

**TOWN OF PROVINCETOWN – SELECT BOARD  
MEETING MINUTES – REGULAR MEETING  
NOVEMBER 9, 2020, 6:00 PM  
VIRTUAL MEETING**

Select Board attending: Chair David Abramson, Vice Chair John Golden, Members Robert Anthony, Lise King and Louise Venden

Excused:

Other attendees: Interim Town Manager Charles Sumner, Finance Director Josee Young, Assistant Town Manager David Gardner and Select Board Secretary Elizabeth Paine

Recorder: Elizabeth Paine

The November 9, 2020 Provincetown Select Board Meeting is about to be convened. My name is Elizabeth Paine, Secretary to the Select Board, and I will begin by taking a roll call for quorum.

Chair David Abramson: Here

Vice Chair John Golden: Here

Robert Anthony: Here

Lise King: Here

Louise Venden: Here

In keeping with Governor Baker’s Executive Order of March 12, 2020; “Order Suspending Certain Provisions of the Open Meeting Law” – All Participation will be by Remote Access. Persons who would like to view this meeting while in progress may do so by watching on PTV GOV Channel 18, as well as the online livestream of PTV GOV

All participants have been muted at the start of the meeting. Person who would like to speak during the Public comment must do so by dialing (833) 579-7589 and entering conference number 947 549 66. To unmute, use \*6, clearly state your name and wait to be called on by the Chair before beginning to speak.

Packet materials are available for viewing on the Town website. We will post a record of this meeting on the Provincetown’s website as soon as possible. If it appears the meeting cannot or should not proceed the meeting will be continued to a later date and time.

Chair Abramson convened the open meeting at 6:00 pm

**1. Public Statements – Three (3) minutes maximum. Select Board Members do not respond during public statements**

**• Rick Murray – Read a brief Town Manager Search Committee he submitted to the Board:**

- (1) A Chairperson, Vice Chairperson and Clerk were selected, respectively, Richard Murray, Elaine Anderson and Mark Borgstrom
- (2) The Search Committee reviewed the initial marketing brochure proposed by the search consultant and noted, beyond its standard data and demographic information, that no mention was made of TOURISM in the brochure, our single strongest economic engine in the Town of Provincetown which generates \$400M. The Search Committee also suggested two additional key points be included in the brochure: 80% of our tax revenue is from second homeownership and the second being the important need for year-round and seasonal workforce housing.

- (3) The Search Committee wished to offer further suggestions on improving the brochure with the inclusion of a one page addendum of “key bullet points” of the community as well as key goals for the Town Manager position, prior to the release of the brochure and addendum for distribution, the Search Committee will finalize tomorrow so there is no delay in the search process. The Search Committee unanimously agrees it will take a unique person to succeed as town manager.  
The Search Committee believes it is vitally important that an equal effort be made by the search consultant to identify nontraditional candidates who may present a fresh new alternative to the usual traditional candidates we’ve been accustomed to.
- (4) The Board of Selectmen has approved a job description for the Town Manager. It would be very helpful to the Search Committee if the Board could refine the job description. The more specificity you can provide to our committee on keys areas of responsibility and management would be helpful in our deliberations.
- (5) More precisely, based on the excellent interview and survey results obtained by the search consultant with town staff, Board of Selectmen and the community, the most striking conclusion from the report is that the Town of Provincetown has an outstanding group of employees who have the desire and capability to contribute, with the direction of a supportive leader, to make greater contributions to the town
- (6) If The Board of Selectmen can accept the premise of the consultant’s summary, it could logically lead to the conclusion that additional direct responsibilities could be more formally delegated to the position of the Assistant Town Manager. The intent and goal would be to afford the Town Manager to provide a greater amount of his/her time to provide more emphasis on the development of the 3-5 Strategic Plan with the Board of Selectmen and important linkages with the community in building support for that plan This clarification would be helpful for the Committee. Our intent is on recruiting the best possible individual to meet the future needs of the Town of Provincetown. The obvious immediate priority is to ensure the health and safety of our community and continue to sustain financial stability for the town. This initial joint effort by the Board of Selectmen and the new town manager could readily become the essence and foundation of the Board of Selectmen’s 3-5 Year Strategic Plan

As a Search Committee, we look forward to having a continuing dialogue with the Board of Selectmen at important junctures in the process

## **2. Select Board Member’s Opening Statements – Five (5) minutes maximum.**

- **John Golden** – Weekend had great weather. Happy about the election results.
- **Lise King** – Thanked Town staff, specifically the interim Town Manager Charlie Sumner and the Clerk’s office for their efforts in the elections. Also thanked the residents who showed up to voted. Recognized the way in which the residents stepped up for COVID prevention.
- **Robert Anthony** – Echoed Lise and John’s comments. Apologized to Louise for comments made at a previous meeting.
- **Louise Venden** – Thanked Bobby for the apology. Later in this meeting we will be discussion a code of conduct.
- **David Abramson** – I do not have any comments for this evening.

