

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN**  
**MEETING MINUTES – REGULAR MEETING**  
**MONDAY, MARCH 12, 2018 6:00 PM**  
**TOWN HALL – JUDGE WELSH ROOM**

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

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

Excused: Other attendees: Town Manager David Panagore, Assistant Town Manager David Gardner, Board Secretary Elizabeth Paine and Town Council John Giorgio

Recorder: Elizabeth Paine

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

- A. *Treasurer’s Transfer – Approve the use of Library Gift Fund funds to pay \$583.61 to Sir Speedy for payment of the 2017 Annual Appeal material and printing.*
- B. *Treasurer’s Transfer – Approve the use of Library Gift Fund funds to pay \$630.00 to Genevieve Morin for payment of Library programing costs associated with offering classes to the public in Provincetown.*
- C. *Authorize the Town Manager to begin Comcast Contract Negotiations*
- D. *Approve the Parade Permit for Lynn D’Angona on behalf of Provincetown Cares, Inc. to hold the Provincetown Cares 5<sup>th</sup> Annual Diva Dash Charity Run/Walk 5k for Women’s Healthcare to be held Sunday, May 27, 2018.*
- E. *Approve the Parade Permit for John Livingstone for the 2018 Provincetown Coastal Rowing Regatta to be held Saturday, June 9<sup>th</sup>, 2018*
- F. *Direct and authorize the town manager to finalize and execute (1) the Lease between the solar developer (Alliance Clean Energy) and the Town of Provincetown and (2) the Inter-Governmental Net Energy Power Sales Agreement between the Cape & Vineyard Electric Cooperative, Inc. and the Town of Provincetown, for the Phase 3 solar photovoltaic rooftop installations at the Veterans Memorial Community Center and the Knowles Crossing Water Treatment Facility*

Selectman Donegan requested to pull C. Selectman Venden requested to pull F. Chair Andrews assigned C to be heard as 6K, and F will be 6L.

**Without objection Chair Andrews considered A, B, E to be approved unanimously by the Board of Selectmen with C and F will be heard later in the meeting.**

**1. Public Hearings:**

None

**2. Public Statements:**

None

**3. Selectmen’s Statements:**

- **Robert Anthony** – Tomorrow is giving us a good one, hope everyone is safe and waiting for the sun to come out on Wednesday.
- **Tom Donegan** – Thank you to everyone who was involved in the previous storm and thank you in advance for the work you will be doing in this upcoming storm. Be safe warm and I commend Mr. Panagore, Morgan and Mr. Waldo and all his staff.
- **Louise Venden** – I'd like to wish Mary Jo Avellar, who had surgery today, she is at BI Deacons Hospital recovering. I also would like to make some proposals that I would like to see put on the agenda over the next 4 months. Broad evaluations of tax exceptions, regulator board check lists, and Land Use. I will hand those in to the Chair and Town Manager to get them on the agenda.
- **Erik Yingling** –
- **Cheryl Andrews** – Thank you to my colleagues for taking care of some chorus while I was out of the country sailing of the week, felt very guilty because they have experienced a few nasty hurricanes and the quality of life right now is very poor. I am not saying it is easy to lose power and having no heat, but hope we take a moment to think of the others and what they are going through. I will still go to the ends of my energy to do what I can when it comes to the disable and elderly. Revised Charter is available to be reviewed; it will appear on the ballet in May. The Charter is the backbone on how the government functions. I have on the agenda, a topic of protocol on how Selectmen can get items onto the agenda. Staff goals and staff tasks, I did put an item on the agenda to raise, the point I have tried to make, is we give direction to staff as a board, not individually. I will talk later on about protocol, how Selectman can get items onto the agenda. As far as giving opinions, anyone can give it, but for it to truly to be a Selectman goal or give staff direction, it needs to be deliberated by the Board.

#### 4. Joint meeting/Presentations:

None

#### 5. Appointments:

##### A. **Community Preservation Committee – Dawn Walsh**

Ms. Walsh was present for the meeting. She moved to Provincetown 3 years ago to be the program manager for the Provincetown Arts Works Center; she would like to become more involved in the community boards. Specifically, the Community Preservation Committee because of her experience working with grants, education background and work related background. I have been appointment on the Cultural Committee and recently appointed on the Cemetery Committee.

