

# Provincetown

## 2012 ANNUAL TOWN REPORT



## In Memory of

**Jeanne Busa**

Town Hall Secretary  
Charter Review Committee  
Council on Aging Bd of Directors  
Police Needs Study Committee

**Leona P. Chapman**

Council on Aging Employee  
Recreation Commission

**Marjorie Couper**

School Teacher

**Jane Crave**

Cape End Manor Nurse

**Marilyn Downey**

Beautification Committee  
Bicentennial Committee  
Cape End Manor Bd of Directors  
Capital Improvement Committee  
Community Relations Committee  
Town Manager Search Committee

**Wendy H. Everett**

Art Commission  
Beautification Committee  
John Van Arsdale Memorial Com.  
Zoning Board of Appeals

**Roslyn Garfield**

Town Moderator  
Cape Cod Commission Rep.  
Heritage Museum Bd of Trustees  
John Anderson Francis  
Scholarship Committee  
Personnel Board  
Planning Board  
Police Needs Study Committee

**Duane M. Gregory**

Board of Health

**Robert Hendrickson**

Finance Committee

**Clarence C. Kacergis**

Selectman

**Theodore L. LaFalce**

Parking Dept. Seasonal Employee

**Mary R. O'Donnell**

2006 Senior Citizen of the Year

**James F. Parker**

Library Aide

**Stanley W. Potts**

School Teacher

**Arthur C. Reis, Sr.**

Public Works Employee  
Wharf Advisory Committee

**John M. Reis**

Board of Assessors  
Assistant Harbormaster  
Board of Fire Engineers

**Ann Souza**

Parking Dept. Seasonal Employee

**Sandra M. Turner**

Public Works Deputy Director  
Public Works Secretary/Bookkeeper  
201 Facility Plan  
Citizens Advisory Group



**ANNUAL TOWN REPORT  
YEAR 2012  
TOWN OF PROVINCETOWN**

PROVINCETOWN, MASSACHUSETTS

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Annual Reports of the Officers of the Town of Provincetown,  
Massachusetts for the year ending December 31, 2012.  
Financial Reports for the fiscal year ending June 30, 2012.

**Cover:** Aerial view over Provincetown Harbor taken by local photographer, Nancy Bloom, during the Great Provincetown Schooner Regatta. Special thanks to pilot Roger Putnam of Race Point Aviation.

**Photo Credits:**

Vince Guadazno: page 9

David Dunlap: page 13

**Acknowledgements:**

Thanks to the Town Boards and Departments for submitting reports for inclusion in this year's Annual Town Report. Thanks as well to Edward Terrill for help with layout and design.

Compiled and Edited by  
Doug Johnstone, Town Clerk  
[www.provincetown-ma.gov](http://www.provincetown-ma.gov)



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## Directory of Town Officials

### Elected Officials

*Elected by Voters*

<b>Town Moderator</b>	
Mary-Jo Avellar	5/15
<b>Board of Selectmen</b>	
Austin Knight, Chair	5/13
Erik Yingling	5/15
Elaine Anderson	5/14
David McChesney	5/14
Francis J. Santos	5/13
<b>Board of Library Trustees</b>	
Evelyn Kratz	5/15
Donna Vaillancourt	5/15
Edward Mick Rudd	5/14
Louise Venden	5/14
Patricia Greene	5/13
<b>Charter Enforcement Commission</b>	
Astrid Berg	5/15
Julia Perry	5/15
Geraldine Anathan	5/14
Tina Trudel	5/14
Sheila McGuinness	5/13
<b>Housing Authority</b>	
Kristin Hatch	5/17
Cheryl L. Andrews	5/15
Molly Perdue	5/14
Diana Fabbri	5/13
Nancy Jacobsen (State Appointed)	7/11
<b>School Committee</b>	
Cass Benson	5/15
Shannon Patrick	5/15
Jamie Kryszkiewicz	5/14
Kerry Adams	5/13
Loretta Stewart	5/13

### Appointed Officials

*Appointed by the Board of Selectmen*

<b>Town Manager</b>	
Sharon Lynn	
<b>Secretary to Bd of Selectmen</b>	
Vernon Porter	

### Appointed Officials

*Appointed by the Town Manager*

<b>Assistant Town Manager</b>	
David Gardner	
<b>Grant Administrator</b>	
Michelle Jarusiewicz	
<b>Information Systems Director</b>	
Beau Jackett	
<b>Tourism Director</b>	
Robert Sanborn (Resigned)	
Anthony Fuccillo	
<b>Town Clerk</b>	
Douglas Johnstone	
<b>Town Counsel</b>	
Kopelman & Paige, P.C	
<b>Town Mgr. Sec./Emp. Benefits Mgr.</b>	
Pamela Hudson	
<b>Community Development</b>	
<b>Building Commissioner</b>	
Russell Braun	
<b>Health &amp; Environmental Affairs Mgr.</b>	
Brian Carlson	
<b>Licensing Agent</b>	
Darlene Van Alstyne (Resigned)	
Aaron Hobart	

**Permit Coordinator**

Maxine Notaro

**Appointed Town Boards***As of January 14, 2013**Appointed by the Board of Selectmen***Public Health & Safety Officer**

Morgan Clark

**Human Services****Council on Aging/Public Health Dir.**

Christeny Hottle

**Library Director**

Cheryl Napsha

**Recreation Director**

Brandon Motta

**Municipal Finance****Municipal Finance Dir./Town Acct.**

Daniel Hoort

**Treasurer**

Linda O'Brien

**Collector**

Barry Stephen

**Principial Assessor**

Paul Gavin

**Public Safety****Chief of Police**

Jeff Jaran

**Police Lieutenant**

James Golden

**Harbormaster/Pier Manager**

Rex McKinsey

**Shellfish Constable**

Tony Jackett

**Public Works****Director of Public Works**

David Guertin

**DPW Deputy Director**

Sandra Turner (Deceased)

Richard Waldo

**Airport Commission**

Heath Gatlin 12/14

Michael Valenti 12/14

Jeff Jaran 12/13

Paul Gavin 12/12

Vacant 12/15

Victor Seltsam, Alt. 12/14

**Animal Welfare Committee**

Barbara Murphy 6/15

Sherry Brec 6/14

Carol MacDonald 6/14

Candace Nagle 6/13

Vacant 6/13

Vacant, Alt. 6/15

**Art Commission**

James Bakker 12/14

Peter Petas 12/14

Stephen Borkowski 12/13

Georgia Coxe 12/13

Erna Partoll 12/13

John Dowd, Alt. 12/13

**Board of Assessors**

Gregory Muse 12/15

Leslie Parsons 12/15

Patricia DeLuca 12/13

Robert Sanborn 12/13

Paul Gavin Indefinite

Vacant, Alt. 12/15

**Beautification Committee**

Vincent Beglia 12/15

Bill Docker 12/14

Barbara Rushmore 12/14

Ross Sormani 12/14

Dorothy Freitas 12/13

Elizabeth Patrick, Alt. 12/15

**Bicycle Committee**

Roger Chauvette	12/15
William Meadows	12/14
Michael Peregon	12/14
Jeffrey Epstein	12/13
Candace Nagle	12/13
Mary Ann Powers, Alt.	12/15

**Building Committee**

Donald Murphy	12/15
Brian Shea	12/15
Thomas Coen	12/14
Leif Hamnquist	12/14
Richard Murray	12/13
Sheila McGuinness, Alt.	12/15

**Cape Cod National Seashore****General Management Plan Implementation Advisory Committee**

Susan Avellar	6/15
Carole Carlson	6/15
Paul Tasha	6/14
Kerry L. Adams	6/13
Priscilla Jackett	6/13
Vacant Alt.	6/13

**Community Housing Council**

Michael Forde	6/15
Kristin Hatch	6/15
Ann Maguire	6/15
Joe Carleo	6/14
Vacant	6/13
Vacant, Alt.	6/14

**Community Preservation Comm.**

Judith Cicero	6/13
Susan Cook	6/13
Eric Dray	6/13
James Hall	6/13
Nancy Jacobsen	6/13
Ann Maguire	6/13
Stephen Milkowicz	6/13
Dorothy Palanza	6/13
Barbara Prato	6/13

**Council on Aging**

Christine Asselin	12/14
David Ketchum	12/13
David Lynch	12/13
Charlene Priolo	12/13
Vacant	12/14
Gladys Johnstone, Alt.	12/15

**Cultural Council**

Francine D'Olimpio	12/15
Grace Ryder-O'Malley	12/15
Tina Trudel	12/15
Brian O'Malley	12/14
Judith Cicero	12/13
Cherie Mittenthal	12/13
Robert Speiser	12/13
Vacant	12/14

**Harbor Committee**

Christopher Brooke	6/15
Melville Cote	6/15
Susan Avellar	6/14
Gerard Irmer	6/14
Philip Scholl	6/14
Carla Anderson, Alt.	6/15

**Board of Health**

Laurie Delmolino	12/15
Ken Janson	12/14
Mark Phillips	12/14
Elizabeth Williams	12/13
Vacant	12/13
Paige Mansfield, Alt.	12/15

**Historic District Commission**

Marcene Marcoux	12/15
David McGlothlin	12/15
Polly Burnell	12/14
John Dowd	12/14
Ryan Landry	6/13
Thomas Biggert, Alt.	12/15
Lance Hatch, Alt.	12/14

**Human Services Committee**

Teri Nezbeth	6/15
Gabriella Villegas	6/15
Kristin Hatch	6/14
Sarah Bailey	6/13
Cynthia Franco	6/13
Karen Kelly	6/13
Vacant	6/14



**John Anderson Francis Family  
Scholarship Committee**

Olympia Ciliberto	12/15
Bill Schneider	12/15
Mary Ann Cabral	12/13
Eleanora Irving	12/13
Vacant	12/13
Vacant, Alt.	12/13

**Licensing Board**

AJ Petras	12/15
Rebecca Matarazzi	12/14
Dallas Sowers	12/14
Kristin Hatch	12/13
Frank Thompson	12/13
George Stephen Young, Alt.	12/14
Vacant, Alt.	12/14

**Open Space Committee**

Henry Janowsky	6/15
Stephen Milkewicz	6/14
David Hale	6/13
Dennis Minsky	6/13
Vacant	6/13
Vacant, Alt.	6/14

**Planning Board**

John Golden	12/15
Dorothy Palanza	12/14
Marianne Clements	12/13
Mark Weinress	12/13
Vacant	12/15
Vacant, Alt.	12/15

**Provincetown Public Pier Corp.**

Regina Binder	7/17
LeRoy Fraser	7/16
Carlos Verde	7/15
Richard Wood	7/14
Lee Ash	7/13

**Recreation Commission**

Carrie Notaro	12/15
Treg Kaeselau	12/14
Susan Cook	12/13
Timothy Downey	12/13
Vacant	12/13
Vacant, Alt.	12/15

**Recycling & Renewable Energy  
Committee**

Carla Anderson	12/15
Elise Cozzi	12/15
Lydia Hamnquist	12/14
Laura Ludwig	12/13
Vacant	12/15
Vacant, Alt.	12/14
Vacant, Alt.	12/13

**Board of Registrars of Voters**

Olive Ahmuty	12/14
Bob McCandless	12/13
Vacant	12/15
Doug Johnstone	Indefinite

**Shellfish Committee**

Paul Tasha	12/15
Alex Brown	6/13
John Baldwin	12/13
Melville Cote	12/13
Richard Macara	12/13
Nancyann Meads, Alt.	12/13

**Visitor Services Board**

Mick Rudd	6/15
Richard Murray	6/14
Michael Peregon	6/14
Rita Schwartz	6/14
Jim Bakker	6/13
Lynn Mogell	6/13
Marian Peck	6/13

**Water & Sewer Board**

Mark Collins	12/15
Shannon Corea	6/15
Kathleen Meads	12/15
Sacha Richter	12/15
Jonathan Sinaiko	12/15
George Haunstrup	12/14
Kevin Kuechler	6/14
William Worthington	6/13
Vacant Alt.	12/13

**Zoning Board of Appeals**

David Nicolau	12/15
Tom Roberts	12/15
Robert Littlefield	12/14
Amy Germain	12/13
Vacant	12/15
Harriet Gordon, Alt.	12/14
Leif Hamnquist, Alt.	12/14
Joseph Vasta, Alt.	12/13
Two Vacant Alt.	12/15

**Historical Commission**

Stephen Milkewicz	12/15
Charlene Priolo	12/15
Stephen Borkowski	12/14
Polly Burnell	12/14
Eric Dray	12/14
Deborah Minsky, Alt.	12/15
Susan Avellar, Alt.	12/14

**Appointed Town Boards***As of January 14, 2013**Appointed by the Town Manager***Cemetery Commission**

Charles Westcott	12/15
Richard Olson	12/15
Mark Collins	12/14
James Cox	12/13
Vacant	12/15
Gregory Howe, Alt.	12/13

**Conservation Commission**

David Hale	12/15
Lynne Martin	12/14
Dennis Minsky	12/14
Barbara Prato	12/14
Vacant	12/15
Mark Irving, Alt.	12/14
Vacant, Alt.	12/13

**Disability Commission**

Michelle DeMarco	12/15
Michelle Foley	12/15
Jo Ann DiOrio	12/14
Linda Loren	12/14
Herbert Hintze	12/14
Vernon Porter	12/13
Nancy Swanson	12/13

**Board of Fire Engineers**


Warren Alexander	12/13
Gerard Menangas	12/13
James Roderick	12/13
Michael Trovato	12/13
Ronald White	12/13
Russell Zawaduk	12/13
Vacant	12/13

**Appointed Town Boards***As of January 14, 2013**Appointed by Town Moderator***Finance Committee**

Catherine Russo	4/15
Duane Steele	4/15
Clarence Walker	4/15
Michael Canizales	4/14
Douglas Cliggott	4/14
Gordon Siegel	4/14
Tom Donegan	4/13
J. Timothy Grobleski	4/13
Vacant	4/13
Vacant, Alt.	4/15
Vacant, Alt.	4/15

**Personnel Board**

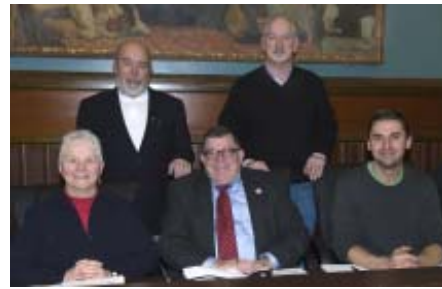
Christie Hardwick	12/15
Tina Trudel	12/15
Andrew Aull	12/14
Jane Harper	12/13
Lisa Westervelt	12/13
Vacant, Alt.	12/15



## Board of Selectmen & Town Manager

### Board of Selectmen

The Board of Selectmen is pleased to present to you the goals and achievements for 2012. The Town Manager, the Finance Director, the Town Treasurer, the Principal Assessor, the Town Collector, along with all employees involved in fiscal responsibility and management of their departments, continue to contribute significantly in taking strides to comply with the Massachusetts Department of Revenue recommendations noted in their report to the Board of Selectmen in April 2008. Efforts to further improve all financial processes remain a priority while maintaining strong communication and accountability. Many recommendations have been



*Board of Selectmen (l to r.) Elaine J. Anderson; F. John Santos; Austin Knight, Chair; David J. McChesney; Erik Yingling*

cleaned up and more will be forthcoming. Timely reporting requirements have been met for the first time in many years. In 2012 we are now off the watch list of the Department of Revenue. A five-year fiscal policy plan and a five-year capital improvement plan are essential tools needed for future forecasting and planning. The importance of these financial planning tools will enable the Board of Selectmen, the Finance Committee, the Town Manager and staff to communicate the financial needs of the Town throughout the budget process in the fall and winter months.

**Town Facilities Action Plan/Police Station Relocation:** It is important to remind all citizens of Provincetown that maintaining historic buildings is paramount to providing much needed services to all who live here and all who visit here in addition to maximizing town employee productivity. The Town wide building assessment provides a clear focus to maximize use of other town-owned buildings, including the public schools. Continuing with the strategic plan approved by voters to vacate and sell the Grace Gouveia Building and the Community Center will provide additional resources for maintenance of other buildings and a capital investment to provide for the design and construction of a new police station/highway maintenance facility. With work at the Veteran's Memorial Community Center (VMCC) soon to be completed, we will be moving the Recreation Department and the Council on Aging to the VMCC and also provide temporary

space for the Department of Public Works. The sale of the Grace Gouveia building and the Community Center, as discussed in the Town Meeting of April 2012, will reduce the cost of a new public safety facility. The Building Committee has been tasked with bringing recommendations of the needs and requirements of a new public safety facility to the Selectmen for their consideration.

**Paving of Commercial Street:** On April 4, 2012 Public Works Deputy Director Sandy Turner passed away, leaving our town with great sadness. Her ability and her vision moved Provincetown forward on many projects from start to completion. It's fitting to say that without Sandy's help, the paving on Commercial Street may not have begun. We now find ourselves with this project over 50% complete, with final work to finish on Commercial Street in May of 2013. Richard Waldo has picked up the torch from Sandy, and we are now planning a complete street paving program in the Town of Provincetown. We will bring paving and street repairs to the Town voters each year and continue searching for grants and possible available funding sources to reduce these cost to the Provincetown taxpayers.

