

# TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

REGULAR MEETING - MONDAY, MAY 14, 2007

## JUDGE WELSH HEARING ROOM

Acting Chairman Michele Couture convened the meeting at 6:02 PM noting the following Board of Selectmen attending: Michele Couture, Mary-Jo Avellar, Austin Knight, Pam Parmakian, Lynne Davies

Other attendees: Town Manager Sharon Lynn, Acting Asst. Town Manager Michelle Jarusiewicz

Recorder: Vernon G. Porter

The following are meeting minutes, in brief.

### 1A REORGANIZATION OF BOARD OF SELECTMEN

Election of Chairman and Vice Chairman

**MOTION:** *Move that the Board of Selectmen vote to Mary-Jo Avellar as Chairman of the Board of Selectmen for a term of one (1) year commencing immediately.*

**Motion by:** Michele Couture      **Seconded by:** Lynne Davies      Yea 5    Nay 0

Mary-Jo Avellar took over as Chairman at 6:05 PM.

**MOTION:** *Move that the Board of Selectmen vote Michele Couture as Vice-Chairman for the Board of Selectmen for a term of one (1) year commencing immediately.*

**Motion by:** Pam Parmakian      **Seconded by:** Austin Knight      Yea 5    Nay 0

### 1B COMMUNITY HOUSING UPDATE W/HOUSING CONSULTANT

John Ryan of Development Cycles

John Ryan housing update. John explained that the Town convened a Housing Summit and he was asked if he would help facilitate it – the product of which was a series of actions and a housing action plan by a group of six subcommittees that acted on particular areas of interest. In February of 2007 the Board of Selectmen approved the priority actions as Housing Action Policy and at that time there was a desire to keep the momentum going and to make sure the actions began a process of implementation and I was asked to stay continue on for a period of time to set up the Housing Office and to help collect various things need for that, including funding from the Town, State and private sources if possible .. anything else to get the office started by July. There was the assumption that the funding recommended by the Community Preservation Committee was going to be passed at Town Meeting – it did not – now at this point I'm here to get advice from you or the advisory committee to tell me what do you want done now .. what direction do you hope to go with now that the funds are not available?

Open discussion ensued.

Creation of Community Housing Council is a vital point and can work on various other types of funding as there is so much that has to be done and staffing is a vital point. Fundraising and grants, etc.

**MOTION:** *Move that the Board of Selectmen vote to advertise for members of the Housing Council immediately. (Interview for June 15<sup>th</sup> Board of Selectmen Mtg.)*

**Motion by:** Michele Couture      **Seconded by:** Lynne Davies      Yea 5    Nay 0

Mary-Jo Avellar - We need to look into what we are getting from the Cape Cod Commission for technical assistance on these projects.

Susan O'Connell – check into things with him. (Peake and O'Leary). Austin Knight asked for a summarization report from John Ryan as to where we need to go from here.

Utilize Mr. Ryan's services until Housing Council is set up / put in place and then bring matter up again so that we can move forward. (\$10K remaining and is billed at \$100 per hr.) Council sets its own scope with the approval of the Board of Selectmen.

***MOTION: Move that the Board of Selectmen vote to hold in abeyance John Ryan's contract for a period of three month until the Housing Council is established.***

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

## 2. **PUBLIC STATEMENTS**

George Bryant - County services are there for you, please let us know when you need some help. Social services and human services are growing.

Cheryl Andrews - Proclamation celebrating Cape Cod Maritime Day, is willing to help the Town Manager write the proclamation for the town. Appreciate your holding off until you have a new Housing Council. Explain the several committees she served on while serving on the Board of Selectmen – Cape Cod Water Collaborative in Barnstable and PLOG. Let her know if you want her to continue to serve on the CCWC.

Marcene Marcoux - Congratulations to all those who were recently elected and to those who ran. June 6<sup>th</sup> all boards invited to meet with State Ethics – will the Selectmen be attending as well.

