

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN  
MEETING MINUTES - REGULAR MEETING  
MONDAY – MAY 23, 2016 – 6:00 p.m.  
JUDGE WELSH ROOM - 260 COMMERCIAL STREET**

Chairman Richter convened the open meeting at 6:00 p.m. noting the following attendees:  
Board of Selectmen members: Raphael Richter, Erik Yingling, Tom Donegan, Cheryl Andrews, and Robert Anthony.

Other attendees: Assistant Town Manager David Gardner, Finance Director Dan Hoort, Police Chief Jim Golden, and Rowing Regatta Representative John Livingstone.

Excused: Town Manager David B. Panagore

Recorder: Loretta Dougherty

Raphael called the meeting to order and the Board motioned to go into Executive Session at 5:30 p.m.

**Motion by the Board of Selectmen to vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clauses 1,2,3,4,6,7, & 8 for the purposes of:**

**Clauses 1, 2, 3, 4, 6, 7, & 8** – To consider the release of approved Executive Session Minutes: January 13, 2014; February 24, 2014; March 31, 2014; April 28, 2014; May 27, 2014; June 9, 2014; June 26, 2014; August 29, 2014; September 5, 2014; September 10, 2014; September 12, 2014; September 19, 2014; October 23, 2014; November 10, 2014; January 8, 2015; January 14, 2015; March 4, 2015; March 23, 2015; April 2, 2015; April 27, 2015; May 11, 2015; May 13, 2015; May 22, 2015; May 26, 2015; June 8, 2015; June 18, 2015; June 22, 2015; July 13, 2015; July 15, 2015; July 20, 2015; July 27, 2015; August 10, 2015 (5 p.m.); August 10, 2015 (6 p.m.); August 24, 2015; September 14, 2015; September 21, 2015; October 5, 2015; October 13, 2015; November 9, 2015, November 23, 2015, and December 11, 2013.

and to go into open session thereafter.

**Motion: Tom Donegan  
(Roll Call Vote)**

**Raphael Richter: Yes**

**Erik Yingling: Yes**

**Tom Donegan: Yes**

**Cheryl Andrews: Yes**

**Robert Anthony: Yes**

**Seconded: Robert Anthony**

**Yea: 5 Nay: 0 Motion passed**

The Board went into Executive Session at approximately 5:33 p.m.

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

- A. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Justine Ives for creation of original artwork for the Moby Dick Reading Marathon, in the amount of \$1,000.*

**Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$1000.00 for the attached invoice from Justine Ives.**

- B. *Treasurer's Transfer – Library Gift Fund – pay an invoice from Ellen Battaglini for transcription services, in the amount of \$87.50.*

**Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$87.50 for the attached invoice from Ellen Battaglini.**

- C. *Treasurer's Transfer – Library Gift Fund – pay to 1544 Recorded Books, Inc., for audiobook purchases, in the amount of \$371.19.*

**Move that the Board of Selectmen vote, as Commissioners of the Library Gift Fund – (#1107), pursuant to MGL C44 § 53A, to approve the use of the funds in the Library Gift (#1107) to pay \$371.19 for the attached invoice from 1544 Recorded Books, INC.**

- D. *Reappointments of Selectman Erik Yingling as a Trustee of the OPEB Trust Fund for a term of one year ending May 27, 2017, and of Provincetown resident Douglas Cliggott as a Trustee of the OPEB Trust Fund for a term of two years ending May 27, 2018.*

**Move that the Board of Selectmen appoint Selectman Erik Yingling, as a Trustee of the OPEB Trust Fund for a term of one year effective May 27, 2016, and expiring May 27, 2017.**

**Move that the Board of Selectmen appoint Provincetown resident Douglas Cliggott as a Trustee of the OPEB Trust Fund for a term of two years effective May 27, 2016, and expiring May 27, 2018.**

- E. *Appoint Jeffrey Gould as a Regular member to the Zoning Board of Appeals, with a term to expire on December 31, 2016. He is currently an Alternate member on the Zoning Board of Appeals.*

**Move that the Board of Selectmen vote to appoint Jeffrey Gould as a Regular Member to the Zoning Board of Appeals with a term to expire December 31, 2016.**

- F. *Parade Permit submitted by Bill Sykes, 13 River Street, Plymouth, MA 02360, on behalf of the National MS Society-Greater New England Chapter, for the 33<sup>rd</sup> Annual Cape Cod Gateway MS Bike Ride Fundraiser, to be held on Sunday, June 26, 2016, from 8:00 a.m. to 2:00 p.m. (4:00 p.m., if it runs longer).*

**Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Bill Sykes, on behalf of the National MS Society – Greater New England Chapter, 101A First Avenue, Suite 6, Waltham, MA 02451, for the 33<sup>rd</sup> Annual Cape Cod Gateway MS Bike Ride Fundraiser, to be held on Sunday, June 26, 2016 from 8:00 a.m. to 2:00 p.m. or 4:00 p.m., if it runs longer.**

- G. *Parade Permit submitted by Barry Cook, 96-98 Bradford Street, Provincetown, MA 02657, on behalf of the AIDS Support Group of Cape Cod, for the 8<sup>th</sup> Annual ASGCC 5K Run/Walk, to be held on Sunday, July 17, 2016, from 8:00 a.m. to 9:30 a.m.*

**Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Barry Cook, on behalf of the AIDS Support Group of Cape Cod, 96-98 Bradford Street, Provincetown, MA 02657, for the 8<sup>th</sup> Annual ASGCC 5K Run/Walk, to be held on Sunday, July 17, 2016 from 8:00 a.m. to 9:30 a.m.**

- H. *Parade Permit submitted by Krystal Magata, 4899 Belfort Road, Suite 300, Jacksonville, FL 32256, on behalf of the Wounded Warrior Project, for the 5<sup>th</sup> Annual Wounded Warriors' Soldiers Ride, to be held on Friday, September 23, 2016, from 8:00 a.m. to 11:30 a.m.*

**Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Krystal Magata, on behalf of the Wounded Warrior Project, 480 Belfort Road, Suite 300, Jacksonville, FL 32256, for the 5<sup>th</sup> Annual Wounded Warriors' Soldiers Ride, to be held on Friday, September 23, 2016 from 8:00 a.m. to 11:30 a.m.**

- I. *Parade Permit submitted by Melanie Braverman, 633 Commercial Street, Unit #2, Provincetown, MA 02657, on behalf of the Alzheimer's Family Support Center of Cape Cod, for the Alzheimer's Benefit Walk, to be held on Sunday, October 16, 2016, from 10:00 a.m. to 2:00 p.m.*

**Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Melanie Braverman, on behalf of the Alzheimer's Family Support Center of Cape Cod, 2095 Main Street, Brewster, MA 02631, for the benefit walk to support free services for AD families, to be held on Sunday, October 16, 2016 from 10:00 a.m. to 2:00 p.m.**

- J. *Approve drafted letter to John Lebeaux, Commissioner of the Mass. Dept. of Agricultural Resources requesting a review and upgrade of the public notification, monitoring, and control of toxic chemical spraying throughout Cape Cod towns.*

**Move that the Board of Selectmen vote to approve a letter written to Mr. John Lebeaux, Commissioner, of the Massachusetts Department of Agricultural Resources, in support of our neighbors on Cape Cod, and requesting a review and upgrade of the public notification, monitoring, and control of toxic chemical spraying throughout Cape Cod towns.**

- K. *Approve drafted letter to Senator Daniel A. Wolf requesting his support for the Year-Round Market Rate Rental Housing Trust Fund for the Town of Provincetown.*

**Move that the Board of Selectmen vote to approve a letter written to Senator Daniel A. Wolf requesting his support for the Year-Round Market Rate Rental Housing Trust Fund for the Town of Provincetown.**

Chairman Richter waived the reading of the Consent Agenda and the Board unanimously approved the Consent Agenda.

1. **Public Hearings:** None.

2. **Public Statements:** None.

3. **Selectmen's Statements:**

Erik had no statements.

Tom asked that the Town consider fund raising efforts for a grant to the AIDS Memorial and Fishermen's Memorial in preparation for the 2020 ceremony.

Cheryl requested staff and Chief Golden to look into installing a one way sign at Carver and Commercial Streets warning people to watch out for bicyclists. She found an old copy of the town's master plan and was shocked to see how much has not changed and how much progress we have made. She mentioned her displeasure with MoJos crosswalk; she wants to get it painted-solid. She asked to put it on the next traffic hearing.

David G. stated that it is not their opinion that solid coloring stands out better than non-solid. He believes it is the type of paint that is used that makes the difference and there is also a concern that it becomes slippery.

Raphael agrees with Cheryl.

Robert had no comments.

4. **Joint meeting / Presentations:** None.

