeffrey Alan Clossen	David William Gearhart	Mineral, VA
15-Jul-11	David Nathaniel Moore	Daniel Lenoir Boone	High Point, NC
15-Jul-11	Rodney Darrel Hitchcock	James Craig Kennedy, Jr.	Memphis, TN
15-Jul-11	Jeffrey Lloyd Bater	Timothy Patrick Irving	Baldwinville, NY
15-Jul-11	Joseph Michael Palmer	Elliott Scott Nichols	Chesterfield, MI
15-Jul-11	James Scott Houston	Ted C. C. Odom	Briarcliff Manor, NY
16-Jul-11	Richard Allen Olander	Joseph John Walsh III	Culver City, CA
16-Jul-11	Edward R. McDonough	Guru Swamy	Provincetown, MA

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19-Jul-11	Keith J. Weber	Laura A. Boyd	Greenwich, NY
20-Jul-11	April Joyce Laws	Jessica Lee Knapp	Ossining, NY
20-Jul-11	Karen Louise Smith	Tamara Le Smithee	Yukon, OK
21-Jul-11	Persis Anne Sosiak	Brett William Miller	Lakewood, OH
21-Jul-11	Harlan W. Robins	Shawn Glen Shear	Bexley, OH
21-Jul-11	Diane Joan Schneidel	Nanette Marie Wasik	So. Haven, MN
21-Jul-11	Christopher Joseph Ambs	Scott William Clearwater	Montclair, NJ
21-Jul-11	Julie D. Callaway	Sheri C. Ragan	Spring, TX
21-Jul-11	Jo-Ann Florida	Lisa Roxanne Bower	Highland Lakes, NJ
21-Jul-11	Holly Ann Coffman	Melissa Diane Hurst	Odessa, TX
22-Jul-11	David Michael Dilts	Ronald Charles Johnston	Lauderhill, FL
22-Jul-11	Christopher R. Reimels	Jeremy Paul Williams	Ridley Park, PA
23-Jul-11	Cathleen B. Metzger	Suzanne T. Becker	Provincetown, MA
23-Jul-11	Jamie Ann Benefield	Annette Marie Rodden	Corrales, NM
24-Jul-11	James Patrick Higgins	Joseph Gerard Bellone	Naples, FL
24-Jul-11	Anthony Frank D'Amico	Vincent N. Primerano	Yorktown Hghts, NY
24-Jul-11	Joseph Raccuglia	Drake A Asklar	New York, NY
28-Jul-11	LoEtta Lynn Suhr	Gretchen Marie Kruse	Lincoln, NE
28-Jul-11	Todd Harry Ruth	Mark Patrick Malloy	Lakewood, OH
28-Jul-11	Nicole Marie Peruzzi	Robbie Rhianne Hardy	Wilmington, VT
29-Jul-11	Richard R. Baker	Ignacio Alvarez Rodriguez	Stony Point, NY
29-Jul-11	Jo Ellen Wilson	Linda Marie Elliott	Harrisonburg, VA
29-Jul-11	Paul Edward Buonarobo	Jason Brett Pick	Plymouth, MA
29-Jul-11	Heather Ann Carruthers	Coleen T. Fitzsimmons	Key West, FL
29-Jul-11	Connie Lyn Thoman	Jeanne Anne Wahler	Anacoartes, WA
29-Jul-11	Melissa Louise Draves	Melinda Ivana Carroll	Hamilton, OH
30-Jul-11	April Ellen Kriner	Jodi Lynn Shaffer	DuBois, PA
1-Aug-11	Cynthia Ann Engler	Marsha Marie Lau	Titusville, NJ
3-Aug-11	Thomas C. Harte	Barry Lee Brighton	Tucker, GA
3-Aug-11	Joanne Marie Bartone	Karen E. Wainwright	Pittsburgh, PA
4-Aug-11	Leonard Scott Darnell	Patrick Thomas Naulty	Denver, CO
4-Aug-11	Dawn Marie Hodges	Karen Vanderbeek	Old Tappan, NJ
4-Aug-11	Keith R. Talon	Christopher Paul Kelly	Dedham, MA
4-Aug-11	Mark J. Corsale, MD	Charles T. Heath, MD	Decatur, GA
4-Aug-11	Jonathan Scott Bennett	Darrin Kraig Quinn	Austin, TX
5-Aug-11	Michelle Marie Bruzynski	Brea Ann Bond	Eaton, CO
6-Aug-11	Steven A. Armendarez	David Arthur Slocum	Syracuse, NY
6-Aug-11	Stephen Brian Brooks	Paul James Driver	Orlando, FL
6-Aug-11	Louis Anthony Salvati	Richard Robert Zahaba	Naples, FL
6-Aug-11	Ann Willis	Michele Corbin	Naples, FL
6-Aug-11	Ro Killory Anderson	Eleanor Virginia Pannesi	Watertown, MA
6-Aug-11	George P. Ziemer, Jr.	Joshua J. Bontempi	Williamsville, NY

9-Aug-11	Lisa Ann Morris	Marilou Jean Mertz	Garfield Heights, OH
9-Aug-11	William Matthew Sutton	Charles David Wyatt	Hanover, MD
11-Aug-11	Kelly-Jo Marie Maines	Michele Marie McKernan	Monroeton, PA
11-Aug-11	Stephen Edward Kohr	Gary Addison Cravener	Pittsburgh, PA
11-Aug-11	Kelley Ann O'Neill	Tracey Linette DeBlasis	Philadelphia, PA
11-Aug-11	Gladwin K. Carpenter	Christopher M. Jones	Memphis, TN
11-Aug-11	Russell Everett Burns	Robert John Letourneau	Durham, NC
11-Aug-11	Mel Aiden White	Teresa Marie Weyland	Dublin, Ireland
11-Aug-11	Stephanie Rose Clark	Danielle Napier	Prescott, AZ
11-Aug-11	Lawrence Paul Atello	Alfred Salvador Reyes	Las Vegas, NV
12-Aug-11	Philip Himberg	Mujtaba Ahmed	New York, NY
12-Aug-11	Donald Russell Scott	Hernan S. Leonetti	West Hollywood, CA
13-Aug-11	Debra Ann Baker	Dawn Marie McPherson	Grand Rapids, MI
14-Aug-11	Mark Hans Schwab	Brad J. Bigelow	Seattle, WA
14-Aug-11	Alexandra Voroneanu	Matthew R. Peterson	Provincetown, MA
16-Aug-11	Alice Beth Mierzwa	Kathy Sue Shelly	York, PA
16-Aug-11	Laura Magidson Reeves	Meredith Eileen Griffith	Atlanta, GA
17-Aug-11	Aaron Lynn Rochester	David Gerard Legros	Ft. Lauderdale, FL
18-Aug-11	Rhonda Ann Kittle	Christine Czemerda	Confluence, PA
18-Aug-11	Maryann Bickel	Lisa Mae Phillips	Allentown, PA
18-Aug-11	Melissa K. Pasciolla	Laura Christine Sparks	Candler, NC
19-Aug-11	Kenneth W. Messerschmidt	Corey Edwin Vernon	Des Plaines, IL
19-Aug-11	James Victor Haas	Don Matthew Dolan	Oakland Park, FL
22-Aug-11	Michael John Brocato	Debora Jean Grover	Raynham, MA
22-Aug-11	Carole Elizabeth Jett	Deborah Fletcher Vaughan	Washington, DC
22-Aug-11	Edward M. Bowe, Jr.	James Gary Hellwig	Marlton, NJ
25-Aug-11	Carolyn B. Hoffman	Nina Katherine Sowiski	Pittsburgh, PA
25-Aug-11	Michele Dianne Hobbs	Amanda Marie Broughton	Cincinnati, OH
25-Aug-11	Daniel Robert MacDowell	Jeffrey Kevin George	Fairlawn, OH
25-Aug-11	Roel Romaldo Hinojosa	Jeffrey Mark Iorillo	Los Angeles, CA
26-Aug-11	Edward Mitchell Stuart	Gary Peter Cormier	Cambridge, MA
26-Aug-11	Ely Vega Singleton	Andrew Irvine	Denver, CO
27-Aug-11	Alexis Z. Kokolias	Miroslav M. Marinov	Pompano Beach, FL
27-Aug-11	Danielle Maire McGuire	Justin Lucas Soule	Kent, CT
1-Sep-11	Scott John Roehm	Jeffrey Lewis Perlman	Woodland Park, NJ
1-Sep-11	Randall Bryan Billingsley	John David Southern	Atlanta, GA
1-Sep-11	Caroline Legare Silliman	Lynne Madeline Kirouac	Charlestown, MA
3-Sep-11	Wilfred W. Smith	Gregoria I. Rivas-Guzman	Houston, TX
4-Sep-11	Jason Edward Brown	Grady Randall Durham	Chattanooga, TN
6-Sep-11	Kristin Reed Mosher	Robin Lee Latham	Suwanee, GA
6-Sep-11	Donald Lee Penland	Jonathan Chandler Burns	Hickory, NC
9-Sep-11	Jeanine Kay Lineback	Kristin Aileen Durham	Austin, TX

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10-Sep-11	Alisha Marie Waterstripe	Justine Grace Larrabee	Cicero, NY
10-Sep-11	Pamela Cuccia Anderson	Carla Ruth Bingham	Olive Branch, MS
10-Sep-11	April Christine Larrabee	Joanna McKenzie	Bucyrus, OH
10-Sep-11	Brian Charles Mooney	Bryce Steven Desy	Provincetown, MA
10-Sep-11	Ryan Scott Buchholtz	William Douglas Munn	Provincetown, MA
10-Sep-11	Mauricio Javier Barba	Rafael Martinez	Coral Gables, FL
10-Sep-11	Kristin Marie MacKenzie	Megan Kathleen Heaney	Atlanta, GA
10-Sep-11	Mark Sibley Lenhart	Genilson Brandao	Washington, DC
10-Sep-11	Amy Jo Davis	Sherry Wirick	Columbus, OH
10-Sep-11	James Harry Fetterman	Ildefonso Gonzalez-Rivera	South Ozone Pk, NY
10-Sep-11	Melinda Renee Cecil	Kari Lynn Schneeman	Williamsburg, OH
10-Sep-11	David Alexander Cox	Allen Rosario Gallant	Provincetown, MA
10-Sep-11	Jennifer Jo Wyatt	Deidre Patricia Guelke	Atlanta, GA
10-Sep-11	William Clark Bultin	William Newell Jones	Woodbridge, CT
10-Sep-11	Diane Carol King	Angela Carol Grett	Brentwood, TN
10-Sep-11	Michelle R. Dubovoy	Sandra Madeline Shaw	Clinton Twnsp, MI
10-Sep-11	Richard Paul Bullock	John C. Wimberley	Milford, CT
12-Sep-11	Amanda Ruth Lindwall	Lindsey B. Childress	Knoxville, TN
12-Sep-11	Katherine Ann Miller	Sherrie Marie Johnson	Madison, WI
13-Sep-11	James Christopher Bragg	DeWayne A. Lawrence	Washington, DC
14-Sep-11	Terrence M. Hanney	Sean Patrick Callahan	Rochester, NY
15-Sep-11	Suzanne Lee Williamson	Catherine Eileen Carroll	Thaxton, VA
15-Sep-11	Annemarie Downing	June Elizabeth Price	Fincastle, Va
15-Sep-11	Cynthia Ann Tananis	Nancy Lee Mantz	Cranberry Twnsp, PA
15-Sep-11	Laurel Thompson	Elizabeth Ann Walsh	Erie, CO
15-Sep-11	Louis Edward Zomper	Marc A. Schwettmann	Houston, TX
15-Sep-11	Karen Sue Blankenship	Diane L. G. Dahlmann	Columbia, MO
16-Sep-11	Sarah Elizabeth Trimm	Katherine Paige Havens	Cleveland, MS
16-Sep-11	Kimberly L. Phipps	Maria Angela Casarona	Garfield Heights, OH
16-Sep-11	Raymond Samuel Duke	Christian Rech	Chattanooga, TN
16-Sep-11	Jeffrey Paul Hughes	Lino Rodriguez Salas	Milwaukee, WI
17-Sep-11	Stacey Dawn Davis	Giannina Young Elko	Kill Devil Hills, NC
17-Sep-11	Leigh Ann Burroughs	Sherry Ann Medeiros	Somerset, MA
17-Sep-11	Roberta Shane Hummel	Brenda Kay Pfeiffer	Scandia, MN
17-Sep-11	Albert Joseph Gentile	Eric Joseph Hansen	Norwalk, CT
17-Sep-11	Nina Elyse Wiener	Lawrence Julian Schiller	Los Angeles, CA
18-Sep-11	James Henry Silverman	Michael James Cote	Bourne, MA
19-Sep-11	Edna Jamie Albury	Mary Elizabeth Angelini	Viera, Fl
19-Sep-11	Stacey K. L'Hoste	Terri Elise L'Hoste	Atlanta, GA
20-Sep-11	Eileen Rochelle	Patricia Ann Stenner	Catonsville, MD
23-Sep-11	Mickey Ross Evans	Reginald Lane Boyer	Schertz, TX
24-Sep-11	Alicia M. Ierardi	Lisa Kasting	Brooklyn, NY

24-Sep-11	Kristina D. Quercia	Caitlin Susanne Reed	Roslindale, MA
24-Sep-11	Ann Sally Colbourn	Diane Marie Blahusch	Cape Elizabeth, ME
24-Sep-11	Christopher D. Phillips	Brian P. Napolitano	Vancouver, Canada
26-Sep-11	Geneolga Tadlock	Virginia Anne Reime	Hackettstown, NJ
29-Sep-11	John Francisco Ferguson	Jennifer Jane Marr	South Portland, ME
30-Sep-11	Anthony W. Edwards	Geanina Raluca Alexuc	Provincetown, MA
1-Oct-11	Randal Stuart Fedoruk	Thomas J. Wojcik, Jr.	Guilford, CT
1-Oct-11	Nestor L. Ramos	Daniel Thomas Mooney	Lake Peekskill, NY
1-Oct-11	Eric Jason Trudeau	Kathleen Allison Ahalt	Provincetown, MA
1-Oct-11	Philip C. Niemela II	Robert Adrian Palacios	New York, NY
3-Oct-11	Rebekah Leigh Martin	Ginger Kay Erickson	Fort Collins, CO
6-Oct-11	Meghan Leigh Birdseye	Leticia R. Milam	Atlanta, GA
7-Oct-11	Leslie Ann Dickens	Lori Dee Belle Isle	Atlanta, GA
14-Oct-11	Debra Jones Holdren	Hope Ann Lusignan	Tucker, GA
14-Oct-11	Jeanne Christine Parrish	Maria Linda Altadonn	Maumelle, AR
14-Oct-11	Daniel Walter Grummish	Charles A. Robertson	Montreal, Quebec
14-Oct-11	Lori Lynn Facticeau	Renee Marie Falvo	Leicester, MA
14-Oct-11	Noalani K. Helmandottar	Amber Beth Richard	Birmingham, AL
14-Oct-11	Chad Alan Huguenin	Jeremy Scott Elder	Columbus, OH
14-Oct-11	Heather Lynn Hudson	Susan Elizabeth MacCabe	San Antonio, TX
15-Oct-11	Diana Soria	Criselda Andrew Perez	Dallas, TX
15-Oct-11	Rebecca Louise Filson	Karen Sue Vadino	Youngstown, OH
15-Oct-11	Phanarus Larnell Edwards	Krista Elise Billiter	Eastham, MA
15-Oct-11	Tina Marie Clark	Lisa Marie Clark	Alta Loma, CA
15-Oct-11	Caitlyn Mae Himmighofer	Sallie Anne Simmons	Littleton, CO
18-Oct-11	Mary Reid McElhone	Nancy Anne Kaiser	Rehoboth Beach, DE
19-Oct-11	Peter Jon Miscikoski	Brianna Lee Van Allen	Provincetown, MA
22-Oct-11	John Frederick Freeman	Scott K.H. Bessent	Miami Beach, FL
22-Oct-11	Diane Grace Sullivan	Debra Gaye Cochrane	Erie, CO
22-Oct-11	Christine Joan Iversen	Heather Dawn Van Vleet	Chicago, IL
22-Oct-11	Kathryn Ann Livelli	Wendy Lynne Hinden	Provincetown, MA
23-Oct-11	Kim M.Leonard	Rita F. Bean	Provincetown, MA
25-Oct-11	Ricardo Arredondo	Steven Lee Underwood	Provincetown, MA
27-Oct-11	Nancy Ellen Henken	Krista Leann Presnall	Mobile, AL
10-Nov-11	Anne Colleen Reagan	Elizabeth O. Quinn	Salt Point, NY
11-Nov-11	Crystalynn N. Cornevin	Cindy Luan Kelleher	Selma, TX
11-Nov-11	Michelle Renee Estep	Suzanne Marie LaBelle	Orlando, FL
11-Nov-11	Pamela Marie Ouellette	Cynthia Russell Anderson	Dallas, TX
11-Nov-11	John J. Libonati	Christipher D. Schutte	Boston, MA
11-Nov-11	Heather Marie McCoy	Mary Gina Lovan	Jeffersonville, IN
11-Nov-11	Alan Fred Dernalowicz	Debra Ann Harris	Gardner, MA
12-Nov-11	Grace Cecilia Lentini	Felicia Marie Decasse	Glen Oaks, NY

12-Nov-11	J. Ian Millar	Paula Jean Turcotte	Provincetown, MA
19-Nov-11	Suzette Jenien Morgan	Susan T. Donohue	New City, NY
22-Nov-11	Gael Jean Whiting	Lorne Steven Whiting	Plymouth, MA
3-Dec-11	Deedra Ann Cuyler	Amber Taneil Hallmark	Lawton, OK
9-Dec-11	Lindsey Suzanne Knauss	Alen Lovrenovic	North Truro, MA
15-Dec-11	Michael Prodanou	Constantine Manos	Provincetown, MA
29-Dec-11	Debra Lynn Sharp	Deborah M. Frommeyer	Rosharon, TX

## Deaths 2011

Date	Name	Age	Date	Name	Age
17-Jan	Frances Veronica Medeiros	96	27-Jul	Raquel Ferreira	81
17-Jan	Shirley Corinne Pelletier	85	28-Jul	Florence Kenney	99
20-Feb	James Douglas Cole	67	5-Aug	Mary M. Henrique	79
21-Feb	Zorilda von Kleist	83	9-Aug	Dennis Cole	91
23-Feb	Catherine Vrana	89	11-Aug	Robert White	84
25-Feb	Anthony Francis Jackett	86	12-Aug	Claire Butler	85
9-Mar	Mary Josephine Avellar	99	20-Aug	Alice M. Brooks	91
10-Mar	Gordon H. Ferreira	70	27-Aug	Rose Colucci	96
18-Mar	Marion Gavigan	99	28-Aug	George A. Thomas	66
19-Mar	Edith L. Cole	90	31-Aug	Stanley J. Wisniewski	47
19-Mar	John F. Souza	84	31-Aug	Earl H. Chaddock	86
3-Apr	David Francis Walton	41	1-Sep	Jackson K. Lambert	91
7-Apr	Eliot Castillo	79	4-Sep	Arthur Theodore Hutton, Jr.	78
11-Apr	Florence Ann Menangas	88	10-Sep	Charles Crozier	87
22-May	Marion Harding	81	15-Sep	Ruth Hitchcock	86
25-May	Sean L. Strakele	37	24-Sep	Katherine H. Reopell	87
27-May	Mark Riordan	51	27-Oct	Anita A. Gonsalves	91
30-May	Michael Elkins Hattersley	63	28-Oct	Ursula Marie Silva	82
8-Jun	Thomas A. Nicoletti	53	29-Oct	Joseph J. Roderick	89
24-Jun	Raymond Joseph	85	4-Nov	Elizabeth R. Powell	96
8-Jul	Robert Frances Miller	79	4-Nov	John A. Lisbon	62
14-Jul	Blake Vanhoof	16	8-Nov	Elizabeth J. Allen	90
17-Jul	Manuel Martin	88	18-Nov	Rossell Graham	81
18-Jul	Ann E. Pierce	77	28-Nov	Todd Robert LaMadeline	43
20-Jul	Ronald Joseph Coutu	65	30-Nov	Marianne Michaels	84
24-Jul	Harvey J. Dodd	77	22-Dec	William Edward Miller	60
27-Jul	Joseph Raymond Oliver	88	25-Dec	James J. Meads	78

<b>Town Counsel</b>
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During 2011, 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 Board of Selectmen and various other Town boards. There are currently 11 active litigation cases involving the Town which are pending in various courts. Four cases were closed in 2011.

In 2011, Town Counsel worked closely with the Town Manager and the Board of Selectmen in finalizing the Town's revised Municipal Harbor Plan. These efforts included the development of compromise language for inclusion in the revised Harbor Plan regarding the public access requirements for Fishermen's Wharf. Town Counsel also worked closely with the Board of Selectmen to finalize the lease with the Town of Truro for development of the North Union Wellfield and we have been advising the Town with respect to the new composition of the Provincetown Water and Sewer Board to include the representatives from Truro pursuant to Chapter 364 of the Acts of 2010. In addition, Town Counsel worked with the Town Manager and the Board of Selectmen to successfully promote the development of 90 Shank Painter Road and 83 Shank Painter Road for affordable housing purposes. Finally, Town Counsel has worked closely with the Town Manager on several significant public construction projects, including the Phase III sewer expansion, the renovations to the Veterans Memorial Elementary School, and the police station facility.

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

**Kopelman and Paige, P.C.**

Town Counsel

**TOWN OF PROVINCETOWN - LITIGATION STATUS REPORT  
MATTERS PENDING WITH TOWN COUNSEL**

**1. Anderson v. Provincetown Board of Appeals, et al.**

Barnstable Superior Court C.A. No. BACV2011-00521

This is an appeal from the August 26, 2011 final action of the Zoning Board of Appeals to affirm the decision of the Building Commissioner to deny zoning enforcement regarding storage racks at 131A Commercial Street, in the TCC Zoning District, pursuant to the Commissioner's determination that storage racks

are not structures and that, therefore, they do not violate the yard setback required on the easterly property line or violate lot coverage requirements.

## **2. Brahm, et al. v. Provincetown Historic District Commission**

Barnstable Superior Court C.A. No. BACV2009-00411

This is an appeal from the May 20, 2009, action by the Historic District Commission to deny permission to allow construction of a roof deck at 92 Bradford Street. After a trial took place on August 17 and 18, 2011, the Barnstable Superior Court ruled in favor of the plaintiff. The Town has filed an appeal.

## **3. Martin v. Town of Provincetown, et al.**

Barnstable Superior Court C.A. No. BACV2010-00572

In this case, which was filed in September 2010, the plaintiff alleges that the Town is liable for the drowning death of the decedent as a result of its negligent maintenance of outfall pipes at the beach front and the alleged failure to rescue the decedent after he drowned. Town Counsel has been appointed by the Town's insurer to defend this matter. The complaint also alleges claims against Old Colony Tap, Inc., the bar which the decedent patroned before his death. Old Colony Tap has filed cross-claims against the Town for contribution and indemnification. We filed a motion for judgment on the pleadings, seeking dismissal of all claims against the Town. In response, the Court has permitted plaintiff to conduct limited discovery to ascertain if sufficient facts exist to rebut the Town's legal arguments.

## **4. Provincetown Board of Trade Land Court Registration**

Land Court Misc. No. 43338

This is a Land Court registration petition seeking to register land at 307 Commercial Street owned by Provincetown Board of Trade. The Town filed an answer and opposition to the petition on October 4, 2002 because the land proposed for registration appears to include land owned by the Town and used as part of the municipal parking lot next to Manual Lopes Square, and because the petition includes land beneath the Historic High Water Mark to which the petitioner cannot show record title. The petitioner has indicated he would amend the plan to address the Town's objections, but he has taken no further action in the matter.

## **5. Russo v. Historic District Commission of the Town of Provincetown**

Barnstable Superior Court C.A. No. BRCV2010-00533

This is an appeal filed in August 2010 by abutter Catherine Russo, who resides at 5 Fishburn Court, from the Historic District Commission's July 28, 2010 decision to grant a Certificate of Appropriateness to allow the owners of 8 Fishburn Court to expand and renovate a house. An answer has been filed and we requested the owners of the property, as the real parties in interest, to intervene and actively defend the relief granted. On June 17, 2011, the property owners served a motion

to intervene, which has been allowed. The parties have stipulated that no costs are sought against the Commission. A trial date has been scheduled for February 15, 2012.

**6. Schreyer v. Provincetown Historic District Commission**

Barnstable Superior Court, C. A. No. BACV2011-00775

This is an appeal by the owner of 14B Center Street from the Historic District Commission's December 14, 2011 decision to partially grant and partially deny a Certificate of Appropriateness to allow expansion of structures as 12 Center Street. The appeal seeks an annulment of the decision in so far as the Certificate of Appropriateness allows the owner to construct an 8' x 10' addition and deck and to re-shingle a mansard roof for the main guest house at the subject property.

**7. Schreyer v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court, C. A. No. BACV2011-00733

This is a December 8, 2011 appeal filed by Mr. James D. Schreyer, the owner of property at 14B Center Street, from the November 21, 2011 final action taken by the Zoning Board of Appeals to grant special permit relief to allow construction of a second story addition to an existing single-family cottage up and along pre-existing, nonconforming rear and sideline setbacks at 12 Center Street in the TCC Zoning District. Attorneys' fees and costs are sought against the Zoning Board of Appeals.

**8. Thompson v. Zoning Board of Appeals of the Town of Provincetown**

Barnstable Superior Court C.A. No. BACV2010-00676

This is a November 9, 2010 appeal by abutter Thomas Thompson, who resides at 3 Fishburn Court, from the Zoning Board of Appeals' October 21, 2010 final action to grant a special permit under Zoning By-law Article 3, §3110, 1, to allow the owner of 8 Fishburn Court to remove, reconstruct and extend a pre-existing non-conforming structure up and along a non-conforming setback by adding a second story. We requested the owners, the real parties in interest, to intervene and actively defend the relief granted. On July 28, 2011, the intervention was allowed. The Town anticipates that the property owner will actively defend the permit granted; however, the Town will actively defend a bad faith claim.

**9. Three Harbour Drive, LLC v. Zoning Board of Appeals of the Town of Provincetown**

Barnstable Superior Court C.A. No. BACV2011-00135-A

This is an appeal by Three Harbour Drive, LLC, the owner of 3 Harbour Drive, from the February 23, 2011 final action by the Zoning Board of Appeals to grant a special permit to Bay Harbour, LLC II, under Zoning By-law §2450, to allow a swimming pool at 5 Harbour Drive in a Residential 1 Zoning District. On June 21, 2011, co-defendant Bay Harbour, LLC II served a motion for summary judgment, asserting that the action must be terminated because plaintiff Three Harbour

Drive, LLC lacks the necessary standing or legal interest to maintain the appeal. A hearing on the motion is scheduled for February 7, 2012.

**10. Turkowitz, et al. v. Town of Provincetown, et al.**

USDC C.A. No. 10-CV-10634-NMG

In this action, the plaintiffs allege civil rights and tort violations against several current and former police officers arising from the arrest of plaintiff Turkowitz, and the placing of plaintiff Richardson into protective custody, after the officers responded to a noise complaint regarding a party at 4 Holway Avenue. Town Counsel was appointed by the Town's insurer to defend the action, and insurance is paying the costs of litigation (defendant Bova is being represented by separate counsel). Discovery is presently ongoing, and a mediation is scheduled for March 21, 2012.

**11. Westmark, et al. v. James M. Lombard (Town of Provincetown)**

Orleans District Court, Docket No. 11-CV-336

The Condominium Trust has filed a complaint against an individual unit owner to foreclose on lien held by Trust pursuant to G.L. c.183A, §6. The Town has been named as a Party-in-Interest insofar as it holds a tax lien on the subject unit. There has been no activity in this case since the Town filed its Answer on September 9, 2011.

**MATTERS CLOSED**

**1. NEPBA, Local 67 and Town of Provincetown**

Case No. 11 390 00099 10; Gr: Rapose – Vacation Upon Retirement

This case involved a grievance by the police officers union concerning an alleged non-payment of vacation time. In August of 2011, the Arbitrator determined that the Town did not violate Article XI of the parties' collective bargaining agreement. As a result the Union's grievance was denied.

**2. Provincetown Board of Health v. Bryant (II)**

Barnstable Superior Court, C.A. No. 95-751

This was an action under the State Sanitary Code for injunctive relief to require the defendant to clean up property located on Commercial Street. The Court authorized the Town to clean up the subject properties with funds paid into escrow by the defendants. In addition, by Amended Judgment dated December 18, 2006, the Court awarded the Town \$66,205.63 as reimbursement for attorneys' fees and court costs. In the fall of 2007, an agreement was reached for payment of the Town's attorneys' fees in installments until October 31, 2011. A mortgage has been placed on the property located at 467 Commercial Street and all payments due under the agreement have been paid to date. (See related matter, Provincetown Board of Health v. Bryant (III)).

**3. Provincetown Board of Health v. Bryant (III)**

Barnstable Superior Court, C.A. No. 04-365

This was a contempt action brought by the Town, through the Board of Health, seeking to compel the defendant to clean up properties located at 467 and 471 Commercial Street in accordance with the Court's December 18, 2006 Amended Judgment, which prohibited the storage or stockpiling of any junk, refuse or debris on the properties, or from bringing any such materials onto the properties. After a hearing on June 21, 2011, the Court issued an order attaching Mr. Bryant's interest in ML Bryant, LLC to the amount of \$25,000 and set the matter down for trial on September 19, 2011. In lieu of trial, the Town negotiated an agreement for judgment with Mr. Bryant whereby he agreed to stay away from the property and to give the Town a lien to secure payment of outstanding amounts due. The litigation is now resolved.

**4. Singer Registration**

Land Court No. 43389REG

This was a complaint to register title to land located on Creek Road and Nickerson Street. The Town filed an appearance in December 2006, to protect the rights and interests possibly held by the Town. We responded as to the proposed judgment and plan, sent to us by the Land Court on April 26, 2011 for review, and communicated with the Land Court engineer to obtain revisions to the proposed judgment to acknowledge the Town's rights with regard to this infrastructure, and with regard to a paved area outside the layout of the public way. The Petitioner's attorney agreed to the Town's changes and a final decree was entered by the Land Court title examiner on September 29, 2011.

<b>Animal Welfare Committee</b>
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*"We can judge the heart of a man by his treatment of animals."* Immanuel Kant  
This past year the Animal Welfare Committee (AWC) has continued to build on the programs begun in 2010 to help advance the health and safety of domestic and wild animals in Provincetown. Working with our supportive friends in the Buildings and Grounds Department, a pilot program last winter that used pet-friendly ice melt around the Town Hall area was deemed a success, including being price competitive. As a result, this winter the Town switched over to pet-friendly ice melt for use on all its sidewalks. Twenty-three signs reflecting the town bylaw regulating "Animals Left Unattended in Motor Vehicles" were installed in parking lots throughout the Town thanks to a grant received from the Thomas C. McGowan Fund for Animals/Cape Cod Foundation. The grant, plus a \$250 private donation from an AWC member, covered the entire cost of the signs and their installation. Several more poop bag stations are being built by AmeriCorps and will be added to those already located on Town public beaches, parking lots and along Commercial Street. A special thank you to AWC board member Carol MacDonald, who has worked tirelessly to keep the stations supplied with bags.

The pet emergency shelter, located at the former Veteran's Memorial Elementary School, opened its doors for the first time in late August as Hurricane Irene was bearing down on Cape Cod. Thank you to the many volunteers whose help was invaluable in making the shelter work smoothly and safely on its first outing. The Assistant Town Manager, David Gardner, Deputy Emergency Manager, Brian Carlson, and Animal Control Officer Ruth Ann Cowing also deserve praise and gratitude. The Animal Welfare Committee was the recipient of a second grant from the Thomas C. McGowan Animal Fund Grant/Cape Cod Foundation in the amount of \$1,500. These funds will be used for pet emergency shelter supplies including crates, pet care maintenance cards, and pet/human identification bands.

The AWC also submitted Provincetown Animal Control Officer Ruth Ann Cowing for consideration as the Massachusetts Animal Control Officer of the Year. The board members in 2011 were Carol MacDonald, Barbara Murphy and Candace Nagle.

*Respectfully submitted,*

**Candace Nagle**

Chair

## Art Commission

The Art Commission has been entrusted with the care of the art owned by the Town since its creation under Massachusetts General Law by the Board of Selectmen in 1959.

Three works of art from the collection are included in "The Tides of Provincetown; Pivotal Years in America's Oldest Continuous Art Colony 1899-2011" mounted by the New Britain (CT) Museum of American Art which is currently traveling to several national venues. In order to participate in this landmark exhibition, following the endorsement of the Art Commission, the Selectmen approved several loans. "Circus" by William L'Engle, "Provincetown Draggers" by Ciro Cozzi and "Boats and Horses" by Richard E. Miller were added to an already stellar roster of artwork being included. They were chosen by Alexander J. Noelle, curator, essayist and visionary behind the exhibition. In addition "The Crew of the Philomena Manta" was chosen by him for illustration in the accompanying catalogue. We acknowledge with thanks his thoughtful eye and elegant prose in this outstanding and comprehensive examination of the history of art in Provincetown.

