

***Town of Provincetown
Annual Town Meeting
Warrant Booklet***

***September 21, 2020, 5:00 PM
St Peter the Apostle Church Parking Lot***

SEPTEMBER 21, 2020 PROVINCETOWN TOWN MEETING INFORMATION

We've changed Town Meeting to conduct it as safely as possible in the pandemic.

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. FYLER S: 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 check in as directed, maintaining social distance. SEATING: Proceed to designated seat and please remain in your seat. MICROPHONE: 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.
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 508-487-7000
WHAT TO BRING	<ul style="list-style-type: none">• 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	<ul style="list-style-type: none">• Don't bring your own chair.• Don't bring food unless medically required.• Don't gather in groups during or after the meeting.

Provincetown Town Meeting Voters:

WHAT TO EXPECT AT TOWN MEETING

Provincetown's Annual Town Meeting is when we fulfill our role as citizen-legislators and decide many issues, including our Town's Budget. Needless to say, this year's meeting will be very different from our normal Town meeting. Town staff have put a lot of thought and work in creating a setting that allows us to meet and conduct business in the midst of a global health crisis. With the safety of voters and town officials as our goals, here's what you can expect when you arrive at Town Meeting.

PLANS SUBJECT TO CHANGE BASED ON WEATHER OR CHANGES TO THE PANDEMIC RESPONSE

PARKING: Parking available in the Grace Hall Parking Lot. The parking spaces against the backside of the Church in Lot 2 will be reserved for handicapped parking. There are also handicapped spaces in Lot 1 along Prince Street. Overflow parking will be accommodated in Lot 3 and 4.

MASKS: Masks are required the entire time you are at Town Meeting. If you cannot wear a mask for a medical reason: please contact the Town Manager's Office in advance and special accommodations will be provided.

ARRIVAL & SCREENING: The Check-in will be on Mozart Avenue adjacent to the Church rectory building. Please maintain a safe distance while waiting in line. If you attend with other members of your household, please stay together and be seated together.

Before you enter Town Meeting, a member of the Rescue Department will take your temperature with a non-contact thermal instrument. If you have any symptoms of COVID infection, or evidence of a fever, we ask that you not attend the meeting for the safety of your fellow voters.

CHECK-IN: The registrars will check you in based on your last name. Due to the limitation of space, Non-voters will be seated in a separate section outside. This restriction does not apply to town officials who are required by Charter to attend.

SEATING: After you have been checked in, a volunteer will seat you. Seats will be arranged in pairs and have been specifically placed in rows on a grid pattern to maintain a safe distance between voters. Please do not move chairs so as to disrupt the distancing. If there are more than two people in your household party, a volunteer will seek to accommodate you. Extra chairs will be available for set up along the perimeter if desired. Once you are seated, we ask that you remain seated for the duration unless you need to use the restrooms.

All seating is outdoors and in the open air. Please ensure that you are prepared for the weather conditions throughout the evening. The sun will be setting, so you should be prepared by bringing a small flashlight if you have difficulty reading your warrant. You should also bring water, but please not food.

Please ensure that you apply any bug spray or insect repellent prior to entering town meeting. As some people may be allergic, please do not bring aerosol spray repellent into the town meeting.

No smoking will be permitted within town meeting.

DEBATE: If you wish to speak during town meeting, please stand in place at your seating location and a volunteer will bring you a microphone.

Microphones will be sanitized between speakers, but you are still required to leave your mask on when you speak.

Please identify yourself clearly once recognized, and before speaking as the Moderator may not be able to recognize you because of the mask.

VOTING: When you check in, you will be provided with a brightly colored voter card. Votes will be taken by a show of cards held in the air.

LEAVING TOWN MEETING: After the meeting ends, I ask that voters remain in their seats and leave only when their row is cleared. This will help to minimize crowding at the exits and maintain safe distancing.

This town meeting will be a unique experience for us all. I ask you all to be patient, maintain your good humor and decorum. Remember that some people may be more concerned about social distancing than others. Please respect one another as we work through these challenges.

Unfortunately, due to COVID restrictions, there will be no childcare and no transportation available.



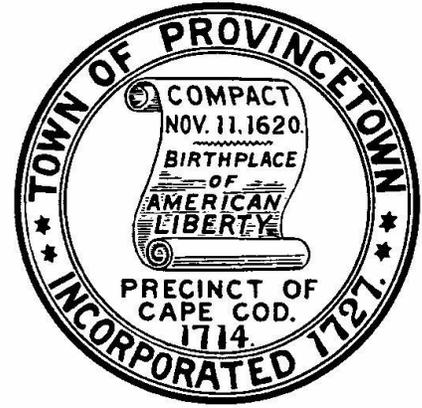
PROVINCETOWN FINANCE COMMITTEE

Report and Recommendations

on Articles for the

September 21, 2020 Annual

Town Meeting



Dear Town Voters,

Fiscal management and community housing top the list of the policy goals established by our Board of Selectmen. To quote specifically:

“A 10-year financial plan has been constructed last to serve as the foundation of our fiscal management efforts. Prudent financial planning requires looking out over a longer-term time horizon to understand the financial implications of the decisions we take as we move from one budget year to the next.”

During this unprecedented time, the Finance Committee is happy to report that, given the hard work and dedication of Town Staff working together with this committee, we are in far better fiscal shape to weather the storm than we would have been otherwise. The budget, now belatedly before you, is one where we avoided cutting local jobs, kept our departments as funded as possible, and have even been able to put almost half a million dollars aside into a reserve fund to deal with any budget shortfalls that may happen for the rest of fiscal 2020. We have also not tapped into the emergency funds we’ve established to present to you this balanced budget.

How did we do this and how does the Town keep a balanced budget that meets our needs all while continuing to put money aside to fund unforeseen circumstances like we find ourselves in? By following the philosophies laid down by this committee and our Staff that we have for the past better than few years: prudent spending and an eye towards opportunities to manage and invest our income streams while keeping our budget growth to the 2.5% figure we’ve been aiming at.

We should all now know that paying salaries and benefits of current and retired Town employees accounts for 70% of the Town's operating budget. We also know the cost of health care and retirement benefits tends to grow 6-to-10% per year. This means our employees and Staff are an investment, as well as the biggest part of our spending. If you have been following along these past few years we have been prudent about Town Staff and the associated costs, also while making sure that our future obligations are funded, especially our pension obligations. This management and control of growth provides the Town with the services it needs and deserves, all while keeping an eye on the future. This year has proved that our stress on thinking about the future has been right, and we’re in a far better place than many other Cities and Towns.

Does this mean we must cut back on some of our most dire projects and investments? Certainly not. This year, you will see the Finance Committee supporting one of the projects to receive the highest number of votes in recent history; Harbor Hill as run through the Year-Round Rental Housing Trust

PROVINCETOWN FINANCE COMMITTEE

whose legislation we spearheaded. We are all proud of what we were able to do here and the investment in supporting full-time local residents with quality near market-rate housing aimed at people who would not qualify for housing in any other programs. This year we ask you to not only fund the remaining improvements and costs, but to simply move the debt service into the regular budget as, truth be told, this is now a Town asset and a non-negotiable Town Debt expense. As you can see, we have the funding to service this debt in the regular budget and this will make the operating expenses more clearly tied to the actual revenue the project produces. The goal of the Trust can then move from servicing the debt of this Town asset, to trying to come up positive on operating revenue to further invest in more housing, which was always the goal of the Trust. More year-round residents translates into more local business and more local economic activity on a year-round basis. That's something we all want to see.

Provincetown is also very, very fortunate when it comes to the income side of what we look at. We have a very stable tax base value-wise, and robust local receipts due to our heavy and board tourism industry. This year, that industry was responsible for keep our local receipts higher than many other places, and keeping our income at reasonable levels, even in the face of quarantines, lockdowns, and travel and hospitality restrictions. We should also applaud the hard work of our business community in keeping our lifeblood industry going, and for adapting to the circumstances as they unfolded. This resiliency and spirit of cooperation we should never forget. Again, local receipts are about 20% of our revenue over and above our tax base, and it held up this year because of these heroic efforts, including efforts by the Town to help out as we could easing restrictions and making business possible and flexible. I think that this will have to continue into the early part, at least, of the 2021 season, but we have great faith in our ability now to, once again, rise to the occasion and be open for business. The entire business community from business owners, to workers, to supporting staff, to local committees and boards all deserve a round of applause for pulling together and keeping the Town highly functioning.

Conclusion.

The Finance Committee strongly advocates restraining growth in the Town's operating budget to approximately 2.5% beyond FY2020 as we have in the recent past, with a close eye on what will unfold in 2021 as we reach the end of this extraordinary time. We believe the best way accomplish this is through personnel attrition and continued restraint when it comes to expenses and near-term projects. Let us keep this good work that has prevented catastrophic consequences from overtaking us as we move forward.

Respectfully submitted,

The Provincetown Finance Committee

Mark Hatch, Chair
Tony Valentino, Vice Chair
Mark Bjorstrom
Mark Del
Franco

Dorie Seavey
Chip Capelli
David Panagore
Kathleen Goodwin
Bertram Perkel

DEFINITION OF KEY TERMS FOR TOWN MEETING VOTERS

Appropriation – An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Available Funds – Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other onetime costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus, and enterprise net assets unrestricted (formerly retained earnings).

Bond Rating (Municipal) – A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poor's, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Capital Improvements Program – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital program. It coordinates community planning, fiscal capacity and physical development. While all of the community's needs should be identified in the program, there is a set of criteria that prioritizes the expenditures.

Capital Outlay Expenditure Exclusion – A temporary increase in the tax levy to fund a capital project or make a capital acquisition. Exclusions require two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a community-wide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

Debt Exclusion – An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy, but outside the limits under Proposition 2½. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 2½, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

Enterprise Fund – An enterprise fund, authorized by MGL Ch. 44 §53F½, is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery—direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Fiscal Year (FY) – Since 1974, the Commonwealth and municipalities have operated on a budget cycle that begins July 1 and ends June 30. The designation of the fiscal year is that of the calendar year in which the fiscal year ends. Since 1976, the federal government fiscal year has begun on October 1 and ended September 30.

Free Cash – A revenue source which results from the calculation, as of July 1, of a community's remaining, unrestricted funds from operations of the previous fiscal year based on the balance sheet as of June 30. It typically includes actual receipts in excess of revenue estimates and unspent amounts in departmental budget line-items for the year just ending, plus unexpended free cash from the previous year. Free cash is offset by property tax receivables and certain deficits, and as a result, can be a negative number.

General Fund – The fund used to account for most financial resources and activities governed by the normal town meeting/city council appropriation process.

GASB 45 – The Governmental Accounting Standards Board's major pronouncement that each public entity account for and report other postemployment benefits (See OPEB) in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

Governmental Accounting Standards Board (GASB) – The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments.

Levy – The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is re-established every year in accordance with Proposition 2½ provisions.

Levy Ceiling – A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that, in any year, the real and personal property taxes imposed may not exceed 2½ percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, a debt exclusion, or a special exclusion. (See Levy Limit)

Levy Limit – A levy limit is one of two types of levy (tax) restrictions imposed by MGL Ch. 59 §21C (Proposition 2½). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2½ percent of the prior year's levy limit, plus new growth and any overrides or exclusions. The levy limit can exceed the levy ceiling only if the community passes a capital expenditure exclusion, debt exclusion, or special exclusion. (See Levy Ceiling)

Long-Term Debt – Community borrowing, or outstanding balance at any given time, involving loans with a maturity date of 12 months or more. (See Permanent Debt)

Maintenance Budget – A no-growth budget that continues appropriations for programs and services at their current year levels. The actual appropriation to maintain programs and services may still increase due to inflation or other factors.

OPEB (Other Postemployment Benefits) – Employees of state and local governments may be compensated in a variety of forms in exchange for their services. In addition to a salary, many employees earn benefits over their years of service that will not be received until after their employment with the government ends. The most common type of these postemployment benefits is a pension. Postemployment benefits other than pensions generally take the form of health insurance and dental, vision, prescription, or other healthcare benefits provided to eligible retirees, including in some cases their beneficiaries. They may also include some type of life insurance. As a group, these are referred to as OPEB. (See GASB 45)

Override – A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount. (See Underride)

Proposition 2 ½ – A state law enacted in 1980, Proposition 2½ regulates local property tax administration and limits the amount of revenue a city or town may raise from local property taxes each year to fund municipal operations.

Raise and appropriate – To obtain the necessary funds by transfers from available cash or other funds or by borrowing and “earmarking” these funds for this specific purpose.

Stabilization Fund – A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL Ch. 40 §5B). Communities may establish one or more stabilization funds for different purposes. In any one year, a community may appropriate into them an amount not to exceed, in total for all stabilization funds, ten percent (10%) of the prior year's tax levy. In addition, the total of all stabilization fund balances cannot exceed ten percent (10%) of the community's equalized property value. Any interest is added to and becomes a part of the funds.

