

Memo

To: Select Board
From: Alex B. Morse, Town Manager
Date: June 23, 2021
Re: Department Update Report for the June 28, 2021 Select Board Meeting

Administration

- Fire Department RFQ: The Fire Department Needs Assessment Review Committee has met twice to review the six proposals. Recommendation and the selection of a vendor is forthcoming.
- Police Station: The Building Committee met again last week to continue discussing plans for the development and construction of a new Police Station.
- Housing Project: The Town is hosting a site visit on June 24th for prospective developers interested in responding to our Request for Proposals to develop housing at 3 Jerome Smith Road (VFW site).
- Outer Cape Health: I visited and toured Outer Cape Health Services and met with CEO Patricia Nadle, Chief Medical Officer Dr. Jorgensen and Chief Development and Communications Officer, Kathleen Weiner.
- One Provincetown: I participated in a roundtable with Sharon Polli, Executive Director of the Fine Arts Work Center, and Aziz Isham, the new Executive Director of Twenty Summers, as part of "One Provincetown," bringing together over 19 nonprofit organizations along the Outer Cape that joined together last year to support one another through uncharted waters.

Building

- The Bradford Access Project (BAP): The project is still awaiting inspection by the State of MA. Elevator Inspectional Department. The test consists of communication, ability to move minimum weight requirements and emergency stopping. The local test was executed on June 23, 2021, at 1 PM. If the test is without deficiencies, the PMPM will be able to call the State Elevator Inspectional Services.
- Community Rating System: The annual Community Rating System (CRS) recertification has been reviewed and returned. We have received our official letter of having maintained a Grade 8 received in the last recertification cycle, which was also our 5-year recertification, completed last Spring. A press release will be issued by the Cape Cod Cooperative and Woods Hole Sea Grant within in the next two weeks.

Council on Aging/ Human Services

- Nutrition Programs: The Senior Center offers several food programs. Weekly senior lunches, available via pick up or delivery, are open to residents 60+ years of age. The on-site non-perishable pantry is open to all ages and can be accessed in-person during business hours or through delivery. A monthly mobile pantry called “Healthy Meals in Motion” is provided in partnership with the Family Pantry of Cape Cod to income-eligible residents 60+ and families with children. This choice pantry includes dairy products, meats, baked goods and fresh produce as well as non-perishables.
- Transportation: The Senior Center continues to provide door-to-door rides to medical appointments Cape-wide to residents 60+ years of age. In July, we will add regular trips to Hyannis and a weekly, local shuttle stopping at destinations throughout town.
- Veterans Agent: Veterans Agent Shawney Carroll has resumed in-person appointments at the Veterans Memorial Community Center. Appointments can be made by calling 508-778-8740.

Environment/Conservation

- Open Space and Recreation Plan: The Town is updating its Open Space and Recreation Plan. The new plan will reflect the Town's goals and vision for the next 7 years, and we need the public's input! In addition to a public workshop which was held on June 22nd in the Town Hall Auditorium. the Open Space Committee is requesting residents, business owners, and other stakeholders to take this survey: <https://www.surveymonkey.com/r/provincetownosrp>. Survey responses will help us decide how we prioritize open space preservation, how we manage our conservation areas and recreational facilities, and how can we improve access to them.

Harbormaster

- Speed Buoys: Six 5 MPH Speed Buoys have been deployed in strategic locations around the harbor.
- Pier Safety Staff: Andrew Chase was hired as a new seasonal pier safety staff person for weekends, mid-night to 8am.

Health

- COVID-19 / Public Health: As the Health Department transitions to its pre-pandemic duties, the best source of data on cases, vaccinations, and other pandemic-related variables are the **State's interactive data dashboard** (<https://www.mass.gov/info-details/covid-19-response-reporting#interactive-data-dashboard>-) and the **State's weekly municipal vaccination report** (<https://www.mass.gov/info-details/massachusetts-covid-19-vaccination-data-and-updates#weekly-covid-19-municipality-vaccination-data>-) which is updated on Thursdays. Our local COVID-19 email alert group is still available to

share any pressing local updates; the Health Department has discontinued weekly updates.

- To get tested, please call Outer Cape Health Services testing line at 508-905-2888.
- To get vaccinated, please call Outer Cape Health Services Provincetown Health Center at 508-487-9395.