Selectman Donegan, thank you for applying, I work with Dawn at the Fine Arts Works Center, she is a star there and I know she is year round.

Selectman Venden, thank you for applying, I have interacted you at the Provincetown 360, and I see that you have applied to the Cultural Committee as well.

Selectman Anthony, thank you for applying and I appreciate your confidence for taking on the challenges of these three committees.

Chair Andrews, thank you for commitment.

Selectman Donegan moved that the Board of Selectmen vote to appoint Dawn Walsh as a Board of Selectmen appointed Representative on the Community Preservation Committee effective immediately and expiring on June 30, 2019.

Selectman Venden seconded the motion.

VOTED

In Favor: 4  
Opposed: 0  
Abstain: 0

6. Requests:

Selectman Donegan moved that the Board of Selectmen hear consent agenda item 00F out of order  
Selectman Venden seconded the motion

VOTED

In Favor: 4  
Opposed: 0  
Abstain: 0

- F. *Direct and authorize the town manager to finalize and execute (1) the Lease between the solar developer (Alliance Clean Energy) and the Town of Provincetown and (2) the Inter-Governmental Net Energy Power Sales Agreement between the Cape & Vineyard Electric Cooperative, Inc. and the Town of Provincetown, for the Phase 3 solar photovoltaic rooftop installations at the Veterans Memorial Community Center and the Knowles Crossing Water Treatment Facility*

The Town's Environmental Planner Tim Famulare and CVEC Manager Liz Argo present for the meeting to give a summary update on the Lease between the Alliance Clean Energy and the Net Energy Power Sales agreement.

Mr. Famulare - For the past few months, we have been working on the agreement in respect to the round three solar photovoltaic rooftop panels to be installations on the Veterans Memorial Community Center (VMCC) and the Knolls Crossing Water Treatment Plant. Documents have been reviewed by Town Council and coming rapidly to competition, we are just compiling some exhibits including the plans for the installation, the selected solar developer. The documents that the Board had authorized the Town Manager enter into was a lease with the developer and the net energy sales agreement, by which we buy power from CVEC. The third agreement is a power purchase agreement, which is between the developer and CVEC, where we will be buying power back at a discounted rate.

Liz Argo – the power purchase agreement price we were very pleased with. We are getting this agreement in under the wire just as the state is moving away this incentives program, so it is coming together how we hoped it would.

Selectman Venden – I am very supportive of this effort and these types of efforts. My concern and the reason I have asked I asked it to get pulled is because of the ongoing problems we have had with the roof at the VMCC, it has leaks, it has been fixed, the fixes have not gone well. I guess what I am asking

is if there is a way to put the solar panels in place that they would have minimal impact on that roof. Because it already is a roof that has shown to have been a problem in the past and my hope is that at some point we may choose in the not to distance future we may choose to do some other things with that structure because it is not a particularly well built building in any regards not just the roof. So that is my concern, that we put the panels on a roof that already has problems, and then we have more trouble and what do we do.

Liz Argo – Well I know Rich is here and Rich has met with the developer and there was modifications to the plans, was that because of roof concerns?

DPW Director Rich Waldo – We always have roof concerns on both buildings. This particular building, VMCC, sits on top of a hill and exposed on all sides to all elements. Most of the leaks in this building are from the rubber roof, which is slated to be replaced in spring/summer time. Any of the interior leaks that occur from the roof cap that blow off which are a stack of shingles at the top that blow off. What will end up happening, when the panels are laid down, they will sit 4-6 inches above the shingles, and will protect this part of the roof better than what is there now. We are in favor of them. After speaking to the designer, the solar panels will be installed to withstand the rate of wind speed. After the discussion with them we are confident they are designed appropriately.

Selectman Venden – I guess that covers the territory, my only other concern, is that if sometimes in the next 10 years, of course who knows at that time what type of technology will be available at that time, we decide to do something else with this building. Maybe these panels could be reused, and probably not.

