

TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES – REGULAR MEETING
MONDAY, MAY 22, 2017 6:00 PM
TOWN HALL – JUDGE WELSH ROOM

Chair Cheryl Andrews convened the open meeting at 6:03 pm noting the following:

Board of Selectmen attending: Chair Cheryl Andrews, Vice Chair Erik Yingling, Members Robert Anthony, Tom Donegan and Louise Venden

Excused:

Other attendees: Town Manager David Panagore, Asst. Town Manager David Gardner, Finance Director Josee Cardinal Young, Board Secretary Elizabeth Paine,

Recorder: Elizabeth Paine

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

- A. *Treasurer Transfer - to approve the use of Harbor Access gift funds to pay \$4,900.00 to AGL Mooring for the attached invoice related to Bennett Pier Maintenance and Repair.*
- B. *Treasurer Transfer- to approve the use of Library gift funds to pay \$914.99 to the Library Director for reimbursement of expenses incurred related to the Moby-Dick Marathon.*
- C. *Treasurer Transfer - to approve the use of History Project gift funds to transfer 400.00 to the Cemetery Gift Fund (#1139) to defray the costs associated with the production of the cemetery brochure.*
- D. *Parade Permit – request by Joan A. Peters – Gilmartin on behalf of The Open Doorway of Cape Cod, Inc. 3rd Annual Purple Flag Relay to be held on Sunday, September 24, 2017.*
- E. *Parade Permit – request by Melanie Braverman on behalf of Alzheimer’s Family Caregiver Support Center, Inc. Cape Cod Walks the Walk in Provincetown to be held on Sunday, October 15, 2017.*

Without objection Chairman Andrews waived the reading of the consent agenda and without objection it was approved unanimously by the Board of Selectmen

1. Public Hearings:

2. Public Statements:

Ron Beaty – Barnstable County Commissioner – present himself to the new Board of Selectmen and is looking forward to working with them in the future.

3. Selectmen’s Statements:

- **Robert Anthony** – Would like to take this time to thank Provincetown Police Chief Jim Golden and Truro Police Chief on their joint efforts and the men and women of those departments, he gives them kudos.
- **Louise Venden** – Thank you for this opportunity. Enjoying this so far.
- **Erik Yingling** - none.
- **Tom Donegan** – none.

- **Cheryl Andrews** – Thank you Mr. Beaty for coming, Memorial Day is right around the corner, and for most business owners this is sort of the kick start to the season. I wish you all the best.

4. Joint meeting/Presentations:

A. Visitor Services Board - FY2018 Co-op Marketing Grants

Vice Chair Lesley Marchessault called the meeting order at 6:12 p.m. Present for roll call; Vice Chair Lesley Marchessault, Members Dan Vanwaus, Regina Cassidy, and Robert Sanborn.

Director of Tourism Anthony Fuccillo and Assistant Director of Tourism Radu Luca were also present for the meeting. Chair Richard Murray and Rita Schwartz joined at 6:20 p.m.

Director Fuccillo started the meeting off by giving a brief summary of the Marketing Grant, specifically for the 5 institution in town. They were originally given money out of the grant Tourism Promotional Grant, and are now shifting them into the Co-Op Marketing Grants. They are locked into 5k each year. They have to pay 10k to receive the 5k.

Selectman Donegan recused himself from this meeting.

Vice Chair Yingling moved that the Board of Selectmen vote to approve the FY 2018 matching co-operative marketing grant agreements with the following Five (5) Provincetown Institutions: Center for Coastal Studies (CCS), Fine Arts Work Center (FAWC), Provincetown Art Association and Museum (PAAM), Pilgrim Monument and Provincetown Museum (PMPM) and Provincetown Theater (PT) for \$5,000 each as recommended by the Visitor Services Board.

Selectman Anthony seconded the motion

VOTED

In Favor: 4
Oppose: 0
Abstain: 0

Selectman Donegan returned to the meeting

BOS Chair Andrews - VSB was formed 20 years ago, and it is now time for the Board of Selectmen to reevaluate the conversation with the VSB to see if what is working and what is not. Communication needs to be worked on. If everyone has a conflict, how do we then talk about things? There is one set of rules for elected officials and one set of rules for appointment officials. We all need to sit down and have a full and frank discussion. There are ways in which we can all participate together. There is confusion about the role everyone plays i.e. Board of Selectmen, VSB, Tourism Staff and Administrative staff. There are also three seats now open for re-appointment. When the VSB was first started at 70k and now the budget is significantly larger. Suggesting meeting on Monday June 26th at 4:30.

Selectman Venden noted that one of the things that has come up, that she has personal experienced, in general,

she would like more information on the data gathered to find out where people are coming from, and where to put more effort of marketing into.

VSB Chair Murray, this is a great opportunity, as the VSB starts a new marketing relation. Money has been shifted around the last few years. Some of us on the Board wish to change that division and we want to work with the new marketing firm, so that we can work together, to come up with a short term plan and then creating a long term. I don't think 700k is enough to market Provincetown. I think we should start fresh, and to move forward in a different direction.

Selectman Anthony – what is the time frame? Does this new firm have some strategies? How far out?