Underride – A vote by a community to permanently decrease the tax levy limit. As such, it is the exact opposite of an override. (See Override)

Unfunded OPEB Liability – This is the difference between the value assigned to the benefits (other than retirement) already earned by a municipality's employees and the assets the local government will have on hand to meet these obligations. While there is no requirement in Massachusetts to fund this liability, GASB 45 requires that the dollar value of the unfunded OPEB liability is determined every Two years. (See GASB 45; OPEB)

DEBT POLICY and UPDATE

The Board of Selectmen passed the Debt Policy listed below on March 17, 2014

Debt Limits

- The Town will strive to limit borrowing so that its total annual general fund debt service is ten percent or less of gross revenues.
- Self-supporting debt such as Landbank, Community Preservation and Enterprise Fund debt are excluded from the 10% limit.
- For each town meeting article requesting borrowing authorization the narrative shall inform the attendees of the article's impact on the 10% limit.
- The Town will limit total general obligation debt to a maximum of 2.5% of the total assessed value of property in the Town.
- The Town's Finance Director and Treasurer will calculate debt limits established by law and policy at least once each year and whenever otherwise requested or appropriate.
- The Treasurer and Finance Director will report debt structure and strategy for debt service to the Board of Selectmen and Finance Committee no less than twice a year.

Annual Reporting

The Town's Annual Town Report; the Town Manager's Budget Request; the Town Manager's Five Year Fiscal Policy Plan; and the Finance Committee's report to the Annual Town Meeting will include comprehensive summaries of the debt obligations of the Town.

The general fund debt service budget for FY 2021 is \$1,518,276 which is 5.39% of general fund revenues.

DEBT SUMMARY

The following information was excerpted from the Town's fiscal year 2019 independent auditor's report.

Debt service requirements (gross) for principal and interest for government bonds and notes payable in future years are as follows:

General Fund	Principal	Interest	Total
2020	\$ 2,533,014	\$ 684,521	\$ 3,217,535
2021	2,552,516	614,182	3,166,698
2022	2,528,693	549,040	3,077,733
2023	2,548,057	454,878	3,002,935
2024	1,557,608	390,370	1,947,978
2025	1,522,353	351,455	1,873,808
2026	1,462,294	314,630	1,776,924
2027	1,221,208	282,304	1,503,512
2028	1,173,802	253,011	1,426,813
2029	822,897	229,481	1,052,378
2030	765,241	210,406	975,647
2031	760,241	191,845	952,086
2032	755,241	172,746	927,987
2033	740,241	153,010	893,251
2034	655,241	134,379	789,620

2035	515,241	116,791	632,032
2036	515,241	103,290	618,531
2037	320,241	89,789	410,030
2038	320,241	81,376	401,617
2039-2053	3,116,494	452,243	3,568,737
Total	\$26,386,105	\$5,829,747	\$32,215,852

(Page 48 FY 2019 Audit Report)

The annual principal and interest payments to retire all Water and Sewer enterprise activities long-term debt outstanding as of June 30, 2019, are as follows:

Enterprise Funds	Principal	Interest	Total
2020	\$ 2,533,014	\$ 684,521	\$ 3,217,535
2021	2,552,516	614,182	3,166,698
2022	2,528,693	549,040	3,077,733
2023	2,548,057	454,878	3,002,935
2024	1,557,608	390,370	1,947,978
2025	1,522,353	351,455	1,873,808
2026	1,462,294	314,630	1,776,924
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2036	515,241	103,290	618,531
2037	320,241	89,789	410,030
2037	320,241	81,376	401,617
2039-2053	3,116,494	452,243	3,568,737
	\$ 26,386,105	\$ 5,829,747	\$ 32,215,852

(Page 50 FY 2019 Audit Report)

Town Warrant

Annual Town Meeting – Monday, September 21, 2020

**ATM
PRELIM**

Preliminary Motions offered by the Chairman of the Select Board:

(1) I move that the Town vote to waive the reading of the warrant.

(2) I move that the Town vote to grant permission to speak at the September 21, 2020 Annual Town Meeting to the following persons who are not registered voters of the Town of Provincetown:

John Giorgio, Esq., and other attorneys of the firm of KP Law, P.C., Town Counsel;
Jay Coburn, Community Development Partnership;
Rob Doane, Community Development Partnership;
Amy Davies, Provincetown Community Television;
Jan Greenwood, Woodard & Curran
Mark Borelli, Provincetown Center for Coastal Studies
Mark Robinson, The Compact for Cape Cod Conservation Trusts

Charles Sumner, Interim Town Manager
Josee Cardinal Young, Finance Director;
Philip Gaudet, Town Clerk;
Morgan Clark, Director of Health;
Erin Ellis, Project Administrator;
James Golden, Chief of Police;
Gregory Hennick, Police Lieutenant;
Beau Jackett, Director of Management Information Systems;
Michelle Jarusiewicz, Housing Specialist & Grant Administrator;
Sherry Prada, Public Works Operations Director;
Suzanne Scallion, Superintendent of Schools;
Elisabeth Verde, Executive Assistant to the Town Manager;

(3) I move that on all matters to come before the September 21, 2020 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.

(4) I move that notwithstanding the requirements for a public hearing on each warrant article contained in Section 2-3-g of the Town Charter, Town Meeting may consider and act on all articles on the warrant for this Town Meeting.

Article 1. 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 to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION

I move that the Town vote to transfer \$13,674.27 from 910 Employee benefits and Other Insurance to pay the following unpaid bills from fiscal year 2019 and 2018:

New Bedford Waste Services, LLC	\$5,388.34
Ace Mattress Recycling	\$1,110.00
Angel Foods	\$ 200.00
Cape & Vineyard Electric	\$ 574.02
Cyn Oil Corp.	\$ 85.00
Earth Core	\$4,974.00
NAPA Auto Parts	\$ 5.00
Marcey Oil & Propane	\$ 303.91
Follett	\$1,034.00

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a 4/5's Vote

Explanation of Article 1: Invoices received after the close of the fiscal year for services rendered or goods received prior to July 1 are considered prior year bills. Per MGL Chapter 44, Section 64, prior year bills to be paid from the Town's general operating fund may only be paid by a vote of Town Meeting.

Article 2. PEG (Public Education and Government) Access and Cable Related Fund Acceptance. To see if the Town will vote to accept General Laws Chapter 44, Section 53F¾, which establishes a special revenue fund known as the PEG Access and Cable Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement and vote to appropriate an amount from the PEG Access and Cable Related Fund for PEG access television; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION

I move that the Town vote to approve Article 6 as printed in the warrant and further to appropriate the sum of \$189,189.51 from the PEG Access and Cable Related Fund.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 2: *Per IGR No, 16-102, this article is required to establish receipts reserved for an appropriation fund known as the PEG Access and Cable Related Fund to fund PEG access programming, as well as certain other municipal cable-related expenses. Previously PTV received these funds directly from Comcast; the Town is now required to receive cable franchise fees into a special fund which requires a Town Meeting vote for appropriation.*

An appropriation is required to spend any receipts in the PEG Access and Cable Related Fund. Appropriations are by majority vote of the legislative body and are limited to the actual unencumbered balance of the Fund at the time of the appropriation. Anticipated receipts cannot be appropriated. Monies from the Fund may be appropriated consistent with the cable franchise agreement to: 1. Support cable PEG access service or programming for Town residents, whether operated by a Town department or a contractor. 2. Monitor the cable operator’s compliance with the franchise agreement. 3. Prepare for renewal of the cable franchise license, including any associated expert and legal services.

Article 3. DPUTNC (Department of Public Utilities, Transportation Network Company) Ride Share Fund Appropriation. To see if the Town will vote to appropriate \$1,738.20 from the DPUTNC Fund to address the impact of Transportation Network Services; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION

I move that the Town vote to approve Article 3 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 3: *The funds in the DPUTNC (Department of Public Utilities, Transportation Network Company) Fund must be used “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 in the Town including, but not limited to, the complete streets program established in [G.L. c. 90I, § 1] and other programs that support alternative modes of transportation.” St. 2016, c. 187, § 8(c)(i). The distributed funds are special revenue, which require appropriation prior to use. To use the money for any allowable purpose, the legislative body must appropriate from available funds in that account.*

Article 4. FY 2021 Operating Budget. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$27,797,884 to fund operating budgets for several Town departments for Fiscal Year 2021 in accordance with Chapter 6, Section 4 of the Provincetown Charter, as follows:

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%

or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION FY2021 OPERATING BUDGET

I move that the Town vote to approve the Fiscal Year 2021 operating budget as printed in the warrant and further to raise and appropriate the sum of 26,876,533, transfer \$6,000 from the Wetlands Protection Fund, \$200,000 from the Title V Revolving Fund, \$97,170 from Overlay Surplus, \$30,000 from the Ferry Embarkation Fund, \$90,000 from Municipal Waterways Fund and \$498,181 from Free Cash for a total of \$27,797,884, as recommended by the Select Board.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				Charles Sumner
Select Board	Recommends DIV I-V	5	0	0	None
Select Board	Recommends DIV VI	4	0	1	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 4: This article funds the operating budgets for several Town departments for FY 2021. FY2021 departmental operating budgets have been reduced in anticipation of significant revenue losses as a result of the COVID-19 pandemic.

Personnel Costs reduced \$631,110 or 6.48%
Operating Costs reduced \$1,220,230 or 6.13%
Capital Projects deferred or eliminated \$3,126,400 or 58.66%

	General Government	Finance	Public Safety	Public Works	Public Services	Public Schools	
FUNDING SOURCE	DIVISION 1	DIVISION 2	DIVISION 3	DIVISION 4	DIVISION 5	DIVISION 6	TOTAL
Raise & Appropriate	953,767	10,092,956	6,697,281	3,793,968	1,007,317	4,331,244	26,876,533
Wetlands Protection Fund	6,000	-	-	-	-	-	6,000
Title V Revolving	-	200,000	-	-	-	-	200,000
Overlay Surplus	-	97,170	-	-	-	-	97,170
Ferry Embarkation	-	-	30,000	-	-	-	30,000
Municipal Waterways	-	-	90,000	-	-	-	90,000
Free Cash	-	498,181	-	-	-	-	498,181
Total	959,767	10,888,307	6,817,281	3,793,968	1,007,317	4,331,244	27,797,884

- **Division I**, General Government decreased 5.55%. This division includes Town Manager's office, Administration, Legal, Town Clerk and Airport.
- **Division II**, Finance budget has increased .33%. This division contains our largest expenses, and ones over which we have little or no control. The benefits budget contains our retirement assessment, health insurance and comprehensive insurance for all Town property.
- **Division III**, Public Safety budget has decreased 1.10%. This division funds Community Development, Marine Department, Shellfish, Police and Fire departments, and the assessment from Lower Cape Ambulance.
- **Division IV**, Public Works budget has increased .87% which is driven primarily by increases in solid waste and recycling disposal costs.
- **Division V**, Public Services budget has increased 5.21% from FY20. The Public Services budget funds the Council on Aging, the Library and the Recreation Department.
- **Division VI**, Public Schools budget requests funding for the education of Provincetown children through 12th grade. This budget includes funding the Early Learning Program funding of \$494,938 which started in FY19. The total decrease for our public school's budget is 5.49%.

Article 5. FY 2021 Cape Cod Regional Technical High School Assessments. To see if the Town will vote to raise and appropriate or transfer from available funds \$419,467 to fund the Town of Provincetown’s tuition and capital assessments for CCRTHS; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION

I move that the Town vote to raise and appropriate the sum of \$277,178 for its tuition assessment and the sum of \$142,289 for its capital assessment for a total of \$419,467 for Cape Cod Technical Regional High School for FY 2021.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 5: This article funds the cost of Provincetown’s share for 14 students to attend Cape Cod Regional Technical High School in Harwich and the Town’s share of the capital assessment for school building.

Article 6. FY 2021 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 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%

or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION - Enterprise Funds.

I move to approve Article 6 as printed in the warrant and further to appropriate \$2,397,405 from Water Enterprise Fund revenues, \$3,691,645 from Wastewater Enterprise Fund revenues and \$428,925 from Wastewater fund balance reserved for debt service, for a total of \$2,397,405 for the Water Enterprise Fund and \$4,120,570 for the Wastewater Enterprise Fund.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Water & Sewer Board	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 6: This article funds both the Water and Wastewater Enterprise Budgets for FY2021.

The Water Enterprise Fund budget decreased 16% mostly due to completion of the Winslow Tank maintenance project.

The Wastewater Enterprise Fund budget increased 2.7% mostly due to an increase in contracted services.

