



2020 Annual Town Meeting Forum

**Welcome to the September 21st
Town Meeting Warrant
Discussion. We will provide a
brief description of the warrant
articles and answer your
questions.**

**Please save questions we will break after every
few articles.**

COVID-19 Preparations

What to expect at Town Meeting.

DATE, TIME & PLACE

DATE & TIME: Monday, Sept. 21, 2020 at 5:00 PM
LOCATION: St. Peter the Apostle Catholic Church Parking Lot, (open air) 11 Prince St.
CHECK-IN: Check-in starts at 4:00 PM (on Mozart Street entrance to the parking lot)
RAIN DATE: Thursday as necessary. Rain delay announced on day of.

HEALTH & SAFETY

MASKS: A mask or face covering must be worn at all times
SOCIAL DISTANCE: Maintain 6 feet distance from others (except those in your household).
MICROPHONES: Sanitized between speakers; keep mask on when speaking.
SEATING: Seats will be in pairs and singles; household members may sit together.
HAND SANITIZER: Sanitizer stations will be available; voters may bring their own.
FYLERS: Flyers or other materials may not be distributed at town meeting.

PARKING, ENTRY, MEETING

PARKING: Vehicles park in the Grace Hall Parking Lot.
ENTRY: Entry point on Mozart Avenue off Grace Hall Lot 2 (Side of Rectory).
CHECK-IN: Line up socially distanced on Mozart. When directed, approach designated check-in station to receive voter ticket.
ENTER LOT: Proceed to checkin as directed, maintaining social distance.
SEATING: Proceed to designated seat and please remain in your seat.
MICROPHONES: Stand to speak. Microphone will be brought to you.

CHANGES TO IMPROVE SAFETY

QUORUM: Quorum was reduced by the Select Board to 50.
VOTING: All votes will be by raising voter ticket; there will be no voice votes.
READ ARTICLES: There will be no power point presentation of the motions. Please review warrant in advance to familiarize yourself with the articles.
DEBATE: Moderator will limit presentations to 10 mins/comments to 3 mins.
FINANCE REPORT: The Finance Committee report is in the warrant booklet.

COVID-19 Preparations

What to expect at Town Meeting.

SERVICES

BATHROOMS: Port-a-potties will be available onsite.
FOOD/DRINKS: Not available due to COVID restrictions.
TRANSPORTATION: Not available due to COVID restrictions.
CHILD CARE: Not available due to COVID restrictions.

SPECIAL SERVICES

HANDICAPPED PARKING: Additional temporary Handicapped parking spaces will be provided in Lot 2 behind St Peter's Church.
HANDICAPPED BATHROOMS: Available within the parking lot.
SPECIAL NEEDS ASSISTANCE: If you feel you need a special accommodation in order to attend town meeting, please contact the Town Manager's Office in advance of the day of town meeting at 508-487-7002

WHAT TO BRING

- Sweater or Light Jacket
- Town Warrant booklet; copies will also be available at check in.
- Flashlight and reading glasses.
- Hand sanitizer, insect repellent & umbrella if needed.
- Water bottle if desired.
- Patience.

WHAT NOT TO DO

- Don't bring your own chair.
- Don't bring food unless medically required.
- Don't gather in groups during or after the meeting.

Article 1. Prior year bills

Authorizes payment for invoices received after the close of the fiscal year.

Article 2. Public Education & Government Access and Cable Related Fund Acceptance.

State law now requires Comcast funds for PTV to be appropriated by Town Meeting. The article creates the fund and appropriates \$189,189 to fund PTV operations.

Article 3. Dept of Public Utilities, Transportation Network Company Ride Share Fund Appropriation.

Appropriation of funds received from ride share companies (Uber, Lift) to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services.

Article 4. FY2021 Budget Motion

The Operating Budget is normally voted by separate motion for each division. We have combined the vote to a single motion, even though each division is still identified in the warrant separately. The Budget Summary at the back of the warrant identifies each department budget.

Any town meeting voter may ask questions about individual budget .

A “Motion to Divide the Question” would be required to vote on any individual item separately.

Article 4. FY 2021 Operating Budget.

Budget Divisions	FY 2020	FY 2021	% change
I. General Government	\$1,016,144	\$959,767	-5.55%
II. Finance	\$10,852,819	\$10,888,307	0.33%
III. Public Safety	\$6,892,986	\$6,817,281	-1.10%
IV. Public Works	\$3,762,250	\$3,793,968	0.84%
V. Public Services	\$957,479	\$1,007,317	5.21%
Sub-total, Division I-V	\$23,481,678	\$23,466,640	-0.06%
VI. Public Schools	\$4,582,868	\$4,331,244	-5.49%
Total Budget, All Divisions	\$28,064,546	\$27,797,884	-0.95%

FY 2021 Budget Changes

FY2021 departmental operating budgets have been reduced in anticipation of significant revenue losses as a result of the COVID-19 pandemic.