Barbara Rushmore - Would like you to hold down the cost of government. A lot of good ideas but you can say yes to them all. Urge you consider “No New Projects”

Doug Walker - Finds town unfriendly when you cannot go to a coffee shop and sit down and have a cup of coffee and a cup of tea. What can be done about this. I am looking for some advice. Traffic on Commercial Street – would like to see less traffic flow – would like to see more designated hours for foot and bicycle traffic only. Be Your Own Best – be an example for the country here in Provincetown.

Cathy Reno - Welcome all the new board and the new town manager and it was honor to be part of the race. The new lights on Ryder – can there be less wattage??

Bonnie Campbell – Community Housing Council – Plant trees – be careful keep an eye on roots.

Astrid Berg - Upset the way the town has been run the past few years. Requesting an audit by the State of Massachusetts - free by the DOR.

David Atkinson - Amazed that we are still talking about affordable housing .. nothing will change until you change the way that properties are assessed. Letter to Senator Kennedy and Delahunt to help get summer help.

Elaine Anderson - Congratulate you all and it was a great race.

Michael Fernandez - Express my condolences and here to support you.. Stay open and ask for our help .. we have a lot to give. Traffic on Commercial Street – don't forget to pave it someday.

Clarence Walker - Greetings to all of you. Welcome to Sharon Lynn. Spoke on Affordable Housing.

Hersh Sheldon- On behalf of all Board Members - thanks to all past and present board members.

## 3. **SELECTMEN STATEMENTS**

### **Michele Couture**

Welcome new board members.

We're working on seats in Coffee Shop .. I will be more than happy chat with you in person. See Mr. Porter and he will give you my phone number.

New lights on Ryder Street – they are working on that as we speak.

Traffic on Commercial Street – have to bring this up at Spring Traffic Hearing.

Ms. Marcoux – Conflict of Interest – our Town Clerk sets this up. I always take this very seriously and thank our Town Clerk for setting this up.

Thanks to George Bryant for coming tonight and find George Heufelder and Sean O'Brien are invaluable to us in Provincetown.

Be assured that we are working on affordable housing issues.

***MOTION: Move that the Board of Selectmen vote to request an audit of the Water, Wasterwater Enterprise Fund and General Government.***

***Motion by: Michele Couture      Seconded by: Pam Parmakian      Yea 5    Nay 0***

**Pam Parmakian**

Thank everyone and congratulate my colleague and to welcome the town manager.

Our town website is amazing and urge our citizens to use it frequently.. You can contact me anytime. Use our email addresses.

Over 50 vacancies on town boards. Please find your passion and get involved.

To Mr. Walker – re: Affordable Housing it's the funders who set the criteria and you can see me anytime you have questions

**Lynne Davies**

***MOTION: Move that the Board of Selectmen vote to ask the Town Manager to schedule meetings with department head and the Board of Selectmen to review their budgets at the discretion of the Town Manager.***

***Motion by: Lynne Davies      Seconded by: Pam Parmakian      Yea 5    Nay 0***

Lack of seats at Coffee Shop - due to gallonage. (Michele suggests that the new Board be updated and have a discussion on this subject.)

***MOTION: Move that the Board of Selectmen vote to schedule a tutorial Wastewater as an agenda item on May 29, 2007 and to invite John Goodridge.***

***Motion by: Lynne Davies      Seconded by: Pam Parmakian      Yea 5    Nay 0***

Wattage on Ryder Street – over time they will dim.

***MOTION: Move that the Board of Selectmen vote to send a letter to our State Representatives regarding our H2B Workers.***

***Motion by: Lynne Davies      Seconded by: Michele Couture      Yea 5    Nay 0***

**Austin Knight**

PLOG (Pamet Lens Oversight Group) – would like to reinstitute this group.

Laundromat opens – Friday, May 18.

***MOTION: Move that the Board of Selectmen vote to restart the "Thank You" to all the Board and Committee Members with a date to be determined. (See Vernon)***

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

Thank you Michele Fernandez.

**Mary-Jo Avellar**

It was a very nice election this year considering how many people were running.

Motorcycles - what can we do about the noise from them.

