

TOWN OF PROVINCETOWN - BOARD OF SELECTMEN

REGULAR MEETING – MONDAY – SEPTEMBER 13, 2010 6 PM

LARKIN HALL

Chairman Michele Couture convened the meeting at 6:00 PM noting the following Board of Selectmen attending: Michele Couture, David Bedard, Elaine Anderson, and John Santos.

Excused Absence: Austin Knight

Other attendees: Town Manager Sharon Lynn and Assistant Town Manager David Gardner

Recorder: Vernon G. Porter

1A GREEN COMMUNITIES PROGRAM PRESENTATION

Attendees: Katri Hewitt, LEED AP, Technical Program Officer, Climate & Energy; Seth Pickering, Green Community Coordinator, Southeast Region, Mass. Dept. of Energy Resources, Caitriona Cooke, Conservation Services Group, and Health Inspector Brian Carlson

Caitriona Cooke of the Conservation Services Group went over the material in the agenda packets on the Green Community and Stretch Community material, followed by a question and answer period.

The Board of Selectmen invited the group to return in the near future to hold an open public meeting at which time the public, contractors, and builders can attend to ask questions and learn more about these communities.

Austin Knight had a previous commitment and left the meeting at 6:55 PM.

1B WATER AND WASTEWATER UPDATE

Attendees: DPW Director David Guertin, Facilitator John Goodrich, Derek Ritchie of Woodward & Curran

John Goodrich Comments

Leak detection and water service inspection for unaccounted for water use.

The main agenda topic for review with the Board tonight is an update on the leak detection and water service inspection programs that are designed to deal with the water system's unacceptably high unaccounted for water use. The Water Team has also prepared several policy recommendations and motions for Board review.

- Woodard & Curran has overseen a system-wide leak detection program since April under a grant from MassDEP, and during this time they have identified 23 leaks, all of them in private property service lines. These leaks, which have now been repaired by the property owners, resulted in an estimated loss of 2.5% of the water pumped, or about 10% of the unaccounted for water use. The grant allowed the Water Department to purchase acoustic sounding equipment that will be used by Water Department employees to re-survey the system on an on-going basis to identify additional leaks.

- This leak detection program helped to identify the importance of inspecting all of the 3,500 water meters and services in the water system, and over the past 12 months Derek Ritchie and his assistant have already been able to inspect about 20% of the services, focusing first on the largest users and the Beach Point/Shore Road area. Derek is here with us again tonight to review what they have found and to answer your questions.
- This unaccounted for water use inspection program is so important that DPW Director David Guertin and the Water Department will be committing the necessary personnel and resources to ensure the program continues throughout both the offseason and next year's peak season periods, with the goal of inspecting all of the services by October of 2011.
- As your report explains, 83% of the services inspected to date have been found to be non-compliant with the Water Regulations to some degree, and the Water Team has looked at each category of non-compliance, placed a priority on it, and made a recommendation to your Board as to the next steps that should be taken.
- For the enforcement actions for meter integrity and taps before the meter that were approved by the Board at your August 9th meeting, the Report details how many letters have been sent out, how many have complied, and not complied as well as the actions that should be taken next. Thank you letters are being sent to those who have complied. The Water Team recommends continuation of this enforcement program as previously approved by the Board with no changes.
- For those non-compliant situations where the meter is located more than 50 feet from the property line, the Water Team recommends that USDA grant funds be used to replace the meter pits. This should have a high priority since it will help to identify and reduce unaccounted for water, increase the amount of billed water use, as well as identify any leaking service lines. The Water Department also recommends that meters one inch (1") or greater in size should be replaced over time at water system expense, so as to improve the accuracy of the readings.
- And finally, the Water Team recommends waiving of the turn on/turn off fees during the period of the USDA grants to encourage property owners to contact the Water Department for this service, which will provide additional opportunities for inspections.

Other Water and Wastewater Updates

The remainder of your Report this month provides an update on a number of other topics, and we are prepared to answer any questions that you may have. Very briefly:

- The performance of both the water and the wastewater systems over the very busy Carnival week was flawless, and the Treatment Plant set a new daily flow record.
- The North Union Field well field development continues to be the number one grant-funded priority for the water system. The Town continues to receive positive feedback from Rep. Delahunt's office that our USDA North Union Field grant request has a high likelihood of award, but the award notification date for all of the remaining grants nationwide continues to be delayed.

