



Town Meeting Times

April 3, 2017 Town Meeting

Town of Provincetown,
Massachusetts
260 Commercial Street,
Provincetown, MA 02657
508-487-7000

Message to the Voters

This year as part of the Board of Selectmen's efforts to improve our outreach to the voters before Town Meeting, we have re-established the Town Meeting Times. Planning for Town Meeting, began last fall, when instead of Special Fall Town Meeting the Selectmen decided instead to hold Town Forums on November 16th and 19th. About 100 people participated in discussions around four topics areas focusing in on warrant articles that we anticipated would be coming up at Town Meeting including (1) Finance (Budget Trends), (2) Capital Projects (a new Police Station), (3) Land Use (An Inclusionary Zoning By-law) and (4) Civic Engagement itself. Since then we have established a dedicated page on the Town website for all things Town Meeting, linked to our alert system, so if you sign up you can be alerted when anything is posted there. As well, a civic engagement committee has formed to advise us as we go forward. The Town Forum on the warrant itself, we held on March 25th, and the video should be posted by the time you receive this on the Town Website and running on PTV as well. We also held two work sessions to help folks who wanted to bring forward their own petition articles. Finally, we have put together for every household this Town Meeting Times.

As we move ahead, it is important not only that we make progress on the challenges we face, but it is as important how we go about making progress. Our efforts over the past year have been focused equally, on both projects and process. We recognize one does not happen without the other and readily acknowledge that we still have plenty of room for improvement.

In closing, on behalf of the Board of Selectmen and Town Staff, we look forward to seeing you at a lively, well attended Town Meeting, and we hope we have given you the voters more information in advance to help each of you as you make your decisions about the future of Provincetown.

Respectfully, Town Manager David Panagore

FY2018 Budget

ATM 2. FY2018 Operating Budget

The operating budget funds all town services and departments, including payroll and expenditures. The operating budget is the manner in which the town pays for goods and services it receives, i.e. electricity and fuel; and for services it provides the citizens with snow removal, trash removal, police/fire protection and education.

The budget presented to town voters at Town Meeting is a balanced budget. The ability to present a balanced budget is due to a couple of factors. Last year actual revenues exceeded budgeted revenues. That increase in revenue combined with the decision to again level fund budgets wherever possible provides our voters with a balanced budget which does not require a 2 ½ operating over-ride.

Division I- General Gov. funds the Admin Services of the town and this year decreased 3.0%. The major change is a shift in health cost to the Finance Budget and a decrease in legal expenses of \$20,000.

Division II- Finance has increased 6.0%. This division contains our largest expenses, over which we have little or no control, incl. Health and Retirement. Additionally three new employees were hired so we have increased the training budget.

Division III- Public Safety increased 5.0%. The increases due to incorporating Housing Office in the budget, increases to Fire Dept compensations and new Admin Asst for Community Development.

Division IV- Public Work increased by 0.4%. Increase due to the addition of a skilled maintenance person in Buildings & Grounds.

Division V- Public Services Increased by 0.8%, with minor increases to operating budget.

Division VI - Public Schools increased by 2.4%. The budget for Pre-K through 8th grade has increased 4.6% while the tuition costs for our students who attend Nauset Regional High School decreased 6.5%.

Budget Divisions	FY 2017	FY 2018	% '17-'18
I. General Government	\$1,130,653	\$1,096,663	-3.01%
II. Finance	10,068,853	10,670,832	+5.98%
III. Public Safety	5,649,505	5,931,957	+5.00%
IV. Public Works	3,403,781	3,506,738	+3.02%
V. Public Services	855,056	871,998	+1.98%
Sub-total, I-V	\$21,107,848	\$22,078,188	+4.60%
VI. Public Schools	3,718,791	3,809,164	+2.43%
Total, I-VI	\$24,826,639	\$25,887,352	+4.24%

**Provincetown
2017 Annual
Town Meeting
April 3, 2017
at 6:00 pm**

Location:
**Provincetown
Town Hall
Auditorium**

Additional sessions
as needed:
**Tuesday, April 4th
Wednesday, April
5th
Thursday, April 6th**

**Town Election
Tuesday,
May 2, 2017
Judge Welsh Room,
Town Hall
7:00 AM—7:00 PM**



Town Meeting Times

Capital Improvement Request—Police Station

The existing Police Station has serious deficiencies. Two independent assessments performed on the existing facility the first in 2009 and the second in 2015 both outlined serious deficiencies in the operational requirements needed for a police force, as well as existing building code violations within the existing facility.

