



# Memo

To: Select Board

From: Alex B. Morse, Town Manager

Date: March 10, 2022

Re: Department Update Report for the March 14, 2022 Select Board Meeting

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## Administration

- Meetings: I had a meeting with the new Executive Director of the Center for Coastal Studies, Sarah Oktay, that included outgoing Executive Director Rich Delaney. I also met with Hadley Luddy, Executive Director of the Homeless Prevention Council.
- Grants: Staff met with representatives from MassDevelopment to discuss potential grants from the state under the "Community One Stop for Growth" program that includes fifteen different pots of grant money, with a deadline of June 3<sup>rd</sup> for project applications.
- Diversity, Equity and Inclusion Director: Conducted interviews with 8 finalists for the position.
- 3 Jerome Smith Road housing project: Staff met with The Community Builders to discuss follow up items brought up during the abutter's meeting and the general community meeting.
- Town Meeting: Staff continues to work on preparing for Town Meeting on April 4th, prepping presentations and working with various boards and commissions.
- USDA: Staff met with representatives with the USDA to discuss the Police Station project and the status of the federal budget. No grants have been committed to the project, but we need full funding for the project to be eligible for any potential grant or loan from the USDA. Staff will be preparing outreach to our congressional delegation to advocate for support for this project.

## Community Housing

- 3 Jerome Smith Housing Development: TCB kicked off their outreach and community engagement efforts for the housing development at 3 Jerome Smith [VFW site] beginning with a presentation to the Select Board at their meeting of 2/28/22, a remote meeting with abutters on 3/1/22, and a remote community meeting on 3/2/22 at 6 pm.

- Housing Trust: Year Round Market Rate Rental Housing Trust met on 3/1/22 in preparation for their annual public hearing on 3/8/22.
- ATM Prep: Prepping for Annual Town Meeting for both YRRT public hearing on 3/8/22 and for Community Housing Council meeting on 3/7/22.

### Council on Aging/ Human Services

- Alzheimer’s Family Support Center (AFSC): Beginning in April, AFSC will hold caregiver support groups twice/monthly at the Senior Center with a simultaneous activity group for people living with cognitive loss. All AFSC services and programs are free and confidential. Residents can call the Senior Center at 508-487-7080 for more info.
- Fuel Assistance: The Fuel Assistance Program runs through April 30 and provides low-income households with help paying home heating bills. The VMCC is one of three approved sites in Provincetown for Fuel Assistance applications. Residents of any age can contact the Senior Center for assistance.
- SNAP Kiosk: A self-service SNAP (Food Stamps) portable kiosk is available in the main office of the COA at the VMCC. This is part of a pilot program by the Massachusetts Department of Transitional Assistance intended to enhance rural residents’ ability to apply for benefits and check on their account information without having to travel to regional offices. It is available to all residents during business hours with no appointments required.

### Emergency Management

- Sheltering Volunteers: Red Cross will join us at Year Rounders Festival to promote a ‘boot-camp training’ for volunteers in April. This Provincetown effort is to test a retooled approach to address a County-wide lack of volunteers since the pandemic has limited participation for shelter and other volunteer needs.

### Environment/Conservation

- Conservation Commission: The Commission will be holding its public hearing on Town Meeting articles related to the natural environment on March 15<sup>th</sup> at 6:00 p.m., and the Open Space Committee will be holding its public hearing on the Town Meeting articles it is sponsoring on March 24<sup>th</sup> at 3:00 p.m.
- Regional Shoreline Management: The Outer Cape Health and Conservation Regionalization team, comprising staff from Provincetown, Truro, Wellfleet, and Eastham, has been working with the Center for Coastal Studies on the second phase of developing the Intermunicipal Shoreline Management Plan. The 2-year CZM grant that has funded this phase will be concluding in June, so the team is meeting this month with the Collins Center and the Urban Harbors Institute, both based at UMass Boston, to discuss opportunities and resources not only to advance our regional shoreline management goals, but also to explore other avenues for regionalization among the four towns.