Town Manager Panagore – does the agreement allow for us terminate?

Liz Argo – No, not without due cause. Because you decide to take the building down in 10 years, you can do that but you would have to make the developer whole; you need to compensate the developer for those missed years. They are going to be going into a contract with a financier with a 20 year contract.

Selectman Donegan – or put them on another building.

Liz Argo – that is going to cost you money. You are going to have the racking, another set of inverters and interconverts. And if you don't think you are going to have the building for another 20 years, you need to think hard about this. The solar panels, you don't switch them to another roof, the financials behind that don't make sense.

Selectman Venden – I appreciate that, I really do. This is part of what I call an asset management plan. Which is identify building and parcels and figure out really what kinds of things would be the wisest use of those buildings, and in this case there have been other people have talked about doing mixed use of housing up there. There have been conversations about that building but when we do this, we are making a 20 year commitment to the building.

Liz Argo – Another point I could make is we all are looking towards resilience. I know you had looked at that building as possibly being a place as community to shelter and with the panels on the roof and batteries, what we are doing at DY high school for instance, now bring on board batteries, to work with

the panels to make a true emergency shelter there. When I attended one of your board meetings last summer, I know that was being discussed, what you are going to do for an emergency shelter, and it clearly suggested, that PV on that roof, eventually with batteries would serve it very well if it is going to be a community shelter.

Selectman Venden – I appreciate that, but as I said, my concern is that we make these decisions on a one off bases and then maybe 5 years from now we figure, well it's too bad we did that, we should have put it someplace else so that we could have used that site for a need that is maybe a higher priority. I am certainly supportive of all this and we really need this to happen and it sounds like we need this to happen now and it sounds like there are certain benefits that will go away if we try to renegotiate.

Town Manager Panagore – May I follow through with a question? Liz you said something interesting, because I thought your answer would be Section 8.5 © which provides in the event of a Default by Host requiring the permanent removal of the PV System from the Premises, and provided that the Host provides an alternative location at which the PV System is able to produce substantially equivalent amounts of Electricity, the Developer shall mitigate any damages by removing, storing and re-installing the PV System at the alternative location, all such costs to be borne by Host as damages. In the event is unable to produce the same amount than you are subjected to the loss revenues, you saying the numbers there are substantial?

Liz Argo – To move it to another building? It could be.

Town Manager Panagore – What would you call it, what would you think they could be?

Liz Argo – about half of what the developer will have to invest now. With the size of the system at the VMCC, I think it is going to be \$500,000, so around \$250,000.

Selectman Donegan – My sense is that, if we ultimately can, first of all can actually get a consensus to do something with the VMCC, and then do it in the course of 20 years, we are ahead. The other parts of this is the cost of taking down that asbestos ridden building down and build a new one, this 250k would be de minimis on that process. The degree to which we looked at this building on the school building committee, the idea of moving to car ports instead of roof, so school departments owned a bunch of parking behind the building. One of the alternatives to the roof was put them on post and the storm cost was too high, but ultimately that problem will fix itself as the panels become less sail like. We have the opportunities; the risk is worth the saving. We have benefited greatly from our affiliation with CVEC financially as well as in terms of our goals as green community. I am happy to support it and I appreciate Louise's concerns about this building and our asset plans.

Selectman Venden – thank you, I just wanted to make sure I raise these issues because I wanted to know and because I think it is important to consider these aspects of it.

Chair Andrews – since what I am hearing a time question, is there a window of time where we need to make this decision?

Liz Argo – March 9<sup>th</sup>. We have other towns that are also not quite ready to get the executive contracts back to us.

Chair Andrews – Mr. Panagore, are you still comfortable at this point with everything presented?

Town Manager Panagore – there is nothing uncomfortable, I don't see that further negotiation would be needed. It is really a policy decision. I don't have a strong reason to say no.

Chair Andrews -what do we anticipate income to the town of this project?

Liz Argo – this is not an income producing project, but you would be saving. You would be saving approximately \$44k a year.