For the past seven years several articles have been brought forward to Town Voters requesting funding for building repairs, feasibility studies, assessment reports, and conceptual designs. However, a potential project has not till now been brought forward for consideration. Last year, Town Meeting authorized \$39,000 for the Town Manager to spend to undertake a fresh look and final review and to return to Town Meeting with a project for consideration. At this Town Meeting, we are bringing before you and requesting Town Voters fund the design and construction of a new Police facility. Over the years several site alternatives were presented to the public including Town Boards. Through public outreach such as last fall's Town Forum, a Selectmen roundtable this past winter and a public hearing before the Board of Selectmen, the Building Committee working with staff have concluded that a Police Station at 16 Jerome Smith Road would be the best location for a new facility.

In reaching this determination, Town staff examined 6 potential locations for a new police facility which did not include the original proposal of a combined DPW/Police facility on Race Point Road. Last fall at the Town Forum, the Building Committee and Town Staff led a community discussion about the project, solicited public feedback about the locations, costs and so forth.

Proposed Police Station	Probable Project Cost					
	Shank Painter Road				VFW	Jerome Smith Rd.
	Fronting Brown	Fronting Shank Painter	Existing Site (Reno)	Existing Site (New)		
Proposed Finished Sq. Footage	11,854	11,854	8,300	9,400	11,988	12,226
Site Acquisition Cost	\$943,900	\$943,900	\$0	\$0	\$0	\$0
Temporary Quarters Cost	\$0	\$750,000	\$1,200,000	\$1,200,000	\$0	\$0
Total Construction Related Cost	\$7,498,100	\$7,566,900	\$5,901,000	\$6,616,000	\$6,745,800	\$6,347,000
Total Owner's Cost (Soft Cost)	\$2,104,000	\$2,271,200	\$1,321,800	\$1,393,300	\$1,908,200	\$2,278,000
Total Project Cost	\$10,546,000	\$11,532,000	\$8,422,800	\$9,209,300	\$8,654,000	\$8,625,000
Price per Square Foot	\$890	\$973	\$1,015	\$980	\$722	\$705

The 16 Jerome Smith Rd site while town land, its use will require several permits and approval, including the Conservation Commission for construction within an area that has been dubbed a Conservation Greenway. Working with the Conservation Commission, we feel through a public hearing process we can come to an agreement on proper on-site & off-site remediation that will satisfy everyone's concerns. The project will also need site plan review approval from the Planning Board as well as participation from the Recreation Commission to relocate the skate park. As with all projects we will work through these regulatory requirements as does any other resident or business in Town.

Should the proposed article pass on Town Meeting floor and at the ballot box, it is anticipated that construction could begin between 12-18 months after receiving regulatory approval.