**Affordable Housing:** On October 3, 2012, a ribbon cutting ceremony was held at 90 Shank Painter Road with all the stakeholders who made this project possible. Both 90 and 83 Shank Painter Road projects are 100% occupied. We continue to look for both public and private affordable housing to reach our goal of 10% of affordable housing in the Town of Provincetown.

**Water Management Plan:** The North Union Field construction is well on its way in providing us with a redundant water supply as mandated by DEP, and we are continuing with the leak monitoring program to again bring us to our goal of achieving 10% or less of unaccounted for water. We seek to improve water quality by initiating the construction of a water treatment plant at the Knowles Crossing well field. This plant will remove iron and manganese from the raw water, which has progressively impaired water quality over the last several years.

**Wastewater:** We continue the construction of Phase 3a and 3b collection system expansion of the sewer system by utilizing the USDA Rural Development grant of \$9 million supplemented by \$8.7 million in new betterments and to finalize the approved plant expansion to 750,000 gallons per day as permitted by DEP. We also continue to undertake facilities planning that recognizes there is a finite capacity and incorporate policy decisions that address future connections and extensions as well as the need to reserve system capacity for Economic Development Permits, the potential for important public service uses as in Maushope housing, Outer Cape Health, affordable housing and gallons to be allocated under Growth Management.

**Storm Drain Repairs/Storm Water Run-Off/Harbor and Beach Management**

**Plan:** The harbor side drainage assessment was completed in 2003 reflecting that the Town has 25 outfall pipes that directly discharge into the harbor. Six of these outfalls have been replaced and reconstructed with an additional four to be remediated with the reconstruction of Commercial Street. Special consideration should be paid to identifying solutions or alternatives to the West Ryder Street Outfall pipe. We will continue the pursuit of grants and other funding mechanisms in order to continue the process of completing this important drain rehabilitation project each year and address all areas relating to storm water run-off by supporting studies to effectuate healthy environmental habitats for animals and vegetation. Efforts to create a comprehensive beach management plan and address beach nourishment with the Harbor Committee and the Conservation Commission remains a goal.

**Solid Waste and Renewable Energy:** We are currently under negotiations for a new solid waste contract. We encourage and support the Recycling and Renewable Energy Committee in their pursuit for sources of alternative energy and grant funding while meeting with this group more frequently to determine which Town buildings are suitable for solar or wind generators as a long-term energy savings goal. We continue to work with state leaders, regional groups and the Cape Cod National Seashore in the siting and acquisition of alternative energy sources in the form of wind turbine or a land-based solar facility, and we continue to promote solid waste production and management solutions to develop a program to reduce costs and achieve a practical approach to the transportation of waste from the Town's facility. On May 23, 2012, we received a check from the Commonwealth for \$143,000 because of our designation as a Green Community.

**Economic Development and Tourism:** In August of 2012, our State Representative Sarah Peake, Chairman of the Joint Committee on Tourism, Arts and Cultural Development brought Governor Duval Patrick to Provincetown. The meeting consisted of business owners and arts and cultural leaders in the town to discuss present and future needs, and the Town presented the Governor with a key to the Town and thanked him for his continued support of Provincetown and its citizens. The Board of Selectman officially recognizes that tourism is the Town's primary economic engine and continue to work in conjunction with the Visitor Services Board to improve and enhance the infrastructure needed to support this economy. Included in this effort will be continuing support of any legislative efforts to augment the tourism fund by way of extending room tax to include short-term rentals. Continued efforts on goals in this area also include:

- Working on initiatives and incentives that keep businesses in town in addition to attracting new businesses including accommodations, dining and retail establishments;

- Working with the Department of Community Development to create a more effective and efficient environment for regulatory transactions between businesses and the Town;
- Pursuing a Town-wide Bicycle Master Plan to make Provincetown a bicycle-friendly destination through a public awareness and safety campaign and the implementation of bicycle improvements and amenities throughout town;
- Working with the Cape Cod Commission traffic engineers to review the completed traffic study analysis on Shank Painter Road, a highly congested two lane road impacted by business, commercial/retail property, existing residential properties and projected increased traffic from build out of a 50-unit affordable rental community;
- Investigating solutions and options for varying traffic patterns or traffic control devices at the intersection of Shank Painter Road and Route 6, as well as the intersection of Shank Painter Road and Bradford Street;
- Focusing on completion of construction for Cape-wide Internet access (Open Cape);
- Developing a plan to promote programs in Provincetown that support the diverse maritime events & activities of the Cape Cod Maritime Days schedule held in May and June, 2013;
- Exploring the addition of floats to accommodate larger ships;
- Fostering and supporting initiatives that encourage a year-round economy and promotes ecotourism as an alternative venue for visitors.

**Cape Cod National Seashore (CCNS):** We continue to work and support efforts of CCNS to improve highway access, directional signage and other vehicular traffic related issues affecting citizens and visitors to Provincetown. The Board of Selectmen support and respect the efforts of the Dune Shack dwellers of the Peaked Hill Bars Historic District to validate their plea for recognition as a traditional, historic and cultural community and continue a dialog with CCNS to maintain the unobstructed use and views of Herring Cove. We also continue to partner with CCNS to develop and expand bicycle lanes, trails and connections between the Seashore and Town and seek to enhance this partnership on matters of mutual interest.

It is with great pride that on August 26, 2012, Vice-President Joe Biden and his wife Dr. Jill Biden made a visit to Provincetown, and we were honored to present him a key to the Town. On September 3, 2012, we had the distinct honor of presenting Bobby Wetherbee with a key to Provincetown for the start of his 50<sup>th</sup> year of entertaining both residents and visitors alike, and we made him an unofficial ambassador of entertainment to the Town of Provincetown. On December 4, 2012, the Town was pleased to receive a check in the amount of \$400,000.00 from the Commonwealth to assist in the purchase of a conservation restriction for the Dune's Edge Campground.

**Special Thanks:** I want to take this opportunity to give special thanks to all the volunteers who make Provincetown a special community and to all the Board members who serve thousands of hours a year to keep the work of Town Government moving forward. Also, with gratitude and thanks, we salute our Town Manager, Sharon Lynn and Assistant Town Manager, David Gardner; our secretaries, Vernon Porter and Pam Hudson; and all our Town employees for their dedicated service to our town. Additionally, we give thanks to David Bedard for his service as a Selectman at the beginning of 2012 and in May, 2012, we welcomed Erik Yingling to the Board of Selectmen.

In 2012, the Board of Selectmen held 63 meetings. Board attendance was as follows: Austin Knight, 63; Elaine J. Anderson, 61; John Francis Santos, 53; David J. McChesney, 59; and Erik Yingling, 28. It has been an honor and privilege to serve the Town of Provincetown.

*Respectfully submitted,*

**Austin Knight**

Chair

## Town Manager

I am pleased to submit the Town Manager's annual report for 2012 and to provide to you the following information regarding the status of some of the projects in Town as well as a brief overview of specific matters pertaining to the government.



*Town Manager  
Sharon Lynn*

**Fiscal Management:** A key role for any Manager's success is to provide a stable economic environment in which citizens and businesses can plan for the future, and growth and employment can prosper. Openness and predictability about policy is an indispensable ingredient in this. Of primary importance is the continuing goal to provide transparency of all substantive activities relating to the finances of the town. The budget process is one

of the most important and time-consuming activities of government, so getting it right is critical to success. The Finance Director and I play a vital role in the budget process since we are expected to be responsible financial stewards of the public's funds. I'm happy to report we are carrying out our duties effectively as the budget document serves policy decisions made as well as addressing financial, operational, and communication decisions necessary throughout the year. The Finance Director and his staff have continued to take tremendous proactive steps in turning the tide away from inefficient practices of the past. Much has been accomplished and I am once again proud we have met the goal

of proper accountability to the Department of Revenue while making government operations more open, honest, efficient and transparent.

Helping to monitor the overall financial picture of the Town into the foreseeable future is a five year fiscal policy plan and newly improved capital improvement plan which is used to guide the Selectmen and the Finance Committee through challenging times. These are vital tools that will be used in future decision making for all departmental functions. The current fiscal year's budget cycle appears sound and maintains the fiscal responsiveness necessary to run the day-to-day operations of the Town without too much concern for unexpected obstacles. In fact, the tax rate increase for the current fiscal year 2013 was limited to 1.94%, which is less than the amount permitted under Proposition 2 ½. For Provincetown citizens, this means that the Town will actually be raising less money in taxes than was allowed by the tenets of Proposition 2 ½. Parking revenue again held steady and the placement of two new pay stations continued to astound us with positive revenue stream increases. Room Occupancy Tax and the Meals Tax remained strong with first and second quarter receipts yielding an increase of 6% and 10.8% respectively.

As of this writing the fiscal year budget for 2014 is being reviewed by the Board of Selectmen and the Finance Committee. The upcoming budget was crafted and presented to the Selectmen with the leanest fine-tuning from each department head who once again are being asked to do more with fewer resources. Some positions that have been vacated are not being filled and any new positions needed are scrutinized carefully before adding personnel. Where necessary, positions are being consolidated and efficiencies in operational expenses are being identified.

**Town Buildings and Infrastructure:** Provincetown citizens, and all of our thousands of visitors in 2012, were delighted and much relieved to see the splendor of the Library building adding curb appeal to Commercial Street, standing tall and restored to magnificence. With all of its historic beauty and many memories, the Library grounds appeared tailored while adorned with sitting areas and green gathering spots for people, their canine friends and yes, bicycles! But the true beauty of the Library lies inside its doors, including books, computers and numerous programs bringing attention to the Town's special meeting place for music, culture and children's fun as well as educational events.

Construction work was completed in early spring to transform the vacant, newly renamed Veteran's Memorial Community Center into Town offices. Unfortunately, due to yet another snag caused by deferred maintenance of the heating system, the move of Town departments including the Council on Aging, the Recreation Department and its programs and the Department of Public Works temporary offices had to be delayed until the heating system was replaced. With any good



fortune my hope is to cut the ribbon of our new offices in the spring! Work to update the HVAC systems and paint the Freeman Street building was completed. Slowly and methodically the process will continue to maintain and restore Provincetown's tired buildings. The work might seem endless but there is a much more focused vision for the future now that a clear and precise building maintenance plan has been formalized to keep our buildings functional.

The newly recharged Building Committee worked diligently throughout the second half of 2012 to determine the fate of the current police station. While still debating the multitude of facts and figures required for such a large and important construction project, each dedicated member of the committee continues to focus their attention toward site selection and recommending a strategically sized building from which to work and serve the public. Hopefully a plan will be advanced in the spring to continue the long process ahead. In October we all breathed a huge sigh of relief when work crews began the long awaited project to reconstruct and pave the central downtown/business district of Commercial Street. New granite curbing, new brick sidewalks and a new, durable, porous surface that is free of puddles and potholes is already noticeably changing the streetscape for those of us who live here. Our many visitors will no doubt take notice when they return in the spring and busy summer months.

Major water and wastewater project improvements have been ongoing throughout the year. Provincetown has a long-standing reputation amongst other Cape Cod towns of being on the cutting edge of infrastructure improvements and 2012 certainly followed suit! The work being completed is of utmost importance and even unprecedented for a small town such as Provincetown. Construction for North Union Field, providing the redundant water supply mandated for many years by the State, is ahead of schedule and progressing superbly. The estimated completion date is late February 2013. Construction work is focused on the North Union Field site, where connections are being made from the Old Kings Highway transmission main to the wellheads. Construction at the Knowles Crossing Water Treatment Plant has been ongoing since August with a targeted operation startup date of early spring 2014. Work associated with the expansion of the Wastewater Treatment facility and adding a new equalization tank in order for all remaining Phase 3 properties to be able to connect to the sewer has progressed seamlessly.

**Affordable Housing:** The long awaited *Province Landing* rental housing project at 90 Shank Painter Road was completed and ready for occupancy during the summer. It increased the affordable rental market in Provincetown by 50 units along the busy Shank Painter Road corridor and, with full capacity almost immediately, the proud residents of their mini-community are grateful for their "piece of Provincetown". A second project at 83 Shank Painter Road was also completed this year and is at full occupancy with 15 additional units.

**Economic Development:** Fortunately for the Town and for business owners, the summer season was another good one. Parking revenue (the Town's major source of income) held steady and with the addition of two automated pay stations, continued to surpass expectations for increased revenue. Many restaurant owners reported excellent patronage with some advising of having had the best returns during busy holiday weekends. The weather played its usual unpredictable role but the Town seemed to be bustling with visitors every day of the week and certainly on weekends. Continuing efforts to make traffic improvements on our busy streets is carefully planned during the winter months to ensure safe navigation during the busy season. Bicycle traffic is a constant source of debate and we will continue to provide education, signage and enforcement to best address these issues.

**Personnel:** Staff changes in personnel are always challenging in dealing with the temporary void it creates to departmental functions. Most remarkable in April was the sudden passing of Sandra Turner, the Town's long time employee and Deputy DPW Director. Her many contributions to the Town are witnessed every day. Other employees who left their employment with the Town and whom we thank for their service to the community include police officers Lawrence Silva, Nathan McConatha and Tom Barone, DPW Administrative Assistant Jill Roderick, Community Development Secretary Darlene Flores, Building Inspector Justin Post and Town Hall Custodian Jackie Wilhoite. My special thanks to previous Tourism Director Bob Sanborn for his time and dedication in support of the Town and the VSB. Assistant Town Clerk Suzi Fults left her position in early August to move south to a warmer climate. Her untimely passing soon after her relocation left us all reeling with sadness.

I am grateful to my worthy, dedicated staff who work with me every day to make a positive difference in how our town government operates, communicates and efficiently functions. Longer tenured employees as well as newer placements hired in 2012 have created a working unit that I'm very gratified to lead. Whether they are Town employees who work at their desks from inside of Town Hall and our other departments or those employees working outside every day to maintain our streets and buildings, I am proud of all of them! I would like to thank the Selectmen for their encouragement, support and confidence in me as we collectively make a positive difference every day in our wonderful Town. I sincerely value their support of my efforts as I humbly serve our important citizens of Provincetown.

*Respectfully submitted,*

**Sharon Lynn**

Town Manager

## Grant Administrator

**Community Housing Office:** Community Housing Specialist Michelle Jarusiewicz provides part-time staff support to the Community Housing Council and the Community Preservation Committee along with grant administration work. 2012 was an exciting year for housing in Provincetown. After many years in the making, two developments were completed and provided 65 new rental units for residents. That being said, the extremely high demand for those units indicate the continued need for additional housing units at various income levels and the need to be creative with housing development. **Province Landing at 90 Shank Painter Road** had 370 applications for 50 rental units by the due date. Following lease-up, with over 300 households on the wait list, the wait list has been closed. Of the 50 units: 44 units are households from Provincetown; 1 each from Wellfleet, Orleans, Yarmouth; 2 from Truro; and 1 from San Diego (former Provincetown resident). **83 Shank Painter** received 104 applications for 15 rental units (efficiencies & one-bedrooms). The micro-apartments have been well received with private bathrooms and cooking facilities. Provincetown's community housing needs assessments have consistently identified the need for hundreds of new units, especially rental units, at various income levels.

- The 2005 Community Housing Report: identified at that time, the need for 144 units over 5 years – that is by 2010 – 96 rental and 48 ownership.
- The 2006 John Ryan Housing Needs Assessment identified the #1 priority need for 200- 250 rental units, plus 40 ownership units, plus 24 rental units for seniors for a total of 264 – 314 units.

### **So what have we accomplished since 2005/2006:**

#### Rental units complete - 74 new units:

- Province Landing at 90 Shank Painter Road for 50 rental units in 2012.
- CHR's development at 83 Shank Painter Road for 15 rental units in 2012.
- Seashore Point – 9 moderate income rental units are complete.

#### Rental units in the pipeline:

- Community Housing Resource is pursuing the development of approximately 23 new rental units at Stable Path. Zoning approval has been obtained, the project is awaiting funding.

#### Ownership units - 7 new units in total are complete:

- Sandy Hill Lane – 4 moderate income [plus 8 median income units].
- Herring Cove Village – 3 moderate income units.

Since 2005, 81 new units have been completed of the 314 units identified in the 2006 Needs Assessment; about 26%. Balance needed: 233 units.

**Waiting Lists:** The Housing Authority maintains a waiting list for their low and moderate income units. The wait list for elderly housing and family housing is about 7 years. Generally speaking there is a very low turnover in available units; typically one or two vacancies per year. 2010 saw an unusual 4 vacancies. The wait list was updated in December 2012. PHA Executive Director indicated that the new rental unit availability on Shank Painter Road had little impact on their wait list as the Housing Authority targets extremely low income levels [30% AMI].

**Community Housing Resource Notification List:** Community Housing Resource maintains a notification list, the most comprehensive local list, which is purged annually. Note that the total number of households on the list over the past 3½ years has more than doubled, increasing from 318 to 706. While this list is pre-lease-up for both Shank Painter rental developments that came on line, even if all 65 units removed a household from the list, total households on the list would still be 641 households.

