

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES – REGULAR MEETING
TUESDAY, MAY 29, 2018 6:00 PM
TOWN HALL – JUDGE WELSH ROOM**

Chair Venden convened the open meeting at 6:00 pm noting the following:

Board of Selectmen attending: Chair Louise Venden, Vice Chair Tom Donegan, Members Cheryl Andrews, Robert Anthony and Lise King.

Excused:

Other attendees: Town Manager David B. Panagore, and Board Secretary Elizabeth Paine

Recorder: Elizabeth Paine

Consent Agenda – Approval without objection required for the following items:

- A. *Approve the reappointment of Doug Cliggott as an at large trustee to the OPEB Trust, with term ending July 1, 2020.*
- B. *Approve the appointment of Steven Latasa- Nicks to the Zoning Board of Appeals from alternate member to a regular member with a term to expire on December 31, 2019*
- C. *Approve the parade permit application for Vince Carl on behalf of the Yankee Lambda Car Club's Annual Car Parade to be held on Saturday, September 15, 2018*
- D. *Approve the parade permit application for Robin Lapidus on behalf of the Provincetown Business Guild's Sashay from the Shack to Tea Parade to be held on Saturday, June 2, 2018*

Vice Chair Donegan would like to remove consent item D to be heard later in the hearing under requests.

Without objection Chair Venden waived the reading of the consent agenda and without objection it was approved unanimously by the Board of Selectmen

1. Public Hearings:

- A. **Economic Development Permit 18-05 – 336 Commercial Street Unit R Unit 1 – The Pilgrim House by Kenneth Horgan (applicants and owner), The Pilgrim House LLC, to increase the assigned Title 5 flow to the property by 2,395 gallons per day to the sewer system to add additional seating capacity in the function/show room as well as the outdoor patio seating area to the existing inn, restaurant and entertainment complex**

Vice Chair Donegan read the public hearing notice.

Exhibits/Documents: Public Hearing notice, Economic Development Application

Kenneth Horgan, applicant and owner, was present at the meeting. He is requesting the approval of the Economic Development Application. The applicant is asking for an increase in sewer allowance to accommodate the proposed increase in seating in their showroom.

Assistant Town Manager Gardner discussed with the Board Members the remaining allocations of gallons in the sewer system. Select Member King asked about the process for applicants moving towards the applicants being brought before the Board and what the applicant's year-round plans were. Vice

Chair Donegan inquired about the equalization tanks, Town Manager Panagore stated staff will return in August with AECOM's report.

KH – currently we plan to be operation be open year round as business be allowed. We took a property that has a large space that was unused. We have increased the utilities use of that space, we have added 2 full time positions, and we plan to continue to use that space to have events year round. In February and March we will be doing the best that we can. We are offering sponsors for multiple nonprofit originations; we continue to be engaged with our community.

Vice Chair Donegan moved that the Board of Selectmen vote to approve Economic Development Permit 18-05 for 336 Bradford Street, by Kenneth Horgan, applicant/owner on behalf of the Pilgrim House LLC, based on findings that the proposed use is consistent with the criteria set forth in Selectmen's Policy 2017-03-13, specifically:

- **Projects that are consistent with the Local Comprehensive Plan and**
- **Support, create or enhance year-round employment opportunities/incomes and/or**
- **Support an extended employment season of at least 9 months and/or**
- **Help to diversify Provincetown's year-round economic base and/or**
- **Create, expand or maintain the provision of transient occupancy rooms (commercial) available to visitors and/or**

subject to the attached permit with conditions as submitted.

Member Andrews seconded the motion

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

2. Public Statements:

- Jay Gurewitsch – here to represent the RRC, applications are still open for the next 2 months. We have 36 proposals out right now, 7 signed contracts and another 46 more contacts to do. PPTRTA has invited me to speak at annual meeting on June 10th, spoke at PBG and chamber has sent out email. Thank you again for your support. August 8th is deadline. Outercapeenergize.org to sign up.

3. Selectmen's Statements:

- **Cheryl Andrews** – first, heartfelt thank you to all the volunteers who organized the Memorial Day Services. Briefly recognize the new AIDS memorial on the Town Hall Lawn, dedication ceremony is June 16th, thank all the folks who have been working on this.

Move to review Economic Development Permit process

Chair Venden seconded the motion

5/0/0.

And could you also put on the next agenda a Provincetown 400 update.

- **Robert Anthony** – I am all set.
- **Tom Donegan** – I wanted to second Cheryl's comment about thanking all the volunteers, I didn't realize

we had a Civil War Memorial, but there is one in the cemetery. Cape Light Compact just announced the rates. I wanted to say how moved I was by the AIDS memorial, the response has been moving, and it is remarkable it is the least photogenic thing there is. I encourage people to come down to town hall.