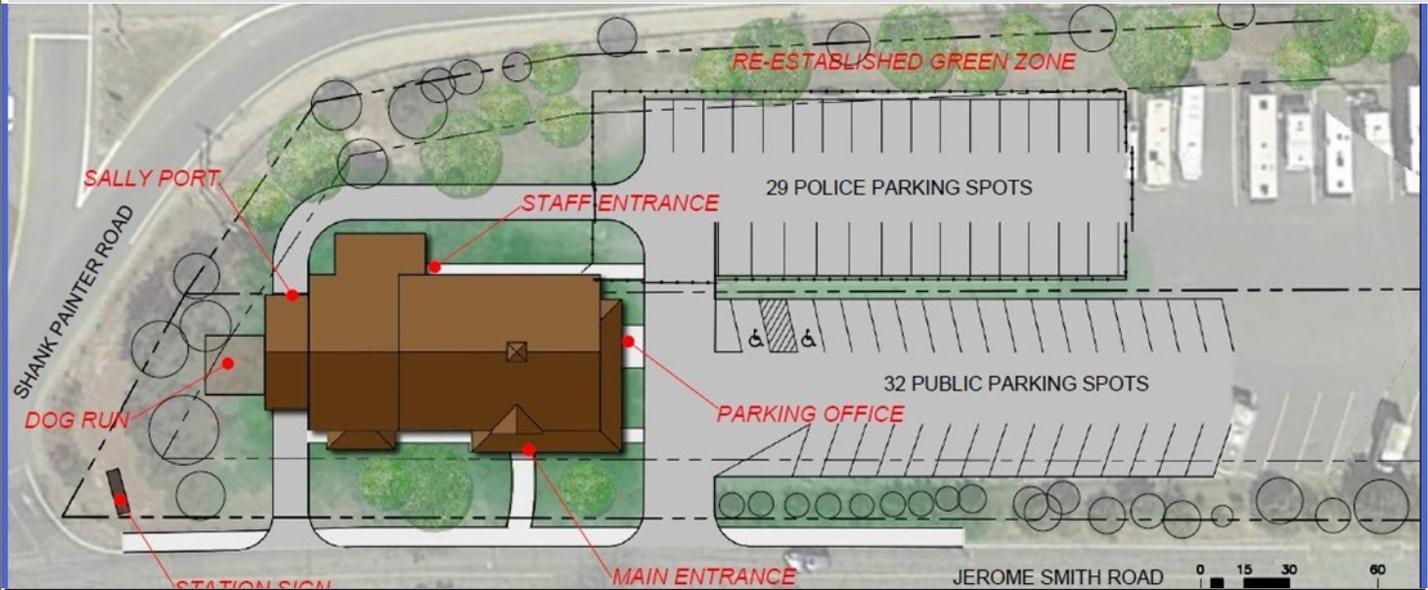
Town Meeting Article:

\$8,625,000 Article

- Design Services
- Bidding Services
- Construction Costs
 - * Building material
 - * Windows & Doors
 - * Fixtures
- Soft Costs
 - * Furniture
 - * Security Equipment
 - * Communication Equip.
- Construction Services



Capital Improvement Request—Police Station—16 Jerome Smith Site Plan



FY2018 Capital Improvement Plan

There are several Capital Improvement requests on the warrant. Alternative funding sources were utilized whenever possible in order to minimize the impact on the tax rate. Funding sources include using funds remaining from prior town meeting articles, transfers from the Capital Improvement Stabilization Fund and Proposition 2 ½ Debt Exclusions.

Article #	Description	Amount	Funding Source	Median Property Tax Impact
STM 4	MUNIS Purchase Orders/Requisitions Module	\$13,537	Free cash	none
STM 7	Analysis for Parking Control & Collection System	\$25,000	Parking Funds	none
ATM 8-1	Police Station	\$8,625,000	Proposition 2 ½ Override	\$ 142.27
ATM 8-2	Police <i>Livescan</i> –Fingerprint Identification System	\$25,479	Free cash	none
ATM 8-3	Storm Water Management	\$100,000	Free cash	none
ATM 8-4	Shank Painter Road Design Phase	\$55,000	Free cash	none
ATM 8-5	Pavement Management Plan	\$225,000	Free cash	none
ATM 8-6	Bas Relief Restoration & Park Improvements	\$750,000	Free cash	none
ATM 8-7	Long Point Dike Improvements Project	\$51,000	Free cash	none
ATM 8-8	Police Fleet Upgrade Plan	\$78,520	Capital Improvement Fund	none
ATM 8-9	DPW Street & Sidewalk Maintenance and Repair	\$50,000	Capital Improvement Fund	none
ATM 8-10	Public Works Fleet Replacement	\$270,000	Capital Improvement Fund	none
ATM 8-11	Public Works Building Maintenance	\$60,000	Capital Improvement Fund	none
ATM 8-12	Public Works Facility - Highway Garage	\$125,000	Capital Improvement Fund	none
ATM 8-13	Use of Parking Funds for Parking Kiosk	\$20,000	Parking Funds	none
ATM 8-14	MUNIS Payroll Software	\$59,634	Funds Available	none
ATM 8-15	Fire Department Air Pack Replacement	\$45,000	Funds Available	none
ATM 8-16	Fire Department Ambulance Equipment	\$62,000	Funds Available	none
ATM 8-17	Water Department Security Upgrades	\$75,000	Enterprise Funds	none



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CONSENT AGENDA ARTICLES (see town meeting page on town website for greater detail)