**Subsidized Housing Inventory:** Another measurement of Provincetown's progress is the state's Subsidized Housing Inventory [SHI]. DHCD maintains an inventory of every community's affordable housing units. The SHI lists every community's stock of deed-restricted low or moderate income housing that meets their guidelines. It does not include median units and it does not include low/moderate income units that did not follow their guidelines. This inventory is updated by the communities every 2 years. The most recent update on 8/31/11 has us at 5.84%, [124 units]. The minimum goal is 10% - or 213 units for Provincetown. Some units are deed-restricted in perpetuity, others have expiration dates which means that the percentage on the inventory is always changing as deed restrictions expire. With the completion of both Shank Painter Projects, we will have 184 deed-restricted affordable units bringing us to 8.67%. With the completion of the Stable Path project and the addition of 18 new units, we will have 202 units [9.52%]. Assuming no units expire, we will need 11 more deed restricted affordable units to reach the 10% threshold.

**Housing rehabilitation:** The Town of Provincetown continues to participate in a housing rehab program funded by the Mass. Community Development Block Grant program through a regional grant. Funds are available for code corrections for income-eligible properties.

**Emergency Housing Assistance:** the Town of Provincetown has continued to provide additional financial assistance through the Affordable Housing Trust Fund to the Homeless Prevention Council to provide Provincetown residents resources to prevent homelessness.

**Refinance and resale requests:** the Housing Office continues to process numerous requests from deed-restricted units for refinancing and resale of units in accordance with their deed restrictions.

**Seasonal Housing:** It should be noted that all of the above is about year-round housing. We have a critical need to provide additional community housing for our year-round residents to maintain our community. That being said, there is an additional need for seasonal housing. Many of our summer workers, often international workers, arrive without housing or the anticipated housing is not available. This leads to over-crowding, un-safe and unsanitary conditions. None of the very limited typical housing resources can be used for seasonal housing.

**Grant Administration Activities:**

**Winthrop Street Cemetery Stone Restoration:** With a CPA grant of \$40,000, the Cemetery Commission proceeded with stone restoration work in Winthrop Street Cemetery with work expected to be done in the Spring of 2013.

**FY 2013 CPA Grants:** 6 applications were submitted 11/1/12 totaling \$652,391; \$400,000 is available.

**MCDBG 2012:** Received notice of grant award for \$800,000 on 6/12/12:


- \$635,000 for NUF Water Line: for the installation of the water transmission main and electrical service from North Union Field to the distribution system at Dew Line Road.
- \$99,374 for Resident Services: The project includes the provision of a variety of services for the tenants living in all deed restricted Provincetown rental properties. All residents of these properties qualify as low/moderate income [the primary threshold for this grant program]. This service will include advocacy and referral assistance for: alcohol and substance abuse, financial issues, budgeting, depression, domestic abuse, preservation of tenancy, medical, and other life issues.
- \$65,626 for general administration: grant administrator, advertising, travel, etc.

The success of all of our endeavors is through the very hard work of so many people. I would like to thank all of those involved, both paid staff and volunteers, for the many hours of effort to make this happen.

*Respectfully submitted,*

**Michelle Jarusiewicz**

Grant Administrator/Community Housing Specialist

	<h2 style="margin: 0;">Town Meeting &amp; Elections</h2>
<h3 style="margin: 0;">Annual Town Meeting - Monday, April 2, 2012</h3>	

**Meeting Called to Order.** Town Moderator Irene Rabinowitz convened the Annual Town Meeting at 6:00 p.m. on Monday, April 2, 2012 in the in the Town Hall Auditorium and hearing no objection decided to hold the Special Town Meeting first.

Town Moderator Irene Rabinowitz convened the Annual Town Meeting at 8:44 p.m. on Monday, April 2, 2012.

**Preliminary motions:**

Elaine Anderson moved that the Town vote to waive the reading of the warrant. **Motion Passed.**

Elaine Anderson moved that the Town vote to grant permission to speak at the April 2, 2012 Annual Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; Nathan Weeks, *Senior Project Engineer*; *GHD, Inc.*; James Golden, *Staff Lieutenant*; Beth Singer, *Superintendent of Schools*; Kim Y. Pike, *District Principal*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Michelle Jarusiewicz, *Housing Specialist/Grant Administrator*; Maxine Notaro, *Permit Coordinator*; Jennifer DuBois, *Trustees of the Reservations*. **Motion Passed.**

Elaine Anderson moved that on all matters to come before the April 2, 2012 Annual Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

**Article 1. To Hear Town Reports.** To see if the Town will vote to hear the reports of the Town Officials and Committees and to act thereon.

*[Requested by the Board of Selectmen]*

**Board of Selectmen Recommends: 5-0-0**

Elaine Anderson moved that the Town vote to hear the reports of the Town Officials and Committees and to act thereon. **Motion Passed.**

**Article 2. FY 2013 Operating Budget.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$21,340,542 to fund operating budgets for the several Town departments for Fiscal Year 2013 in accordance with Chap 9, sect. 1 of the Provincetown Charter, as follows:

<b>Budget Divisions</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>% '12-'13</b>
I. General Government	\$1,146,867	\$1,152,728	+1.3%
II. Finance	8,617,767	8,511,941	-1.2
III. Public Safety	4,289,059	4,489,657	+4.7%
IV. Public Works	3,008,302	3,064,094	+1.9%
V. Public Services	803,458	855,226	+6.4 %
Sub-total, I-V	\$17,865,453	\$18,073,646	+1.2%
VI. Public Schools	3,187,211	3,266,896	+2.5%
Total, I-VI	\$21,052,664	\$21,340,542	+1.4%

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2011	FY 2012	FY 2013	FY 2013	12-13
<b>113 Elections &amp; Town Meetings</b>					
Expenses	\$11,207	\$10,580	\$11,690	<b>\$11,690</b>	10.5%
<b>122 Board of Selectmen</b>					
Personal Services	50,054	50,941	5,000	5,000	
Expenses	<u>3,973</u>	<u>4,650</u>	<u>5,900</u>	<u>5,900</u>	
sub-total	54,027	55,591	10,900	<b>10,900</b>	-80.4%
<b>123 Town Manager</b>					
Personal Services	246,500	261,065	299,927	299,927	
Expenses	<u>7,535</u>	<u>12,725</u>	<u>11,800</u>	<u>11,800</u>	
sub-total	254,035	273,790	311,727	<b>311,727</b>	13.9%
<b>151 Legal Services</b>					
Expenses	180,178	200,000	200,000	<b>200,000</b>	0.0%
<b>156 Administration</b>					
Expenses	73,907	64,790	58,542	<b>58,542</b>	-9.6%
<b>157 Land Bank</b>					
Maintenance	1,447	12,450	12,450	12,450	
Affordable Hsg	0	41,500	41,500	41,500	
Debt Service	<u>226,481</u>	<u>78,225</u>	<u>76,025</u>	<u>76,025</u>	
sub-total	227,928	132,175	129,975	<b>129,975</b>	-1.7%
<b>161 Town Clerk</b>					
Personal Services	99,216	104,467	111,382	111,382	
Expenses	<u>2,001</u>	<u>2,395</u>	<u>4,395</u>	<u>4,395</u>	
sub-total	101,217	106,862	115,777	<b>115,777</b>	8.3%
<b>169 Licensing</b>					
Personal Services	39,236	40,021	40,821	40,821	
Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
sub-total	39,236	40,021	40,821	<b>40,821</b>	2.0%
<b>171 Conservation Commission</b>					
Expenses	7,541	7,696	8,000	<b>8,000</b>	4.0%
<b>174 Housing Office</b>					
Expenses	34,309	42,752	41,686	<b>41,686</b>	-2.5%
<b>175 Planning Board</b>					
Expenses	960	1,760	1,760	<b>1,760</b>	0.0%
<b>176 Zoning Board of Appeals</b>					
Expenses	1,929	2,500	2,800	<b>2,800</b>	12.0%
<b>179 Historical Commission</b>					
Expenses	0	500	500	<b>500</b>	0.0%
<b>180 Historic District Comm</b>					
Expenses	1,480	2,000	2,000	<b>2,000</b>	0.0%
<b>482 Airport Commission</b>					
Expenses	85,310	85,850	92,550	<b>92,550</b>	7.8%
<b>499 Provincetown Television</b>					
Expenses	<u>75,000</u>	<u>120,000</u>	124,000	<b>124,000</b>	3.3%
<b>I. General Government</b>	<b>\$1,148,264</b>	<b>\$1,146,867</b>	<b>\$1,152,728</b>	<b>\$1,152,728</b>	0.5%

22	Town Meeting and Elections				Town of
Budget	Actual FY 2011	Budget FY 2012	Selectmen FY 2013	FinCom FY 2013	% 12-13
<b>131 Finance Committee</b>					
Expenses	\$152	\$925	\$925	\$925	
Reserve Fund	<u>8,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	
sub-total	8,152	75,925	75,925	<b>75,925</b>	0.0%
<b>135 Town Accountant</b>					
Personal Services	148,000	158,862	169,640	169,640	
Expenses	<u>50,512</u>	<u>49,975</u>	<u>49,975</u>	<u>49,975</u>	
sub-total	198,512	208,837	219,615	<b>219,615</b>	5.2%
<b>136 Information Systems Department</b>					
Personal Services	154,039	157,119	163,906	163,906	
Expenses	<u>162,853</u>	<u>177,935</u>	<u>264,850</u>	<u>264,850</u>	
sub-total	316,892	335,054	428,756	<b>428,756</b>	28.0%
<b>141 Board of Assessors</b>					
Personal Services	160,181	155,947	173,653	173,653	
Expenses	<u>63,013</u>	<u>63,013</u>	<u>37,297</u>	<u>37,297</u>	
sub-total	223,194	218,960	210,950	<b>210,950</b>	-3.7%
<b>145 Treasurer/Collector</b>					
Personal Services	155,896	158,732	165,091	165,091	
Expenses	<u>25,257</u>	<u>33,000</u>	<u>34,700</u>	<u>34,700</u>	
sub-total	181,153	191,732	199,791	<b>199,791</b>	4.2%
<b>710 Debt Service</b>					
Expenses	1,632,640	1,993,996	2,012,136	<b>2,012,136</b>	0.9%
<b>820 Tax Title</b>					
Expenses	10,869	20,000	20,000	<b>20,000</b>	0.0%
<b>910 Retirement/Benefits/Insurance</b>					
Expenses	<u>5,024,587</u>	<u>5,573,263</u>	<u>5,269,768</u>	<u>5,344,768</u>	-4.1%
<b>II. Finance</b>	<b>\$7,595,999</b>	<b>\$8,617,767</b>	<b>\$8,436,941</b>	<b>\$8,511,941</b>	-1.2%
<b>210 Police</b>					
Personal Services	\$1,912,614	\$2,061,720	\$2,117,042	\$2,117,042	
Expenses	<u>175,046</u>	<u>162,430</u>	<u>145,406</u>	<u>145,406</u>	
sub-total	2,087,660	2,224,150	<b>2,262,448</b>	<b>2,262,448</b>	1.7%
<b>211 Police Station</b>					
Expenses	36,201	42,800	<b>42,800</b>	<b>42,800</b>	0.0%
<b>220 Fire</b>					
Personal Services	326,508	366,060	379,508	379,508	
Expenses	<u>173,374</u>	<u>183,749</u>	<u>182,249</u>	<u>182,249</u>	
sub-total	499,882	549,809	<b>561,757</b>	<b>561,757</b>	2.2%
<b>231 Ambulance Service</b>					
Expenses	578,200	604,219	<b>721,371</b>	<b>721,371</b>	19.4%
<b>240 Inspections</b>					
Personal Services	137,559	139,155	167,286	167,286	



Provincetown

2012 Annual Town Report

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	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2011	FY 2012	FY 2013	FY 2013	12-13
Expenses	<u>21,047</u>	<u>24,085</u>	<u>5,960</u>	<u>5,960</u>	
sub-total	158,606	163,240	<b>173,246</b>	<b>173,246</b>	6.1%
<b>241 Community Development</b>					
Personal Services	94,620	104,075	114,470	114,470	
Expenses	<u>4,838</u>	<u>29,825</u>	<u>18,500</u>	<u>18,500</u>	
sub-total	99,458	133,900	<b>132,970</b>	<b>132,970</b>	-0.7%
<b>291 Emergency Management</b>					
Expenses	5,830	5,830	<b>6,330</b>	<b>6,330</b>	8.6%
<b>294 Harbor Committee</b>					
Expenses	0	1,135	<b>250</b>	<b>250</b>	-78.0%
<b>295 Harbormaster</b>					
Personal Services	0				
Expenses	<u>109,819</u>	<u>112,564</u>	<u>115,378</u>	<u>115,378</u>	
sub-total	109,819	112,564	<b>115,378</b>	<b>115,378</b>	2.5%
<b>296 Shellfish</b>					
Personal Services	46,073	46,073	47,906	47,906	
Expenses	<u>7,309</u>	<u>7,350</u>	<u>6,850</u>	<u>6,850</u>	
sub-total	53,382	53,423	<b>54,756</b>	<b>54,756</b>	2.5%
<b>299 Parking</b>					
Personal Services	312,414	327,189	333,609	343,051	
Expenses	<u>66,479</u>	<u>70,800</u>	<u>75,300</u>	<u>75,300</u>	
sub-total	<u>378,893</u>	<u>397,989</u>	<b>408,909</b>	<b>418,351</b>	5.1%
<b>III. Public Safety</b>	<b>\$4,007,931</b>	<b>\$4,289,059</b>	<b>\$4,480,215</b>	<b>\$4,489,657</b>	4.7%
<b>192 Buildings &amp; Grounds</b>					
Personal Services	\$563,198	\$587,275	\$671,115	\$671,115	
Expenses	<u>337,267</u>	<u>395,790</u>	<u>407,890</u>	<u>407,890</u>	
sub-total	900,465	983,065	1,079,005	1,079,005	
	<u>43,958</u>	<u>43,958</u>	<u>43,808</u>	<u>43,808</u>	
	944,423	1,027,023	<b>1,122,813</b>	<b>1,122,813</b>	9.3%
<b>421 Administration</b>					
Personal Services	146,280	146,291	159,878	159,878	
Expenses	<u>323,838</u>	<u>268,000</u>	<u>199,250</u>	<u>199,250</u>	
sub-total	470,118	414,291	<b>359,128</b>	<b>359,128</b>	-13.3%
<b>422 Highway</b>					
Personal Services	413,918	424,230	442,921	442,921	
Expenses	<u>232,871</u>	<u>251,800</u>	<u>229,700</u>	<u>229,700</u>	
sub-total	646,789	676,030	<b>672,621</b>	<b>672,621</b>	-0.5%
<b>423 Snow &amp; Ice</b>					
Personal Services	21,911	27,000	27,000	27,000	
Expenses	<u>155,431</u>	<u>140,700</u>	<u>140,700</u>	<u>140,700</u>	
sub-total	177,342	167,700	<b>167,700</b>	<b>167,700</b>	0.0%
<b>431 Solid Waste/Recycling</b>					
Personal Services	423,644	435,904	450,532	450,532	
Expenses	<u>115,856</u>	<u>118,104</u>	<u>122,300</u>	<u>122,300</u>	

	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2011	FY 2012	FY 2013	FY 2013	12-13
sub-total	539,500	554,008	<b>572,832</b>	<b>572,832</b>	3.4%
<b>432 Recycling Committee</b>					
Expenses	0	1,250	<b>1,000</b>	<b>1,000</b>	-20.0%
<b>439 Waste Disposal/Other</b>					
Expenses	<u>162,844</u>	<u>168,000</u>	<b>168,000</b>	<b>168,000</b>	0.0%
<b>IV. Public Works</b>	<b>\$2,941,016</b>	<b>\$3,008,302</b>	<b>\$3,064,094</b>	<b>\$3,064,094</b>	1.9%
<b>511 Health Inspector/Agent</b>					
Personal Services	\$105,874	\$104,522	\$91,551	\$91,551	
Expenses	<u>7,924</u>	<u>5,450</u>	<u>6,650</u>	<u>6,650</u>	
sub-total	113,798	109,972	<b>98,201</b>	<b>98,201</b>	-10.7%
<b>512 Public Health/Nurse</b>					
Personal Services	17,516	19,121	19,870	19,870	
Expenses	<u>27,508</u>	<u>28,624</u>	<u>27,624</u>	<u>27,624</u>	
sub-total	<u>45,024</u>	<u>47,745</u>	<b>47,494</b>	<b>47,494</b>	-0.5%
<b>513 Board of Health</b>					
Expenses	1,100	1,135	<b>1,135</b>	<b>1,135</b>	0.0%
<b>541 Council on Aging</b>					
Personal Services	167,785	173,266	189,474	189,474	
Expenses	<u>10,429</u>	<u>12,294</u>	<u>11,799</u>	<u>11,799</u>	
sub-total	178,214	185,560	<b>201,273</b>	<b>201,273</b>	8.5%
<b>543 Veterans Services</b>					
Personal Services	0	0	0	0	
Expenses	<u>38,158</u>	<u>41,781</u>	<u>42,332</u>	<u>42,332</u>	
sub-total	<u>38,158</u>	<u>41,781</u>	<b>42,332</b>	<b>42,332</b>	1.3%
<b>545 Disability Commission</b>					
Expenses	0	0	<b>5,000</b>	<b>5,000</b>	100.0%
<b>610 Library</b>					
Personal Services	191,697	201,642	206,856	206,856	
Expenses	<u>79,032</u>	<u>84,069</u>	<u>84,725</u>	<u>84,725</u>	
sub-total	270,729	285,711	<b>291,581</b>	<b>291,581</b>	2.1%
<b>630 Recreation Department</b>					
Personal Services	89,021	105,519	139,130	139,130	
Expenses	<u>15,648</u>	<u>16,250</u>	<u>19,775</u>	<u>19,775</u>	
sub-total	104,669	121,769	<b>158,905</b>	<b>158,905</b>	30.5%
<b>672 Art Commission</b>					
Expenses	9,324	9,585	<b>9,105</b>	<b>9,105</b>	-5.0%
<b>673 Cultural Council</b>					
Expenses	<u>0</u>	<u>200</u>	<u>200</u>	<u>200</u>	0.0%
<b>V. Public Services</b>	<b>\$761,016</b>	<b>\$803,458</b>	<b>\$855,226</b>	<b>\$855,226</b>	6.4%
<b>300 Provincetown Public Schools</b>					
Direct Costs	\$3,354,959	\$3,187,212	\$3,266,892	\$3,266,892	2.5%
<b>310 Cape Cod Regional Tech High</b>					