Selectmen Donegan – the current budget is very small and the marketing goals are very spread out. It is the economy of this town, and the budget needs to grow to be able to market Provincetown. We should think about current state, investment spending and future marketing. This has been extremely underfunded.

VSB Chair Murray – We have been working for years on and that is why we have such a large group to help represent different organization.

BOS Vice Chair Yingling – It is time to relook at the budget.

B. VSB - FY 2018 Marketing Grant – Provincetown 400

VSB Chair Murray believes that the Provincetown 400 should be a separate line item at Town Meeting and not funded out of the Tourism budget.

Selectman Yingling moved that the Board of Selectmen vote to approve the FY 2015, FY 2016, FY 2017 and FY 2018 marketing grant agreement with Provincetown 400 for \$15,000 annually for the abovementioned fiscal years in the total amount of \$60,000 as recommended by the Visitor Services Board.

Selectman Anthony seconded the motion.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

C. VSB - FY 2018 Tourism Promotional Grant Awards.

Selectman Yingling moved that the Board of Selectmen vote to approve funding, from the Tourism Fund, for the following FY 2018 Tourism Promotional and Enhancement Grants, except #18 the Great Provincetown Schooner Regatta, as recommended by the Visitor Services Board.

| No | Project Name | Awarded FY '18 | No | Project Name | Awarded FY '18 |
|--------------------------------------|---------------------------|-----------------------|-----------|-------------------------------------|-----------------------|
| 1 | Afterglow | \$5,000 | 18 | Great Provincetown Schooner Regatta | \$6,500 |
| 2 | Bride Pride | \$4,000 | 19 | Holly Folly | \$6,000 |
| 3 | Camp P! | \$4,000 | 20 | Mates Leather Weekend | \$3,500 |
| 4 | Canteen Holiday Market | \$1,000 | 21 | Miss Gay MA US of A | \$2,500 |
| 5 | CookOUT | \$4,500 | 22 | Mr. New England Leather | \$3,000 |
| 6 | Dance Festival | \$500 | 23 | Outer Cape Chorale | \$1,500 |
| 7 | Dead Silence | \$1,500 | 24 | Peregrine Theater Ensemble | \$2,000 |
| 8 | Encaustic | \$1,500 | 25 | Portuguese Festival | \$6,000 |
| 9 | Family Week | \$1,000 | 26 | Provincetown Coastal Rowing Regatta | \$3,000 |
| 10 | Fantasia Fair | \$2,000 | 27 | Single Women's Weekend | \$4,500 |
| 11 | Film Festival | \$17,500 | 28 | Swim for Life | \$2,000 |
| 12 | First Light Provincetown | \$6,500 | 29 | Tennessee Williams Theater Festival | \$8,000 |
| 13 | Flag Football | \$500 | 30 | Winter Weekends | \$4,000 |
| 14 | Gay Athalon Games | \$6,000 | 31 | Women of Color | \$4,500 |
| 15 | Gay Pilots | \$1,000 | 32 | Women's Week | \$8,500 |
| 16 | Girl Splash | \$7,000 | 33 | WOMR | \$596 |
| 17 | Great Music on Sundays @5 | \$2,500 | 34 | WorldFest | \$500 |
| Total Amount Awarded in FY'18 | | | | | \$132,596 |

Selectman Anthony seconded the motion.

VOTED

In Favor: 5
 Opposed: 0
 Abstain: 0

Selectman Yingling moved that the Board of Selectmen vote to approve funding, from the Tourism Fund, for the Great Provincetown Schooner Regatta FY 2018 Tourism Promotional and Enhancement Grants, as recommended by the Visitor Services Board.

Selectman Anthony seconded the motion.

VOTED

In Favor: 4
 Opposed: 0
 Abstain: 1 (ca)

D. VSB – FY2018 Co-op Marketing Grants –Chamber, PBG

Vice Chair Yingling moved that the Board of Selectmen vote to approve the FY 2018 co-operative marketing grant agreements with the Provincetown Chamber of Commerce for \$20,000 and the Provincetown Business Guild for \$20,000 as recommended by the Visitor Services Board.

Selectman Anthony seconded the motion.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

5. Appointments:

A. Scholarship & Trust Administration Committee– Lory Stewart, Mary Beck and Olympia Ciliberto

Vice Chair Yingling moved that the Board of Selectmen vote to formally appoint Lory Stewart, Mary Beck and Olympia Ciliberto as the Selectmen’s representatives to the newly created Scholarship and Trust Administration Committee.

Selectman Venden seconded the motion.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

B. Scholarship & Trust Administration Committee – Ngina Lythcott

Selectmen Donegan wishes to know if there is a conflict of interest with her serving on the School Board.

Vice Chair Yingling moved that the Board of Selectmen vote to approve the appointment of Ngina Lythcott, to the Scholarship and Trust Administration Committee, effective May 22, 2017, and expiring on December 31, 2017.

Selectman Venden seconded the motion.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

C. Year Round Rental Housing Trust

Chair Andrews would like to have Selectmen Donegan continue to serve on the Year Round Housing Trust

until Mr. Mathieson's position could be filled. Would like to know how staff advertised the original position? Staff will repost position and consider editing the ad to reflect the need for someone with certain experiences which would benefit the trust.