Consent Agenda: *The consent agenda is a meeting practice which groups together routine and non-controversial articles that normally don't require discussion or independent vote as separate articles. Using a consent agenda can save precious time by allowing Town Meeting to approve this 'package' of articles together in one motion. Articles under the consent agenda can only be grouped together if the Town Meeting body agrees. If a voter selects a specific article for discussion, it must be removed and placed on the regular agenda and separately vote by the Town Meeting body. Set out below is a description of each article:*

Art 35. Room Occupancy Tax: A Home Rule Petition: This article seeks to reaffirm prior town meeting vote in support of the Home Rule Petition currently pending at the State Legislature to extend the room occupancy tax on all short term vacation rentals not currently subject to the tax. This article is an exact repeat of last year's which was approved by the voters.

Art 36. 0.5% Real Estate Transfer Fee: This article seeks to reaffirm prior town meeting vote in support of the Home Rule Petition currently pending at the State Legislature to impose a 0.5% Real Estate Transfer Fee. This article is an exact repeat of last year's which was approved by the voters.

Art 37. Expanding Residential Property Exemption. This article seeks to reaffirm prior town meeting vote in support of extending the Residential Exemption to property owners that rent out their units year-round, it does not increase the percentage of the exemption. This article is an exact repeat of last year's which was approved by the voters.

Art 38. Cape Cod Greenhead Fly Control District Assessment. Town Meeting vote is required each year to fund the Cape Cod Greenhead Fly Control District assessment of \$1,438.75.

Art 39. Fireworks. This \$32,000 requests funding for all Town expenses for the 4th of July and New Year's fireworks celebrations and covers costs associated with emergency services and DPW expenses. This is the same amount as last year.

Art 40. Local Option Tax on Recreational Marijuana. The law allows Towns to assess an additional 2% local option tax on sales within their own communities. Town meeting approval is required in order to apply the 2% local option.

Art 41. Classification and Compensation Plan. This plan sets the salary ranges for full and non-union positions, as well as the Fire Dept.

Art 42. Tourism Fund. Annual budget for the Tourism Office to cover the cost associated with Five-Year Financial Plan for Tourism Fund Expenditures proposed by the VSB and approved by the Selectmen.

Art 43. Human Services Grants. Annual funding for human services contracts for 2017. This years grants increased 6% due primarily to new funding for South Coastal Counties Legal Services. These grants support 14 agencies that are actively providing services to Town residents of all ages, particularly those most in need.

Art 48. FY 2018 Revolving Accounts. This article authorizes the continuation of seven existing revolving funds. Under MGL we must renew their authorization each year. Under the Municipal Modernization Act, Revolving funds will be established and authorized by bylaw, which is the purpose of Article 49.

Massachusetts Municipal Modernization Act Consent Agenda: In 2016, Gov. Baker signed a wide-ranging "municipal modernization" bill which includes numerous reforms to state laws related to municipal finance, human resources practices, administration, and procurement. The following articles are items from the Act that require Town Meeting vote to implement:

Art 44. Veterans Exemption. Inserts a new local acceptance clause to render the spouse of a veteran or a deceased veteran with title to the veteran's domicile, eligible for an exemption.

Art 45. Other Post-Employment Benefits Fund. The statute was revised to create a local acceptance OPEB Fund that complies with requirements established by the Governmental Accounting Standards Board and the IRS. Towns that have already accepted the statute must re-accept in order for the revised version to be applicable. The Town adopted in the General Law in April 2011, so we are now just required to readopt the updated statute.

Art 46. Use of Bond Proceeds. Amends current law by providing communities with a choice of how to treat bond premiums (net of issuance costs). Communities will be able to either apply it to the issuance, thereby reducing the amount needed to borrow, or place it in a separate fund and appropriate it for a capital project. It also amends current law by increasing the amount of surplus bond proceeds that can be applied to debt service from \$1,000 to \$50,000.

Art 47. General Bylaw Amendment: Licenses and Permits of Delinquent Taxpayers. The Act amends the statute to provide municipalities more flexibility during the year to denying licenses or permits where a tax or fee delinquency exists. A bylaw change will be required to take advantage of these recent amendments.

Art 49. General Bylaw Amendment: Revolving Fund. Revolving funds must now be established by bylaw, and the expenditure limits must be established annually and prior to July 1. The Act eliminates the limitations on the size of such funds.

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Provincetown, MA 02657

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