	Actual	Budget	Selectmen	FinCom	%
Budget	FY 2011	FY 2012	FY 2013	FY 2013	12-13
Expense	<u>52,401</u>	<u>88,131</u>	<u>88,131</u>	<u>86,743</u>	-1.6%
<b>VI. Public Schools</b>	<b>\$3,407,360</b>	<b>\$3,275,343</b>	\$3,355,023	<b>\$3,353,635</b>	2.4%
I. General Gov't	\$1,148,264	\$1,146,867	\$1,152,728	\$1,152,728	0.5%
II. Finance	7,595,999	8,617,767	8,436,941	8,511,941	-1.2%
III. Public Safety	4,007,931	4,289,059	4,480,215	4,489,657	4.7%
IV. Public Works	2,941,016	3,008,302	3,064,094	3,064,094	1.9%
V. Public Services	<u>761,016</u>	<u>803,458</u>	<u>855,226</u>	<u>855,226</u>	6.4%
Subtotal, I-V	<u>16,454,226</u>	<u>17,865,453</u>	<u>17,989,204</u>	<u>18,073,646</u>	1.2%
VI. Public Schools	<u>3,407,360</u>	<u>3,275,343</u>	<u>3,355,023</u>	<u>3,353,635</u>	2.4%
<b>Total, I-VI</b>	<b>19,861,586</b>	<b>21,140,796</b>	<b>21,344,227</b>	<b>21,427,281</b>	1.4%

**Article 2. FY 2013 Municipal Operating Budget.**  
**Division I. General Government.**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$852,371, transfer \$124,000 from Cable Receipts Reserved for Appropriation, \$4,696 from Wetlands Protection Fund, and \$129,975 from the Land Bank Fund for a total of \$1,111,042 to fund operating budgets for the several Town departments for Fiscal Year 2013 under budget Division I, General Government, as requested by the Board of Selectmen and recommended by the Finance Committee.

David Bedard moved to amend the motion by transferring the amount of \$48,640 from budget 123 Town Manager Personnel Services to budget 122 Board of Selectmen without any increase in the total amount appropriated for Division I.

**Motion to Amend Passed.**  
**Motion As Amended Passed.**

**Article 2. FY 2013 Municipal Operating Budget.**  
**Division II. Finance**

**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$8,481,286, transfer \$30,655 from Title V Septic Revolving fund for a total of \$8,511,941 to fund operating budgets for the several Town departments for

Fiscal Year 2013 under budget Division II, Finance, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

***Article 2. FY 2013 Municipal Operating Budget.***  
***Division III. Public Safety***

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$4,423,157, transfer \$6,500 from the Ferry Embarkation fund, transfer \$60,000 from Municipal Waterways fund for a total of \$4,489,657 to fund operating budgets for the several Town departments for Fiscal Year 2013 under budget Division III, Public Safety, as requested by the Board of Selectmen and recommended by the Finance Committee.

Howard Hintz moved to amend the Public Safety budget by reducing the amount by \$48,986. The amount set aside for three summer officers and one police at ¼ officer for the pilot program for police on the pier.

**Motion to Amend Does Not Pass.**

**Motion Passed.**

10:04 p.m. Mary-Jo Avellar moved to adjourn Annual Town Meeting until tomorrow, April 3, 2012 at 6 p.m. **Motion Passed.**

**Town Moderator Irene Rabinowitz called the meeting to order at 6:00 p.m. on Tuesday, April 3, 2012.**

Elaine Anderson moved that the Town vote to grant Betty White, Business Manager, who is not a registered voter of the Town of Provincetown, permission to speak at the April 2, 2012 Annual Town Meeting.

**Motion Passed.**

***Article 2. FY 2013 Municipal Operating Budget.***  
***Division IV. Public Works***

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum \$3,064,094 to fund operating budgets for the several Town departments for Fiscal Year 2013 under budget Division IV, Public Works, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 2. FY 2013 Municipal Operating Budget.**

**Division V. Public Services**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved the Town vote to raise and appropriate the sum \$855,226 to fund operating budgets for the several Town departments for Fiscal Year 2013 under budget Division V, Public Services, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 2. FY 2013 Municipal Operating Budget.**

**Division VI. Public Schools**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$3,266,892 to fund the Provincetown Public School System Budget for Fiscal Year 2013. **Motion Passed.**

**Article 3. FY 2013 Cape Cod Regional Technical High School**

**Assessment.** To see if the Town will vote to raise and appropriate a sum of money to fund the Town of Provincetown’s assessment for the CCRTHS FY2013 operating budget, or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town vote to raise and appropriate the sum of \$86,743 for its assessment for Cape Cod Technical Regional High School for FY 2013. **Motion Passed.**

**Article 4. FY 2013 Enterprise Funds.** To see if the Town will vote to raise and appropriate or transfer from available funds the following amounts for enterprise funds of the Town of Provincetown for Fiscal Year 2013:

<b>440 Wastewater Enterprise Fund</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>12-13%</b>
Enterprise Fund Costs	\$2,900,215	\$3,149,858	
General Fund Costs	80,434	144,257	
<b>TOTAL COSTS</b>	<b>\$2,980,649</b>	<b>\$3,294,115</b>	<b>10.5%</b>
<b>450 Water Enterprise Fund</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>12-13%</b>

28	Town Meeting and Elections		Town of
Enterprise Fund Costs	\$2,093,560	\$2,120,314	
General Fund Costs	269,361	280,898	
<b>TOTAL COSTS</b>	<b>\$2,362,921</b>	<b>\$2,401,212</b>	<b>1.6%</b>

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Article 4. FY 2013 Enterprise Funds.**

**440 Wastewater Enterprise Fund.**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Austin Knight moved that the Town vote that \$3,294,115 be appropriated to operate the Wastewater Enterprise Fund, 2,575,855 to come from Wastewater Enterprise Fund revenues and \$574,003 from reserved for debt service, and further, \$144,257 to be appropriated in the general fund and funded from Wastewater Enterprise revenues. **Motion Passed.**

**Article 4. FY 2013 Enterprise Funds.**

**450 Water Enterprise Fund**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-1-0**

Austin Knight moved that the Town vote that \$2,401,212 be appropriated to operate the Water Enterprise Fund, \$1,998,037 to come from Water Enterprise Fund revenues and \$122,277 from Retained Earnings, and further, \$280,898 to be appropriated in the general fund and funded from Water Enterprise revenues. **Motion Passed.**

**Article 5. FY 2013 Capital Improvements Program.** To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the following sums to defray the costs of the Fiscal Year 2013 Capital Improvements Program submitted in accordance with Chapter 9, section 2 of the Provincetown Charter as follows provided that one or more of the appropriations listed below shall be contingent on a Proposition 2 ½ Capital Outlay or Debt Exclusion ballot question:

1. Shortel Telephone Network Expansion - \$50,000 to be expended under the direction of the Town Manager and the MIS Director for the expansion of the town's Shortel telephone system for town staff departments and costs related thereto;
2. Police Fleet Upgrade Plan - \$24,960 to be expended under the direction of the Town Manager and the Chief of Police for the 1<sup>st</sup>

year of a three year lease of two police vehicle, and costs related thereto;

3. Police Fleet Upgrade Plan - \$8,800 to be expended under the direction of the Town Manager and the Chief of Police for the 2<sup>nd</sup> year of a three year lease of one police vehicle as initially approved by town voters at the April 2011 Annual Town Meeting, Article 5-2 and costs related thereto;

4. Police Fleet Upgrade Plan - \$19,835 to be expended under the direction of the Town Manager and the Chief of Police for the 3<sup>rd</sup> year of a three year lease of two police vehicles as initially approved by town voters at the April 2010 Annual Town Meeting, Article 5-5 and costs related thereto;

5. Police Portable Radio Replacement - \$45,116 to be expended under the direction of the Town Manager and the Chief of Police for purchase of police department portable radios, and costs related thereto;

6. Storm Water Management - \$100,000 to be expended under the direction of the Town Manager and the Director of Public Works to be used for ongoing improvements to the town's drainage system, and costs related thereto, in conjunction with making application for various grants, which become available;

7. Public Works Fleet Replacement Plan - \$221,000 to be expended under the direction of the Town Manager and the Director of Public Works for the replacement purchase of four pick-up trucks and two tractors with mowers, and costs related thereto, and further to authorize the Town Manager, with the approval of the Board of Selectmen, to enter into lease purchase agreements for terms not exceeding 5 years;

8. Replace Rescue Ambulance - \$174,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the replacement of one (1) rescue ambulance, and costs related thereto;

9. Re-paving of Commercial Street - \$800,000 to be expended under the direction of the Town Manager and the Director of Public Works for the re-paving of Commercial Street, and costs related thereto;

10. Open Cape Connections - \$200,000 to be expended under the direction of the Town Manager and the Management Information Systems Director for the installation and connection of the Open Cape Network, and costs related thereto;

11. Town Emergency Shelter Retrofit - \$406,417 to retrofit the town's emergency management shelter with shutters and an emergency generator, and costs related thereto, subject to the town

receiving a reimbursable grant for 75% of the total cost to be expended under the direction of the Town Manager; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

5-1. Shortel Telephone Network Expansion

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer \$50,000 from free cash to be expended under the direction of the Town Manager and the MIS Director for the expansion of the Shortel Telephone Network System and costs related thereto. **Motion Passed.**

5-2. Police Fleet Upgrade

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$3,149.03 from the following warrant articles and transfer \$21,810.97 from free cash for a total of \$24,960 to pay for the first year of a lease of two police vehicles to be expended under the direction of the Town Manager and Chief of Police and costs related thereto and further that the Town Manager be authorized to enter into a lease purchase agreement for a term not to exceed 3 years;

- \$175.69 from 2006 Special Town Meeting Article 6 Insurance Proceeds
- \$25 from 2002 Annual Town Meeting Article 4-3 Police Vehicles
- \$85.69 from 1999 Special Town Meeting Article 7-2 Town Hall Electrical
- \$439.76 from 2010 Special Town Meeting Article 4 New Fueling Station
- \$3.14 from 2010 Annual Town Meeting Article 5-5 Police Vehicles
- \$3.14 from 2011 Annual Town Meeting Article 5-3 Police Vehicles
- \$3.36 from 1999 Annual Town Meeting Article 5-6 Sidewalks
- \$259.68 from 2009 Annual Town Meeting Article 2 Prior Year Bills
- \$2,153.57 from 2005 Annual Town Meeting Article 8-4 Sidewalks

Benjamin Fox moved to indefinitely postpone Article 5-2.

**Motion to Indefinitely Postpone Article 5-2 Does Not Pass.**

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**



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5-3. Police Fleet Upgrade Plan

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$8,800 from free cash to pay for the second year of a lease of one police vehicle to be expended under the direction of the Town Manager and Chief of Police and costs related thereto. **Motion Passed.**

5-4. Police Fleet Upgrade Plan

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$19,835 from free cash to pay for the third and final year of a lease of two police vehicle to be expended under the direction of the Town Manager and Chief of Police and costs related thereto. **Motion Passed.**

5-5. Police Portable Radio Replacement

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to transfer the sum of \$45,116 from free cash to purchase replacement portable radios for the police department to be expended under the direction of the Town Manager and Chief of Police and costs related thereto. **Motion Passed.**

5-6. Storm Water Management

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-0**

**Conservation Commission Recommends: 4-0-0**

**Board of Health Recommends: 3-0-0**

David Bedard moved that the Town vote to appropriate the sum of \$100,000 to be expended under the direction of the Town Manager and the Director of Public Works for improvements to the town's drainage system and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$100,000

pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

5-7. Public Works Fleet Replacement Plan

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to appropriate the sum of \$221,000 to be expended under the direction of the Town Manager and the Director of Public Works for the purchase of four (4) replacement pick-up trucks and two (2) tractors with mowers for the Department of Public Works and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$221,000 pursuant to General Laws Chapter 44, sections 7 and 8 or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

5-8. Replace Rescue Ambulance

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town vote to appropriate the sum of \$174,000 to be expended under the direction of the Town Manager and the Board of Fire Engineers for the purchase of one (1) rescue ambulance, and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$174,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

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5-9. Paving Commercial Street

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 4-0-0**

**Board of Health Recommends: 3-0-0**

David McChesney moved that the Town vote to appropriate the sum of \$800,000 to be expended under the direction of the Town Manager and the Director of Public Works for the paving of portions of Commercial Street and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$800,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

5-10. Open Cape Connections

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote to appropriate the sum of \$200,000 to be expended under the direction of the Town Manager and the Director of Management Information Systems for the installation and connection of the Open Cape Network and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$200,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m). **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

5-11. Town Emergency Shelter Retrofit

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 3-0-0**

Elaine Anderson moved that the Town vote to appropriate the sum of \$406,417 to be expended under the direction of the Town Manager to retrofit the town's emergency management shelter with shutters and an emergency generator, subject to the town receiving a 75% reimbursable Hazard Mitigation Grant Program grant and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$406,417 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 and ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C(m). **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 6. FY 2013 Revolving Accounts.** To see if the Town will vote to continue for FY 2013 the following revolving accounts established pursuant to MGL C.44, §53E½:

(1) Preservation of Town Hall Auditorium: to allow receipts from the rental and custodial fees charged for the public use of Town Hall Auditorium to be segregated into a special account; and with funds therefrom, up to a limit of \$50,000 annually, to be expended for the repair, updating, refurbishing and maintenance of the Town Hall Auditorium under the direction of the Town Manager and Board of Selectmen;

(2) Shellfish Grants: to allow receipts from Shellfish Grants to be segregated into a special account; and with funds therefrom, up to a limit of \$2,500 annually, to be expended under the direction of the Shellfish Warden and the Board of Selectmen for the purpose of shellfish seeding and cultivation on public shellfish areas;

(3) B Street Garden: to allow receipts from the annual community garden membership fees charged for the public use of the community garden to be segregated into a special account; and with funds there from, up to a limit of \$2,500 annually, to be expended for the repair, updating and maintenance of the B-Street Garden under the direction of the Town Manager and the Conservation Commission; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends #2 an #3: 4-0-0**

David McChesney moved that the Town vote to continue for FY 2013 the revolving accounts established pursuant to MGL C.44, §53E½ as printed in the warrant. **Motion Passed.**

**Article 7. Fuel Reimbursement Revolving Account.** To see if the Town will vote to establish a Revolving Account for the reimbursement of fuel costs to the town, as established pursuant to MGL C.44 §53 E1/2, to allow receipts from the sale of fuel to be segregated into a special account; and with funds there from, up to a limit of \$100,000 annually, to be expended for the purchase of fuel under the direction of the Town Manager and the Director of Public Works; or to take any other action relative thereto.

*[Requested by the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote to establish a Revolving Account for fuel reimbursement pursuant to MGL C.44, §53E½ as printed in the warrant.

**Motion Passed.**

**Article 8. Cape Cod Greenhead Fly Control District Assessment.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$938.75 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and authorize the Town Treasurer to pay said appropriation into the State Treasury; or to take any other action relative thereto. *[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 4-0-0**

**Board of Health Recommends: 3-0-0**

David Bedard moved that the Town vote to raise and appropriate the sum of \$938.75 for Greenhead Fly Control as authorized by Section 24, Chapter 252 of the General Laws; and authorize the Town Treasurer to pay said appropriation into the State Treasury. **Motion Passed.**

**Article 9. Community Preservation Budget for FY 2013.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2013 Community Preservation Budget, to appropriate or reserve for future spending the following amounts as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

1. Reserves:

- A. \$240,000 for Open Space;
- B. \$45,000 for Community Housing;
- C. \$45,000 for Historic Resources;

2. Appropriations:

- A. \$230,449 for affordable housing debt service
  - \$59,733 for open-space debt service
  - \$193,966 for historic preservation debt service;
- B. \$19,106 for vital records preservation held by the Town Clerk and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee;
- C. \$40,000 for Winthrop Street Cemetery stone restoration and said funds to be expended under the direction of the Town Manager in consultation with Community Preservation Committee;
- D. \$25,000 for the plaster ceiling restoration at the UU Meeting House and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement;
- E. \$50,000 Foss Woods Addition/Sateriale Property for the acquisition of 6 adjoining lots, totaling approximately 2.34 acres located on Snail Road and a preservation restriction and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee and the Open Space Committee;
- F. \$150,000 Dunes Edge Campground Conservation Project for the acquisition of a conservation restriction and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee and the Provincetown Conservation Trust;
- G. \$35,000 to create a playground at the Provincetown School and said funds to be expended under the direction of the Town Manager in consultation with Community Preservation Committee;
- H. \$31,369 for Housing Office support;
- I. \$16,317 for CPA general administration;

*[Requested by the Community Preservation Committee]*

**Article 9-1. Community Preservation Budget for FY 2013.**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 5-0-0**

Dorothy Palanza moved that the Town vote to set aside from Community Preservation Act undesignated reserves the sum of \$240,000 for the Open

Space reserve fund, the sum of \$45,000 for the Community Housing Reserve Fund and the sum of \$45,000 for the historic resources reserve fund.

