

# TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

## REGULAR MEETING - MONDAY, JUNE 23, 2008

### JUDGE WELSH HEARING ROOM

Chairman Michele Couture convened the meeting at 6:18 PM noting the following Board of Selectmen attending: Michele Couture, Mary-Jo Avellar, Austin Knight, Elaine Anderson, David Bedard

Other attendees: Town Manager Sharon Lynn, Asst. Town Manager David Gardner, Municipal Finance Director Alix Heilala

Recorder: Vernon G. Porter

The following are meeting minutes, in brief:

#### 1A1 GROWTH MANAGEMENT

Meeting the needs for economic development and other Town priorities through an effective Growth Management Zoning By-Law.

Facilitator John Goodrich gave a presentation on the above subject. (See attachment #1 attached to agenda item.)

Open discussion ensued.

***MOTION: Move that the Board of Selectmen vote to direct Staff to move forward with the proposed next steps as outlined.***

***Motion by: Austin Knight      Seconded by: Mary-Jo Avellar      Yea 5    Nay 0***

#### 1B PUBLIC HEARING

Curb Cut Request – 14 Howland Street

##### Public Comments in Favor

Chairman Couture read into record comments received in writing from Michael Peregon (Attachment #1)

Paul Tasha spoke in favor of this curb cut.

Erna Patroll, 3 Howland Street - Spoke in support of the curb cut.

##### Public Comments in Opposition

Chairman Couture read a letter into the record from Daniel J. Kane of 12 C Howland Street, Provincetown, MA, and he would like put into the record that granting permission for a curb cut at 14 Howland St., a location notorious for speeding, a blind spot and feet from a dangerous intersection is irresponsible, reckless, and inconsiderate of the safety of the citizens. (Note: ***This letter was included as part of the agenda item.***)

Michele Couture - would like to see concave mirrors and appropriate Speed Signs on Howland Street.

***MOTION: Move that the Board of Selectmen vote, pursuant to MGL C. 11, § 6-2, to approve the request of Peter Fine to establish a curb cut at the property located at 14 Howland Street (Assessor's Map 15-1-38) (Res 3 Zone); and that traffic mirrors are put in place and that the town place appropriate signage; and further, if a certified plot plan does not accompany this request, that it be provided for the Board of Selectmen's signature showing the actual location of the proposed curb cut prior to final approval.***

***Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0***

#### 1C BOARD OF SELECTMEN'S RULES OF PROCEDURE

***MOTION: Move that the Board of Selectmen vote to adopt their Rules of Procedure as previously amended and adopted on May 26, 2006.***

**Motion by: Mary-Jo Avellar**

**Seconded by: Austin Knight**

**Yea 5 Nay 0**

**2. PUBLIC STATEMENTS**

Celine Gandolfo - 1) needs more gallonage for accessory apartment. 2) Take additional steps to make town 'green'. (See attachment #2)

**3. SELECTMEN STATEMENTS**

**Mary-Jo Avellar**

Had a friend going over speed limit by 3 mph on Conwell Street, and he got a warning. Would like Town Manager to look into this.

What can the Police do about the noisy motor cycles?

Mrs. Gandolfo talked about accessory apartment, and I agree with her.

Spoke on Municipal Finance affairs, and it is her only goal this year.

Nice to see the Police Officers walking the Streets, and that they have been very friendly.

**David Bedard**

Portuguese Festival starts this week.

In response to Celine Gandolfo comments, I agree as well.

Update on abandon camper on Aunt Sukey's Way. Town Manager Sharon Lynn – has asked the Chief of Police to look into this.

Roger Chauvette's letter Re: Bradford St. Extension needs to be addressed by the Board ASAP.

**Elaine Anderson**

I'm very pleased that Bradford Street Extension is under advisement.