The re-installation of the Moffett panels in the lobby of Town Hall after removal from the building during renovation and their subsequent conservation are also noteworthy. Many hands were instrumental in their reinstallation. Again this year, conservation work was undertaken as needed and we were able to incrementally adjust the budget downward to reflect past efforts. The continuing

sale of the Four Season's posters added a modest amount to the conservation budget to offset the amount allocated by the town. We are pleased to have installed a number of new works in the lower level of the library which has recently been finished. During the renovation of the library exterior "The Tourists" sculpture by Chaim Gross was given a new base.

The Town Manager, Board of Selectmen and Town Hall staff always support our efforts and are very responsive to our needs. Planned changes in Town government venues and the proposed reuse of Town-owned buildings will also necessitate the readjustment of the artwork within those departments.

*Respectfully submitted,*

**Stephen Borkowski**

Chair

### **Barnstable Assembly of Delegates**

It is a privilege to submit my first annual report to the citizens of Provincetown. I was elected to serve as the Provincetown delegate in the State election of November 2010. My term began January 5, 2011 and continues until I resign or a successor is chosen. I was appointed by Speaker Bergstrom to serve as a member of the Standing Committee on Public Services, the Standing Committee on Natural Resources and as an alternate to the Finance Committee. I attend 2 meetings per month at the Barnstable Superior Court House in Barnstable Village, the first and third Wednesdays. Extra meetings are held generally in the Spring during the budget review period.

The Assembly is composed of 15 delegates. Each has a weighted vote. Provincetown's vote was adjusted downward after the 2010 census and is 1.36% of the total. For comparison, Truro's vote is 0.93%; Wellfleet is 1.27%. Orleans is 2.73%; Barnstable is 20.92% and Falmouth 14.61%. This term included 4 freshmen delegates: Provincetown, Truro, Sandwich and Yarmouth. When my predecessor George Bryant retired, he was the senior member having served since the Assembly was first convened in 1989. Julia Taylor, Falmouth, is now our senior delegate. She served on the first charter commission in 1989 and joined the Assembly in 1991. Four of the current members have served over 10 years. The assembly is the legislative arm of County Government. If you were to compare the county government structure to our Town, an easy construct is to think of the Cape Cod Commission as the planning board; the assembly of delegates as the Town Meeting; and the County Commissioners, Bill Doherty, Sheila Lyons and Mary "Pat" Flynn, as the Board of Selectmen.

The Assembly's most important role is to review the County Commissioners proposed Annual Budget, which is similar in size to Provincetown's. The income stream is quite different though and for FY 2011 included:

- a. the deeds excise tax (real estate transfer tax). When a property changes owners, a tax of \$6.12 per thousand is assessed. A transfer of a \$400,000 home for example would result in an assessment of \$2448.00. Of that \$6.12, \$2.70 goes to the County, that is, \$1080.00. Approximately \$7M of county income is from this tax and Provincetown's contribution tends to be about 4-5% of the total;
- b. Barnstable County assesses each town an amount that appears on the cherry sheet. For Provincetown, it was \$87,500 in 2011. Approximately \$2.8M of county income is from this tax;
- c. an additional cherry sheet tax is the Cape Cod Environmental Protection Tax, an assessment to fund the Cape Cod Commission. For Provincetown, it was approximately \$91,000 and the total for the 15 towns is \$2.9M;
- d. County Department revenues total approximately \$6M, including \$2.8M in fees from the Registry of Deeds;
- e. \$2M in grants, \$1.5M in courthouse rental, \$1.2M in Bond Revenue.

The next major role of the Assembly is to review and approve or deny, proposed planning regulations submitted by the Cape Cod Commission. This year, we approved Minimum Performance Standards for the siting of Land based wind turbines. The Assembly denied the threshold for DRI review of 65 ft. though and this issue will receive more attention. The Assembly also denied the regulations proposed to implement the Ocean Management Planning District of Critical Planning Concern. I voted yes. We approved a DCPC for the Craigville Beach area of Barnstable earlier this year. The Assembly voted to create a sub-committee to investigate the relationship between CVEC (Cape & Vineyard Electric Cooperative), the Cape Light Compact and the County Commissioners. Lastly, at the behest of the County Commissioners, a Special Commission on County Governance has been formed. It is co-chaired by former County Commissioner and retired State Senator Robert O'Leary and retired State Senator Henri Raushenbach. Both groups have been meeting this winter and expect to issue their findings in the spring of 2012. More information on the Assembly of Delegates can be found on [www.barnstablecounty.org](http://www.barnstablecounty.org), or e-mail me directly at [candrews@barnstablecounty.org](mailto:candrews@barnstablecounty.org).

*Respectfully submitted,*

**Cheryl L. Andrews, DMD**

Provincetown Assembly Delegate

### **Cape Cod National Seashore GMP Advisory Committee**

The Town Committee with the greatest number of initials advises the Board of Selectmen on Provincetown matters pertaining to Cape Cod National Seashore (CCNS) (a unit of the National Park Service (NPS)), based on the Committee's

monitoring of the CCNS General Management Plan (GMP) and the Town's two-page response printed within the GMP.

The Committee, proposed by the Board of Selectmen and approved at the 2000 annual Town Meeting, followed six years of participation by town citizens and representatives in the GMP public comment and review process. The GMP has been in effect since July 1998 and will continue to be so until a future GMP supersedes the present one. (The previous CCNS Master Plan was in effect for 28 years from 1970 through 1998.) CCNS controls 5,050 of Provincetown's 6,576 acres – 77% of all land within Town boundaries, the highest percentage within any of the six towns adjacent to CCNS. The lands and waters under CCNS management include the Provincelands and Long Point, which for centuries have been areas of local use consistent with the historic concept of “the commons”.

In 2011, the Committee discussed and monitored ongoing CCNS projects, including the extensive process involving the CCNS Dune Shack Historic District Preservation and Use Plan and its accompanying Environmental Assessment and Assessment of Effect; the proposed spring turkey hunt program; the proposed shorebird management program (and the use of poison as a method to control the crow population); horse riding; excessive nighttime lights at the Airport and CCNS land areas; and continued access to the parking area to the right of the Herring Cove (formerly “New Beach”) entrance area. The Committee also discussed overuse of pedestrian dune “trails” for land-based whale watching and access to dune shacks, Race Point, and the Moors, and the need for the public to be involved by describing interactions with and perceptions of CCNS and by providing information on current and prior use patterns within CCNS boundaries. The Committee also strongly advocated the importance of the Board of Selectmen and CCNSGMPIAC having open and continual communications regarding CCNS/NPS matters so that the Committee can be an effective resource for the Board of Selectmen in Provincetown's relationship with CCNS/NPS.

It is the Committee's goal to help the Town cooperate with CCNS whenever possible and to protect Provincetown as a community from its federal neighbor when necessary. We resolutely believe that the Town must continue to vigorously assert its expectation that CCNS and NPS honor *any and all rights* granted to the Town, residents, or the public whenever they are threatened by external or internal pressure in order to maintain the appropriate balance between federal authority and local ways of life that the U.S. Congress intended when it created Cape Cod National Seashore.

*Respectfully submitted,*

**John W. Thomas**

Chair

## Cape Cod Regional Transit Authority

The Cape Cod Regional Transit Authority (CCRTA) has provided in Provincetown 63,883 one-way passenger trips from July 2010 through June 2011 (FY11). CCRTA provided 36 ADA and general public clients in Provincetown with DART (Dial-a-Ride Transportation) service during FY11. These clients took a total of 554 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 168,627 in FY10 compared to 184,344 in FY11. CCRTA FY11 records for the Boston Hospital Transportation service indicates 26 Provincetown residents took 153 one-way trips on this service.

The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro and Provincetown. A total of 15,438 one-way trips originated in Provincetown for the Flex route for the period July 2010 through June 2011; total ridership for the Flex for this period was 64,653. The Provincetown Shuttle serves the towns of Truro and Provincetown. A total of 46,302 one-way trips originated in Provincetown for the Provincetown Shuttle for the period July 2010 through June 2011; total ridership for the Provincetown Shuttle for this period was 68,043. CCRTA supplied the Provincetown Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 1,436 rides from July 2010 to June 2011. Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources. *Respectfully submitted,*

**Tom Cahir**

CCRTA Administrator

## Cape Light Compact

The Cape Light Compact was formed in 1997 following two years of study and votes of town boards of selectmen and town council. It is organized through a formal intergovernmental agreement signed by all 21 member towns and Barnstable and Dukes counties. The purpose of the Cape Light Compact is to advance the interests of consumers in a competitive electric supply market, including the promotion of energy efficiency. Each participating municipality has a representative on the Compact Governing Board, which sets policy and works with staff, technical and legal support to advance the Cape Light Compact programs.

**Power Supply:** In 2011, the Cape Light Compact provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison *Solutions*. As of December 2011,

the Compact had 4,470 electric accounts in the Town of Provincetown on its energy supply.

**Energy Efficiency:** From January to November 2011, rebates and other efficiency incentive programs provided to the Town of Provincetown by the Compact totaled approximately \$174,461.16 brought savings to 188 participants of \$145,028 or about 725,141 kilowatt-hours of energy saved for 2011. Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from a monthly customer “energy conservation” charge (\$0.0025 cents multiplied by the number of kilowatt hours used during the month) that appears on each customer’s electric bill.

Other Cape Light Compact Efforts Include:

- The Cape Light Compact continues to bring energy education to the Town of Provincetown **in the form of teacher training, conferences, workshops and support through the NEED project curriculum and educational materials.**
- The PV system at the Provincetown High School as part of the “Solarize Our Schools” program has generated over 14,068 kWh of electricity and avoided over 24,281 lbs. of CO<sub>2</sub> since its installation in December, 2006.
- Twelve Low-Income homes were retrofitted for a reduction in energy usage and increased comfort.
- Two ENERGY STAR® qualified homes were constructed in the Town of Provincetown.
- One Provincetown municipal accounts and twelve small business accounts took advantage of numerous energy efficiency opportunities available to them resulting in \$48,993 in incentives and 180,440 kWh of savings. The Provincetown High School Building and Veteran’s Memorial School Building both received services through the energy efficiency program. The Town also received planning support from Cape Light Compact throughout their Green Communities Grant Application and Designation Process.

*Respectfully submitted,*

**Sharon Lynn**

Provincetown Representative

### **Community Preservation Committee**

In 2011 the Community Preservation Committee brought to Town Meeting proposals that included:

- \$44,500 for Winthrop Street Cemetery assessment and emergency repairs
- \$12,000 for display cases for historic documents and art at town hall

- \$26,500 for municipal archives storage
- \$75,000 for Hawthorne Barn renovation subject to a grant agreement between the Town and the property owner.
- \$42,130 for Housing Office support

In addition the Community Preservation Committee asked the voters to approve debt service payments in the amounts of:

- \$230,449 for affordable housing debt service
- \$59,733 for open-space debt service
- \$193,966 for historic preservation debt service

The Community Preservation Committee decided that it would reserve approximately \$92,000.00 of its available funds for future funding possibilities.

*Respectfully submitted,*

**Dorothy Palanza**

Chair

## Cultural Council

*Arts, sciences and humanities build healthier, more livable, vital communities. They are essential to a strong education system. They contribute enormously to our economy.* – MA Cultural Council

The Provincetown Cultural Council is the Local Cultural Council of the larger Massachusetts Cultural Council Program. The Local Cultural Council (LCC) Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. Administered by 2,400 municipally appointed volunteers, the LCC network consists of 329 councils serving all 351 Massachusetts cities and towns. Each year, local councils award more than \$2 million in grants to more than 5,000 cultural programs statewide. These include school field trips, afterschool programs, concerts, festivals, lectures, theater, dance, music, and film. LCC projects take place in schools, community centers, libraries, elder care facilities, town halls, parks, and wherever communities come together.

Activities: For 2011, the Provincetown Cultural Council had the opportunity to award \$6,700 through the LCC program. Awards were made as follows:

- Fine Arts Work Center \$1,425
- Alzheimer's Services of Cape Cod \$900
- Truro Center for the Arts at Castle Hill \$1,500
- Eventide Arts \$250
- John Root \$550
- Friends of the Cape Cod Seashore \$425
- Cape Rep Playback \$250
- Cape Cod Chamber Music Festival \$500
- Cultural Center of Cape Cod \$900

The Cultural Council added three new members this year, all of whom have completed the required MA Cultural Council on-line training. Attendance and participation is strong year round, as was evident in all seven members present in a meeting with the Board of Selectmen held January 23, 2012.

The Cultural Council would like to thank the Board of Selectman for their work in moving forward with the AIDS Memorial, a project initiated through the Cultural Council and voted in by the town citizens in 2005, with over \$20,000 in both voter allocated funds and private donations already set aside. A 12'x12' area of lawn near the Ryder Street entrance of Town Hall was chosen by the Board of Selectman last year, and work is now commencing for public input, collaboration with the Art Commission, fundraising and development of an RFP to move this project forward as a priority for 2012.

*Respectfully submitted,*

**Tina M. Trudel, PhD**

Chair

### Finance Committee

For the last several years, the Finance Committee has felt a bit like Cassandra, the ancient Greek prophet of doom. We've repeatedly warned the Town about the danger of long-term structural deficits, and the need for the Town to find new revenue sources and to reduce its expenses. Therefore, we are pleased to report this year that the Town has made significant progress in improving its financial outlook in 2011.

Among the most significant accomplishments, the Town was removed from the State's watch list this Spring. Beginning in 2002, the Town of Provincetown was one of only a handful of Massachusetts cities and towns that had to submit an independent audit of its year-end financial statements to the Department of Revenue (DOR) for review before its annual tax rate would be certified. The following statement from the DOR's 2008 Financial Management Review explains just how serious the situation was: "Provincetown was placed under close DOR scrutiny because, in the years leading up to 2002, the Town continued to submit unreliable financial information to DOR and because its poor financial records lead to audits being late. Year after year, once the audit was complete, the deficiencies cited in the auditor's management letter went unaddressed. Because the Town failed to submit a balance sheet for FY2000, free cash was not certified. Year-end deficits in Town accounts were occurring and not raised in the subsequent year's tax rate, as required, or amounts raised differed from documented deficit amounts. Reconciliations of cash and receivables with the general ledger were ignored. Finally, because of late submissions of its Schedule A, quarterly state aid distributions were withheld in FY2002, FY2003 and twice in FY2006." This year, not only were we removed from the State's watch list, we also got our tax rate set on time and had free cash in the amount of \$830,104 certified by the State. This was a tremendous accomplishment by the Town's entire financial

management team of the town under the leadership of Town Manager Sharon Lynn, Finance Director Dan Hoort, and former Finance Director Alix Heilala.

On the revenue side, the Town's adoption of the new local option meals and room tax increases has made a significant difference to the Town's finances. In calendar 2011 meals tax collections increased by \$179,717, and the room tax increased by \$368,934. Parking revenues were also up by approximately \$200,000. The increase can be attributed to a combination of an overdue increase in parking rates and the addition of three new automated pay stations.

In July, the Governor signed into law the Municipal Healthcare Reform Act to provide municipalities relief from the escalating cost of health insurance. Among its provisions was the requirement that all eligible Town retirees transfer to Medicare, combined with a supplemental plan offered by the Town. Active employee plans must also be redesigned to be comparable in cost to the plans offered to state employees. The exact savings to the Town have not yet been determined, but they will amount to several hundred thousand dollars.

There are still two significant issues of long term concern to the Finance Committee. The first is how to fund our long term liability for retiree health insurance. As of June 30, 2010, this unfunded liability was estimated to be \$74,715,726 over thirty years. The transfer of the Town's retirees to Medicare will reduce this liability by an estimated 32% to 48%, but it will still remain a very large number. The second area of concern is how to finance badly needed capital improvements, such as paving our roads and replacing our police station, without overburdening the Town's tax payers. This will be a difficult challenge, but we are committed to finding a way to balance the costs with the ability of the Town's citizens to pay for them.

*Respectfully submitted,*

**Thomas Coen**

Chair

## Historic District Commission

The Historic District Commission is pleased to report on its regulatory activities during 2011. 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. First, to preserve and protect the distinctive characteristics of the buildings and places significant to the history of Provincetown. Second, to maintain and improve the settings of our buildings. Third, 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. The Historic District Commission worked on many residential and commercial projects during 2011 to maintain the historic nature of these buildings. We worked to guide and regulate construction to

conform to the Historic District Guidelines. We did note a reduction in the number of applications reflecting the economic times. There were many more Administrative Reviews for smaller scaled projects and a decrease in Full Reviews for larger-scaled projects.

Changes in the composition of the Commission involved the leaving of Stephen Borkowski, who joined the Commission this year as Alternate and ended his term in December. His position has been recently filled by Benjamin Fox. A recent change involves the leaving of Vice Chair Carol Neal, a long-time member, who has given the Commission so much of her time, her energy, and her sensitivity to historical concerns. We appreciate her many years steadfastly working on the Historic District Commission and thank Carol for her dedication and historical knowledge. Remaining on the Commission are John Dowd, Chair, Polly Burnell, Marcene Marcoux, and David McGlothlin, with Lynne Corbett, as Alternate. The work of the Historic District Commission is enhanced with the professionalism and efficiency of Maxine Notaro, Permit Coordinator. Working on enforcement, Russell Braun serves as Building Commissioner and Justin Post as Building Inspector. Many thanks also go to Evelyn Gaudiano for keeping excellent meeting minutes.

The Historic District Commission continues to encourage feedback and comments from the public and our dedicated and enthusiastic members stand ready to offer advice and comments. Our meetings continue to be 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 minor changes to windows 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 any of our meetings. We look forward to seeing you there!

*Respectfully submitted,*

**Dr. Marcene Marcoux**

Commissioner

## Historical Commission

The Provincetown Historical Commission is very proud of its accomplishments in 2011. The Historical Commission, as the Town's Building Committee, played a role in shepherding the Public Library towards its restoration. The Commission also launched a smart phone app of the 50-site Provincetown Historic Walking Tour for both androids and iPhones, and paid for by the Visitor Services Board. The name of the app is "Provincetown." With funding from the Community Preservation Committee, the Commission had beautiful display cases made for Town Hall which are displaying a revolving array of Town artifacts and art. The

Commission has also supported the ever-growing History Preservation Project website, [provincetownhistoryproject.com](http://provincetownhistoryproject.com), by continuing work on the Oral History Project, integrating existing and new oral histories onto the website, and working with private and non-profit entities who are allowing their resources to be scanned and added to the website. The Commission remains eager to welcome anyone interested in helping to research, document, and protect our incredible history and town-owned historic resources.

*Respectfully submitted,*

**Eric E. Dray**

Chair

### **John Anderson Francis Family Scholarship Com.**

The following graduates from the Provincetown High School Class of 2011 were awarded scholarships from the John Anderson Francis Family Scholarship Fund: Victoria Ainsworth, Zachary Bostwick, Brittany DePinto, Luke Hadley, Elizabeth Lopez, Dylan Nelson, Sara Rivera, Chelsea Roderick, Kaitlyn Russell, Patricia Sendao, Natalie Silva, and Rushell Smith. The Town Scholarship was awarded to Natalie Silva in the amount of \$2,000.00.

In October of 2011, scholarships from the John Anderson Francis Family Scholarship Fund were awarded to the following Provincetown High School Alumni: Andrea M. Abraham, Molly Costa, Thomas K. Dahill, Ryan T. Foster, Aleksandar Isailovic, Jared King, Dusan Kojic, Dom Richmond, Holly M. Rose, Jacob Roderick, Leo J. Rose, Jr., Sadie Santos, Komnen Saric, Cody Silva, Emma Silva, Caitlin Tobias, Zachary Tobias, Kelsey Trovato, and Brandi Weber. The total amount awarded was \$10,900.00. In addition, the Joseph Oliver Scholarship was awarded to the following Provincetown High School Alumni: Andrea M. Abraham, Molly Costa, Thomas K. Dahill, Ryan T. Foster, Aleksandar Isailovic, Jared King, Dusan Kojic, Dom Richmond, Holly M. Rose, Jacob Roderick, Leo J. Rose, Jr., Sadie Santos, Komnen Saric, Cody Silva, Emma Silva, Caitlin Tobias, Zachary Tobias, Kelsey Trovato, and Brandi Weber. The total amount awarded was \$16,000.00.

The balance of the John Anderson Francis Family Fund is \$1,196,112.74, and the balance of the Captain Joseph Oliver Scholarship Fund is \$518,628.28. Given the uncertainties of the scholastic and financial pictures these times have fostered, the Committee is very proud to make these awards, as only the interest is awarded. The Committee also wishes to thank Town Treasurer Linda O'Brien, Town Clerk Doug Johnstone, and their staffs for their cooperation in this past year.

*Respectfully submitted,*

**Gail S. Browne**

Chair

## Management Information Systems

2011 was a busy year for the Management Information Systems (MIS) Department. Highlights include the integration of an asset management solution, which provides detailed reporting and enterprise-level computer and software deployment capabilities. A document management solution was implemented in Community Development, with expansion expected this year. And MIS helped streamline the reporting of Education Personnel Information Management System (EPIMS) data to the Massachusetts Department of Elementary and Secondary Education (DESE). As usual, MIS accomplishments in 2011 were due, in no small part, to the very hard work and dependability of Lynne Martin and Marcin Sapinski.

In 2011, another round of computers were replaced — this time with the added benefit of our new asset management system. Through this device, we have also centralized the scheduling and deployment of operating system and application security patches. Speaking of security, all municipal locations with Internet access received an upgraded security appliance in 2011 — providing the latest in Universal Threat Management (UTM) protection.

At the schools, MIS coordinated the installation of nine new interactive white boards. Staff computers were also upgraded to Apple iMacs, and students were issued MacBooks for the first time. These Apple solutions, combined with the existing iMac lab and mobile iPad/MacBook lab, make Provincetown a cutting-edge choice for students.

2012 will be another busy year for the MIS Department. We are beginning a formal transition to Microsoft Windows 7 and Office 2010 this year, and are ready for the logical challenges it poses — such as interoperability and end-user training. Our Exchange email platform will also be upgraded to the latest version, which will add additional collaboration features. In addition, MIS will be overseeing the implementation of audio, video, and web conferencing solutions that will allow remote participation in town government. With the assistance of MIS, a new electronic permitting and licensing module will be added to the document management capabilities in Community Development.

Phone system expansion will continue in 2012, with new equipment being installed at Veterans Memorial Community Center (VMCC), as well as the Police and Fire Departments. 2012 will also see the implementation of VMware, which will pave the way for a virtual infrastructure. Virtualization allows multiple servers to run on a single platform, which reduces energy costs and promotes consolidation. Lastly, MIS will be collaborating with OpenCape, which will provide high-speed bandwidth to Cape Cod and the Islands by the beginning of 2013. Initially, Town

Hall, VMCC, and the Provincetown Public Library will be connected directly to OpenCape, with other municipal buildings joining later. Make no mistake — MIS is ready for a challenging 2012!

*Respectfully submitted,*

**Beau S. Jackett**

Information Systems Director

## Personnel Board

The Personnel Board met three times during 2011 (in January, May and November). Highlights of our activities and accomplishments include: Discussions about the purpose and charter of the Personnel Board, with the goal of strengthening our support of human resource areas to allow for more standardization, equity for employees and smooth operation of government; Reviewing proposed changes to Schedules A, B and C, with recommendations; Significant changes to membership of the Board and orientation for new members; Assisting with personnel policy language to assure consistency and equitable treatment of employees; Appointing a representative from our Board to the Sick Leave Bank, which had not had a Personnel Board representative for some time; Having that representative participate in meetings of the Sick Leave Bank; Supporting the Town Manager's efforts to improve Human Resource areas such as position and grade review on a regular schedule, improve job descriptions, and institute performance evaluations;

*Respectfully submitted,*

**Tina Trudel, PhD**

Chair

## Planning Board

The Planning Board is responsible for the administration of the Subdivision Control Laws as granted by Massachusetts General Laws Chapter 41, and the development of recommendations on all matters concerning the physical, economic and environmental development of the town. The Planning Board has focused its attention on reviewing and updating the zoning by-laws and dealing with the applications that require site plan review or endorsement under the Subdivision Control Law.

In 2011, the board met on a regular bi-weekly basis. The Planning Board was fortunate to have one new member; Mark Weinress join during the year. This has allowed the Board to maintain sufficient membership to perform our required functions.

There were no subdivision requests heard in 2011, a pattern which has been consistent in recent years. The Board continues to hear multiple Approval Not

Required requests, which allow lots to be divided if they have sufficient frontage on a public way. The Board's purview on such cases is tightly limited by the state. The public is often concerned about such development.

In 2011, the Board received considerable assistance from the Ad Hoc Zoning Bylaw Revision Committee, which has assisted the Board in preparing multiple bylaw revisions. The Fall Special Town Meeting passed all but one of the proposed amendments to the Zoning Bylaw.

The Planning Board continues to be active hearing multiple Approval Not Required requests, site plan approvals, especially in the high elevation district. In reviewing site plans in high elevation districts, the Board has paid significant attention to the illumination plan to limit light pollution and allow all to enjoy the beauty of our night sky. With the assistance of our staff liaisons Assistant Town Manager David Gardner and Permit Coordinator Maxine Notaro, we have greater continuity with other Town Boards in addressing issues of concern to the Planning Board. Working on enforcement, Russell Braun serves as Building Commissioner and Justin Post as Building Inspector. Many thanks also go to Evelyn Gaudiano for keeping excellent meeting minutes.

*Respectfully submitted,*

**John Golden**

Chair

## Provincetown Public Pier Corporation

The Provincetown Public Pier Corporation is pleased to submit its Annual Report to the Town of Provincetown and its citizens. Our work over the past year builds on our commitment to support our changing fishing fleet and other commercial uses of the Pier. In the coming year, we will focus on our efforts to develop a solid rolling 5-year budget that is in-line with our 5 year Pro Forma Management Agreements with the town. Our recent engineering report on the facility will simultaneously aid in developing a maintenance plan for the future as well as the remediation and economic development of the floating docks on the East side of the pier.

As with most town departments, our challenge remains the identification of new revenues while we streamline our budget and expand opportunities for our tenants and the Town. The following is a short list of the progress we have made this past year:

- Commercial fisher definitions and rate classes have been evaluated and changed. We have introduced charges for electrical use by tenants and transients, resulting in increased revenue. We have instituted a small charge for beached boat permits as well.

- Reductions in staff levels have helped to control costs. We have been ably assisted by the Parking Department, which has taken charge of parking on the Pier. We are currently working on a pilot project with the Police Department to add a marine patrol officer this coming season to assist with public safety.
- Our initial engineer's survey of MacMillan Pier is complete. This will be an annual process to monitor the rate of decay in order to plan for impending maintenance issues. We are developing a long-term capital improvement plan to ensure sustainable operations over the expected life of the pier (50 years). The survey shows the areas we need to address in the short term, such as the floating docks. We are working on phase two of a plan submitted to the Selectmen in 2005, after the original damage to the floats. This phase will add both the necessary floating wave attenuation for facility protection and additional rental slips for revenue. A link to the executive summary of the engineer's survey is located on the Harbor & Pier Department page of the Town website.
- Working with the local Disability Commission and the Commonwealth, we have updated our variance for the handicap ramp at the transportation dock. We have removed the motorized platform and added transition plates, rollers and double handrails that are more accommodating. As always, staff is available to assist anyone wishing to enjoy the Commonwealth tidelands.
- Working in concert with the Harbor Committee, the Conservation Commission and the Department of Public Works, kayak racks were installed at West End Ramp and Johnson Street as part of a pilot project. Another pilot project for the installation of seven conservation moorings to protect eel grass habitat was made possible through grant money. Over 30 abandoned boats were cleared from Town beaches. Additionally, The National Park Service contracted with us to remove the wreck of the Plymouth Belle in the tidal flats of the cove using our crane barge.
- The new events we hosted in 2011 included the Great Provincetown Schooner Regatta Crew Party and Whale Week activities in conjunction with the Provincetown Center for Coastal Studies. Both these events and upcoming 2012 events continue to demonstrate that McMillan Wharf is a center of town activity in our community and it will continue to grow.

We had one change to our Board this year. Kerry Adams, who had been an active member, finished his term and Scott Fraser has joined us. Scott brings a professional finance background to our Board. We thank Mr. Adams for his devoted service and look forward to working with Mr. Fraser.

*Respectfully submitted,*

**Lee Ash**

Chair

## 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, which did not occur in 2011. A full board consists of five regular members and five alternate members. Zoning appeals are usually heard by five members and require a super-majority of four votes in favor to grant a special permit or variance. The ZBA makes every attempt to serve the community by hearing applications as scheduled, but this is not always possible, especially when there is not a full complement of members. A ZBA member may have a scheduling conflict from time to time, may be absent due to illness or may need to recuse themselves due to a conflict of interest. As a courtesy to applicants, the ZBA gives the applicants the option of waiting until a full complement of five members is assembled to hear the case. By right, the ZBA may proceed to hear the application with only four members, which is a quorum. The applicant is advised that in such cases any motion by the ZBA would require a unanimous vote for passage. There were a few occasions this year when applicants preferred to be heard by the full ZBA, requesting that their application be postponed until the following hearing, when it was expected that five members would be available to hear the case. It is an unfortunate inconvenience for all concerned when this happens and the ZBA and Department of Community Development (DCD) endeavor to minimize it as best they can by notifying applicants of the situation as soon as possible, giving them the option of postponement until the next scheduled hearing. This can almost assuredly be avoided by having a full roster of ZBA members.

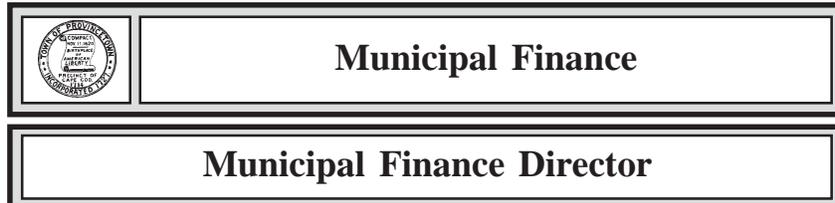
The Board heard 61 cases during 2010. The majority were Special Permit applications. The Zoning By-Laws provide specific criteria for the granting of a Special Permit. Namely, that the applicant must show (and the ZBA must find, in writing) that the benefits of the proposal to the Town or the neighborhood outweigh any adverse affects such as congestion, hazard, or environmental degradation. There are very strict criteria for granting a Variance: in part, a literal enforcement of the provisions of the by-law would involve substantial hardship, financial or otherwise, to the petitioner and must owe, among other things, to the soil conditions, shape, or topography of the land. 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 as they wish, but encourages them to do so within the confines of the Zoning By-Laws. On behalf of the ZBA members Robert Littlefield, Amy Germain, David Nicolau, Tom

Roberts and Harriet Gordon, Elizabeth Verde and myself, we welcome Joe Vasta, to our Board. A huge thank you to Permit Coordinator Maxine Notaro, for the volume of work she does to serve the public and ready them, as well as us, for our meetings. Thank you also to the Community Development Department for their assistance, and Russell Braun, Building Commissioner and Zoning Enforcement Officer, for assistance on technical issues.

*Respectfully submitted,*

**Anne Howard**

Chair



I want to thank the Board of Selectmen, Town Manager Sharon Lynn, Assistant Town Manager, David Gardner, Department Heads, Boards and Committees, citizens and my staff, Jim Denietolis and Marge McGloin for their support during the year. I am very fortunate to work with such a dedicated group of people. During the year we have worked towards meeting the annual town-wide goals as set by the Board of Selectmen, specifically the first goal regarding fiscal management.

- Towards the end of fiscal year 2011 we were very pleased to be notified by the Massachusetts Department of Revenue (DOR) that they no longer included the Town of Provincetown on their watch list.
- A draft of the five year fiscal policy plan was presented to the Finance Committee for their review. The plan is a tool which may be used by the Board of Selectmen, the Finance Committee and staff to forecast and prepare for the future.
- Staff transitioned the accounting system to a new chart of accounts in order to comply with the DOR's recommended Uniform Massachusetts Accounting System.
- Staff has continued the process of closing outdated and/or completed articles holding any remaining cash balances for purposes of efficiency. Nearly thirty articles were closed at the April 2011 Special and Annual Town Meeting.

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 12/31/11, Summary of Receipts, Debt Schedule, Salaries and Wages. All reports are for the Fiscal Year ending June 30, 2011 unless otherwise stated.