**Motion Passed.**

**Article 9-2A. Community Preservation Budget for FY 2013.**

**Debt Service Appropriation**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 5-0-0**

Dorothy Palanza moved that the Town vote to appropriate the sum of \$484,148 to fund debt service for Fiscal Year 2013 as follows: the sum of \$230,449 from Affordable Housing reserves, the sum of \$59,733 from Open Space reserves, and the sum of \$193,966 from Historic Preservation estimated reserves.

**Motion Passed.**

**Article 9-2B - Community Preservation FY 2013 Budget**

**Vital Records Preservation**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 8-0-0**

**Historical Commission Recommends: 5-0-0**

James Hall moved that the Town vote to appropriate from Community Preservation Historic Preservation reserves the sum of \$19,106 for vital records preservation. **Motion Passed.**

**Article 9-2C - Community Preservation FY 2013 Budget**

**Winthrop Street Cemetery Stone Restoration**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 8-0-0**

**Historical Commission Recommends: 5-0-0**

James Hall moved that the Town vote to appropriate from Community Preservation undesignated reserves the sum of \$40,000 for Winthrop Street Cemetery stone restoration. **Motion Passed.**

**Article 9-2D - Community Preservation FY 2013 Budget**

**UU Meeting House Ceiling Restoration**

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**Board of Selectmen Recommends: 5-0-0**  
**Finance Committee Recommends: 5-1-0**  
**Community Preservation Committee Recommends: 7-0-0**  
**Historical Commission Recommends: 4-0-1**

Judith Cicero moved that the Town vote to appropriate from Community Preservation Historic Preservation reserves the sum of \$25,000 for the restoration of the UU Meeting House ceiling with said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee, said expenditure to be subject to the execution of a grant agreement. **Motion Passed.**

**Article 9-2E - Community Preservation FY 2013 Budget**  
**Foss Woods Addition/Sateriale Property**

**Board of Selectmen Recommends: 4-1-0**  
**Finance Committee Recommends: 5-1-0**  
**Community Preservation Committee Recommends: 8-0-0**  
**Conservation Commission Recommends: 3-0-1**

Dorothy Palanza moved that the Town vote to appropriate \$50,000 from Open Space Reserves for the acquisition of 6 adjoining lots, totaling approximately 2.34 acres located on Snail Road and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee and the Open Space Committee. **Motion Passed.**

**Article 9-2F - Community Preservation FY 2013 Budget**  
**Dunes Edge Campground Conservation Project**

**Board of Selectmen Recommends: 4-1-0**  
**Finance Committee Recommends: 6-0-0**  
**Community Preservation Committee Recommends: 5-0-0**  
**Conservation Commission Recommends: 3-0-1**

Dorothy Palanza moved that the Town vote to appropriate \$150,000 from estimated revenue for the acquisition of a conservation restriction on the Dunes Edge Campground Conservation Project and said funds to be expended under the direction of the Town Manager in consultation with the Community Preservation Committee and the Provincetown Conservation Trust. **Motion Passed.**

**Article 9-2G - Community Preservation FY 2013 Budget**  
**Provincetown School Playground**

**Board of Selectmen Recommends: 5-0-0**



**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 7-1-0**

Dorothy Palanza moved that the Town vote to appropriate \$35,000 from estimated revenue to create a playground at the Provincetown School and said funds to be expended under the direction of the Town Manager in consultation with Community Preservation Committee. **Motion Passed.**

**Article 9-2H - Community Preservation FY 2013 Budget  
Housing Office Support**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 8-0-0**

**Housing Authority Recommends: 3-0-0**

Dorothy Palanza moved that the Town vote to appropriate from Affordable Housing Reserves the sum of \$31,369 for Housing Office and CPA support. **Motion Passed.**

**Article 9-2I - Community Preservation FY 2013 Budget  
General Administration**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Community Preservation Committee Recommends: 8-0-0**

Dorothy Palanza moved that the Town vote to appropriate the sum of \$16,317 from estimated revenues to be used for CPA general administration. **Motion Passed.**

**Article 10. Amendments to Personnel By-law/Classification and Compensation Plan.** To see if the Town will vote as follows:

1. **Schedule A:** to amend Schedule A, "Permanent Full and Part-time Non-Union Positions," of the Classification and Compensation Plan of the Town, effective July 1, 2012, as follows:

Grade	ActFY 2012		PropFY 2013		Position Title
	Min.	Max.	Min.	Max.	
21	95,000	139,125	97,375	146,801	Town Manager <i>[exempt - MGL C.41, §108N]</i>
20	78,667	125,000	80,634	128,125	Chief of Police <i>[exempt - MGL C.41, §108O]</i> Director of Public Works
19	74,567	92,601	74,567	94,916	<i>No positions assigned</i>
18	70,679	90,000	69,494	92,250	Police Staff Lieutenant Assistant Town Manager

40	Town Meeting and Elections				Town of
17	66,994	77,640	66,994	79,581	Director of Municipal Finance
16	63,501	76,094	63,501	77,996	Building Commissioner
15	60,189	69,756	60,189	73,500	Deputy Director of Public Works MIS Director
14	56,783	68,044	57,173	69,745	Health & Environ Affairs Manager
13	53,570	62,083	54,450	63,635	No positions assigned
12	50,538	60,559	51,858	65,000	Human Services/Cocl on Aging Dir. Library Director Town Clerk Principal Assessor Town Accountant
11	48,131	57,674	49,388	60,000	Collector Treasurer Tourism Director
10	45,839	54,929	46,500	56,302	Deputy Town Accountant Executive Assistant to Town Manager Employee Benefits Coordinator Recreation Director MIS Analyst Public Health & Safety Officer
9	43,656	52,313	44,797	53,621	Local Building Inspector Permit Coordinator Parking Administrator
8	41,185	49,352	42,663	50,586	COA Outreach Coordinator Library Pub. and Member Svcs Coordi
7	38,855	46,559	40,632	47,723	Electrical/Deputy Building Inspector Assist Town Accountant MIS Technician Licensing Agent
6	37,753	45,241	38,697	46,372	Assistant Tourism Director Admin. Accounting Assistant Admin Asst. to the Chief of Police Library Marketing &Program Director

2. **Schedule B:** to amend Schedule B,” “Fire Department Positions,” effective July 1, 2012, as requested by the Board of Fire Engineers, as follows:

***Annual Stipends for Reimbursement of Expenses***

<u>Position</u>	<u>Current</u>	<u>Proposed</u>
Deputy Fire Chief	\$6,600	\$6,600
District Fire Chief/Engineer	2,200	2,200
Firefighter	750	750
Fire Auxiliary	375	375
Fire Captain	500	500
Fire Lieutenant	305	305

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House Steward	880		880
House Steward	1,100		1,100
Ladder Steward	1,300		1,300
LaFrance Steward	500		500
Main Station Steward	LCA		LCA
Oil Inspector	1,747		
Rescue Captain	1,450		1,450
Rescue Lieutenant	880		880
Rescue Steward	3,000		3,000
Rescue Training Officer	1,650		1,650
Radio Officer	550		550
Air Officer	1000		1,000
Summer Standby Coordinator (new)	2,500		
<b>Annual Salary</b>			
<u>Position</u>			
Fire Chief	\$40,000		40,000
<b>Non-Firefighter Positions</b>			
<u>Position</u>			
First Responders	\$12.00 per call		
EMT-Basic	20.70/hour		21.32
EMT-Intermediate	22.30		22.97
EMT-Paramedic	24.40		25.13
Stand-by	25.00		
Safety Inspections	14.03		
Rescue Squad participation	\$250.00 per quarter		

3. **Schedule C:** to amend Schedule C, "Seasonal and Part-time Non-Union Positions," effective July 1, 2012, as follows:

<b>Grade</b>	<b>Actual</b>	<b>FY 2012</b>	<b>Proposed</b>	<b>Proposed Position</b>
			<b>FY 2013</b>	<b>Classifications</b>
<b>L</b>		\$16.89	\$17.22	Parking Lot Technical Manager Property Inspector (Assessors)
<b>K</b>		16.41	16.73	Assist Harbormstrs /w police powers Police Officer, Summer/Auxiliary
<b>J</b>		15.94	16.25	<i>No Positions Assigned</i>
<b>I</b>		15.63	15.94	Parking Meter Collection/Repair On-call Van Driver
<b>H</b>		15.18	15.48	Police Matron Police Summer Dispatcher
<b>G</b>		14.89	15.18	<i>No Positions Assigned</i>
<b>F</b>		14.46	14.74	Asst Harbormaster w/o police powers Parking and Traffic Officers Parking Lot Asst Technical Manager

			Parking Meter Enforcement
			Part-time Clerical
			Secretary, On-call Relief
			Transfer Station Laborer
<b>E</b>	14.20	14.48	Part-time Library Circulation Aide
<b>D</b>	13.78	14.05	On-call Library Circulation Aide
			Prkg Lot Attendant/Out-booth/Floater
<b>C</b>	13.38	13.64	Barrels & Grounds Laborer
			Restroom/Building Custodian
			Seasonal Recreation Supervisor
<b>B</b>	13.13	13.39	<i>No Positions Assigned</i>
<b>A</b>	12.92	13.17	Council on Aging Cook
			Parking Lot Attendant/In-booth
			Seasonal Recreation Aides

or to take any other action relative thereto.

*[Requested by the Personnel Board and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Sharon Lynn moved that the Town vote to approve Article 10 as printed in the warrant.

Benjamin Fox moved to postpone consideration of Article 10 until 6:00 pm tomorrow evening, April 4, 2012. **Motion to Postpone Passed.**

10:00 p.m. Clarence Walker moved to adjourn Annual Town Meeting until tomorrow, April 4, 2012 at 6 p.m. **Motion Passed.**

**Town Moderator Irene Rabinowitz called the meeting to order at 6:05 p.m. on Wednesday, April 4, 2012.**

Discussion continued on Article 10 on original motion:

Sharon Lynn moved that the Town vote to approve Article 10 as printed in the warrant. **Motion Passed.**

**Article 11. Expenditures from the Tourism Fund.** To see if the Town will vote to transfer from the Tourism Fund the sum of \$ 600,000 to be expended under the direction of the Board of Selectmen and the Visitor Services Board to fund the following expenditures which market, beautify or enhance tourism in Provincetown pursuant to Chapter 178 of the Acts of 1996:

1. \$120,000 for coordination/support of the Visitor Services Board and the Tourism Department; and costs related thereto;

- 2. \$ 320,000 for marketing, and costs related thereto;
- 3. \$ 35,000 for municipal projects, and costs related thereto; and
- 4. \$ 110,000 for tourism grants, and costs related thereto;
- 5. \$ 15,000 for Beautification Committee;

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Visitor Services Board]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 5-0-0**

David McChesney moved that the Town vote to approve Article 11 as printed in the warrant. **Motion Passed.**

**Town Moderator Irene Rabinowitz recused herself and relinquished the role of moderator to Town Clerk Doug Johnstone.**

**Article 12:** *FY 2013 Human Services Grant Program.* To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$58,375 to be expended under the direction of the Board of Selectmen, to fund grants to assist non-profit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low- and moderate-income and those who are uninsured or underinsured, as follows:

AIDS Support Group of Cape Cod	\$7,700
Cape Cod Children’s Place	4,650
Consumer Assistance Council	400
Gosnold on Cape Cod	14,300
Helping Our Women	7,000
Homeless Prevention Council	3,500
Independence House	4,000
Lower Cape Outreach Council, Inc.	5,000
Mass-A-Peal	525
Outer Cape Health Services	6,100
Sight Loss Services, Inc.	500
South Coast Counties Legal Services	<u>4,700</u>
Total	\$58,375

or to take any other action relative thereto.

*[Requested by the Bd of Selectmen, Human Services Com. & Town Mgr]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Board of Health Recommends: 3-0-0**

Elaine Anderson moved that the Town vote to raise and appropriate the sum of \$58,375 to be expended under the direction of the Board of Selectmen, to fund grants to assist non-profit agencies and organizations to maximize available resources to meet needs identified by the community by providing services to local residents, particularly those of low and moderate-income and those who are uninsured or underinsured, as printed in the warrant. **Motion Passed.**

**Town Moderator Irene Rabinowitz returned to the meeting.**

**Article 13. July 4<sup>th</sup> Celebration.** To see if the Town will vote to transfer from any available funds the sum of \$22,000 to be expended under the direction of the Town Manager, the Chief of Police and the Director of Public Works for costs associated with the July 4<sup>th</sup> fireworks display; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Visitor Services Board Recommends: 5-0-0**

Austin Knight moved that the Town vote to transfer \$720.34 from free cash and transfer \$2,197.42 from 2011 Annual Town Meeting Article 14, transfer \$19,082.24 from 2005 Annual Town Meeting Article 15 for a total of \$22,000, to be used to pay for town expenses associated with the costs for the July 4<sup>th</sup> fireworks display, as printed in the warrant. **Motion Passed.**

**Article 14. Renaming Veteran's Memorial Elementary School.** To see if the Town will vote to change the name of the Veteran's Memorial Elementary School to the Veteran's Memorial Community Center; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**School Committee Recommends: 5-0-0**

F. John Santos moved that the town vote to change the name of the Veteran's Memorial Elementary School to the Veteran's Memorial Community Center; or to take any other action relative thereto.

Mary-Jo Avellar moved to amend the motion by adding that the wing housing the senior center be named the Grace Gouveia Wing.

**Motion to Amend Passed.**

**Motion As Amended Passed.**

**Article 15. 0.5% Real Estate Transfer Fee - A Home Rule Petition.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation authorizing the Town to impose a 0.5% Real Estate Transfer Fee as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT AUTHORIZING THE TOWN OF PROVINCETOWN TO IMPOSE A 0.5% REAL ESTATE TRANSFER FEE.

**Section 1:** There is hereby imposed a Real Estate Transfer Fee equal to 0.5% (half percent, ½%) of the purchase price upon the transfer of any real property interest in any real property situated in the Town of Provincetown. Said fee shall be the liability of the purchaser of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the responsibility for bearing said fee shall not affect such liability of the purchaser. The fee shall be paid to the Town of Provincetown. The first \$250,000 collected in each fiscal year shall be deposited in the Town's Capital Improvement Stabilization Fund. The remaining funds collected each fiscal year shall be deposited into the Town's General Fund.

**Section 2:** The following transfers of real property interests shall be exempt from the Real Estate Transfer Fee:

- A.** First time homebuyers who live in the home for at least 5 years. A lien shall accompany the deed stating that "There is running with the land a lien equal to the amount of fee exempted, plus accumulated interest and penalties until such time as all conditions of this sub-section are met."
- B.** Transfers to the Government of the U.S., The Commonwealth, the Town of Provincetown and any of their instrumentalities, agencies or sub-divisions, such as the Provincetown Housing Authority.
- C.** Transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made.
- D.** Transfers of convenience with consideration under \$100.00 which include: name change, into trusts, out of trust, etc.
- E.** Transfers to any charitable organization as defined in Clause Third of Section Five of Chapter 59 of the General Laws or any religious organization providing that the real property interests so transferred will be held solely for public charitable or religious purposes.
- F.** Transfers between family members, marriage partners, parents and children, grandchildren, step-parents and step-children, brothers and sisters.

**Section 3: A:** The fee imposed shall be due at the time of the transfer of the real property interest.

**B:** The buyer shall pay interest on any unpaid amount of the fee at the rate the Town collects on unpaid Real Estate Taxes.

**C:** The Town shall notify a buyer by Registered or Certified Mail of any failure to discharge the amount in full of fee due.

**D:** All fees and interest required to be paid under this Act shall constitute a personal debt of the buyer and may be recovered in an action of contract;

**Section 4:** This Act shall take effect on passage.  
or take any action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-0**

Elaine Anderson moved that the Town vote to approve Article 15 as printed in the warrant.

Dennis Scales moved to amend the motion by deleting the “The first \$250,000” in the second to last line in Section 1 to read: “The amount collected in each fiscal year shall be deposited in the Town’s Capital Improvement Stabilization Fund.” And removing the last sentence in section 1 as printed in the warrant.