Article 7. Emergency Response Stabilization Fund. To see if the Town will vote to establish a special purpose stabilization fund under MGL Chapter 40 Section 5B and to raise and appropriate or transfer from available funds a sum of money to reserve for expenditures related to emergency response; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION

I move that the Town vote to approve Article 7 as printed in the warrant and further to transfer from free cash the sum of \$1,029,886 to reserve for expenditures related to emergency response.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a 2/3rds Vote

Explanation of Article 7: *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. Stabilization Fund appropriations require a 2/3 Town Meeting vote.*

Article 8. Ryder Street Dune Enhancement Project. To see if the Town will vote to (a) authorize the Select Board to acquire, by purchase, gift and/or eminent domain, and on such terms as the Select Board deems appropriate, the fee to and/or permanent and temporary easements in a portion or portions of parcels of land located on Commercial Street and identified more particularly on Assessors Map 11-3 as Parcels 20, 20A, 21, 22, 23, 24, 25, 26, and 28 for the purpose of undertaking a beach nourishment and dune restoration and replenishment project, including, without limitation, the right to construct, preserve, inspect, operate, maintain, repair, rehabilitate, and replace a beach and dune system and other erosion control and storm damage reduction measures and appurtenances thereto, including the right to deposit sand, plant vegetation, alter the contours on land, construct berms and dunes, nourish and re-nourish periodically, move, store and remove equipment and supplies, erect, maintain and remove silt screens and sand fences, erect and/or remove temporary structures, facilitate preservation of dunes and vegetation through the limitation of access to dune areas, and trim, cut, fell, and remove from said land trees, underbrush, debris, obstructions, and any other vegetation, structures and objects and/or for any and all other uses and/or purposes related thereto, (b) authorize the Select Board to take by eminent domain, for the foregoing purposes, for public landing, public way and/or public access purposes, and/or for the purpose of confirming the Town’s title thereto, the parcel of land shown on Assessors Map 11-3 as Parcel 27 and the parcels of land known as the Ryder Street Extension and land near or adjacent thereto, if appropriate; (c) raise and appropriate, transfer from available funds, and/or borrow a sum of money under G.L. c. 44, § 7, 8 and/or any other enabling authority to fund the foregoing project and any and all costs incidental or related thereto, including, without limitation, the cost of any land/easement acquisitions, appraisals, and surveys; (d) authorize the Select Board or its designees to apply for, accept and expend any funds that may be provided by public or private sources to defray all or a portion of said costs of the foregoing, but not limited to, grants and/or reimbursement from the Commonwealth of Massachusetts and/or any other federal, state or other grants or reimbursement programs in any way connected with the scope of this project, and, further, (e) authorize the Select Board to enter into all agreements and take any and all actions as may be necessary or appropriate to effectuate the foregoing purposes; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION:

I move that the Town vote to approve Article 8 as printed in the warrant, however, removing therefrom the parcels of land identified on Assessors Map 11-3 as Parcels 20, 20A, 21, 25, 26, and 28, as easements are not required on said parcels, and further to appropriate the sum of \$200,000 from the capital stabilization fund to fund the foregoing project and any and all costs incidental or related thereto.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				Tim Famulare
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Harbor Committee	Recommends	5	0	0	None
Conservation Commission	Recommends	5	0	0	None
Local Comprehensive Plan Comm	Recommends	4	0	0	None

Requires a Two-Thirds Vote

Explanation of Article 8: *This article would authorize the Select Board to acquire the easements necessary for installing and maintaining the proposed Ryder Street Beach dune enhancement project and for other municipal uses. The goal of the project is to establish a vegetated dune that would raise the elevation of the beach to reduce the impacts of certain coastal flooding events to public and private property in the Town's central downtown business area, like those that resulted from the flooding on January 4, 2018. These easements are necessary for certain project permits to be issued and in order for the Town to qualify for future grants for the construction of the project. The first phase of the project—designing the dune and submitting federal, state, and local permit applications—has been completed. This phase was funded by CIP funds approved at Town Meeting in 2018 and 2019 and by a grant from the state's Office of Coastal Zone Management. The height of the proposed dune will be approximately 5-8 feet above existing grade. It will be located along the edge of the existing beach grass, and a large area of beach along the harbor side of the dune will be nourished and maintained for continued public use. Public access paths to the beach will be established from Ryder Street Extension and at the Gosnold Street Town Landing. It is important to note that the proposed dune will not protect the downtown from all coastal storm flooding scenarios, but it will cut-off the most low-lying pathway for storm surge in the downtown area and prevent or reduce the extent of flooding for many coastal storms.*

In the survey and design phase of the project, the Town identified that eight private property owners abutting the project site own portions of the beach where the protective dune will be installed. The affected properties are: 253A, 255-257, 259-263, 265-267, 269-271, 273, 275, 277, and 277A Commercial Street and the Gosnold Street Town Landing. If this article is approved, Town staff will work with the private property owners to negotiate the easements. Once the easements are acquired, Town staff will continue to seek grant funding for the construction phase of the project.

ARTICLE 8 – RYDER STREET BEACH DUNE ENHANCEMENT PROJECT

- Authorizes the Town to acquire easements necessary 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 on the harbor side will be nourished and maintained for continued public use.
 - Public access to the beach will be maintained at Gosnold Street and Ryder Street.
 - Part of the Town's long-term resiliency strategy:
 - Reduce impacts of coastal flooding events to public and private property in the central downtown business area, like the January 4, 2018 flood.
 - Prevent or reduces extent of flooding for many, **but not all**, coastal storms.
- EASEMENTS from some abutting properties are needed to complete permitting, final design and construction and to apply for grant funds to build and maintain the dune. If this article is approved, Town staff will work with private property owners to negotiate easements.
- After the warrant closed, new information showed that easements are required from the owners of only three parcels 265-267, 269-271, and 273 Commercial Street. **THE MOTION ON THE FLOOR OF TOWN MEETING WILL REFLECT THIS CHANGE.**
- See following pages for figures showing the approximate easement area and renderings of the proposed dune project.



Aerial Rendering of Proposed Dune System



Approximate Easement Area (shaded)



Rendering of Dune System looking west from Ryder Street



Rendering of Dune System looking south from Gosnold Street Town Landing



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



Rendering of Dune System looking north from Fisherman's Wharf

Article 9. Community Preservation Budget for FY 2021. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget, to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

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;
3. Grants and administrative expenses;
or to take any other action relative thereto.

[Requested by the Community Preservation Committee]

CPA MOTION 1

Parts 1 and 2 Reserves and Debt Service I move that the Town vote to set aside from Community Preservation Act estimated annual revenue the sum of \$106,480 for the Open Space reserve fund, the sum of \$638,879 for the Community Housing Reserve Fund and the sum of \$106,480 for the historic resources reserve fund;

and further to appropriate the sum of \$388,620 to fund debt service for Fiscal Year 2021 as follows: the sum of \$192,125 from Community Housing reserves, the sum of \$44,085 from Open Space reserves, and the sum of \$152,410 from Historic Preservation reserves.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Alfred Famiglietti
Community Preservation	Recommends	7	0	0	Alfred Famiglietti
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 9 CPA Motion 1

Part 1 and 2: As required, the Town annually sets aside funds from new revenue into the various CPA categories including 10% for open space/recreation, 10% for historic preservation, 60% for community housing, and 20% into the non-designated category, which can be used for any of the categories. The debt service is the annual payment for past activities funded through borrowing.

Article 9. Community Preservation Budget for FY 2021. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget, to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

CPA MOTION 2

Part 3 Grants and Administrative Expenses I move that the Town vote to appropriate the following amounts to be expended for the following purposes from Community Preservation Undesignated Fund Balance, each being considered a separate appropriation, said funds to be expended under the direction of the Town Manager;

	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.
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.
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.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Alfred Famiglietti
Community Preservation	Recommends A,E,F,G,H	7	0	0	None
Community Preservation	Recommends B,C,D,I	6	0	1	None
Community Preservation	Recommends J	5	0	2	None
Select Board	Recommends A, B,C,E,F,G, H, I, J	5	0	0	None
Select Board	Recommends D	4	0	1	None
Finance Committee	Recommends	5	0	0	None
Conservation Commission	Recommends I, J	5	0	0	None
Recreation Commission	Recommends I, J	5	0	0	None

Requires a Majority Vote

Explanation of Article 9 - Motion 2: FY 2021 CPA Grant Requests:

9-A: Administration: *This is an annual request for administrative funds for the Community Preservation Committee to conduct business and can be for up to 5% of the annual funds; unused admin funds are returned to the CPA fund. The administrative budget is used for advertising, membership in the statewide CPA Coalition, education and training, and other items necessary to do business. The CPC has requested \$37,000 for this year. Additionally, this year, the funds will be used to update Historic District Inventory & Guideline Development.*

9-B Cape Housing Institute: *Community Development Partnership requested \$15,000 towards funding two years of this regional housing education program. In partnership with other agencies including Mass. Housing Partnership and Housing Assistance Corporation, the first Cape Housing Institute was presented in 2017. It was a six-week education and training program at various locations on the Cape that targeted elected and appointed officials. It was very well received. Affordable housing is a complicated matter. The Institute provides training and education at a local level and is open to board & committee members, staff, volunteers, and advocates. They are asking all the Towns to contribute for another round of ongoing training and peer group meetings. This will leverage other funds from the State. The Training program has evolved and has included Peer group meetings that rotate between the Towns. The content, frequency, and location is a function of the needs of the community. Additional trainings have been brought to the Cape in response to local interest such as form-based code.*

9-C Community Housing Office: *This CPA request for \$25,000 is for approximately 25% of the overall budget which replicates this year. The budget includes a full-time housing specialist and expenses such as advertising, printing, education, and travel. 75% of the salary will be in the Town's operating budget with 100% of the benefits in the Town's benefit budget. The Housing Office provides a central point for various housing initiatives including education, training, resale of deed restricted units, development of new homes, and various programs such as the down payment and closing costs program. The Housing Specialist provides staff support for the Community Housing Council, the Year Round Market Rate Rental Trust, the Economic Development Committee, and the Community Preservation Committee.*

9-D Housing Authority Acquisition of 46 Harry Kemp Way: *The Provincetown Housing Authority has requested \$425,000 to purchase the abutting property to Maushope at 46 Harry Kemp Way to allow for expansion. Expansion of Maushope has been a top priority for many*

years and has been included as a top goal in all of the Housing Plans. There has been and continues to be a 7 to 10 year waitlist at the Housing Authority. The goal of the expansion is to provide 15 “units” of housing to meet the extreme need for affordable rentals in Provincetown. The Housing Authority has been working with Mass. Housing Partnership and local architects regarding concepts and site evaluation. Preliminary site designs include options to expand the current building or to build a separate building on the site. These units would be deed-restricted in perpetuity.

9-E 460 Commercial Street Restoration: This CPA request for \$60,000 by PAAM is for the restoration of the historic façade at 460 Commercial Street – the Federal style Daniel Cross Cook House built around 1825 and purchased by PAAM in 1919. Today it operates as a gallery within the museum. The work will include restoration of clapboards and corner boards, windows and trim work, and possibly the door.

9-F Weir Map: The Historical Commission has requested \$1,500 to restore, scan, and frame an original “Weir Map.” The map dates to early 1900’s and shows location and ownership of weirs in Provincetown Harbor. Weirs are spiral fence arrangements in the water used to catch fish.

9-G Walling Map: The Historical Commission has requested \$3,500 to restore, scan, and frame an original “1858 Walling Barnstable County Map.” This map pinpointed locations of residences, workplaces, schools, and churches.

9-H Alden St. Cemetery Old Section: The Cemetery Commission has requested \$36,862 for the restoration of Priority 3 & 4 stones in the old section. This is part of ongoing stone conservation work throughout all the cemeteries.

9-I 387 Commercial Street Waterfront Park Preliminary Design: The Recreation Dept. & commission have submitted a request for \$50,000 to initiate the planning process for a waterfront park at 385-387 Commercial Street acquired in 2018. They anticipate engaging a professional consultant to lead a community planning process to determine the vision for the park and develop preliminary concepts.

9-J Chelsea Earnest Basketball Court Retrofit: The Recreation Dept. & commission have submitted a request for \$50,000 to replace the court’s surface, fencing, and hoop systems correcting some safety issues.

Article 10. FY 2021 Capital Improvements Program. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds various sums to defray the costs of the Fiscal Year 2021 Capital Improvements Program submitted in accordance with Chapter 6, Section 6 of the Provincetown Charter, provided that one or more of the appropriations may be **contingent on a Proposition 2½ capital outlay or debt exclusion ballot question:**

CIP MOTION 1.