*Respectfully submitted,*

**Daniel R. Hoort**

Director of Municipal Finance

**Town of Provincetown  
Combined Balance Sheet  
All Funds and Account Groups  
At June 30, 2011**

Description	Governmental Funds			Proprietary Funds	Fiduciary Funds	Account Groups	Total (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Enterprise Funds	Trust & Agency Funds	General Long-Term Debt	
<b>Assets</b>							
Cash & Equivalents	3,206,552	6,284,026	1,252,224	4,129,809	3,760,698	-	18,633,309
Investments	-	-	-	-	-	-	-
Cash in Custody	-	-	-	-	-	-	-
Receivables:	-	-	-	-	-	-	-
Property Taxes	1,026,872	55,221	-	-	-	-	1,082,093
Deferred Property Taxes	101,536	-	-	-	-	-	101,536
Tax Liens	385,002	-	-	-	-	-	385,002
Excises	115,178	-	-	-	-	-	115,178
Departmental	115,428	18,689	-	-	-	-	134,117
User Charges	-	-	-	355,613	-	-	355,613
Special Assessments	-	-	-	127,553	-	-	127,553
Special Assessts Not Yet Due	-	276,606	-	16,998,274	-	-	17,274,880
Less Alwance for Uncol Taxes	(233,683)	-	-	-	-	-	(233,683)
Due from Other Governments	14,655	1,109,950	482,442	-	-	-	1,607,047
Tax Foreclosures	62,087	-	-	-	-	-	62,087
Arnts Prvided for Pymt of Debt	-	-	-	-	-	-19,102,943	19,102,943
Fixed Asst Net Accum. Deprec.	-	-	-	31,730,381	-	-	31,730,381
<b>Total Assets</b>	<b>4,793,627</b>	<b>7,744,492</b>	<b>1,734,666</b>	<b>53,341,630</b>	<b>3,760,698</b>	<b>19,102,943</b>	<b>90,478,056</b>
<b>Liabilities</b>							
Accounts Payable	304,637	22,292	30,484	1,794	12,411	-	371,618
Accrued Payroll	366,697	-	-	-	-	-	366,697
Employee Withholdings	111,415	-	-	-	-	-	111,415
Tailings Payable	5,060	-	-	-	-	-	5,060
Escrows and Deposits	-	-	-	258,570	19,846	-	278,416
Due to Others	-	-	-	69,624	-	-	69,624
Due to Other Governments	-	-	-	-	-	-	-
Due to Student Groups	-	-	-	-	48,559	-	48,559
Deferred Revenues	-	-	-	-	-	-	-
Property Taxes	793,189	55,221	-	-	-	-	848,410
Others	793,886	695,621	482,442	17,481,440	-	-	19,453,389
Notes Payable	-	-	5,015,000	-	-	-	5,015,000
Bonds Payable	-	-	-	27,633,908	-	-19,102,943	46,736,851
<b>Total Liabilities</b>	<b>2,374,884</b>	<b>773,134</b>	<b>5,527,926</b>	<b>45,375,712</b>	<b>150,440</b>	<b>19,102,943</b>	<b>73,305,039</b>
<b>Fund Balance</b>							
Reserved for Contributed Capital	-	-	-	4,096,473	-	-	4,096,473
Reserved for Retained Earnings	-	-	-	-	-	-	-
Reserved for Approp. Deficits	-	-	-	-	-	-	-
Reserved for Payment of Debt	-	-	-	1,908,527	-	-	1,908,527
Unreserved	-	-	-	1,626,284	-	-	1,626,284
Fd Blnce Resvd Subsq Yrs Exp	3,500	-	-	229,643	-	-	233,143
Fund Bal. Resvd for Encumbnc	711,264	-	-	104,991	-	-	816,255
Unreserved Fund Bal Deficits	(156,917)	-	-	-	-	-	(156,917)
Unreserved Fund Balance	1,860,896	6,971,358	(3,793,260)	-	3,610,258	-	8,649,252
<b>Total Fund Balance</b>	<b>2,418,743</b>	<b>6,971,358</b>	<b>(3,793,260)</b>	<b>7,965,918</b>	<b>3,610,258</b>	<b>-</b>	<b>17,173,017</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>4,793,627</b>	<b>7,744,492</b>	<b>1,734,666</b>	<b>53,341,630</b>	<b>3,760,698</b>	<b>19,102,943</b>	<b>90,478,056</b>

**Fiscal Year 2011 Appropriations/Expenditures**

	<b>Orig Approp</b>	<b>Transfers Adjstmts</b>	<b>Revised Budget</b>	<b>FY2011 Expended</b>	<b>Avail Budget</b>
Election Town Meeting	12,516	0	12,516	11,207	1,309
Board of Selmn A Bdg.	50,054	0	50,054	50,054	0
Board of Selectmen	4,650	0	4,650	3,973	677
Town Mger A Bdgt	246,500	0	246,500	246,500	0
Town Manager	11,102	0	11,102	7,437	3,665
Finance Committee Exp	78,175	(8,000)	70,175	152	70,023
Town Acctnt A Budget	150,413	0	150,413	148,000	2,413
Town Accountant	50,060	500	50,560	50,512	48
MIS Coord A Bdg	154,039	0	154,039	154,039	0
MIS Coordinator	148,435	14,600	163,035	162,853	182
Board Asse A Bdg	153,818	0	153,818	153,818	0
Board Assessors	63,013	0	63,013	38,506	24,507
Treas/Collector A Bdg	155,896	0	155,896	155,896	0
Treasurer/Collector	33,000	0	33,000	25,257	7,743
Legal Services	200,000	0	200,000	180,178	19,822
Adminstration	70,610	8,000	78,610	73,907	4,703
Land Bank	274,362	0	274,362	227,928	46,434
Town Clerk A Bdg	99,476	0	99,476	99,216	260
Town Clerk	3,395	0	3,395	2,001	1,394
Licensing A Bdg	39,236	0	39,236	39,236	0
Conservation Com	7,696	0	7,696	7,541	155
Planning Board Exp	1,510	0	1,510	960	550
Zoning Board Appeals	2,750	0	2,750	1,929	821
Historical Comission	500	0	500	0	500
Historic District Com	2,500	0	2,500	1,480	1,020
Economic Develp Cucil	5,836	(5,836)	0	0	0
Bldings & Grds Payroll	584,129	0	584,129	563,198	20,931
Bldings & Grds Gen	62,497	1,100	63,597	67,322	(3,725)
Blding GrdsTown Hall	98,000	6,500	104,500	105,367	(867)
Bdings&Grds GraceG	39,346	0	39,346	37,814	1,532
Bldings & Grds Lib	73,922	1,500	75,422	75,944	(522)
Bldings & Grd Cem	3,050	1,500	4,550	4,474	76
Bldings & GrdsComSt	63,376	0	63,376	53,196	10,180
B&G Comunity	25,801	0	25,801	18,178	7,623
B&G FreemanSt	24,908	0	24,908	18,173	6,735
B & G Other	4,550	1,000	5,550	5,489	61
Police A Budget	2,023,485	(8,301)	2,015,184	1,912,994	102,190
Police	170,470	4,500	174,970	174,666	304
Police Station	42,800	(4,500)	38,300	36,201	2,100
Fire A Budget	361,800	0	361,800	326,508	35,292
Fire	174,749	0	174,749	172,784	1,965
Ambulance Service	578,200	0	578,200	578,200	0
Inspections A Budget	142,917	0	142,917	137,559	5,358
Inspections	24,085	0	24,085	21,047	3,038
Dirctor Reg A Budget	93,319	1,301	94,620	94,620	0
Director Regulatory	4,830	50	4,880	4,838	42
Emergency Manag	5,830	0	5,830	5,357	473
Harbor Committee	1,135	0	1,135	0	1,135
Hmaster Mac Wharf	109,819	0	109,819	109,753	66
Shellfish ABudget	47,373	0	47,373	47,332	41
Shellfish	6,050	0	6,050	6,050	0
Parking A Budget	325,153	0	325,153	312,414	12,739
Parking	70,300	0	70,300	63,563	6,737
Public Schools	3,354,959	0	3,354,959	3,278,323	76,636
Cape Cod RTech	52,401	0	52,401	52,401	0
DPW AdminABdg	167,461	(15,000)	152,461	146,280	6,181
DPW Admin	253,358	70,000	323,358	323,838	(480)

	<b>Orig Approp</b>	<b>Transfers Adjstmts</b>	<b>Revised Budget</b>	<b>FY2011 Expended</b>	<b>Avail Budget</b>
HighwayABudget	423,022	0	423,022	413,918	9,104
Highway	232,871	0	232,871	206,886	25,985
Snow & IceABudgt	30,000	(8,000)	22,000	21,911	89
Snow & Ice	197,700	(42,000)	155,700	155,431	269
SolidWsteRecycABud	432,957	0	432,957	423,644	9,313
Solid Waste Recyc	116,404	0	116,404	121,086	(4,682)
Recyc/RenewEnrgyCmte	1,250	0	1,250	0	1,250
Waste Disp Other	168,000	(5,000)	163,000	162,844	156
Airport	85,850	0	85,850	85,310	540
ProvincetownTV	75,000	0	75,000	75,000	0
HealthAgntABudget	102,354	0	102,354	102,354	0
HealthConserv Agt	7,450	0	7,450	7,220	230
PubHealth/NurseAgt	19,121	0	19,121	19,118	3
Public Health/Nurse	28,624	0	28,624	27,221	1,403
Board Health	1,135	0	1,135	1,100	35
CouncilonAgingABgt	184,801	0	184,801	167,785	17,016
Council on Aging	10,774	0	10,774	10,404	370
Veterans Services	47,815	(5,250)	42,565	38,158	4,407
LibraryABudget	184,572	7,000	191,572	191,697	(125)
Library	84,069	0	84,069	78,583	5,486
RecDeptABudget	104,698	0	104,698	89,021	15,677
Rec Departm	15,650	0	15,650	15,648	2
Art Commission	9,585	0	9,585	9,324	261
Cultural Council	1,700	0	1,700	0	1,700
Debt Services	1,632,640	(20,000)	1,612,640	1,597,976	14,664
Tax Title	24,000	(5,000)	19,000	10,869	8,131
RetireBenefitsIns	5,158,564	(142,500)	5,016,064	5,014,359	1,705
<b>Total (Gen. Fund)</b>	<b>20,390,221</b>	<b>(151,836)</b>	<b>20,238,385</b>	<b>19,643,325</b>	<b>595,060</b>

### Fiscal Year 2012 Appropriations/Expenditures

#### Year to Date 12/31/11

	<b>Budget</b>	<b>FY2012 Expended</b>	<b>Avail Budget</b>
Election Town Meeting	10,580	1,109	9,471
Board of Selectmen "A" Budget	50,941	29,361	21,580
Board of Selectmen	4,650	3,797	853
Town Manager "A" Budget	261,065	140,573	120,492
Town Manager	12,725	5,050	7,675
Finance Committee Expense	73,925	152	73,773
Town Accountant "A" Budget	158,862	85,541	73,321
Town Accountant	49,975	33,335	16,640
MIS Coordinator "A" Budget	157,119	84,603	72,516
MIS Coordinator	177,935	69,710	108,225
Board Assessors "A" Budget	155,947	85,319	70,628
Board Assessors	63,013	8,361	54,652
Treasurer/Collector "A" Budget	158,732	85,773	72,959
Treasurer/Collector	33,000	11,326	21,674
Legal Services	200,000	84,640	115,360
Adminstration	64,790	31,105	33,685
Land Bank	90,675	16,494	74,182
Town Clerk "A" Budget	104,467	56,402	48,065
Town Clerk	4,395	196	4,199
Licensing "A" Budget	40,021	21,550	18,471
Licensing	0	0	0
Conservation Commission	7,696	3,813	3,883
Housing Office Salary	0	0	0
Housing Office Expenses	0	0	0
Planning Board Expenses	1,760	818	942

	<b>Budget</b>	<b>FY2012 Expended</b>	<b>Avail Budget</b>
Zoning Board Appeals	2,500	623	1,877
Historical Commission	500	0	500
Historic District Commission	2,000	810	1,190
Buildings & Grounds Payroll	587,275	323,780	263,495
Buildings & Grounds General	62,705	50,884	11,821
Building Grounds-Town Hall	103,000	46,046	56,954
Buildings&Grounds GG & VMES	104,685	23,842	80,843
Buildings & Grounds Library	72,900	26,235	46,665
Buildings & Ground Cemetery	2,850	2,647	203
Buildings & Grounds Comfort St	63,700	40,089	23,611
Buildings & Grounds FreemanSt	25,308	5,094	20,214
Buildings & Grounds Other	4,600	2,366	2,234
Police "A" Budget	2,061,720	1,140,205	921,515
Police	162,430	125,015	37,415
Police Station	42,800	23,739	19,061
Fire "A" Budget	366,060	244,484	121,576
Fire	183,749	87,633	96,116
Ambulance Service	604,219	453,164	151,055
Inspections "A" Budget	139,155	74,180	64,975
Inspections	96,575	53,087	43,488
Director Regulatory	37,325	14,946	22,379
Emergency Management	5,830	5,354	476
Harbor Committee	1,135	0	1,135
Harbormaster MacMillan Wharf	112,564	56,282	56,282
Shellfish "A" Budget	47,373	26,320	21,053
Shellfish	6,050	1,922	4,128
Parking "A" Budget	327,189	190,991	136,198
Parking	70,800	41,307	29,493
Public Schools	3,187,211	1,216,605	1,970,606
Cape Cod Regional Tech	88,131	52,879	35,252
DPW Admin "A" budget	146,291	75,658	70,633
DPW Administration	268,000	235,344	32,656
Highway "A" Budget	424,230	234,740	189,490
Highway	251,800	70,589	181,211
Snow & Ice "A" Budget	27,000	402	26,598
Snow & Ice	140,700	8,736	131,964
Solid Waste Recyc "A" Budget	435,904	246,106	189,798
Solid Waste Recycling	118,104	92,383	25,721
Recycling/Renew Energy Cmte	1,250	0	1,250
Waste Disposal Other	168,000	93,881	74,119
Airport	85,850	33,055	52,795
Cable Advisory Commission	120,000	60,000	60,000
Health Agent "A" budget	104,522	43,993	60,529
Health Conservation Agent	5,450	1,685	3,765
Public Health/Nurse "A" budget	19,121	10,105	9,016
Public Health/Nurse	28,624	9,344	19,280
Board Health	1,135	749	386
Council on Aging "A" budget	173,266	92,872	80,394
Council on Aging	12,294	5,079	7,215
Veterans Services	41,781	21,592	20,189
Library "A" Budget	201,642	103,279	98,363
Library	84,069	47,403	36,666
Recreation Dept "A" Budget	105,519	66,426	39,093
Recreation Department	16,250	7,023	9,227
Art Commission	9,585	1,321	8,264
Cultural Council	200	0	200
Debt Services	1,993,996	690,148	1,303,848
Tax Title	5,573,263	3,355,822	2,217,441
<b>Total (Gen. Fund)</b>	<b>21,056,543</b>	<b>10,809,887</b>	<b>10,246,656</b>

<b>Board of Assessors</b>
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Fiscal Year 2011 was an interim year between the regular triennial re-certifications conducted by the Department of Revenue. In the interim years, the Assessors must make interim adjustments to values to reflect changing market conditions. In doing so, the total value of real property in Provincetown decreased by - 6.69% from Fiscal Year 2010. On November 19, 2010 the Department of Revenue approved Provincetown's Assessed Values and on April 6, 2011, approved the Fiscal Year 2011 Tax Rate of \$6.81. Fiscal Year 2011 values by class were as follows:

<b>Class</b>	<b>FY11-Total Value</b>
Residential Class	\$1,853,551,590
Commercial Class	\$383,996,660
Industrial Class	\$1,607,800
Personal Property	\$22,924,760
<b>Total Value</b>	<b>\$2,262,080,810</b>

Following the mailing of the actual tax bills in April, the Board of Assessors received 22 real property and 4 personal property abatement applications. The Board granted 15 real property abatements and 4 personal property abatements. The Board also granted statutory exemptions and/or deferrals to 112 taxpayers as follows:

<b>Clause</b>	<b>Description</b>	<b>Exemption</b>	<b>Number</b>	<b>Taxes Exempted</b>	
Clause 17D	Surviving Spouse/Elderly	\$258.00	8	\$2,064.00	
Clause 22	Veteran	\$400.00	21	\$8,400.00	
Clause 37A	Blind	\$500.00	4	\$2,000.00	
Clause 41C	Elderly	\$1000.00	36	\$35,531.64 ****	
Clause 5K	Senior Work Credit	Varies	35	\$34,570.00	
Clause 41A	Tax Deferral	Deferral	Varies	8	\$17,646.99
<b>Totals</b>			<b>112</b>	<b>\$100,212.63</b>	

For Fiscal Year 2011, the Board granted Affordable Housing Tax Exemptions to 24 real property taxpayers as follows:

<b>Description</b>	<b>Exemption</b>	<b># of Properties</b>	<b># of Units</b>	<b>Taxes Exempted</b>
Affordable Housing				
Tax Exemption	100% **	24 ***	46	\$49,707.36

\*\* For that part of a property that is rented year round to low-income tenants at affordable rents, as defined by HUD guidelines.

\*\*\* Represents number of real property taxpayers who received exemptions.

\*\*\*\* One (1) partial exemption granted due to statutory limitation on minimum tax liability threshold.

During the summer of 2011, the Assessors' Office continued its neighborhood-by-neighborhood inspection program concentrating on residential properties in

Provincetown. The office was once again greatly aided in this effort through the Town’s continued funding of temporary Property Inspector positions, the duties of which were once again very capably carried out by veterans Frank Pantano and Carol Bergen. Inspectors & staff completed 685 inspections consisting of new construction, additions, renovations, sales, abatement process & cyclical inspections from January 1, 2011 through December 31, 2011.

On November 6, 2011, the Board of Assessor’s re-elected Patty DeLuca as Chairperson to the Board of Assessors. Patty has been a member of the Board of Assessors since November 2004. Current board members: Patty DeLuca, Chairperson, DOR Certified; Leslie Parsons, Member, DOR Certified; Greg Muse, Member, DOR Certified; Paul M. Gavin, MAA, Member, DOR Certified; Robert Sanborn, Member, DOR Certified. Current assessing staff: Paul M. Gavin, MAA, Principal Assessor; Richard Faust, Assistant Assessor; Cheryl MacKenzie, Administrative Assistant

Please visit our web site at [www.provincetown-ma.gov](http://www.provincetown-ma.gov) (Assessors’ Department) for Online Property Record Cards, Frequently Used Forms, Frequently Asked Questions, Real Estate Sales Reports, Board of Assessors Meeting Notes and much more.

*Respectfully submitted,*

**Patty DeLuca**

Chair

<b>Treasurer/Collector</b>
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**REPORT FOR THE FISCAL YEAR 2011**

**JULY 1, 2010 - JUNE 30, 2011 COLLECTOR REPORT FY 2011**

**COMMUNITY PRESERVATION ACT**

FY 2010	19,010.57
FY 2011	351,457.01
	<b>370,467.58</b>

**LANDBANK**

FY 2010	24,563.59
FY 2011	427,801.07
	<b>452,364.66</b>

**REAL ESTATE TAXES**

FY 2010	726,754.03
FY 2011	14,177,220.55
	<b>14,903,974.58</b>

**SEWERBETTERMENT**

FY 2010	68,192.75
FY 2011	969,564.32
	<b>1,037,757.07</b>

**SEWER LIENS**

FY 2010	33,670.54
FY 2011	27,879.17
	<b>61,549.71</b>

**SEWER USAGE SURCHARGE LIENS**

FY 2010	0.00
FY 2011	3,115.38
	<b>3,115.38</b>

**SEPTIC LOANS**

FY 2010	661.32
FY 2011	31,879.56
	<b>32,540.88</b>

**WATER LIENS**

FY 2010	44,684.08
FY 2011	84,654.70
	<b>129,338.78</b>

**PERSONAL PROPERTY TAX**

FY 2004	313.45
FY 2005	32.48
FY 2006	100.22
FY 2007	230.09
FY 2008	411.63
FY 2009	847.17
FY 2010	11,351.72
FY 2011	140,325.43
	<b>153,612.19</b>

**WATER RATES**

	2,060,829.90
	<b>2,060,829.90</b>

**SEWER RATES**

	847,736.05
	<b>847,736.05</b>

**MOTOR VEHICLE EXCISE TAX**

FY 2005	19.79
FY 2006	232.08
FY 2007	316.46
FY 2008	118.54
FY 2009	1,943.02
FY 2010	66,796.22
FY 2011	345,890.35
	<b>415,316.46</b>

**BOAT EXCISE TAX**

FY 2006	15.00
FY 2007	0.00
FY 2008	15.00
FY 2009	0.00
FY 2010	1,110.08
FY 2011	12,841.67
	<b>13,981.75</b>

**INTEREST, DEMANDS AND FEES**

REAL ESTATE TAX COLLECTIONS	101,445.63
PERSONAL PROPERTY TAX COLLECTIONS	8,561.01
MOTOR VEHICLE	8,059.66
BOAT EXCISE	1,875.00
WATER/SEWER USAGE RATES	19,531.09
	<b>139,472.39</b>

**TREASURY DEPOSITS FROM COLLECTOR 20,622,057.38**

**TOTAL TREASURER'S RECEIPTS FY 2011**

<b>TREASURY DEPOSITS FROM COLLECTOR - FY11</b>	<b>FY11</b>
<b>TAX REVENUE</b>	<b>20,622,057</b>
Payment in Lieu of Taxes	8,516
Municipal Lien Certificates	10,877
Tax Revenue under \$5,000	4,438
	<b>23,831</b>

**DEPARTMENTAL RECEIPTS TO TREASURER**

Airport	92,007
Assessors	25,681
Building Department & Permits	385,044
Cemetery	14,734
ConCom & Notice of Intent	6,738
Embarkation Fee Reserve	35,829

Fire Department	14,348
Harbor - Mooring, Docking & Ferry	408,930
Health Department	37,938
Library	78,183
Licenses	234,184
MIS Receipts	80,000
Planning Board Fees & Deposits	22,754
Police Receipts	231,425
Recreation	104,996
Rents & Commissions	218,283
Sewer Betterments & Usage Charge	1,150,403
Tourism Fund	595,226
Town Clerk	50,773
Transfer Station - Recycling	257,510
Veterans Affairs	58,231
Water Enterprise fund	104,761
Dept Receipts under \$5,000	4,833
	<b>4,212,811</b>
<b>PARKING RECEIPTS</b>	
Parking Meters/Lots/Stickers	1,602,335
Parking Violations	136,967
	<b>1,739,302</b>
<b>TOWN TREASURY - OTHER RECEIPTS</b>	
Administrative Consent Order Deposits	235,865
Bond Anticipation Notes	11,840,000
Bonds Payable	10,810,400
Cable Television Reserves	121,615
Coastal Contributions & Donations	109,752
Due From Gov't - MWPAT	237,564
Employee Portion Benefits	492,343
Fuel/Gas & Oil/ Reimbursements	89,981
Historic Dist Comm Application Fees	14,050
Interest Revenues	48,874
Revenue from Sale of Bonds	20,182
Refunds/Reimbursements	149,688
Worker's Compensation	14,418
Other Receipts Under \$5,000	2,882
	<b>24,187,614</b>
<b>GOVERNMENT GRANTS &amp; REVENUE</b>	
Airport Grants	202,440
ARFF Vehicle	7,410
ARRA Grants	118,738

Chapter 90 Harbor	80,176
CPA Funds	148,909
EA/FEIR	323,241
Elder Affairs Formula Grant	5,292
Fire Equipment	165,561
Fish/Wildlife	15,762
MCDBG Grant - Small City Grants	811,638
MPPFRD	55,000
SPED Entitlement	67,710
SRE Truck	47,756
Stormwater Improvement	86,769
Summer Academy	6,450
Suzanne's Garden	130,000
Teacher Quality	12,353
Title I	35,630
Title III	5,034
USDA - Sewer	4,052,358
Water	5,000
Grants Under \$5,000	24,969
	<b>6,408,196</b>
<b>SCHOOL RECEIPTS TO TREASURY</b>	
Early Learning Exp - Elem	145,547
School Custodians	5,467
School Lunch	62,623
SPED Reimbursements	67,606
Student Activities Revolving	58,778
Truro Tuition	70,955
Other Receipts Under \$5,000	3,318
	<b>414,294</b>
<b>STATE RECEIPTS - CHERRYSHEET</b>	
Additional Assistance	58,497
Meals Tax	339,548
Room Occupancy	459,475
Room Occupancy - Tourism	239,333
School Aid - Chapter 70	128,331
School Choice Revolving	80,702
State/Charter School	42,981
State Assessments	(253,131)
State Owned Land	57,990
	<b>1,153,726</b>
<b>OTHER RECEIPTS</b>	
Ins Proceeds under \$20K	13,834
Legal Settlements - Prior	20,540

Pier	259,685
Trust & Gift Accounts	164,189
	<b>458,248</b>
<b>TOTAL TREASURER'S RECEIPTS FY 2011</b>	<b>38,598,022</b>
	<b>59,220,079</b>

**SUMMARY OF TREASURY ACTIVITY  
7/1/10 THROUGH 6/30/11**

<b>Cash: July 1, 2010</b>	<b>17,074,484</b>
<b>Add: Net Receipts</b>	<b>59,220,079</b>
<b>Less: Net Disbursements</b>	<b>(57,612,219)</b>
<b>Cash: June 30, 2011</b>	<b>18,682,344</b>

**AUTHORIZED, SHORT TERM AND BONDED DEBT FY11**

General Obligation Debt - Miscellaneous	04/15/93	150,000
Mass Water Pollution Abatement Trust Septic-4	97-1157	86,956
Mass Water Pollution Abatement Trust Sewer-5	CW-98-19	200,852
General Obligation Debt - Miscellaneous	03/15/02	1,780,000
Mass Water Pollution Abatement Trust Sewer-8	CW-01-31	10,417,822
Mass Water Pollution Abatement Trust Sewer-9	CW-01-42	62,483
General Obligation Debt - Miscellaneous	11/01/03	1,280,000
Mass Water Pollution Abatement Trust Septic-10	97-1157-1	128,100
Mass Water Pollution Abatement Trust Sewer-11	CW-04-18	2,715,000
General Obligation Debt - Miscellaneous	09/15/05	1,747,797
General Obligation Debt - Miscellaneous	11/15/06	143,172
Mass Water Pollution Abatement Trust - Septic-10	97-1157-2	3,810,000
Mass Water Pollution Abatement Trust Sewer-13	CW-07-01	4,903,194
Mass Water Pollution Abatement Trust Sewer-14	CW-07-01-A	731,075
General Obligation Debt - Miscellaneous	06/15/09	7,770,000
USDA Sewer Bond FY11	12/15/10	3,000,000
General Obligation Debt - Miscellaneous	01/15/11	7,810,400
<b>TOTAL BONDED DEBT BALANCE AS OF 6/30/11</b>		<b>46,736,851</b>
<b>SHORT TERM DEBT AS OF 6/30/11</b>		<b>5,015,000</b>
<b>TOTAL DEBT AS OF 6/30/11</b>		<b>51,751,851</b>
<b>AUTHORIZED AND UNISSUED DEBT</b>		<b>10,068,429</b>
<b>TOTAL AUTHORIZED DEBT</b>		<b>61,820,280</b>

**TRUST, ESCROW AND GIFT FUNDS ~ CASH BALANCES 6/30/11**

Administrative Consent Orders Escrow Account	\$256,200
Capt Joseph Oliver-Scholarship	510,902
Cemetery Funds	282,766
Other Escrow Accounts	82,313
John A. Henry - Council on Aging	519,689
John Anderson Francis-Scholarship	1,147,114
Library Funds	355,982
Miscellaneous Trust & Gift Funds	101,731
School/Scholarship Trust Funds	50,902
School/Student Activities	137,180
Stabilization Fund	802,167
Waterfront Access Fund	94,349
	<b>\$4,341,295</b>

<b>Employee Earnings</b>
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<b>Fiscal Year 2011</b>		
<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
<b>ADMINISTRATION</b>		
Lynn, Sharon	Town Manager	<b>134,299.90</b>
Gardner, David	Assistant Town Manager	<b>66,999.92</b>
Hudson, Pamela	Sec'y to Town Manager/ Benefits Coordinator	<b>46,999.94</b>
Jackett, Beau	MIS Director	<b>68,573.18</b>
Johnstone, Douglas	Town Clerk	<b>53,699.96</b>
Fults, Susan	Assistant Town Clerk	<b>45,515.92</b>
Porter, Vernon	Secretary to Selectmen	<b>45,053.92</b>
<b>AIRPORT</b>		
Lisenby, Arthur W	Airport (Seasonal)	<b>2,646.00</b>
<b>COUNCILONAGING</b>		
Hottle, Christeny A	Public Health/COA Director	<b>50,700.08</b>
Delgizzo, Stephen	On-Call Van Driver	<b>9,309.62</b>
Fabbri, Diane	Aide	<b>36,443.57</b>
Hurst, Maureen	Secretary/Bookkeeper	<b>49,395.58</b>
Parris, Vincent	On-Call Van Driver	<b>2,218.14</b>
Reilly, Katherine	Outreach Coordinator	<b>40,999.92</b>
Saunders, Pauline	Cook	<b>8,910.38</b>
<b>COMMUNITYDEVELOPMENT</b>		
Braun, Russell J	Local Building Inspector	<b>70,439.98</b>
Browne, John	Electrical Inspector	<b>19,500.00</b>
Flores, Darlene	Administrative Assistant	<b>44,086.12</b>
Jarusiewicz, Michelle	Housing Specialist/Grant Admini	<b>52,033.00</b>
Notaro, Maxine	Permit Coordinator	<b>50,534.12</b>
Post, Justin	Building Inspector	<b>46,868.90</b>
VanAlstyne, Darlene	Licensing Agent	<b>39,236.08</b>
<b>DEPARTMENT OF PUBLIC WORKS</b>		
Guertin, David	DPW Director	<b>93,117.00</b>
Turner, Sandra	DPW Deputy Director	<b>69,684.94</b>
Faris, Dana	Project Coordinator (Retired)	<b>21,507.29</b>
Prada, Sherry	Administrative Assistant	<b>37,135.35</b>
Hutchinson, Alan	Head Mechanic	<b>47,425.56</b>

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
<b>Building &amp; Grounds</b>		
Lemme, Antonio H	Working Foreman	<b>53,576.98</b>
Allen, Christine	Attendant (On-call)	<b>635.55</b>
Andrews, Michael J	Custodian	52,617.32
	Revolving Account	2,691.22
	<b>Total Earnings</b>	<b>55,308.54</b>
Braddock, Kenneth	Attendant (Seasonal)	<b>14,216.25</b>
Braddock, Pricilla	Attendant (Seasonal)	<b>13,995.48</b>
Cole, Bobbie Jo	Laborer (Seasonal)	<b>17,066.19</b>
Costa, Evelyn	Attendant (Seasonal)	<b>9,044.88</b>
Cote, Annette	Attendant (Seasonal)	<b>10,249.08</b>
Cowing, Brian	Custodian	<b>54,893.73</b>
Edwards, Phanarus	Custodian	<b>25,631.62</b>
Flowers, Natessa	Attendant (On-call)	<b>883.08</b>
Freeman, Marjorie	Attendant (On-call)	<b>321.12</b>
Gonzales, Anthony	Laborer (Seasonal)	<b>15,226.44</b>
Hadley, Steven	Laborer (Seasonal)	<b>13,808.16</b>
Joseph, Denise	Supervising Attendant	<b>21,260.82</b>
Kalantzis, Anthony J	Maintenance	<b>46,047.04</b>
Knight, Linda	Laborer (Seasonal)	<b>10,887.98</b>
Layne, Roxanne	Attendant (On-call)	<b>80.28</b>
Machado, Ederlindo	Custodian (Retired)	<b>20,151.08</b>
Martin, Stephen	Maintenance	<b>50,731.06</b>
Santos, Delanie	Attendant (On-call)	<b>1,485.18</b>
Whelan, Richard	Attendant (Seasonal)	<b>9,901.20</b>
White, Deborah	Attendant (Seasonal)	<b>6,429.09</b>
White, Steven D.	Attendant (Seasonal)	<b>14,253.05</b>
Wilhoite, Jackie	Maintenance	<b>55,304.73</b>
Wojtalak, Dennis	Custodian	46,933.20
	Revolving Account	2,255.04
	<b>Total Earnings</b>	<b>49,188.24</b>
<b>Highway</b>		
Bronsdon, Scott A	Working Foreman	<b>51,650.34</b>
Clancy, Thomas	Laborer (Seasonal)	<b>13,982.82</b>
Duarte, Ramao	Working Foreman	<b>59,334.65</b>
Gonsalves, David	Skilled Laborer	<b>41,377.43</b>
Healy, Michael	Laborer (Seasonal)	<b>9,478.53</b>
Jackett, Kyle	Laborer (Seasonal)	<b>4,916.40</b>
Martin, Craig	Skilled Laborer	<b>51,205.84</b>
Perry, Jeffrey	Skilled Laborer	<b>54,104.38</b>
Peters, Adrian	Skilled Laborer	<b>43,667.47</b>
Roderick, Paul	Skilled Laborer	<b>54,826.25</b>

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Santos, Dennis	Skilled Laborer	<b>53,193.04</b>