**Motion to Amend Does Not Pass.**

**Motion Passed. (For 116, Against 3)**

**Article 16. Room Occupancy Tax.** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation applying the local room occupancy tax to seasonal rentals as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT APPROVING THE APPLICATION BY THE TOWN OF  
PROVINCETOWN OF THE LOCAL OPTION ROOM OCCUPANCY EXCISE  
TO SEASONAL RENTAL PROPERTIES IN THE TOWN OF PROVINCETOWN

Section 1. Notwithstanding the provisions of any general or special law to the contrary, in addition to the authority to impose a local excise tax upon any transfer of occupancy of any room or rooms as may be set forth in and authorized by Chapter 64G section 3A of the Massachusetts General Laws or other law, as the same may be amended from time to time, the town of



Provincetown shall, commencing on the first day of the fiscal year that begins after the effective date of this Act, be authorized to impose a local excise tax upon the transfer of occupancy of any room in a seasonal rental property or other transient accommodations located within said town by any operator at the rate of up to but not exceeding six (6) percent of the total amount of rent of each such occupancy.

Section 2. For the purposes of this chapter, all terms used herein shall, unless the context requires otherwise, have the same meanings as set forth in Chapter 64G section 1 of the Massachusetts General Laws and as follows:

“Occupancy”, the use or possession, or the right to the use or possession, of any room or rooms in a bed and breakfast establishment, bed and breakfast home, hotel, lodging house, motel, seasonal rental property or other transient accommodation designed and normally used for sleeping and living purposes, or the right to the use or possession of the furnishings or the services and accommodations, including breakfast in a bed and breakfast establishment or bed and breakfast home, accompanying the use and possession of such room or rooms, for a period of ninety consecutive calendar days or less, regardless of whether such use and possession is as a lessee, tenant, guest or licensee.

“Seasonal rental property or other transient accommodations” shall mean any bed and breakfast home, as defined by Chapter 64G section 1 of the Massachusetts General Laws and any residential or commercial dwelling, dwelling unit or part thereof, unit of a condominium as defined by Chapter 183A of the Massachusetts General Laws or time-share as defined by Chapter 183B of the Massachusetts General Laws, used for the lodging of guests or invitees in exchange for rent.

Section 3. No excise shall be imposed upon for the transfer of occupancy of any room in a seasonal rental property or other transient accommodations if the total amount of rent is less than fifteen dollars per day or its equivalent or if the accommodation, other than a bed and breakfast home, is exempt under the provisions of Chapter 64G section 2 of the Massachusetts General Laws.

Section 4. All operators of seasonal rental property or other transient accommodations shall be responsible for assessing, collecting reporting and paying such local excise tax as set forth in Chapter 64G sections 3, 4, 5, 6 and 7A of the Massachusetts General Laws and shall be liable in the same manners as operators in Chapter 64G section 7B of the Massachusetts General Laws.

Section 5. This act shall take effect upon its passage.  
or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 4-0-1**

Austin Knight moved that the Town vote to approve Article 16 as printed in the warrant. **Motion Passed. (For 133 Against 3)**

**Article 17.** *Home rule petition to amend the Provincetown Charter to reduce the size of the Finance Committee.* To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation to amend Chapter 6, §7-1 of the Town Charter relative to the Finance Committee, provided, however, that the General Court may make clerical or editorial changes of form only to said bill, unless the Board of Selectmen approves amendments thereto prior to enactment by the General Court, and provided further that Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO THE FINANCE COMMITTEE OF THE TOWN OF PROVINCETOWN

Section 1: Chapter 6, §7-1 of the Charter of the Town of Provincetown is hereby amended by deleting the current text which reads: “There shall be a finance committee as provided by G.L. c. 39 s 16, consisting of nine regular members and two alternate members appointed by the moderator for three year overlapping terms so arranged that the terms of at least three regular members shall expire each year.” and replacing it with the following:

“There shall be a finance committee as provided by G.L. c. 39 s 16, consisting of seven regular members and two alternate members appointed by the moderator for three year overlapping terms so arranged that the terms of at least three members shall expire each year, provided that no more than one alternate member’s term expires in any given year.”

Transitional provisions:

1. The effective date of this change to the charter will be the last day of April following final passage and approval of the act.
2. As the terms of members expire over the next three years following the effective date of the act, the Moderator will adjust the terms so that the terms of three members including the alternate members will expire each year, with no more than one alternate member’s term expiring in any given year.

or to take any other action relative thereto.

*[Requested by the Finance Committee]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Charter Enforcement Commission Recommends: 3-0-0**

Tom Coen moved that the Town vote to approve Article 17 as printed in the warrant. **Motion Passed Unanimously.**

**Article 18. GIS Flyover/Aerial Photographs.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$27,000 to be expended under the direction of the Board of Selectmen and Principal Assessor for the purpose of taking aerial photographs of the town in order to replot buildings onto the Assessors Maps to aid in correcting the Assessor's maps; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Board of Assessors Recommends: 3-0-0**

Sharon Lynn moved that the Town vote to transfer \$20,048.31 from 2008 Annual Town Meeting article 10 and \$6,951.69 from 2004 Annual Town Meeting article 4-8 for a total of \$27,000 for the purpose of taking aerial photographs of the town in order to replot buildings onto the Assessor's Maps. **Motion Passed.**

**Article 19. Purchase/Conservation Restriction at Dune's Edge Campground.** To see if the Town will vote to authorize the Board of Selectmen, acting as the Board of Park Commissioners, to acquire by gift, purchase, and/or eminent domain a perpetual conservation restriction in accordance with MGL c. 184, § 31-33 on all or a portion of land in Provincetown, Barnstable County, Massachusetts, to be managed and controlled as a public park, in accordance with Chapter 45 Section 3, for recreation purposes, being described as follows: the parcels of land, located at 386 Route 6 and 390 Route 6, Provincetown, Barnstable County, Massachusetts, held in ownership by Miriam Collinson, Trustee of Outer Edge Nominee Trust, containing a total of 17.32 acres, more or less, shown as Provincetown Assessors Map 13-3, Parcels 18 and 20, a copy of which is on file in the Office of the Town Clerk, and also shown as Lots 2, and 3, inclusive, on Land Court Plan 38944-A and as Lot 1 on Land Court Plan 39970-A; and, further, to raise and appropriate, transfer from available funds, borrow or otherwise, a sum of money for the acquisition of a perpetual conservation

restriction on the foregoing land, including costs incidental and related thereto; to appropriate under Chapter 293 of the Acts of 1998 entitled, "An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program" (the so-called "Land Bank" program) a sum of money to be used for such acquisition and all expenses incidental and related thereto, said sum to be in addition to the amount appropriated for this purpose from the Community Preservation Fund pursuant to Article 9 of the Warrant for the April 2, 2012 Annual Town Meeting; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow, pursuant to General Laws Chapter 44, sections 7 and 8 or any other enabling authority, and to issue bonds and notes therefor; and, further, to authorize the Board of Selectmen and the Town Manager, at the Board of Selectmen's direction, to submit, on behalf of the Town, any and all applications deemed necessary under the PARC (formerly Urban Self-Help) Act, as amended, Chapter 933 Acts of 1977, and/or any other sources, including those in aid of recreation land acquisition, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, and to receive and accept such grants or reimbursements for this purpose from these sources for the acquisition within the scope of this Article, or take any other actions relative thereto. *[Requested by the Open Space Committee]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 3-0-1**

Dennis Minsky moved that the Town vote to authorize the Board of Selectmen, acting as the Board of Park Commissioners, to acquire by gift, purchase, and/or eminent domain a perpetual conservation restriction in accordance with MGL c. 184, § 31-33 on all or a portion of land in Provincetown, Barnstable County, Massachusetts, to be managed and controlled as a public park, in accordance with Chapter 45 Section 3, for recreation purposes, being described as follows: the parcels of land, located at 386 Route 6 and 390 Route 6, Provincetown, Barnstable County, Massachusetts, held in ownership by Miriam Collinson, Trustee of Outer Edge Nominee Trust, containing a total of 17.32 acres, more or less, shown as Provincetown Assessors Map 13-3, Parcels 18 and 20, a copy of which is on file in the Office of the Town Clerk, and also shown as Lots 2, and 3, inclusive, on Land Court Plan 38944-A and as Lot 1 on Land Court Plan 39970-A; and, further, to appropriate the sum of \$850,000 under Chapter 293 of the Acts of 1998 entitled, "An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program" (the so-called "Land Bank" program) for the

acquisition of the foregoing perpetual conservation restriction, including costs incidental and related thereto, said sum to be in addition to the \$150,000 appropriated for this purpose from the Community Preservation Fund pursuant to Article 9 of the Warrant for the April 2, 2012 Annual Town Meeting, for a total appropriation of \$1,000,000; that to meet this appropriation of \$850,000 the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow, pursuant to General Laws Chapter 44, sections 7 and 8 or any other enabling authority, and to issue bonds and notes therefor; and, further, to authorize the Board of Selectmen and the Town Manager, at the Board of Selectmen's direction, to submit, on behalf of the Town, any and all applications deemed necessary under the PARC (formerly Urban Self-Help) Act, as amended, Chapter 933 Acts of 1977, and/or any other sources, including those in aid of recreation land acquisition, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town to effect said purchase, and to receive and accept such grants or reimbursements for this purpose from these sources for the acquisition within the scope of this Article.

**Motion Passed Unanimously.**

**Article 20. Acquisition of Sateriale Property.** To see if the Town will vote to raise and appropriate, transfer from available funds, borrow, or otherwise, a sum of money, including closing costs, for the acquisition of the fee interest in six parcels of land, located at 37, 45, 53, 59, 67 and 75 Snail Road, Provincetown, Barnstable County, Massachusetts, held in ownership by Patricia R. Sateriale, individually, and Patricia R. Sateriale and Fred E. Sateriale, Trustees, Beach Point Realty Trust, containing 2.34 acres, more or less, shown as Provincetown Assessors Map 18-1, Parcels 23A, 23B, 23C, 23D, and 23E, and Map 18-3, Parcel 1, copies of which are on file in the Office of the Town Clerk, and also shown as Lots 10-15, inclusive, on Land Court Plan 3512-J, together with and subject to all rights, restrictions and easements of record; to authorize the Board of Selectmen to acquire said parcels by gift, purchase, or eminent domain, for conservation and passive recreation purposes, on such terms and conditions as the Selectmen may determine; to appropriate under Chapter 293 of the Acts of 1998 entitled, "An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program" (the so-called "Land Bank" program) a sum of money to be used for such acquisition and all expenses incidental and related thereto, said sum to be in addition to the amount appropriated for this purpose from the Community Preservation Fund pursuant to Article 9 of the Warrant for the April 2, 2012 Annual Town Meeting; to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow funds to meet this appropriation pursuant to General Laws Chapter 44, Sections 7 and 8 or any other enabling authority, and to issue bonds and notes therefor;

provided further that said land is to be conveyed to the Town of Provincetown under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, and as it may be hereafter amended, and other Massachusetts statutes relating to conservation and passive recreation, to be managed and controlled by the Provincetown Conservation Commission, and, to the extent that any federal, state or other funds are or become available for the purposes outlined in this Article, to authorize the Board of Selectmen, the Conservation Commission and/or other applicable boards or commissions to apply for and accept such funds; including but not limited to grants and/or reimbursement from the Commonwealth of Massachusetts under Massachusetts General Laws Chapter 132A, Section 11 (now, so-called LAND Grants) or any other enabling authority or any other applications for funds, and to accept and expend funds which may be provided by any other public or private sources to defray a portion or all of the costs of acquiring these properties and in any way connected with the scope of this acquisition; to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Provincetown to effect said acquisition or purchase or grants, or to take any other action relative thereto; and, further, to authorize the Board of Selectmen and the Conservation Commission to convey to the Trustees of the Provincetown Conservation Trust, for no consideration, a perpetual conservation restriction on said land as authorized by Massachusetts General Laws, Chapter 184, Sections 31-33, allowing conservation and passive recreation uses described in Massachusetts General Laws, Chapter 40, Section 8C. *[Requested by the Open Space Committee]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 4-1-0**

**Finance Committee Recommends: 5-1-0**

**Conservation Commission Recommends: 3-0-1**

Dennis Minsky moved that the Town vote to appropriate under Chapter 293 of the Acts of 1998 entitled, "An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program" (the so-called "Land Bank" program) the sum of \$608,000, including costs incidental or related thereto, for the acquisition of the fee interest in six parcels of land, located at 37, 45, 53, 59, 67 and 75 Snail Road, Provincetown, Barnstable County, Massachusetts, held in ownership by Patricia R. Sateriale, individually, and Patricia R. Sateriale and Fred E. Sateriale, Trustees, Beach Point Realty Trust, containing 2.34 acres, more or less, shown as Provincetown Assessors Map 18-1, Parcels 23A, 23B, 23C, 23D, and 23E, and Map 18-3, Parcel 1, copies of which are on file in the Office of the Town Clerk, and also shown as Lots 10-15, inclusive, on Land Court Plan 3512-J, together with and subject to all rights, restrictions and easements of record, which sum is in addition to the \$50,000 appropriated

for this purpose from the Community Preservation Fund pursuant to Article 9 of the Warrant for the April 2, 2012 Annual Town Meeting, for a total appropriation of \$658,000; to authorize the Board of Selectmen to acquire said parcels by gift, purchase, or eminent domain, for conservation and passive recreation purposes, on such terms and conditions as the Selectmen may determine; to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow \$608,000 pursuant to General Laws Chapter 44, Sections 7 and 8 or any other enabling authority, and to issue bonds and notes therefor; provided further that said land is to be conveyed to the Town of Provincetown under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, and as it may be hereafter amended, and other Massachusetts statutes relating to conservation and passive recreation, to be managed and controlled by the Provincetown Conservation Commission, and, to the extent that any federal, state or other funds are or become available for the purposes outlined in this Article, to authorize the Board of Selectmen, the Conservation Commission and/or other applicable boards or commissions to apply for and accept such funds; including but not limited to grants and/or reimbursement from the Commonwealth of Massachusetts under Massachusetts General Laws Chapter 132A, Section 11 (now, so-called LAND Grants) or any other enabling authority or any other applications for funds, and to accept and expend funds which may be provided by any other public or private sources to defray a portion or all of the costs of acquiring these properties and in any way connected with the scope of this acquisition; to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Provincetown to effect said acquisition or purchase or grants, or to take any other action relative thereto; and, further, to authorize the Board of Selectmen and the Conservation Commission to convey to the Trustees of the Provincetown Conservation Trust, for no consideration, a perpetual conservation restriction on said land as authorized by Massachusetts General Laws, Chapter 184, Sections 31-33, allowing conservation and passive recreation uses described in Massachusetts General Laws, Chapter 40, Section 8C. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 21.**        *Definitions.* To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 1, Definitions, as follows:

**Story** That portion of a building included between the upper surface of a floor and the upper surface of the floor or roof next above it. For the purposes of determining the number of stories specified in the Dimensional Requirements of the Zoning By-Law, the following restrictions shall apply:

- a. If the top story of a building is roofed by a dormer covering fifty (50) percent or more of the floor area, it shall be considered a full story.

b. Cellars, basements and/or foundation work shall not be considered a story unless ~~used for a principal use or~~ the walls of which extend more than an average of 3'6" (three feet six inches) on all pertinent sides from the finished grade.

c. Floor area under a gambrel or mansard roof shall be considered a full story; or to take any other action relative thereto.

*[Requested by the Provincetown Planning Board]*

### **Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

Maryanne Clements moved that the Town vote to amend Article 1 of the Zoning By-law by amending the definition of the word "story" as printed in the warrant. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

*Article 22. Signage. To see if the Town will vote to amend the Provincetown Zoning Bylaw, Article 1, Definitions and Section 3200, Sign Regulations as follows:*

### **Article 1 Definitions**

~~Sign shall mean any device designed to inform or attract the attention of persons not on the premises on which the device is located. Any exterior building surfaces which are internally illuminated or decorated with gaseous tube or other lights are considered signs, as are advertising devices attached to motor vehicles, trailers or other movable objects if regularly located for fixed display. The following however, shall not be considered signs within the context of this By-Law:~~

Sign shall mean any device, contrivance, assemblage, or construction, whether temporary or permanent, designed to inform or attract the attention of a person, not within the building or structure on the premises, to the principal service or product offered for sale at the location on which the device is located. Any exterior building surface which is internally illuminated or decorated with gaseous tube or other lights shall be considered a sign as is any advertising device attached to a motor vehicle, trailer or other movable object if it is regularly located for fixed display.



The following, however, shall not be considered a sign within the context of this By-Law:

- a. ~~Flags and insignia of any government except when displayed in connection with commercial promotion;~~
- b. Legal notices or informational signs erected or required by public agencies;
- c. Standard gasoline pumps bearing thereon, in usual size, the name, type, and price of gasoline;
- d. Integral decorative or architectural features of buildings, except letters, trademarks, moving parts or parts internally illuminated or decorated with gaseous tube or other lights;
- e. On premise signage guiding and directing traffic and parking; not exceeding 2 square feet in area, and bearing no advertising matter;
- f. ~~Awnings or similar devices, lettering not exceeding 3" in height, or symbols not exceeding four square feet in area, provided that no lettering or symbols thereon shall exceed 3" in height and no lettering or symbols shall exceed a total of four square feet in area~~
- g. Paper or cardboard signs inside display windows, provided that they are illuminated only by building illumination only.
- h. Any device with lettering or symbols placed on interior walls, provided that the device shall be placed more than 4 feet from any window or shall be placed so as to be perpendicular to the street that any window faces.
- i. Temporary holiday decorations and lighting that are void of any commercial message placed between Thanksgiving and Martin Luther King Day of each year.