5. **Appointments:** None.

6. **Requests:**

A. **Approve letter containing terms and conditions of engagement with CliftonLarsonAllen LLP for audit and non-audit services, for a three-year period beginning July 1, 2016, and ending on June 30, 2019:**

Raphael stated that the letter is pretty straight forward and after review the Board agreed.

**MOTION:** Move that the Board of Selectmen vote to approve the terms and conditions of an engagement with CliftonLarsonAllen LLP, as outlined in their letter of September 23, 2015, for a period of three years beginning July 1, 2016 and ending June 30, 2019.

**Motion:** Erik Yingling

**Seconded:** Robert Anthony

5/0/0 Motion passed.

B. **Parade Permit submitted by John Livingstone & Ron Robillard, 522 Commercial Street, Provincetown, MA 02657, on behalf of the Provincetown Coastal Rowing Regatta, to close Kendell Lane (a public way) for six (6) hours on Saturday, June 4, 2016, from 7:00 a.m. to 1:00 p.m.**

Mr. Livingstone came before the Board representing the local organizing committee. This is the first Coastal Rowing Regatta in the northeast. The race will be held off the east end in the water 2 kilometers in and out. St. Mary's By the Harbor church has donated their parking lot and they have other small areas surrounding the lot. Kendall Lane is the best access for the starting line. There will be 6-8 boats lining up feeding into Kendall Lane. There will be a party at 2:00 p.m. The neighborhood has approved it.

Cheryl requested that the word "parade" be removed from the language in the motion as this request is not for a parade.

**MOTION:** Move that the Board of Selectmen vote to approve the ~~Parade~~ Application Permit submitted by John Livingstone & Ron Robillard, on behalf of the Provincetown Coastal Rowing

Regatta, c/o 522 Commercial Street, Provincetown, MA 02657, to close Kendall Lane (a public way) for six (6) hours on Saturday, June 4, 2016, from 7:00 a.m. to 1:00 p.m.

**Motion:** Erik Yingling  
5/0/0 Motion passed.

**Seconded:** Robert Anthony

**C. Police Report for the Month of April 2016 – Police Chief Jim Golden.**

Chief Golden presented the new formatted report. This report is located on the Police Dept. page on the Town's website.

Robert wanted to know if there were any alarm calls and were they from the same alarms. He wanted to know if any violations had been written for them.

Chief said he last looked in November but will check and get back to the Board.

Robert and Tom asked if there was any grant money received by the department and if it covers OUI enforcement or is that separate.

Chief Golden has received money from the state. You can go to their web page and there is a list of what is covered under this grant.

Cheryl commented that we are seeing different kinds of accidents; it seems that people are really driving unsafely. These are generally caused by other infractions that are happening. She asked what the current status of state law is regarding texting and hand held phones.

Chief Golden stated that there is no texting or anything with complex phone use. There is a minimum \$105.00 fine.

Robert asked for an update on the new ordinance regarding heroin.

Chief Golden stated that 18 portions of the bill passed, but no information has been sent out to any of the Chiefs as yet.

Raphael complimented the amount of social media posting the Chief is doing and asked him to keep it up. It is really great to see that information getting out there.

**No action was taken.**

**D. Review and Approve Selectmen's Policy Statement 2016-05-23 – Town of Provincetown Buy Recycled Policy.**

David G. stated that there is a new regulation that requires the town to have a policy in place in order to qualify for grants for bond initiatives for recycling and solid waste removal. Each town should have this in place to be eligible for these funds and we did not have a policy. This is a model policy statement that came down from the state; this is a guideline not a regulation. Both the Dept. of Public Works and the Recycling and Renewable Energy Committee have looked at the policy and support it.

**MOTION:** Move that the Board of Selectmen vote to approve Board of Selectmen Policy Statement 2016-05-23, Town of Provincetown Buy Recycled Policy as presented.

**Motion:** Erik Yingling  
5/0/0 Motion passed.

**Seconded:** Robert Anthony

Raphael recused himself on items E. & F. as his transportation company is in competition with Mr. Downey. He left the room at 6:30 p.m. Vice Chair Yingling took over the meeting.

**E. Revocation of Approvals for lack of performance of the Harborfront Shuttle**

**MOTION:** Move that the Board of Selectmen vote to declare the Municipal Street License for the Harborfront Shuttle Tours issued to Timothy Downey on June 11, 2012 null and void by operation of law, and to order him to remove such property from the public way within ten days of the date of receipt of notice.