**MOTION:** *Move that the Board of Selectmen vote to send a letter of thanks to those involved in the organizing Irene Silva's Retirement Party.*

**Motion by: Elaine Anderson**

**Seconded by: Mary-Jo Avellar**

**Yea 5 Nay 0**

**Austin Knight**

**MOTION:** *Move that the Board of Selectmen vote to send a letter to the organizers of the Film Festival thanking them for a job well done.*

**Motion by: Austin Knight**

**Seconded by: Mary-Jo Avellar**

**Yea 5 Nay 0**

Date for meeting CCNS Supt. George Price – August 11, 2008.

Wind turbines – Mass Technology - follow-up.

Regarding Celine Gandolfo's comments, will be part of growth management and deed restricted.

**Michele Couture**

**MOTION:** *Move that the Board of Selectmen vote to appoint the Town Manager as an alternate member to the CCNS Seashore Advisory Committee.*

**Motion by: Michele Couture**

**Seconded by: Elaine Anderson**

**Yea 5 Nay 0**

**4. APPOINTMENTS**

**MOTION:** *Move that the Board of Selectmen vote to appoint Jack McMahon as an Alternate Member on*

*the Community Housing Council, a term to expire on June 30, 2011.*

**Motion by: Austin Knight      Seconded by: Mary-Jo Avellar      Yea 5    Nay 0**

**5A1    TREASURER'S TRANSFER – John Anderson Francis Scholarship Fund**

**MOTION: *Move that the Board of Selectmen vote, as Commissioners of the Scholarship Funds, to approve the transfer of \$295.00 from the John Anderson Francis Scholarship Fund for the payment of attached invoices(s).***

**Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0**

**5A2    TREASURER'S – Bond Anticipation Note #1072**

**MOTION: *Move that the Board of Selectmen vote to issue Bond Anticipation Note #1072 in the amount of \$6,239,300, dated June 25, 2008, at 2.5% (\$83,760.47) interest payable at maturity to Cape Cod Five Cents Savings Bank on January 8, 2009.***

**Motion by: Mary-Jo Avellar      Seconded by: Elaine Anderson      Yea 5    Nay 0**

**5B1    AIRPORT COMMISSION**

Reconstruct Terminal Apron – Execute Grant

**MOTION: *Move that the Board of Selectmen vote to execute a grant in the amount of \$13,200.00 from the Massachusetts Aeronautics Commission (MAC) for the Reconstruction of the Terminal Apron at the Provincetown Municipal Airport.***

**Motion by: Elaine Anderson      Seconded by: Mary-Jo Avellar      Yea 5    Nay 0**

**5B2    AIRPORT COMMISSION**

EA/FEIR/DRI Phase II – Execute Grant

**MOTION: *Move that the Board of Selectmen vote to execute a grant in the amount of \$399,000.00 from the Federal Aviation Administration (FAA) for the Environmental Assessment / Final Environmental Impact Report / Determination of Regional Impact - Phase II (EA/FEIR/DRI - Phase II) at the Provincetown Municipal Airport.***

**Motion by: Mary-Jo Avellar      Seconded by: Elaine Anderson      Yea 5    Nay 0**

**5C    MUNICIPAL RECYCLING CAMPAIGN**

Recycling and Renewal Energy Committee

Michele Couture - Schedule update meeting with Recycling Committee.

**MOTION: *Move that the Board of Selectmen vote to pass a resolution to show commitment to the campaign to recycle more paper, and save tons of paper from going to waste.***

**Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0**

**5D1    COUNCIL ON AGING**

Submit Executive Office of Elder Affairs FY 2009 Formula Grant

**MOTION: *Move that the Board of Selectmen vote to submit a grant application in the amount of \$4,914 to the Executive Office of Elder Affairs for a FY 2009 Formula Grant for staff education, training, and Activities/Volunteer Coordinator.***

**Motion by: Mary-Jo Avellar      Seconded by: Elaine Anderson      Yea 5    Nay 0**

**5D2    COUNCIL ON AGING**

Elder Services of Cape Cod & Islands Grant

**MOTION: *Move that the Board of Selectmen vote to authorize submission of a grant application to the***

*Elder Services of Cape Cod and the Islands under the Older Americans Act Title III Grant in the amount of \$7,992, which provides personal services and medical transportation for seniors 60 years old and older.*