~~Any contrivance assemblage, or construction whether mechanical, mobile or structural and whether temporary or of permanent character and which has the effect of attracting attention by reason of the particular shape, size form and/or material employed to the principal service, product offered for sale shall be considered a sign.~~

### **Article 3 Section 3200 Sign Regulations**

*No changes to Sections 3210 to 3223*

**3224** Neon, gas-filled tube type illuminated or internally illuminated signs shall not be permitted on the exterior of a building or structure. ~~Neon, gas-filled tube type illuminated or internally illuminated signs that are visible from the outside of a building or structure in a manner that attracts the attention of a person, who is located outside of the building or structure at the premises, for any reason to the premises or to any product offered for sale may be permitted internally within storefront windows not to exceed a maximum of 25% of the window surface area.~~ No sign shall be projected upon a building, street or walkway. No sign shall produce glare, flash, move or have activated

lights or elements. Signage on record within the Community Development Department as of January 1, 2012 shall be exempt from this section.

*No changes to Sections 3225 to 3227*

### **3230 Sign Size**

The Basic Maximum Sign Area for exterior building signs is as follows:

Residential District Res1	2 sq. feet
Residential District Res2	2 sq. feet
Residential District Res3, ResB	16 sq. feet
Commercial District TCC	16 sq. feet
Commercial District GC <del>Other Uses</del> <u>Properties with greater than 200 ft of street frontage</u>	16 sq. feet
Other Districts (S-Seashore, M-Municipal Use)	16 sq. feet

*No further changes; or to take any other action relative thereto.  
[Requested by the Provincetown Planning Board]*

### **Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Planning Board Recommends: 5-0-0**

**Historical Commission Does Not Recommend: 5-0-0**

Mark Weinress moved that the Town vote to amend Article 1 defining the term “sign” and Article 3, Section 3200 of the Zoning By-law as printed in the warrant.

Raphael Richter moved to amend the motion by striking out the language in section 3224 “...within storefront windows not to exceed a maximum of 25% of the window surface area.”

**Motion to Amend Passed.**

Dennis Scales moved to amend the motion by sticking out the language in section i after “.....placed between Thanksgiving and Martin Luther King Day of each year.

**Motion To Amend Passed.**

Mark Weinress moved to indefinitely postpone Article 22.

**Motion to Indefinitely Postpone Does Not Pass.**

Scott Caldwell moved to amend the main motion by reinstating the language in section 3224 as printed in the warrant but change 25% to 50%.

**Motion to Amend Passed.**

**Motion As Amended Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 23. General By-law Amendment: Sign Code.** To see if the Town will vote to amend the Provincetown General By-laws by deleting in its entirety Chapter 10, Sign Regulations; or take any other action relative thereto. *[Requested by the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

**Historical Commission Does Not Recommend: 5-0-0**

Sharon Lynn moved that the Town vote to approve Article 23 as printed in the warrant. **Motion Passed.**

**Article 24. General By-law Amendment: Non-Criminal Disposition of Pier Corporation Regulations.** To see if the Town will vote to amend the Provincetown General By-laws by amending §2-3-1-1 to read as follows:

**2-3-1-1.** Any rule or regulation of the Provincetown Public Pier Corporation duly enacted as of ~~April 4, 2011~~ *April 2, 2012* shall be deemed a regulation of the Board of Selectmen. Violation of such rules or regulations may be enforced by any available means in law or equity, including but not limited to non-criminal disposition pursuant to G.L. c.40, §21D, and Sections 2-3-1 through 2-3-3 of the General By-laws. For the purposes of this by-law, the following officials shall be enforcing persons: the Harbormaster and his designees and any police officer of the Town of Provincetown.

**2-3-2-1.** Violations of the Provincetown Public Pier Corporation Regulations in Effect on ~~April 4, 2011~~ *April 2, 2012* (attached as Appendix 1 to Schedule A): 1st offense, \$100.00; 2nd offense, \$200.00; 3rd and subsequent offenses, \$300.00; or to take any other action relative thereto.

*[Requested by Provincetown Public Pier Corporation]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Ellen Battaglini moved that the Town vote to approve Article 24 as printed in the warrant. **Motion Passed.**

**Article 25. Abolish the Water Meter Charge**

**Whereas:** The lowest users of water in Provincetown are paying more than their fair share for water;

Whereas: We have established a pay scale for water users which is higher for those using more water which is fair;

Whereas: The Water Department has added a Meter Charge to everyone's bill, twice a year, which is bigger than many homeowners' Water Usage Bill;

Whereas: The 3,549 water meters in Provincetown and Truro brought the Water Department \$526,660, which is 25% of the total water budget of \$2,103,929;

Barbara Rushmore moved to see if the Town will vote to abolish the Water Meter Charges and put the total cost of running the Water Department on the water usage scale. The rates will be higher with the Meter Charge abolished, but will be less in total for many low users and will encourage water conservation; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**

**Finance Committee Does Not Recommend: 6-0-0**

**Water & Sewer Board Does Not Recommend: 7-0-0**

Whereas: The lowest users of water in Provincetown are paying more than their fair share for water;

Whereas: We have established a pay scale for water users which is higher for those using more water which is fair;

Whereas: The Water Department has added a Meter Charge to everyone's bill, twice a year, which is bigger than many homeowners' Water Usage Bill;

Whereas: The 3,549 water meters in Provincetown and Truro brought the Water Department \$526,660, which is 25% of the total water budget of \$2,103,929;

Barbara Rushmore moved that the Town vote to abolish the Water Meter Charges and put the total cost of running the Water Department on the water usage scale. The rates will be higher with the Meter Charge abolished, but will be less in total for many low users and will encourage water conservation; or to take any other action relative thereto.

**Motion Does Not Pass.**

**Article 26. *Ban Herbicides in Provincetown (By-law)***

Whereas: Roundup® and other herbicides, even when in parts-per-billion draining into the water table has an adverse effect on people and pets;

Whereas: NStar and homeowners use herbicides rather than manually weeding or clear cutting;

Whereas: Appeals to users to stop for the good of the community have not stopped the use of herbicides for weed control;

I move to see if the Town will vote a By-law that bans the use of Roundup® (glyphosphate) and other weed controlling herbicides in Provincetown; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**  
**Finance Committee Has No Recommendation**  
**Board of Health Recommends: 3-0-0**

Barbara Rushmore moved that be it resolved that the Town cease the use of herbicides on all Town-owned property.

Greg Howe moved to amend the motion to insert “except that all cemeteries in Town shall be exempt from this requirement.”

**Motion to Amend Does Not Pass.**

**Motion Passed.**

**Article 27. Eliminate Zoning By-Law 3224.** To see if the Town will vote to eliminate Zoning By-Law 3224 which reads: “Neon, gas filled tube type illuminated or internally illuminated signs shall not be permitted. No sign shall produce glare, flash, move or have activated lights or elements”; or to take any other action relative thereto.

*[Submitted by Scott Caldwell and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**  
**Finance Committee Has No Recommendation**  
**Planning Board Does Not Recommend: 5-0-0**

Mary-Jo Avellar moved to indefinitely postpone Article 27. **Motion Passed.**

**Article 28. Shut the Pilgrim Nuclear Plant Down (Resolution)**

Whereas: The license to operate the Pilgrim Nuclear Plant has almost run out;

Whereas: The disaster in Japan of the Fukushima Nuclear Power Plant has forced the evacuation of all people within 25 miles;

Whereas: The prevailing winds on Cape Cod are from the Southwest where we can see the Pilgrim plant;

Whereas: Geographically it is impossible to evacuate Cape Cod without exposing all evacuees to radiation;

Whereas: We are really not in need of that power plant;

I move to see if the Town will vote this Resolution: We petition our Massachusetts Congressional Delegates and Senators, our Governor, Deval Patrick, the Attorney General of Massachusetts, Martha Coakley and our

President, Barack Obama to urge the Nuclear Regulatory Commission to not renew the License to Operate the Pilgrim Nuclear Plant; or to take any other action relative thereto. *[Requested by Barbara Rushmore and others]*

**Board of Selectmen Does Not Recommend: 5-0-0**  
**Finance Committee Has No Recommendation**

Whereas: The license to operate the Pilgrim Nuclear Plant has almost run out;

Whereas: The disaster in Japan of the Fukushima Nuclear Power Plant has forced the evacuation of all people within 25 miles;

Whereas: The prevailing winds on Cape Cod are from the Southwest where we can see the Pilgrim plant;

Whereas: Geographically it is impossible to evacuate Cape Cod without exposing all evacuees to radiation;

Whereas: We are really not in need of that power plant;

Barbara Rushmore moved that the Town vote this Resolution: We petition our Massachusetts Congressional Delegates and Senators, our Governor, Deval Patrick, the Attorney General of Massachusetts, Martha Coakley and our President, Barack Obama to urge the Nuclear Regulatory Commission to not renew the License to Operate the Pilgrim Nuclear Plant; or to take any other action relative thereto. **Motion Passed.**

**Article 29. Social Security For All and By All**

Whereas: Social Security and Medicare are not entitlements, but are earned benefits paid for by payroll deductions on every worker's paycheck;

Whereas: Social Security has reduced poverty among the aged and disabled and enabled better health for the middle class;

Whereas: The Social Security Tax is 6.2% of money earned (reduced by President Obama to 4.2% this year) and there is a cap of \$106,800 on income taxed in this way, and those earning millions only pay on that first \$106,800;

Whereas: The top 1% of taxpayers includes over three hundred thousand taxpayers who make over one million dollars a year,

Imove to see if the Town will vote to petition all our Congressmen from Massachusetts to enact a change, that is, to abolish the cap on income and levy the Social Security Tax on all income, earned and unearned (interest, dividends, bonuses, capital gains and variable pre-paid forward contracts); or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Has No Recommendation**  
**Finance Committee Has No Recommendation**

Whereas: Social Security and Medicare are not entitlements, but are earned benefits paid for by payroll deductions on every worker's paycheck;

Whereas: Social Security has reduced poverty among the aged and disabled and enabled better health for the middle class;

Whereas: The Social Security Tax is 6.2% of money earned (reduced by President Obama to 4.2% this year) and there is a cap of \$106,800 on income taxed in this way, and those earning millions only pay on that first \$106,800;

Whereas: The top 1% of taxpayers includes over three hundred thousand taxpayers who make over one million dollars a year, Barbara Rushmore moved to see if the Town will vote to petition all our Congressmen from Massachusetts to enact a change, that is, to abolish the cap on income and levy the Social Security Tax on all income, earned and unearned (interest, dividends, bonuses, capital gains and variable pre-paid forward contracts); or to take any other action relative thereto.

**Motion Passed.**

**Article 30. Tax on Stock Trades (Financial Transaction Fee)**

Whereas: Our country has a huge deficit and our taxes don't equal our yearly budget;

Whereas: This Financial Transaction Fee, called a *Robin Hood Tax*, is supported by Bill Gates, George Soros, Al Gore, Ralph Nader, Pope Benedict XVI and the Archbishop of Canterbury;

Whereas: This tax is now in effect at a rate of \$3 per \$10,000 in England and France and would not adversely affect the U.S. markets;

Whereas: A tax on the financial markets is long overdue;

I move to see if the Town will vote to petition the Massachusetts Congressmen and Senators to enact a \$3 per \$10,000 tax on all stock and bond trades, the money to go into the U.S. Treasury for our budget and to help pay off the deficit; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Has No Recommendation**

**Finance Committee Has No Recommendation**

Whereas: Our country has a huge deficit and our taxes don't equal our yearly budget;

Whereas: This Financial Transaction Fee, called a *Robin Hood Tax*, is supported by Bill Gates, George Soros, Al Gore, Ralph Nader, Pope Benedict XVI and the Archbishop of Canterbury;

Whereas: This tax is now in effect at a rate of \$3 per \$10,000 in England and France and would not adversely affect the U.S. markets;

Whereas: A tax on the financial markets is long overdue;

Barbara Rushmore moved to see if the Town will vote to petition the Massachusetts Congressmen and Senators to enact a \$3 per \$10,000 tax on all stock and bond trades, the money to go into the U.S. Treasury for our budget and to help pay off the deficit; or to take any other action relative thereto.

**Motion Passed.**

**Article 31. Peace, Thank You**

I move to see if the Town will vote the following Resolution:

We, the People of Provincetown, Massachusetts, do send our thanks to President Barack Obama for ending the War in Iraq.

We urge him to end the War in Afghanistan as soon as possible.

We urge our Congressmen that sending troops to fight overseas and a Declaration of War should only be done by a recorded vote of Congress as is stated in our Constitution; or to take any other action relative thereto.

*[Requested by Barbara Rushmore and others]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

Barbara Rushmore moved to see if the Town will vote the following Resolution:

We, the People of Provincetown, Massachusetts, do send our thanks to President Barack Obama for ending the War in Iraq.

We urge him to end the War in Afghanistan as soon as possible.

We urge our Congressmen that sending troops to fight overseas and a Declaration of War should only be done by a recorded vote of Congress as is stated in our Constitution; or to take any other action relative thereto.

**Motion Passed.**

Town Moderator Irene Rabinowitz motioned to dissolve the April 2, 2012 Annual Town Meeting at 9:30 p.m. **Motion Passed.**

**Annual Town Meeting dissolved at 9:30 p.m.**

<b>Special Town Meeting - Monday, April 2, 2012</b>
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**Meeting Called to Order.** Town Moderator Irene Rabinowitz convened the Special Town Meeting at 6:00 p.m. on Monday, April 2, 2012 in the Town Hall Auditorium.

**Preliminary Motions:**

Elaine Anderson moved that the Town vote to waive the reading of the warrant. **Motion Passed.**



Elaine Anderson moved that the Town vote to grant permission to speak at the April 2, 2012 Special Town Meeting to the following persons who are not registered voters of the Town of Provincetown: John W. Giorgio, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; John Goodrich, *Facilitator*; Rob Adams, *AECOM*; Tom Scarlata, *Bargmann, Henrie + Archetype, Inc.*; David Mitchell, *Energy Specialist, Rise Engineering, Inc.*; Nathan Weeks, *Senior Project Engineer; GHD, Inc.*; Beth Singer, *Superintendent of Schools*; Kim Y. Pike, *District Principal*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Michelle Jarusiewicz, *Housing Specialist/Grant Administrator*; James Golden, *Staff Lieutenant*; Maxine Notaro, *Permit Coordinator*.

**Motion Passed.**

Elaine Anderson moved that on all matters to come before the April 2, 2012 Special Town Meeting, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters. **Motion Passed.**

**Article 1.FY 2012 Budget Adjustments.**

To see what amendments the Town will vote to make to the Fiscal Year 2012 operating budgets established under Article 2 of the April 2011 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefore; or to take any other action relative thereto.  
*[Requested by the Board of Selectmen and the Town Manager]*

**Motion 1**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to make the following adjustments to the FY 2012 operating budget established under Article 2 of the April 4, 2011 Annual Town Meeting for the Fiscal year beginning July 1, 2011, as follows:

Transfer from department 423-B, Snow and Ice to department #560-B, Bicycle Committee the amount of \$1,900.

Transfer from department #423-B, Snow and Ice to department #431-B, Solid Waste the amount of \$41,315.

Transfer from department 910-B, Health Insurance and Benefits to department #193-B, Buildings & Grounds the amount of \$35,000. **Motion Passed.**

**Motion 2**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-0-0**

Elaine Anderson moved that the Town vote to amend the Fiscal Year 2012 Wastewater Enterprise Fund Budget established under Article 4 of the April 4, 2011 Annual Town Meeting as follows: That \$2,980,649 be appropriated to operate the Wastewater Enterprise Fund, \$2,654,559 to come from Wastewater Enterprise Fund revenues and \$245,656 from reserved for debt service, and further that \$80,434 be appropriated in the general fund and funded from Wastewater Enterprise revenues. **Motion Passed.**

**Article 2. Rescind Unused Borrowing Authority.** To see if the Town will vote to rescind unused borrowing authority, as follows:

Date of Vote	Town Mtg	Article No.	Auth & Unissued Debt	Fund	Amount Authorized	Total Borrowed to 4/2/12	Rescind Unused Balance
4/5/10	ATM	5-4	Ambulance Replacement	Gen.	\$200,000	\$156,000	\$44,000

Date	Town Mtg	Article No.	Authorized and Unissued Debt	Fund	Amount Authorized	Total Borrowed to 04/02/12	Rescind Unused Balance
04/05/10	ATM	5-4	Ambulance Replacement	Gen.	\$200,000	\$156,000	\$44,000

or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David Bedard moved that the Town vote to rescind the unused borrowing authority as follows: ATM 04/05/10 Article 5-4 Ambulance Replacement \$44,000. **Motion Passed.**

**Article 3. Stabilization Fund.**

To see if the Town will vote to transfer \$340,000 from free cash to the Stabilization Fund; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town transfer \$340,000 from free cash into the Stabilization Fund. **Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 4. Sale of the Grace Gouveia Building and the Community Center.** To see if the Town will vote to authorize the Board of Selectmen to acquire by eminent domain, for title clearing purposes, the following two parcels of Town-owned land: the parcel of land with improvements thereon located at 26 Alden Street, shown on Assessors Map No.12-1 as Parcel No. 34, and commonly known as the Grace Gouveia Building, and the parcel of land with the improvements thereon located at 46 Bradford Street, shown on Assessors Map No.7-2 as Parcel No. 62, and commonly known as the Community Center Building, and, further, to authorize the Board of Selectmen to file a petition with the General Court for special legislation, if necessary, to perfect the Town's title to the aforementioned parcels; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 5-0-1**

David McChesney moved that the Town vote to authorize the Board of Selectmen to acquire by eminent domain, for title clearing purposes, the following two parcels of Town-owned land: the parcel of land with improvements thereon located at 26 Alden Street, shown on Assessors Map No.12-1 as Parcel No. 34, and commonly known as the Grace Gouveia Building, and the parcel of land with the improvements thereon located at 46 Bradford Street, shown on Assessors Map No.7-2 as Parcel No. 62, and commonly known as the Community Center Building, and, further, to authorize the Board of Selectmen to file a petition with the General Court for special legislation, if necessary, to perfect the Town's title to the afore-mentioned parcels.