- COVID-19 / Public Health: With Governor ending the State of Emergency on June 15, 2021, the state's Command Center has also closed. The state maintains its website at <https://www.mass.gov/covid-19-updates-and-information>, check there for pandemic news and updates.
- COVID-19 / Public Health: The state announced the Massachusetts VaxMillions Giveaway for residents who are fully vaccinated against COVID-19. Fully vaccinated residents 18 and older will have the opportunity to enter to win one of five \$1 million cash prizes. Fully vaccinated residents between 12-17 years of age may enter for the chance to win one of five \$300,000 scholarship grants. Eligible residents will be able to enter the drawing beginning July 1. Drawings will be held once a week for five weeks beginning the week of Monday, July 26 and continuing through the week ending Friday, August 27. For more info, visit <https://www.mass.gov/massachusetts-vaxmillions-giveaway>.
- Public Health: The partnership between the Provincetown Health Department and Red Cross is highlighted in the Red Cross blog post available here: <https://redcrossmablog.wordpress.com/2021/06/16/why-i-serve-steven-latas-nicks/?fbclid=IwAR2m3KpgqGbXPF5v2nyfJGJ5XP7zSVqcC4-741RjSCQPuuil8FKpuS0e2-M>.

Housing

- Rental Housing Waitlist: Community Housing Resource [CHR] is accepting pre-applications for a new combined waitlist for all existing CHR properties [seven properties in Provincetown, Truro and Wellfleet; this does not include non-CHR properties]. Pre-applications are due by August 16th to be followed by a lottery and new waitlist. This has been several years in the making; previously applicants had to submit separate applications for each property and each property maintained its own waitlist. Pre-existing waitlists have now expired, so people must re-apply to be part of this new waitlist.
- Ownership Units: 6 Sandy Hill Lane #11 continues to move towards closing in June; 36 Nelson Unit #3 [1 bedroom, 1 bath, \$178,500, as part of the inclusionary zoning development at 30 Shank Painter], lottery was held 5/17/21 with top pick moving to purchase and sale; anticipate one-bedroom unit at 30 Shank Painter Rd. to become available for outreach this summer.
- Harbor Hill continues at 100% full occupancy. Property Management continues to work on upgrades and Capital Improvement planning with the assistance of staff including the public works department. Challenges to repairs and landscaping are being experienced in conjunction with lack of staff for businesses in the region.

- VFW development: Select Board approved moving forward with RFP on 5/24/21, RFP was issued, site visit is scheduled for 6/24/21, with a due date for proposals of 7/29/21.
- Affordable Housing Annual Tax Exemption applications for properties that provide year-round rentals review completed.

Human Resources

- New Hire: Matthew Henderson, Town Hall Custodian
- Retirements: Frank Horner, Water Meter Reader/Repairer (6/30/2021); Jeffrey Cox, Sanitation Skilled Laborer (6/30/2021)
- Open Year-Round Positions: Currently the Town is seeking a Town Treasurer, an Administrative Assistant – Water Department, an EMS Coordinator, and On-Call Secretaries
- Open Seasonal Positions: Various Seasonal Positions for the 2021 Season: DPW Highway Dept. Laborer, DPW Transfer Station/Sanitation Laborer, DPW Barrels & Grounds Attendants, DPW Third Barrel Pickup Attendants, DPW Comfort Station Attendants, DPW Beautification Maintenance Staff, DPW Groundskeeper Maintenance Staff, DPW Floating Custodian, Parking Lot Booth Attendants, EMT, EMT-I and Paramedic, Community Ambassadors/Greeters, PPPC Deck Safety Crew Patrol Staff, PPPC Assistant Harbormasters, PPPC Night Watchperson-Deck Safety Crew Patrol, PPPC Operations Staff, PPPC Seasonal PT Administrative Assistant, Police Dept Community Service Officer.
- Applications and job descriptions for all positions can be found on the Town's website.

Library

- Library Open to the Public: Since June 1, the Library has been open to the public Monday-Friday 10am-4pm and Saturday 1pm-5pm and has welcomed an average of 300 people a day. Library staff continues to be available by phone and online during **all** regular library hours (7 days a week) to offer reader's advisory, assistance with electronic resources assistance, and help answering questions and finding answers. Wireless printing is also available. Streetside pick-up of circulating library materials continues. Items may be requested through clamsnet.org, by calling 487-7094, or emailing pplstreetside@gmail.com
- Free Wifi Hotspots to the People: The Library will receive 15 free hotspots through a program that MBLC (Massachusetts Board of Library Commissioners), using American Rescue Plan Act (ARPA) funds administered by the Institute of Museum and Library Services (IMLS), has created to help enable every member of a community to access to the internet.
- Save the Date for Book Festival: As Covid restrictions have been lifted in the Commonwealth, the Library is pleased to announce that the Provincetown Book Festival will be held in person on September 17, 18, and 19. A virtual component will also be offered.

Licensing

- Licenses: Compiled list of late renewals and am visiting locations.
- Licensing Board: Have an opening for a regular member.
- Covid-19: Responded to questions from local businesses on evolving regulations.