Letter from resident on Nelson Avenue – Report on what is going on there?? Michele Couture - Mr. Malone and Building Comm. Are meeting on Wednesday morning to discuss the issue. Lynne Davies – I am a resident of Nelson Ave. and some of the items on there Mr. Malone were allowed to do.

Flag given to the town by Nate Nevens in memory of his family. (See attached for more information and history)

**4. BOARD OF SELECTMEN APPOINTMENTS**

***MOTION: Move that the Board of Selectmen vote to appoint Heath Gatlin as a Regular Member of the Provincetown Airport Commission with a term expiration date of December 31, 2008.***

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

***MOTION: Move that the Board of Selectmen vote to appoint Rob Tosner as the Provincetown Business Guild Representative on the Visitor Services Board with a term expiration date of June 30, 2008.***

***Motion by: Michele                      Seconded by: Lynne Davies              Yea 5    Nay 0***

**4A1 BOARD OF SELECTMEN APPOINTMENTS**

Cape Cod Commission SEMASS Contract Committee

***MOTION: Move that the Board of Selectmen vote to appoint Town Manager Sharon Lynn as Provincetown's Representative to the Cape Cod Commission's newly formed SEMASS Contract Committee effective immediately.***

***Motion by: Michele Couture              Seconded by: Pam Parmakian              Yea 5    Nay 0***

**4B. TOWN MANAGER' S APPOINTMENT**

Disability Commission

***MOTION: Move that the Board of Selectmen vote to approve the Town Manager's appointment of Lou Ann Bowen to the Disability Commission, pursuant to MGL C.40, §8J, for a term to expire on December 31, 2008.***

***Motion by: Michele Couture              Seconded by: Lynne Davies              Yea 5    Nay 0***

**5A. OPEN SPACE COMMITTEE**

Approval Open Space and Recreation Plan

***MOTION: Move that the Board of Selectmen vote to approve the final draft of the Open Space and Recreation Plan as prepared for the Town of Provincetown by the Horsley Witten Group dated April 19, 2007.***

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

**5B COUNCIL ON AGING**

Submit Executive Office of Elder Affairs FY 2008 Formula Grant

***MOTION: Move that the Board of Selectmen vote to submit a grant application for \$4,763 to the Executive Office of Elder Affairs for a FY 2008 Formula Grant for staff education and training, and Activities/Volunteer Coordinator.***

***Motion by: Lynne Davies              Seconded by: Michele Couture              Yea 5    Nay 0***

**5C TOWN CLERK – HISTORY PRESERVATION PROJECT**

Extension – Use of Freeman Street Building

**MOTION:** *Move that the Board of Selectmen vote to authorize the extension of the use of the second floor of the Freeman Street building to the History Preservation Project, as supervised by the Town Clerk, from June 30, 2007 through December 31, 2007, for the purposes of digitizing documents for future use for research and public information.*

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

**5D1 TREASURER’S TRANSFER**

Library Gift Fund

**MOTION:** *Move that the Board of Selectmen vote, as Commissioners of the Gift Funds, pursuant to MGL C.44,§,53A to approve the use of \$1,000.00 from the Library Building Gift Fund to pay for the payment of the attached invoice(s).*

**Motion by:** Lynne Davies      **Seconded by:** Pam Parmakian      Yea 5    Nay 0

**5D2 TREASURER’S TRANSFER**

Library Gift Fund

**MOTION:** *Move that the Board of Selectmen vote, as Commissioners of the Gift Funds, pursuant to MGL C.44,§,53A to approve the use of \$7,803.00 from the Library Building Gift Fund to pay for the payment of the attached invoice(s).*

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

**5E PLANTING OF TREES**

Direction / Procedural

Open discussion. No motions made.

**6A RECREATION DEPARTMENT – SKATEBOARD PARK**

Open discussion – no motions made.

**6B 4<sup>TH</sup> JULY FIREWORKS – UPDATE**

Acting Chief Tobias gave a brief overview of what has happened so far and what will be happening with all the departments involved. Two bands will be involved and it should be much better this year. No medical tent this year. Fundraising has been strictly done by a volunteer group and so far approximately \$20K has been raised.

