

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN**  
**MEETING MINUTES – REGULAR MEETING**  
**MONDAY, NOVEMBER 13, 2017 6:00 PM**  
**TOWN HALL – JUDGE WELSH ROOM**

Chair Cheryl Andrews convened the open meeting at 6:00 pm noting the following:

Board of Selectmen attending: Chair Cheryl Andrews, Robert Anthony, and Louise Venden

Excused: Vice Chair Erik Yingling and Tom Donegan

Other attendees: Town Manager David B. Panagore, Assistant Town Manager David Gardner and Board Secretary Elizabeth Paine

Recorder: Elizabeth Paine

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

- A. *Treasurer’s Transfer – to approve the use of gifted funds to pay \$100.00 to Cape Cod Museum of Art for an annual museum pass for the Provincetown Public Library*
- B. *Treasurer’s Transfer - to approve the use of gifted funds to pay \$200.00 to Cape Cod Museum of Natural History for an annual museum pass for the Provincetown Public Library.*
- C. *Approve the appointment of Robert Anderson to the Zoning Board of Appeals from alternate to regular member with a term to expire on December 31, 2018*
- D. *Proclaim Sunday, December 10, 2017 as Senior Citizen Day – in honor of our senior citizens.*

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

**Selectmen Vended read the public hearing notice.**

**1. Public Hearings:**

- A. Curb Cut Application submitted by Scott Stevens and Tim Deahl requesting approval to install a 12 foot drive way on the front of the property located at 155 Bradford Street, Provincetown, in order to prevent vehicles blocking access to their drive way**

Scott Stevens present for the meeting. Purchased the property 2 years ago, there were 4 parking spaces. One of the spaces was in the public right away, the DPW removed the markings for 155 and since public has been using parking and preventing applicant from accessing their driveway.

Assistant Town Manager directed the Selectmen to review the Evaluation Criteria as he does not feel it meets criteria. It is staffs understanding that there were two parking spaces on the property and they are tandem parking off Baker Street. The request was also done in 2010 and the Selectmen denied the request. The request would allow the owners to park in the public way.

Selectmen Venden – When the property was purchased, there were 4 parking spots for the property? What are the hash marks on page 6, 7 & 8?

Chair Andrews – did someone speak to the property owner about requesting curb cut from Baker Ave?

**LV - MOVE that the Board of Selectmen vote, pursuant to Provincetown General By-Law Section 11,**

§ 6-2, to deny the request of Scott Stevens and Tim Deahl, for a curb cut at 155 Bradford Street as presented. (Assessor's Map 12-1, Parcel 97)

Selectmen Anthony seconded the motion.

VOTED

In Favor:	3
Opposed:	0
Abstain:	0

Public hearing closed at 6:18 pm.

## 2. Public Statements:

- **Jay G** – speaking on behalf of the Recycling and Renewal Committee. This week on Wednesday at 6:30 pm at the Provincetown Center for Coastal Studies, first night of discussion on renewal energy. Another request is asking the MIS request to purchase 9 iPad that do not leave this room, and decrease the use of paper the Town Hall is currently using. Update on Province Road being paid, current it is stalled, Eversource is now no longer communicating with them.
- **Christine Walker** – Head of the Provincetown Film Society – we bring about 8-12 thousand per year for our festival, and we provide 50 weeks off programming. Last year the festival had over 200 stories written about us. Running these programs are very costly, I am concerned about the VSB line cut for events, and restore it to 150K.

## 3. Selectmen's Statements:

- **Robert Anthony** – I understand there is going to be construction on Province Land Road starting tomorrow.
- **Louise Venden** – Support of the top two FY2018 goals, propose the BOS move to direct the Town Manager to find a suitable spot for a tiny cottage community and shared housing.

**Move that the BOS set an agenda item, to evaluate a site for tiny cottage community and cohousing community.**

**RA seconded the motion.**

**3/0/0**

Committed to continue working with Tom Donegan on the land development. Encourage town manager and staff to proceed on the Local Comprehensive Plan.

- **Cheryl Andrews** – Veterans Day Event, I want to specifically acknowledge Amy Wharf McGuigan who was able to put forth the material to recognize five maybe six residents of Provincetown who fought in the Revolutionary war. 2 days ago was the 397 years ago, mayflower landed in the harbor. Challenged myself to post on Facebook every day from the day it landed to the day it left. As far as the recommendation of double sided paper, everything is double sided printed. We do have some of the younger Selectmen using computers and iPads. Any of the Board members that reject the packets are welcome to do so. If you could send me the emails regarding Province Road I would like to see them.

## 4. Joint meeting/Presentations:

### A. Joint Meeting with the Visitor Services Board

Chair Richard Murray called the VSB to order, noting Jay G, Vice Chair Lesley M, and Susan Avellar. Tourism Director Anthony F and Assistant Director Radu Luca were also present.