### Harbormaster

- Harbor Regulation: The Harbor Committee held a public hearing and voted to forward to the Select Board for consideration: limiting the types of boat able to be stored on Provincetown Beaches.
- Rescues: Noah Santos, with Flyers Boatyard and Towboat US, has decided the liability is too high for him to commit his assets for use in rescuing persons from the rock jetty, thus lowering the Town's ability to respond.

## Health

- COVID-19 Testing: In a March 4, 2022 press release, the Baker-Polito Administration announced that due to significant decline in demand at state sponsored Stop the Spread testing sites and the wide availability of rapid antigen tests, the program will downsize that program effective April 1, 2022 ending the weekly Provincetown clinic. Eleven off-Cape Stop the Spread testing sites will remain open through May 15<sup>th</sup> selected based on demonstrated need, volume of daily testing, and "geographic equity". Provincetown will receive an allocation of rapid tests intended to bridge this transition.
- Rapid Tests: The Health Department continues to give out at-home antigen tests during business hours from the Department of Community Development front counter. Health and Emergency Management will staff an information table at the Year Rounders Festival on March 12<sup>th</sup> with rapid tests available to the public. If supplies last, the Health Agent will also request a table for the Annual Town Meeting, to dispense at-home rapid test kits to citizens.
- State and Local COVID-19 metrics: Massachusetts has continued to see positive trends in COVID-19 metrics. As of March 1, Massachusetts 7-day average of cases reported is down 96% from its peak in January of this year and overall positivity rate is less than 2%. Provincetown's positivity rate for the last two reporting periods has been <1% (2/6-2/19/22: 0.45%; 2/13-2/26/22: 0.51%) with zero cases in isolation reported by the Barnstable County Public Health Nurse for the weeks ending 2/25 and 3/4/22.

## Human Resources

- Open Year-Round Positions: Currently the Town is seeking a Town Hall Custodian, Fire Department Secretary/Paramedic, DEI Director, On-Call Secretaries and On-Call Telecommunicators.
- Open Seasonal Positions: Currently the Town is seeking Seasonal Police Community Service Officer, Seasonal Police Officers, Seasonal Highway Department Laborers, Seasonal Transfer Station/Sanitation Laborers, Seasonal Barrels and Grounds Attendants, Seasonal Third Barrel Pick Up Employees, Seasonal Comfort Station Attendants, Seasonal Fire House & Town Hall Public Restroom Attendants, Seasonal Beautification Maintenance Staff, Seasonal Groundskeeper Maintenance Staff, Seasonal Recreation Behavioral Aides, Seasonal Recreation Leaders, Parking Lot Attendants, Seasonal EMT, Seasonal Paramedic, Seasonal Assistant Harbormaster, Seasonal Pier Deck Safety Crew, Seasonal Pier Maintenance Technician, Seasonal Pier Night Watch/Deck Safety

Crew. Applications and job descriptions for all positions can be found on the Town's website.

### Library

- Moby-Dick Marathon: After two years of presenting virtual Moby-Dick Marathons we will return to the traditional in-person marathon on April 29, 30 and May 1 this year. Contact [btaylor@clamsnet.org](mailto:btaylor@clamsnet.org) to sign-up to be a reader.
- Upcoming Program: Conversation on Provincetown Aquaculture, Oysters, and Art: With Thor Johnson (artist, marine biologist, and Provincetown resident), Abigail Archer (marine specialist with Barnstable County's Cape Cod Cooperative Extension), and Kalliope and Michael Chute (shellfish farmers) on Thursday, March 31, 2022 from 4:00pm-5:30pm via Zoom. Contact [araff@clamsnet.org](mailto:araff@clamsnet.org) to register.
- Staying Connected with the Library: The Library is open seven days a week. Masks are "strongly recommended." Follow the Library on social media, sign-up for the eNewsletter, and go to [provincetownlibrary.or](http://provincetownlibrary.or) to stay up-to-date on what is happening at the Library.