Selectman Venden – does this cover the whole roof or part of the roof?

Liz Argo – part of the roof, we are not doing the rubber roof.

DPW Director Rich Waldo – it will be over the majority of the roof.

**Selectman Donegan move that the Board of Selectmen vote to direct and authorize the town manager to finalize and execute (1) the Lease between the solar developer (Alliance Clean Energy) and the Town of Provincetown and (2) the Inter-Governmental Net Energy Power Sales Agreement between the Cape & Vineyard Electric Cooperative, Inc. and the Town of Provincetown, for the Phase 3 solar photovoltaic rooftop installations at the Veterans Memorial Community Center and the Knowles Crossing Water Treatment Facility**

**Selectman Anthony seconded**

**VOTED**

**In Favor: 4**  
**Opposed: 0**  
**Abstain: 0**

Liz Argo – I would like to be back at your next meeting. We have a net agreement sale that we are closing on. It is good we are doing it separately to minimize the confusing.

**A. Approve and Authorize Town Manager to execute contract with M.C.E. Dirtworks, Inc. for Bradford Street Paving Improvements.**

DPW Director Richard Waldo was present for the meeting and gave a brief summary on the project on Bradford Street. The DPW is trying to put together our spring paving schedule, this is an area of Bradford Street at this point we are ready to execute a contract to begin paving Bradford Street between Carver Street and an area between Pleasant Street and Franklin Street. This is an area that is situated between two paving projects and remains in poor condition. We will rebuild all draining structures, remove and reset all existing side walk; we will widen where ever we can, resurface the sidewalk and make all sidewalks handicap accessible. With the weather patterns we have had, we cannot give an exact date; we anticipate the 2<sup>nd</sup> week of April. The project should last about 2 weeks and the line striping should occur at a later date. We are hoping to execute the contract with a local company out of Eastham, Dirtworks.

Selectman Venden – thank you very much, I am glad you provided us with the map; the shared markings and biking lanes marking are a part of this project as well?

DPW Director Waldo – Yes, we had a public hearing on Jan 8<sup>th</sup> to decide those plans. That will occur in this section, the other line stripping are tailored to traffic hearings that we have had.

Selectman Donegan – I appreciate the details here.

Chair Andrews – Rich can you give us the intersections that will be paved on this project?

DPW Director Waldo – the project will be being at the intersection of Carver Street and Bradford and continue down to an area between Pleasant Street and Franklin Street where the last pavement project ended.

**Selectman Donegan moved that the Board of Selectman vote to approve and give authority to the Town Manager to execute a contract with M.C.E. Dirtworks, Inc., in the amount of \$196,322.00 for upcoming paving work on Bradford Street scheduled to commence in April, 2018.**

**Selectman Anthony seconded the motion**

**VOTED**

**In Favor: 4**  
**Opposed: 0**  
**Abstain: 0**

**B. Consider policy amendment to the State of Limited Capacity for Inclusionary Housing Units.**

Assistant Town Manager David Gardner was present for the meeting. The proposed Amendment to the Provincetown Sewer Rules and Regulations are based on April 2017 Town Meeting adopted Inclusionary and Incentive Zoning Bylaw. It was approved by the Attorney General's office in July 2017. If the Selectmen choose to accept the proposed amendment, the regulations will be given to the Water and Sewer Board. There have been three projects that the Bylaw has applied to, the Winslow Farm took one of the units and created 2 deed restricted units. The other two projects choose to do in-lieu in payment. We are bringing the bylaw back to Town Meeting to amend the issuance of payment.

Selectman Donegan - very excited to see these projects in the works.