Expenditure Category	Original	Revised	\$ Reduced	% Reduced
Personnel Costs	\$9,737,321	\$9,106,211	-\$631,110	-6.48%
Operating Costs	\$19,911,903	\$18,691,673	-\$1,220,230	-6.13%
Total Operating Budget	\$29,649,224	\$27,797,884	-\$1,851,340	-6.24%
Deferred Capital Projects	\$5,329,838	\$2,203,438	-\$3,126,400	-58.66%

Article 5. FY 2021 Cape Cod Regional Technical High School Assessments.

Appropriate \$419,467 in Annual Assessments for both tuition and building capital based on number of students attending CCRTHS.

\$277,178 to fund tuition for 14 Provincetown students

\$142,289 to fund the capital assessment for new school building



REGIONAL
CAPE COD
Technical High School

Article 6. FY 2021 Enterprise Funds

To fund the town's Enterprise Funds for FY 2021

6001 Water Enterprise Fund	FY 2020	FY 2021	% change
Enterprise Fund Costs	\$2,556,600	\$2,091,405	-18.20%
General Fund Costs	\$298,638	\$306,000	2.47%
TOTAL COSTS	\$2,855,238	\$2,397,405	-16.03%

6002 Wastewater Enterprise Fund	FY 2020	FY 2021	% change
Enterprise Fund Costs	\$3,898,266	\$4,026,570	3.29%
General Fund Costs	\$112,542	\$94,000	-16.48%
TOTAL COSTS	\$4,010,808	\$4,120,570	2.74%

Article 7. Emergency Response Stabilization Fund

This article creates a new stabilization fund titled "Emergency Response Special Purpose Stabilization Fund" and sets aside the remaining FY19 certified free cash into a special purpose fund which may be used for unanticipated expenditures to include, but not limited to public health, natural disaster or other emergencies. Appropriations from Stabilization Funds require a 2/3 Town Meeting vote.



***Questions?
on the Budget and
Finance Articles***

Article 8. Ryder Street Dune Enhancement Project

Authorizes the acquisition of necessary easements to install and maintain a protective dune system with native plantings on a 300-foot stretch of Ryder Street Beach between Gosnold Street Town Landing and Ryder Street Extension.

PROJECT DETAILS:

- Dune will be approximately 5-8 feet high.
- Beach to be nourished and maintained for continued public use.
- Public access to beach maintained at Gosnold Street and Ryder Street.
- Will reduce impacts of coastal flooding events to public and private property in the central downtown business area for many, **but not all**, coastal storms.

EASEMENTS are needed to complete permitting, final design and construction, and to apply for grant funds to build and maintain the dune.

Article 8. Ryder Street Dune Enhancement Project



Aerial Rendering of Proposed Dune System

Article 8. Ryder Street Dune Enhancement Project



Approximate Easement Area (shaded)

Article 8. Ryder Street Dune Enhancement Project



Rendering of Dune System looking west from Ryder Street

Article 8. Ryder Street Dune Enhancement Project



Rendering of Dune System looking south from Gosnold Street Town Landing

Article 8. Ryder Street Dune Enhancement Project



Rendering of Dune System looking south from rear of Commercial St. Buildings

Article 8. Ryder Street Dune Enhancement Project



Rendering of Dune System looking north from Fisherman's Wharf

Article 9. Community Preservation Budget for FY 2021 – House Keeping Vote.

1. Reserves: Part 1
 - A. \$106,480 for Open Space;
 - B. \$638,879 for Community Housing;
 - C. \$106,480 for Historic Resources;
2. Debt Service Appropriations: Part 2
 - A. \$192,125 for Community Housing debt service;
 - B. \$44,085 for Open Space debt service;
 - C. \$152,410 for Historic Preservation debt service;

Part 1 represents the minimum required by law of 10% of the CPA revenues to be allocated to both Historic and Open Space reserves and 60% to Housing reserves.

Part 2 is the annual debt service appropriation for previous CPA activities funded through borrowing.

Article 9. Community Preservation Budget for FY 2021 – Grant Applications - Housing

	Amount	Description
A	\$37,000	Administrative Expenses
B	\$15,000	Community Housing for the Cape Housing Institute, a training and education program through the Community Development Partnership (CDP), subject to a grant agreement between the Town and the CDP.
C	\$25,404	Community Housing for the Community Housing Office, including a full-time Housing Specialist.
D	\$425,000	Community Housing – Expansion of Maushope - Request by the Provincetown Housing Authority for the acquisition of 46 Harry Kemp Way for the purposes of Affordable and Community Housing, subject to a grant agreement between the Town and the Housing Authority, and to authorize the Select Board to acquire an affordable housing restriction on said property.