CAPITAL IMPROVEMENT ARTICLES FUNDED FROM CAPITAL IMPROVEMENT STABILIZATION FUND, FREE CASH AND UNSPENT PRIOR YEAR ARTICLES

I move that the Town vote to transfer the following amounts and to authorize the Town Manager in conjunction with the Department Head to enter into such contracts, including lease purchase agreements for terms not to exceed 5 years;

- **\$214,272.54 from unspent prior year articles;**
- **\$253,000.00 from free cash; and**
- **\$528,327.46 from the Capital Improvement Stabilization Fund**

For a total of \$995,600 to fund the following, each being considered a separate appropriation:

Dept	Description	Amount	Funding Source
FIR	Main Station Building Repairs	28,000	Free Cash
FIR	Fire Dept. Turnout Gear	195,000	Free Cash
FIR	Fire Dept. Needs Assessment	50,000	Capital Stabilization Fund
Pier	Pier Infrastructure Maintenance	210,000	Capital Stabilization Fund
Pier	Pier Electrical Upgrades	60,000	Capital Stabilization Fund
POL	Police Vehicle Fleet Replacement	22,600	\$21,072.04 from 19ATM Art13D Police Fleet and \$1,527.96 from 19ATM Art13F DPW Fleet
PW	Vehicle Fleet Replacement	160,000	\$36,000.00 from 17ATM Art22 Healthcare Study; \$1,370.46 from 17ATM Art8-14 MUNIS Payroll; \$25,000.00 from 17STM #6 Tenant Rights Advocacy; \$15,561.00 from 16ATM Art18-13 Bldg Maintenance; \$10,153.04 from 18ATM Art10-9 Commercial St Recon; \$13,288.04 from 19ATM Art13F DPW Fleet; \$300.00 from 19ATM Art13O Fuel Dispensary and \$20,000.00 from 17ATM Art8-6 Bas Restoration and \$38,327.46.00 from Capital Stabilization Fund
PW	Stormwater Improvements	100,000	Capital Stabilization Fund
PW	Pavement Management Plan	100,000	\$70,000 from 18ATM Art10-13 Pavement Mgmt. and \$30,000 from Capital Stabilization Fund
PAR	Parking System Upgrades	40,000	Capital Stabilization Fund
PW	Streets, Sidewalks & Bike Paths	30,000	Free Cash.

and costs related thereto;

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Pier Corporation	Recommends D & E	5	0	0	None
Harbor Committee	Recommends D & E	5	0	0	None

Requires a Two-Thirds Vote

Explanation of Article 10 – FY2021 Capital Improvement Plan:

It consists of 14 separate projects.

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

We have 3 different motions. As the motions can be lengthy, we have provided them to you in the handout so that you can clearly see which items we will be discussing and how they will be paid.

Any town meeting voter may ask questions about individual items within the Capital Improvement Plan under the Motion in which they are included.

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

A. Fire Department Main Station Repairs - \$28,000 - Copper heat pipes in the ceiling of the apparatus bays need to be repaired/replaced and then the ceiling needs to be repaired and painted. The station has had small pin hole leaks in the heat pipes in the ceiling of the garage area for the past several years. Temporary repairs are no longer sufficient. Replacing the pipes will fix this and prevent future problems.

B. Fire Department Turnout - \$195,000 -This is a life safety project for the purchase of a second set of turnout gear for all members. With the high rate of cancer in fire service, it has been recommended that all firefighters have two sets of turnout gear and all gear is to be washed after every incident. The specialized washer needed for cleaning turnout gear was previously acquired with a grant awarded for this purpose.

C. Fire Department Needs Assessment - \$50,000 - This assessment will analyze the present buildings, operations and equipment and determine appropriate space for fire and rescue needs and recommend a course of action.

D. Pier Infrastructure Maintenance - \$210,000 - The 2016 engineer’s survey provides a breakdown of the recommended maintenance and improvement program which needs to be followed to keep the facility in satisfactory working condition. Identified immediate costs include \$64,000 in repairs and \$812,000 in capital improvement repairs. A large part of the cost is to

replace 177 failed pilings out of 401, 62 were replaced prior to 2016. Since this capital request was approved 35 Fender piles were replaced along with an additional 22 piles being replaced from funds from Capital reserve to save on mobilization and being the 1st year of this project. Typically an average of 35-40 fender piles can be replaced per year with the funds allowed. This leaves approximately 120 fender piles left to replace over the next few years. 35-40 piles are scheduled to be replaced early this spring.

E. Pier Electrical Upgrades - \$60,000 - The recent 2019 engineers survey provides a breakdown of recommended maintenance and improvement program which needs to be followed to keep the facility in satisfactory working condition. During this years scheduled survey the engineers findings recommend the following work to be performed to the Electrical system to bring the Pier up to code compliant.

-Upgrade the system to include ground fault protection for the main overcurrent to the marina and branch circuits. To include updated switch gear and circuit breakers in substations.

-Replacement of pier power pedestals throughout the pier

-Replacement of heat trace system for the existing pier water piping

F. Police Vehicle Fleet Replacement - \$90,400 (\$67,800 grant funded; \$22,600 from closed PY articles) This is a request to purchase two 2020 or current model Ford Police Special Services vehicle for use by the Police Department patrol. The vehicles replace two current units acquired in 2014 and 2015. These vehicles are part of the Police Department's annual scheduled fleet management replacement program and we anticipate these vehicles will be in front-line public safety platform for 5-6 years from August 2020. A USDA grant has been awarded for 65% of the cost of these vehicles. The balance will be funded with closed prior year articles.

G. Public Works - Vehicle Fleet Replacement - \$160,000 - Our 5-year fleet replacement plan calls for replacement of the Highway Department's 2004 F750 6-wheel dump truck with a Multi-purpose Hook truck.

H. Public Works – Storm water Improvements- \$100,000 Our storm water system has undergone substantial improvements over the past five years resulting in fewer beach closures and overall less flooding. However, many more needed repairs still exist and continual maintenance is of prime concern. Appropriating a sum of money for drainage repairs should be a high priority for our coastal community given our proximity to sea level and lack of open space for stormwater retention. Past funding has been used to remediate 12 out of 25 outfalls that flow stormwater to Provincetown Harbor.

This year's request will be proportionally divided as follows:

\$40,000 - Annual Capital Repairs

\$20,000 - GIS Database Upgrades

\$40,000 - Upgrades required per Pavement Management Plan

These funds will be used to seek grant opportunities to assist in funding larger more expensive drainage projects such as the relocation of the Gosnold Street Outfall or the rehabilitation of Freeman Street pump station. This project will provide safer pedestrian and vehicular travel along Court Street and prevent potential flooding damages to nearby businesses.

I. Public Works - Pavement Management Plan - \$100,000 - The Town has developed an essential program aimed at combating the progressive deterioration of the Town's roads by using GIS Technology and a Pavement Condition Index (PCI). Each Town-owned roadway is evaluated based on its condition in order for a PCI to be established. Roadway improvements

will be determined based on the PCI, roadway functional classification (arterial, collector, or local road) and other prioritization factors.

Several methods of roadway repairs would be used under this program including: full depth reconstruction, level and overlay, mill and overlay, micro seal and crack sealing. Significant improvements have been made in the last three years and we hope to continue improving our roadways over the next several years. In order to continue the roadway repair program, a FY21 request for \$100,000 will be used to target the following project:

Standish Street - Rehabilitate roadway and sidewalk between Bradford and Commercial Streets to improve a deficient multi-modal roadway to ensure safe transportation for all users as the primary gateway to our community.

J. Parking System Upgrade - \$40,000 - AIMS is the parking software system the Town uses which has exceeded its lifespan. This upgrade will allow for increased productivity, efficiency, accuracy by replacing aging equipment with new phones and printers. The new software will enhance the Town's capabilities and assist the department in restructuring.

K. Public Works - Streets, Sidewalks and Bike Paths - \$30,000 - This recurring CIP article is used every year to address costs associated with the preservation, repair, and replacement of sidewalks, curbing, roadway painting, potholes, and recent bike trail improvements. This request is used for more routine repairs outside of roadway resurfacing projects funded from the Roadway Maintenance Plan or projects outside of reconstruction projects such as we have seen on Commercial Street.

It is also used to paint the lines on the reconstructed parts of Commercial Street over the course of two nights to minimize disruption and the potential for smudge marks from daytime traffic.

Recent annual Traffic Hearings have resulted in a considerable increase in roadway line painting. The future year requests do not reflect the outcome of future Traffic Hearings.

Article 10. FY 2021 Capital Improvements Program. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds various sums to defray the costs of the Fiscal Year 2021 Capital Improvements Program submitted in accordance with Chapter 6, Section 6 of the Provincetown Charter, provided that one or more of the appropriations may be contingent on a Proposition 2½ capital outlay or debt exclusion ballot question:

CIP MOTION 2.

CAPITAL IMPROVEMENT ARTICLE FUNDED FROM BONDING

I move that the Town vote to appropriate the sum of \$325,000 to be expended under the direction of the Town Manager and the Fire Chief to replace ambulance 196 and costs related thereto, and, that to meet this appropriation the Treasurer with the approval of the Select Board is hereby authorized to borrow \$325,000 pursuant to M.G.L. c.44, §§ 7 and 8, or any other enabling authority and to issue bonds and notes therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs.

VOTES		Yes	No	Abs	Report by:
	Motion/ Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Two-Thirds Vote

Explanation of Article 10L: 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. Ambulance 196 will be retained as a backup vehicle. This article’s funding as a debt exclusion was approved at the June 2020 election.

Article 10. FY 2021 Capital Improvements Program. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds various sums to defray the costs of the Fiscal Year 2021 Capital Improvements Program submitted in accordance with Chapter 6, Section 6 of the Provincetown Charter, provided that one or more of the appropriations may be contingent on a Proposition 2½ capital outlay or debt exclusion ballot question:

CIP MOTION 3.

WATER ENTERPRISE FUND CAPITAL IMPROVEMENT ARTICLES FUNDED FROM BONDING

I move that the Town vote to appropriate a total of \$325,000 to fund the following capital improvement projects and costs related thereto to be expended under the direction of the Town Manager and the Water Superintendent and further, that to meet this appropriation, the Treasurer with the approval of the Select Board is hereby authorized to borrow \$325,000 pursuant to General Laws Chapter 44, Sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; and further, that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with G.L. c.44, §20, thereby reducing by a like amount the amount authorized to be borrowed to pay such costs, each being considered a separate appropriation:

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

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Water & Sewer Board	Recommends	5	0	0	None

Requires a Two-Thirds Vote

Explanation of Article 10M: *It is recommended that the well fields be rehabilitated every fifteen years in order to maintain proper capacity (pumping) in each well and inspect the well casing, screen, and associated pumping equipment. The Knowles Crossing wells and Paul Daley wells were last re-developed in 2007.*

The project includes inspecting and re-developing three wells at Knowles Crossing and six active wells at the Paul Daley wellfield. Pumping equipment would be inspected/tested and replaced as necessary.

FY2021: Re-develop three (3) wells at Knowles Crossing Wellfield.

Explanation of Article 10N: *The Knowles Crossing Water Treatment Plant consists of three (3) membrane filtration units, each containing thirty (30) individual modules for a total surface area of 12,300 square feet per unit. The current membrane modules have been in service since the plant first went online in April 2014, with a design life expectancy of 6 years (and have since been superseded by the manufacturer). The ongoing routine maintenance schedule has avoided premature failure of the membranes, however full replacement is necessary to avoid failures of the modules, specifically during critical peak-season pumping periods. This project accounts for approximately \$96,000 of the overall request.*

An additional component to this project includes necessary upgrades to the SCADA control system and laboratory. The SCADA system utilizes radio frequency modems to communicate to remote sites (tanks, wells, pumping stations, etc.). The manufacturer of our current radio system announced it will be ceasing operation, and therefore no longer providing any support. Unfortunately radio modems are not cross-compatible, therefore all radios must be changed and re-programmed. Additionally, we will be upgrading portions of the wellfields to fiber optic cable, eliminating the need for separate programmable-logic-controllers (PLCs) at each wellhead, providing more robust communications and reliability. This portion of the project accounts for approximately \$54,000 of the overall request. SCADA system upgrades were projected in the long term CIP plan for FY26 and FY27.

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; or to take any other action relative thereto.