**Selectman Donegan moved that the Board of Selectman designate projects that provide deed restricted inclusionary housing units consistent with Zoning Bylaw Section 4180 (4) as a housing priority for the purpose of hooking up to or expansion on the sewer under the State of Limited Capacity Policy.**

**And further that the Board of Selectmen vote to refer this policy vote to the Water and Sewer Board for an amendment to the Sewer Regulations under the State of Limited Capacity.**

**Selectman Anthony seconded the motion**

**VOTED**

**In Favor: 4**

**Opposed: 0**  
**Abstain: 0**

**Vice Chair Yingling joined the meeting**

**C. Discuss Auditorium Regulation Amendments**

Licensing Agent Aaron Hobart and Event Coordinator/Auditorium Coordinator Tim Hess were present. Mr. Hess was hired in late August and has been working since the fall with Mr. Hobart to come up with amended changes. Amended additions are underlined and stricken is crossed out. Two big changes are on the cover sheet where the definition of non-profit are underlined and on page 7, #24, pertaining to alcohol/liquor being served at private events.

Selectman Donegan proposed eliminated the different fee schedule in the in season and eliminates the multi-day discount. The Board asked to have a draft hearing public noticed prepared for the next meeting.

**Selectman Donegan moved that the Board of Selectmen direct Town to prepare a draft public hearing fee schedule for our next meeting, where the non-profit fees are eliminated for July and august as well as eliminate the multi-day discount.**

**Vice Chair Yingling seconded the motion**

Discussion:

Selectman Venden – we need to do some evaluation of what other fees are and comparable fees.

Assistant Town Manager Gardner – we raised the fees and the auditorium at the school also came online

Mr. Hobart – we lost two main events to the school, this summer we will be bringing one back.

Chair – minimally you would want the fee to cover the cost, the fees can be affordable for the non-profits in the shoulder season and comparable fee in the in season.

Selectman Anthony – are we creating two separate fees in the shoulder fees?

LV – the HVac system is terrible; I am hoping we can fix that system. I think that problem will be solved.

DP – it is in the CIP 2019 plan.

**VOTED**

**In Favor: 5**  
**Opposed: 0**  
**Abstain: 0**

**D. To authorize the issuance of a Request for Proposals – Trolley Parking in front of Town Hall.**

Assistant Town Manager Gardner presented a draft Request for Proposal for the Trolley parking spot at 260 Commercial Street.

TD – do we know what the Pier charges for the parking space?

EY – in 2016 a tandem space was sold for \$35,000 apiece. Downtown, parking spots sells for \$30,000. At the NPL, what are we a day? \$35? I think we need to be more reflective of market rate. I think \$1000 is a sweetheart deal. I think the minimum needs to be raised substantially. This is the only spot down town that can be licenses. These are basically 2 spaces.

TD – there was a legacy business that we grandfathered in, is it better to keep the trolleys and tours off Standish. It is one of the busiest place in town, and do we want to keep this parking spot there.

DG – this has been on your traffic hearing, where there has been asked by business owners to have this space removed. I fall on either side; I think the one thing I did noticed is a lot of people missed the trolley being parked there. We are balancing congestion and appropriate use with the benefit of our tourist industries.

RA – is there two spaces out there? Or just one?

DG – there is one 40-foot space.

CA – I find it more pleasurable having the trolley parking not there. Finding an alternative spot for the trolley was preferable. I love the trolley, but it is a big vehicle and to have it right there, really takes a lawn experience into a parking lot experience.

TD – is it possible to find a parking space near the transportation center, next to the rest rooms?

RA – I think it is part of the town hall ambiance to have the trolley here at town hall

LV – I would have preferred it was moved someplace else. When we do our new parking, will we have a map on it where people can see where they can get the trolley.

DP – we all agree the spot is worth money.

TD – I would ask that we have a public forum to ask the public about whether not we should have a parking spot in this location, as well as hear from police golden. And a staff recommendation for traffic.

CA – I think it is really central to know that the public should weigh in and never can hurt.

TD – my principle concern is the space is congestion prone.

**Selectman Donegan moved that the Board of Selectmen hold a public hearing at the earliest date to consider the trolley parking on Commercial Street In front Of Town Hall.**

**Selectman Anthony second the motion**

**VOTED**

**In Favor: 4**  
**Opposed: 1 (ey)**  
**Abstain: 0**

## **E. Review Provincetown Financial Policies Memo**

Town Manager Panagore, this is a follow up memo from the February 26, 2018 meeting, a brief summary on the Town's financial policies.

