

**TOWN OF PROVINCETOWN – SELECT BOARD  
MEETING MINUTES – REGULAR MEETING  
MONDAY – OCTOBER 22, 2018 – 6:00 p.m.  
JUDGE WELSH ROOM - 260 COMMERCIAL STREET**

Chair Venden convened the open meeting at 6:00 p.m. noting the following attendees:

Select Board Attendees: Louise Venden, Thomas Donegan, Cheryl Andrews, Robert Anthony and Lise King

Excused:

Other attendees: Town Manager David Panagore

Recorder: Linda Fiorella

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

- A. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$1,163.80 to Amy Raff for reimbursements related to Provincetown Library Events.*
- B. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$255.00 to Ariana Herlihy Graphic Design for book festival brochure design.*
- C. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$228.39 to Gayle Forman for book festival travel reimbursement.*
- D. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$2,683.00 to InkWerks Screen Printing for book festival tote bag and tee-shirt printing.*
- E. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$310.00 to James Melia for book festival travel reimbursement.*
- F. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$328.09 to Sarah Bedingfield Murphy for book festival travel reimbursement.*
- G. Treasure Transfer – Library Gift Fund - to approve the use of gifted funds to pay \$328.40 to Thomas Sleigh for book festival travel reimbursement.*
- H. Treasure Transfer – John Henry Trust Fund - to approve the use of gifted funds to pay \$725.00 to Cape Cod Children’s Place for childcare expenses.*
- I. Treasure Transfer – Beautification Gift Fund - to approve the use of gifted funds to pay \$250.00 to Ray Dunetz Landscape Architecture for landscape presentation services.*
- J. Treasure Transfer – Holiday Light Gift Fund - to approve the use of gifted funds to pay an amount not to exceed \$50,000.00 during fiscal year 2019 for expenses incurred related to holiday event lights and fireworks.*
- K. Licensing Board – Carol Santos, from Alternate to Regular*

**Without objection, the reading of the Consent Agenda was waived and without objection it was approved by unanimous consent.**

**1. Public Hearings:**

- A. Special Traffic Hearing to consider amending the traffic regulations to remove the “No Parking” signs to allow seasonal parking on the east side of the West End Rotary on Province Lands Road from November 1<sup>st</sup> until March 31<sup>st</sup>.**

Vice Chair Tom Donegan read the legal notice:

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**EXHIBITS/DOCUMENTS:** Public hearing notice, photos

Assistant Town Manager David Gardner described the history of the proposal and that this would allow more spaces for people to park and access the breakwater from November through March.

**PUBLIC INPUT:**

**none**

**SELECT BOARD INPUT:**

Vice Chair Donegan suggested these spots be open for residents during the season and it was decided to pursue that later.

Chair Venden noted that viewers watching can find maps in the Select Board packets online.

Select Member Andrews noted that adding the spots during the offseason was something worth trying.

**MOTION:** Move that the Select Board vote to approve the proposal to remove the “NO Parking” signs to allow seasonal parking on the east side of the west End Rotary on Province lands Road from November 1<sup>st</sup> to March 31<sup>st</sup>, as presented.

**Motion:** Vice Chair Donegan

**Seconded:** Select Member King

**5/0/0 Motion Approved**

**2. Public Statements:**

- none

**3. Selectmen’s Statements:**

- **Cheryl Andrews-** the curbing being installed in front of the Riley property narrows the road. Can we get a little more understanding of that? The road is quite a bit more narrow than expected compared to where the white line was before. If you could pass that question along to staff I’d appreciate it.
- **Robert Anthony** – all set
- **Thomas Donegan** - I saw the new water truck and it looks nice and fresh and it reminded me that our Town seal was adopted and I’d love to see us begin to put the town flag on the flagpoles in addition to the US flag. Having the Town seal on our fleet of vehicles reminds people that this is the birthplace of American liberty. Way to remind people.

Select Member Andrews – could we get a cost estimate town manager.

Town Manager Panagore –High time we started doing that.

**Vice Chair Donegan** - Also, I’ve had conversations about the funicular and I’d like to go on record that I’m concerned. The Town body agreed to spend 750K to renovate the Bas Relief Park and the idea that we need to sort out what to do with bus parking. I think the busses should go up to the

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top of the hill. It isn't presented as an amusement ride, it is meant to be get people up the very steep hill. I'm concerned about that and I'm concerned about carving a notch in the sidewalk in front of the Bas Relief. We spent a lot of time and money on the Bas Relief Park and I want to make sure we have the funicular process coordinated with that. And make sure, to the Banner's editorial, that we don't end up with safety and a traffic issues.