**Sanitation/Transfer Station**

Boutiette, Edward	Laborer (Seasonal)	<b>13,534.56</b>
Cook, Peter	Skilled Laborer	<b>45,195.57</b>
Cox, Jeffrey	Skilled Laborer	<b>49,026.78</b>
Kluesener, William	Laborer (Seasonal)	<b>13,823.76</b>
Menangas, Gerard L.	Working Foreman	<b>59,251.44</b>
Prada, Thomas	Laborer (Seasonal)	<b>41,597.76</b>
Richmond, James	Skilled Laborer	<b>50,661.91</b>
Roach, David	Skilled Laborer	<b>51,574.64</b>
Roderick, Christopher	Skilled Laborer	<b>49,142.38</b>
Smith, Larry	Skilled Laborer	<b>50,235.20</b>

**Water**

Enos, Stephen	Skilled Laborer	<b>44,789.50</b>
Horner, Frank	Meter Reader/Repairman	<b>6,662.01</b>
Matrango, Bernard	Skilled Laborer	<b>54,726.45</b>
Michaud, Anna	Administrative Assistant	<b>43,137.12</b>
Morin, Donald	Administrative Assistant	<b>37,861.75</b>
Neylon, Margaret	Skilled Laborer	<b>54,673.30</b>
Pumphret, Michael R	Treatment Operator (Retired)	<b>8,287.75</b>
Rose, Glen	Working Supervisor	<b>58,705.78</b>
Salisbury, Cody	Skilled Laborer	<b>47,151.68</b>

**Waste Water**

Roderick, Jill	Administrative Assistant	<b>45,055.92</b>
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**FIRE DEPARTMENT**

Trovato, Michael	Fire Chief	<b>39,999.96</b>
Mathews, Joyce	Department Secretary	<b>48,795.58</b>
Anderson, Michael	EMT	<b>585.60</b>
Basine, Marcia	EMT	<b>9,681.00</b>
Callahan, Ryan	EMT	<b>51.75</b>
Cataldo-Roda, Julie M	EMT-P	<b>5,124.00</b>
Coelho, Michael Sr.	EMT	<b>4,793.55</b>
Colburn, Lucas	EMT	<b>548.55</b>
Coughlan, Nathan	EMT-P	<b>1,464.00</b>
Douglas, Christine	EMT	<b>7,890.60</b>
Elliott, Eric	EMT	<b>1,731.60</b>
Fallas, Edward	EMT	<b>2,015.25</b>
Felton, Alan	EMT	<b>13,890.40</b>

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Gerlach, Michael	EMT-P	61.00
Giannelli, James	EMT-P	1,171.20
Hunter, Zachary	EMT	585.60
Kilburn, Michelle	EMT	217.35
McGrath, Joseph	EMT	924.60
Menangas, Derek	EMT	7,043.04
Notaro, Daniel	EMT-P	9,855.70
Pelligrino, Rachel	EMT	10,901.40
Potter, Lisa M.	EMT-P	10,043.60
Rance, Othaine	EMT	6,856.88
Rego, Linda	EMT	496.80
Ricard, Shawn M	EMT	5,567.40
Roda, Thomas L	EMT	585.60
Russell, Lorne	EMT	8,157.15
Smith, Bryan	EMT	11,840.55
Tarala, Brandy	EMT-P	13,045.80
White, Justin	EMT-P	10,742.00
Ainsworth, Kevin	Volunteer Firefighter	875.00
Alexander, Brian	Volunteer Firefighter	750.00
Alexander, Warren	Volunteer Firefighter	6,600.00
Basine, Marcia	Volunteer Firefighter	1,055.00
Brazil, Paul	Volunteer Firefighter	2,049.30
Brown, John	Volunteer Firefighter	2,497.00
Bumpus, John	Volunteer Firefighter	750.00
Cabral, Vaughn	Volunteer Firefighter	219.80
Caldwell, Timothy	Volunteer Firefighter	750.00
Cataldo-Roda, Julie M	Volunteer Firefighter	3,750.00
Chute, Michael	Volunteer Firefighter	375.00
Coelho, Michael Jr.	Volunteer Firefighter	375.00
Coelho, Michael Sr.	Volunteer Firefighter	750.00
Colburn, Lucas	Volunteer Firefighter	375.00
Davoli, Valentino	Volunteer Firefighter	296.88
DeBella, Elizabeth	Volunteer Firefighter	375.00
Douglas, Christine	Volunteer Firefighter	750.00
Enos, Christopher	Volunteer Firefighter	750.00
Enos, Scott	Volunteer Firefighter	1,630.00
Fallas, Edward	Volunteer Firefighter	750.00
Felton, George	Volunteer Firefighter	1,055.00
Felton, Jeremy	Volunteer Firefighter	375.00
Gonsalves, David	Volunteer Firefighter	1,850.00
Gordon, William	Volunteer Firefighter	750.00
Hernandez, Jose	Volunteer Firefighter	750.00
Himes, Monica (Resigned)	Volunteer Firefighter	1,630.00

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Kerr-Hunter, Malcolm	Volunteer Firefighter	750.00
Lambrou, Mark	Volunteer Firefighter	750.00
Martin, Craig	Volunteer Firefighter	1,250.00
Martin, Roger	Volunteer Firefighter	1,250.00
Martinez, Elias Jr.	Volunteer Firefighter	2,250.00
Mathews, Joyce	Volunteer Firefighter	550.00
Meads, James Jr.	Volunteer Firefighter	940.60
Menangas, Derek	Volunteer Firefighter	375.00
Menangas, Gerard	Volunteer Firefighter	2,200.00
Menangas, Scott	Volunteer Firefighter	375.00
Motta, Brandon	Volunteer Firefighter	375.00
Notaro, Jeffrey	Volunteer Firefighter	1,850.00
Osowski, Carl	Volunteer Firefighter	375.00
Parks, Denise	Volunteer Firefighter	4,371.60
Perry, Jeff	Volunteer Firefighter	1,250.00
Peters, Adrian	Volunteer Firefighter	375.00
Peters, Rachel	Volunteer Firefighter	1,055.00
Rance, Othaine	Volunteer Firefighter	375.00
Reis, John	Volunteer Firefighter	2,200.00
Ribas, Luis	Volunteer Firefighter	1,255.00
Richmond, James	Volunteer Firefighter	375.00
Roach, David	Volunteer Firefighter	296.88
Roda, Thomas	Volunteer Firefighter	2,200.00
Roderick, James Jr.	Volunteer Firefighter	2,200.00
Roderick, Paul	Volunteer Firefighter	2,050.00
Russell, Lee	Volunteer Firefighter	265.63
Santos, Francis	Volunteer Firefighter	750.00
Santos, Noah	Volunteer Firefighter	375.00
Santos, Rodrigo	Volunteer Firefighter	750.00
Silva, Paul	Volunteer Firefighter	1,250.00
Sinaiko, Jonathan	Volunteer Firefighter	750.00
Smith, Bryan	Volunteer Firefighter	750.00
Souza, Andrew	Volunteer Firefighter	375.00
Souza, John	Volunteer Firefighter	375.00
Stewart, Garth	Volunteer Firefighter	375.00
Swanson, Nancy	Volunteer Firefighter	750.00
Tarala, Brandy	Volunteer Firefighter	2,150.00
Verde, Manuel	Volunteer Firefighter	375.00
White, David	Volunteer Firefighter	940.65
White, Jamie	Volunteer Firefighter	750.00
White, Justin	Volunteer Firefighter	750.00
White, Ronald	Volunteer Firefighter	2,200.00
Wolf, Adam	Volunteer Firefighter	750.00

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Zawaduk, Russell	Volunteer Firefighter	2,200.00

**HEALTH DEPARTMENT**

Carlson, Brian	Health Inspector	58,999.98
Evans, Jane (Resigned)	Health Agent	61,692.80

**LIBRARY**

Napsha, Cheryl	Library Director	35,394.87
Nicolini, Mary	Assistant Library Director	53,322.08
Aull, Andrew	Relief Tech Asst	8,092.38
Cartwright, Ann	Circulation Aide	11,891.58
Gibbs-Brady, Irene	Circulation/Secretary (Retired)	265.56
Hyams, Martha	Circulation Aide	5,530.43
Mahr, Diana	Circulation Aide	6,359.77
Packard, Susan	Circulation Aide	8,392.02
Parker, James	Circulation Aide	9,152.05
Peters, Eric	Circulation Aide	10,400.72
Ruane, Thomas	Relief Tech Asst	18,611.71
Smith, Mary B	Relief Tech Asst	13,798.45
Wells, Mary Alice	Circulation Aide	5,557.99

**MANAGEMENT INFORMATION SERVICES**

Kimball-Martin, Lynne	MIS Analyst	46,571.98
Sapinski, Marcin	MIS Technician	38,893.92

**MUNICIPAL FINANCE**

Hoort, Daniel	Director of Municipal Finance	65,999.96
Bergen, Carol	Real Property Inspector (Seasonal)	3,095.10
Denietolis, James	Assistant Town Accountant	39,999.96
Duarte, Cheryl	Dept. Secretary/Collector	49,945.58
Faust, Richard	Assistant Assessor	51,681.32
Gavin, Paul	Principal Assessor	58,999.98
MacKenzie, Cheryl	Assessor's Admin Asst	43,137.12
Margaret McGloin	Assistant Town Accountant	41,999.88
O'Brien, Linda	Treasurer	50,800.10
Pantano, Frank	Real Property Inspector (Seasonal)	3,791.81
Stephen, Barry	Collector	56,000.10

**PARKING DEPARTMENT**

Rosati, Domenic	Parking Administrator	42,535.16
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<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Asher-Best, Douglas	Attendant (Seasonal)	15,847.00
Benatti, Patricia C.	Parking Clerk/Bookkeeper	26,685.75
Bollas, Mary A	Attendant (Seasonal)	16,728.92
Branco, Bruce	Attendant (Seasonal)	14,872.11
Clinton, Renee	Attendant (Seasonal)	18,494.34
Cook, Marguerite	Attendant (Seasonal)	5,856.64
Darcy, Stephen	Attendant (Seasonal)	2,797.34
Gonsalves, Deborah	Meter Person/Assistant Clerk	31,255.35
Gutzler, Joell	Attendant (Seasonal)	10,004.28
McGhee, Bonnie	Attendant (Seasonal)	9,881.32
Medeiros, Francis	Attendant (Seasonal)	4,657.64
Perry, Katherine M	Attendant (Seasonal)	15,224.34
Perry, Kathy S	Attendant (Seasonal)	14,965.08
Peters, Carol	Attendant (Seasonal)	1,681.87
Power, John	Attendant (Seasonal)	13,509.20
Reetz, Rodney	Attendant (Seasonal)	7,885.00
Riley, Lawrence	Attendant (Seasonal)	16,370.64
Santos, Cynthia	Attendant (Seasonal)	12,171.30
Seidel, Robert	Attendant (Seasonal)	11,258.26
Silva, Mildred	Attendant (Seasonal)	6,841.14
Souza, Ann	Attendant (Seasonal)	10,860.50

**PIER CORPORATION/HARBORMASTER**

McKinsey, William R	Pier Manager	50,115.12
Battaglini, Ellen	Administrative Assistant	35,821.51
Ribas, Luis	Assistant Harbormaster	44,500.75
Davoli, Valentino	Assistant Harbormaster (Seasonal)	1,590.00
DeGruttola, Daniel	Assistant Harbormaster (Seasonal)	11,505.00
DeMatteis, John	Assistant Harbormaster (Seasonal)	7,395.00
DeSousa, Fernando	Assistant Harbormaster (Seasonal)	5,235.00
Galineau, Pauline	Assistant Harbormaster (Seasonal)	10,488.75
Paccione, Rocco	Assistant Harbormaster (Seasonal)	16,515.75
Reis, Arthur	Assistant Harbormaster (Seasonal)	9,371.25
Reis, John	Assistant Harbormaster (Seasonal)	3,120.00
Ross, Stephen	Assistant Harbormaster (Seasonal)	8,347.50
Silva, Patrick	Assistant Harbormaster (Seasonal)	4,770.00
Silva, Richard	Assistant Harbormaster (Seasonal)	9,446.25

**POLICE DEPARTMENT**

Jaran, Jeff	Chief of Police	115,443.80
	Holiday	3,436.24
	Revolving	164.00

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	<b>Total Earnings</b>	<b>119,044.04</b>
Allen, Douglas	Dispatcher	54,293.51
	Overtime	4,001.58
	Longevity	700.00
	<b>Total Earnings</b>	<b>58,995.09</b>
Alves, Richard	Police Officer	44,279.52
	Overtime	7,289.44
	Revolving Account	16,572.88
	<b>Total Earnings</b>	<b>68,141.84</b>
Bartholomew, Sarah	Dispatcher	52,537.43
	Overtime	6,697.11
	<b>Total Earnings</b>	<b>59,234.54</b>
Behnke, Joseph Jr.	Police Officer (Resigned)	6,960.29
	Overtime	1,137.64
	Revolving	1,958.66
	<b>Total Earnings</b>	<b>10,056.59</b>
Carr, Michael	Police Officer	68,871.73
	Overtime	17,022.42
	Longevity	1,300.00
	<b>Total Earnings</b>	<b>87,194.15</b>
Chovanec, Scott	Police Officer	28,796.18
	Overtime	3,983.64
	Revolving	4,830.36
	<b>Total Earnings</b>	<b>37,610.18</b>
Clem, Matthew	Police Officer (Resigned)	27,679.00
	Overtime	2,030.75
	Revolving	6,060.00
	<b>Total Earnings</b>	<b>35,769.75</b>
Cook, Lisa	Dispatcher	51,826.14
	Overtime	3,956.00
	<b>Total Earnings</b>	<b>55,782.14</b>
Cowing, Ruth Ann	Animal Control Officer	48,942.40
	Revolving Account	625.24
	Longevity	700.00
	<b>Total Earnings</b>	<b>50,267.64</b>
Enos, Glenn	Police Officer	63,170.94
	Overtime	32,414.96
	Longevity	1,000.00
Golden, James	Revolving Account	37,274.35
	<b>Total Earnings</b>	<b>133,860.25</b>
	Lieutenant	90,750.04
	Holiday	3,461.60
	Longevity	1,300.00

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	Revolving Account	24,862.44
	<b>Total Earnings</b>	<b>120,374.08</b>
Green, Roger	Janitor / Jailer	49,277.54
	Overtime	1,119.51
	Longevity	1,600.00
	<b>Total Earnings</b>	<b>51,997.05</b>
Hennick, Gregory	Police Officer	26,327.82
	Overtime	5,886.77
	Revolving Account	8,967.57
	<b>Total Earnings</b>	<b>41,182.16</b>
Himes, Monica	Police Officer (Resigned)	47,617.33
	Overtime	10,842.61
	Longevity	400.00
	Revolving Account	4,228.86
	<b>Total Earnings</b>	<b>63,088.80</b>
Koumanelis, Thomas	Police Officer	61,838.22
	Overtime	16,762.09
	Revolving Account	2,856.13
	<b>Total Earnings</b>	<b>81,456.44</b>
Lobur, Meredith	Police Officer	28,420.11
	Overtime	6,477.03
	Revolving Account	1,425.61
	<b>Total Earnings</b>	<b>36,322.75</b>
Lopes, Carrie	Sergeant	84,096.40
	Overtime	17,883.23
	Longevity	1,300.00
	<b>Total Earnings</b>	<b>103,279.63</b>
McConatha, Nathaniel	Police Officer	44,192.85
	Overtime	2,562.59
	Revolving Account	3,277.92
	<b>Total Earnings</b>	<b>50,033.36</b>
Menangas, Martin	Police Officer (Retired)	36,366.18
	Overtime	5,104.74
	Longevity	1,900.00
	Revolving Account	9,058.31
	<b>Total Earnings</b>	<b>52,429.23</b>
Metcalf, Alyssa	Dispatcher	47,913.54
	Overtime	9,834.05
	<b>Total Earnings</b>	<b>57,747.59</b>
Michael, Rachel	Dispatcher	49,519.26
	Overtime	12,616.64
	<b>Total Earnings</b>	<b>62,135.90</b>
Palheiro, Robert	Police Officer	59,651.84

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	Overtime	13,631.01
	Revolving Account	1,312.00
	Longevity	1,300.00
	<b>Total Earnings</b>	<b>75,894.85</b>
Perry, Paige	Secretary to Police Chief	<b>43,265.04</b>
Peters, Rachel	Police Officer	60,710.69
	Overtime	14,178.05
	Revolving Account	1,926.10
	Longevity	1,600.00
	<b>Total Earnings</b>	<b>78,414.84</b>
Peters, Ryan	Police Officer (Resigned)	39,355.59
	Overtime	6,956.75
	Revolving Account	12,364.73
	<b>Total Earnings</b>	<b>58,677.07</b>
Peters, Scott	Police Officer (Resigned)	22,735.97
	Overtime	2,802.83
	Revolving Account	2,627.63
	<b>Total Earnings</b>	<b>28,166.43</b>
Poulin, Andrea	Records Clerk	47,879.78
	Longevity	400.00
	<b>Total Earnings</b>	<b>48,279.78</b>
Silva, Lawrence	Police Officer	57,361.02
	Overtime	9,580.31
	Revolving Account	4,565.98
	<b>Total Earnings</b>	<b>71,507.31</b>
Spoor, Kevan	Police Officer	18,231.83
	Overtime	2,210.33
	Revolving Account	17,702.89
	<b>Total Earnings</b>	<b>38,145.05</b>
Steele, Thomas	Police Officer	78,226.62
	Overtime	18,419.84
	Revolving Account	8,840.71
	Longevity	700.00
	<b>Total Earnings</b>	<b>106,187.17</b>
Sullivan, Jason	Police Officer	21,572.66
	Overtime	744.61
	Revolving Account	19,026.26
	<b>Total Earnings</b>	<b>41,343.53</b>
Beaulieu, Andrew	Summer Police Officer	2,523.04
	Revolving Account	984.00
	<b>Total Earnings</b>	<b>3,507.04</b>
Belinski, Thomas	Summer Police Officer	2,527.14
	Revolving Account	184.62

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	<b>Total Earnings</b>	<b>2,711.76</b>
Cabral, Shirley	Matron	<b>6,394.59</b>
Conroy, Joseph	Summer Police Officer	<b>2,256.38</b>
Davis, Stephen	Summer Police Officer	9,484.99
	Revolving Account	1,636.00
	<b>Total Earnings</b>	<b>11,120.99</b>
Dean, David	Summer Police Officer	7,303.50
	Revolving Account	1,984.50
	<b>Total Earnings</b>	<b>9,288.00</b>
Dean, Timothy	Summer Police Officer	8,194.75
	Revolving Account	1,804.00
	<b>Total Earnings</b>	<b>9,998.75</b>
Dolins, Robert	Summer Police Officer	9,667.54
	Revolving Account	1,328.50
	<b>Total Earnings</b>	<b>10,996.04</b>
Foster, Ryan	Summer Police Officer	12,274.68
	Revolving Account	2,788.00
	<b>Total Earnings</b>	<b>15,062.68</b>
Guarino, Charles	Summer Police Officer	<b>2,256.38</b>
Irish, Bryant	Summer Police Officer	<b>992.81</b>
Kacergis, Aaron	Summer Police Officer	<b>2,473.81</b>
Landry, Christopher	Summer Police Officer	<b>2,219.61</b>
Luis, Kevin	Summer Police Officer	8,442.95
	Revolving Account	1,476.00
	<b>Total Earnings</b>	<b>9,918.95</b>
Saunders, Hannah	Summer Police Officer	9,292.52
	Revolving Account	14,760.00
	<b>Total Earnings</b>	<b>24,052.52</b>
Thomas, Donald	Summer Police Officer	<b>6,058.74</b>
Wallace, Thomas	Summer Police Officer	<b>2,428.04</b>
Johnson, Chester	Summer Dispatcher	<b>2,064.48</b>
Roach, James	Intermittent Police Officer	<b>1,370.27</b>
White, Lee	Intermittent Police Officer	<b>11,563.12</b>
Parks, Denise	On-call Dispatcher	<b>1,024.65</b>
Soyt, Kevin	On-Call Dispatcher	<b>60.72</b>
<b>RECREATION</b>		
Motta, Brandon	Recreation Director	<b>41,108.08</b>
Jackett, Elizabeth	Assistant Recreation Director	<b>14,219.97</b>
Aleman, Caleb	Summer Recreation Leader	<b>3,010.36</b>
Edwards, Cody	Summer Recreation Leader	<b>3,512.09</b>
Felton, Laurel	Summer Recreation Leader	<b>4,023.50</b>
Lomba, Melissa	Summer Recreation Leader	<b>3,869.54</b>

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Menangas, Derek	Summer Recreation Leader	<b>3,019.26</b>
Nelson, Dylan	Summer Recreation Leader	<b>3,998.74</b>
Silva, Emma	Summer Recreation Leader	<b>4,140.86</b>
Tobias, Zachary	Summer Recreation Leader	<b>3,636.98</b>
Trovato, Kelsey	Summer Recreation Leader	<b>3,985.82</b>

**SHELLFISH**

Jackett, Anthony	Shellfish Constable	<b>46,073.12</b>
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**TOURISM**

Sanborn, Robert	Tourism Director	<b>49,000.12</b>
Kelly, Jacqueline	Administrative Assistant	<b>31,175.11</b>

**TOTALEMPLOYEE EARNINGS 7,167,181.89**



First established by the Board of Selectmen in June 2011, the Bicycle Advisory Working Group made significant inroads into an important and substantive agenda. Members first began crafting a mission statement that encompassed the Town’s needs and safety concerns. Then, in an acknowledgement that bicycle traffic on Provincetown streets, particularly in the busy summer months, needs to be coordinated and regulated, voters at the Fall Special Town Meeting approved making the advisory group a permanent Town board now known as the Bicycle Committee.

Our focus turned to biker and pedestrian protection, in particular after the tragic death of a teenager in July while walking his bicycle along Route 6. With the assistance of Clay Schofield of the Cape Cod Commission and Karst Hoogeboom of the Cape Cod National Seashore, we held our first joint meeting with the Provincetown Board of Selectmen. We reached out to Truro and Wellfleet to begin a regional effort to create a Bicycle and Pedestrian Master Plan for the three towns. A Bike Executive Committee made up of representatives from each Town, the Cape Cod Commission and the Cape Cod National Seashore was established. Several workshops, many open to the public, were held to develop a comprehensive, coordinated master plan for bicycle and pedestrian travel in Wellfleet, Truro and Provincetown. These workshops and the accompanying public input have helped identify goals and objectives for a future design study that will look at creating proposed ideas on routes, destinations and alternatives

for an extension of the Cape Cod Rail Trail, including a bicycle shuttle planned for 2012. Special thanks to Assistant Town Manager, David Gardner whose contribution has been invaluable both at our regularly scheduled Bike Committee meetings and as a member of the Bike Executive Committee.

A grant application requesting \$5,000 to the Provincetown Visitor Services Board resulted in that board recommending it contribute \$3,500 towards the purchase of several bike racks to be placed in various locations around town. The VSB budget, which includes the grant, will be voted on at Provincetown's Annual Town Meeting in April 2012. Although Provincetown already has a number of bike racks on Town property, more are needed, especially where significant commercial activity takes place. The objective is to install public and visible bicycle racks at multiple private businesses in Town, with the Bike Committee picking up half the cost up to \$300 to purchase a bike rack(s) and up to \$50 for installation through the VSB grant. The private business will pick up the other half of the cost. This program is an important part of the Bicycle Committee's mission to make Provincetown a bicycle friendly community. Design of a four-fold "Bike Safety and Map" brochure is currently underway. Partial funding for 10,000 brochures was contributed by the Visitor Services Board. A community Facebook page entitled "Bike Provincetown" has been created to promote bike safety and bike tourism. Lastly, a pilot program to address safety concerns on Commercial Street was proposed to the Board of Selectmen and approved. The pilot program will use bike "sharrows," a shared-lane street marking designed to keep bikers on a prescribed path while alerting pedestrians that bicycle traffic is two-way, will be painted along the downtown portion of Commercial Street.

The board members in 2011 included Paul Cezanne, Jeff Epstein, Bill Meadows, Candace Nagle and Michael Peregón. Doug Cliggott was appointed to the board the end of December.

*Respectfully submitted,*

**Candace Nagle**

Chair

## Department of Community Development

**What We Do:** The Department of Community Development (DCD) serves the citizens of Provincetown, in both a regulatory and planning capacity. Our purpose is to help ensure the life safety and well being of our citizens and our visitors. We do this without bias or prejudice toward any individual or group. We also strive to be appropriately funded by those parties directly benefiting from our services.

**Current Focus:** It is our role to help facilitate positive economic and physical development in the town while protecting safety and well-being of the public relative to the built environment. We realize that there can be a maze of regulatory

approvals through which a project proponent might have to negotiate in order to get something done. In fact, regulation that we are required to enforce gets more and more complicated over time. DCD continues to try to create a more knowable permitting framework which will help engender positive economic development. We are working to achieve this by creating a work environment where information will flow more simply and by creating easier to understand permits. During the early part of FY11 we instituted an electronic file archiving system. We also contracted with Hawkeye Government Solutions to implement a computer based permitting system. Once we have implemented these systems internally we will open them for public use. Ultimately citizens and contractors will be able to apply for permits without coming to Town Hall and will be able to view public documents from our street files. It is our hope that this will also lead to better permitting efficiency and transparency.

**Regulatory Management and Planning:** Regulatory management includes zoning enforcement, permit review and issuance, building inspection (construction, life safety, energy, gas, plumbing, electrical), health (sanitary, clinical or public health) and licensing (food service, lodging, liquor, entertainment, business). Our planning function provides staff support to various boards, commissions and committees. Provincetown will continue to be challenged by the critical issues represented by limited land area, preservation of resources both natural and built. We endeavor to lend our expertise in regulatory issues and land use to engender positive economic development as well. We continue to look for ways to help streamline regulatory processes. Under the direction of Assistant Town Manager David Gardner, an ad hoc Zoning Bylaw Revision Working Group to work with the Planning Board to fine tune zoning bylaws and to make them more consistent with the Local Comprehensive Plan.

**Zoning:** In addition to being a part of the plan review process, Zoning involves fielding complaints and investigating infractions on a daily basis. The Zoning Enforcement Officer makes visits to public establishments to check for compliance. This can result in incident reports and correspondence, including cease and desist orders and ticketing.

**Building Inspection:** This includes permit review and field inspections. The Department of Community Development has 4 inspectors on staff, plumbing/gas, electrical and building. The Building Commissioner and the Local Building Inspector is available on a daily basis and the Plumbing/Gas and Electrical Inspectors are available part time.

**Health:** The Health department implemented high priority objectives such as improving public and environmental health, water testing and beach closures, food service establishment inspections, household hazardous waste collections, food handler training, rabies/disease surveillance, reporting and education.

Planning and coordination with “first responders” and other departments and agencies to ensure preparedness in the event of an outbreak of infectious diseases continued to be a top priority. Health department continues to work on disaster preparedness and implementation of the new sewer system. Another aspect of the Health team is liaison to Conservation Commission and emergency management. During this year major effort has been given to enrolling the Town in FEMA’s Community Rating System, which ultimately affords town residents the opportunity to receive discounts on flood insurance.

**Licensing:** The Licensing Department has a full time Licensing Agent on duty daily to serve Provincetown’s businesses. Licenses are issued in 5 general categories: alcohol sales, entertainment, lodging, food service, and miscellaneous business. The Licensing Department in conjunction with the Health Department has embarked on an ambitious program of residential rental certification which requires all landlords who own full time, seasonal or transient rental dwellings to register those units and to have them inspected on a regular basis.

We at DCD would once again like to thank all of the citizens of Provincetown for their interest, cooperation, comments, support and suggestions.

*Respectfully submitted,*

**Russell Braun**

Building Commissioner

## Board of Fire Engineers

This year the Provincetown Fire Department answered approximately 153 calls. Once again, we consider ourselves very fortunate that all calls were answered safely. The Rescue Squad and the Lower Cape Ambulance crews continue 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. With the addition of Seashore Point to our community we find that this too puts more of a demand on our EMS service.

This department answers as many calls as most full time departments and we have the farthest run to a hospital than any other town in the Commonwealth. We have teamed up with The Lower Cape Ambulance Association to make our Ambulance runs to the hospital and to answer rescue calls for this department. The demand on our volunteers for this type of service became too much to handle. Our arrangement with Lower Cape Ambulance Association provides excellent advanced life support care to the town for a fraction of the cost of any other option available. This arrangement works well due to the ability to maintain our completely volunteer fire department. If it were not for the well-balanced mix

between these two organizations we would be forced into a full time fire department. A full time fire department would cost a lot more and we would not have as many personnel on call when we need them.

We continue to put one Paramedic and one EMT on call twenty-four hours a day in the Shank Painter Station from Memorial Day through Columbus Day weekend, which is approximately 150 days. This coverage helps to take the load off of The Lower Cape Ambulance Association in our busiest time of the season.

In December of 2007 we added a third Ambulance to our Rescue Squad. This third ambulance has helped to reduce our need to call for a mutual aid ambulance and it is nice to have a third ambulance handy when one or more of the ambulances are out of town or out of service. The mutual aid system is great but there are times when the closest mutual aid ambulance available may be coming from Orleans. We really have to have the personnel and equipment to be self sufficient as it just takes too long to get help to Provincetown.

We are extremely grateful to the community for their continued support. 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.

The Board of Fire Engineers worked with Airport manager Butch Lisenby on a grant to get a new ARF Fire Truck for the Provincetown Airport. I am pleased to report that Butch was successful on getting the 650,000.00 grant for this new truck. The new high tech ARF fire truck has been delivered and we are being trained on the operation of this vehicle. It is being housed at The Provincetown Airport and will be put into service soon.

Our goal has always been to operate as a volunteer 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. Many of our dedicated members have moved from our community because of the lack of affordable homes or affordable year-round apartments. The time has come, if we are going to save this department, to find some kind of housing for our people. We need two and three bedroom homes and apartments that are available and affordable. 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 answered 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 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. However, the only way this can happen is if we find a way for our tradesmen and women to find affordable housing. We need 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 going to be 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. Our members give a great deal of their time for little or no compensation. This is a very dangerous business and all we have ever asked for is the proper equipment to protect us so we can get the job done to better serve the citizens of Provincetown. Now we are faced with this housing situation and we are looking for some kind of solution to this problem. We are thankful for everyone's support of this department.

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 purchased our thermal imaging camera and receiver monitor for \$12,000.00. Thermal imaging makes it a lot safer for fire fighters 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, we are still working on a few minor mechanical issues. This project has taken a lot more time and money than originally anticipated. This piece of fire apparatus is part of our firefighting history and the end result will be well worth it. 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 trying to get all of the minor issues with this truck resolved. We have had the truck in the Fourth of July Parade and we are using it in funerals. When these issues are worked out you will be seeing more of this truck.

District Chief James Roderick worked very hard on a grant to up date our self-contained breathing apparatus to meet NFPA Standards. This project would have cost the town approximately \$175,000.00. We received a grant for \$125,000.00 to help with the cost of this project. Jimmy also applied for a grant to reimburse the town for the ladder truck but we didn't get that one. Jim was successful in getting us a grant to replace out self-contained breathing apparatus compressor.

This saved the town 50,000.00 for this piece of equipment. The one that we currently had was in need of replacement and was purchased in 1994 by the Provincetown Firemen's Association. We truly appreciate every ones support; it is your generous donations and continued support that makes projects like these possible.

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. This year we had to ask that 15,000.00 be added to our budget for supplies for the Rescue Squad. We think that due to the tough economic times we are experiencing that donations are just not coming in like they used to. The Association will continue to try and raise money to off set 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. In closing, I would like to thank the dedicated Fire and Rescue members for always being there, Town Manager Sharon Lynn, the Board of Selectmen, and all other Town Departments and the citizens of Provincetown for their continued cooperation and support. A special thanks to my Secretary Joyce Mathews.