## **F. Continued discussion of Charter Commission proposed changes to the Charter and the role of the Board of Selectmen; Discuss KP Law Memo Law Memo on proposed Charter**

Chair Andrews stated this item will be kept on the agenda until the May election. At our February 12, 2018 meeting the Board asked for a summary memo from KP Law on the proposed Charter being proposed by the Charter Commission. Town Council John Giorgio with KP Law was present at the meeting to go over that memo with the Board.

Town Council Giorgio explained this was a bit of a challenge to assist the Board. The Charter Commission was quiet responsive in the Attorney General's office. There is no substitute for reading the revised Charter. The Charter Commissions goal was to make the Charter more understandable. What I see is a document with a lot of translations issues.

The Board of Selectmen, Town Manager Panagore and Town Council Giorgio discussed various changes in the proposed revised Charter that are highlighted in the memo provided by KP Law and the effect those changes may have.

**Selectman Donegan moved that the Board of Selectmen request KP law draft a letter to voters on the Charter. Be it, resolved, that counsel will develop on independent legal recommendation to Town Voters**

**Selectman Yingling seconded the motion for discussion**

CA – for me what is stunning, is that the language is very unusual and different from other Charters

LV – the risks that are involved with appointing this charter with this language is that it might be risky.

TD – I am looking for John and KP law to do is to write a non-opinionated letter on the changes. What is this going to mean to the town and our efficient of running the government. I would like the voters to have a nonpolitical, legal statement.

DP – the first Town Meeting I was here, I wanted to have KP present, and it was denied. I think what John has already given is the risks of the Charter but I would not advise having KP Law write a letter to the voters.

CA – can you help us figure out the appropriate role for you folks? Your firm clearly has the ability to analysis this in a way that we cannot. Is there more that KP Law that should or could do to assist the voters? Or do you feel the memo that you presented has done enough?

TD – I want something that is digestible.

JG – would you consider a public forum? I would like to think about this and I am thinking this is way

too dense and I will take the bulletins in my letter and reduce them down to four or five.

Issues

RA – my issue is the anonymous complaint, that is real and that would happen at any point. Also contractual aspect.

CA – the idea that you would get rid of the Charter Enforcement Commission

EY – the reason I choose is the town staff, it creates more conflict.

JG – Erik I think we could bring up the issue of the increased of Selectmen obligations.

TD – for me, the contracts not seeing the light of day, is the biggest issue I have.

DP – I would just like to voice, I didn't participate in the discuss of the revision, and I would just ask, as you go through looking at the town managers enhanced authority, I would ask you to remember that.

LV- could you make it a broader subject of the inconsistency in the Charter and the risk involved.

CA – what I see is I don't see anyone who wrote it able to explain it and I think there are a lot of messages that we need to present to the voters.

TD – I withdraw my motion.

**G. Authorize Chair to send letter to U.S. Senate Committee on Energy and Natural Resources regarding the Cape Cod National Seashore Advisory Commission requested by Mary-Jo Avellar, Commission member; consider Commissioner Avellar's request to host a meeting of the Commission's membership.**

Mary Jo Avellar was not able to attend. Chair Andrews presented agenda item. Ms. Avellar request the Selectmen write a letter to the US Senate Committee and host a meeting of the commission's membership.

**Vice Chair Yingling moved that the Board of Selectmen authorize the Chair to send a letter to the US Senate Committee on Energy and Natural Resources regarding the Cape Cod National Seashore Advisory Commission.**

**Selectman Anthony seconded the motion**

**VOTED**

**In Favor: 5  
Opposed: 0  
Abstain: 0**

**Chair Andrews moved that the Board of Selectmen host a meeting of the Chairs of the Board of Selectmen and Town Mangers of the eight towns of the Cape Cod National Seashore Advisory Commission.**

**Vice Chair Yingling seconded the motion**

**VOTED**

**In Favor: 5  
Opposed: 0  
Abstain: 0**

TD – I think we need to form another committee and have more of a voice similar to the Chamber of

commerce.