**Motion by:** Mary-Jo Avellar      **Seconded by:** Elaine Anderson      **Yea 5    Nay 0**

**5E    EXECUTIVE OFFICE OF PUBLIC SAFETY**

SETB Training Grant Application

**MOTION:** *Move that the Board of Selectmen vote to authorize the Chief of Police to submit a Statewide Emergency Telecommunications Board Training Grant application to the Executive Office of Public Safety in the amount of \$5,000 for dispatch training including reimbursement of overtime incurred to replace those employees who attend the training.*

**Motion by:** Mary-Jo Avellar      **Seconded by:** Austin Knight      **Yea 5    Nay 0**

**5F    PARADE PERMIT REQUEST**

AIDS Support Group – Harbor To The Bay Bike Ride

**MOTION:** *Move that the Board of Selectmen vote to approve the Parade Application Permit submitted by Patricia Fecher on behalf of the Aids Support Group of Cape Cod, PO Box 1522, Provincetown, MA to hold their annual “Harbor To The Bay Bike Ride” to be held on Saturday, September 20, 2008 from 6:30 PM to 7:00 PM. Rain date: Sunday, September 21, 2008.*

**Motion by:** Austin Knight      **Seconded by:** Mary-Jo Avellar      **Yea 5    Nay 0**

**5G    PROCLAMATION – r Family Vacation Day**

**MOTION:** *Move that the Board of Selectmen vote to approve the request of the Tourism Director Lisa Bowden on behalf of the Town Provincetown, MA to proclaim Friday, July 18, 2008, 2005 as r Family Vacation Day in the Town of Provincetown.*

**Motion by:** Austin Knight      **Seconded by:** Mary-Jo Avellar      **Yea 5    Nay 0**

**6A    PAMET LENS OVERSIGHT GROUP - UPDATE**

Open discussion. No motions made. Next meeting – July 17<sup>th</sup> @ Truro Town Hall.

**6B    BRIGGS LANE – LAND COURT**

Open discussion ensued. No motions made.

**6C    FY 2009 TOWN-WIDE POLICY GOALS**

Annual Goal Setting Exercise

**David Bedard**

**Under Fiscal**

I would like to see quarterly meetings with the Finance Committee and the Finance Director with up to date information on all sources of revenue, and all department spending.

Develop the budget in a fiscally and timely manner, so that the Finance Committee is able to do their job correctly.

Establish and fund a reserve account.

Establish and fund a street paving stabilization account, so that we may begin to pave sections of the town owned streets yearly until all streets have been repaved.

**Town Facilities**

Determine which, if any, town owned property is actually surplus, and create a plan to sell the property and return it to the tax base.

### **Wastewater**

Make a commitment to reducing cost of providing services, and to increase optimization of the system with the ultimate goal of rate relief to users.

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### **Alternative Energy**

Continue to support and encourage the Recycling and Renewable Energy Committee as they pursue sources of alternative energy. Specifically determining which town owned buildings might be suitable for solar or wind generators for long term energy savings. Also, to assist and support them in their efforts to secure available grants.

### **Mary-Jo Avellar**

Only goal is to get our finances in order.

#3 Water Management Plan - of our goals has to be reworded.

Also, would like to explore retrofitting some of the school space for town hall office space. We have to look to everyone to have more creative discussions with the School Committee.

**Austin Knight** - Think we need to have some discussion with other towns on regional uses of services..

We need to come up with \$7 million for town hall restoration.

Under fiscal planning – fair wages for town employees.

Look at surplus land and buildings.

### **Elaine Anderson** -

Research and assess alternative revenue streams to supplement real estate tax revenue. i.e., room tax equality; food tax; provide shoulder season conference space for meetings (future town hall); Pier Corp – ferry fee; lease income town owned buildings.