May 24<sup>th</sup> another fundraiser.

**6C CHAPTER 90 FUNDS**

Supplemental Appropriation Contract

**MOTION:** *Move that the Board of Selectmen vote to authorize the chairman to execute a contract with the Massachusetts Highway Department for funding for a period commencing July 1, 2007 and ending June 30, 2017. This is a 10-year contract 2017.*

**Motion by:** Michele Couture      **Seconded by:** Austin Knight      Yea 3    Nay 1

**6D EXECUTIVE ORDER 481 – CONTRACT CERTIFICATION FORM**

**MOTION:** *Move that the Board of Selectmen vote to authorize the chairman to execute “Executive Order 481 – Contractor Certification” with the Commonwealth of Massachusetts that prohibits the use of*

*undocumented workers on State contracts.*

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

**6E    FY 2008 TOWN-WIDE GOAL-SETTING PROCESS**

**MOTION:** *Move that the Board of Selectmen vote to adopt the timetable for the FY 2008 Annual Town-wide Goal Setting Process, including a preliminary goal-setting exercise at the regular meeting on Monday, June 11, 2007 and a public hearing at the regular meeting on Monday, June 25, 2007.*

**Motion by:** Lynne Davies      **Seconded by:** Austin Knight      Yea 5    Nay 0

**6F    MCC ADAMS GRANT**

Mass. Cultural Council Grant - Cultural Development Coordinator

**MOTION:** *Move that the Board of Selectmen vote to authorize execution of a contract with Lisa Bowden as the Cultural Development Coordinator in the amount of \$35,000 from the Massachusetts Cultural Council Adams Arts Grant project to stimulate cultural tourism in Provincetown through the implementation of Provincetown's Path to Culture - Wayfinding & Storytelling.*

**Motion by:** Austin Knight      **Seconded by:** Mary-Jo Avellar  
Yea 3    Nay 2 (Pam Parmakian / Lynne Davies)

**6G    MDPH HIV HOME HEALTH GRANT**

Amendment

**MOTION:** *Move that the Board of Selectmen vote to authorize the execution of a contract amendment with the Massachusetts Department of Public Health for a reduction of \$62,000 for FY 2007, July 1, 2006 through FY 2010, June 30, 2010, which will reduce the maximum obligation from \$749,882 to \$687,882.*

**Motion by:** Michele Couture      **Seconded by:** Pam Parmakian  
Yea 4    Nay 1 (Austin Knight)

**6H    FIREHOUSE #2 - UPDATE**

Open discussion ensued. Need true evaluation of the cost. What do we want to do with it?? Combination of use? . Get numbers first then decide .. Bring figures to next meeting .. create task force

**7A    BOARD OF SELECTMEN'S RULES OF PROCEDURE**

Adoption, Consideration of Amendments

**MOTION:** *Move that the Board of Selectmen vote to schedule adoption of the Rules of Procedure for its next regular meeting on Tuesday, May 29, 2007, with any proposed amendments to be submitted in writing to the secretary by Monday, May 21, 2007.*

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

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

**MOTION:** *Move that the Board of Selectmen vote to approve the minutes of April 23, 2007 (Traffic Hearing Continued) as printed.*

**Motion by:** Michele Couture      **Seconded by:** Pam Parmakian      Yea 5    Nay 0

**MOTION:** *Move that the Board of Selectmen vote to approve the minutes of April 23, 2007 (Regular Meeting) with changes so noted.*

**Motion by:** Michele Couture      **Seconded by:** Pam Parmakian      Yea 5    Nay 0

9. CLOSING STATEMENTS

Michele Couture - None    **Pam Parmakian** - None

Lynne Davies - None

Austin Knight - Would like update on discrepancies at the Manor.

Mary-Jo Avellar - None

Motion to adjourn by Michele Couture at 9:59 PM.

Minutes transcribed by: Vernon G. Porter, Secretary

May 27, 2007