Assistant Town Manager Gardner stated that the Monument's plan is to widen the sidewalk to narrow the travel lane to the minimal width on Bradford Street so people can no longer pull over and stop there as a response to concerns that people would pull over in front of the proposed funicular. Further discussion covered the cost and process of approving those plans.

An agenda item on the Funicular was proposed for an upcoming meeting.

- **Lise King** – House-keeping things- first, my name was left off this (Select Member Statements cover sheet for the agenda item) and second I would like page numbers back on the agenda to make it easier to find specific items in a 300 page packet. I'd like to give a shout out to seniors who are applying right now. Crunch time for seniors applying to college. Remembering that it's Trick or Treat and watch out for the little ones.
- **Louise Venden** – I'd like to congratulate the Creative Commons on the award of \$235K for economic development. To recognize the efforts made by the Board of the Creative Commons in creating work spaces for artists others. Hats off to them.  
Want to congratulate David Panagore for continuing to reach out and bring resources here to help us with economic development. This year Camoin Associates were here and will be back again in November and UMass Dartmouth has done a couple of studies for us and will be here November 7<sup>th</sup> to present a housing needs study, those kinds of efforts make a difference and provide us a base information that helps us make decisions on where we ought to go in our planning efforts. I want to encourage Town residents to take a look at the warrant. Questions they might have they can go to the town website under the Special Town Meeting there are handouts, maps, and documents that will be helpful in explaining the Articles. The Special Town Meeting is October 29th a week from today. We hope people come with questions and ready to vote.

#### **4. Joint meeting / Presentations:**

##### **A. Town Counsel Katherine Laughman presenting Marijuana Host Agreements**

Assistant Town Manager Gardner gave background on the process so far noting the questionnaire, Town Counsel's work in incorporating staff and Board edits, and remaining questions. Mr. Gardner stated that some applicants were in attendance at the Select Board meeting. Chair Venden requested input for the two Select Board members who were part of process of creating the Draft Host Agreement. Vice Chair Donegan and Select Member King discussed their experience and input on seasonal versus year round. Select Member Andrews had questions about the licensing process for dispensaries.

Discussion included State versus Local licensing and oversight and how common some areas of the agreements are among other communities moving forward with dispensaries. Ms. Laughman weighed in on Town Counsel's role in drafting the Agreement and which areas are still outstanding, with the need for the Select Board to give direction such as how the establishments choose to provide lower cost medical marijuana to lower income residents.

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Chair Venden and Select Member Andrews expressed their preference that the Town Manager use his discretion in that area while Vice Chair Donegan felt that option 1 be required depending on the zone in town the establishment was located in.

**MOTION: Move that option 1 be required in Town center and otherwise, in other zones, the vendor may choose between option 1 and option 2.**

**Motion: Vice Chair Donegan                      Seconded: Select Member Anthony**

**3-2(ca, iv)-0 Motion approved**

**MOTION: Move that the Select Board vote to approve the Marijuana Host Agreement to form as revised by Town Counsel and to direct the Town Manager to enter into the agreement with the following organizations and any other marijuana establishment or medical marijuana treatment center.**

1. Curaleaf Massachusetts
2. Green Harbor Dispensary LLC
3. The Haven Center
4. Heal AU Inc.
5. Hennep Inc.
6. Verdant Medical Inc.

**Motion: Vice Chair Donegan**

**Seconded: Select Member King**

**5/0/0 Motion Approved**

**B. Joint Meeting - Directors of Pier Corporation – Reporting of operations and events of prior summer season**

Pier Corporation Member Carlos Verde, Pier Corporation Chair Regina Binder, and Harbor Master Rex McKinsey attended to present the report on their season. Ms. Binder thanked many people for their help this season including those who joined the board and the fishermen who rebuilt floating docks. She noted the good news on FEMA, discussed the wave attenuator, a dock allocation plan, adding a trap shed for local artists on the pier and that the Cape Cod School of art is back on the pier and offering classes. She reported on the financial status of the Pier Corporation including that they are building up their reserves and noted that the cruise ships have been a success and that they have updated their rate structure for cruise ships to create incentives for small boats. She noted their report is not complete but that they will have more information to complete their financial picture soon. Mr. McKinsey and Mr. Verde shared information about the success of the cruise ships and the type of passengers they are bringing to town. Further discussion covered the ferry business and talks to further increase the frequency of the ferries as well as potentially returning to a longer contract, concerns about necessary work on the pilings, mooring fees, and ways to communicate

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with local businesses when the cruise ships will be in town. Chair Venden requested the reports include more historical information such as year to year comparisons.