David Gardner gave a brief overview of the history. The Board had previously approved the route and the placement of the information booth. Mass General Law requests that within a three year period all required certifications need to be obtained. Mr. Downey has not been able to acquire these certifications so there has been a lack of performance. The ticket booth has been in place but no business has been operated out of it.. The Beautification Committee voted unanimously to remove the “disability” trailer overseen by the Downey family at Bus Stop Park at their meeting in 2015. Mr. Downey was sent a letter this March giving him 30 days to get all the necessary approvals and pay all fees as required. He has been in touch with us and indicated he has every intention to follow through. David asked for the Board’s approval based upon Town Counsel’s recommendation that if the license holder has not obtained the required certificate by this time, the license is null and void by operation of law.

**Motion:** Tom Donegan **Seconded:** Robert Anthony  
4/0/1 (Raphael Richter – recused) Motion passed.

**F. Revocation of Approvals for lack of performance of the Free Town Maps**

**MOTION:** Move that the Board of Selectmen vote to revoke the previous approval given to Timothy Downey dba LandSquares of Provincetown for the placement of the Free Town Maps distribution boxes on town owned land within the public right of way within 14 days of notice for failure to obtain the necessary permits, pay the proper fees and otherwise maintain the conditions place on the approval, and further to order him to remove such property from within the public way within ten days of the date of your revocation.

Mr. Downey did not get the necessary license in 2015 and has not done so in the year 2016 either. He has been contacted requesting him to pay his past due fees as required and informing him that there is a penalty for operating without a license. Conditions were placed on the approval to operate; one of which was that the distribution boxes be restocked on a regular basis. They have not been restocked; all three were completely empty of maps last week. We can compel him to come in and take care of this or the Board can revoke approval again.

Tom stated the boxes get in the way of the bike parking, and that we have lots of ways to have materials distributed in town. These boxes do not add a lot especially when empty.

**Motion:** Erik Yingling **Seconded:** Robert Anthony  
4/0/1 (Raphael Richter recused) Motion passed.

Raphael came back into the room at 6:40 p.m.

**G. Approve Proclamation for Blanche Winter proclaiming Thursday, June 9, 2016, as Blanche Winter Day in celebration as the new recipient of the “Boston Post Cane”**

Cheryl read the proclamation. All proclamations read by the Board may be found in their entirety on the town’s webpage in the Board’s agenda packet.

**MOTION:** Move that the Board of Selectmen vote to approve the request of Director Chris Hottle, Council on Aging, to proclaim Thursday, June 9, 2016, as Blanche Winter Day, in celebration of Blanche Winter, born on May 30, 1917, becoming the recipient of the “Boston Post Cane.”

**MOTION:** Cheryl Andrews **Seconded:** Erik Yingling  
5/0/0 Motion passed.

**H. Approve Proclamation for Barbara Rushmore proclaiming Thursday, June 16, 2016, as Barbara Rushmore Day in honor of her being named the Council on Aging’s Senior Citizen of the Year for 2016.**

Cheryl read the Proclamation. Erik recused himself and left the room at 6:48 p.m. Raphael recused himself but stayed in the room at 6:48 p.m. They are Barbara’s grandchildren.

**MOTION:** Move that the Board of Selectmen vote to proclaim Thursday, June 16, 2016, as Barbara Rushmore Day in honor of her being named the Council on Aging’s Senior Citizen of the Year for 2016.



**Motion:** Cheryl Andrews

**Seconded:** Robert Anthony

3/0/2 (Erik Yingling & Raphael Richter Recused) Motion passed.

Erik came back into the room at 6:52 p.m.

**I. Approve Proclamation for the Provincetown Center for Coastal Studies proclaiming June 11, 2016, as Center for Coastal Studies Day, in celebration of their 40<sup>th</sup> Anniversary.**

Tom read the Proclamation.

**MOTION:** Move that the Board of Selectmen vote to proclaim Saturday, June 11, 2016, as Provincetown Center for Coastal Studies Day in honor of their 40<sup>th</sup> Anniversary.

**MOTION:** Tom Donegan

**Seconded:** Cheryl Andrews

5/0/0 Motion passed.

**7. Town Manager / Assistant Town Manager:**

**A. Discussion to establish a Steering Committee re: the National Marine Sanctuary Visitor Center in Provincetown (2016 STM Article 4).**

Tom believes that this visitor's center would be ideal for Provincetown and when the proposal goes to NOAA community support should be a part of it. This will not be a fast process. It may take up to two years. He suggested having a request for interested participants be publicized in the BANNER and have the Board's Secretary directly contact the small list of people that Rich Delaney recommended.