Article 9. Community Preservation Budget for FY 2021 – Grant Applications - Historic

	Amount	Description
E	\$60,000	Historic Preservation – Request by the Provincetown Art Association and Museum (PAAM) for the restoration of 460 Commercial Street, subject to a grant agreement between the Town and the PAAM, and to authorize the Select Board to acquire an historic preservation restriction on said property.
F	\$1,500	Historic Preservation – Requested by the Historical Commission for the restoration of the Weir Map.
G	\$3,500	Historic Preservation – Requested by the Historical Commission for the framing of the 1858 Walling Map.
H	\$36,863	Historic Preservation – Requested by the Cemetery Commission for the restoration of Alden Street Cemetery Old Section Priority 3 and 4 stones.

Article 9. Community Preservation Budget for FY 2021 – Grant Applications – Open Space

	Amount	Description
I	\$50,000	Open Space/Recreation – Requested by the Recreation Commission for preliminary design and community process for the development of the Waterfront Park at 387 Commercial Street.
J	\$50,000	Open Space/Recreation – Requested by the Recreation Commission for retrofit of the Chelsea Earnest Basketball Courts.

***Questions?
on CPA Grants***

Article 10. FY2021 Capital Improvement Program.

Motions for the Capital Improvement Plan Articles are voted in groups according to the funding source.

Any town meeting voter may ask questions about individual items within the Capital Improvement Plan.

A “Motion to Divide the Question” would be required to vote on any individual item separately.

Article 10. FY 2021 Capital Improvements Program.

MOTION 1. FUNDED FROM CAPITAL IMPROVEMENT STABLIZATION FUND, FREE CASH AND UNSPENT PRIOR YEAR ARTICLES:

Dept	Description	Amount
FIR	Main Station Building Repairs	\$28,000
FIR	Fire Department Turnout Gear	\$195,000
FIR	Fire Department Needs Assessment	\$50,000
Pier	Pier Infrastructure Maintenance Plan	\$210,000
Pier	Pier Electrical Upgrades	\$60,000
POL	Police Vehicle Fleet Replacement Plan	\$22,600
PW	Public Works Vehicle Fleet Replacement Plan	\$160,000
PW	Stormwater Improvements	\$100,000
PW	Pavement Management Plan	\$100,000
PAR	Parking System Upgrades	\$40,000
PW	Streets, Sidewalks & Bike Paths	\$30,000
	Total Motion 1	\$995,600

Article 10. FY 2021 Capital Improvements Program.

MOTION 2. FUNDED FROM BONDING

Dept	Description	Amount
FIR	Ambulance 196	\$325,000

Replacement of Ambulance 196. This is a high priority replacement of a 2011 ambulance. Our replacement plan for ambulances is every 10 years, the state recommends every 7 years.

The required debt exclusion ballot vote passed at the June 2020 election.

Estimated annual tax impact to median property owner \$20

Article 10. FY 2021 Capital Improvements Program.

MOTION 3. FUNDED FROM WATER ENTERPRISE FUND RETAINED EARNINGS AND BONDING

Description	Amount	Funding Source
Wellfield Re-Development	\$175,000	Bond
Filtration Plant Module Replacement and SCADA system and well field fiber optic cables upgrades	\$150,000	Bond

Questions?
on Capital
Improvement articles

Article 11. Funding for Provincetown Market Rate Year-Round Rental Housing Trust.

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be expended to pay FY21 debt service payments of the general obligation bond authorized at February 6, 2017 STM for the acquisition and improvements of the Harbor Hill property by the Provincetown Year-Round Market Rate Rental Housing Trust

Estimated annual tax impact to median property owner \$140

Article 11. Funding for Provincetown Market Rate Year-Round Rental Housing Trust.

The proposed request for \$594,557 is to be expended to pay FY21 debt service payments of the general obligation bond authorized at February 6, 2017 STM for the acquisition and improvements of the Harbor Hill property by the Provincetown Year-Round Market Rate Rental Housing Trust.

From the onset, rental income was not expected to cover all operating costs and the debt service. It was anticipated that the Town's original investment in the Trust of \$1.5mil. would cover the gap for the first few years and the need for a funding source allocated to the Trust was identified. The funding options included allocating a portion of the short-term rooms tax, marijuana tax and continuation of the land bank tax. Since none of these revenue sources has been realized and allocated, an appropriation is required to pay the FY21 debt service funded by the debt override that was approved by Town Meeting when the property acquisition was initially approved.

Article 11. Funding for Provincetown Market Rate Year-Round Rental Housing Trust.