*Respectfully submitted,*

**Michael S. Trovato**

Fire Chief

### **Provincetown Fire Department 2011**

Michael S. Trovato	Chief	John Bumpus	Regular
Warren G. Alexander	Deputy Chief	Francis Santos	Regular
Russell V. Zawaduk	District Chief #1	Aubrey Gordon	Regular
James J. Roderick Jr.	District Chief #2	Malcolm Kerr Hunter	Regular
Gerard Menangas	District Chief # 3 & 4	Andrew Souza	Regular
John Reis	District Chief #5	Derek Menangas	Regular
Ronald White-EMT	Rescue Engineer	Noah Santos	Auxiliary
Joyce A. Mathews	AdminAssistant	Scott Menangas	Auxiliary

#### **Engine Company #1**

Paul Silva	Captain
David White	Lieutenant
Luis Ribas	Steward
Mark Lambrou	Regular

#### **Ladder Company #2**

E.J. Martinez	Captain - Air Officer
George Felton	Lieutenant
Paul Roderick	Ladder Steward
Bryan Smith,EMT	Reg.Rescue Steward

John Browne	Regular - Fire Alarm/Oil Burner Inspector	Chris Enos	Regular
Jamie White	Regular	Lucas Colburn,EMT	Auxiliary
Tom Roda,EMT-P	Regular	Garth Stewart	Auxiliary
Kevin Ainsworth	Auxi./Steward of LaFrance	Michael Coelho Jr.	Auxiliary
Carl Osowski	Auxiliary	Dan Notaro	Unpaid Auxiliary
Brandon Motta	Auxiliary	Lorne Russell	Unpaid Auxiliary
Lee Russell	Auxiliary	<b>Rescue Squad</b>	
Jonas Ayala	Junior	Denise Parks	Rescue Captain
Shawn Ricard	Unpaid Auxiliary	Alan Felton	Rescue Lieutenant
<b>Engine Company #3</b>		Bryan Smith	Steward
Craig Martin	Captain	Tom Roda, EMT-P	Regular
James Meads Jr.	Lieutenant	Julie Cataldo Roda, EMT-P	Regular
Scott Enos	Steward	Brandy Tarala,EMT-P	Rescue Training & Infection Control Officer
Manuel Pedro Verde	Auxiliary	Michael Coelho, EMT	Regular
James Richmond	Auxiliary	Marcia Basine	Regular
Adrian Peters	Auxiliary	Othaine Rance, EMT-P	Regular
Valentino Davoli	Auxiliary	Nancy Swanson, EMT	Regular
David Roach	Auxiliary	Ed Fallas,EMT	Regular
<b>Engine Company #4</b>		Paul Brazil, EMT	Regular
Jeffrey Perry,EMT	Captain	Rodrigo Santos,EMT	Auxiliary
David Gonsalves	Lieutenant/Steward	Derek Menangas,EMT	Auxiliary
Timothy Caldwell	Regular	Lucas Colburn,EMT	Auxiliary
Fernando Hernandez	Regular	Monica Himes,EMT	Regular (resigned)
Rodrigo Santos,EMT	Regular	<b>Unpaid Rescue Auxiliary</b>	
Christy Douglas,EMT	Regular	Michael Anderson, EMT-P	
John F. Souza	Auxiliary	Glen Enos, EMT-I	
Christopher Brooke	Auxiliary	James Golden, EMT	
<b>Engine Company #5</b>		Zack Goldstein, EMT	
Roger Martin	Captain	Daniel Notaro, EMT-P	
Marcia Basine	EMT, Lt.-4 months	Lisa Potter, EMT-P	
Jeffrey Notaro	Lieutenant-8 months	Linda Rego, EMT	
Michael Chute	Steward	Shawn Ricard, EMT	
Jonathan Sinaiko	Regular	Lorne Russell, EMT	
Brian Alexander	Regular	Tom Steele, EMT	
Michael Coelho, EMT	Regular	Brandy Tarala, EMT-P	
		Lynda Trovato, EMT	

**2011 Fire Report of Calls**

<b>Fires</b>		Pole Fire	1
Structure Fire	2	<b>Rescue/EMS Incidents</b>	
Brush, Grass Fire	5	Motor Vehicle Accident w Injuries	3
Aircraft Fire	1	Motor Vehicle Accident no Injuries	6
Chimney/Flue Fire	1	Medflight	1
Cooking Incident	12	Search for person in water	1
Outside Trash Fire	2	<b>Hazardous Conditions (no fire)</b>	

156	Public Safety	Town of
Gas leak-LPG	5	Steam,vapor,fog,dust thght to be smoke2
Carbon Monoxide Incident	5	Hazmat release investig w/ no Hazmat 1
Gasoline or other flammable liquid spill	4	<b>False Alarm &amp; False Calls</b>
Electrical wiring/equipment problem	2	Malicious/Mischievous 3
Power line down	6	System Malfunction 4
Arcing, shorted electrical equipment	5	Smoke Detector Malfunction 4
Attempted burning, illegal action	2	Alarm System sounded Malfunction 29
<b>Service Calls</b>		Unintentional False Alarm 20
Lock-out	1	Sprinkler System Activation,
Water or steam leak	6	Malfunction 3
Unauthorized burning	1	<b>Total Calls 153</b>
<b>Good Intent Calls</b>		<b>Mutual Aid Requests</b>
Dispatched & cancelled en route	10	Mutual Aid given 2
Smoke/Odor of Smoke Scare	5	Mutual Aid received 0

## Board of Health

On behalf of the Board of Health, It is my pleasure to submit the 2011 Annual report to the people of Provincetown. The goals of the Board of Health are to protect the public health of our citizens and visitors and to protect the health of our environment. The Board applies regulations fairly and consistently while balancing the rights of individuals and property owners with mandates from the State and Town.

**Table 1. Summary of Geometric Mean Failures**

	Ryder L	Winston	West End	593 Comm.
7/5/2011	<b>46.02</b>			
7/6/2011	<b>53.31</b>			
7/7/2011	<b>54.58</b>			
7/11/2011	<b>61.39</b>			
7/12/2011	<b>63.90</b>	<b>46.21</b>		
7/13/2011	<b>51.61</b>	<b>109.87</b>	<b>44.53</b>	
7/18/2011	<b>39.43</b>	<b>68.01</b>	<b>77.53</b>	
7/21/2011	<b>53.14</b>	<b>84.73</b>	<b>80.41</b>	
7/27/2011	<b>64.66</b>	<b>71.49</b>	<b>56.19</b>	
7/28/2011	<b>67.85</b>	<b>45.98</b>	<b>62.88</b>	
8/1/2011	<b>48.25</b>		<b>52.35</b>	
8/2/2011	<b>43.25</b>		<b>43.03</b>	
8/9/2011				
8/11/2011				
8/22/2011				<b>35.39</b>
8/23/2011				
8/24/2011				
8/31/2011	<b>37.17</b>			
9/1/2011	<b>47.76</b>			

As Phase 3 of the Municipal Sewer System is implemented the Board of Health has found that less staff and Board time is spent on approving Administrative Consent Orders (ACOs) for future sewer hookup or approving variances for septic systems. Still in 2011 the Board approved 13 ACO requests and approved 2 requests to variance septic systems.

The Board continues to be apprised of our Harbor Beach Water Sampling Areas. Of the 315 beach samples taken in 2011 there were 29 failures throughout the testing period of Memorial Day to Labor Day. Although these failures are not significantly different from previous years findings, what was different in 2011 is that many beaches failed a State measurement of geo mean or in these cases geomean failure. There were 29 geomean failures at our town beaches. Geomean failure meant that town beaches remained closed until an average of their test results fell below the State's minimum standard. See the Table 1.

There were no rabies cases on the Outer Cape in 2011.  
There were 192 Rental Certificates issued/renewed in 2011.

The Board reviewed and updated its regulations as required making clerical and other minor changes to the regulations to primarily bring them into compliance with State Regulations. The Board added a requirement that all licensed refuse haulers must provide documentation that they recycle upon license renewal. In 2011 the Board revised its regulation on Tobacco Control and Outdoor Smoking. This regulation had not been updated since the State issued minimum regulations in 2004. The Board held 3 public work sessions and 2 public hearings. In October 2011 the regulation was amended to lessen the requirements for outdoor space limitations by accepting the State standard and adding that smoking was prohibited wherever food or drink are served. This regulation is effective January 1, 2012.

At the direction of the Town Manager the health department staff was reorganized in 2011. Staff now includes a Manager of Health and Environmental Affairs and a full time Public Health and Safety Officer.

The Board would like to extend our sincere thanks and appreciation to the Manager of Health and Environmental Affairs, Brian Carlson. His dedication to the Town and leadership in his position provide the Board with the necessary information needed to accomplish our goals. In addition to working with the Board on the above he manages his numerous other duties including health and licensing inspections, emergency preparedness planning, rabies and communicable disease surveillance, tattoo artists, food safety and harbor water quality. Thanks to our recording secretary, Evelyn Gaudiano for her excellent minute taking and support. Much appreciation to Vice-Chair, Joseph DeMartino; Clerk, Betty Williams; and members Ken Janson, John Livingstone and alternate

Laurie Demolino for their invaluable contribution of time and dedication to this Board. On January 5, 2012 we lost former Board of Health Chair Duane Gregory. Her dedication to the Town and support to the mission of the Board of Health will be sorely missed. To all the citizens of Provincetown, thank you for your input and community interaction with the Board of Health.

*Respectfully submitted,*

Mark Phillips

Chair

## Health Department

We are pleased to present to you the 2011 Annual Report for the Provincetown Health Department. The Provincetown Health Department is charged with the protection of the public and environmental health of the community and to implement and enforce the State and Local health and environmental codes for activities within its jurisdiction. The Department maintains its commitment to providing prompt and courteous services to all those who communicate with the Department and to provide a user-friendly environment where citizens and visitors can obtain services and information. The Department works closely with several other Town Departments and is involved in many Town wide initiatives, which include the following:

**Municipal Sewer System:** The Department coordinates activities with the Sewer Team and is responsible for generating Administrative Consent Orders, providing enforcement of the Provincetown Sewer Rules and Regulations, setting up and administering the various grease education and management programs, providing flow determinations and planning for existing and future sewer connections and phases.

**Wastewater and Title V:** The Department continues to review septic system design plans and issue permits and conduct inspections of the newly installed septic systems, witness site and soil evaluations and percolation tests and maintain accurate septic system pumping records. The Department provides staff support to the Board of Health and provides analysis and recommendations.

**Environmental Health, Disease Monitoring and Inspections:** The Department continues to provide enforcement of health and environmental codes and regulations as well as inspections of food establishments, pools and spas, housing, rental certificate inspections, inns and motels, barns and livestock and all other licensed establishments under its jurisdiction as well as responding to complaints in a timely manner. The Department continues to monitor communicable disease threats and organize a response plan to potential outbreaks. The Department continues to monitor the 18 Town bathing beaches for water quality with sampling and testing provided by the Barnstable County Department of Health and Environment. Beach closures occur when the indicator bacteria *Enterococci* reaches a level that surpasses 104 CFU (colony forming units). The

Department continues to work with state and local officials on approaches to reduce and prevent future beach closures.

**Animal Inspector:** The Department staff serves as the Inspector of Animals and conducts annual inspections of barns and livestock by taking the annual census of animals for the Department of Agriculture. The Animal Inspector duties include investigating all reported cases of animal bites and diseases and issuing quarantines of animals and sending animal specimens for testing of Rabies, West Nile Virus and Eastern Equine Encephalitis. The Animal Inspector works closely with the Animal Control Officer and the Board of Health to monitor suspected cases of rabies within Town limits and administers the wild rabies vaccine program twice a year.

**Emergency Preparedness:** The Health & Environmental Affairs Manager also serves as the Deputy Emergency Manager working under the Town Manager (Chief Public Safety Officer), Assistant Town Manager and the Chief of Police (Director of Emergency Management) and provides services to the Town by ensuring compliance with Federal and State emergency preparedness mandates for planning, municipal employee trainings, and standardization of emergency preparedness procedures and protocol for public health and other emergency response. This position works closely with the Massachusetts Emergency Management Agency (MEMA) and the Department of Homeland Security (DHS) to achieve required planning compliance and training. This position serves as a member of the Regional Emergency Preparedness Coalition (REPC) and staffs the Local Emergency Preparedness Committee (LEPC).

**Conservation:** The Health & Environmental Affairs Manager also serves as the Town's Conservation Agent and performs administrative duties and enforcement of the State Wetlands Protection Act and the Provincetown Wetland Protection Bylaw.

The Provincetown Health Department staff is continuously searching for additional programs and funding which will benefit the community. We welcome and value your ideas and suggestions. We would like to express our appreciation to the Board of Health, the Board of Selectmen, the Town Manager and Assistant Town Manager, our fellow co-workers and especially to those who volunteer their time to serve on boards and committees. As we move forward into 2011 we will continue to work cooperatively with other departments to improve communication and the health and wellness of all Provincetown citizens, visitors and our environment. In January 2012 the Health Department welcomed Morgan Clark as a staff member. She serves as the Public Health and Safety Officer.

*Respectfully submitted,*

**Brian Carlson, M.S., R.S.**

Health & Environmental Affairs Manager

## Growth Management Report

The 2011 Annual Growth Management Report to the Board of Selectmen is prepared pursuant to Section 6600(3) of the Provincetown Zoning By-Law. The complete report and its exhibits are on file in the office of the Town Clerk. The annual report evaluates the effects of growth on our resources including but not limited to potable water supply, solid waste disposal and wastewater disposal, as well as an update on the Town's affordable housing needs assessment and demand for Economic Development. The Board of Selectmen hold a public hearing on the report each January to make a finding that the Town is in compliance with its DEP water withdrawal permit and set the rate of growth for the upcoming year.

**Finding - Water - Average Daily Water Withdrawal.** DEP's permitted average daily withdrawal is 850,000 Gallons Per Day (GPD) (with noncompliance at 950,000 GPD). In 2011, average daily water withdrawal was recorded at 658,923 GPD, below the permitted maximum withdrawal limit. The operation of the Water System in 2011 was excellent particularly during the critical summer peak period due to the efforts of the Water Department staff. MassDEP's Sanitary Survey Report showed "no violations or deficiencies" - a major accomplishment for any water system in the state. In addition, the peak season pumpage and water use billing showed a substantial reduction in unaccounted for water - a direct result of the two-year leak management program. Unaccounted for water for this peak period was 42% lower than in 2010 while the total amount of water pumped was 14% than in 2010. The unaccounted for water for the entire 2011 calendar year was approximately 20% of the total water pumped, a substantial reduction from the approximately 30% UAW number for the previous two years. The 20% number that was achieved for 2011 was the goal that was set when the leak management program began and it has been achieved as planned. The success of this important program means that the Town is now in a much better position to approve in the future the maximum amount of managed growth allocations allowed by the Growth Management Zoning By-Law without ever jeopardizing meeting the required MassDEP permitted Annual Average Daily Water Withdrawal Limit of 850,000 Gallons per day (GPD).

**Finding - Solid Waste Disposal - Tonnage Shipped to SEMASS Decreased.** In 2011, the waste tonnage shipped to SEMASS was 3,069. While we have a license that allows us to handle to a maximum of 5,000 tons annually at the Transfer Station, we have yet to exceed that threshold. Indeed, with the institution of the new recycling program as brought forward by staff and the new Recycling & Renewable Energies Committee in July 2007, we have seen a noticeable decrease in waste tonnage and a corresponding increase in recycling. For 2011, we still see a decrease in waste tonnage shipped to SEMASS but no longer is there a corresponding increase in recycling. In fact, we are now witnessing a decrease in recycling, which is believed to be caused by larger waste haulers picking up

commercial waste and disposing somewhere else and using our Transfer Station and some local haulers are taking Commercial Cardboard directly to the Bourne Landfill.

**Finding – Wastewater System Flow at the Plant.** In 2011, wastewater system flow at the plant was 64,975,276, a 15.57% increase over 2010. When originally planned over ten years ago Provincetown’s municipal sewer system was designed to serve about 350 properties with a combined Title 5 design flow of approximately 500,000 gpd. As soon as the Treatment Plant came on line in 2003 the interest in a sewer connection grew, necessitating both optimization of the downtown vacuum sewer and expansion of the collection system to serve additional areas in Phases 2 and 3. Once Phase 3 is completed in 2012, the sewer system will serve over 900 properties with a Title 5 design flow of approximately 935,000 gpd. This means that 40% of the properties in the town with nearly 60% of the Title 5 design flow will now be served by the sewer system. And, there is already a substantial amount of interest in further optimization and expansion to serve an additional 10% of the properties in town. When completed by the end of 2012, Phase 3 can provide for the town’s managed growth needs in the following important ways:

1. A 30% increase in the capacity of the Treatment Plant.
2. Freeing up of capacity along the entire length of the downtown vacuum sewer system by re-directing properties served by grinder pumps at the two ends of the sewer to new gravity sewer mains located on Bradford Street. The USDA grant also provided funding for a number of capital improvements on the vacuum sewer designed to improve the operation of the system during the July 4<sup>th</sup> and Carnival peak flow periods.
3. Areas to be served by the collection system once Phase 3 is completed include nearly all of the low-lying environmentally sensitive portions of town.

**Finding – Tracking Building Permits – per category.** The following represents the amount of gallons issued by growth management permits in each of the five General Use Categories (Description of General Use Categories available in Attachment A):

	Starting Balance	Gal.Added / Returned	Gal. Used	Remaining Balance
Category 1a	6026	1650	0	7676
Category 1b	6243	0	0	6243
Category 1c	3121	0	0	3121
Category 2	3300	1100	0	4400
Category 3	1108	1870	2750	228
Category 4	29	1250	1279	0
Category 4a	3636	502	2920	1218

**Finding – Affordable Housing Needs Assessment Annual Update.** The 2011 Affordable Housing Needs Assessment Annual Update Report (Appendix B to the original report) was prepared by staff and provided to the Community Housing Council (CHC) in January 2012. Based on the analysis of existing inventories within Growth Management for affordable housing and the anticipated demand from existing projects in the pipeline, the Community Housing Council recommends the full allotment of affordable housing (1650 gallons) be placed in Category 1a ( Low Income/Moderate Affordable).

**Finding – Economic Development Assessment Annual Update.** As a result of the October 2011 amendments to the Zoning By-Law, the amount of commercial growth was increased to a maximum of 3,750 gpd for General Use Category 4. The Selectmen shall have the flexibility with the General Use Category 4 to distribute the 3,750 gallons between Category 4 and 4a, projects that receive an Economic Development Permit based on inventory and demand of economic development requests. In 2011, Commercial and Economic Development allocations were made equal to 4199 gallons per day. Pending or anticipated demand for the upcoming year is estimated at 3045 gpd.

**Recommendation**

Based on the provisions of the Growth Management Zoning By-Law Article 6 staff recommends the following allocations to each category for calendar year 2012 as follows:

Category	1a	up to 1,650 gallons
Category	1b no gallons	
Category	1c no gallons	
Category	2	up to 1,100 gallons
Category	3	up to 1,870 gallons
Category	4	up to 1250 gallons
Category	4a	2500 gallons

## Licensing Board

In 2011 the Provincetown Licensing Board continued its mission to assist businesses through the licensing process and assure compliance with the Licensing Board Rules and Regulations. This year the board further refined and clarified the Licensing Rules and Regulations. The Board worked closely with the Health Department on compliance issues and increased coordination/enforcement with police department and liaison officers.

Current Board members are Kristin C. Hatch, Chair; George Young, Vice Chair, AJ Petras, Rebecca Matarazzi, Dallas Sowers. Ryan Landry and Frank Thompson are currently serving as alternates. The Board held 22 meetings in 2011 and, with the assistance of the Licensing Agent, processed over 541 licenses. Revenue to the Town through the licensing process totaled approximately:\$286,208.

**Licenses Approved by the Licensing Board**

Alcohol 75	Art Gallery 11	Auto Sales 2
Common Carrier 9	Common Victualler 59	Entertainment 89
Fortune Teller 3	Inn Holder 15	Lodging 62 Licenses
Outdoor Artist 6	Parking Lot 18	Pedicab 7 Licenses
Pedicab Operator 45	Special Entertainment 19	Special Liquor 13
Special Parking Lot 2	Stables 1	Taxi/Livery 27
Taxi Operators 42	Transient Vendor 17	Transfers/Amendments 19

**Licenses Processed Through the Depart. Which Do Not Require Board Approval**

Camps Cabins and Motels 31 Licenses
Corporation Retail or Year Round Retail 243 Certificates
Food Service Permits 233 Permits
Renters Certification 192

**Code Compliance Incidents**

Letters of Violations sent by Licensing Agent 14	Noise Complaints 206
Tickets Issued by Licensing Agent 18	Bar Checks 567
Show Cause Hearings/Discussions with Board 2	

Our goals for 2012 will be to continue to provide excellent customer service to licensees and the public and fulfill the statutory duties and responsibilities of the board; to review, add and revise, as appropriate the Rules and Regulations of the Board; to endeavor to communicate and educate licensees as to Rules and Regulation that apply to their businesses; to provide access to continuing education programming opportunities for Board members; and to fill any vacant seats on the Board.

We will continue to investigate allegations of licensee negligence, incompetence and unlicensed practice; impose fair and appropriate sanctions, based upon consistent findings of facts, practices, or omissions that are not in compliance with the statutes and rules regulating businesses working with enforcement agents. We will strive to better coordinate licensing related matters with other town boards and the town administration.

*Respectfully submitted,*

**Kristin C. Hatch**

Chair

<b>Parking Department</b>
---------------------------

The Parking Department is responsible for managing the parking control system in Provincetown. This includes on and off street parking, meters, parking permits, regulation and enforcement generating \$1,727,193.40 in 2011:

164	Public Safety				Town of
	MPL	GH	Meters	Permits	Totals
March				8,940.00	8,940.00
April	41,420.00	3,860.00	12,294.00	103,930.00	161,504.00
May	82,944.00	24,631.00	18,495.27	45,660.00	171,730.27
June	143,328.00	38,846.00	38,103.63	23,119.00	243,396.63
July	229,747.00	117,069.00	48,276.25	9,340.00	404,432.25
Aug	195,556.00	113,295.00	53,088.75	2,671.00	364,610.75
Sept	137,980.00	53,346.00	42,039.50	780.00	234,145.50
Oct	85,173.00	25,361.00	25,369.00	95.00	135,998.00
Nov			2,436.00		2,436.00
<b>Totals</b>	<b>916,148.00</b>	<b>376,408.00</b>	<b>240,102.40</b>	<b>194,535.00</b>	<b>1,727,193.40</b>

In the summer of 2010 the first Pay Station Kiosk was installed on Ryder St. The Kiosk replaced 30 mechanical parking meters on the street and the Ryder Lot. The Kiosk accepts coins, currency, credit and debit cards, providing more payment options and bringing the mechanical parking meter into the 21<sup>st</sup> Century. This year we had 3 more Pay Station Kiosks installed in the Johnson St lot, the Alden St. lot and the West End Lot bringing our total to 4. The income from the Pay Station Kiosk this year was up from the previous year. We are planning to install 3 more for the 2012 season.

The MPL was reconfigured with a new Exit Booth and a new Fee Computer that accepted credit cards. This additional payment option for our visitors was a success. Cars exiting the lot go straight out Ryder St, cross Commercial St. take a left on to Bradford St., sending the traffic away from the cars coming into town.

I would like to thank Town Manager Sharon Lynn and Police Chief Jeff Jaran for their continued support. Also the Highway Department, Department of Public Works and the Town Hall staff for their cooperation and support as we continue to improve the department and meet the needs of both residents and visitors. I also want to acknowledge my hardworking and reliable staff. These are the dedicated employees who keep the Parking Office running smoothly.

*Respectfully submitted,*

**Domenic Rosati**

Parking Administrator

<b>Police Department</b>
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The Provincetown Police Department is an effective, skilled and progressive organization made up of men and women who are dedicated to values of service, ethics, professionalism and diversity. We are made up of individuals who are committed to improving the quality of life in our community through a spirit of service. Our officers and civilian employees possess the standards of personal and professional integrity, enabling them to prevent crime, enforce laws, and work as problem solvers.

Over the past year, the department dealt with a number of incidences that proved trying not only for the department but for the greater community as well. These terrible events placed a heavy strain on police personnel that tested their above mentioned “values of service”. A murder at a campground, a hate crime and a motor vehicle / pedestrian accident that resulted in the tragic loss of a child’s life was more than most departments can handle. The addition of a fatal plane crash and a host of other significant arrests, that included lengthy and demanding investigations, proved that this department is tried and true. Our hearts are heavy while our thoughts and prayers go out to all the victims and their families.

A Barnstable County E911 Regional Dispatch Feasibility Study was completed on December 12, 2011. The study analyzed Cape-wide dispatch call volumes focusing on a regionalization approach by consolidating dispatch services. While this approach is certainly one that is worthy and could prove cost effective for Provincetown, it is something that will take a number of years to come to fruition based on a complexity of issues involved. As your Police Chief, I was asked to serve as a member on the steering committee formed to work on this important initiative.

An interesting fact that came out of this study was that the Provincetown Police Department proved to be the third busiest department on the Cape only behind Barnstable and Yarmouth Police Departments based on their respective calls for service. Our total number of calls for service was 25,853 which included 168 arrests and 119 IP’s (incapacitated persons) for a total of 287 persons processed in our booking room or held in our jail cells. A total number of 471 citations were issued.

During the course of the year, the department underwent the monumental task of switching our dispatch and reporting software to one that is now used exclusively throughout Cape Cod by all law enforcement agencies. This is an important first step in allowing the sharing of critical and sensitive information utilized during investigations. In return, this improves the efficiency of our agency and all others involved. Readers may notice that the following reported statistical format below has changed due to this initiative:

#### **Calls For Service 2011**

911 General	245	Incapacitated Person	11
Aircraft	17	Juvenile Offenses	14
Alarm - Fire	161	Keep the Peace	16
Alarm - General	370	Larceny/Forgery/Fraud	121
Animal Call	541	Landlord/Tenant	40
Assault	34	Medical Emergency	465
Assist Citizen	395	Missing Person	45
Assist Agency / Mutual Aid	388	MV Accident	146
Bar Check	592	MV Breaking & Entering	1

166	Public Safety	Town of
B&E Burglary	23	MV Complaint 512
Bike Accident	11	MV Disabled 91
Bike - General	78	MV Hit & Run 62
Building/Property Check	8628	MV Observance/Assignment 2710
Boat/Harbormaster	10	MV Stop 3387
By-Law Violation	66	MV Vandalism 14
Child Endangerment	5	Noise Complaint 216
Fire, CO Alarm	21	Officer Injured 4
Complaint	666	Parade 10
Complaint - Street Performers	41	Property Damage 14
Crowds/Overcrowding	20	Annoying Phone Calls 6
Disorderly	117	Parking Complaint/General 300
Disturbance	163	Lost/Found Property 932
Drugs/Alcohol Mental Health	15	Park, Walk & Talk 1993
Domestic Disturbance/Assault	72	Serve Restraining Order 37
Escort/Transport	23	Robbery 2
Fire, Brush	4	Sudden Death 4
Fire, Vehicle	2	Service Call 195
Fire, Structure	10	Sex Offenses 7
Fire, Mutual Aid	1	Shoplifting 34
Fire, Other	85	Stolen MV 1
Fire Vehicle In/Out Service	7	Speed Dolly Assignment 107
Firearms/Weapons	9	Serve Summons 76
Follow Up	195	Suspicious Activity 181
General Info	472	Taxi Calls/Complaints 2
Harassment	67	Threats 22
Hazards	169	Traffic Control 85
Info Services - Lobby	105	Trespass 14
Info Services - Phone	17	Vandalism 60
		Serve Warrant 15
		Wires Down 56
		<b>Total Calls For Service: 25,853</b>

This police department continues to work out of a building with substandard and dangerous conditions for both employees and visitors alike. A recent study has proven that the current structure as it was rendered “inadequate” in all twenty-four areas. The study also identified five “critically deficient” areas within the building that exposes the town to serious liability concerns. The Town Manager and Board of Selectmen are committed to finding an appropriate solution based on the recently completed town-wide building assessment and is now exploring the possibility of a new joint Department of Public Works garage and Police Department building at the current DPW location.

The focus continues to be on hiring the brightest and most educated officers with the desire to call Provincetown their home. For the first time in many years,

the department is on the verge of having its first full compliment of officers. Two former summer officers were recently hired from within the ranks and sent to the academy. They are slated to graduate in April 2012. That means there is only one open position remaining due to the recent retirement of a long-tenured employee, Sergeant Michael Carr. Sgt. Carr was a very popular officer within the ranks and will be missed by all.

The department has focused its resources on training officers in a variety of advanced and specialized areas. It improves the quality of service we provide to our residents and visitors alike. Officers receive not only mandatory basic training required by law but the list below briefly touches on additional areas of concentration:

REGIONAL LOWER CAPE FIRE DISPATCH	ANIMAL CONTROL OFFICER - MA UPDATE
TASER - RISK MANAGEMENT	FIREARMS LEGAL UPDATE SEMINAR
SEXUAL HARRASSMENT	EMER VEHICLE OPERATORS COURSE
POLISHING THE BADGE - ETHICS	Z-MEDICA QUICK CLOT TRAINING
FIRST LINE SUPERVISION	BASIC TASER INSTRUCTOR COURSE
IMC REPORTING SOFTWARE	DISPATCHER FTO PROGRAM
CPR/FIRST RESPONDER UPDATE	BLUE LINE JUDGEMENT FIREARMS TRG
MEMA - ANIMAL FIRST AID	3-DAY ALCOHOL AGENT CERTIFICATION
MOTORCYCLE	LIDAR TRAINING - SPEED ENFORCEMENT
ABCC TRAINING	MA VOLUNTEERS IN POLICING TRG CONF
RESERVE - IN-SERVICE	LEADERSHIP COMM FOR SUPRVRS
SWAT	5-DAY BASIC CRIM INVEST & NEW DETECTIVE
CELLEBRITE - CELL PHONE FORENSICS	MEMA - SMALL ANIMAL HANDLING
MPTC - FIREARMS RE-CERTIFICATION	MASS POLICE ACCREDITATION CONF
MASTERING OUI ENFORCEMENT	LEGAL ASPECTS OF PUBLIC RECORDS LAW
SEARCH WARRANT PREPARATION	PROPERTY & EVIDENCE ROOM MGT
DEA PHARMACEUTICAL ID TRAINING	LEOKA-LAW ENFORCEMENT OFF KILLED/ASSLT
HONOR GUARD WORKSHOP	IMPLEMENTING DISCIPLINE/INTERNAL AFFAIRS
2-DAY SERGEANTS LEADERSHIP CONF	BACKGROUND INVESTIGATORS CLASS

The department would like to thank the Board of Selectmen, Town Manager and all other town departments for their continued support throughout the year. A special thank you goes out to all members of the Fire Department and Department of Public Works for maintaining such a terrific working relationship and for their collaborative effort in making our community safe. I would also like to take a moment and personally thank all department members for their dedication to the service of this community. As Chief and on behalf of the Provincetown Police Department, we are here to serve and protect this community with pride and integrity.

*Respectfully submitted,*

**Jeff D. Jaran**

Chief of Police

## Public Health & Human Services

The Department of Public Health's primary function is to promote health, wellness and the prevention of disease. To this goal, a number of services are offered to town residents including blood pressure clinics, diabetic screening, immunization clinics, health seminars, wellness and prevention programs, assessments, referrals and local human services information. Nursing and home care services continue to be provided through a town contract with the Visiting Nurse Association of Cape Cod (VNA). The Director of Public Health supervises the administration and utilization of these services. Nursing services are provided to the town's uninsured and underinsured residents. Maternal and child health services, frail elder home visits, home health services, physical therapy and immunizations are also available. In cooperation with the Provincetown Health Department, the Department of Public Health is involved with the investigation, surveillance and prevention of communicable diseases. It is the distribution site for vaccines and for potassium iodide (KI) for town residents. The Director continues to work with the Health and Environmental Affairs Manager and other town officials on emergency preparedness, particularly as it relates to public emergencies, shelter management and special needs populations.

The Department of Human Services coordinates the delivery of support services for town residents. Many human services agencies can be accessed through this department including the Cape Cod Children's Place, Gosnold on Cape Cod, Independence House, Veterans Administration and the VNA, all of which have offices at the Grace Gouveia Building. Several agencies offer support groups at the Grace Gouveia Building. In addition, the Director organizes regular round table discussions with local health and human services providers to identify gaps in services and offer an opportunity for increased communication between providers. As advisor to the Provincetown Human Services Grant Program, the Director participates in the work of the Human Services Committee, attending meetings, reviewing quarterly reports and supervising the invoice and RFP processes. In conjunction with the Committee, the Director administers and oversees services provided to Provincetown children through the John A. Henry Trust contract with the Cape Cod Children's Place.

The Human Services Committee is to be commended for their dedicated service and commitment to enhancing the quality of life for Provincetown residents. Appreciation also to Maureen Hurst, Administrative Assistant for the Departments of Public Health and Human Services, for her capable management of support services to both departments.

*Respectfully submitted,*

**Chris Hottle**

Director

## Rescue Squad

The Provincetown Rescue Squad has serviced Provincetown's Emergency Medical Services needs for almost 60 years. We are a group comprised of Emergency Medical Technicians (EMT's) and Paramedics. A lot has changed over the years since the inception of the Squad. Years ago, most all members lived in Provincetown or Truro and were able to leave their jobs to respond to calls. Training wasn't as intense as it is today and so it was easier to become an EMT, and maintain that certification. Today, 2 Paramedics and 5 EMT's live in Provincetown. Just when we seem to get a new resident member, another member leaves town to move up cape or even off cape where the housing market is more affordable and the job market more diverse and available.