Chair Andrews, would like to point out page 14 of the packet, as it shows that what is being voted on this evening is the Warrant Article for the Annual Town Meeting. Chair Murray handed the meeting over to Mr. F.

Mr. F gave a breakdown of the tourism fund five-year plan.

Chair Murray – are we ever going to change the way that things have been done over the last 20 years? We don't have enough money to fund more money towards 2020. Are the percentages going to stay the same? Only 35% goes to Tourism. It is my opinion that the budget we have is a very lean budget. I would ask that at some point down the road, is that we come up with another line item is to supplement the tourism fund. I also bring up, that we tried to reorganize the VSB to be more representative of the community. If we are going to think outside the box, this is the time to do it. We are moving in the wrong direction and we have to do something proactive. I have also read on social media and the public floating this idea of this being elected position. If we want to change and rework the legislation, we need to start the conversation now. Quarterly meeting would be great.

Jay G – if you were to open the idea of reconstituting the VSB, every seat should be at-large. I think you'd get the largest amount applicants for every seat.

Lesley M – I would agree with that, that I would love to have more meeting to talk about changes, or updated the legislations.

David P – I have asked the Finance Director Josee to look through the funds to see unused funds might be available for Provincetown 400.

Chair Andrews – Thrilled you wish to have those conversations as well. We would be a very different community if we looked at the event calendar and knocked off half so I would ask that you restore that line item.

Selectmen Venden – thank you for putting this information together. The tourism industry remains a vital part of this community. I don't want to get into how you spend and delegate certain funds, but I want to see things we have to talk about in the form of data. This is not a strategies marketing plan. Are you spending your dollars wisely? Making sure your visitor survey is connecting to all of these kinds of decisions. I am very supportive of spending more money on marketing, but I want to see why.

Selectmen Anthony – appreciate the comments Rick in regards to your forward thinking. We need to put our minds together and this is going to take more than one meeting. I am not going to get into the numbers, but I think tonight is a very important step to move forward and try to make this process a lot better. I think we should have a process, and the 15k comes to an end, so where is the rest of the money going to come from the rest of the three years?

Chair Murray – if you're telling us you're willing to give us more of a kiddy to increase the grant amount, we would like forward to. Every time a new grant has applied, we have tried to give them a shot.

L. M – over the time that we have been here, we have had an increase in grant applications, we have about double the amount being asked for than what we are able to give. Is it for ongoing grants? Seed money? Matching grants? If we are able to regulate them, it would help with the process.

Chair Andrews – seed money verse not, it is clear that some of the events have paid staffs; a number of your events are volunteers and have to fundraise all the money. I have a lot of great questions.

Jay G – as a newbie, I truly already appreciate how grueling it will be to say no to half the applicants, since 2004, we have been giving a varying amount of money to the Public Land Landscape Committee, why are we giving money to another committee and not coming from the general fund.

Selectmen V – there are a various number of things that I also wonder why things have been paid for by the Tourism Fund.

Chair Andrews – can we get an updated from the Finance Director for unencumbered funds to apply back to the grants programs?

**Move that the Board of Selectmen vote to accept the Visitor Service Board recommendation of the Five Year Plan with the amendments to FY19 with Marketing being 400K, Grants 150K, Municipal 50K, Beautification 10K, Coordination and Support at 140K for a total of 750K.**

Selectmen Venden seconded the motion.

**VOTED**

<b>In Favor:</b>	<b>3</b>
<b>Opposed:</b>	<b>0</b>
<b>Abstain:</b>	<b>0</b>

**5. Appointments:**

**A. Visitor Services Board – At Large – Interviews: Steven Bowersock**

I moved here about 15 years ago. I own Bowersock gallery in the East End, I took a little break for 4-5 years, I use to serve on the Board of Directors on the Provincetown Business Guild and then opened a gallery in Florida. I am now here more year round in Provincetown and I would like to get back to being involved in some boards. I am finding for my business, that paper is coming back in certain magazine. I do also have to put ads in social media. So believe it has to be a mix. I think if you allow to experience a little bit will let you grow. I am seeing things that have been there and wondering why the Tourism fund is still funding. I think I have learned how to work with people, what my opinions are, how to work with people and bring in ideas on how to change the budgets. When I dealt with the outdoor center for the arts their budget from the town was 500k, so I understand when Rick says the VSB has a small budget.

LV – could you tell me what ideas you have for the VSB?

CA – how would you compare your experience on the Business Guild to what you would do on the VSB?

**B. Cultural Council – Ray Wiggs**

Ray Wiggs was present for the meeting. Professional arts and art dealer. Was involved in a nonprofit gallery for years. I am interesting in serving on the capacity on the council because I feel there is not enough voice in the gallery community. This is my fourth year as gallery owner, but it is a challenging business in this town. The visual arts are not really protected. We are all in it together, we all need to work together to find ways to promote Provincetown. I do a radio talk show where I interview artist in this community and I feel it is good to the community and gotten very favorable responses. I think it is a vital part of being in the community.