Action idea – going to advertise the position is open and we will be seeking applicants to fill the position.

No Motion

6. Requests:

A. Contract Change – Requested by DPW Director Richard Waldo.

DPW Director Richard Waldo was present for the meeting. He is looking to make an amended to the contract, to fund the necessary increase in cost. The betterment from this improvement will cover the cost to the increase. As the property grew, we need to upgrade to a buffer tank. The current location is in the abutter's property, Seaman's Bank, to put in the larger tank. Maintenance is paid by the users' fees, the betterment pays for the whole debt system.

Vice Chair Yingling moved that the Board of Selectmen vote to approve Contract Amendment #14-# with AECOM in the amount of \$26,700 to cover costs associated with providing a sewer service connections to serve properties that have received Economic Development Permits (EDP) approvals and Public Health Priority determinations.

Selectman Venden seconded the motion.

VOTED

In Favor: 4
Oppose: 0
Abstain: 1 (ca)

7. Town Manager / Assistant Town Manager:

A. ASFCME Union Contract Endorsement

Two things the DPW Director brought forward; one, the potential use of a time clock and two, coffee breaks in the morning and the afternoon that break up the work day. Obtained authority to use the time clock, coffee breaks are removed, instead we have a 2 2 and 2. We added a 15 years' vacation schedule, they gain 20 hours earlier.

Selectman Donegan wished to know if the pending Health Insurance contract affected this new contract. This 2% salary increase, pales in comparison to the increase in health insurance costs.

Selectman Anthony wishes to know funding source.

Vice Chair Yingling moved that the Board of Selectmen vote to approve the contract agreement between

Selectman Anthony seconded the motion.

VOTED

In Favor: 5
Oppose: 0
Abstain: 0

B. Update Town Wide Goals Process

Town Manager Panagore gave a brief update and will be emailing schedule to BOS.

No motion was made.

C. Proposed Room Tax Legislation

Town Manager Panagore gave a summary of the Bills going before the House and Senate and how each are similar and also differ. Senator Cyr has submitted something as well, have not seen a draft, that will be just for the cape.

Vice Chair Yingling feels that the definition for Commercial Host is very generous and the 60 days given is far too generous.

Selectman Donegan wants to know if we can run this against the Air BNB data.

Vice Chair Yingling and Finance Director Josee Young are going to attend the June 12th meeting in Barnstable to voice concerns.

Selectman Venden wants to submit something in writing for the meeting Jun 12th in Barnstable.

No motion was made.

D. Town Manager's Report – Administrative Updates.

Town Manager Panagore's update included an update on FEMA. They have extended a granted extension for the wave extenuator July 2018. We did not receive a Community Grant for Broad Band. Training has begun for our summer officers for Police. The Lions Club in the past has collected fees on Motto field, any direction or advice for them?

Selectman Donegan believes it would be worthwhile to look at some of the issues of the parking issues. I think displacing our income. While we have given parking at no cost, we haven't ever given revenue to others.

Chair Andrews, would like to know any other organization that will get caught up in this? We should have

policy for the use of the parking lots across the field.

Selectman Anthony, it is not like they don't have other options.

Town Manager Panagore's last bit, Provincetown has been named a culture district. The next step is the Mass Culture council will come in and have a meeting with everyone. The state will come in and provide advice and guidance going forward. There will need to be signage to show that one has entered and exited the district.

Chair Andrews would like to know if anyone would like to entertain a motion to discuss 377 Commercial Street.

Reconsideration of a matter already considered at a public hearing, can simply be added to next meeting.

8. Minutes:

MOTION: Move that the Board of Selectmen approve the minutes of: May 8, 2017 6PM (regular) as printed;

Vice Chair Yingling moved that the Board of Selectmen approve the minutes of: May 8, 2017 6PM (Regular); as revised.

Selectman Anthony seconded the motion.

VOTED

In Favor: 5
Opposed: 0
Abstain: 0

9. Closing Statements/Administrative Updates:

- **Erik Yingling** – none
- **Louise Venden** – none
- **Tom Donegan** – would like to request an agenda on July 24th to give an update on Cape Light Compact. Had requested an Executive Session to be placed on agenda to give an update on the Year Round Housing Trust. Are we going to talk about Water and Sewage Rates? We should begin to understand all of the cost of capacity.
- Robert Anthony – none today.
- **Cheryl Andrews** – Needs a little feedback on the Marcene Marcoux matter. Would Vice Chair Yingling or Selectman Donegan like to put the request on the agenda to reconsider sending the letter? Will not sign a letter being sent and wishes to have a revote. Before we have the conversation on the water and sewage rates, would be very helpful to have a worldview of wastewater enterprise fund. Would like a

list of any grants that came in, a financial spreadsheet.

A. Thank you letter to Michelle L. Foley, who resigned from the COA and Licensing Boards effective May 23, 2017

Selectman Donegan moved to adjourn

Without objection the meeting was adjourned at 8:22 pm

Minutes transcribed by: Elizabeth Paine