Raphael would like to have one Board member on the committee.

The Board discussed the number of members to be on the committee and it was agreed to select 11 members.

**MOTION:** Move that the Board of Selectmen vote to establish a Steering Committee made up of 11 members and to seek applications for that Committee, including recommendations from the Town Manager to assist with the study to determine the feasibility of locating the National Marine Sanctuary Visitor Center in Provincetown.

**MOTION:** Tom Donegan

**Seconded:** Erik Yingling

5/0/0 Motion passed.

**B. Review and status update of progress on FY2016 Town-wide goals, and approval of FY2017 Town-side goal setting process.**

Raphael would like to have one Public Hearing and talk about these goals and how to incorporate any other goals the Board feels are needed. A request has been sent out to the departments/boards/committees for their input and the Public Hearing will be held on June 27<sup>th</sup>. Each goal was taken one-by-one and a vote of four in favor had to occur in order for the goal to be included.

**Community Housing Discussion:**

Erik believes that we are not accomplishing a lot at present and wants to have a discussion on our tactics which may need to be changed. He questioned why the majority of residents at town meeting are not passing the Inclusionary by-law.

Cheryl wants a round table meeting to talk about the fact that we know what we want but how do we get there.

Tom believes that our town meetings reflect approximately 7-10% of the voters. Depending on the issues reflects who attends. A lot of conversations with voters regarding town meeting items are discussed at the Stop N Shop.

Raphael wants to have a round table meeting to discuss how to better educate and prepare an action plan to build consensus.

Robert believes we have to do outreach to different organizations to explain what we are trying to do and then review it. Inaccurate information floats around a lot; how do we present to everyone.

Tom and Raphael want to see our goals be more aspirational and less specific and then proceed to create the action plan. Anything that needs to have a specific action plan such as when the Housing Trust Fund is passed will be addressed at that time.

LCP Expectations:

David G. will ask Town Planner Gloria McPherson to update the Board on the drafted sections of the Local Comprehensive Plan as the LCPC completes each section.

Cheryl wanted to know if the new update will be voted on at Town Meeting.

David G. stated that it is not required; but we did last time.

Raphael wants to move it forward and have a vote, as a town, on the LCP in FY2017 or FY 2018.

Tom wants to find tools to create year-round housing, redevelopment, development of undeveloped properties, development incentives and any needed changes in regulations happen to make sure year-round housing becomes a part of that.

Capital Improvements:

Raphael wants to see the successful completion of the Commercial Street Phase III project.

Tom wants to see what the traffic study will tell us regarding “sharrows” and what we need to do about it. It is still a goal – traffic flow evaluations in town.

Raphael wants to keep vying for the storm drainage grant. This goal will be streamlined when the Dept. of Public Works sends in their goals. He also wants to continue the conversation with the Pilgrim Monument regarding the BAS relief project.

Erik recommends proceeding with extreme caution as he is not interested in taxpayers paying for the staircase.

Fiscal Management:

Robert wants to talk about budgets for three, five, and 10 years down the road. The department heads are working well with what they have now and no one is losing their job. We have to get serious with regards to our finances.

Cheryl wants to have discussions on the average tax bills, 2 ½ overrides, and percentage increases. The 10 year plan is a nice starting point but the Board has never talked about how to set up the plan.

Tom reminded everyone that we signed an employment contract to have a set percentage each year. Contract payroll is not the problem. What is increasing the budget is health insurance; we have been at well over 10% in increases.

Raphael stated that the Town Manager recommends that we continue with the 10 year budget and the normal process for this cycle.

Economic Development:

Cheryl commented that the 2020 Committee will hire an Executive Director and then make a presentation to the Board.

Robert supports a new police station, although he does not support using the VFW without another access. Keep it as a goal but at another location of the police station.

Tom wants to hear what the final report has to say regarding the police station that the Board paid for in November.

Raphael will continue discussions with the Board on the police station.

New Goals:

Erik would like to see higher education on the outer Cape and discuss the North Truro former Air Force station. He would also like to have clearer tools for zoning initiatives.

Raphael would like to see the Broad have a goal to pursue opportunities for higher education on the outer Cape.

Cheryl would like to see a goal regarding the Cape Air Contract that expires in June 2017.