[Requested by the Select Board and the Provincetown Year-Round Market Rate Rental Housing Trust]

MOTION:

I move that the Town vote to raise and appropriate the sum of \$594,557 to pay debt service due in Fiscal Year 2021 on the bonds that were issued for the acquisition and improvements of the Harbor Hill property

VOTES		Yes	No	Abs	Report by:
	Motion				Nathan Butera
YRMRR Housing Trust	Recommends	5	0	0	Nathan Butera
Select Board	Recommends	5	0	0	Louise Venden
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 11: *This article is an appropriation of \$594,557 for the semi-annual debt service that the Town is obligated to pay for the borrowing that funded the acquisition and renovation of Harbor Hill. The borrowing for the acquisition and renovation was voted as excluded debt, which means that it can be paid from the General Fund, and the project has been funded with the debt exclusion approved by the voters at any time. The Housing Trust’s initial cash funding of \$1,500,000 has been depleted by the financing of Harbor Hill renovations and debt service that has been paid twice each year since FY19. The faster-than-anticipated depletion of the Trust’s initial funding is due, in part, to increased construction costs and a relatively low construction contingency (5%). As disclosed at the February 2017 Town Meeting when the Harbor Hill acquisition and the associated debt issuance was approved, rental income was not expected to cover both operating expenditures and debt service obligations. Since no specific revenue source has yet been identified and allocated to the Trust, an appropriation from the General Fund is necessary, at this time, to meet the Town’s debt service payments that are due on December 15, 2020 and June 15, 2021. It is anticipated that Harbor Hill rental income will cover operating expenditures, while the voted debt exclusion will fund the debt service. To the extent that the Housing Trust available funds exceed \$150,000 at the end of the year, that excess would be transferred to the General Fund. This would include any funds the Trust receives from private donors or investors up to the amount of the annual debt service. If this article fails, there will not be sufficient funds available to pay the entire debt service amount for fiscal year 2021. The Town is legally obligated to pay this debt service from the General Fund because the bonds issued for the acquisition of Harbor Hill are general obligations of the Town. The Town is required by law to raise the debt service amount on the tax recap, regardless of whether Town Meeting votes to appropriate the necessary funds. In that event, the Town’s certified free cash would be reduced by a like amount, and the Town’s bond rating on new debt issues for future capital projects would likely be negatively impacted.*

Harbor Hill & Trust Update 2020



Mission: “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.”

History: On February 6, 2017, the Town of Provincetown voted to spend up to \$10,700,000 to purchase and renovate 26 units of housing at Harbor Hill. On September 4, 2018 [14 months later than expected], the Town acquired title to the property for \$8,101,620. The Trust received a \$250,000 State Grant in October 2018 to create two (2) additional ADA Compliant Units (bringing the total number of units available from 26 to 28). After not receiving any acceptable bids, the Trust moved forward with renovating Building #5 while re-bidding the larger project and brought that building online and available for rental in May 2019. After two RFPs, the Trust hired the Community Development Partnership [CDP] as the property manager in January 2019. Following two invitation for bid cycles in a very hot construction market, the June 24, 2019 Special Town Meeting approved \$492,000 in additional funding for the Year Round Market Rate Rental Trust allowing the construction contract with NEI to move forward. The primary renovation project was completed in April 2020. For future planning purposes, the Trust had a Capital Needs Assessment conducted by Dr. Nutt-Powell of Capital Needs Unlimited *pro-bono* in March 2020.

Occupancy: Currently 25 of the 28 units are occupied [89%] with 1 unit scheduled for move-in October 1st for 26 units [93%], and 2 units with pending applicants which would lead to full occupancy at 100%!

As Harbor Hill approaches full occupancy and the Trust continues the ongoing maintenance and improvements with CDP assistance, the Trust is considering various options to move forward with future capital needs. To cover all bases, the Trust has hired a financial consultant, Bev Gallo of Peregrine Urban Initiative, to assess various financial models and potential subsidy assessments for capital improvements of the property.

Expenditures:

Acquisition	\$8,102,000
Legal costs	206,000
Architect	336,069
Primary reno project	2,924,911
Rental operations & reno	320,000
Rental operations	310,000 [includes various items such as water/sewer, betterment, insurance]

ATM Article #11 Funding Request:

The article requests \$594,557 for the debt service for FY 2021. Since the beginning, it was anticipated that other funding sources would be needed to bridge the gap between rent receipts and expenses. The Trust expected to cover the gap for about 5 years, but due to project delays and higher renovation costs, funds were depleted. Potential additional funding sources identified in the beginning included the short-term rental tax, the marijuana tax, and others; none of which have materialized at this time but are still on the table for future consideration. If Article 11 fails, there will be insufficient funds to pay the entire debt service.

[Hear tenant stories & view Harbor Hill \[video created by David Cox & Produced by CDP\]](#)

Prepared by Housing Specialist Michelle Jarusiewicz

Article 12. General Stabilization Fund. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to the General Stabilization Fund; or to take any other action relative thereto.

[Requested by the Select Board and Town Manager]

MOTION:

I move that the Town vote to transfer \$100,000 from Free Cash to the General Purpose Stabilization Fund.

VOTES		Yes	No	Abs	Report by:
	Motion				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 12: *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, as well as protect the community against sudden and/or unexpected decreases in revenues or increases in expenses. The General Purpose Stabilization Fund is governed by Massachusetts General Law ch40 sec 5B and the Town’s Cash Reserves Policy. The financial health of the Town of Provincetown is of paramount importance to its residents who rely on Town government to provide essential services; to its current and retired employees; to its bondholders who provide funding for long-term capital projects; and to its vendors who provide services and equipment to 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. To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, \$12,607 to be used to hire a consultant to advise the Town and develop a proposal for the Town’s representation of Indigenous Peoples, including but not limited to, reviewing the history and culture of indigenous peoples, survey current stakeholders, review public spaces in which indigenous peoples may be included in the artistic, historical, and educational representation, and to present culturally appropriate and locally relevant proposal for indigenous representation in the Town, including at least one public art project; or to take any other action relative thereto.

[Requested by the Select Board]

MOTION:

I move that the Town vote to transfer the sum of \$12,607 from Free Cash and to approve Article 13 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion				David Gardner
Select Board	Recommends	4	0	1	Lise King
Finance Committee	Reserve Recommendation	5	0	0	None

Requires a Majority Vote

Explanation of Article 13: *The Town issued a solicitation for consultant services to advise the Town on indigenous peoples. A bid was received in the amount of \$12,607. This contract is for development of a proposal for the Town of Provincetown's representation of indigenous peoples. The consultant shall be prepared to:*

- 1. Review the history and culture of the Town vis-a-vis indigenous peoples, both past and present.*
- 2. Survey the current stakeholders in their views on indigenous peoples' representation in public spaces in the Town, both in content and location.*
- 3. Work with Town staff, boards and committees to review the public spaces (physical and virtual) in which indigenous peoples may be included in the artistic, historical, and educational representation of Provincetown.*
- 4. Present culturally appropriate and locally relevant proposals for indigenous representation in the Town, including at least one public art project. It shall include recommendations for both content and delivery, including appropriate artisan(s), such as Native American public art sculptors, writers, etc. within a budget proposed, and agreed to, by the consultant to the Town.*

Article 14. Petitioned Article – General Bylaw Amendment: Chapter 13 Prohibited Activities – Single Use Plastic Bottles Ban. To see if the Town will vote to adopt the following as a general by-law and to insert it into the Code of the Town of Provincetown, Massachusetts.

Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the Town of Provincetown. Enforcement of this regulation will begin September 1, 2021.

A single-use plastic bottle is a beverage container made from any type of plastic resin. Sales or distribution of non-carbonated, unflavored drinking water in single-use plastic bottles occurring subsequent to a declaration of emergency (by the Emergency Management Director or other duly authorized Town, County, Commonwealth or Federal Officer) affecting the availability and/or quality of drinking water to residents of the Town shall be exempt from this bylaw until seven days after the declaration has ended. Enforcement of this article shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the inspection process to be followed, incorporating the process into other Town duties as appropriate. Any establishment conducting sales in violation of this article shall be subject to a non-criminal disposition fine as specified in GL Chapter 40 Section 21D. The following penalties apply:

- First Violation: Written warning
- Second Violation: \$150 fine
- Third and subsequent violations: \$300 fine

Each day a violation continues constitutes a separate violation, incurring additional fines. Any such fines collected shall be payable to the Town of Provincetown.

All businesses will be routinely inspected until the Town Manager deems the inspection to no longer be required; or to take any other action relative thereto.

(Requested by Ted Jones and others)

MOTION

I move that the Town vote to amend the General Bylaw as printed in the warrant under Article 14.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Petitioner: Ted Jones
Select Board	No Recommendation	3	2	0	Minority Report: Lise King/ Louise Venden
Conservation Commission	Recommends	5	0	0	None

Requires a Majority Vote

Article #14: Ban the Commercial Sale of Plastic Water Bottles in Provincetown

“Effective on September 1, 2021, it shall be unlawful to sell non-carbonated, unflavored drinking water in single-use plastic bottles of less than one gallon in the town of Provincetown”. The entire article, printed in full in the Warrant, goes on to define plastic, to make exemptions in case of civic emergencies, and to describe enforcement penalties, which start with a verbal warning.



Purpose: Single-use, single-portion plastic water bottles represent half of all plastic bottles now used on Cape Cod. This article, citizen-sponsored with help from Sustainable Practices, a small Cape Cod-based environmental group, is on most fall Town Meeting warrants on Cape Cod with the ultimate goal of ridding the Cape of these plastic water bottles.

Why: The single-use plastic water bottles is an urgent problem on Cape Cod and in the entire United States. Our current methods of dealing with plastic bottles and all plastic waste via recycling, landfill and incineration are inadequate and unhealthy. Studies show that micro-plastic particles are in the food we eat, the water we drink and the air we breathe. Plastic has suspected ties to many chronic medical issues, including cardiovascular diseases, Type-2 diabetes, high-blood pressure, endocrinology problems, and other issues. Only 9% of plastic is recycled, resulting in useless mountains of American plastic piled up in China, India, Vietnam, and other countries, many of which now refuse to import any more. Locally, Provincetown’s cost to haul away its recycling waste skyrocketed in 2019—from \$35 a ton in June to \$124 in December—and this will continue to rise into the future. Plastic kills millions of birds, fish and other wildlife nationally. Our beaches, forests and roadways are littered with plastic bottles.

How: The only future for plastic is less plastic. Sustainable Practices advocates for consumers to refuse single-use plastic packaging. For water, think ahead about your needs and use of a refillable water bottle at the growing number of refilling stations in Provincetown. Purchase water in cans and glass bottles—both more environmentally-friendly options.

Vote Yes Now: Action on plastic is urgently needed now. It is the right thing to do right now. Area merchants have seen this ban coming for years. The ban won’t go into effect for a year, which allows them to find alternatives to selling water in plastic bottles. Ultimately, the argument to ban plastic bottles comes down to one thing: Our planet over profits. A YES vote is pragmatic, hopeful, and do-able—it says we care about our Cape.

Ted Jones, citizen-sponsor

Article 15. Petitioned Article – General Bylaw Amendment: Chapter 17 Climate Policy.
 To see if the Town will vote to adopt the following as a general by-law and to insert it into the Provincetown General Bylaw as Chapter 17.

17. CLIMATE POLICY

17-1. Climate Policy. The Town of Provincetown recognizes that the climate emergency, driven by human activity including energy consumption and land use practices and leading to global warming, rising seas, deadly storms, dangerous heat waves, acidifying oceans, and melting ice sheets, poses an imminent threat to the health, safety and economic security of the residents of the Town, the Town of Provincetown therefore adopts as its policy the objective of reducing net greenhouse gas emissions from human activity within and by the Town to zero at the earliest technically and economically feasible time, and directs that all officers and departments of the Town take such measures within the scope of their respective responsibilities and authority as may be necessary and prudent to facilitate such policy and objective; or to take any other action relative thereto.

(Requested by Brian O’Malley and others)

MOTION

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 15.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Petitioner: Brian O’Malley
Select Board	Recommends	3	0	2	None
Conservation Commission	Recommends	5	0	0	None

Requires a Majority Vote

Article 16. Petitioned Article – General Bylaw Amendment: Chapter 5 Town Boards.

To see if the Town will vote to amend the Provincetown General Bylaw by amending Chapter 5 as follows:

5-1-4. Stipend for ~~Selectmen~~ Select Board Members. Each member of the Select Board shall receive an annual stipend of ~~\$2,000, except the Chair who shall receive \$2,500~~ \$15,000. or to take any other action relative thereto.

(Requested by Arthur Egeli and others)

MOTION

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 16.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Petitioner: Arthur Egeli
Select Board	No Recommendation	4	1	0	None
Finance Committee	Does Not Recommend	5	0	0	Mark Hatch

Requires a Majority Vote

This article was submitted without a funding source. An operating override for this article was included on the June 2020 ballot and failed.

Article 17. Petitioned Article – General Bylaw Amendment Chapter 13 Prohibited Activities – Discharge of Fire Arms or Hunting on Public Property (*Deletions shown in strike-through and new text show as underlined.*) To see if the Town will vote to amend the Provincetown General Bylaw by amending Chapter 13 as follows:

13-2-4-3 Discharge of Fire Arms or Hunting on Public Property. No person shall discharge any gun, including paint ball guns, fowling piece, pistol, or firearm or release an arrow from a bow or hunt or trap or poison or set fire to any material known as fireworks, or other combustible matter, in any of the public ways, streets or places of the Town, including but not limited to conservation land or other Town owned property, except for lands under control of the Cape Cod National Seashore and Clapp’s Pond Property; except on such occasions approved by the Select Board upon public notice; provided, however, this section shall not apply to any person abating nuisance or in the exercise of duty required by law.