Despite the setbacks with housing and membership, we are able to keep a nearly full roster year round and are able to keep the town covered with highly qualified EMT's and Paramedics. We work with Lower Cape Ambulance to provide EMS service to the town and some of our members are also members of Lower Cape Ambulance. We share the fire station, ambulances and equipment. In the summer, (late May to mid October), we hire "Summer Stand by" personnel. This means that the Rescue Squad has one EMT and one Paramedic on duty 24/7. This is in addition to Lower Cape Ambulance staffing which remains the same year round and are responsible for covering rescue calls in Provincetown and Truro. The Summer Stand By crew is the first to respond to Provincetown calls in the summer time and they "triage" or evaluate a call and a patient to determine whether or not the patient will go to the hospital. If the decision is made that the patient will go to the hospital, Lower Cape Ambulance is called and the Rescue crew meets with LCA. Patient care is then transferred to LCA and the patient is transported to Cape Cod Hospital. In previous years, we were able to make a "local transport" to Outer Cape Health, but due to state regulations, the closest facility we are currently permitted to transport a patient to is Cape Cod Hospital. An average transport is about 3 hours (from time of call to time back to the station including restocking/cleaning the truck). This system has worked for us for many years. On particularly busy days, or busy time periods during a day, we may have to call for extra personnel from our "off duty" rescue squad. Occasionally, we need to use the mutual aid system and call in personnel and/or a truck from the Barnstable County Mutual Aid System. This year, there were 296 Provincetown rescue calls in which patients were treated and released, 702 Provincetown rescue calls warranted a transport to the hospital. These calls were handled by the Provincetown Rescue Squad and/or Lower Cape Ambulance. The figures you see in the table of calls reflect the types of calls that resulted in no transport. The Rescue Squad never bills for calls for service. How do we make it work? Well, up until this year, we have relied on donations from individuals, our annual raffle and other fundraisers (Swim for Life, etc.), to offset the costs of our

equipment, medical supplies and medications. Over the years, we have found it increasingly difficult to pay for equipment and supplies to keep up with state mandates. We've seen higher prices for medications and supplies and dramatic technological medical advancements that have made their way to our field of service and helped improve how we do our jobs, yet these very advancements cost money. We've had to pay extra money to add these advancements to our rescue vehicles, per state mandates. Each truck is required to have a precise amount of medication on board and when this medication expires, we are required to replace it that costs money.

At the 2012 Town Meeting voters will consider an increase to the Fire Departments budget with a line item for the Rescue Squad. This is to pay for the mandatory supplies and training mentioned above. We have been struggling to pay our bills with money we receive from fundraisers and quite frankly, it is scary to think of relying on fundraising to pay for the necessary equipment to save lives. Our raffle fundraiser made approximately \$6000.00 this summer. Our donations and t-shirt sales this year were about another \$11,000. Our total bills were around \$13,500. We work very hard to make our raffle a success and could not do it without the support of the generous businesses and persons who donate prizes as well as those people who contribute, make a donation, and buy t-shirts or tickets. We sell our t-shirts in conjunction with our raffle fundraiser and have found that to be successful over the years, but our success with these fundraisers is never a promise. I encourage you to please vote favorably for our budget increase at Town Meeting.

We have been working on some interesting and exciting new changes that will be implemented in 2012. Our most noticeable change will be going from paper patient care forms (SARFS) to a computerized version of this, an eventual state requirement. We already have the computers for this and hope to be up and running before the summer of 2012. We will continue to offer our blood pressure checks at the fire station and continue to help out when needed if the community calls on us for assisting a patient or for some other community-driven aide. We truly pride ourselves on the tradition, history, and reputation that the Provincetown Rescue Squad has acquired and look forward to serving the Provincetown community for many years to come. I'd be remiss to not thank Chief Trovato, the Board of Fire Engineers and the firefighters for their continued support and leadership. The Squad owes a great deal of thanks to Jay Critchley and the Swim for Life participants for their support and financial contributions year after year. Joyce Mathews has been a wealth of knowledge and has shown an enormous amount of patience helping me personally learn the ropes. The Provincetown Police Department, (dispatchers and officers) as well as the National Park Service personnel should be applauded for their assistance with some of our most harrowing calls for service. Our water and breakwater rescues were successful with the help of the United States Coast Guard, Provincetown

Harbormaster Office and Flyers Boatyard. Thank you, Lower Cape Ambulance for continued ease working side by side. And, thank you in advance, to the community for helping each other out, looking out for your neighbors, pledging to drive carefully, wearing your helmets, sharing the roadway and for helping this next year to be a safe, happy and healthy one for the residents and visitors of this fabulous town!

*Respectfully submitted,*

**Denise Parks**

Rescue Squad Captain

#### PRS Call Summary 2011

Abdominal Pain	5	Injury, Other	2
Allergic Reaction	3	Multi-Trauma	5
Altered Loc	2	Nausea/Vomitting	4
Behavioral/Psychiatric	7	Neuro/CNS Injury	1
Bleeding	3	No Complaint	54
Burns	0	Obstructed Airway	1
Cardiac	2	Obstetric/GYN Emergency	0
Cardiac Arrest	2	Overdose	0
Chest Pain	4	Pain, Not Otherwise Specified	2
CVA/Stroke/TIA	0	Poisoning	0
Dehydration/Hypovolemia	2	Respiratory	6
Diabetic	5	Seizure	2
Dizziness	13	Sepsis	0
DOA/Obvious Death	7	Syncope	4
Drowning/Near Drowning	0	Other	37
Electrocution	0	No Patient	0
General Illness	9	Patient Assist	0
Hyperthermia/Heat Exposure	0	<b>Total Monthly Calls</b>	<b>296</b>
Hypothermia/Cold Exposure	1	TRANSPORT TO OCHS	0
Injury, Closed Head	3	TRANSPORT TO CCH	702
Injury, Orthopedic	10	TRANSPORT BY MED-FLIGHT	1
Injury, Soft Tissue	100		

### Shellfish Constable

In mid June of 2011 we received 150,000 juvenile quahogs and 50 bags of remote set oysters from ARC in Dennis through the marine program at Barnstable County Extension. The quahogs were put in an upweller and in August were broadcast and planted in nursery trays under a small net at the west end side of the Breakwater and the remote set was placed in Town waters to enhance oyster spat. With the help of the Highway Department adult quahogs were deployed in early June at the west side of the west end breakwater. The relayed quahogs help purify the surrounding waters and as the water temperature rises will spawn, promoting reproduction and recruitment and those that survive develop a foot

to dig in and seek the substrate and colonize in surrounding waters. The Provincetown Center for Coastal Studies with Owen Nichols as the administrator providing the narrative in collaboration with the Shellfish Committees from Provincetown and Truro and with the aid of Henry Lind's consultation, provided the Selectmen from both towns an initiative to promote the project "Enhancing Farmer Access to Sustainable Shellfish Aquaculture Areas: An Ecosystem approach", funded by the Northeast Sustainable Agriculture Research and Education Sustainable Community Grant program. An assessment and bottom survey was performed during this past year with a follow up bottom survey completed at the end of last spring [www.journaloftechnology.com](http://www.journaloftechnology.com). The combination of traditional knowledge, publicly available data and advanced technology were used to assist with the selection of the 25 acre aquaculture development area and was published in the Journal of Ocean Technology. The result is a community positioned to manage marine resources for socio-economic benefit. An on-site inspection was conducted at the end of Summer by personnel from the Division of Marine Fisheries. A similar 25 acre shellfish aquaculture zone was also surveyed in Truro contiguous with this site about a half mile offshore. The survey was done in the sub tidal area a half mile off shore in approximately 20 feet at low tide and is 300 feet by a half mile. The ADA is southeast of the breakwater at the east end of Town with the Town boundary separating the two Towns. These are sub tidal areas large enough to contain multiple grow-out sites by individual farmers. The Town plans to subdivide the zone into smaller individual, private shellfish aquaculture sites. The committees are currently working on draft regulations and preparing to apply for a Massachusetts general permit from the US Army Corps of Engineers. The harvest for 2011: 855 buckets of quahogs; 52 buckets of soft shell clams; approximately 60 buckets of mussels; approximately 500 buckets of sea clams.

*Respectfully submitted,*

**Tony Jackett**

Shellfish Constable



## Human Services

## Community Housing Council

The Provincetown Community Housing Council (PCHC) was created through Article 3 of the April 4, 2007 Annual Town Meeting to function as a 5 regular and 2 alternate member council charged with: overseeing the Provincetown Housing Office; assuming all of the roles and responsibilities of the former Local Housing Partnership; administering the Affordable Housing Trust Fund; and implementing the Selectmen's approved Housing Policy and Action Plan.

The mission of the PCHC is to foster the development of community housing opportunities that support socio-economic diversity for residents of Provincetown through planning, resource identification and community outreach. Throughout the early part of the 2011 calendar year, the development of housing, and especially affordable housing, continued to be at a stand-still as the very slow recovery from the economic downturn continued. In the spring of 2011 two major projects that have been in the pipeline for several years now saw great movement. Both the project at 90 Shank Painter Road, Province Landing, and a second project at 83 Shank Painter Road received word that their funding had been approved and work could commence. Construction on both sites began in late summer. The development at 90 Shank Painter Road will create 50 new units of community rental housing for individuals and families from a variety of income levels. All of the units will be rented at levels falling below market rate rents. The 83 Shank Painter Road development will add 15 re-habilitated rental units which will be efficiency-size apartments for single occupancy. By the end of 2011 construction on both of these projects was well underway and occupancy in both is expected to begin as early as May 2012. 2011 saw a continued increase in people on wait lists for affordable housing options and numbers of people seeking housing assistance, thus there continues to be great need. In Provincetown, the need to create new and additional affordable housing options remains critical to ensuring a vibrant and diverse community. The opening of these two new developments will bring some long-overdue and badly needed relief to the community.

Throughout the year the PCHC and the Housing Specialist continued to monitor the 90 Shank Painter Road project and, through the Housing Specialist, has kept in regular contact with The Community Builders who are the developers of the project. On June 23, 2011 the members of the PCHC and other members of the community were thrilled to take part in a groundbreaking ceremony to make the beginning of construction. Similarly, the PCHC maintained good communication with the developer of the project at 83 Shank Painter Road to ensure that it moved forward as planned. In addition, this same developer has met several times with the PCHC to discuss a future project that will also create new affordable housing options in another area of Town. The PCHC expects continued discussion around this project as it evolves.

The PCHC continues to have the pleasure of working with Michelle Jarusiewicz as the part-time Housing Specialist staffing the Town's Housing Office. Ms. Jarusiewicz and the housing office have become a solid resource for people interested in developing or accessing community housing options within Provincetown. Ms. Jarusiewicz serves to clarify many aspects of affordable and community housing in areas such as marketing plans for new community housing units and the definition of local housing preference. Ms. Jarusiewicz also works to ensure that all housing related activities and Town policies are in compliance

with all state or federal requirements or laws. The PCHC continues to field requests for financial support through the Affordable Housing Trust Fund (AHTF). Of great importance is the continued support of the Homeless Prevention Council which provides critical assistance to Provincetown residents who have become at risk of losing their housing. This program helps individuals and families who are struggling financially by providing direct relief that can prevent them from destabilizing and ending up losing their homes. The people helped through this program have no place else to turn and would become homeless without this assistance. The PCHC was pleased to be able to again approve requests for funding for this important purpose.

The PCHC also continued to work with the Provincetown Housing Authority around redevelopment of a property on Court Street which is owned by the PHA. While AHTF dollars were approved several years ago, the PHA experienced significant delays in getting this work completed. The work on this was finally completed in the spring of 2011 and the property is now occupied by a qualified family.

The Housing Specialist continues the work to ensure that as many units as possible are included in the State approved count for affordable housing units in the Town's portfolio of community housing opportunities by working very closely with the state's Department of Housing and Community Development to keep existing units in the count and to add units that have either not been included or are new. As additional ongoing work, the Housing Specialist works with the owners of community housing property, along with the PCHC and other governing bodies to ensure that any potential resale of this type of property completely adheres to any and all state laws, local rules and deed restrictions.

The PCHC remains committed to the mission of increasing community and affordable housing units within Provincetown to ensure that we can maintain a rich, vibrant and socio-economically diverse community well into the future. The current stock of community and affordable housing options in town is approximately 155 units, which is far below identified need. Recent polling of area affordable housing entities have indicated significant and growing numbers of people seeking and in need of more affordable and stable housing opportunities, as well as a number of Provincetown residents who meet the definition of homelessness by having no place to live. The need to continue expanding a range of affordability options as well as unit sizes to meet single person and family housing remains high. Efforts to continue meeting this need is a critical component to the future of the Provincetown community.

The members of the PCHC look forward to continuing to work with the Housing Specialist to promote, lead and monitor efforts to ensure affordability for a full range of incomes and bedroom sizes for the future. While financial challenges

continue to be significant, efforts to create and preserve affordability options continue to be critical to the future of the town and our community. As we look to 2012 we hope that the completion and occupancy of the two new housing developments provide some badly needed relief for people struggling to find housing stability in the Town.

*Respectfully submitted,*

**Joe Carleo**

Chair

## Council on Aging

The Provincetown Council on Aging (COA) is dedicated to the needs, interests and enjoyment of Provincetown's senior residents. The COA's primary function is to offer information, referrals, advocacy and support. In 2011, the COA provided services to over 700 residents.

The COA continues to grow, offering over 125 programs and services annually. Programs include the areas of health and wellness, fitness, nutrition, educational classes, leisure and socialization, intergenerational programs and cultural outings. A few of the new programs in 2011 include a hiking group, writing workshop, Zumba Gold and New Year's party/dance. Services include outreach (home and office visits available) to individuals and families, advocacy, a Community Resource Program (chore services and transportation for medical appointments), the Senior Real Estate Tax Abatement Program, legal aid, SHINE (health insurance) counseling, medical clinics and social services assistance. All services are confidential and free. Most programs and services are open to residents of all ages.

The COA provides transportation with door-to-door service to Hyannis and Orleans for medical appointments and shopping, Elder Services senior dining lunches, Stop & Shop, local medical appointments, swimming, up-Cape outings and off-site COA events. In 2011, over 1,800 rides were provided. We also offer a Mobile Library service for homebound seniors in cooperation with the Provincetown Public Library.

The Elder Services Nutrition Program is housed at the COA and offers both senior dining lunches and Meals on Wheels. Last year, they provided over 1,300 senior dining meals and almost 3,900 home-delivered meals. It is a pleasure to work with Nancy Dooley, Elder Services Nutrition Site Manager, and her special group of volunteers. We look forward to continued collaboration with them. COA meal programs served an additional 300 meals. The COA also operates a confidential, year-round pantry and delivers food to residents bimonthly through the USDA Food Distribution Program at Lower Cape Outreach Council.

Thanks to PTV and WOMR, the COA is able to reach homebound seniors through regular programming. COA events and interviews are televised on PTV and 'Specially for Seniors, a radio show hosted by the Director, airs monthly on WOMR. Our monthly newsletter is distributed to 700 residents.

The COA received over \$13,000 in grant funding in 2011. These funds from the state Executive Office of Elder Affairs and Elder Services of Cape Cod and the Islands are used for program development and to support our Community Resource Program.

The COA continues to work together with the Provincetown Police Department to promote senior safety in the community. A storm reassurance list is maintained to monitor the safety of seniors with special needs during emergencies. The Police Department continues to offer a daily phone reassurance program to seniors as well as a lock box program. Special recognition goes to Sergeant Carrie Lopes and Officer Rachel Peters, senior liaison police officers, for their many kindnesses shown to seniors.

The COA Director serves on several boards and advisory councils including: COAST (Councils on Aging Serving Together), Community Development Partnership Advisory Group, REACH (Reaching Elders with Additional Needs through Community Help), Seashore Point Board of Directors, Town of Provincetown Emergency Preparedness and Town of Provincetown Human Services Committee (advisor). The COA Outreach Coordinator is a member of the Cape Cod Outreach Coordinators Council and is a certified SHINE counselor. The COA Administrative Assistant is a member of the Elder Services of the Cape and Islands Board of Directors, working on the Nutrition Committee.

The COA Board deserves recognition for their steadfast commitment to advocacy for senior residents and active support of the COA. Appreciation goes to Board members Dan Lynch (Chair), Florence Alexander, David Ketchum, Paul Mendes, Char Priolo and alternate Gladys Johnstone. It is through the fundraising efforts and generous support of the Friends of the COA that we are able to offer so many programs. Much gratitude goes to Ollie Ahmuty (President), Lee Ciliberto, Dorothy Clements, John Gilbride, Gregory Howe, Joan Lenane, Mary McNulty, Mary Peres, K. Marge Perry, Vernon Porter, Dennis Rhodes and Vernon Wilson. We are also indebted to our many volunteers who give selflessly of their time and help to make the COA the special place that it is. We couldn't do it without you!

To the COA staff and office volunteers: your caring, capable service to Provincetown seniors is inspiring. Sincere thanks to Maureen Hurst, Kathy Reilly, Diana Fabbri, Polly Saunders, Stephen DelGizzo, Patrick Manning, Dot Sanderson, Ollie Ahmuty, Bunny Howe and Ardis Markarian.

To the seniors of Provincetown, it is an honor to serve you and we look forward to working together in the year ahead. Congratulations to the 2011 Provincetown Senior of the Year, David Ketchum. Remember, 70 is the new 50!

*Respectfully submitted,*

**Chris Hottle**

Director

## Disability Commission

The year 2011 has been a productive year for the Commission with the addition of our new ADA Coordinator Vernon Porter. Some accomplishments of the Disability Commission for 2011 were:

- 1) Met with Town Manager Sharon Lynn several times to discuss issues of people living with disabilities; and met with the Department of Community Development relative to the issuance of permits to make sure ADA guidelines are met.
- 2) Held a joint meeting with the Board of Selectmen to ask for a budget to help us with more outreach and education around disabled needs. For the first time in 20 years we received a budget of \$5,000.00.
- 3) Met with a number of residents who wanted input as to the needs of the disabled before setting up new businesses.
- 4) Investigated complaints from Provincetown residents concerning lack of access around town such as: broken elevators, bricks dislodged in sidewalks, business claiming to be assessable, but are not, and accessibility to housing, restaurants, and other venues.
- 5) Held several productive meetings with Jeff Dougan, Assistant Director of Community Service, Massachusetts Office on Disability.
- 6) Met with the Library Director concerning building access and parking needs.
- 7) Conducted site visits to various locations that service people with disabilities to inspect accessibility/needs for the disabled.
- 8) Met with various town departments and committees seeking input from the Disability Commission.

Future goals include; research grant and other possibilities to secure funds to produce educational publication(s) advising residents and visitors of what is considered a disability, and the resources available to them here in Provincetown; sending a letter to all establishments to advise/help them with making appropriate decisions when it comes to providing services to people with disabilities; establishing a Disability Office in the Town; seeking new volunteers (with or without disabilities) to join our Commission; working closely with the Department of Community Development when it comes to rehabilitation of existing buildings and new construction in Town; providing support to other communities on the Cape to enhance the awareness of people with disabilities; conducting sensitivity/educational training workshops for all town employees concerning disabilities.

Special thanks our Committee members: Jo-Ann DiOrio, Linda Loren, Teri Nezbeth, Barbara Grasso and Vernon Porter who have helped accomplish so much this past year.

*Respectfully submitted,*

**Michelle DeMarco**

Chair

## Housing Authority

The Housing Authority Board of Commissioners and our Executive Director Patrick Manning, hereby submit this 2011 Annual Report to the citizens of Provincetown. In 2011 the Provincetown Housing Authority continued to manage and operate the following subsidized housing programs: ***Maushope***, a 24 unit apartment complex serving elderly and disabled adults at 44 Harry Kemp Way; ***Foley House***, a single site building located on Bradford Street which consists of 10 units for homeless persons with HIV; and 9 scattered site units for families.

The Board of Commissioners submitted a request to the Community Housing Council for a \$25,000 award from the Provincetown Affordable Housing Trust Fund to assist in the rehabilitation of a 3 bedroom family unit on Pearl Street. A local family is scheduled to move into the unit in February 2012. The Provincetown Housing Authority continued the process of selling its surplus property located at 951R Commercial Street. The Board worked with the Massachusetts Housing Partnership and the Falmouth Housing Authority to complete the necessary documents to publish the required RFP (Request for Proposals). The RFP was released in January 2011 and received no bid responses. The Board of Commissioners continued in 2011 to work with Massachusetts Housing Partnership to re-issue the RFP with a reduced minimum bid price.

2011 was the 25<sup>th</sup> Anniversary of the opening of the Maushope Apartment Complex. In October, the Board of Commissioners held an Open House celebration on the grounds of 44 Harry Kemp Way. Jan Kelly, chairman of the board in 1986, was guest speaker and entertained the audience with stories about those years. State Representative Sarah Peake presented a proclamation from the legislature and Selectman David McChesney presented one on behalf of the Town. Light food and beverages were enjoyed under a large white tent donated by the Barnstable County Sheriff's Department. Thank you so much to Chev Hardy and Frank Poranski for the wonderful music, Rev. Jim Cox for the benediction, to all the local food vendors for their generous donations and to PTV for taping a great afternoon.

Dr. Cheryl Andrews served as Chair and Molly Perdue as Vice Chair of the Board of Commissioners. Nancy Jacobsen continued to serve as the State Appointee to the Board of Commissioners. Harriet Gordon was appointed to the Board in

late 2010 and was elected in May to fill the remaining 2-year term. She represented the Housing Authority on the Provincetown Community Housing Council. Nancy Jacobsen continued to represent the Housing Authority on the Provincetown Community Preservation Committee. Commissioner Noah Taylor resigned from the Board in late January of 2011. His position was filled by the appointment of Thomas Roberts. Mr. Roberts was elected in May to fill the remaining one-year term.

Applications for the Authority's elderly, disabled, and family housing programs are available at the office at 44 Harry Kemp Way or by calling 508-487-0434. Applications for Foley House are available by calling 508-487-6440. The Provincetown Housing Authority is committed to its role as advocates for affordable housing and supports the goal of the Provincetown Selectmen to address the housing crisis confronting the Town of Provincetown.

*Respectfully submitted,*

**Dr. Cheryl L. Andrews**

Chairman, Board of Commissioners

**Patrick J. Manning**

Executive Director

## Human Services Committee

The mission of the Human Services Committee is to identify human services needs for Provincetown residents. To that end, the Committee is responsible for developing the Request for Proposals process and funding strategy for the town's human services grant program. Working in conjunction with the Committee's advisor, Chris Hottle, Director of the Council on Aging, Public Health and Human Services, the Committee strives to ensure that human services needs are identified and addressed through Committee meetings and two annual public hearings.

In 2011 the Committee revised and updated the Request for Proposal for applicants in order to streamline the process and make it more efficient. One of the Committee's goals for 2012 is to revise the Quarterly Reports for grant recipients. The Committee also oversees the John A. Henry Trust, which continues to distribute much needed funds throughout the community to families in need who have children from ages birth to eighteen years. Committee members include: Sarah Bailey, Cynthia Franco, Kristin Hatch, Karen Kelly, Teri Nezbeth and Gabriela Villegas.

*Respectfully submitted,*

**Teri Nezbeth**

Chair

## Board of Library Trustees

**Construction:** The year began with mud, machinery and mayhem, and ended with a stunning structure and lovely lawn. The Library's construction project began in February and was completed just in time for Thanksgiving. In between, Provincetown residents were treated to an ever-changing building and collectively learned quite a bit about restoration of historic structures. We're most proud that the historic façade was restored to its original integrity, with the architectural details faithfully reproduced and the exterior painted an original, beautiful color. The exterior is highlighted by brick and granite walkways and features generous outdoor reading gardens. There was significant change to the interior, as well. The Lower Level of the Library, previously unfinished concrete and cinderblock, was completely transformed into an inviting reading room, with much of the non-fiction collection housed there. Full-spectrum lighting and comfortable new furniture make the space an inviting quiet study area. A much-needed program room was also added to the space. The project was designed by the architectural firm McKinley, Kalsow and Associates, and completed under the leadership of Mark Almeda, with the landscaping designed by Martha Lyon. At the 2011 Annual Town Meeting the voters overwhelmingly approved \$360,000 in funding to install air conditioning throughout the building. Beginning in Spring 2012 the Library will be a much cooler place, both literally and figuratively.

**Programming:** The Library was pleased to offer a wide variety of programming for adults. One of the highlights was a Women's History Month event featuring Mary Pratt, a 93-year old former player for the All American Girls Professional Baseball League during World War II. She shared her experiences and memorabilia with an enthralled crowd. Author readings included Rene Silvin, who spoke on his personal relationship with the Duke and Duchess of Windsor; Pittsburgh mystery writers Hilary Masters and Kathleen George; Jerry Orbach biographer John Michael Gilvey; local author Peter Manso; and several authors of the mystery collection Cape Cod Noir. During Women's Week the Library hosted a panel discussion and reading by several authors from Bold Strokes Books. A collaboration with the Norman Mailer Writer's Colony resulted in an entertaining program featuring Mailer's official biographer, Michael J. Lennon, followed by a reception and tour of the Colony, Mailer's former home. The Library hosted the world premiere of filmmaker Catherine Russo's documentary, A Provincetown Herstory, the story of Provincetown women from the turn of the century until the World War II era as told by their daughters. The "Appearances" arts festival collaborated with the Library and presented several programs, both poetry readings and discussions. The Library celebrated the historic Stonewall Uprising on June 28. After screening a documentary on the subject there was an audience discussion facilitated by Brian McNaught, who serves on the Board of Directors of the Stonewall Museum. The musical duo Virago presented two concerts at

the Library during Women's Week. Carolinn Skyler performed a concert using a rare glass armonica, an instrument invented by Benjamin Franklin. The Library hosted the Captain's Party for the Great Schooner Regatta, with the Rose Dorothea a fitting backdrop for that esteemed group of sailors.

For the first time, the Library offered a Summer Reading Program for adults, with weekly drawings for gift certificates to a local restaurant, donated by the Friends of the Library.

The major program for adults was a special event at Town Hall featuring noted author Dennis Lehane. Mr. Lehane read a chapter from an upcoming book and answered questions for an audience of more than 200 people. The Children's Department also began active programming. During the months of July and August there were several weekly programs for children of all ages. Noted Cape storyteller Lucy Gilmore combined early learning techniques and entertainment each week. Library staff Martha Hyams and Susan Packard also offered weekly story times and craft programs. Each week during the summer months there was a major program for children. Concerts included The Elbows: nationally known artist Mr. Gee; Denya and Julie; the Harry Potter tribute band Dumbledore's Army; and the Cape Cod African Dance and Drum Company. Other programs featured New Mexico storyteller Bob Kanegis; magician Steve Rudolph; and a very special Animal World Experience. The Friends of the Library provided funding for the entire schedule of children's programming. In the Fall the Born to Read program returned to the Library after a hiatus of several years. In addition, a weekly informal play group for children was instituted.

**Changes & Upgrades:** The Library received all new computers for both public and staff functions. In addition, two new educational computers were added to the Children's Department. They each contain 50 learning games for children aged two to ten years. Imaginative play is an important part of child development, and the Library took some steps to increase opportunities for this experience. An attractive new wooden play kitchen was added. Toy food and other kitchen accessories were provided by the Friends of the Library. The Supporters of the Library funded the first Library newsletter in years, which served to update the community on the construction progress, programming, and offered an opportunity to recognize our generous donors.

**Fundraising:** As always, fundraising was an integral part of the Library's mission. Generous donations funded the beautiful new furnishings in the Lower Level of the Library, as well as providing some 'extras' such as new computers. The Board of Trustees offers a grateful thank you to the many generous donors, the visitors, part-time homeowners and full-time residents who continue to support our Library. For the first time, the Library hosted its annual September fundraiser, formerly held at the Anne Packard gallery. We offer thanks to Anne Packard for

once again generously contributing a beautiful original painting for auction. More than 70 people attended this celebratory event, and we look forward to an even larger crowd in the coming year, as the Library construction is finally completed. This event was sponsored by the Supporters of the Library. By year's end, the Board of Trustees had raised a staggering \$1.8 million dollars in private donations over the past 10 years to renovate the Library facility and improve services. In addition, more than \$5.2M was raised through the generosity of foundations and government entities. The Massachusetts Board of Library Commissioners provided \$1.8 million in seed money to begin this major project, which was matched by the Town of Provincetown; the Massachusetts Historic Commission provided \$121,500; USDA contributed \$319,000; and our local Hiebert Foundation contributed \$120,000 over five years. There were two grants from Community Preservation Act funds totaling \$95,000. The town provided the final \$2.1 million (minus \$410,000 that the Board of Trustees raised in grants) to complete the project. Many thanks to the town, the state, the foundations, and all the people who supported this dream throughout the years. Special thanks to David Guertin, Director of the Department of Public Works, and Michelle Jarusiewicz, Housing Specialist and Grants Administrator, for their assistance in procuring grant funding. Finally, kudos to the leadership and dedication of Lyn Kratz and Mick Rudd, who were responsible for raising much of the funding and keeping an accounting of the project totals.

**Staff:** The Library staff continued to provide excellent customer service to the public. Andrew Aull, Ann Cartwright, Martha Hyams, Susan Mitchell, Susan Packard, Jim Parker, Eric Peters, Tom Ruane, Mary Smith, and Mary Alice Wells greeted and assisted the many Library users each day and were especially patient during the noisy and distracting construction process. Diana Maher and Mary Nicolini left the Library after years of service. A new position was created in the Fall, that of Marketing and Program Director. Matt Clark's responsibilities include developing partnerships with local organizations, marketing the Library throughout the community, and providing programs both in-house and for special audiences. He's a terrific addition to a strong team. Volunteers are an integral component of the Library's success. Tim Arnold, Lee Ciliberto, Julia Perry, Marion Roth and Alexandra Smith contributed many hours and much energy to keeping the Library running smoothly.

This year was a significant year for the Library as it finished its 10-year renovation project and presented the people of Provincetown with the Library they so love and deserve.

*Respectfully submitted,*

**Cheryl Napsha**

Director

## Recreation Director

It was yet another successful year for the recreation department and community center, creating valuable partnerships with various businesses and organizations in Provincetown. Without question, the biggest event for the department was the installation of new play equipment at the Chelsea Earnest Memorial Playground. Most may remember in 2010, the department received charity profits from a fundraiser orchestrated by Marc Jacobs that totaled \$48,500. With labor provided by the Department of Public Works, the Recreation department was able to install the new play equipment in May. The next step for the department is to replace the fencing around the playground and install a handicap accessible walk way to the play structure. The department is very grateful to Marc Jacobs, Robert Duffy and Alex Cespedes, for their great generosity.

Another big development for the department was the decision that the Recreation department be moved to the vacant Veterans Elementary School. Although it is a great emotional loss to move out of the current community center, the department looks forward with great excitement for the opportunity to move into a new community center. With the newly revamped space acquired on Winslow Street, the department has plans to expand programming.

This past year has been another successful one for all the young athletes of Provincetown. Children from kindergarten through fifth 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 the fundamentals of teamwork and have friendly competition with neighboring towns, including; Truro, Wellfleet, Eastham, Orleans, Chatham, and Brewster.

In conjunction with the Portuguese Festival week in June, the Recreation department hosted the annual Captain Manny Phillips fishing derby at Fisherman's Warf, and the kids' field games at Motta Field. A lot of fun, prizes, and great food at these events helped to contribute to another successful Portuguese Festival.

The Summer Program is the department's most attended program. Due to the excellent work of the summer staff, our program has one of the best reputations on the cape! This past Summer Program's attendance was near par to previous seasons, with a total of 80 children registered, and 60 children per day on average in July alone. We had children attend our camp visiting from as far away as Jamaica, England, and Germany. Children have a wide variety of choices in activities to participate in throughout each day, including; drama, dance class, physical education activities, arts and crafts, exciting field trips, and many more. Field trips include visiting shows at Cape Cod Playhouse, cool fun at Waterwizz,

whale watches, and weekly trips to the Library, beaches and playgrounds. Also, a new feature added last summer to our program was the Provincetown Recreation Summer Program vs. Truro Recreation Summer Program “Fun Field Day”. This special day included; sack races, three legged races, fishing gear relay races, tug of war, and dodge ball. Both towns have agreed to alternate hosting the event each year, and create an annual tradition for the Summer Program. This event boosts morale, and the children look forward to the event all summer long.

The 4<sup>th</sup> of July parade was an extraordinary success once again. The line-up included 30 parade floats accompanied by Provincetown and Truro fire trucks and rescue squads which were heard all throughout the town. We were honored to have the U.S. Coast Guard Color Guard marching with us. Many thanks go to Bob Littlefield, for his expertise and time spent organizing the parade. Thank you go as well to the parade marshals who helped organize the staging area and kept the parade running smoothly: Sarah Maker, Derek Menengas, Dylan Nelson, Nick Durkee, Mellissa Lomba, Emma Silva, Kelsey Trovato, Cody Edwards, Angelina Lammie, and Samantha Lomba. Thank you to Sandy Turner and Cass Benson for judging the floats and for their wonderful commentary in front of Town Hall. The department would also like to thank the Provincetown Police Department with special thanks going to Jim Golden, and Ruth Ann Cowing. Jimmy Roderick also needs to be thanked for providing the Recreation department with use of his truck for a few days for our float, and a ride through the parade.