## **3. 7 PM Public Hearings – (Votes may be taken on the following items)**

- A. **Curb Cut – Continued from October 26, 2020 - Application by Lyn Plummer, requesting approval to install an 18-foot wide driveway on the front of the property located at 509 Commercial Street, Provincetown, MA in order to access the property for parking. (Assessor’s Map 15-1, Parcel 15-0-R). Request to be continued to November 23, 2020**

**Move that the Select Board vote to continue the curb cut public hearing until November 23, 2020.**

**Motion: David Abramson**

**Second: John Golden**

**Roll Call Vote**

**Chair David Abramson: Aye**

**Vice Chair Golden: Aye**

**Member Robert Anthony: Aye**

**Lise King: Aye**

**Louise Venden: Aye**

**4. Joint Meeting/Presentations/Requests – (Votes may be taken on the following items):**

**A. Board of Health Update – Health Director Morgan Clark and Board of Health Steve Katsurinis**

Health Director Morgan Clark gave the Select Board the most recent update on the changes now in place from the Governor. Changes include mask mandates, table service and take out, and traveling bans. Ms. Clark also spoke about the States push to have in-person learning in lower risk areas. We currently have zero active cases, so we remain in the gray area, which is the best place to be.

Board of Health Chair Steve Katsurinis acknowledged the Health Directors work on the changes and handling of the public. While there does appear to be a rise in cases, feels the town in prepared to handle this situation.

The Board thanked the Health Director and Board of Health Chair for their presentation. Member Anthony asked who would be issue punitive citations for those in violation. Member Venden asked about how to get the information out to the community. Chair Abramson noted the differences he sees between how the Town handles cases here verse in New York State.

**B. Code of Conduct for Boards/Commissions/Committees Policy**

Chair Abramson brought this forward as this had been previously asked about. Member King asked if this would be something that could be brought to Town Meeting, so it applies to all board/committees. Member King asked if Interim Town Manager could give a recommendation on this. Really appreciates the work of everyone putting this together. Member Anthony asked if FINCOM would have to adopt this. Member Venden agreed with the code of conduct, especially in section B in reference to social media behavior, she hopes the moderator will adopt this as well. Chair Abramson is going to work on revising the document to reference the Town of Provincetown's charter and personnel rules, as the code of conduct example in the packet is from the Town of Dennis. Will bring it back at the next meeting for approval.

**5. Town Manager Administrative Matters – Topics to include but not limited to: (Votes may be taken on the following items):**

**1. Town Manager's Report**

Interim Town Manager Charlie Sumner paid special tribute to Ana Ruiz, town employees and volunteers who stepped up in the time of need. Finalized the Hightown film location agreement, they will begin filming next Monday. Working on finalizing the Fire Department building assessment. Started union negotiations. We will be the host town to manage the grant money for the Barnstable County Fire training facility. Reached out to State Senator Julian Cyr and Representative Sarah Peake about the closure of the Comcast office in Provincetown, they have been advocating to have this reopened.

Member Venden asked for the membership on the Building Committee. Commented on the fact the town is still seeking minute takers. Why are we still having people transcribe these videos, I just want to say it is an important concern that there are several boards with no minutes posted. Member King was in favor of having a transcription service help with the minutes. Member Anthony asked about if there was a limit on outdoor dining, would like clarification if there are any actions the board needs to take in reference to the approval of outdoor dining. Chair Abramson asked for an update on the voucher for childcare for the town employees. Member Venden asked if the voucher applicants will be eligible for re-imbusement. Interim Town Manager Charlie is hoping to have the policy in draft form for the next meeting.

**6. Minutes – (Votes May Be Taken)**

**1. October 5, 2020 3 pm**

**Move that the Select Board approve the minutes of:**

**October 5, 2020 6pm (Regular) [X] as printed [ ] with changes so noted**

**Motion: David Abramson**

**Second: John Golden**

**Roll Call Vote**

**David Abramson: Aye**

**John Golden: Aye**

**Robert Anthony: Aye**

**Lise King: Aye**

**Louise Venden: Aye**

**7. Select Board Closing Matters - Topics to Include but not limited to: (Votes May be taken on the following items)**

**A. Pending Items List**

- **John Golden** – Productive meeting, we got some good things covered. Weather was nice. We still have people coming into town, looking forward to a good fall.
- **Lise King** – Nothing additional for me. Good meeting
- **Robert Anthony** – I'm fine
- **Louise Venden** – I have nothing further
- **David Abramson** – neither do I.

Chair Abramson motioned to adjourn without objection

**Without objection the meeting was adjourned at 7:34 pm**

**Minutes transcribed by: Elizabeth Paine**