(Requested by Martha Hassell and others)

MOTION

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 17.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				Petitioner: Martha Hassell
Select Board	No Recommendation	5	0	0	None

Requires a Majority Vote

Article 18. Land Bank Expenses. To see if the Town will vote to appropriate from the Land Bank Fund established under Chapter 293 of the Acts of 1998 the sum of \$120,300 to be expended under the direction of the Open Space Committee and the Town Manager for the following amounts FY2021:

Debt Service Principal	\$	30,000
Debt Service Interest	\$	300
Maintenance	\$	20,000
Acquisition Related Costs	\$	20,000
Total Operating Costs	\$	70,300
CIP - Park Planning Project	\$	50,000
Total Land bank Appropriation	\$	120,300

or to take any other action relative thereto.

[Requested by the Town Manager and Open Space Committee]

MOTION

I move that the Town vote to approve Article 18 as printed in the warrant.

OR if the CPA Grant in Article 9I passes:

I move that the Town vote to approve Article 18 as printed in the warrant except to delete the CIP Park Planning Project in the amount of \$50,000, for a total of \$70,300.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Open Space Committee	Recommends	5	0	0	None
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Harbor Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 18: *FY2020 was the last year of the Land Bank Fund. This article includes Land Bank operating expenditures and the last debt service payment.*
CIP - In October 2018, Town Meeting authorized the use of Land Bank funds to purchase the property at 387-395A Commercial Street from Elena Hall. In February 2019, the Town closed on the acquisition for a total purchase price of \$1,400,000, and later that spring received the assistance of a \$400,000 reimbursement grant from the Massachusetts PARC grant program. The property is held by the Town in the care and control of the Recreation Commission.
The Town seeks \$50,000 of Land Bank funds to engage a professional consultant team to lead a community planning process to determine the vision for the park and develop a preliminary design concept. Project construction costs will be determined upon completion of the design phase and sought in FY2022.
The Recreation Commission has established a working group consisting of a member of the Recreation Commission, the Open Space Committee, the Public Landscape Committee, the Historical Commission, and the Harbor Committee, to advise the Recreation Commission on the planning of the park. The group has been meeting every two to three weeks since the late spring.

CONSENT AGENDA - Articles 19 through 30

MOTION

Without objection, I move to approve articles 19 through 30 as printed in the warrant by unanimous consent;

VOTES		Yes	No	Abs	Report by:
	Motion				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Unanimous Vote

Consent Agenda – The consent agenda is a meeting practice which groups routine and other non-controversial articles not necessarily requiring discussion or independent vote as separate articles. 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.

Article 19. Close Prior Year Unspent Articles. To see if the Town will vote to close and transfer from the following unspent articles:

1. \$10,443.45 from 2015 ATM Article 9, Emergency Shelter Food, unspent appropriation to be transferred to the FY21 Emergency Management Department budget.
2. \$25,367.90 from 2003 ATM Article 30-4, Historic Walking, unspent appropriation to be closed and transferred to the Unappropriated Tourism Fund.

or to take any other action relative thereto.

[Requested by the Town Manager]

MOTION: (If not approved via consent agenda)

I move that the Town vote to approve Article 19 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 19: This article closes unspent appropriations from two prior year special articles.

Article 20. 0.5% Real Estate Transfer Fee - A Home Rule Petition. To see if the Town will vote to authorize the Select Board to petition the General Court for special legislation authorizing the Town to impose a 0.5% real estate transfer fee as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Select Board approves amendments thereto prior to enactment by the General Court, and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING
THE TOWN OF PROVINCETOWN
TO IMPOSE A 0.5% REAL ESTATE TRANSFER FEE.

Section 1. There is hereby imposed a real estate transfer fee equal to 0.5% (half percent, ½%) of the purchase price upon the transfer of any real property interest in any real property situated in the Town of Provincetown. Said fee shall be the liability of the purchaser of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the responsibility for bearing said fee shall not affect such liability of the purchaser. The fee shall be paid to the Town of Provincetown. The funds collected in each fiscal year shall be deposited equally in both the Town’s Other Post-Employment Benefits (OPEB) Trust and the Provincetown’s Affordable Housing Trust.

Section 2. The following transfers of real property interests shall be exempt from the real estate transfer fee:

- A. First time homebuyers who live in the home for at least 5 years. A lien shall accompany the deed stating that “There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met.”
- B. Transfers to the government of the U.S., the Commonwealth, the Town of Provincetown and any of their instrumentalities, agencies or sub-divisions, such as the Provincetown Housing Authority.
- C. Transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made.
- D. Transfers of convenience with consideration under \$100 which include: name change, into trusts, out of trust, etc.
- E. Transfers to any charitable organization as defined in Clause 3 of Section 5 of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.
- F. Transfers between family members, marriage partners, parents and children, grandchildren, stepparents and stepchildren, brothers and sisters.

Section 3.

- A. The fee imposed shall be due at the time of the transfer of the real property interest.
- B. The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid real estate taxes.
- C. The Town shall notify a buyer by registered or certified mail of any failure to discharge the amount in full of fee due.
- D. All fees and interest required to be paid under this Act shall constitute a personal debt of the buyer and may be recovered in an action of contract.

Section 4. This Act shall take effect on passage;
or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

Annual Town Meeting – Monday, September 21, 2020

**ATM
20**

MOTION (If not approved via consent agenda)

I move that the Town vote to approve Article 20 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 20: *This article seeks an annual reaffirming vote in support of the Home Rule Petition currently pending at the State Legislature to impose a 0.5% Real Estate Transfer Fee. What’s different about this article this year is that we have changed the distribution of any fund collected from Capital Stabilization and General Fund to OPEB Trust and Affordable Housing Trust Fund. As these funding needs better represent the Town’s priority goals and needs. State Representative Sarah Peake has recommended that the language be voted on once again at this year’s Town Meeting to reinforce its intent as the home rule petition makes its way up the legislative channels of the State House.*

Annual Town Meeting – Monday, September 21, 2020

**ATM
21**

Article 21. Cape Cod Greenhead Fly Control District Assessment. To see if the Town will vote to raise and appropriate \$1,939 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and to authorize the Town Treasurer to pay said appropriation into the State Treasury; or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

MOTION (If not approved via consent agenda)

I move that the Town approve article 21 as printed in the warrant..

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 21: *A Town Meeting vote is required to fund this Cape Cod Greenhead Fly Control District assessment of \$1,939.*

Article 22. Amendments to Personnel Bylaw/Classification and Compensation Plan.
(Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend Schedules A, B and C of the Town’s Classification and Compensation Plan as follows:

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, 2020, by replacing the existing compensation plan with the following new compensation plan as adopted by the Personnel Board:

Grade	Compensation Range						Position
	FY2020			FY2021			
	[exempt MGL C.41,§108N]						Town Manager
	[exempt MGL C.41,§108O]						Chief of Police
14	\$98,481	-	\$122,516	\$98,481	-	\$122,516	Finance Director
							DPW Director
13	\$91,615	-	\$113,910	\$91,615	-	\$113,910	Staff Lieutenant
							Assistant Town Manager
12	\$85,215	-	\$105,951	\$85,215	-	\$105,951	<i>No positions assigned</i>
11	\$79,263	-	\$98,571	\$79,263	-	\$98,571	Building Commissioner
							MIS Director
							Water Superintendent
							Town Engineer
10	\$73,733	-	\$91,659	\$73,733	-	\$91,659	DPW Deputy Director
							Principal Assessor
							Health Director
							<u>Pier Manager*</u>
9	\$68,582	-	\$85,304	\$68,582	-	\$85,304	DPW Operations Director
							Library Director
							Town Clerk
							Planner
							Tourism Director
							<u>Town Treasurer</u>
							<u>COA Director</u>
							Harbor Master
							Pier Facilities Manager
8	\$63,789	-	\$79,329	\$63,789	-	\$79,329	MIS Analyst
							<u>COA Director</u>
							Town Collector
							Town Treasurer
							Deputy Emergency Manager / Transportation Coordinator
							Environmental Planner / Conservation Agent
							Zoning Enforcement / Code Enforcement Officer
							Airport Director

7	\$59,330	-	\$73,755	\$59,330	-	\$73,755	Recreation Director
							<u>Marine Services Coordinator</u>
							<u>Local Building Inspector</u>
							<u>Human Resources Manager</u>
6	\$55,182	-	\$68,672	\$55,182	-	\$68,672	Executive Assistant to Town Manager
							Executive Project Administrator
							<u>Executive Assistant to Police Chief</u>
							<u>Local Building Inspector</u>
							Assistant Tourism Director
							Health Agent
							<u>Payroll and Employee Benefits Manager</u>
							Assistant Town Accountant
							Assistant Library Director
							Licensing Agent
							<u>COA Outreach Coordinator</u>
							<u>Secretary to Select Board</u>
5	\$51,325	-	\$63,834	\$51,325	-	\$63,834	Secretary to Select Board
							Exec. Assistant to Police Chief
							Parking Administrator
							MIS Technician
							Pier Office Manager*
							<u>Permit Coordinator</u>
4	\$47,736	-	\$59,330	\$47,736	-	\$59,330	Permit Coordinator
							<u>Lead Librarian</u>
3	\$44,414	-	\$55,249	\$44,414	-	\$55,249	COA Outreach Coordinator
							Principal Accounting Clerk
2	\$41,314	-	\$51,370	\$41,314	-	\$51,370	<i>No positions assigned</i>
1	\$41,248	-	\$47,781	\$41,248	-	\$47,781	<i>No positions assigned</i>

* Employee of the Provincetown Public Pier Corporation

Schedule B: To amend Schedule B, "Fire Department Positions," effective July 1, 2020, as requested by the Board of Fire Engineers, as follows:

Annual Salaried Positions:	FY2020 Current	FY2021 proposed	% change
Fire Chief	\$59,225	\$59,225	0.00%
EMS Coordinator 19 Hours	\$0	\$38,380	New
Paramedic/Admin 19 hours	\$0	\$32,080	New
Annual Stipend Positions:			
1st Deputy Fire Chief	\$17,000	\$17,000	0.00%
2nd Deputy Fire Chief	\$13,600	\$13,600	0.00%
District Fire Chief/Engineer	\$6,800	\$6,800	0.00%
Firefighter	\$800	\$800	0.00%
Fire Auxiliary	\$400	\$400	0.00%
Fire Captain	\$1,250	\$1,250	0.00%
Fire Lieutenant	\$800	\$800	0.00%
Engine Steward	\$880	\$880	0.00%
Station Steward	\$1,100	\$1,100	0.00%

Ladder Steward	\$1,300	\$1,300	0.00%
LaFrance Steward	\$500	\$500	0.00%
Oil Inspector	\$1,747	\$1,747	0.00%
Rescue Steward	\$3,600	\$3,600	0.00%
Rescue Captain	\$3,000	\$3,000	0.00%
Rescue Lieutenant	\$1,500	\$1,500	0.00%
Rescue Training Officer	\$3,000	0	
Radio Officer	\$800	\$800	0.00%
Air Officer	\$1,500	\$1,500	0.00%
Summer Standby Coordinator	\$4,000	0	
Infection Control Officer	\$800	\$800	0.00%
Non-Firefighter Positions			
First Responders	\$25.00/hr	\$25.00/hr	0.00%
EMT-Basic	\$26.97/hr	\$26.97/hr	0.00%
EMT-Intermediate	\$29.00/hr	\$29.00/hr	0.00%
EMT-Paramedic	\$31.83/hr	\$31.83/hr	0.00%
Standby	\$25.00/hr	\$25.00/hr	0.00%
Safety Inspections	\$20.00/hr	\$20.00/hr	0.00%
Rescue Squad Participation (per quarter)	\$250	\$250	0.00%

Schedule C: To amend Schedule C, "Seasonal and Part-time Non-Union Positions," effective July 1, 2020, as follows:

Schedule C: Seasonal and Part-time Non-Union Positions			
Grade	FY2020	FY2021	<i>Proposed Position Classifications</i>
Z	<i>New</i>	\$30.60	<u>Event Coordinator</u>
T	\$24.13	\$24.13	Summer/On-Call Tele-communicator
N	\$21.13	\$21.13	<u>Police Officer, Summer/Auxiliary</u>
			Seasonal Deputy Harbormaster*
			Special Needs Coordinator
M	\$20.51	\$20.51	Code Compliance Officer
			COA Cook/Meal Coordinator
L	\$19.94	\$19.94	Parking Lot Technical Manager
			Returning Pier Maintenance Assistant*
			Property Inspector (Assessors)
K	\$19.38	\$19.38	<u>Parking and Traffic Officers</u>
			Returning Seasonal Assistant Harbormaster*
			Returning Pier Office Assistant*
			Police Officer, Summer/Auxiliary
J	\$18.81	\$18.81	<u>Part-time Library Circulation Aide</u>
I	\$18.47	\$18.47	Parking Meter Collection/Repair
			COA Program Coordinator
			COA Transport Driver
			Pier Maintenance Assistant - First Year*
			On-call van Driver
H	\$17.92	\$17.92	Police Matron
G	\$17.58	\$17.58	<i>No Positions Assigned</i>
F	\$17.07	\$17.07	Seasonal Assistant Harbormaster - First Year*
			Pier Office Assistant – First Year*

			Parking and Traffic Officers
			Parking Lot Assistant Technical Manager
			Parking Meter Enforcement
			Part-time Clerical
			Secretary, On-call Relief
			Transfer Station Laborer
E	\$16.76	\$16.76	Part-time Library Circulation Aide
			Special Need Counselor
D	\$16.28	\$16.28	On-call Library Circulation Aide
			<u>Community Ambassador</u>
			Parking Lot Attendant/Out-booth/Floater
C	\$15.80	\$15.80	Barrels & Grounds Laborer
			<u>Beautification Maintenance</u>
			Restroom Attendant
			Building Custodian
			Seasonal Recreation Supervisor
B	\$15.50	\$15.50	<i>No Positions Assigned</i>
A	\$15.26	\$15.26	Parking Lot Attendant/In-booth
			Seasonal Recreation Aides
			After School Recreation Aides
			COA Program Assistant

* Employee of the Provincetown Public Pier Corporation
or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

MOTION (If not approved via consent agenda)

I move that the Town vote to amend the Personnel Bylaw and Classification and Compensation Plan, as printed in the warrant under Article 22.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Personnel Board	No Recommendation on Sch A	0	0	0	None
Personnel Board	Recommends Sch B	5	0	0	None
Personnel Board	Recommends Sch C	4	0	1	None
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 22: Schedule A is for full and part-time non-union positions that are included in the compensation plan. Schedule A does not set a salary or the rate of pay for Town employees, but rather sets the salary range for each job classification. There is NO proposed cost of living increase to the compensation plan in FY2021.

Schedule B is for Fire Department positions and increases are requested by the Board of Fire Engineers.

Schedule C is for non-union seasonal and part-time staff. There is NO proposed cost of living increase to the compensation plan in FY2021.

Article 23. Expenditures from the Tourism Fund. To see if the Town will vote to transfer from the Tourism Fund the sum of \$705,000 to be expended under the direction of the Select Board 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. \$155,000 for coordination/support of the Visitor Services Board and the Tourism Department, and costs related thereto;
2. \$450,000 for marketing, and costs related thereto;
3. \$0 for municipal projects, and costs related thereto;
4. \$100,000 for tourism grants, and costs related thereto;
5. \$0 for the Public Landscape Committee, and costs related thereto;

or to take any other action relative thereto.

[Requested by the Select Board and the Visitor Services Board]

MOTION (If not approved via consent agenda)

I move that the Town vote to approve Article 23 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion/Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Visitor Services Board	Recommends	6	0	0	None

Requires a Majority Vote

Explanation of Article 23: *This article transfers \$705,000 from the Tourism Fund to cover the costs associated with the Tourism Office pursuant to the Five-Year Financial Plan for Tourism Fund Expenditures proposed by the Visitor Services Board and approved by the Select Board each year. Tourism funds are generated by 35% of the room occupancy tax.*

Article 24. FY2021 Human Services Grant Program. To see if the Town will vote to raise and appropriate the sum of \$64,300 to be expended under the direction of the Select Board, to fund grants to assist nonprofit 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	\$5,000
Cape Cod Children’s Place	\$6,500
Cape Cod Dispute Resolution Center	\$1,500
Consumer Assistance Council	\$600
Elder Services of Cape Cod & Islands	\$500
Food4Kids Program/Church of the Holy Spirit	\$3,000
Helping Our Women	\$8,500
Homeless Prevention	\$7,500
Independence House	\$7,000

Lower Cape Outreach Council, Inc.	\$6,000
MassAppeal	\$1,200
Outer Cape Health Services	\$10,000
Soup Kitchen in Provincetown	<u>\$7,000</u>
Total	\$64,300

or to take any other action relative thereto.

[Requested by the Select Board and the Human Services Committee]

MOTION (If not approved via consent agenda)

I move that the Town vote to raise and appropriate the sum of \$64,300 to be expended under the direction of the Select Board, 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.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	3	0	2	None
Human Services Committee	Recommends				None

Requires a Majority Vote

Explanation of Article 24: *In this article, the Human Services Committee recommends funding totaling \$64,300, a decrease of \$13,077 or 17% of the amount approved for Fiscal Year 2020. These grants support 13 agencies that are actively providing services to Town residents of all ages, particularly those most in need.*

Annual Town Meeting – Monday, September 21, 2020	ATM 25
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Article 25. FY2021 Revolving Fund Spending Limits. To see if the Town will vote to establish spending limits for FY2021 for the following revolving funds established pursuant to MGL Chapter 44, Section 53E½:

FY 2021 REVOLVING FUND ANNUAL SPENDING	
Program or Purpose	Up to a limit of
Preservation of Town Hall Auditorium	\$ 125,000
Shellfish Grants	\$ 7,500
B-Street Garden	\$ 2,500
Fuel Reimbursement	\$ 125,000
Council on Aging Transportation	\$ 10,000
Affordable Housing	\$ 10,000
Tree Fund Revolving Account	\$ 10,000
Facilities and Grounds Rental Revolving Fund	\$ 30,000
Small Scale Climate Change Resiliency Revolving Fund	\$ 18,000

or to take any other action relative thereto.

[Requested by the Select Board and the Town Manager]

MOTION (If not approved via consent agenda)

I move that the Town vote to authorize FY 2021 spending limits for nine existing revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 25: *This article authorizes the annual spending limits of nine existing revolving funds. Under Massachusetts General Law the Town’s residents must renew their authorization of revolving accounts spending limits each year.*

Annual Town Meeting – Monday, September 21, 2020 **ATM 26**

Article 26. Funding for Economic Development Committee. To see if the Town will vote to raise and appropriate \$25,000 with \$1,000 for Committee expenses and \$26,000 in funds available to be awarded in grants to develop increased year-round economic opportunities. Grants shall be subject to approval by the Select Board. Committee Mission Statement: Encourage initiatives to which the Town of Provincetown might grant funding that will increase year-round economic opportunities for Provincetown citizens without creating adverse impacts on the character of our community or our natural environment; or to take any other action relative thereto.

[Requested by the Select Board and the Economic Development Committee]

MOTION (If not approved via consent agenda)

I move that the Town vote to approve Article 26 as printed in the warrant.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None
Finance Committee	Recommends	5	0	0	None
Economic Development Committee	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 26: *This article provides the Economic Development Committee with funds to award grants to individuals and/or businesses that are working to create a year-round economy in Provincetown. As the mission statement reads, the goal is to encourage initiatives to which the Town of Provincetown might grant funding that will increase year-round economic opportunities for Provincetown citizens.*

Annual Town Meeting – Monday, September 21, 2020 **ATM 27**

Article 27. General Bylaw Amendment: Chapter 4 Town Meeting and Town Elections (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 4 as follows:
4-5. Date of Town elections.

4-5-1. Annual election. Beginning at 7:00 a.m. and ending at 7:00 p.m. on the ~~first~~ second Tuesday in May of every year, there shall be held that part of the Annual Town Meeting devoted to the election of officers and to such other matters as, by law, must be determined by a ballot. Or to take any other action relative thereto.

[Requested by the Town Manager]

MOTION (If not approved via consent agenda)

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 27.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Select Board	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 27: *This General Bylaw aligns the Town Election date with the recent Charter change that moved the election from the first Monday in May to the second Monday in May.*

Annual Town Meeting – Monday, September 21, 2020

**ATM
28**

Article 28. Animal Welfare Committee - General Bylaw Amendment: Chapter 13 Prohibitive Activities – Section 13-2-7-3 Control of Dogs (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 13 as follows:

13-2-7-3. Control of dogs. Any dog within Town boundaries must be restrained and may not be at large except as specified provided that such dog is under voice and sight control. The following are Town-owned open space off-leash areas (limited by specified times as noted): Foss Woods, Locke Property (also known as ‘Whistle Path Woods’), Abandoned Railroad Right-Of-Way, and all Town-owned beaches. From Memorial Day through November 1, dogs may be off-leash if under voice and sight control on Town-owned beaches between the hours of 6 am and 9 am and the hours of 6 pm and 9 pm; from November 2 through the day before Memorial Day, dogs may be off-leash if under voice and sight control on Town-owned beaches between the hours of 6 am and 9 pm; all dogs must be restrained on Town-owned beaches at all other times. In designated off-leash areas, any owner whose dog is not under voice and sight control or is out of control is in violation of this bylaw. In all other areas, any owner whose dog is at large, out of control, or not restrained is in violation of this bylaw.

A non-criminal disposition penalty will be assessed in the amount of ~~\$25.00 (twenty-five dollars)~~ \$50 to the owner for the first offense; ~~\$50.00 (fifty dollars)~~ \$100 for the second offense; ~~\$75.00 (seventy-five dollars)~~ \$300 for the third offense and subsequent offenses. For a fourth or subsequent offense, the fine shall be \$500 and the municipality may, after a hearing, order the animal spayed or neutered. Each violation of this bylaw shall be deemed to be a separate offense.

and further to amend Schedule A of the Provincetown General Bylaws as follows:

SCHEDULE A The fine for a violation of these bylaws shall be \$50.00 unless the fine is specifically set forth below.

13-2-7. Restraint of animals.

1st offense	40.00 <u>\$50.00</u>
2nd offense	45.00 <u>\$100.00</u>
3rd offense	25.00 <u>\$300.00</u>
4th and subsequent offenses	50.00 <u>\$500.00</u>
5th and subsequent offenses	75.00

or to take any other action relative thereto.

[Requested by the Animal Welfare Committee]

MOTION (If not approved via consent agenda)

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 28.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Animal Welfare Comm.	Recommends	5	0	0	None
Select Board	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 28: This article amends the fine schedule for violation of off-lease hours to the minimum amount allowed to be consistent with State Law. MGL Chapter 140 Section 173A Violation of Animal Control Law; the State sets minimum Non-criminal Disposition fines. A Town may by bylaw provide for an alternative procedure and a different schedule of fines; provided, however, that the fines shall not be lower than those stated. The only proposed change is to make the Town's fines consistent with State minimums.

Annual Town Meeting – Monday, September 21, 2020	ATM 29
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Article 29. Animal Welfare Committee - General Bylaw Amendment: Chapter 13 Prohibitive Activities – Section 13-2-7-12 Animals Left Unattended in Motor Vehicles (Deletions shown in strike-through and new text shown as underlined.) To see if the Town will vote to amend the Provincetown General Bylaws by amending Chapter 13 as follows:

(f) Any person who violates this bylaw shall be subject to a fine of ~~\$400~~ \$150 for the first offense; ~~\$200~~ \$300 for the second offense; and ~~\$300~~ \$500 for the third and subsequent offenses. Each violation of this bylaw shall be deemed to be a separate offense. If the animal suffers great bodily injury, then criminal disposition is possible under MGL c. 272, §77 Cruelty to Animals.

and further to amend Schedule A of the Provincetown General Bylaws as follows:

SCHEDULE A The fine for a violation of these bylaws shall be \$50.00 unless the fine is specifically set forth below.

13-2-7-12 Animals Left Unattended in Motor Vehicles

<u>1st offense</u>	<u>\$400 \$150.00</u>
<u>2nd offense</u>	<u>\$200 \$300.00</u>
<u>3rd offense</u>	<u>\$300 \$500.00</u>

or to take any other action relative thereto.

[Requested by the Animal Welfare Committee]

MOTION (If not approved via consent agenda)

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 29.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Animal Welfare Committee	Recommends	5	0	0	None
Select Board	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 29: MGL Chapter 140 Section 174F Violation of Animal Control Law; the State sets minimum Non-criminal Disposition fines. A Town may by bylaw provide for an alternative procedure and a different schedule of fines; provided, however, that the fines shall not be lower than those stated. The only proposed change is to make the Town's fines consistent with State minimums.

Annual Town Meeting – Monday, September 21, 2020	ATM 30
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Article 30. Animal Welfare Committee - General Bylaw Amendment: Chapter 13, Prohibited Use of Animals (*Deletions shown in strike-through and new text shown as underlined.*) To see if the Town will vote to amend the Provincetown General Bylaws by adding the following section to Chapter 13 as follows:

13-2-7-13. No person or organization shall permit the display of animal acts and performances, including, but not limited to, animal rides and competitive animal races, of wild or exotic animals for public entertainment or amusement in circuses, carnivals or similar entities on property owned or under lease by the Town of Provincetown or on private property, or to take any other action thereto.