- **Lise King** – I have been very moved by the AIDS memorial, in preparation for the meeting, it brought up a flood of memories, while we do not have names on the AIDS memorial, I am hoping we can come up with a way to honor our loved ones. Asking folks to think of a way to come up with a way to do this.
- **Louise Venden** – One of the charms of this town was the wonderful event we held for Memorial Day. The AIDS memorial marks a very long process of people who wanted to make it a reality. We need to remember it is an ongoing health challenge and we need to continue to support those living with AIDS.

4. Joint meeting/Presentations:

A. Cape Cod Commission Executive Director Kristy Senatori

Executive Director Kristy Senatori – I have been the executive director for several months now. One of my goals as the executive director is to maintain an open communication between the Cape Cod Commission and the Towns. Provincetown is very forward with water quality issues. This August 16 + 17 we will be hosting our annual summit, will be held in Harwich and we hope that you can attend. We have been working on coast resilience with a grant given by NOAA. Our regional policy plan is in the process of being updated, we will be issuing draft report this summer. I wanted to thank you for your appointment of Dr. Andrews to our board.

Vice Chair Donegan brought forward the concerns of transportation on a regional level. Select Member King requested more information on coastal resilience. Board Member Andrews and Chair Venden inquired about electrical line maintenance along RT 6A.

B. Presentation on Decorating Provincetown by Portuguese Festival Chair Don Murphy

Festival Chair Don Murphy – The Portuguese Festival began in 1940s when the Bishop first performed the Blessing of the Fleet. Over the years, the festival has expanded the decorations in the town. The flags that are placed on the properties and strung across Commercial Street have gotten more and more difficult, most of the permission have expired and the committee is asking the Select Board to allow the committee to place brackets on the street signs to make them easier to hang, allow trucks to get up the street and easier to manage. We would like the support and permission to proceed.

Member Andrews felt the raising of the flags represented the opening of the season. Member Kings mentioned the character change which will occur without the strings. Vice Chair Donegan had concerns about the degradation to the street signs and could the strings still be placed between Ryder and Standish. Chair Venden wanted to know how many flags the committee planned on placing.

**Select Member King Move that the Select Board vote to approve the use of street sign poles to hang Portuguese Festival Flags from June 2nd through July 14th.
Select Member Anthony seconded the motion.**

For Discussion

Member Andrews would be voting no because concerns about the angle of the flag poles.

VOTED

In Favor: 4
Opposed: 1(ca)
Abstain: 0

C. Presentation on Local Comprehensive Plan proposed plan and project schedule by Planner Jeffrey Ribeiro

Planner Jeffrey Riberio was present for the meeting. Mr. Riberio feels that the LCP's document from 2000 is a great document to build upon. There are multiple of plans, studies and surveys that have already been done by multiple Boards and Committees. The public process and engagement activates to finalize the Town's Local Comprehensive Plan will begin shortly for the plan to be ready for adoption at the 2019 ATM. We just secured an interactive website to allow for public interaction. All of the memberships have recently lapsed; he has been reaching out to previous members to see who would like to continue, hoping to have a smaller group than previously. Looking for Select Members input on proposed process. Chair Venden thought the idea wonderful, especially the separate website. Member Anthony inquired about the committee and who would be on it. Vice Chair Donegan liked the idea of giving people a variety of ways to communicate. Member Andrews felt feedback is critical and getting the word out very important part of the process.

Vice Chair Donegan Move that the Select Board vote to approve the Local Comprehensive Plan process.

Select Member King seconded the motion

For Discussion

Member Andrews abstaining until seeing more of a developed plan.

Vice Chair Donegan suggesting an update mid-July.

VOTED

In Favor: 4
Opposed: 1(ca)
Abstain: 0

Vice Chair Donegan asked to move forward 6A forward before the Joint Meeting with the VSB.

6A – Public Landscape Committee suggestion memo for the new AIDS Memorial.

LCP Chair Bill Docker was joined by ... from the Public Landscape Committee. Mr. Docker mentioned lighting, brick walk way and seating that would be around the AIDS memorial. The artist is hoping having everything ready by the June 16th.

Vice Chair Donegan – I am in response to do as the artist is recommending, but does staff have a recommendation.

DPW Waldo – I think upgrading and making the lighting more uniform, I think the recommendations are great, but don't put too much time constraint on this. This is a municipal project; it might be more of a fall project.

DB – the color of the cement, she wants to have it match the color of the cement it rests upon.