Aggressive research and assess alternative energy sources for Provincetown. i.e., wind, solar, wave and develop a 5 year plan.

Review and assess alternative benefit plan to cut cost and/or share costs.

Looking at town owned land – what can be developed.

See under Affordable Housing – like to see the Housing Council report to us as to what is going on in the community. Maybe meet with them more often.

Focus on reducing sewer rates.

Regional Transportation.

Number one is to get our financial house in order.

### **Michele Couture**

Continue to implement the DOR recommendations.

By end of the year - 5 year fiscal policy plan.

Restoration of Town Hall. Applying for grants. Relocation, transition, etc.

Affordable Housing – continue diligently on this, and work with Housing Council. Get updates on what they are doing, and if they need help, maybe we can expedite things.

Look for an Affordable Housing officer.

Have a joint meeting with Housing Council.

Town Facilities Master Plan – there is still a lot that can be done in this area.

Need to have a Harbor Plan, and should meet with the Harbor Committee. Have to put a Harbor Plan into action, and have it approved.

Renewable – Alternative Energy.

Elaine Anderson and Michele Couture will meet with the Town Manager on Monday morning and go over the goals for the public hearing.

***MOTION: Move that the Board of Selectmen vote to conduct a public hearing on Monday, July 7, 2008, at 6 p.m. on the following proposed Town-wide Policy Goals for Fiscal Year 2008 (specify):***

***Motion by: Austin Knight      Seconded by: Elaine Anderson      Yea 5    Nay 0***

**6D    TOWN MANAGER FOLLOW-UP / OTHER**

Lower Cape Ambulance contract – we have negotiated a renewal. It is basically the same three year contract that you have seen every year.

Michele Couture - Maybe we can meet with Mr. Roderick in early September to find out where we are with their proforma, and where we are going to be for the budget season. Last year we had a little heads up about the increase, and maybe we can do that again this year to see if there are going to be any surprises for Town Meeting.

Renters Certificate Memo – Vernon will pass them out to you.

**7.    MINUTES OF BOARD OF SELECTMEN'S MEETINGS**

***MOTION: Move that the Board of Selectmen vote to approve the minutes of June 9, 2008 (Regular Mtg.) as amended.***

***Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0***

***MOTION: Move that the Board of Selectmen vote to approve the minutes of June 13, 2008 (Recreational Fees.) as printed.***

***Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0***

***MOTION: Move that the Board of Selectmen vote to approve the minutes of June 16, 2008 (Town Hall Transition) as printed.***

***Motion by: Mary-Jo Avellar      Seconded by: Austin Knight      Yea 5    Nay 0***

**8.    CLOSING STATEMENTS**

Mary-Jo Avellar – During the summer it is very difficult for me to meet other than the 2<sup>nd</sup> and 4<sup>th</sup> Mondays due to my work schedule. If there are meetings on any other Mondays I cannot attend.

David Bedard – None    Elaine Anderson - None

Austin Knight - Waterfront Park online – what's happening? David Gardner – They will be here on

Wednesday and hope to be finished by July 4<sup>th</sup>.

**Michele Couture** –

Would like to schedule a meeting with the Pier Corp. sometime in August when they are finished with the FinCom , just so we can do an update.

**MOTION:** *Move that the Board of Selectmen vote to send a letter of condolence in memory of John Barros who worked for our Parking Department.*

**Motion by:** Michele Couture      **Seconded by:** Austin Knight      Yea 5 Nay 0

**MOTION:** *Move that the Board of Selectmen vote to authorize a proclamation for Ann Maguire's Birthday.*

**Motion by:** Michele Couture      **Seconded by:** Mary-Jo Avellar      Yea 5 Nay 0

Motion to adjourn by Austin Knight at 9:04 PM

**Minutes transcribed by:** Vernon G. Porter, Secretary to Board of Selectmen  
June 24, 2008