- When our application was submitted to Washington on June 21st, we were led to believe that we would receive an award by mid-July and all of our grant-funded major procurement decision schedules were based on that notification date. We have now learned that the earliest we will hear is the end of this month, and more likely sometime in October.
- When Brian Dudley from MassDEP came to town during Carnival Week, he said that he was very pleased with the improvements and operating performance of the vacuum system, and he will be signing the Return to Compliance Plan shortly. As detailed in your Report, he reviewed the proposed Phase 3 connections to the vacuum system, and provided us with clear guidance as to the information that he will need to decide when flows can be added to each section of the system.
- He approved the addition of the flows from the guesthouses on Bradford Street, since there is already available capacity on that main, but he reaffirmed that the moratorium needs to remain in place for any additional connections to the East Main until the grinder pumps have been redirected to the new Phase 3 gravity main.
- Work will restart next week on the remainder of the Phase 3A sewer and water main work that the Board authorized in March, and we will be bringing a Change Order to you at the September 27th meeting for the next portion of the work as described in your Report. Ron Koontz from USDA will be in town tomorrow for a routine review of the work that has been done to date.
- We have very good news to report concerning the interest in a connection for Phase 3. Our outreach program this summer has already resulted in twice as much interest in terms of estimated flow than we had anticipated, based upon the preliminary outreach that we had done earlier! Therefore, we are looking carefully at what this means in terms of system capacity, engineering, permitting, and construction phasing, so that we can meet the needs of as many property owners as possible with the combination of grant and betterment funding. We will have an update for you on this Phase 3 planning at the September 27th Meeting.

MOTION: *Move that the Board of Selectmen vote to endorse the recommendations of the Water Team to continue to proceed with enforcement for non-compliant connections before the meter and missing meter pins, as specified in the Water Regulations and approved by the Board at the August 9th meeting.*

Motion by: David Bedard **Seconded By:** John Santos Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to endorse the recommendations of the Water Team to (i) relocate meters to the curb stop for properties where the meter is more than 50 feet from the property line, utilizing USDA grant funds and (ii) to replace one inch (1”) and larger vertically mounted meters at water system expense.*

Motion by: David Bedard **Seconded By:** John Santos Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to endorse the recommendation of the Water Team to waive the seasonal turn on and turn off service fee during the period of the USDA grant-funded inspection program.*

Motion by: David Bedard **Seconded By:** Elaine Anderson Yea 4 Nay 0

2. **PUBLIC STATEMENTS**

Jim McGowan – 1) Regarding the Green Community, it cost the homeowner from \$2K to \$10K for an inspection each time they inspect your home. Let the local inspector inspect your home. 2) Reviewed town board meetings on the website, and they have not been submitting their regular minutes, nor their executive session minutes. Especially quite concerned over Harbor Committee minutes and their contents. Concerned over storm drains and handicapped accessibility within town buildings, etc.

3. **SELECTMEN STATEMENTS**

John Santos - None

David Bedard

I've checked and there are quite a few boards that do not have their minutes posted on our town website.

Impressed by the town staff during hurricane Earl. Great dry run.

Elaine Anderson

Kudos for the town during hurricane Earl.

Have seen some improvement in hedge cutting, and encourage others to follow suit.

Firehouse #2 – concerned over the vandalism gone on there. Suggest motion lights and security cameras.

Swim for Life – Provincetown's best – congratulations to all who participated.

Ask people to volunteer for boards and committees.

Thinks towns needs a parking garage.

Bicycle trail – email – good suggestion. (David Gardner is following up on this.)

Dog Park – people really like it there and congratulations to Dog Park Committee.

Michele Couture

Ask Town Clerk to send letter to all town boards to submit their meeting minutes.

Thanks to Supt. Dr. Beth Singer volunteering the VMES during hurricane Earl.

MOTION: *Move that the Board of Selectmen vote, to send a letter of thanks to the Corporate Office of Stop and Shop for their generous donation of food during Hurricane Earl.*

Motion by: Michele Couture **Seconded By:** Elaine Anderson Yea 4 Nay 0

Agenda Item for November – Land Bank

Two errors in April Town Meeting causing special Town Meeting for this November.

4A **APPOINTMENTS** - None

5A PROVINCETOWN SCHOOLS – UPDATE

Dr. Beth Singer gave an excellent overview of her long range planning in transitioning classes from the VMES to the High School.

Michele Couture left the room.

5B1 TREASURER’S TRANSFERS

Library Building Gift Fund

MOTION: *Move that the Board of Selectmen vote, as Commissioners of the Library Building Gift Funds, pursuant to MGL C44 § 53A, to approve the use of \$2,000.00 from the Library Building Gift Fund to reimburse the Town of Provincetown for the attached invoice(s).*

Motion by: Elaine Anderson **Seconded By:** John Santos Yea 3 Nay 0

5B2 TREASURER’S TRANSFERS

Library Building Gift Fund

MOTION: *Move that the Board of Selectmen vote, as Commissioners of the Library Building Gift Funds, pursuant to MGL C44 § 53A, to approve the use of \$13.00 from the Library Building Gift Fund to reimburse the Town of Provincetown for the attached invoice(s).*

Motion by: Elaine Anderson **Seconded By:** John Santos Yea 3 Nay 0

Michele Couture returned.