**MOTION: Move that the Select Board authorize the Town Manager to modify the MOU to reflect an October rather than a September meeting.**

**Motion: Vice Chair Donegan**

**Seconded: Select Member Anthony**

**5-0-0 Motion Approved**

**5. Appointments:**

**A. Licensing Board – Bernice Steisel**

Ms. Steisel stated she is retired and living here full time, has negotiation and listening skills, experience in finance, marketing and sales, and strives to balance the needs between community members and businesses. The Board thanked her for her willingness to serve on a board.

**MOTION: Move that the Select Board vote to approve the appointment of Bernice Steisel’s to the Licensing Board as an alternate member with a term to expire December 31, 2020.**

**Motion: Select Member King**

**Seconded: Select Member Anthony**

**5/0/0 Motion Approved.**

**B. Recreation Commission – Alternative – Brandon Quesnell**

Mr. Quesnell stated that he has been on the Planning Board for 6 years and has been on the Community Preservation Committee. He is now interested in the Alternate position on the Recreation Committee as he is interested in playgrounds and parks. The Board thanked him for his willingness to serve on boards.

**MOTION: Move that the Select Board vote to approve the appointment of Brandon Quesnell to the Recreation Commission as an alternate member with a term to expire December 31, 2021:**

**Motion: Select Member King**

**Seconded: Select Member Andrews**

**5/0/0 Motion Approved.**

**C. Cultural Council – William Burton**

Mr. Burton stated he moved here two months ago and worked in retail for many years and after retirement went back to school and got a master’s degree in history and moved to Philadelphia. He’s been involved in organizations using his history degree and wrote a book. He’s been involved in the arts in Pennsylvania and Boston and feels his skill set will mesh well with the Cultural Council. The Board shared experiences in Philadelphia and thanked Mr. Burton for his willingness to serve on a Board.

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**MOTION:** Move that the Select Board vote to approve the appointment of William Burton to the Cultural Council as a regular member with a term to expire December 31, 2018:

**Motion:** Select Member Andrews

**Seconded:** Select Member Anthony

**5/0/0 Motion Approved.**

**6. Town Manager / Assistant Town Manager - Votes may be taken on the following items:**

**A. Final Inter Municipal Agreement with Eastham, Wellfleet and Truro**

**MOTION:** Move that the Select Board approve the Inter- Municipal Agreement between the Towns of Eastham, Wellfleet, Truro and the Town of Provincetown.

**Motion:** Vice Chair Donegan

**Seconded:** Select Member Anthony

**5/0/0 Motion Approved.**

**B. Police Station Status Memorandum**

Town Manager Panagore summarized the information in the memo such as the reasons why the project is over budget, including cost increases and tariffs as well as the issues in the previous estimate, and efforts the Building Committee has made to find ways to lower costs. The Building Committee is requesting a joint meeting with the Select Board to discuss the information. Select Member Andrews noted an issue with the motion and what meeting this discussion would take place. The motion was changed to reflect that it would be at the Select Board meeting. Vice Chair Donegan requested to see the schematics.

**MOTION:** Move that the Select Board schedule a joint meeting with the Building Committee and design consultants at our November 13, 2018 regular meeting at 6:00 pm.

**Motion:** Select Member Andrews

**Seconded:** Select Member Anthony

**5/0/0 Motion Approved.**

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

Town Manager Panagore announced that the Provincetown Commons received a \$231,000 grant for the fit out of the facility and that Provincetown got the maximum grant and expressed his congratulations to all involved.

Mr. Panagore noted that the biweekly staff report is organized around goals and they have added objectives, then went on to update the board on improvements on the Town website, the visit by Camoin on strategic planning and an upcoming visit and the process going forward, and thanked Michelle Jarusiewicz for her hard work.

With the new project administrator in place Mr. Panagore noted the ability to get more timely and more detailed memos.

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Mr. Panagore discussed concerns about civic engagement and social media and the Office of Public Collaboration in UMass Boston and their proposal for a year long process to address the issues locally including individual interviews, a community wide survey, small group sessions and a week of community dialogues to provide forums for everyone from every perspective. The Board expressed concerns about the extent of the problem, ways to increase participation, the potential for the diversity of participants, the value of the process, concerns about neglecting other means of enhancing communication and civic engagement, and the benefits of have a third party mediate in the process.