### MacMillan Pier

- Fender Pile and Infrastructure Project: The Town received Bids on Feb 17<sup>th</sup>. Contractor bids have been qualified and we are ready to award and have the contract signed. If all goes well and materials are available this project should kick off in April.
- Renewals: Floating dock and fixed finger annual slip renewal applications went out a couple weeks ago and are being processed for this season's fishing fleet.
- Fishing: Transient fishing vessels will continue to come to Provincetown harbor through the shoulder season to access the amenities MacMillan Pier has to offer with regards to product offloading and safe harbor dockage.
- Operations: The office remains open 7 days a week from 8am to 4pm and additional hours as needed to support the needs of the tenants and transients of the Pier. Emergency "on call" numbers are posted and the pier is monitored off hours.

### Parking

- Camper/RV Permit Lottery: The annual camper/ RV permit lottery is now live on the town's website from 3/4/22 to 3/30/22 with the drawing of lots to be done on 3/31/22

### Planning

- Planning Board: The Planning Board will hold a public hearing on March 24, 2022 to review zoning amendment warrant articles submitted for the Annual Town Meeting.
- Inclusionary and Affordable Housing: The Planning Board approved an application for 50 Nelson Avenue on February 24, 2022 that includes an affordable one-bedroom unit.

- Local Comprehensive Planning Committee: The Committee is compiling the final draft plan. All components are available for review and comment on the LCP Committee's website: <https://www.provincetown-ma.gov/1001/Local-Comprehensive-Plan-Update>

### Public Works

- Sewer Update: Following up on a joint meeting discussion with the Select Board, Water & Sewer Board and the Board of Health, the administrative staff at DPW will be working on sewer planning with anticipation of applying for a SRF grant in August. The grant application, at a minimum, would include a pump station for the VFW housing project but may also include an extensive upgrade to the collection and treatment systems.
- Town Meeting: Preparations are underway including obtaining board recommendations for warrant articles, attendance of Town forum, finalizing supporting material and preparation of the auditorium.
- Painting Town Library: Preparations have been made to begin soliciting bids to paint the exterior of the Town Library. It is our anticipation to begin the projects this Spring with the assumption that we can get a vendor under contract.

### Tourism

- Fiscal Year 2023 Strategic Plan: We are drafting the strategic plan for the new fiscal year. An important part of the focus in FY'23 is to identify new opportunities to reach both prospective and return visitors. Also included is new research and visitor surveying to provide insight on current visitor demographics as well as intel to maximize efforts. The strategy will be finalized over the next three months in preparation for the new fiscal year.
- Calendar Year 2021: We are recapping calendar year 2021 advertising and economic insights to share with stakeholders to provide information and statistics to help them plan for the future. This information will also help the VSB and Tourism Department craft the future marketing efforts.
- PRIDE Radio: The six-week contest for a trip for two to Provincetown ended on Monday, February 28, 2022 and we learned the results are the most entries PRIDE Radio has ever received for a contest with a total of 1,588 entries. This tells us the listeners across the country are interested in visiting here and there is an appetite for long haul travel. The national *Take PRIDE In Where You Travel* campaign with iHeart's PRIDE Radio began on January 3, 2022 and will run through April 2, 2022.
- Social Media: Instagram was a focus in the month of February. During February we reached 27.5% more accounts than the prior month with engagement of 621 users. Our objective is to reach 10,000 Instagram followers to further leverage the @ptowntourism account. At the end of February our followers are 9,436 a .2% increase.

### Town Clerk

- If you would like to vote at the Annual Town Meeting to be held on April 4, 2022 you must be a registered Provincetown voter. The deadline to register to vote is March 15th and the Office of the Town Clerk will be open from 8am to 8pm on March 15<sup>th</sup> for voter registration.
- The last day to obtain nomination papers for the Annual Town Election is March 18<sup>th</sup>. The following seats are up for election: 2 Select Board seats (3 year terms), 1 Board of Library Trustees seat (3 year term), 1 Charter Compliance Commission seat (3 year term), 1 Charter Compliance Commission seat (1 year term), 2 School Committee seats (3 year terms). The Annual Town Election is scheduled for May 10, 2022.
- Board Vacancies: There are numerous board vacancies which can be viewed online at <https://www.provincetown-ma.gov/DocumentCenter/View/812/Board-Vacancy-Report-PDF> . Submit a board application online to be considered. Please fill out the simple application found here <https://provincetownma.viewpointcloud.com/categories/1074/record-types/1006552>.