In September, our annual After School Program started up with great popularity. This program was initially developed in September of 2007. In coordination with the Elementary School, the Recreation department runs the Afterschool Program at the Community Center. Homework help is provided and each age group is able to choose from activities that are provided daily by the Recreation staff.

Our 6<sup>th</sup> Annual Skate Competition, in coordination with the Knights of Columbus, was also a success. This event, moved to Labor Day weekend, provided us with 35 participants. The contest provides a chance for Provincetown and surrounding towns’ children to show off their talents in skateboarding, and brings the entire community together. I would like to thank Board Stiff (for the great prizes), Wesley Medeiros, Jill Macara, Jack Macara, Mike Bertoli, Kerry Adams, Seamen’s Savings Bank, the Truro Police Association, Moonusser Tattoo, VFW, Pixy 103, the Highway Department, Provincetown Fire Department, Seashore Point, and the Provincetown Police Department for all their help in this fun event.

The annual Halloween parade remains to be a popular event with little ghosts and goblins, as well as the many onlookers all along Commercial St. The costumed children and their families “trick-or-treated” through Seashore Point and then marched along Alden St. down to Commercial St. They went through the center of town to Atlantic St. and crossed Bradford St. to end up at the Community

center. This is where all the young monsters, vampires, firemen, skeletons, and ninjas had sandwiches and snacks and left with trick-or-treat bags stuffed with candy. A special thanks goes to the Provincetown Police Department who escorted the parade through town. We wish to thank everyone at Seashore Point for their assistance with the parade, especially Karen Thomas. In addition to the parade, we hosted our other popular Halloween event called the "Haunted Community center". For one night only every year the Community center transforms into a spooky ghouls' dungeon where children and their families "enter if they dare" and experience all the creatures of the night coming to life.

Groups that have held meetings or events at the Community Center throughout the year include; Family Week Training- Collage, Provincetown PTA, Aids Support Group, AA, Al Anon, CMA, OA, USCG Auxiliary, Outer Cape Health Services, U.S. Census, Highland Fish and Game, American Legion Ladies Auxiliary, Cape Cod Theater, Counter Productions, Provincetown Players, Outer Cape WIC services, Cemetery Commission, Community Preservation Committee, Licensing Committee, Recreation Commission, EDC, Harbor Committee, Recycling Commission, Open space, Provincetown Theater, "Offseason" production group, Provincetown Public Library, Massachusetts Rehab Commission, Community Development Partnership, Women of Color, Provincetown Business Guild, and Provincetown Dog Park Association.

In closing I would like to extend my greatest gratitude for the continued support I have received from parents, community members, and fellow employees. I would also like to extend thanks to all the volunteers, organizations, and community members, for contributing to a successful year in 2011: Marc Jacobs, the Cabral Family, Provincetown Schools, Seamen's Savings Bank, Far Land Provisions, Fannizzi's by the Sea, Wired Puppy, Angel Foods, Board Stiff, Provincetown Business Guild, James J. Roderick, Knights of Columbus, Nelson's Bait and Tackle, Portuguese Festival Committee, Paul and Karen Silva, John Hanlon, Jon Sawyer, Rick Todd, Kate Burns, Carissa Silva, Jerry Costa, Bill Jacobs, Evan White, Joe Farroba, Glen Enos, Cass Benson, Denise Parks, and Humberto Ortega.

I would like to end with an invitation for all to come by the new Veteran's Memorial Community Center located on Winslow Street. There will be many activities for all to enjoy. To get information on program descriptions and schedules, updates, the calendar of events and newly added programs; go to the Recreation page of our excellent website: [www.provincetown-ma.gov](http://www.provincetown-ma.gov). Thank you to all!

*Respectfully submitted,*

**Brandon Motta**

Director

## Veterans Services

In 2011 we were able to add an additional service officer to the Lower Cape operation. Harry Rae joined our staff and covers our Provincetown office which is the primary location for service to Provincetown, Truro and Wellfleet veterans. This has allowed us to better respond to the increasing demand from our returning Iraq/Afghanistan veterans as well as the changing needs of our World War II, Korea, Vietnam and peacetime veterans.

In 2011 we provided local aid of over \$17,500 to the town's needy veterans and widows. These benefits were reimbursed to the town at 75% by the Commonwealth. We also filed numerous claims with the Veterans Administration for service-connected disabilities for Provincetown veterans and low income federal pensions for veterans and widows. Federal monies paid to Provincetown veterans and widows in 2011 totaled in excess of \$440,000. These funds greatly reduced the demand on the Town's low income benefit funds.

Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services. We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments in one of our offices, in the Town Hall, at your home or any location that is best for you. We would like to thank the Town Manager, Treasurer and Town Accountant for their outstanding assistance throughout the year.

*Respectfully submitted,*

**Edward F. Merigan,**

Director and Veterans' Agent

## Visitor Services Board

The tourism season in 2011 continued to have a positive impact on Provincetown's economy. Data indicates that visitors came to Provincetown in record or near-record numbers, depending on the specific week or month. We continued to see that good weather brings visitors to our Town. With the exception of Hurricane Irene, the great weather in the Summer and Fall through early December, brought people into Town. A number of local guest houses and restaurants reported breaking records for certain days or weeks. While visitors continue to come to "lands end," they are not spending as much at retail shops and galleries. The Cape Cod Chamber reported that after one of the worst economic downturns in history, consumers are finally starting to spend money on vacations and experiences. Unfortunately, they continue to be conservative

on buying goods. The number of tour busses was off a bit in the Spring due to the rainy weather and the economy, but picked up in the Fall. The Cape Cod National Seashore celebrated its 50<sup>th</sup> anniversary in August. Visitors to the Seashore were down slightly year over year, mostly due to a wet spring and to Hurricane Irene over Labor Day, however visitors during the Fall were up. Also, parking revenue for the Town was up year over year, partly due to increased parking fees, but also partly due to increased visitors. While tourists came to Town, changing trends are continuing to emerge. For several years now, we have noticed that tourists are spending shorter stays in Provincetown and are spending less at retail establishments. Additionally, fewer tourists are booking their stays a year in advance, as was the custom at the end of the last century.

The Tourism Office, the Provincetown Chamber, the Provincetown Business Guild (PBG) and the Visitor Services Board (VSB) continue to be a unified front when it comes to promoting tourism and Provincetown. Given that tourism is a competitive market and budgets are tight, we continue to partner with the Chamber and PBG to ensure we coordinate where and how dollars are spent in order to get the most benefit. Last year we continued to promote Provincetown in key domestic and international markets. Also, we ramped up advertising in local markets, particularly the “drive market.” We did this in two ways, by advertising heavily in print media on the Cape, as well as by making a significant investment in radio advertising. We also did target marketing in Canada, Germany and the United Kingdom, our key international markets. Additionally, we continue to entice travel writers to write about Provincetown, through the help of our PR firm, which gets Provincetown over a million dollars in editorial coverage. We made a decision to stop going to consumer travel trade shows in Los Angeles and Washington DC, and instead focus on certain trade shows that we believe will have a higher return to Provincetown, such as the American Bus Association Annual Marketplace, the New England AAA Travel Show, Discover New England, and the National Lesbian and Gay Journalists Association. We also will continue to attend the Boston Concierge Annual Conference and the GLBT Expo.

A significant strategic shift was made this year in how we market Provincetown through the media. With the advent of social media, we have begun a gradual transition away from print media to focus more resources on social media, which is a much more effective and efficient use of our marketing dollars. We currently have over 10,000 fans on our Facebook page, and launched our first internet ad campaign during the month of November. For \$350 we had over 1 million impressions, which is significantly more than most print ads for a fraction of the cost. We also continue to ramp up our advertising efforts in the regional market through local newspapers and through local radio throughout the Cape, south of Boston and north of Providence. Now that Town Hall has officially reopened, we have seen a resurgence in entertainers performing in this historic venue. We also saw the revival of a former Town tradition, the Beaux Arts Ball. The Town

continues to achieve accolades, including “most pet-friendly place in America,” according to Dog Fancy Magazine, and “most gay place in the United States,” according to the US Census.

Tourism Grants continue to pay a return in terms of bringing people to Town, and therefore we are recommending an increase in the grants budget to help to promote such events as the Portuguese Festival, the Film Festival, Tennessee Williams Festival, Swim for Life, and the Great Schooner Regatta, to name a few. We also have now organized three Provincetown Restaurant Weeks or Weekends, featuring a Gallery Stroll for each of them. We will continue to promote Provincetown as a dining and arts destination.

Under Municipal Projects, we have assisted in funding a number of Tourism Enhancements, including new signage on Firehouse #2 and #3, additional bike racks, the Fourth of July Fireworks, stage curtains for the newly renovated Town Hall, new holiday decorations for Town Hall and the new fountain on the lawn of Town Hall. We have also set aside funds to assist in the renovation or purchase of new seats for Town Hall Auditorium and for a memorial to Fishermen to remember our culture and heritage, as well as to restore the Bas Relief in preparation for 2020, the 400<sup>th</sup> anniversary of the landing of the Mayflower.

With a little help from the weather, we are cautiously optimistic that 2012 will be another successful year. The VSB meets every first and third Wednesday in the Tourism Office, and continues to welcome your participation and input.

*Respectfully submitted,*

**Mick Rudd**

Chair



## Public Works

## Airport Commission

The Airport Commission is pleased to report that the Airport had another safe and successful year in 2011. The Airport continues to be a valuable asset to both the Town and the entire outer Cape region. The Airport remains a vital link in the regional transportation network that provides fast, all-season transportation services as well as vital emergency flight operations. The Airport provides a safe and efficient destination and departure point for commercial and general aviation travelers. Cape Air boarded more than 10,500 passengers for flights to Boston’s Logan airport, where many passengers connected to flights operated by Cape Air’s code share partner Jet Blue. General aviation accounted for hundreds of flights delivering pilots and their passengers to the region for recreation and

business activities. Russ and Roger, our local independent flight instructors, trained eleven private pilot students and continued to offer sight-seeing flights using their privately owned aircraft which are based at the Airport. The Commission worked with the Cape Cod Regional Transportation Authority to re-institute the Airport shuttle stop, providing a low-cost transportation link to the Town and shuttle-stop network. Ridership exceeded expectations during the first season of operation. It is expected that use of the Airport shuttle stop will increase as more people become aware of the service. Most of the capital improvement projects outlined in the ten-year Airport Capital Improvement Plan are pending successful completion of the federal, state and regional review processes. The Commission and Cape Air airport manager Butch Lisenby did oversee a safety project to seal pavement cracks and re-stripe in the runway in 2011. The project was funded entirely with state grants. The Airport's rotating beacon was replaced in 2011, funded in large part with a state grant. The Airport was able to replace its aging rescue and fire fight (ARFF) vehicle in 2011. Thanks to the number of commercial flight operations by Cape Air, the Airport continues to qualify for 95% federal funding for capital improvement projects. The remaining financial responsibility is shared equally between the State and the Town. The FAA has put all grant recipients on notice that the federal funding level could drop to 90%; if this happens, the Town may have to pick up the difference. Federal budget negotiations will dictate the level of future funding.

The Commission granted approval for PTV to install a flat panel monitor in the passenger waiting lounge. The monitor was part of a grant from the Visitors Service Board and will play a loop video featuring local attractions and events with no paid advertising.

Close to midnight on August 31st a small privately owned aircraft impacted the ground in park service land adjacent to the airport; one of the two occupants died in the crash. The surviving passenger was rescued by Coast Guard personnel who were transiting the airspace on their way to Boston. Using the airport as a base of operations for the emergency response, the Town's emergency response teams and the Coast Guard attended to the emergency through the night. The NTSB sent the Commission a letter of commendation to present to Airport Manager Butch Lisenby for his invaluable service during the hours immediately following the airport-adjacent accident. The NTSB has not yet released their findings as to the cause of the accident.

The Commission would like to formally thank the Town, the FAA, the MassDOT Aeronautics Division, Dan Wolf, Cape Air and their manager, Butch Lisenby, for all that they have done in 2011 to make the Airport a welcoming environment to the flying public and a valuable asset to the local economy.

*Respectfully submitted,*

**Heath Gatlin**

Chair

## Beautification Committee

*The following is an excerpt from a report to the Board of Selectmen by then Beautification Committee Chair Todd Westrick in September 2011. All this work was planned, supervised and accomplished by Todd Westrick, who has since resigned as Chairman.*

The Beautification Committee has been engaged in a busy year. Earlier this year the Beautification Committee became engaged in evaluating the state of our playgrounds, basketball courts, parking lots, traffic intersections, parks and trees. It was determined that all of these resources were in a state of serious neglect. Weeds, Poison Ivey, trees and invasive species were all well established and left untended. There was trash, dead animals, feces, drifting sand and years of rotting organic matter accumulating in the basketball courts, parking lots, parks and recreational areas. We found parking blocks, sidewalks and storm drains that were completely buried by years of unrestrained growth, accumulated trash and organic debris. Trees were left unattended for years. They were detached, rotted and or dead limbs in many of the large trees that existed in densely populated public spaces. Tree branches, projected outward at the eye level of children in our playgrounds, rubbed against buildings, signs, out the windows on vehicles that were backing-into spaces in our parking lots. Curbing that contained planting areas was broken, dislodged and or missing. Sharp, rusted metal from old signage protrudes from the ground in many of our public spaces.

Initially the members of the Beautification Committee, both individually and together, set-out in a disorganized campaign to start cleaning-up the playgrounds, parks, intersections and parking lots. Within a few weeks we became better organized. David Gardner has provided us with a great deal of guidance and initiated the coordination of our efforts with the Department of Public works. We started to solicit volunteer participations and schedule clean-up events. Smaller trees were pruned and professional services were contracted for the trimming of six large trees.

### **Completed Works for 2011:**

American Elm tree at Freeman & Commercial (completed)  
Chinese Elm tree in front of Town Hall (completed)  
2 Locust trees in Lopes Square (completed)  
Scholar tree at Commercial and Franklin (completed)  
Scholar tree at West Vine and Commercial (completed)  
Traffic Island-Shank painter Road and Bradford St. (trimming completed-1 tree)  
School Street Parking Lot (trimming completed- 14 trees)  
Johnson Street Parking Lots (trimming completed-7 trees)  
Memorial Park (trimming completed-62 trees)

Lopes Square (trimming completed-6 trees)  
Bus Stop and Public Restrooms (trimming completed-8 trees)  
Commercial Street Business District (trimming completed-11 trees)  
Alden Street Parking Lot (trimming completed-7 trees)  
West End Parking Lot and Boat Launch (trimming completed-5 trees)  
East and West End Playgrounds (trimming completed-27 trees)

**2011 Clean up and Seasonal Maintenance (138 bags of debris collected):**

Traffic Island-Conwell Street and Harry Kemp Way (completed-4 bags)  
Traffic Island-Shank painter Road and Bradford Street (completed-1 bag)  
Traffic Island-Shank painter Road and Jerome Smith (completed-3 bags)  
Traffic Island-Commercial Street, Tremont Street and Franklin Street (completed-4 bags)  
Traffic Island-West Vine Street and Bradford Street (completed-4 bags)  
School Street Parking Lot (completed-14 bags)  
Johnson Street Parking Lot (completed-1 bag)  
Memorial Park (completed-24 bags)  
Lopes Square, Bus Stop and Public Restrooms (completed-13 bags)  
Commercial Street Business District (completed-3 bags)  
East and West End Playgrounds (completed-63 bags)

The areas were photographed, inventoried and measured. From this information designs were drafted, discussed and revised. Plans for execution were made. Excessive soils and some existing plant materials were removed, curbing repaired and trees trimmed. The new plant materials were ordered, installed and mulched.

**Traffic Islands Redeveloped**

West Vine and Bradford- Frank Fratus  
Commercial and Franklin- Louis Ferriera  
Shank painter and Bradford- Kenneth Alves  
Shank painter and Jerome Smith- Robert Souza  
Bradford and Standish- Everett McQuillan  
Conwell and Harry Kemp-Neil Nelson  
Lopes Square

Our final project from this past spring/summer was the clean up and reclaiming of the grounds at the Grace Hall Parking Lot and the adjacent slope along Bradford Street. The project, only partially completed, has consumed nearly three months of coordinated efforts between the Beautification Committee, the Provincetown Volunteer Corp and the Buildings and Grounds division of the DPW. We coordinated and managed nine clean up events and participated in countless hours of individual volunteer efforts. We dug out dead shrubbery, volunteer trees, invasive species, weeds and garbage. We removed tree roots that had penetrated the paving and grew in accumulated rotten organic material to lengths

upwards of thirty feet. Eighteen trees along the perimeter were pruned. Storm water drains were reopened and parking blocks discovered, dug out and repositioned. One hindered plus bags of debris were accumulated along with at least thirty truckloads of stumps, roots and branches. The Beautification Committee contracted the mulching of the area to stabilize the open soils and to deter weeds and trees from establishing. Two signs for the Waterfront Memorial Park were ordered by the Beautification Committee and were placed by buildings and grounds.

Many things have been learned in the past six or seven months. First and foremost, the importance of volunteers and the profound affect that they have on a community. We could not have achieved as much as we did it were not for the committed individuals who had show up and given us a hand through their random acts of kindness. These volunteer efforts, albeit in the forms of committee participants and committed individuals is an integral component in creating a sustainable management structure for this town's public property and for this we are truly grateful. Secondly, we have learned that our efforts to pursue the development of greater public works projects are being limited if not completely halted by this community's inability to manage and maintain its own property. We have vision and are striving to be good stewards of the community funds for which we have been entrusted. In this town's recent past, hundreds of thousands of dollars has been spent on revamping Waterfront Memorial Park and Bas Relief Park. Have you walked through them lately and taken a close look? Town Hall grounds were revamped only a year ago and for this entire season the landscape beds have been filled with weeds, dead shrubbery and volunteer tree starts. Has this town been a good steward of the community's investment? We believe not. The Beautification Committee in being steward of public funds is challenged to promote any vision, invest our efforts and fund improvements in the community if there is no tangible, administrative based investment in a reliable and sustainable maintenance mechanism.

In creating a sustainable management structure for this town's public properties we will have to address the need for a change in community mindset. Low to no expectations, apathy and resistance to change is corrosive. Just think about the financial impact this mindset has already had in our community. The Town Hall had to be condemned before anyone put forth and serious attempts to address the structure's needs. The same holds true for our Library, Waste Treatment infrastructure, Water infrastructure, Town building and School system; the price tag is truly staggering. The Beautification Committee is well aware that the current Town administration is working hard to address and find resolution to these almost insurmountable situations. The job is often thankless and the choices have been challenging. Evidence of community improvements is everywhere and we are truly benefiting from all of your hard work. And for this, we offer our deepest respect. We feel that the time is upon us now to take a serious look at

how we can craft a proactive approach to the management of all town property. The Beautification Committee is particularly interested in addressing our town's outdoor resources. Currently we find that there is no specific delegation of management oversight for outdoor spaces among existing town managers outside of the Department of Public Works. In addition, there is no known existence of management plans that address maintenance of the playgrounds, basketball courts, parking lots, monuments, opens space and parks. We have addressed many of these areas in this past season and our approach of using a combination of organized volunteer efforts, the Department of Public Works and contracted services has proven effective. Unfortunately, we see that many of these areas are once again falling into a neglected state. We have shouldered the bulk of the work in reclaiming many of these areas and they can be sustained, if not improved upon, if consistent management practices are implemented. The Beautification Committee has vision, education and experience. We are committed to assist in this process.

Therefore, the Beautification Committee has submitted a proposal to the Board of Selectmen. Property management oversight authority is to be delegated to existing town managers, commissions and or committees, thereby creating specified jurisdictions for which these designated managers, commissions and or committees are to be responsible for the creating and implementing of management plans, as follows:

**Recreation Committee** responsible for playground and basketball court maintenance plan development and implementation.

**Parking Department** responsible for parking lot (paved area) maintenance plan development and implementation.

**Buildings and Grounds Department** responsible for parks and open space maintenance plan development and implementation.

**Art Commission** responsible for monument and memorial maintenance plan development and implementation.

**School Committee** responsible for the school grounds and ball field maintenance plan development and implementation.

**Board of Selectmen** responsible for a Town Hall grounds maintenance plan development and implementation.

Change is not easy. It will take time, education, staffing and vision for this community to make a shift toward a more proactive and delegated approach in the management of our public grounds. The journey will not start unless there is consensus and determination within the Board of Selectmen and Town Management to see it through. We have great faith in this current administration and you have our support and assistance if needed.

*Respectfully submitted,*

**Barbara Rushmore**

Acting Chair

## Cemetery Commission

In 2011 the Cemetery Commission held twelve regular meetings, had the enormous cooperation of the Town's administration and made what we believe is important progress in each of the four areas where we have set goals. First, there has been the urgently needed expansion of burial capacity at the Town's cemetery along Alden Street. State environmental authorities and the Town had agreed on allowing the Town to use approximately 40% of the remaining 3 ½ acres of land that the Town owns there, deeming the balance to be a protected habitat of the Eastern Spade-foot Toad. The Town has now demarcated this portion with a split-rail fence and signage, as required by the State, and placed loaming. Some 215 new lots have been laid out, of which the Commission intends to set aside approximately 30 for a columbarium (a repository for cremated remains) and its appropriate surroundings. In connection with this we are working with NStar to re-locate the power line serving the Buildings and Grounds office and garage at the cemetery. For this project, last Annual Town Meeting appropriated \$26,000, of which \$3,500 came from the Cemetery Sale of Lots Fund and the balance from various unexpended Town appropriations from prior years. The result is that the Town's need for interment space should be provided for many years to come.

A second goal has been the preservation and restoration of the Town's historic Winthrop Street Cemetery, where recorded burials date from as early as 1723. Back in 2001 and 2002 a major project was undertaken by the Town to develop an analysis of the problems that have accumulated over three centuries. A helpful consultants' report and recommendations was produced, excellent signage was erected and a fine and sturdy granite and iron pipe fence put in place. Some clearing seems to have been accomplished, but such activity goes for naught if it is not assiduously pursued. Now, going forward, we prepared an application for grant of Community Preservation funds for a project updating the 2001 plan, with emphasis not on further back-grounding but on the actual mapping, inventorying and photographing of the stones, and also for getting on with the physical work of repairing those stones most immediately at risk. The Community Preservation Committee (CPC), the Board of Selectmen and ultimately Town Meeting approved a grant of \$44,500 for the project. We formed a steering committee consisting of members of the Cemetery Commission, the CPC, the Historical Commission, the Conservation Commission (the cemetery is on a dune) and the Disability Commission, all of us working with Michelle Jarusiewicz, our Town's Grant Coordinator. We then put out a Request for Proposals, received three, interviewed two proposers, and, upon our recommendation our Town Manager selected Martha Lyon and Associates for the further planning and their co-proposer, Monument Conservation Collaborative to get on with the stonework, the most urgent of which they have already accomplished. We have also been fortunate to have Americorps volunteers on the scene to accomplish needed clearing of underbrush and look forward to having them again in 2012.

Finally, we have submitted application for a further Community Preservation grant to continue the project as it will be developed from the new report.

A third goal we have pursued since the commission was re-constituted in 2008 is the restoration and regularization of Cemetery finances. All of this is governed by Chapter 114 of the General Laws, which may have been over-looked during the years when the Commission was in abeyance. The principal balance in the Perpetual Care Trust Fund, which by the statute is inviolable, and which nevertheless had been violated to the tune of \$40,000 by an ill-advised Town Meeting vote in 2002, was restored by a vote of our last Annual Town Meeting, together with \$6,645 in imputed investment income, which added to the expendable portion of the Fund. For this, as for many other corrections and clarifications we are grateful to Dan Hoort, our Town's Director of Municipal Finance. The Trust Fund is now properly invested in the same manner as the Town's High School Scholarship Funds, to produce earnings for Cemetery upkeep and improvements. We still have a few unresolved financial questions but the effort continues.

Fourth and finally, the Commission has been concerned with record keeping for burial lots occupied, sold but not yet occupied and to be sold in the future. Over the many years and expansions these records can, and have become confused and rife with inconsistencies. We have now had the invaluable assistance of David Gardner, Assistant Town Manager, and of Lynn Martin, MIS Coordinator, in reviewing it all and undertaking the needed cyber-mapping and creation of a permanent, reliable data-base of current lot ownership, burials and lots available and to be made available in the Alden Street expansion. Once again, we extend our appreciation to Town Manager Sharon Lynn and all of the other Town officials who have aided our efforts, and to our Cemetery Superintendent, Tony Lemme. We also extend our thanks to Tom Myers, who has resigned from the Commission, and we have welcomed the appointments of Charles Westcott and of Rev. Jim Cox as Alternate.

*Respectfully submitted,*

**Richard B. Olson**

Chair

## Conservation Commission

The Provincetown Conservation Commission's responsibility is the administration and enforcement of the Massachusetts Wetland Protection Act and the local Provincetown Wetland Protection Bylaw. In addition the Commission is responsible for the management of several Town owned conservation and open space lands. Five Commissioners comprise the Provincetown Conservation Commission. During most of 2011 the Commission had two alternate vacancies. The Commission holds its meetings the first and third Tuesday evening at 6:30 p.m. at Town Hall. Meetings are posted and public

comment is welcome before each meeting agenda. The Commission's goals and objectives include; increase open space and conservation lands; encouragement of environmentally sound construction, smart growth, and use of "green" living principles; promotion of awareness, appreciation and understanding of the Wetland Protection Act, Provincetown Wetlands Bylaw and its regulations; promotion and participation in constructive interdepartmental communication; passage and implementation of effective definitions and regulations; effective management of Conservation properties; maintain consistency in permitting and compliance; continued collaboration with the Open Space Committee and the Provincetown Conservation Trust on implementing land management plans; utilizing the important Land Bank Funds to maintain and enhance open space and conservation lands, continued growth in competence through education and training; continued assessment and expansion of conservation agent services to support the fulfillment of the Commissions' mission; and to continue developing avenues of funding and grant opportunities to support the Town's conservation and natural resources program.

The Commission is very pleased to have the services of a part-time Conservation Agent. This position has allowed the Commission to expand its programmatic initiatives and to more efficiently address the conservation and natural resource needs of the community. With the expanded services provided through this position the Commission has been able to apply for and receive several grant awards in 2011. Most notable is a grant awarded for an AmeriCorps Individual Placement in the amount of \$5,823. This grant provides for the services of Mark Pfeifer, an AmeriCorps services member and covers two days a week through the end of FY 2012. Mr. Pfeifer works with the Health and Environmental Affairs Manager and the Commission to implement various land management plans and several environmental projects. Mr. Pfeifer helped install new signage at conservation lands and has also been instrumental in developing phase three of the B-Street Garden which first opened in May 2010.

The Commission has had a very busy and successful year. Several projects have been completed and several new initiatives are underway. At the spring Town Meeting in April, 2011 the community approved amendments to the local wetlands protection bylaw that expanded Conservation Commission regulatory jurisdiction to areas mapped as estimated and priority habitat for rare and endangered species by the Massachusetts Natural Heritage and Endangered Species Program. The Commission received a grant from the Visitor Services Board for \$7,000 to design education, outreach materials, and a trails map with kiosks to improve public awareness of lands managed by the Commission and to grow eco-tourism. In 2011 an additional 20 garden plots were added to the B-Street Garden for a total of 50 community garden plots. The B-Street Advisory Group has also drafted a preliminary long-term master plan that addresses all future use and function of the garden. The plan will be presented to the

Commission in 2012. Invasive species continue to be eradicated from the upland and wetland sections of the property. The Commission also received a land management grant from the Barnstable County Land Management Grant Program in the amount of \$3,000 to support implementation of the third phase at the B-Street Garden which includes installation of the native plant species to increase wildlife habitat. A solar power irrigation pump was also installed at the garden and was made possible through the generosity of community members and local master electrician Bernie Piantedosi.

In December, 2011 the Town was designated as a Green Community through the Commonwealth's Green Communities Act Grant Program. This prestigious designation is granted to cities and towns that meet the following five criteria: As-of-right siting of renewable energy; adoption of an expedited permitting process for renewable energy; establishment of an energy baseline and reduce energy use by 20 percent in five years; establishment of a vehicle replacement plan; and adoption of the energy efficient building code requirements also known as the "stretch code".

The Commissioners continue to attend trainings and seminars sponsored by the Massachusetts Association of Conservation Commissions to broaden individual knowledge of the Wetlands Protection Act and to gain experience in effectively managing and implementing their regulatory duties and to enhance the Commission's functionality at the local level. The Provincetown Conservation Commission looks forward to another productive year in 2012.

*Respectfully submitted,*

**Dennis Minsky**

Chair

### Harbor Committee

The Harbor Committee, Town Counsel, Department of Environmental Protection (DEP), Coastal Zone Management, Fishermen's Wharf and their counsel have reached agreement on Fishermen's Wharf public access and parking configuration. These changes have been incorporated into the Town's Municipal Harbor Plan and sent to the DEP. We expect approval of the Harbor Plan from the DEP Director soon. When we receive approval, we expect the DEP to restart processing Chapter 91 License applications.

The Committee has purchased a Barber Surf Rake Model 600HD and John Deere tractor to pull it with monies from the Harbor Access Gift Fund. We filed a Notice of Intent with the Conservation Commission since the beach is a protected resource area under the Mass. Wetlands Protection Act. The Conservation Commission has approved the cleaning with conditions. One of the conditions is to hire a Coastal Beach Environmental Monitor to analyze the effect of using

the Surf Rake on the beach. Also, the Committee contributed to the materials cost for the kayak storage racks installed at the West End Boat ramp beach. We may expand these along the waterfront. A task the Committee needs to tackle in 2012 is to create a Beach Management Plan and maps with the Conservation Commission.

*Respectfully submitted,*

**Gerard Irmer**

Chair

## 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, 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 their 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; 3% of this fund (that is 3% of the 3% surcharge) each year is reserved for this purpose.

Although properties were investigated, the Open Space Committee did not recommend any expenditure of Land Bank funds for the 2011 year, preferring to focus efforts on potential acquisitions in 2012. The Committee's emphasis, then, was on planning and the stewardship of existing Town properties, especially the B Street Community Garden, the 2.3 acre property off Browne Street, which was acquired in 2009. Improvements at the Garden include the addition of 30 more plots for use by residents and visitors, the installation of a solar-powered well pump (the first demonstrated municipal solar power use in Town), starting a small orchard, the continued removal of invasive species, and the preparation of

a draft master plan. Some of this work was also financed by a Visitor's Service Board grant, a Barnstable County grant, and private donations. The Committee also purchased and positioned informational signs at the B Street Garden, Shank Painter Pond, the Old Colony Nature Path, the Hawthorne Sanctuary, and Suzanne's Garden, and is working on additional informational kiosks. The Committee has also been considering a master Greenway Plan.

*Respectfully submitted,*

**Dennis Minsky**

Chair

## Department of Public Works

**Department of Public Works (DPW) Administration:** This division consists of nine major departments Water, Wastewater, Buildings & Grounds, Cemetery's, Highway, Transfer Station, Sanitation and Solid Waste and Recycling. Below is an overview of what these departments do. We have 34 year-round full-time employees and 17 seasonal employees. All departments are very busy year round. From summer activities such as; litter patrol (highway and town) cutting all the cemetery's, cutting all Town owned properties, brush cutting for safety, tree trimming for safety, street sweeping, catch basin cleaning, line painting, beautifying, painting, trash removal from residents to all public barrels, recycling from residents and all public areas, provide and man 5 public restrooms, keep all Town buildings clean both inside and out, operating a Transfer Station and Recycling Center, scheduling pick up for trash and recycling to other facilities, the excellent programs that the Water Department has for leak detection, replacing old meters, replacing water services, assisting with large projects for mark outs, wastewater expansion, etc...so many things that we do that are not mentioned; winter operations of course sanding and plowing, interior building work, continue trash and recycling, weather conditions in the winter dictate what we do,; such as, rebuilding catch basins, water lines etc.... We have an excellent office staff that assists all our field staff by radio, phone, site visits, payroll, accounts payable, personnel records, street records, drainage records, water records, transfer station records and many, many more duties. The office staff is what keeps the clock ticking for all our field staff. All the managers for DPW are very proud of the caliber and expertise that our office and field staff provides to the DPW. The managers have brought in millions of dollars of grant money for water, wastewater and infrastructure and will continue to seek out and apply to any and all grants that we qualify for. We depend on our staff to make sure these grants are set up properly and reporting is done on time. We also have to keep excellent financial records for auditing on these very large grants.