Tom wants an update on the Dept. of Revenue on the Cape Air issues. He wants to look at regulatory reform, remove unnecessary burdens on business, and encourage year-round, seasonal, and workforce housing.

Robert wants to approach the private/public aspect of economic development.

David G. will meet with the Town Manager upon his return. The Town Manager will be making some suggestions and report what he has received from the departments and boards.

**No action was taken.**

**C. Discussion of Board of Selectmen agenda and round table topics.**

Agenda topics for discussion were reviewed by the Board (list of topics may be found in the Board's agenda packet on the town's web page) and Raphael asked for a general sense of what the top priorities are. He will coordinate with the Planning Board to have a Joint Meeting to discuss the Inclusionary By-law..

Tom believes that all of the listed topics are relevant and recommends that the Board meet with staff and set up meetings on all of these. Tom suggested that at our round table meetings we have some with only the Board members present and others with invitee guests.

Raphael suggested that some of these discussions need more staff members present as well and that if we have the round table meetings on a Friday morning that would be possible.

**No action was taken.**

**D. Town Manager's Report – Administrative Updates.**

David G. stated that representatives from the Urban Land Institute (ULI) will be coming to Provincetown and will be evaluating our Housing Playbook, the Housing Trust Fund, and possible housing developments for the VFW and old Community Center properties. The public will participate in two events; one on June 8<sup>th</sup> at 5:30 p.m. at the Harbor Lounge where panelists will answer any questions the public may have and the representatives will also tour the town on the Mayflower Trolley that day. On June 9<sup>th</sup> panelists will do a one-on-one interview with various stakeholders from 9:00 a.m. to 12:00 p.m. They will then convene and come up with recommendations for the Town. They will attend the Planning Board meeting at 5:30 p.m. where the general public may participate. Members of the Board of Selectmen will be in attendance as well to hear the report from the ULI team.

Raphael and Cheryl will go on the bus tour around 3:00 p.m. and attend the reception and dinner.

Erik will attend the 9:00 a.m. interview on June 9<sup>th</sup>. He will try to make it to the dinner on June 8<sup>th</sup>, if possible.

Tom and Robert will not be attending at this time.

**No action was taken.**

**E. Discussion and planning for a potential joint meeting and staff collaboration visit in Nantucket, to discuss matters of mutual concern.**

Board members that will be attending the Joint Meeting with the Board of Selectmen in Nantucket on the tentative date of Wednesday, June 22<sup>nd</sup> will be Erik Yingling, Tom Donegan, and Raphael Richter along with



staff members Town Manager David Panagore, Town Planner Gloria McPherson, and Housing Specialist Michelle Jarusiewicz.

Tom wants to hear how Nantucket is growing their school population.

Erik wants to hear about how they conduct their Town Meetings.

A wide range of housing issues will also be discussed.

**No action was taken.**

F. **Others:** None.

**8. Minutes:**

The Board reviewed the minutes and Cheryl requested that when one of the Board members recuses themselves and leaves the room that it be noted they left the room; February 16<sup>th</sup> minutes, page four was corrected thusly and the Board voted as follows:

**MOTION: Move that the Board of Selectmen approve the minutes of February 16, 2016 (Special), as printed with amendment; February 22, 2016 (Regular), as printed; March 28, 2016 (Regular), as printed, and May 9, 2016 (Regular), as printed.**

**Motion:** Tom Donegan

**Seconded:** Cheryl Andrew

**5/0/0 Motion passed.**

**9. Closing Statements/Administrative Updates:**

Erik wished everyone a good night and wished Raphael good luck with the goal setting.

Cheryl asked staff to check the travel lane at the Farmer's Market; some of the vendors are creeping into it. Also, there was a sandwich board on Ryder that was partially in the crosswalk. Staff will check on these requests.

Raphael reminded everyone that there will be a public meeting this Thursday at 5:00 p.m. at St. Mary's by the Harbor church regarding the Phase III Commercial Street project. Everyone is welcome to attend.

- A. *Thank you letter to Amy Germaine who resigned from the Zoning Board of Appeals on May 9, 2016.*
- B. *Letter to Representative Theodore C. Speliotis regarding H.3742-Funding for Year-Round Rental Housing from Board Chairman Raphael Richter and Town Manager David B. Panagore.*

Without objection the meeting was adjourned at 8:33 p.m.

Minutes transcribed by: Loretta Dougherty