- Monthly Revenue is projected at approximately \$50,000 at full occupancy for total of about \$600,000 per year.
- Annual debt service is about \$594,000.
- The Trust is working with the Finance Dept and the CDP on updating annual budgets as we approach full occupancy
- A Capital Needs Consultant conducted an assessment *pro-bono* in March 2020 to begin long term capital planning
- The Trust has engaged a financial consultant to explore financial options for long term capital planning
- As stated in 2017, we anticipate the need for gap funding for both FY21 and future years

Article 11. Funding for Provincetown Market Rate Year-Round Rental Housing Trust.

HARBOR HILL STATUS:

Summer 2019: Building #5 with 6 units becomes available 8 months after acquisition through in-house renovations and was occupied by end of summer

NOW - September 2020:

- ❖ Primary renovation project completed in April 2020
- ❖ 25 of 28 units [89%] are occupied plus 1 unit scheduled for move in [93%] and applications pending for the remaining 2 units [100%]

“The trust is established to create and preserve year-round rental units in the Town of Provincetown including, but not limited to, market rate units, for the benefit of residents of the Town.”

Ch. 305 Acts 2016 excerpt

Questions?
on Harbor Hill

Article 12: General Stabilization Fund

This article will transfer \$100,000 of free cash to the Town's operating reserve fund to protect the long-term financial stability of the Town.

The Town's policy is to maintain a balance equal to 10% of the current year operating budget. An annual transfer is required to achieve this goal.

The current balance of \$2,019,625 in the operating stabilization fund represents 7.3% of the FY21 operating budget.



Article 13: Indigenous Peoples Consultant

Appropriates \$12,607 for a consultant contract for the development of a proposal for the Town of Provincetown's representation of indigenous peoples.

Consultant will:

- Review Provincetown's history and culture of the Town's indigenous peoples
- Survey stakeholders in the view on representation
- Review public spaces in which indigenous peoples may be included
- Present culturally appropriate and locally relevant proposals for indigenous representation in town, including at least one public art project

Citizen Petitioned Articles

***Article 14: General Bylaw Amendment: Chapter 13
Prohibited Activities – Single Use Plastic
Bottles Ban.***

***Article 15: General Bylaw Amendment: Chapter 17
Climate Policy.***

***Article 16: General Bylaw Amendment: Chapter 5 Town
Boards. Select Board Stipend increase***

***Article 17: General Bylaw Amendment Chapter 13
Prohibited Activities – Discharge of Firearms
or Hunting on Public Property***

Article 18: Land Bank – Expenses

- This article includes Land Bank expenditures for debt service, maintenance and acquisition related expenditures.
- FY2020 is the last year of the Land Bank Fund, the debt service will be paid in full with the FY2021 payment.
- Remaining Land Bank Funds allow the Open Space Committee to do the required due diligence prior to any open space purchase (pre-acquisition costs, appraisals, title searches, closing and other costs associated with acquisitions or potential acquisitions)
- The CIP for the waterfront park referenced in the article was presented as a CPA grant, which if approved will eliminate the need for funding from this article, therefore reducing the appropriation from this article by \$50,000.

Consent Agenda

The consent agenda is a meeting practice which groups routine and non-controversial articles that normally don't require discussion or independent vote. Using a consent agenda can save precious time by allowing Town Meeting to approve this 'package' of articles together in one motion. Articles under the consent agenda can only be grouped together if the Town Meeting body agrees. If a voter selects a specific article for discussion, it must be removed and placed on the regular agenda for discussion and separate vote by the Town Meeting body.

Consent Agenda

- Article 19. Close Prior Year Unspent Articles***
- Article 20. Reaffirmation of the 0.5% Real Estate Transfer Fee: A Home Rule Petition***
- Article 21. Cape Cod Greenhead Fly Control District Assessment***
- Article 22. Amendments to Personnel Bylaw/Classification and Compensation Plan***
- Article 23. FY 2021 Expenditures from the Tourism Fund***
- Article 24. FY 2021 Human Services Grant Program***
- Article 25. FY 2021 Revolving Accounts***
- Article 26. FY2021 Economic Development Grants***
- Article 27. General Bylaw Amendment: Chapter 4 Town Meeting and Town Elections***

Consent Agenda Continued – Animal Welfare Committee Articles

Article 28. General Bylaw Amendment: Chapter 13 Section 13-2-7-3 Control of Dogs

Aligns the Town's fines with minimum fines required by Mass General Law

Article 29. General Bylaw Amendment: Chapter 13 Section 13-2-7-12 Animals Left Unattended in Motor Vehicles

Aligns the Town's fines with minimum fines required by Mass General Law

Article 30. General Bylaw Amendment: Chapter 13, Prohibited Use of Animals

In 2002, Town Meeting adopted a non-binding resolution to prohibit the display of animal acts and performances for the purpose of entertainment and amusement. This article codifies that resolution into a bylaw and permits enforcement of a \$50 fine pursuant to the General Bylaw.