**Water Department:** In January 2010, the Town received a very important \$9.83 million award, which included 75% as a "stimulus" grant and 25% as a 2.375% 40-year loan from the U.S. Dept. of Agriculture (USDA) Rural Development

Administration. Although there were insufficient stimulus funds available for the Town to receive a second grant and loan award for an additional \$7.2 million, the current favorable construction climate, the support of USDA for the Town's request to reprogram the grant funds, and the additional ~\$900,000 of grant funds provided by the MA Community Development Block Grant (MCDBG) program and the MADEP will allow the water system to move forward with all of the critical water quantity and water quality programs that have been a high priority. These include the new water supply development at North Union Field, the unaccounted for water management program, and the water treatment filtration project at Knowles Crossing. In early April of 2010 prior to the Annual Town Meeting, an agreement was reached with the Truro Board of Selectmen to lease a 10-plus acre parcel owned by the town of Truro for a new well field, culminating 12 years of studies and discussions. The agreement with Truro also reaffirmed and revised the Inter-Municipal Agreement (IMA) that had been formalized in 2004 to include an expansion of the Water & Sewer Board to add two members from Truro who will participate as full voting members for all water system matters. Implementation of these grant funded water quantity and water quality programs will continue throughout FY2012 and into FY2013, and will require increased communication between the two towns at the board, staff, and engineering level. The first joint Select Board meeting to update both boards was held in June 2010 and additional information-sharing meetings will be scheduled as appropriate.

First, the benefits of the leak inspection and management program are already showing up in a reduction in the amount of unaccounted for water use. Although the Annual Statistical Report submitted to the MADEP for 2009 showed nearly 30% unaccounted for water, the Water Department expects that this number will drop to closer to 20% by the end of 2011 due to this important management program. The Department will be preparing a leak management enforcement and education program to ensure that there will be on-going and long-term results from this effort, both in terms of reduced unaccounted for water and additional billed water use. The grant-funded leak inspection program began in June 2010, half of the water services had been inspected by the end of 2010, and all of the services in both Provincetown and Truro will have been inspected by the fall of 2011. To date, over 80% of the services have been found to be non-compliant with the Water Regulations, due to missing pins, taps before the meter, meters located more than 50 feet from the curb, or non-compliant meters or piping materials. Depending upon the criticality of the non-compliance, the inspector takes immediate action for missing pins, an enforcement notice is sent out for taps before the meter, or a future plan of action will be developed. For those few property owners who have not responded to either first or second notices of non-compliance with the Water Regulations, formal enforcement action that can include termination of service will begin in the spring of 2011 before the water services for seasonal properties are turned back on.

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Year	Pumpage	Avg/Daily
2007	238,931,037	654,000
2008	254,095,495	696,152
2009	263,800,235	722,740
2010	283,542,768	776,830
2011	240,507,033	658,923

Second, three significant milestones occurred in 2010 which, together, allowed the North Union well field program to move forward: (i) the approval by USDA of the Town's request to "reprogram" a large portion of the previously-awarded grant funds from the water quality program to the water quantity program elements, (ii) the purchase with these USDA grant funds of the adjacent private parcel of land required by MADEP for the "Zone 1" buffer area, and (iii) the lease agreement for the parcel of land owned by the town of Truro for the well field itself. The closing on the private parcel occurred in December 2010, the final details for the lease agreement are being worked out between the two towns, and the Town's engineering firm, Environmental Partners Group, and the water team are working with the MADEP, the CCNS, the Cape Cod Commission, town boards and officials in Truro, and others whose approval or sign-off may be required to implement the program. FY2012 activities will include the MADEP-required Source Final Report and Water Management Permit including the required MEPA review, and the actual well field design and construction, with start-up currently scheduled for early in FY2013. The USDA grant and loan award will fund this entire effort.

Third, the water quality treatment program elements are also moving forward. Significant reductions in bidding for similar treatment plant programs in other Cape towns has allowed the water team to reprogram the available USDA grant funds to accomplish all of the high priority water quality elements. In addition, the administration and vehicle storage addition to the treatment plant building has been eliminated, and the planned capital expenditures to the Mt. Gilboa water tank will not be needed due to the success of operational programs designed to improve the quality of stored water. The filtration membrane procurement to low-bidder Siemens Corporation has been finalized and once the pilot study required by the MADEP has been completed and approved by the agency, the water team can proceed to expend the MCDBG funds for the actual membrane procurement so as to meet their FY2011 deadline for disbursing funds. EPG will complete the design and permitting for the treatment plant during FY2012. Construction will occur in FY2012 and FY2013, with start-up in FY2013. Planning and permitting for the new transmission main associated with the treatment plant will occur in FY2011 and FY2012, with construction planned for FY2012.

**Wastewater:** The major focus for 2012 will be the implementation of Phase 3 of the sewer system that has now grown to be a \$17.7 million project with \$9 million funded by an ARRA grant from the USDA with the remaining \$8.7 million paid for

by betterments from new users who have signed up during Phase 3. Town Meeting voters approved the necessary supplemental borrowing authorizations of \$3.9 million in April 2011 and \$1.5 million in October 2011. Based on the results of the outreach program conducted in the summer of 2011, Phase 3 will now serve approximately 200,000 gpd of interest, a huge increase from the ~75,000 gpd of interest generated from the 2008 outreach program for Phase 3. Pre-construction betterments for about 3/4ths of the interest were issued in May 2011 with the remainder to be issued in May of 2012 and final betterments to be issued before May 2013 following completion of all of the construction. The large grant from the USDA has funded key improvements to the downtown vacuum system – including redirecting properties on grinder pumps at the ends of the system onto new gravity mains so as to free up flow on the vacuum – covered the cost of running a force main to serve ACOs and other properties in the low-lying environmentally-sensitive Beach Point area, and funded paving in areas where extensive sewer work has occurred, as well as replacement of older water mains and installation of stubs for future connections so as to minimize disruption to newly paved areas.

The Treatment Plant successfully processed record flows during the July 4th and Carnival peak periods in 2011 and the New England Water and Environment Association selected the Town for their 2011 Wastewater Utility Award for the plant's performance excellence. To serve the additional Phase 3 interest as well as provide for future town priorities, the capacity of the Plant will be expanded in 2012 – no additional disposal capacity will be needed since MassDEP has already approved the beds for the additional capacity. A Minor Modification to the Cape Cod Commission DRI Permit will be required for the additional plant capacity and several preliminary approvals needed have already been received. Once the DRI modification and the amendment to the MassDEP Groundwater Discharge Permit have been approved, construction at the Plant will begin in the spring of 2012, to be completed by the fall of 2012. Phase 3 hook ups are proceeding as sections of the collection system are completed with most of the new users expected to be on line prior to the 2013 peak season, thereby contributing additional user revenue to the WWEF for FY14 and subsequent years. As was the case with Phase 2, the betterments from new users cover the capital costs while the additional user fees will exceed the increase in operating costs, thereby generating surpluses that can be used for building reserves for future needs – including the scheduled 20-year Plant upgrade - as well as for reductions in the high user rates.

The outreach program undertaken in the summer of 2011 generated not only additional interest for a Phase 3 connection but also much more interest than was expected from other areas of town that would either require a "Phase 4" sewer extension or a further upgrade to the existing collection system. With the planned completion of Phase 3, the sewer will serve about 40% of the properties and another 10% of the properties have expressed interest in a sewer connection.

The areas that will be served by the Phase 1, 2 and 3 sewer system include nearly all of the low-lying environmentally-sensitive portions of town, including the major commercial users, areas with cesspools and older systems, and properties with small lots that would have difficulty replacing their system on site. On the other hand, most of the remaining properties have newer Title 5 systems and are in areas that are much less cost-effective to serve. The Sewer Team is undertaking facilities planning during the remainder of FY12 and in FY13 to review: (i) all of the additional interest for sewer connections, (ii) the need for future sewer extensions for municipal buildings and public service uses such as the new police station, the CCNS Herring Cove Bathhouse rebuild, Maushope housing and Outer Cape Health, (iii) Growth Management and Economic Development Permit flow needs, and (iv) potential regional wastewater needs.

**Buildings & Grounds:** This department completes over several hundred work orders consisting of short duration projects to the removing of walls to reconfigure offices. Our permanent employee count is eight our seasonal employee count is fifteen. Given that during the summer season we have the maintenance of 22 parks/islands, parking lots and 16 buildings all requiring custodial services. This includes all the attendants required for manning the ever increasing schedule for the Comfort Stations. Last spring the Town Hall reopened after major renovations we also opened up, now the fifth town owned, Public Restroom. We converted the old firehouse #2 into public restrooms downstairs and storage upstairs. This year we will abandon the current soccer field as we are now responsible for Motta's Field, which will become the soccer field, baseball, softball, tennis and any other activities that the school or recreation will have in that area. We are also responsible for the seven day three times a day of Barrel pick-up of both trash and recycling this is a large undertaken by three seasonal employees. There are approximately 120 public trash barrels and at present 28 public recycling barrels. We want to add the recycling barrels.

**Cemetery's:** The Town owns the Gifford, Hamilton and Winthrop St Cemetery's and has to be maintained by the Buildings and Grounds. Most of you probably know that the Winthrop Cemetery is getting a face lift. This particular cemetery is like on the bottom of our list of to do's. You'll see the others all cut and weed whacked and looking nice. It takes us 3 employees 3 full days to do the Gifford and Hamilton Cemetery's along with all the other properties and buildings we have to take care of and unfortunately some things fall by the wayside. In 2011 we had 3 burials and 2 cremations and 5 open/closes of crypts for burial.

**Highway Department:** The Highway Department is the workhorse of the DPW. Any work requested that is not specific to a town department gets dumped into Highway. This fleet of 8 employees, 2 seasonal and 1 mechanic' do everything from picking up litter on the highway to plowing and sanding to rebuilding catch basins to installing new drainage systems. We make our own signs to keep

costs down. They assist all the DPW Departments and beyond. Anything we ask of this department is done whether the request is coming from the DPW office or the Harbor Master or the Town Manager and they get it done. We had a new Fueling Station installed last spring with all above ground tanks and up to code in all areas. We are in the planning stage for a new Police/DPW Facility that will be going in front of the voters in the upcoming Annual Town Meeting in the spring of 2012. We believe our Highway Facility was built in the 1950's and really needs to be replaced.

Trash	Tons to
Year	SEMASS
2008	3563
2009	3351
2010	3260
2011	3065

**Transfer Station and Sanitation Department:** The level of activity at the Transfer Station increases yet the actual tonnage shipped to SEMASS remains on the decline as does the tonnage of recycling. We are aware of this decline, but we do know there are out-of-town haulers that pick up both trash and recycling from many commercial establishments and large condo complexes that we do not pick up. These same haulers are not hauling to our transfer station they dump at their own facilities.

Recycling	Tons for
Year	<u>Recycling facilities</u>
2008	780
2009	738
2010	787
2011	655

We are going to be stressing the recycling program. We are under construction with a new hopper and trailers to accommodate Single Stream Recycling in an effort to make recycling easier. We are also contemplating a Pay-As-You-Throw program to capture the residents that get curbside service and are not recycling. The program will work by everyone having to purchase specific bags that their trash will go in and those bags will be expensive enough to encourage our residents to recycle more, which we do not charge for. If you look at the two tables those tons should almost be reversed. We are at 16% recycling, the lowest percentage on the cape. Because our recycling tonnage is so low is why we are looking to a Pay-As-You-Throw System, which will be for everyone, whether you have curbside or take your trash and recycling to the Transfer Station. All haulers have to be licensed to operate in Provincetown and they are mandated to recycle just as all the property owners are.

**Solid Waste and Recycling Hauling** Right now we are paying approximately \$38.00 per ton to SEMASS. There is a Cape (and Off Cape) effort to band

together to get the best price we can. We are expecting at the very least 100% increase or \$76.00 per ton by 2015. Single Stream Recycling, which is the program we are in now, is hauled to Cambridge to Casella, which is a facility that separates all of our Single Stream Recycling and sells it to the market. At this time we are receiving some revenue from the Single Stream and Cardboard Recycling. Of course as the price of fuel goes up so does our hauling charges. **Please everyone reduce, reuse and recycle.**

*Respectfully submitted,*

**David Guertin**

Director

## Water & Sewer Board

This was another very productive year for the water department. As part of the special legislation related to the development of North Union Field in Truro as a redundant water supply, as required by DEP, the Water & Sewer Board has been expanded to include three members from Truro, who will have full voting rights on all matters relating to water. The expanded board met for the first time on November 4, 2011, at which time Truro members Kevin Kuechler, Bill Worthington, and Shannon Corea were welcomed. Following the audit of the fiscal year ended June, 30, 2011, we received word from the Department of Revenue that the water enterprise fund had certified retained earnings of \$1.2 million. This is especially good news because it means that there will be no need for a rate increase for the next few years. Late in the year the Town received notice that it would receive an additional \$1.2 million in grant funds from USDA. These funds will be used to offset the cost of the raw transmission main from South Hollow to Knowles Crossing.

During 2011 the department's ongoing grant-funded leak-detection program identified several hundred major leaks. Repairing those leaks translated into decreased pumpage at the well fields and therefore less stress on the aquifer. For 2011 pumpage declined 15% overall from 2010. Unaccounted-for water, which was above 30% in 2010, has been determined to be 19.9% for 2011.

The water-service inspection program begun in 2010 was completed in 2011. The results of that program disclosed that approximately 80% of all water services are noncompliant to some extent. The most critical types of noncompliance—connections before the meter and missing pins—were followed up with notices requiring the owner to cure the noncompliance. Formal enforcement action, including termination of service, will follow for the handful of property owners who have not responded to requests to correct these instances of noncompliance. The Board is in the process of developing regulation changes to address other types of noncompliance, such as noncompliant piping and meters located more than 50 feet from the curb stop.

In 2011 the department completed the multi-year program of equipping all water meters with radio-read devices. The process of meter reading, which just a few years ago was a multi-week effort, can now be done in less than a single day. A further advantage of the radio-read meters is the ability to perform monthly readings of all accounts and to investigate any unusual usage patterns, which may indicate potential leaks.

Finally, all that has been mentioned above would not be possible without the grants that Town received in 2010 from the US Dept of Agriculture Rural Development from the American Redevelopment and Recovery Act (ARRA). Given the difficult financial times, it goes without saying that the availability of these funds is making possible system improvements that would otherwise have to be funded by ratepayers or would simply not be undertaken.

During the winter and spring of 2011, wastewater flow from properties located at the extreme east and west ends of the existing vacuum sewer were redirected to force mains. In addition to enhancing the integrity and performance of the vacuum sewer, it has been possible to provide sewer connections to other properties located in the vacuum sewer service area.

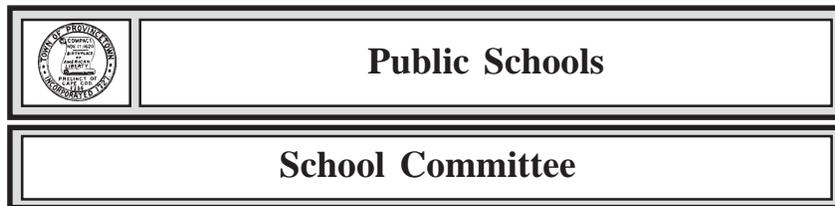
During the summer of 2011, an outreach program was conducted targeting those areas where the sewer is already available, is under construction, or is likely to be available. Ten years ago, at the commencement of Phase 1, we planned to serve approximately 340 properties, or 15% of total properties. At the completion of Phase 3, approximately 1,000 properties, or 44% of the total developable parcels, will be served by the sewer. The areas that will be served by the Phase 1, 2 and 3 sewer system include nearly all of the low-lying environmentally-sensitive portions of town, including the major commercial users, areas with cesspools and older systems, and properties with small lots that would have difficulty replacing their system on site.

With the completion of Phase 3 which is currently under construction, and our requested increase in the permitted limit for the Treatment Plant, the Town will have successfully completed the implementation of its Facilities Plan, met its public health and public safety goals, and provided the wastewater facilities infrastructure needed to maintain these goals as well as to provide for future economic development, affordable housing and other town priorities. We feel that this is a great accomplishment.

*Respectfully submitted,*

**John Sinaiko**

Chair



In 2011, my 5<sup>th</sup> year on the board, I became the Chair of the Provincetown School Committee (PSC). Peter Grosso, long time PSC member and past Chair of the Committee, termed out. His dedication to Provincetown Schools is greatly appreciated and we thank him for his time, energy, and commitment. Jamie Kryszkiewicz, our newest School Committee member, joins Lory Stewart, and Kerry Adams as members. Cass Benson, who was appointed to an empty seat for one year in 2010, was elected in 2011 and was voted in as Vice Chair. We welcome the fresh perspectives and new ideas of all members.

One of the primary functions of school committees is the adoption and maintenance of the budget. The PSC devotes several meetings to this process and works hard to be responsive to the needs of the teachers and administrators, and especially the children. The budget is our best way of preserving the things we value, and developing new initiatives. In 2011, we adopted a budget that reflects our new profile, a consolidation of program and space and a reduction of unnecessary staff. The budget also supports lap top computers for students, state of the art technology in classrooms, and the support of our work towards becoming an authorized International Baccalaureate School, including extensive professional development for teachers. So although there has been significant decreases in funding over the past two years, Provincetown Schools are continuing to grow and improve.

Sadly, 2011 was the last year for our high school students sports teams. They gave it their all and made us very proud. The whole town came out for our final basketball game, the alumni game. Interested students will continue to play on cooperative teams with Harwich High School in 2012 and 2013.

Provincetown high school aged students continue phasing into Nauset Regional High School. We still struggle with negotiations with Nauset Regional Schools on a tuition agreement. Without a multi-year agreement, we have been subject to considerable per pupil increases and subject to additional fees. We do not have a vote or voice at their school committee table. Phasing out our High School has been difficult for the PSC, and continues to present financial challenges.

Our biggest task in 2011 was moving students from VMES and combining with the high school students into one building. Dr. Singer coordinated the Barnstable County Sheriffs Department and the Town with little to no cost to prepare the

building, paint and make the actual move. The most rewarding event of 2011 is that when school opened in September, the halls of Provincetown High School were filled with children again who are enjoying all of the facilities that we have to offer them.

*Respectfully submitted,*

**Shannon Patrick**

Chair

## Superintendent of Schools

Let's start with a selection of the many accomplishments of Provincetown students in 2011. Our graduating class of sixteen seniors has moved on as well prepared young men and women. 81% of the senior class is attending colleges or universities. The senior class President's outstanding speech for the Lion's Club made the state competition. Our girls softball team made the playoffs in their final season playing for Provincetown. It was also the final seasons for boys and girls basketball, girls soccer and the cheerleading squad. Our last set of athletic teams maintained Provincetown's high standards for sportsmanship and made us all proud and earning us the MIAA sportsmanship award for the 2<sup>nd</sup> year in a row. The senior class enjoyed its well earned celebrations including a three day adventure in NYC.

**Provincetown Schools** students demonstrated their talents, skills and accomplishments at an extraordinary *Night to Shine* celebration of their work. This is a favorite tradition in Provincetown Schools and is greatly appreciated by a community audience.

Working with the broader community of Provincetown, students in 2011 participated in the first annual Appearances Festival, and of course the beloved Portuguese Festival. They worked with Counter Productions on Fiddler on the Roof, and with Harwich Junior Theater on bullying workshops and a play. Additionally, students engaged in a tile project with Castle Hill resulting our new welcome signs at both schools. In 2011 we initiated Community Project Tuesdays for grades K through 8. These projects focused on students working collaboratively with staff on authentic community projects in Provincetown. On one Tuesday, the entire school went kayaking in the Bay with Adventure Tours donating the kayaks. Another Tuesday took us all on a whale watch with the Dolphin Fleet. Grades 4-12 practiced cooperative and interdependent problem solving skills on a ropes course. Another experience for the 4<sup>th</sup> and 5<sup>th</sup> graders resulted in an overnight at the Coast Guard Station. Students were further engaged in our natural environment throughout the year on Community Project Tuesdays including a beach sweep on World Ocean Day, visits to Cape Cod Wildlife Center, Herring Run, and a bird banding trip. High school students participated in the state's Envirothon, and independent senior projects with Helping Our Women and the Provincetown Chamber of Commerce, while younger

students created a global village presentation and also traveled to the zoo as they studied habitats. All students participated in Diversity Day, Poetry Out Loud, Peace Poetry, Marine Art Contest, Cape Cod Art Museum Art Show and a plethora of other activities.

**Provincetown Schools'** reorganization progressed in 2011. We moved school aged children (K-grade 8) into PHS and established an **Early Childhood Center** (Wee Care for children birth to 3 years and two vibrant Pre School classrooms) at VMES. The interiors of both spaces were brightened with a coat of paint, and all PHS classrooms were equipped with SmartBoards which are electronic classroom tools that allow display and manipulation of instructional materials and information from the net. Continuing our goal of becoming technologically current, all students in grades 4-12 have received a MACBOOK for learning activities. This combination of technology greatly enhances the learning environment. We have expanded our music program. All children in grades K-3 have received violins and weekly violin lessons. Older students get to choose a musical instrument to study. We have piano lessons, clarinet lessons, guitar lessons and of course violin lessons happening after school. Teachers have been learning as well. Techbytes is a weekly opportunity we offer teachers to learn new technological skills for integration in their classrooms. All Provincetown teachers have completed the first level of training for the **International Baccalaureate Organization** and several have gone on to level two. Teachers are now very engaged in creating units of study "the IB way". And as all students are required to study two languages in the IB model (for us that is English and Spanish) we are all learning Spanish.

In 2011, Provincetown successfully became an **International Baccalaureate Candidate** for both our **Primary Years Program (PreK – Grade 4)** and our **Middle Years Program (Grades 5-8)**. Thus we can say that 2011 was a very successful and important year for Provincetown Schools. Provincetown Schools are moving forward.

*Respectfully submitted,*

**Beth Singer**

Superintendent

<b>Report of School Employee Earnings</b>
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Name	Began Service	Education	FY 2011-12 Salary
<b>Superintendent of Schools/Special Education Coordinator</b>			
Dr. Beth Singer	2009	Univ. of Toledo B.S. Central Conn.State Univ. MS Spec. Ed. Univ. of Mass. Ed.D. (Coordinator funded by SPED Entitlement Grant)	\$60,000.07
<b>District Principal</b>			
Kim Y. Pike	2009	Univ. of Vermont B.A. Lesley Univ. M.Ed. Worcester State College Educational Administration Certificate	\$100,363.12
<b>District Social Worker</b>			
Maryann Campagna	2002	Lesley College B.S. Rhode Island College MSW	\$63,177.93
School Psychologist			
Margaret Donoghue	2007	Boston College B.A., M.Ed., CAES St. Michael's College C.A.S.	\$33,554.78
<b>Pre-School Teacher/Special Education Coordinator</b>			
Kelly Lindsay	2006	Ohio State University B.S. Ashland University M.Ed. (Coordinator funded by Sped Entitlement Grant)	\$66,076.66 \$13,076.91
Pre-School Teacher			
Sandra Bostwick	1979	Corning Community College A.A. SUNY @ Cortland B.A. Longevity	\$62,563.78 \$3,200.00
School District Nurse (Partially funded from ELE Revolving)			
Kristen Shantz	2009	Cochise College, A.S. R.N. Massachusetts	\$29,424.41
<b>Superintendent's Office:</b>			
Administrative Assistant/Human Resources			
Laura Grandel	2011		\$21,637.59
Administrative Assistant/Business & Finance			
Betty White	1986		\$74,341.79
		Longevity	\$2,500.00
Bldg. Based Adm. Assistant			
Judy Ward	1998	Cape Cod Community College Mohegan Community College Longevity	\$54,515.48 \$1,200.00
Kindergarten Teacher/Assist to School Principal			
Elizabeth Francis	1994	Boston College B.A. Lesley College M.Ed. Longevity	\$74,931.82 \$13,873.36 \$800.00
Title I Math Specialist			
John Vosburgh	2010	Univ. of Delaware B.S. Gratz College, M.Ed. ( Partially funded Title 1 Grant)	\$47,663.22

Name	Began Service	Education	FY 2011-12 Salary
<b>Teachers</b>			
Judy Ainsworth	1983	Keene State College B.S. Longevity	\$63,254.47 \$2,400.00
Rebecca Yeaw	2008	Univ. of Rhode Island B.A. Rhode Island College MAT	\$50,006.19
Nellie Lukac	2008	Bristol Comm. College A.A. Bridgewater State College B.S.	\$41,487.24
Helena Ferreira	2000	Smith College B.A.	\$57,196.40
M. Valerie Valdez	1999	Univ. College of Dublin B.C.L Lesley College M.Ed.	\$65,302.80
Physical Education Lisa Colley	2002	Salem State B.S. Fitchburg State College M.Ed.	\$60,129.48
Library Assistant Valerie Kepler Golden	2001	Longevity	\$21,496.87 \$800.00
District Cafeteria Claudia Colley	2000	Longevity	\$23,827.47 \$1,000.00
Brenda Costa	1984	Longevity	\$23,732.14 \$2,500.00
Cynthia Lambrou	2002		\$18,618.82
Custodial Staff:			
Coordinator Buildings and Grounds Larry Brownell	1975	Longevity Overtime:	\$53,208.09 \$3,075.00 \$730.36
Jill Sawyer	1999	Longevity Overtime:	\$46,577.64 \$1,000.00 \$3,023.43
Michael Smith	1977	Longevity Overtime:	\$49,210.92 \$3,075.00 \$483.70

Name	Began Service	Education	FY 2011-12 Salary
<b>Provincetown High School</b>			
Guidance Counselor			
Helen Niedermeier	2011	Georgetown Univ. A.B. Castleton State College M.A. Ed. University of Vermont Ed. D	\$10,550.52
Teachers			
John Hanlon, Jr.	2000	Cornell U,B.S., Boston U M.Ed. Bridgewater State College, M.Ed.	\$79,390.38
Nathaniel Bull	2003	State U of NY College @ Oswego B.S.	\$49,370.41
Amelia Rokicki	1995	Univ. Mass. B.A. Simmons College M.S. Longevity Salem State College CAGS Ed. Leadership	\$78,127.59 \$800.00
Carol D'Amico	1988	Emmanuel College B.A. Cambridge College M.Ed.	\$66,393.14
Nancy Flasher	1997	Lesley College B.S. Antioch New England M.Ed. Salem State College, CAGS Ed. Leadership (Partially Funded by School Choice)	\$71,166.93
Peter Codinha, Jr.	1981	Yankton College B.A. Univ. of So. Dakota M.A.	\$17,605.35
David C. McGlothlin, Jr.	2006	Emory and Henry College B.A. George Mason University M.A.	\$58,836.93
Emily Edwards	2007	Wheaton College B.A.	\$48,364.49
David Kenline	2011	State U of NY Coll.of Potsdam B.A.	\$14,754.06
District Media Specialist			
Melissa Yeaw	2010	Rhode Island College B.A. Emerson College M.MA	\$39,228.49
District Music Teacher			
Eleanor Lincoln	2010	Univ. of Mass BA Music	\$30,998.39
District Art Teacher			
Lisa B. Fox	1977	U of Mass B.F.A in Ed. &Art Longevity	\$37,571.97 \$3,200.00

Name	Began Service	Education	FY 2011-12 Salary
<b>Special Needs Department</b>			
Special Needs Secretary/District Receptionist :			
Ben Williams	2011	Univ. of Massachusetts B.S.	\$34,136.53
Special Needs Teachers:			
Marcia Rose-Packett	1981	Lesley College B.S. Longevity	\$62,563.78 \$3,200.00
Judith Stayton	1998	Pennsylvania State Univ. B.S. Bridgewater State Univ. M.A.	\$60,085.02
Speech Therapist			
Margaret Millette-Loomis	2006	U of Mass. @ Amherst B.A. Bouve College @ Northeastern Univ. M.S.	\$51,232.15
Paraprofessionals			
Sheree Silva	1988	Cape Cod Community College (Partially funded by SPED Early Childhood Grant) Longevity	\$21,364.54 \$2,100.00
Mark Peters	2002	Wesleyan Univ. B.A. (Funded through School Choice)	\$21,390.54
Jill Macara	1996	Longevity	\$21,496.87 \$1,300.00
Susan LaBree	2000	Fisher Junior College (Funded by SPED Entitlement Grant) Longevity	\$22,561.34 \$900.00
Veronica Londergan	2006	Univ. Bridgeport Connecticut B.S.	\$16,811.91
School Bus Drivers:			
Regis Legnine	2005		\$25,332.88
Thomas Hayes	2011		\$5,041.25
WeeCare Toddler Program			
Janice Paine	2010	Boston U.Schl of Fine Arts B.M. (Funded by Early Learning Revolving)	\$36,705.03
Pam Haley	2010	Kingsborough Community College (Funded by Early Learning Revolving)	\$27,548.74

School Committee Members	Term Expires
Shannon Patrick, Chairperson	2012
Kerry Adams, Vice Chairperson	2013
Lory Stewart	2013
Cass Benson	2012
Jamie Kryszkiewicz	2014

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**School Year 2011-12 Calendar**

Sept.5	Labor Day	Jan. 16	Martin Luther King Day
Sept.6	Prof. Dev. Day	Feb. 9	Prof Dev. 1/2 Day
Sept. 7	Tchr Work Day	Feb. 17	Close End of Day
Sept. 8	School Opens	Feb. 20	Presidents' Day
Oct. 6&7	Prof. Dev. Day	Feb. 20-24	Winter Recess
Oct.10	Columbus Day	Feb. 27	School Re-opens
Nov. 10	Prof. Dev. 1/2 Day	Mar. 19	Prof Dev. Day
Nov. 11	Veterans Day	Apr. 13	Close End of Day
Nov. 21&22	Parent Conf. 1/2 Day K-8	Apr. 16	Patriot's Day
Nov. 22	Close End of Day	Apr. 16-20	Spring Recess
Nov. 23-25	Thanksg Recess	Apr. 23	School Re-opens
Nov. 28	School Re-opens	May 10	Prof Dev. 1/2 Day K-8
Dec. 7	Prof. Dev. 1/2 Day K-8	May 28	Memorial Day
Dec. 22	Close End of Day	Graduation Day: June 8, 2012	
Dec. 23-31	Christmas Recess	180th School Day: June 22, 2012	
Jan. 3	School Re-opens	185th School Day: June 29, 2012	
Jan. 13	Prof. Dev. 1/2 Day		

**Enrollments      Projected Enrollments**

	<b>2011-12</b>	<b>2012-13</b>
Pre-K	20	24
Kindergarten	8	7
Grade I	10	8
Grade II	7	10
Grade III	11	7
Grade IV	8	11
Grade V	11	8
Grade VI	4	6
<b>Totals:</b>	<b>79</b>	<b>Projected: 86</b>
Grade VII	3	4
Grade VIII		3
Grade IX		
Grade X		
Grade XI	10	
Grade XII	5	10
<b>Totals:</b>	<b>18</b>	<b>Projected: 17</b>
<b>Grand Totals:</b>	<b>97</b>	<b>Projected: 103</b>

**Cape Cod Regional Technical High School Enrollments**

1996-97: 4	2001-02: 4	2006-07: 10
1997-98: 4	2002-03: 3	2007-08: 9
1998-99: 4	2003-04: 2	2008-09: 5
1999-00: 5	2004-05: 4	2009-10: 3
2000-01: 2	2005-06: 9	2010-11: 5
		2011-12: 5

## Town Directory

**Airport - Manager**  
508-487-0241

**Assessor - Principal**  
508-487-7017  
pgavin@provincetown-ma.gov

**Board of Selectmen**  
508-487-7003  
vporter@provincetown-ma.gov

**Building Commissioner**  
508-487-7020  
rbraun@provincetown-ma.gov

**Conservation Agent**  
508-487-7020  
bcarlson@provincetown-ma.gov

**Council on Aging Director**  
508-487-7080  
chottle@provincetown-ma.gov

**Fire Department**  
508-487-7023  
ptfire@provincetown-ma.gov

**Health Agent /Inspector**  
508-487-7020  
bcarlson@provincetown-ma.gov

**Housing Authority Executive Dir.**  
508-487-0434  
pha@capecod.net

**Housing Coordinator**  
508-487-7087  
mjarusiewicz@provincetown-ma.gov

**Human Services Director**  
508-487-7080  
chottle@provincetown-ma.gov

**Library Director**  
508-487-7094  
cnapsha@provincetown-ma.gov

**Licensing Agent**  
508-487-7020  
dvanalstyne@provincetown-ma.gov

**Marine Superintendent**  
508-487-7030  
rmckinsey@provincetown-ma.gov

**MIS Director**  
508-487-7000 ext.538  
bjackett@provincetown-ma.gov

**Municipal Finance Director**  
508-487-7010  
dhoort@provincetown-ma.gov

**Parking Department**  
508-487-7050  
drosati@provincetown-ma.gov

**Permit Coordinator**  
508-487-7020  
mnotaro@provincetown-ma.gov

**Police Chief**  
508-487-1212  
jjaran@provincetown-ma.gov

**Public Works Director**  
508-487-7060  
dguertin@provincetown-ma.gov

**Recreation Director**  
508-487-7097  
bmotta@provincetown-ma.gov

**School Superintendent**  
508-487-5000  
bsinger@provincetown.k12.ma.us

**Tourism Director**  
508-487-3298  
rsanborn@provincetown-ma.gov

**Town Clerk**  
508-487-7013  
djohnstone@provincetown-ma.gov

**Town Manager**  
508-487-7002  
slynn@provincetown-ma.gov

**Treasurer**  
508-487-7015  
lobrien@provincetown-ma.gov