



Select Board

Meeting Agenda

The Provincetown Select Board will hold a special meeting on Wednesday, July 29, 2020, at 6:30 pm in Judge Welsh Room, Town Hall, 260 Commercial Street, Provincetown, MA 02657.

NOTE: THIS IS A REMOTE PARTICIPATION MEETING

The Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Provincetown Select Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Provincetown website, at <https://www.provincetown-ma.gov/>. For this meeting, members of the public who wish to watch/listen and participate in the meeting may do so in the following manner:

1. Watch on PTV GOV Channel 18, as well as an online livestream of PTV GOV at <http://www.provincetowntv.org/watch.html>
2. To listen and participate in this meeting, dial **(833) 579-7589**. When prompted, enter the following Conference ID number: **362 685 483** When prompted, state your name, then press #.
 - Keep your phone muted at all times when not talking (*6 to mute & unmute your phone)
 - Do not use speakerphone
 - Do not use Bluetooth devices
 - Mute all background noises
 - Mute PTV on the television or computer and use only the phone audio
 - Please do not speak until the chair or the meeting moderator asks for public comments or questions.

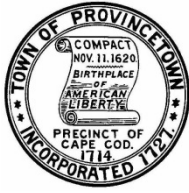
No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Provincetown website an audio or video recording or other comprehensive record of proceedings as soon as possible after the meeting.

1. Interview Interim Town Manager Candidates (Votes May Be Taken)
 - a. David Colton
 - b. Charles Sumner
2. **The Select Board will vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clauses 1, 2, 3, 4, 6, 7, & 8 for the purposes of:**

Clauses 1, 2, 3, 4, 6, 7, and 8 – To consider the approval and/or release of Executive Session Minutes

Posted by the Assistant Town Clerk www.provincetown-ma.gov, 07/23/2020, 11:45 am AR

Revised 07/27/2020, 11:15 am AR



Provincetown Select Board
AGENDA ACTION REQUEST
Wednesday, July 29, 2020

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INTERIM TOWN MANAGER CANDIDATES

Charles Sumner and David Colton

Requested by: Acting Town Manager David Gardner

Action Sought: Discussion

Proposed Motion(s)

Move that the Select Board vote to go into contract negotiations with _____
for the position of Interim Town Manager of the Town of Provincetown

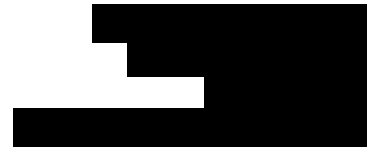
Additional Information

- Please see attached resumes.

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>

Charles L. Sumner



PROFILE

Good communicator, who values open government and democratic processes. A team oriented manager, with a passion for leadership and public service. Results oriented problem solver, who welcomes challenges. An accomplished local governmental manager and leader, with expertise in the following areas:

- Budget and capital planning
- Organizational development
- Financial management
- Human resources management
- Emergency management
- Project management
- Strategic planning
- Policy facilitation
- Economic development
- Intergovernmental relations

PROFESSIONAL EXPERIENCE

Executive Director, Pleasant Bay Community Boating (PBCB) - March, 2016 to January, 2019

Served as the Chief Administrative Officer for PBCB, which is a not-for-profit 501(c)(3) organization offering boating, marine education and environmental stewardship opportunities to residents and visitors to the Pleasant Bay region. PBCB is dedicated to serving all members of the community including those with physical, developmental and cognitive disabilities, as well as under served families and at-risk youth. PBCB is located at the head of Pleasant Bay and is consists of a 3.6 acre campus with 750 feet of frontage on the bay.

Town Administrator, Town of Brewster, MA October, 1986 to October, 2015

Appointed as Brewster’s first Town Administrator under a new Town Code provision, reporting to a five member elected Board of Selectmen. The Town of Brewster is a retirement/resort based community located on Cape Cod with a permanent population of 10,000 residents that increases to 35,000 residents in the summer tourism season. The Town’s annual budget is approximately \$45 million, with a capital expenditure program of \$1.5 million. The Town has a AAA bond rating with \$2 million in their Stabilization Fund. During my service I have participated in managing over \$80 million in capital improvements to Town and School facilities. I also serve as the Town’s Chief Procurement Officer and the Assistant Emergency Management Director. I was

responsible for collective bargaining negotiations with the Town's five employee labor organizations.

Town Administrator, Town of Littleton, MA October, 1981 to October, 1986

Served as the chief administrative officer for a five member elected Board of Selectmen. Responsible for the day to day administration of town government, including the supervision of department heads, intergovernmental relations, personnel administration, purchasing, collective bargaining and policy implementation.

Acting Town Manager, Town of Acton, MA May, 1981 to October, 1981

Responsible for the day to day administration of town government, including the supervision of department heads, intergovernmental relations, personnel administration, purchasing, collective bargaining and policy implementation.

Administrative Assistant, Town of Acton, MA June, 1980 to May, 1981

Assisted the Town Manager in the administration of the manager's duties and responsibilities, including the research, planning and development of governmental programs, supervision of department heads, budget development and preparation, personnel administration, purchasing and collective bargaining.