LK – one of the things that seem problematic is kids might climb on it.

DP – that came up with the Police Chief, I asked the Cultural Council to look at that issue.

DB – there are people who are also leaving memorial at the memorial. I don't know what we want to do with that.

CA – I am thrilled you spoke to the artist. You saved us a great amount of work. My only comment is what happened this winter, I will have this horrible vision of the town hall being under water. My main comment is look what happens if it were to flood again. If you could have a conversation with the artist. I am concerned that this whole yard needs to be change.

DB – the only thing she mentioned was a frost line.

RW – it is an expansion joint.

DB – all the benches need to be approved by the Select Board, this is a different issue, we have been given a gift, that I would like to bring to my board to have voted to by the Board? In the mean time we do have a movable bench we can put there for the ceremony?

TD – in general, we would endorse the memo

CA – approved the alteration outlined in the memo by the PLC and the artist

LK – seconded

For Discussion

Chair Venden would still like to see more light on the monument.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

D. Joint Meeting with the Visitor Services Board

Chair Murray called the meeting to order was in attendance with Susan Avellar, Andrea Sawyer, Jay Gurewitsch, Vice Chair Lesley Marchessault and Robert Sanborn. Regina Cassidy had an excused absence. Tourism Director Anthony Fuccillo and Assistant Director Nina McCormack present as well.

a. Visitors Survey

Tourism Director Anthony Fuccillo and Assistant Director Nina McCormack presented the visitor survey; the presentation packet was put together by the survey company MTI Marketing Services. This survey was done with in partnership with several organization and businesses in town that sent the link to their email list. It showed the groups of people that were currently coming into town, amount of money they were spending, reasons for return and MTI's recommendations on retaining more of them.

Chair Murray reminded the Board this was just a snap shot of the visitors who come and several other

surveys were currently in the works. VSB Member Gurewitsch noted the spending between the LGBT and Straight groups. BOS Member King asked for the methodology behind the study. Vice Chair Donegan asked if the MTI group would be able to be present to talk about their methodology at another meeting. Tourism Director Fuccillo and Assistant Director McCormack are also working with the current marketing firm to reconstruct the website and would be taking into consideration some of the recommendations.

b. FY 2019 Tourism Promotional Grant Awards

Tourism Director Fuccillo presented the current list of promotional grants. The Select Board noted that the amount being given out was higher than the budgeted amount and that was because previous grants had been closed out allowing them to give a higher amount than thought. Select Member King inquired about grants that were not approved that might have normally been and what was the criteria for granting the amounts, Tourism Director Fuccillo explained Fantasia Fair and Family Equality both missed the deadline. Vice Chair Donegan asked to hold off on granting any funds to the PBG as they too has missed the deadline and there was no breakdown from the PBG or VSB as to where the funds would be directed.

TD - Move to table for future consideration item 35 \$34,990 pending further information.
 CA – 2nd
 5/0/0.

Member Andrews inquired about conflict of interested and why VSB members felt they didn’t need to recuse themselves on items.

CA – I have to recuse on 13 & 18
 LK – I have to rescue on 24, 29 and 30

CA MOVE that the Board of Selectmen vote to approve funding, from the Tourism Fund, for the following all but 13, 18, 24, 29 and 30 FY 2019 Tourism Promotional and Enhancement Grants, as recommended by the Visitor Services Board:

No	Project Name	Recommended FY '19	No	Project Name	Recommended FY '19
1	13th Annual International Encaustic Conference	\$2,000	18	Paint the Race	\$500
2	13th Annual Provincetown Tennessee Williams Theater Festival	\$10,000	19	Peregrine Theatre Ensemble	\$2,000
3	13th Annual Ptown Classic Women Flag Football Tournament	\$750	20	Portuguese Festival	\$8,000
4	14th Provincetown Dance Festival	\$1,000	21	Provincetown Book Festival	\$1,500
5	Afterglow Festival	\$5,000	22	Provincetown Cares	\$500

				Women's Healthcare Benefit and Auction	
6	Black and Gold Halloween Ball	\$4,500	23	Ptown Coastal Rowing Regatta	\$3,000
7	Cabaret Fest	\$3,500	24	Film Festival	\$20,000
8	Canteen Holiday Market	\$1,500	25	Provincetown Inspiration Week	\$1,000
9	Cape Cod Classic 2018 (The National Gay Pilots Association)	\$1,000	26	Provincetown Swim for Life	\$2,000
10	Day of the Dead Festival	\$1,700	27	Ptownie - A Community Media Company	\$1,200
11	Girl Splash	\$8,000	28	Single Women's Weekend	\$5,500
12	Great Music on Sundays @5	\$3,000	29	Twenty Summers	\$2,500
13	Great Provincetown Schooner Regatta	\$9,500	30	The Women's Media Summit	\$2,500
14	Mates Leather Weekend	\$4,500	31	Women of Color Weekend	\$6,000
15	Miss Gay MASS US of A	\$3,000	32	Women's Week	\$10,000
16	Mr. New England Leather	\$3,000	33	WOMR Benefit Film Series	\$1,000
17	Outer Cape Chorale Concerts	\$2,200	34	WorldFest	\$1,000
			35	VSB/PBG collaboration - Pride June 2018 & Fall/Winter Holidays 2018	\$34,990
					\$167,340