Further discussion covered including some sort of document center on the updated website and the importance of search ability and that the Assistant Recreation Director Angelina Lemmie has left after being very popular and successful in the position and Mr. Panagore read comments written by Recreation Director Brandon Motta into the record.

**7. Requests - Votes may be taken on the following items:**

**A. Police Chief's quarterly report**

Chief Golden – went through the report which included information on calls for service, self-initiated field activity, enhanced bicycle and pedestrian safety through education and addressing violations, noting that those efforts on bicycle safety will continue. Chief Golden further discussed domestic violence awareness month and reported incidents in town and the outcome. Overall, he stated, numbers are pretty consistent compared to other years, arrests are down. Protective custodies down as well all months except May and June. Chief Golden presented statistics broken down by category.

Vice Chair Donegan expressed gratitude to Chief Golden for increasing training for behavioral health and gave an example he witnessed with a good outcome. Vice Chair Donegan also asked Chief Golden if people should call the police when witnessing drivers speeding and Chief Golden responded that it is a good idea for people to call the non-emergency number (508-487-1212) to get the information to patrol officers more quickly than dialing 911.

MOTION: Move that we take the agenda out of order and we move to do the proclamations and performances and the purchases for the land bank which are Agenda Items 7BCFK

**B. Boston Post Cane Proclamation – Friday, October 26, 2018 – Joseph Andrews Day**

Select Member Andrews read the proclamation into the record.

**MOTION: Move that the Select Board vote to approve the request of Director Chris Hottle, Council on Aging, to proclaim Friday, October 26, 2018 as Joseph Andrews Day, in celebration of Joseph Andrews, born on January 28, 1920, becoming the recipient of the “Boston Post Cane”, the oldest registered voter in Provincetown.**

**Motion: Vice Chair Donegan**

**Seconded: Select Member King**

**5/0/0 Motion Approved.**

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**C. Senior of the Year Proclamation - Thursday, November 1, 2018 – Hilde Oleson Day**  
Select Member Andrews read the proclamation into the record.

**MOTION: Move that the Select Board vote to proclaim Thursday, November 1, 2018, as Hilde Oleson Day.**

**Motion: Select Member Andrews**

**Seconded: Select Member Anthony**

**5/0/0 Motion Approved.**

**D. Planner Jeffery Ribeiro reporting on the C.C.C. Regional Policy Plan MOVED TO 10/25/18 MEETING**

**E. Planner Jeffery Ribeiro presenting on the Local Comprehensive Plan MOVED TO 10/25/18 MEETING**

**F. Environmental Planner & Conservation Agent Tim Famulare discussing offer to purchase Hall property.**

Environmental Planner & Conservation Agent Tim Famulare and Open Space Committee Chair Dennis Minsky presented information on the current status on the potential purchase of the Hall property. Discussion covered the proposed hours of the park, the role of the Recreation Commission, and how Land Bank funds work.

**G. Town Manager's Goals/Review Setting MOVED TO 10/25/18 MEETING**

**H. Emergency Preparedness Discussion: Storm Response MOVED TO 10/25/18 MEETING**

**I. Long Term Coastal Resilience Development MOVED TO 10/25/18 MEETING**

**J. Schedule round table for December 12, 2018 at 3 pm: discussion on Communication Process and Protocol. MOVED TO 10/25/18 MEETING**

**K. Charles Gilpin Movie Production: Reduction in Town Hall Fees for Movie Productions & Parking Restrictions for Movie Production.**

The Board discussed potential ways to appropriately lower the fees for use of Town Hall for a movie production and directed staff to investigate options for the Board to deliberate at their next meeting.

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**8. Minutes:**

**MOTION: Move that the Select Board approve the minutes of:**

**October 9, 2018 5:00 pm (Special) as printed.**

**October 9, 2018 6:00 pm (Regular) as printed.**

**Motion: Select Member Andrews**

**Seconded: Select Member Anthony**

**5-0-0 Motion approved**

**9. Closing Statements/Administrative:**

- Cheryl Andrews
- Robert Anthony
- Thomas Donegan
- Lise King
- Louise Venden

Without objection Chair Venden adjourned the meeting at 10:23 p.m.

Minutes transcribed by: Linda Fiorella

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