Community Safety Planner, Town of Arlington, MA July, 1979 to April, 1980

Responsible for developing program to consolidate police and fire divisions. Responsible for the divisional planning and analysis of administration and managerial procedures. Assisted in the formulation and implementation of short and long range budget estimates, collection and interpretation of relevant statistical data, design of program evaluation, and performance of cost benefit analysis.

EDUCATION

Northeastern University, Boston, MA Masters in Public Administration, June 1980

Suffolk University, Boston, MA - Bachelor of Arts - June, 1977

CURRENT COMMUNITY SERVICE

- Town Moderator for the Town of Brewster
- President of the Board of Directors for the Association for the Preservation of Cape Cod
- Board of Directors for the Brewster Conservation Trust
- Board of Directors for the Cape Cod Conservation District
- Chairman of the Cape Cod Technical High School Building Committee
- Member of the Brewster Ladies Building Committee
- Participated in numerous fundraising activities for several not-for-profit organizations

David A Colton

PROFESSIONAL EXPERIENCE

Associate, Edward J Collins Jr., Center for Public Management 2017-present
Town Administrator, Town of Easton Massachusetts 2006-2018
Municipal Representative, Solar and Net Metering Task Force 2015
Adjunct Faculty, Massasoit Community College 2006-2010
Commissioner, Boston Landmarks Commission 2007-2011
Town Administrator, Town of Milton Massachusetts 2004-2006
Director, Department of Public Works, Milton MA 2002-2004
Commissioner, Department of Public Works, Quincy MA 1989-2002
Various Positions, Department of Public Works, Quincy MA 1982-1989

VOLUNTEER EXPERIENCE

Citizen Housing and Planning Association Policy Leadership Council
Mass Department of Labor Relations Joint Labor Management Committee
GLBTQ Legal Advocates and Defenders Equal Justice Council
Massachusetts Municipal Association Personnel and Labor Policy Committee
Massachusetts Water Resources Authority Wastewater Advisory Committee
Massachusetts Water Resources Authority Sewer Rate Methodology Committee

EDUCATION

Master of Business Administration, University of Massachusetts, 1987
Bachelor of Science, Public Administration, Bentley College, 1981

SELECTED ACCOMPLISHMENTS

- Negotiated and won acceptance of a national award-winning public/private venture to preserve and redevelop the historic Ames Shovel Works complex into 113 mixed-income housing units
- Implemented user friendly on-line permit system for all Easton departments
- Negotiated an Inter-Municipal Agreement to provide 160,000 gallons per day of wastewater

treatment capacity to promote economic development

- Negotiated a \$6.5M agreement with AvalonBay providing funding for capital needs of the town while achieving the 10% affordable housing requirement
- Developed 2.7 Megawatts of solar energy in the Town of Easton
- Successfully led effort to reform Easton's employee health insurance program including collective bargaining concessions with 12 unions
- Conceptualized and established the Easton Affordable Housing Trust
- Spearheaded economic development initiatives resulting in successful smart growth zoning changes in Easton and Milton
- Directed the design and construction of public buildings, including the Quincy Police Head Quarters, Clifford Marshall Elementary School, and the Thomas Crane Public Library
- Represented the City on the Quarry Hills public/private partnership which led to the construction of a championship golf course in Quincy and Milton
- Conceptualized, presented, and won passage of cost saving management reorganization plans in three communities

SELECTED PRESENTATIONS & PUBLICATIONS

- Panelist US Green Energy Council forum on solar energy, February 2016
- Panelist Solar Power Industries Association on Massachusetts Solar Policy, Solar Power Conference and Expo Boston MA, February 2016
- Guest speaker at 57th Massachusetts Municipal Personnel Association's Annual Meeting on September 13, 2012 at Bridgewater State University
- Speaker Chapter 40B Past, Present and Future conference sponsored by The Department of Housing and Community Development September 28, 2012
- Presented session on citizen participation in transportation planning; American Public Works Annual Congress Philadelphia, PA-September 2001
- Authored "Bathing Water Quality Improvement Program for Wollaston Beach" Water Environment Federation Annual Program Dallas, TX-October 1996
- Lead author of "Creating a Flexible Public Works Organization" American Public Works Association International Symposium on Public Works and the Human Environment Seattle, Washington-April 1995.
- Authored several Op/Ed columns on school building construction, environmental affairs, solar energy policy, and marriage equality



**Provincetown Select Board
AGENDA ACTION REQUEST**

Wednesday, July 29, 2020 6:30 pm

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EXECUTIVE SESSION MOTION

MGL c30A, Sec. 21(a), Clause 1, 2, 3, 4, 6, 7 & 8

Proposed Motion(s)

MOVE that the Select Board will vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clauses 1, 2, 3, 4, 6, 7, & 8 for the purposes of:

Clauses 1, 2, 3, 4, 6, 7, and 8 – To consider the approval and/or release of Executive Session Minutes

Votes may be taken and not to convene in open session thereafter.

Roll Call Vote:

David Abramson:

John Golden:

Robert Anthony:

Lise King:

Louise Venden:

Additional Information

Board Action

<i>Motion</i>	<i>Second</i>	<i>Yea</i>	<i>Nay</i>	<i>Abstain</i>	<i>Disposition</i>