RA seconded

In Favor: 5
Opposed: 0
Abstain: 0

TD – 13 & 18
RA – 2nd
4/0/1 (ca)

TD – 24, 29 & 30
RA – 2nd
4/0/1(LK)

VOTED

VSB moved to adjourn.

c. FY2019 Co-op Marketing Grants

TD - MOVE that the Select Board vote to postpone the FY 2019 co-operative marketing grant agreements with the Provincetown Chamber of Commerce for up to \$20,000 and the Provincetown Business Guild for up to \$20,000 as recommended by the Visitor Services Board until June 11th meeting.

RA – 2nd

VOTED

**In Favor: 5
Opposed: 0
Abstain: 0**

d. FY2019 Institutional Match Marketing Grants

LK - MOVE that the Select Board vote to postpone the FY 2019 co-operative marketing grant agreements with the Provincetown Chamber of Commerce for up to \$20,000 and the Provincetown Business Guild for up to \$20,000 as recommended by the Visitor Services Board until June 25th meeting.

RA – 2nd

VOTED

**In Favor: 4
Opposed: 0
Abstain: 1(td)**

e. FY2019 Co-op Marketing Grants –Chamber, PBG

TD - MOVE that the Board of Selectmen vote to postpone the FY 2015, FY 2016, FY 2017 and FY 2018 marketing grant agreement with Provincetown 400 for \$15,000 annually for the above mentioned fiscal years in the total amount of \$60,000 as recommended by the Visitor Services Board until June 11th meeting

RA – 2nd

VOTED

**In Favor: 5
Opposed: 0
Abstain: 0**

5. Appointments:

A. Zoning Board of Appeals – Peter H. Okun

Mr. Okun was unable to attend the meeting due to a conflict of schedule; he requested to be placed on the next regular agenda.

Move that the Board of Selectmen vote to postpone the appointment of Peter H. Okun as an alternate member to the Zoning Board of Appeals until June 11th meeting.

VOTED

**In Favor: 5
Opposed: 0
Abstain: 0**

6. Requests:

A. Public Landscape Committee's memo on suggestions for the new AIDS Memorial

Heard earlier in the meeting.

B. Provincetown Pride Weekend Proclamation

TD - Move that the Board of Selectmen vote to proclaim June 1 through June 3, 2018 as Provincetown Pride Weekend as amended.

LV – 2nd

VOTED

**In Favor: 5
Opposed: 0
Abstain: 0**

00D – Parade permit request

TD - Move that the Select Board vote to approve the parade application Permit submitted by Robin Lapidus on behalf of the Provincetown Business Guild's Sashay from the Shack to Tea to be held Saturday, June 2, 2018 starting at 4 pm.

CA – 2nd

VOTED

**In Favor: 5
Opposed: 0
Abstain: 0**

C. Authorize Public Works Director's request for use of Chapter 90 Funds for Shank Painter Road Project

DPW Director Waldo asking for authorization from the Select Board to apply for use of Chapter 90 funds to expand the transportation project. The process is a 5-year process.

TD - Move that the Select Board vote to authorize the Public Works Director to submit a Project Request form to Massachusetts Department of Transportation for use of chapter 90 funding in the

amount \$121,200 for engineering design services as it relates to an expanded scope of the Shank Painter Road Rehabilitation Project.

RA – 2nd

VOTED

In Favor: 4
Opposed: 1 (ca)
Abstain: 0

D. Discussion of KP Law memo on suggested amendments to the Revised Charter to address Legal Risks

No action taken. To be discussed at next meeting.

E. Discuss future work session dates and topics

The Select Board began discussing future work sessions but was unable to finish due to time. Will continue conversation on June 11th.

Closing Statements/Administrative Updates:

- **Lise King** – wanted to publicly state she has no personal interest in the grants she recused from but as a film maker felt it was important due to appearances.

Without objection the meeting was adjourned at 11:07 pm

Minutes transcribed by: Elizabeth Paine