LV – thank you for your volunteering.

RA – what are some of the things you wish to do with the Cultural Council?

CA – I am thrilled you applied. And I hope you bring some of your friends to apply?

**Move that the Board of Selectmen vote to appoint Ray Wiggs as a member to the Cultural Council effective November 13, 2107 and expiring on December 31, 2018**

**VOTED**

**In Favor:                3**  
**Opposed:                0**  
**Abstain:                 0**

**6. Requests:**

**A. Policy Statement: 2017-11-13 Pole Hearing Guidelines and Procedures**

**LV - Move that the Board of Selectmen vote to approve Policy Statement 2017-11-13 with ament to include box for permit number.**

**RA – seconded.**

**VOTED**

**In Favor:                3**  
**Opposed:                0**  
**Abstain:                 0**

**B. Café Heaven request for a one time two month waiver from their Economic Development Permit conditions**

Assistant Town Manager presented the request by Patrick Drummery, requesting a onetime relief from the Economic Permit.

LV – how often do we give waivers? I think what you eluded to is certain people just close, I am happy to approve this but just concerned that there will be another business that will do this too.

CA – this kind of happens back to an issue I raised back to the East End Market. What if it happens again? You start taking back the seats. The Board in general they really enjoy making people happy, but have a hard time dealing with what happens when it doesn't get followed through. There is going to be more and more places looking for these permits and more and more places changes hands. One time waver is easy, but the harder decisions involve reports of closure or repeated closures.

RA – I think there are circumstances beyond anyone control, and it should be approved and if it happens

again, we need to talk about what will happen if it happens again.

**LV Move that the Board of Selectmen vote to approve a temporary waiver for the Economic Development Permit conditions of minimum business hours for the period of November 2, 2017 to January 7, 2018, reopening by April 6, 2018 for Café Heaven for Economic Permit 16-01.**

**RA seconded**

**VOTED**

**In Favor: 3**  
**Opposed: 0**  
**Abstain: 0**

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

**A. Town Manager’s Report – Administrative Updates.**

Town Manager Panagore’s update to the Selectmen went over the traffic hearing follow up, calendar review, town meeting timeline and weekly staff reports.

RA – are we contemplating putting one turbine down at the Pier?

DP – I have not had the time to speak to the Harbormaster yet.

CA – For the traffic hearing, do we really want to have an individual selectman being treated different than a citizen? Would you ever want to say to an applicant having them say they need to have two of their neighbors sign? When we do our town forum in the spring, we get them tape, it would be helpful if they were indexed. Could ask Michelle for a general sense of housing and occupancy?

**8. Minutes: Approve minutes of previous meetings.**

**Selectmen Venden moved that the Board of Selectmen approve the minutes of: October 10, 2017 6:00 pm (Regular), October 23, 2017 6:00 pm (Regular), and October 24, 2017 5:00 pm (traffic) with changes so noted;**

Selectman Anthony seconded the motion.

**VOTED**

**In Favor: 3**  
**Opposed: 0**  
**Abstain: 0**

**9. Executive Session Motion**

**Discussion The Board of Selectmen will vote to go into Executive Session pursuant to MGL c30A, Section 21(a), Clauses 2 for the purposes of:**

Clause 2: to conduct contract negotiations with non-union personnel; Police Chief Contract Negotiations

**Motion: Cheryl Andrews**

**Seconded: Erik Yingling**

**Roll Call Vote:**

**Tom Donegan: Absent**

**Erik Yingling: Absent**

**Cheryl Andrews: Yes**

**Louise Venden: Yes**

**Robert Anthony: Yes**

**The Board of Selectmen went into executive session at 8:15 pm.**

**Adjured Executive Session at 8:22 pm went back into open session.**

**10. Town Manager's Appointment**

**Selectmen Venden moved that the Board of Selectmen approve the Town Manager's appointment of James Golden as Chief of Police in accordance with the terms and conditions of the Police Chief contract as presented by the Town Manager.**

**Selectman Anthony seconded the motion.**

**VOTED**

**In Favor: 3**

**Opposed: 0**

**Abstain: 0**

**RA – I would like to thank the Chief for his professionalism**

**LV – you can tell a good leader by the staff that he/she hires and I applaud you.**

**CA – you rose to the occasion, and thank you.**

**JG – I appreciate the boards support and gratify your support of the staff, it is why I come to work every day. I am proud every day to be their leader and I appreciate your trust in me to be there leader.**

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

- **Louise Venden** – Now that we have completed Chiefs contact I think we should start working on Town Manager Panagore's contract.
- **Robert Anthony** – nothing right now.
- **Cheryl Andrews** –

Without objection the meeting was adjourned at 9:44 pm

Minutes transcribed by: Elizabeth Paine