Marine and Emergency Management

- Mosquito Mitigation: The Cape Cod Mosquito Control Project has begun the seasonal treating of street drains in town and trapping insects to track EEE and WNV infections. They are also a resource for homeowners. See their website at ccmcp.net for more information. Given all the rain we have had, the best first step is to drain any standing water around your home. The larvae only need a week in a little standing water to become flying pests. Take care when using chemicals to control these pests; some products are also harmful to pollinators such as honeybees. We are expecting a third active year for mosquito-borne encephalitis.
- John H. Baldwin Shellfish Nursery: Shellfish Constable reports the nursery is up and running for the season to grow out Quahog seed. They are currently 2 mm. size and will need to grow larger than a dime to limit predation on the wild. The nursery is also available for the commercial growers. Please be aware that the red corner markers for the west end grants are in addition to the yellow individual grant markers and take care not to run through their gear.
- Beach access signs: Harbor Committee, with DPW's assistance have installed new beach access signs to replace the old town landing signs. They continue with the international symbols and have an added quick response (QR) code for more information.

MacMillan Pier

- Pier Traffic: The Pier is busy with activity, Excursion and sightseeing tours are up. Pedestrian traffic is high. Fishing vessels are busy.
- Ferry Service: Bay State Cruises and Boston Harbor City Cruises (BHCC) as well as the ferry out of Plymouth, Captain John's, are seeing increases in their passenger counts and are now all running full schedules.
- Pier Corporation: The PPC Board began holding their public meetings in person and live starting June 23rd in the Judge Welsh room from 5-7pm each 2nd and 4th Wednesday of each month. These meetings will attempt to be a Hybrid format with folks being able to dial in as well as participate in person and online through the Teams app.
- Commerce: Artist Trap Sheds are all open and seeing a lot of activity. Operating hours are 10am-7pm

Planning

- Local Comprehensive Planning Committee: Drafting goals with objectives and strategies for the housing section of the plan.
- Transportation: The Town Planner is coordinating with the MassDOT Safe Routes to School Program and the Cape Cod Commission to identify walking and cycling routes for students.
- Workforce Housing: The Barracks application to the Planning Board for Site Plan Review by Special Permit was approved at the June 10, 2021 meeting.
- Inclusionary Housing: The Town Planner is working with a committee focused on reviewing the Inclusionary and Incentive Zoning Bylaw to develop recommendations to improve/increase the number of affordable housing units.
- Inclusionary Housing: The Planning Board will hear an application for Site Plan Review by Special Permit for the development of seven residential units with one deed restricted affordable unit at 50 Nelson Avenue at its June 24, 2021 meeting.

Project Administration/Transportation

- Parking Enforcement: Enforcement is done through the Police Department. If you have an immediate problem such as a driveway being blocked or a concern which may require ticketing, please call the Police Department directly at 508-487-1212.
- Parking Lot Entry and Exit: If you have any problems with your permit or license plate being properly read at either of the parking lot entrance or exit gates, please contact Erin Ellis at eellis@provincetown-ma.gov, or at 508-487-7050.

Public Works

- Water Bottle Filling Station: Worthy of mention, the water bottle filling station at the lower level of Town Hall has become so popular that it has saved over 9000 plastic water bottles since its installation in 2017.
- Portable Restrooms: Along with many commodities affected by COVID-19, the portable toilet market has seen a drastic increase in costs for supplies. In previous years, Provincetown had spent roughly \$13,000 for annual portable restroom service. This year we are seeing costs upwards of \$70,000 for the same amenities.
- Spring Construction Projects: DPW is in the final two weeks of our Spring construction projects. Conwell Street improvements, Pilgrim's First Landing Park, Town Hall HVAC, and sewer connections will all be wrapping up by July 1. DPW Engineering will now shift to project planning for the Fall of 2021.

Recreation

- Adult Tennis and Pickle Ball Lessons: Beginner tennis and pickle ball lessons are available through the Recreation Department for adults on Thursdays in July and August. Come join and learn the fast-growing sport of pickle ball or learn how to play tennis with our volunteer instructor Sophie Amiach. Please visit our website for more information and to sign up for lessons: <https://www.provincetown-ma.gov/84/Recreation>

- Children’s Summer Program: The Summer Program will start June 28th and run through August 27th with the hours of Monday through Friday, 8am-4pm. Registration has closed, as we have reached our total capacity of 80 children this summer. In coordination with the School Department, we will be providing transportation to and from summer recreation for those who attend Provincetown schools. This is the first time that the summer program will provide transportation for families from their homes directly to our summer program. Thank you to the School Department for being able to provide such a great service and resource to our families.
- East End Waterfront Park Planning: The first community meeting was held on June 24th, 6 to 8pm, at the park located at 387 Commercial St. There was also a site visit on June 24th with the design firm. Weston & Sampson, from 3-5pm. This community meeting was the first event of the community planning process and there will be other opportunities to share your input. Please visit the parks website for the most current information: <https://www.provincetown-ma.gov/1386/East-End-Waterfront-Park-Planning>

Tourism

- Recent Earned Media Results: Press coverage generated as a direct result of the on-going press release campaign, media pitches and related connections in the travel and tourism industry:

Travel + Leisure Magazine, 8+ page feature in the June issue.