5C PUBLIC FOUNTAIN GIFT FUND TRANSFER

MOTION: *Move that the Board of Selectmen vote, as Commissioners of the Town of Provincetown Gift Funds, pursuant to MGL C44 § 53A, to approve the use of \$273.19 from the Provincetown Public Fountain Gift Fund to pay for the attached invoice(s).*

Motion by: Elaine Anderson **Seconded By:** John Santos Yea 4 Nay 0

5D WATER DEPARTMENT SURPLUS BRONZE BODIES OF METERS

MOTION: *Move that the Board of Selectmen vote to declare the bronze bodies of non-usable water meters bodies surplus, and further to instruct the Department of Public Works to solicit bids for the purchase of these bronze bodies of meters.*

Motion by: Elaine Anderson **Seconded By:** John Santos Yea 4 Nay 0

5E GENERAL BYLAW AMENDMENTS

Animal Welfare Committee and Dog Park Association

After open discussion with Candace Nagle of the Provincetown Animal Welfare Committee, on the proposed General By-laws, the following motions were made:

MOTION: *Move that the Board of Selectmen vote to support Article 13-2-7-9 Provincetown Dog Park (Pilgrim Bark Park) Rules and Regulations.*

Motion by: David Bedard Seconded By: Elaine Anderson Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to support Article 13-2-7-8 Unlawful Restraint of Dogs.*

**Motion by: Michele Couture Seconded By: Elaine Anderson
Yea 3 Nay 1 (John Santos)**

MOTION: *Move that the Board of Selectmen vote to support Article 13-2-7-12 Animals Left Unattended in Motor Vehicles.*

Motion by: Elaine Anderson Seconded By: John Santos Yea 4 Nay 0

5F PET EMERGENCY SHELTER GIFT FUND

Establish Gift Fund to Receive Funds (MGL C. 44§53A)

MOTION: *Move that the Board of Selectmen vote, pursuant to MGL Chapter 44, section 53A, to establish a special “Town of Provincetown Pet Emergency Shelter Gift Fund”, with the balance in said fund to be expended without further appropriation by the Provincetown Animal Welfare Committee, with the approval from the Town Manager, for the Pet Emergency Shelter.*

Motion by: Elaine Anderson Seconded By: David Bedard Yea 4 Nay 0

6A TOWN MANAGER FOLLOW-UP

Ceremonial Dog event – in two weeks 10 AM – Sat 25th.
Additional brick being laid this week at Town Hall

6B OTHER - None

6B DPW – CHAPTER 90 PROJECT REQUEST

Purchase John Deer Model 333D Truck Loader

MOTION: *Move that the Board of Selectmen vote, to approve and sign the Chapter 90 Project Request in the amount of \$87,879.00 for the purchase of a John Deere model 333D Track Loader.*

Motion by: John Santos Seconded By: David Bedard Yea 4 Nay 0

7. MINUTES OF BOARD OF SELECTMEN’S MEETING

MOTION: *Move that the Board of Selectmen vote to approve the minutes of August 23, 2010 (Special Mtg. 5 PM.) as printed.*

Motion by: David Bedard Seconded by: Elaine Anderson Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to approve the minutes of August 23, 2010 (Regular Mtg.) as printed.*

Motion by: David Bedard Seconded by: Elaine Anderson Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to approve the minutes of September 2, 2010 (Emergency Mtg. 2 PM.) as printed.*

Motion by: David Bedard Seconded by: Elaine Anderson Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to approve the minutes of September 7, 2010 (Joint Mtg. w/School Cmt. 5 PM.) as printed.*

Motion by: David Bedard **Seconded by:** Elaine Anderson Yea 4 Nay 0

MOTION: *Move that the Board of Selectmen vote to approve the minutes of September 7, 2010 (Special Mtg. 6 PM.) as printed.*

Motion by: David Bedard **Seconded by:** Elaine Anderson Yea 4 Nay 0

8. **CLOSING STATEMENTS**

John Santos - None **David Bedard** - None **Michele Couture** - None

Elaine Anderson – Thank DPW - Health Clinic signs – need one on corner of Howland and Harry Kemp Road.

Motion to adjourn by John Santos at 9:17 PM.

Minutes transcribed by: Vernon G. Porter, Secretary to Board of Selectmen
September 15, 2010