**H. Discuss protocol for responding to agenda requests by Selectmen**

Chair Andrews – if a Selectman wants to have an item on the agenda, please email them directly to the BOS secretary and it will get put on the next agenda. You will be in charge of working with staff to prepare the material, and create the motion.

LV – most of my concerns lie in that I believed that the BOS are policy makers. They are for discussion purposes; these are the things I think would help move along bylaw processes.

TD – the rules of procedures currently states that if it is brought up at a public meeting, we are to put it on the next agenda.

Chair Andrews – I will put the rules of procedures on the next agenda and ask that amendment suggestion be sent to the secretary.

**I. Report on Meeting of Chair BOS with School Committee Chairman Ngina Lythcott**

**Vice Chair Yingling moved that the Board of Selectmen move to offer the School Committee access and support including Town Manager, Director of Finance and access to KP Law if requested in furtherance of their review and understanding of Articles 5, 6, & 7 of 2018 Annual Town Meeting.**

Selectman Venden seconded the motion.

**VOTED**

**In Favor: 5  
Opposed: 0  
Abstain: 0**

**J. Discuss Email from Serena Carreiro**

CA – we do an amazing amount of outreach and I think the amount of staff effort is really small but I wanted to bring this email to everyone’s attention. If you want staff to put in any effort, it needs to come from all of us.

TD – I think it was really insightful of the town manager to hire an emergency coordinator.

LV – I have spoken to several people from different neighborhood, and I think we need to rely on a volunteer group who will intervene and check in with their neighbors. It just needs to be organized in some structured way. We have to do this for ourselves and our neighbors.

DP – I am working with staff to further decide what our protocols are. we are being to have conversation about staff what are small things we can do. We are trying to figure out what makes sense.

RA – have you ever thought about seashore point?

DP – yes we have, but seashore point would seek payment. I would like to focus on the outreach.

Selectman Donegan move that the Board of Selectmen request staff to discuss and suggest a new protocol that would provide information to our Town seniors and those with disabilities that will assist them during a power outage at their home.

Vice Chair Yingling seconded the motion

VOTED

In Favor: 5  
Opposed: 0  
Abstain: 0

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

**A. VFW Community Endowment Committee proposal**

Town Manager Panagore – we have been presented with a proposal and I am here to seek the pleasure of the board if you wished to move forward with this.

Vice Chair Yingling moved that the Board of Selectmen authorize the Town Manager to enter into discussion with the Lewis A. Young VFW Post 3152 representatives and return to the Board of Selectmen with resolution.

Selectman Anthony seconded the motion

VOTED

In Favor: 5  
Opposed: 0  
Abstain: 0

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

Town Manager Panagore gave an update to the Selectmen on the weekly staff reports, Town meeting calendar, Red Cross kits that were delivered to the VMCC after the storm, storm update, shelter and draft agenda for the March 20<sup>th</sup> joint meeting with Truro. Mr. Panagore recognized the degree of inter departmental respect and coordination cannot be beat. The effectiveness of the DPW preparing, the eyes and the ears of the Police, Fire's awareness of potential issues and the health departments efforts. Our alert system now has over 2000 signed up. The Town has already had a session with the townsmen and we will be having another coming up.

Selectman Anthony asked for an update on the boats on the break water.

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

Vice Chair Yingling moved that the Board of Selectmen approve the minutes of: February 26, 2018 6:00 pm (Regular), and March 2, 2018 5:00 pm (Special) as printed;

Selectman Anthony seconded the motion.

**VOTED**

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

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

- **Louise Venden** –
- **Tom Donegan** – Have we scheduled the Provincetown 400 meeting? Folks should read the comments coming out from the Provincetown 400's page.
- **Robert Anthony** – none
- **Erik Yingling** – good evening
- **Cheryl Andrews** – I would like to have everyone to drop Elizabeth a note on article assignment and Tom if you would help me write the script for the VSB article. We could put the recommendation on the 20<sup>th</sup> meeting at 5 pm.

Without objection the meeting was adjourned at 10:26 pm

Minutes transcribed by: Elizabeth Paine