<https://www.travelandleisure.com/trip-ideas/beach-vacations/provincetown-massachusetts-summer-getaway-lgbtq-history>

ABC News

<https://abcnews.go.com/US/summer-tourist-towns-hope-recovery-crowds-return-covid/story?id=77714616>

The Boston Globe May 5th

<https://www.bostonglobe.com/2021/05/29/metro/vaccinated-summer-welcome-signs-relief-tip-cape-cod/>

Boston

Globe

June

2nd

<https://www.bostonglobe.com/2021/06/02/lifestyle/provincetown-queer-council-is-rolling-out-rainbow-carpet/?event=event12>

Condé Nast Traveler

<https://www.cntraveler.com/gallery/best-day-trips-from-boston>

Dallas Voice

<https://dallasvoice.com/travel-the-return-of-provincetown/>

Eater

<https://boston.eater.com/2021/5/27/22456429/bill-clark-dori-santos-memes-diner-provincetown-noreast-beer-garden-summer-2021-residency>

World Atlas

https://www.google.com/url?rct=j&sa=t&url=https://www.worldatlas.com/cities/provinceto_wn-massachusetts.html&ct=ga&cd=CAEYASoTODQwMzU3MTI0NDE,3ODI5ODA4OTIaNjIwMDE1OGUzZmRiM2I5YTpj206ZW46VVM&usg=AFQjCNF4IF_PltqED18RSXTI0GWSPXqvuw

- Mayflower Autonomous Ship (MAS): In commemoration of the Mayflower's 400 year anniversary IBM and Promare have designed a fully-autonomous artificial intelligence marine research vessel named MAS <https://mas400.com/>. The ship was scheduled to sail last fall and retrace the 1620 Mayflower voyage; it was finally able to leave England on June 15th and was scheduled to arrive in Provincetown on July 2nd, however, it needed to turn back to Plymouth England for minor repairs. MAS is traveling in the path of the Pilgrims and Provincetown will be the first official stop on the ships North American tour. Our historic port of call will mirror the first landing of the Pilgrims where, most notably, the Mayflower Compact was signed. Then it's onto Plymouth Harbor where MAS will join the Mayflower II, the 65-year-old reproduction of the original ship that brought the Pilgrims to the shores of historic Patuxet in 1620. After Plymouth, MAS will embark on trips to WDC, Boston, and Nova Scotia. More updates to follow on this momentous historic event.
- Implementing the Fiscal Year 2022 Marketing Strategy: We will continue to publish appealing stories and engage media to maintain the Provincetown ~~image~~ as a destination for arts, outdoor and marine activities, shopping, dining, outrageous entertainment, live performances, events, family fun and a premier LGBTQ+ capital. The assets will be updated with new photography for advertising and editorial, and a second video highlighting the fall and holiday period as a follow up to our first promotional video produced in FY 2021 featuring spring and summer. Our content will reach the target demographic with a heavy focus on digital media and public relations, and a strong halo including radio, print and outdoor opportunities.

Town Clerk

- Board Vacancies: There are 17 current vacancies and 21 seats whose appointments are expiring by the end of July 2021. A list of current board vacancies can be found at <https://www.provincetown-ma.gov/DocumentCenter/View/812/Board-Vacancy-Report-PDF>. Current board members who wish to be reappointed need to submit a new board application online to be considered for reappointment. Please fill out the simple application found here <https://provincetownma.viewpointcloud.com/categories/1074/record-types/1006552>.
- Services: The Office of the Town Clerk continues to offer our services online including vital record requests (birth/death/marriage certificates), business certificates, dog licenses, public record requests, board & committee applications, and shellfish licenses. The Office of the Town Clerk requires appointments to file marriage intentions.

- Cemetery: Did you know that the Provincetown webpage has an interactive cemetery map which is searchable by the name of the deceased and shows available plots for purchase?
<https://www.mapsonline.net/provincetownma/cemetery.html> Check it out. To purchase a cemetery plot please email ecatanese@provincetown-ma.gov with the lot number(s) you choose and be sure that you meet the residency requirements laid out by the Cemetery Commission.