[Requested by the Animal Welfare Committee]

MOTION (If not approved via consent agenda)

I move that the Town vote to amend the Provincetown General Bylaw as printed in the warrant under Article 30.

VOTES		Yes	No	Abs	Report by:
	Motion / Report				David Gardner
Animal Welfare Committee	Recommends	5	0	0	None
Select Board	Recommends	5	0	0	None

Requires a Majority Vote

Explanation of Article 30: 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.

FY 2021 Budget Request Summary

BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED	BUDGET	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED
431-SOLID WASTE S&W	469,023	490,073	463,792				
431-SOLID WASTE EXPENSES	455,713	446,100	680,600	630-RECREATION DEPT S&W	174,194	188,490	201,478
SUB-TOTAL	924,736	936,173	1,144,392	630-RECREATION DEPT EXPENSES	19,637	23,800	18,950
				SUB-TOTAL	193,831	212,290	220,428
432-RECYCLING COMMITTEE EXPENSES	9,983	11,950	10,950				
SUB-TOTAL	9,983	11,950	10,950	PUBLIC SERVICE S&W	666,244	731,393	760,125
				PUBLIC SERVICE EXPENSES	198,031	226,086	247,192
PUBLIC WORKS S&W	1,866,092	2,146,657	2,020,532	TOTAL PUBLIC SERVICE	\$864,275	\$957,479	\$1,007,317
PUBLIC WORKS EXPENSES	1,497,742	1,615,593	1,773,436				
TOTAL PUBLIC WORKS	\$3,363,834	\$3,762,250	\$3,793,968	PUBLIC SCHOOLS (DIV 6)			
PUBLIC SERVICE (DIV 5)				LOCAL PUBLIC SCHOOLS	\$3,495,331	\$3,590,927	\$3,190,927
512-HUMAN SERVICES S&W	\$16,548	\$18,102	\$17,970	EARLY LEARNING PROGRAM	306,270	384,469	494,938
512-HUMAN SERVICES EXPENSES	20,225	23,770	23,020	HIGH SCHOOL	444,412	607,472	645,379
SUB-TOTAL	36,773	41,872	40,990	TOTAL PUBLIC SCHOOLS	\$4,246,013	\$4,582,868	\$4,331,244
541-COUNCIL ON AGING S&W	214,934	228,816	239,275				
541-COUNCIL ON AGING EXPENSES	15,440	23,070	20,820				
SUB-TOTAL	230,374	251,886	260,095				
543-VETERANS SERVICES EXPENSES	49,123	49,422	82,178				
610-LIBRARY S&W	260,568	295,985	301,402				
610-LIBRARY EXPENSES	93,606	106,024	102,224				
SUB-TOTAL	354,174	402,009	403,626				

	FY 2019 ACTUAL	FY 2020 BUDGET	FY 2021 PROPOSED
DIVISION TOTALS			
TOTAL GENERAL GOV'T (DIVISION 1)	993,722	1,016,144	959,767
% INCREASE (DECREASE)			-5.55%
TOTAL FINANCE (DIVISION 2)	10,048,310	10,852,818	10,888,307
% INCREASE (DECREASE)			0.33%
TOTAL PUBLIC SAFETY (DIVISION 3)	6,362,969	6,892,986	6,817,281
% INCREASE (DECREASE)			-1.10%
TOTAL PUBLIC WORKS (DIVISION 4)	3,363,834	3,762,250	3,793,968
% INCREASE (DECREASE)			0.84%
TOTAL PUBLIC SERVICE (DIVISION 5)	864,275	957,479	1,007,317
% INCREASE (DECREASE)			5.21%
TOTAL PUBLIC SCHOOLS (DIVISION 6)	4,246,013	4,582,868	4,331,244
% INCREASE (DECREASE)			-5.49%
TOTAL DEPARTMENTAL OPERATING BUDGET	25,879,123	28,064,545	27,797,884
			-0.95%
BUDGET INCREASES BY CATEGORY			
PAYROLL	8,192,436	9,120,695	8,971,145
% INCREASE (DECREASE)			-1.64%
DEBT SERVICE	1,788,297	1,602,837	1,518,276
% INCREASE (DECREASE)			-5.28%
BENEFITS/OTHER INSURANCE	6,855,198	7,612,177	7,629,122
% INCREASE (DECREASE)			0.22%
PUBLIC EDUCATION	4,246,013	4,582,868	4,331,244
% INCREASE (DECREASE)			-5.49%
NON-PAYROLL OPERATING EXPENSES	4,797,179	5,145,968	5,348,097
			3.93%

TOWN OF PROVINCETOWN FY2021 - FY2025 CIP FIVE YEAR PLAN									
Line	Dept	EA	Project	FY 2021	FY 2022	FY 2023	FY2024	FY2025	5 Year Co
1	Airport		Terminal Building Phase II Envir Assess	18,975	0	0	0	0	18,975
2	Airport		DEP EnvironmentalMitigation Phase III	18,688	0	0	0	0	18,688
3	Airport		Fuel Farm Tank Replacement	34,500	207,000	0	0	0	241,500
4	Airport		Replace HVAC Condensing Unit	25,875	0	0	0	0	25,875
5	Airport		Maintenance Vehicle	11,500	0	0	0	0	11,500
6	Airport		Terminal/Vegetation Permitting & Enviro.	23,000	0	0	0	0	23,000
7	Airport		Taxiway Lighting Installation	57,500	0	0	0	0	57,500
8	Airport		Terminal Roof Replacement	50,000	0	0	0	0	50,000
9	Airport		DEP EnvironmentalMitigation Phase IV	0	17,250	0	0	0	17,250
10	Airport		Obstruction Removal Phase I & II	0	0	37,375	37,375	0	74,750
11	Airport		Terminal Building Design	0	0	0	0	87,500	87,500
12	CD	EM	Ryder Street Beach Nourishment	200,000	50,000	0	0	0	250,000
13	FIR		Replace Ambulance 196	325,000	0	0	0	0	325,000
14	FIR		Main Station Building Repairs	28,000	0	0	0	0	28,000
15	FIR		Building Needs Assessment	50,000	0	0	0	0	50,000
16	FIR		Turnout Gear and Washer Dryer	195,000	0	0	0	0	195,000
17	FIR		Replace Chiefs Vehicle	0	68,000	0	0	0	68,000
18	FIR		Replace Ambulance 197	0	0	275,000	0	0	275,000
19	FIR		Replace Ambulance 198	0	0	0	275,000	0	275,000
20	FIR		Replace 3 Life Pac 15(s)	0	0	0	120,000	0	120,000
21	FIR		Replace 24 SCBA's	0	0	0	0	168,000	168,000
22	Pier		Pier Infrastructure Maintenance	210,000	210,000	220,000	220,000	220,000	1,080,000
23	Pier		Pier Electrical Upgrades	60,000	60,000	30,000	30,000	30,000	210,000
24	Pier		Pier Main Water Line Replacement	0	120,000	0	0	0	120,000
25	Pier		Pier Lighting Replacement	0	0	60,000	20,000	20,000	100,000
26	PAR		West End Rotary Parking Improvements	0	25,000	0	0	0	25,000
27	PAR		VMCC Lot Lighting Improvements	0	182,000	0	0	0	182,000
28	PAR		Upgrade to AIMS Software	40,000	0	0	0	0	40,000
29	PAR		Grace Hall Retaining Wall	0	0	266,000	0	0	266,000
30	PAR		VMCC Lot Additional Spaces	0	35,000	0	0	0	35,000
31	PAR		Repaving of MPL and drain upgrades	0	0	175,000	0	0	175,000
32	PAR		Parking Lot Camera Surveillance	0	0	50,000	0	0	50,000
33	PAR		Day's Lot Upgrades	0	0	0	100,000	0	100,000
34	PAR		Grace Hall lighting upgrade	0	0	0	0	50,000	50,000
35	POL		Police Vehicle Fleet Replacement	90,400	95,000	95,000	95,000	95,000	470,400
36	PW		Vehicle Fleet Replacement	160,000	405,000	210,000	115,000	130,000	1,020,000
37	PW	EM	Stormwater	100,000	100,000	100,000	100,000	100,000	500,000
38	PW		Pavement Management Plan	100,000	250,000	250,000	250,000	250,000	1,100,000
39	PW		Streets, Sidewalks & Bike Paths	30,000	55,000	55,000	55,000	55,000	250,000
40	PW		Building Maintenance Plan	0	315,000	150,000	400,000	100,000	965,000
41	PW		Commercial Street Reconstruction**	0	800,000	0	0	0	800,000
42	PW		Court Street Drainage & Repair	0	1,500,000	0	0	0	1,500,000
43	PW		Public Works Facility	0	0	650,000	0	14,000,000	14,650,000
44	PW	EM	Ryder St Outfall Stormwater Project	0	0	525,000	0	0	525,000
45	PW		Shank Painter Road Reconstruction**	0	0	0	3,500,000	0	3,500,000
46	PW		Auditorium Chairs	0	145,000	0	0	0	145,000
47	PW		Police Station						-
48	REC		East End Waterfront Park	50,000	500,000	0	0	0	550,000
Total General Fund				\$1,878,438	\$5,139,250	\$3,148,375	\$5,317,375	\$15,305,500	30,788,938
Line	Dept	EA	Project	FY 2021	FY 2022	FY 2023	FY2024	FY2025	5 Year Co
49	Water		Knowles Crossing Building Renovation		500,000	0	0	0	500,000
50	Water		AC Water Main Replacement	0	1,500,000	500,000	500,000	0	2,500,000
51	Water		Wellfield Re-Development	175,000	0	350,000	0	0	525,000
52	Water		Filtration Plant Maint Module Replace	150,000			0	0	150,000
53	Water		Customer Self Service Portal Software		30,000	0	0	0	30,000
54	Water		Vehicle Fleet Replacement	0	40,000	35,000	35,000	0	110,000
55	Water		Mt. Gilboa Tank Rehabilitation	0	0	0	0	1,600,000	1,600,000
Total Enterprise Funds				\$325,000	\$2,070,000	\$885,000	\$535,000	\$1,600,000	5,415,000
Totals				\$2,203,438	\$7,209,250	\$4,033,375	\$5,852,375	\$16,905,500	36,203,938
			*EM indicates Emergency Management/Hazard Mitigation project						
			** Out years projected in full without grant consideration						
			<i>Italic: New projects added this year</i>						

TOWN OF PROVINCETOWN CIP FUNDING PLAN

			1631	1621		
FY 2021		Free Cash	Cap Impr Fund	Parking Fund	Bond	Grant or Other
Begin Balance:		\$0	\$0	\$0		
Addition:		\$1,893,674	\$732,013			
Terminal Building Phase II Envir Assess	\$18,975					\$18,975
DEP EnvironmentalMitigation Phase III	\$18,688					\$18,688
Fuel Farm Tank Replacement	\$34,500					\$34,500
Replace HVAC Condensing Unit	\$25,875					\$25,875
Maintenance Vehicle	\$11,500					\$11,500
Terminal/Vegetation Permitting & Enviro.	\$23,000					\$23,000
Taxiway Lighting Installation	\$57,500					\$57,500
Terminal Roof Replacement	\$50,000					\$50,000
DEP EnvironmentalMitigation Phase IV	\$0					
Obstruction Removal Phase I & II	\$0					
Terminal Building Design	\$0					
Ryder Street Beach Nourishment	\$200,000		\$200,000			
Replace Ambulance 196	\$325,000				\$325,000	
Main Station Building Repairs	\$28,000	\$28,000				
Building Needs Assessment	\$50,000		\$50,000			
Turnout Gear and Washer Dryer	\$195,000	\$195,000				
Pier Infrastructure Maintenance	\$210,000		\$210,000			
Pier Electrical Upgrades	\$60,000		\$60,000			
Upgrade to AIMS Software	\$40,000		\$40,000			
Police Vehicle Fleet Replacement	\$90,400					\$90,400
Vehicle Fleet Replacement	\$160,000		\$38,328			\$121,672
Stormwater	\$100,000		\$100,000			
Pavement Management Plan	\$100,000		\$30,000			\$70,000
Streets, Sidewalks & Bike Paths	\$30,000	\$30,000				
East End Waterfront Park	\$50,000					\$50,000
Wellfield Re-Development	\$175,000				\$175,000	
Filtration Plant Maint Module Replace	\$150,000				\$150,000	
Annual Total	\$2,203,438	\$253,000	\$728,328	\$0	\$650,000	\$572,110
		\$1,640,674	\$3,685	\$0		