Stephan Cohen motioned to postpone action on Article 4 until after Special Town Meeting Article 6. **Motion to Postpone Article 4 Passed.**

Barbara Rushmore moved to amend article 4 by adding the following resolution to the end of the article as a recommendation to the Selectmen: The Community Center and the Grace Gouveia Building and the activities therein have been important assets for bringing our community together and are regarded fondly so we ask our Town Manager and staff to sell the Grace Gouveia Building and Community Center not for top dollar, but to sell them for year-round affordable housing or other community socially beneficial use.

Stephan Cohen moved amend the resolution by adding the words after to sell them "for the purposes of art, artist studios, and dance."

**Motion to Amend Resolution Does Not Pass.**

**Motion to Add Resolution Does Not Pass.**

**Motion Passed.**

**Article 5. Wastewater Optimization and Expansion - Supplemental Borrowing Authorization.** To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement the amount appropriated under Article 2 of April 2009 Special Town Meeting, Article 6 of the April 2011 Special Town Meeting, and Article 1 of the October 2011 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, Sec. 1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer with the approval of the Board of Selectmen, is authorized to borrow said sum of money under and pursuant to C.44, Sec. 7(1) and/or C.29C of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore; and that to the extent any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Method as provided by General Laws Chapter 83, Section 15; or to take any other action relative thereto.  
*[Requested by the Board of Selectmen and the Town Manager]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

**Conservation Commission Recommends: 4-0-0**

**Water & Sewer Board Recommends: 5-0-0**

**Board of Health Recommends: 3-0-0**

Austin Knight moved that the Town appropriate the sum of \$4.5 million to supplement the amount appropriated under Article 2 of the April 2009 Special Town Meeting, Article 6 of the April 2011 Special Town Meeting and Article 1 of the October 2011 Special Town Meeting, to be expended under the direction of the Town Manager and the Board of Selectmen, for the development of plans and specifications and for construction, optimization and expansion of the Town's sewer system including further extensions of the Town's sewer system, including without limitation all costs defined under C.29C, §1 of the General Laws and all other costs incidental and related thereto; and to raise said appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$4.5 million under and pursuant to C.44, §7(1) and/or C.29C of the General Laws, or any other enabling authority, and

to issue bonds or notes of the Town therefor; and that to the extent that any State, Federal or other funds are or become available for the purposes set forth above, the Board of Selectmen is authorized to apply for and accept such funds; and, further, the Town votes to authorize the Water and Sewer Board to assess one hundred percent of the project cost to the Town upon those who benefit from the project, such assessments to be made by the Uniform Unit method as provided by General Laws Chapter 83, Section 15.

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 6. *Replace Heating System at VMES.*** To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow a sum of money for a new hot water heating system at the Veteran's Memorial Elementary School; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Sharon Lynn moved that the Town vote to transfer \$71,747.05 from 2007 Annual Town Meeting article 11, Firehouse #2 repairs, transfer \$200,000 from the Capital Improvement Stabilization Fund and transfer \$328,253 from free cash to be expended under the direction of the Town Manager for the replacement of the heating system with a new and energy efficient hot water heating system at the Veteran's Memorial Elementary School.

Stephan Cohen moved to indefinitely postpone Article 6.

**Motion to Indefinitely Postpone Does Not Pass.**

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 7. *Police Station/Highway Maintenance Facility.*** To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow a sum of money for architectural design development and preparation of construction documents for a police station and highway maintenance facility to be located at the current location of the highway garage, 24 Race Point Road; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0**

**Finance Committee Recommends Indefinite Postponement: 7-0-0**

David Bedard moved to indefinitely postpone Article 7. **Motion Passed.**

**Article 8. High School Building Pointing and Sealing of Exterior Walls.** To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow a sum of money for the tuck-pointing and sealing of the exterior walls of the Provincetown High School building; or to take any other action relative thereto.

*[Requested by the School Committee and the Town Manager]*

**Two-Thirds Vote Required**

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town vote to appropriate the sum of \$420,000 to be expended under the direction of the Town Manager and the Superintendent of Schools for the tuck pointing and sealing of the exterior walls of the Provincetown High School building and costs related thereto, that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is hereby authorized to borrow \$420,000 pursuant to General Laws Chapter 44, sections 7 and 8, or any other enabling authority and to issue bonds and notes therefor; provided that the appropriation shall be contingent on the passage of a Proposition 2 ½ debt exclusion by the voters of the town in accordance with General Laws Ch. 59 section 21C9m).

**Motion Passed. (2/3<sup>rd</sup>'s Vote Declared)**

**Article 9. Use of Parking Funds to Purchase Parking Vehicle**

To see if the Town will vote to expend \$32,925 from the Parking Fund to purchase a new parking vehicle; or to take any other action thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote to transfer \$32,925 from the Parking Fund to purchase a new parking vehicle.

Howard Hintze moved to amend the motion to reduce the amount to \$18,976.

**Motion to Amend Does Not Pass.**

**Motion Passed.**

**Article 10. Use of Parking Funds to Purchase Automated Pay**

**Stations.** To see if the Town will vote to expend \$51,000 from the Parking Fund for the purchase of three (3) automated pay station kiosks which will accept

coins, paper currency, tokens and credit cards to be installed at the Veteran's Memorial Elementary School Parking Lot, on Harry Kemp Way to replace the metered public parking spots and at the Fire Station public parking lot on Shank Painter Road or on Bradford Street Extension and to make any other parking improvements; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David McChesney moved that the Town vote to transfer \$34,000 from the Parking Fund for the purchase of two (2) automated pay station kiosks, which will be installed on Harry Kemp Way and at the Fire Station public parking lot on Shank Painter Road and to make other parking improvements.

**Motion Passed.**

**Article 11. Deposit Medicare Part D Reimbursements into the Other Post Employment Benefits Liability Trust Fund.** To see if the Town will vote to deposit into the Other Post Employment Benefits Liability Trust Fund the sum of \$56,525 from Medicare Part D reimbursements for retiree drug subsidies from the Cape Cod Municipal Health Group; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to deposit Medicare Part D reimbursements in the amount of \$56,524 in the Other Post Employment Benefits Liability Trust Fund. **Motion Passed.**

**Special Town Meeting dissolved at 8:17 p.m. on April 2, 2012.**

## Special Town Meeting - October 29, 2012

**Meeting Called to Order.** Town Moderator Mary-Jo Avellar convened the Special Town Meeting at 6:00 p.m. on Monday, October 29, 2012 in the Town Hall Auditorium. Town Moderator Mary-Jo Avellar entertained a motion made by Austin Knight to adjourn the meeting until Thursday, November 1, 2012 at 6:00 pm in the Town Hall Auditorium based upon lack of a quorum due to a state of emergency declared by Governor Duval Patrick due to the extreme weather caused by Hurricane Sandy. Motion Passed. Town Moderator Mary-Jo Avellar adjourned the meeting to Thursday, November 1, 2012 at 6:00 pm.

Town Moderator Mary-Jo Avellar reconvened the October 29, 2012 Special Town Meeting on Thursday, November 1, 2012 at 6:00 p.m. in the Town Hall Auditorium.

**Preliminary motions:**

Austin Knight moved that the Town vote to waive the reading of the warrant.  
**Motion Passed.**

Austin Knight moved that the Town vote to grant permission to speak at the October 29, 2012 Special Town Meeting, continued to November 1, 2012, to the following persons who are not registered voters of the Town of Provincetown: Michelle Randazzo, Esq., and other attorneys of the firm of Kopelman & Paige, P.C., *Town Counsel*; Tom Scarlata, *Bargmann, Henrie + Archetype, Inc.*; Mark Almeda, Mark Almeda Architects, P.C.; Richard Waldo, *Deputy DPW Director*; Beth Singer, *Superintendent of Schools*; Kim Y. Pike, *District Principal*; Russell Braun, *Building Commissioner*; Beau Jackett, *Information Systems Director*; Michelle Jarusiewicz, *Housing Specialist/Grant Administrator*; James Golden, *Staff Lieutenant*; Maxine Notaro, *Permit Coordinator*; Morgan Clark, *Code Enforcement Officer*; Pam Hudson, *Secretary to the Town Manager/Employee Benefits Administrator*.

**Motion Passed.**

Austin Knight moved that on all matters to come before the October 29, 2012 Special Town Meeting, continued to November 1, 2012, requiring a two-thirds vote by statute, that a count need not be taken unless the vote so declared is immediately questioned by seven or more registered voters.

**Motion Passed.**

**Article 1. FY 2013 Budget Adjustment – Division I, General Government.**

To see if the Town will vote to amend the Municipal Operating budget for Division I, General Government for Fiscal Year 2013 as voted under Article 2 of the April 2012, Annual Town Meeting by raising and appropriating or transferring from available funds the following amounts:

<b>Budget Division</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>'12-'13 %</b>
I. General Government	\$1,146,867	\$1,194,330	+4.1%

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to amend the Fiscal Year 2013 Division One, General Government Budget to provide as follows: That the Town vote to raise and appropriate the sum of \$893,973, transfer \$124,000 from Cable Receipts Reserved for Appropriation, \$4,696 from Wetlands Protection Fund, and \$129,975 from the Land Bank Fund for a total of \$1,152,644 to fund



operating budgets for the several Town departments for Fiscal Year 2013 under budget Division I, General Government, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 2. FY 2013 Budget Adjustment – Division V, Public Services.**

To see if the Town will vote to amend the Municipal Operating budget for Division 5, Public Services for Fiscal Year 2013 as voted under Article 2 of the April 2012, Annual Town Meeting by raising and appropriating or transferring from available funds the following amounts:

<b>Budget Division</b>	<b>FY 2012</b>	<b>FY 2013 '12-'13</b>	<b>%</b>
V. Public Services	\$803,458	\$863,226	+7.4 %

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

F. John Santos moved that the Town vote to amend the Fiscal Year 2013 Division Five, Public Services Budget to provide as follows: That the Town vote to raise and appropriate the sum \$863,226 to fund operating budgets for the several Town departments for Fiscal Year 2013 under budget Division V, Public Services, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 3. FY 2013 Budget Adjustment – Water Enterprise Fund.**

To see if the Town will vote to amend the Water Enterprise budget for Fiscal Year 2013 as voted under Article 4 of the April 2012, Annual Town Meeting by raising and appropriating or transferring from available funds the following amounts:

**450 Water Enterprise Fund**

	<b>FY 2012</b>	<b>FY 2013 12-13</b>	<b>%</b>
Enterprise Fund Costs	\$2,093,560	\$2,120,314	
General Fund Costs	269,361	280,898	
<b>TOTAL COSTS</b>	<b>\$2,362,921</b>	<b>\$2,401,212</b>	<b>+1.6%</b>

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

David McChesney moved that the Town vote to amend the Fiscal Year 2013 Water Enterprise Fund Budget to provide as follows: that \$2,401,212 be appropriated to operate the Water Enterprise Fund, \$1,829,541 to come from Water Enterprise Fund revenues and \$290,773 from Retained Earnings, and further, \$280,898 to be appropriated in the general fund and funded from Water

Enterprise revenues, as requested by the Board of Selectmen and recommended by the Finance Committee. **Motion Passed.**

**Article 4. Prior Year Bills.**

To see what sum the Town will vote to raise and appropriate or transfer from available funds for the purpose of paying prior year unpaid bills; or take any other action relative thereto. *[Requested by the Town Manager]*

Nine-tenth's Vote Required.

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Eric Yingling moved that the Town vote to transfer the sum of \$571.50 from 2004 Annual Town Meeting article 4-3 for the purpose of paying the following prior year bill:

\$571.50 Siemens Industry, Inc. **Motion Passed Unanimously.**

**Article 5. Amend Funding Source for Apr.2012 Annual Town Mtg, Article 18.**

To see what amendments the Town will vote to make to the funding source for the GIS Flyover approved under Article 18 of the April 2012 Annual Town Meeting and what sums the Town will vote to raise and appropriate or transfer from available funds therefore; or take any other action relative thereto. *[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Elaine Anderson moved that the Town vote to amend the Annual Town Meeting article 18 - GIS Flyover to provide as follows: That the Town vote to transfer \$12,922.44 from 2008 Annual Town Meeting article 6, \$7,125.87 from 2010 Annual Town Meeting article 5-6 and \$6,951.69 from 2004 Annual Town Meeting article 4-8 for a total of \$27,000 for the purpose of taking aerial photographs of the town in order to re-plot buildings onto the Assessor's Maps. **Motion Passed.**

**Article 6. Stabilization Fund.**

To see if the Town will vote to transfer a sum of money from free cash to the Stabilization Fund; or to take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

Two-third's Vote Required.

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**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 8-0-0**

David McChesney moved that the Town transfer \$250,000 from free cash into the Stabilization Fund.

Duane Steele moved to postpone Article 6 until after Article 7 is decided.

**Motion to Postpone Article 6 Does Not Pass.**

**Motion Passed. (Two-thirds Vote Declared)**

**Article 7. Capital Improvements for Provincetown High School.**

To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow a sum of money for repairs to the Provincetown High School building, provided that the appropriation shall be contingent on a Proposition 2 ½ capital outlay or debt exclusion ballot question; or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 7-1-0**

**Building Committee Recommends: 5-0-0**

**School Committee Recommends: 5-0-0**

Austin Knight moved that the Town vote to transfer \$1,237,437 from free cash to be expended under the direction of the Town Manager and the School Committee for repairs to the Provincetown High School building and costs related thereto, provided however that the Superintendent of Schools and the School Committee are authorized to contract for and expend any federal, state or local aid and grant funding that may be available for the project.

Duane Steele moved to amend the motion as follows: to see if the Town will transfer from free cash \$678,374 for the high priority safety and general repairs to the Provincetown High School building to be accomplished in the year 2013 as delineated in Option One of the Exterior Assessment Report by Mark Almeda Architects, P.C. Furthermore, the Town shall vote to use the balance of the \$420,000 appropriated for school repairs in Article 8 of the April 2, 2012 Special Town Meeting (\$384,547) for Option Two, the medium priority phase, also in 2013 at a cost of \$378,120. Option Three, the low priority third phase, outlined in the Almeda report for completion in the year 2015, shall be scheduled and prioritized as part of a Capital Improvements Program required by the Town Charter with the sources of funding identified.

**Motion to Amend Does Not Pass.**

**Motion Passed.**

**Article 8. Cemetery Commission.**

To see if the Town will vote to transfer \$2,000 from the Sale of Cemetery Lots Fund to buy back cemetery plots from the Purchaser, or heirs and assigns with burial rights of the lot(s); or take any other action relative thereto.

*[Requested by the Cemetery Commission]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Erik Yingling moved the Town transfer \$2,000 from the Sale of Cemetery Lots Fund to buy back cemetery plots from the Purchaser, or heirs and assigns with burial rights of the lots. **Motion Passed.**

**Article 9. Replace Apron and Drainage at Main Fire Station.**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to replace the concrete apron and drainage at the rear of the main Fire Station; or to take any other action relative thereto.

*[Requested by the Board of Fire Engineers and the Town Manager]*

Two-third's Vote Required

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Austin Knight moved that the Town vote to transfer \$30,000 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Board of Fire Engineers for the repairs to the apron and drainage at the Main Fire Station and costs related thereto.

**Motion Passed. (Two-third's Vote Declared)**

**Article 10. Purchase New Heart Monitor/Defibrillator.**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase a Lifepak 15 Heart Monitor/Defibrillator for the Rescue Squad; or to take any other action relative thereto.

*[Requested by the Board of Fire Engineers]*

Two-third's Vote Required.

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Recommends: 6-0-0**

Sharon Lynn moved that the Town vote to transfer \$32,066 from the Capital Improvement Stabilization Fund to be expended under the direction of the Town Manager and the Board of Fire Engineers for the purchase of a new heart monitor/defibrillator and costs related thereto.

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**Motion Passed. (Two-third's Vote Declared)****Article 11. Solid Waste Contract.**

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste for a period not to exceed twenty (20) years commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, which contract may include a provision that the Town shall not be exempt from liability for the payment of contract sums in future fiscal years; or to take any other action relative thereto.

*[Requested by the Town Manager]*

**Board of Selectmen Recommends: 5-0-0****Finance Committee Has No Recommendation**

Austin Knight moved that the Town authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste for a period not to exceed twenty years commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, which contract may include a provision that the Town shall not be exempt from liability for the payment of contract sums in future fiscal years.

Michael Peregon moved to amend the motion by authorizing the Board of Selectmen to enter into a contract negotiation only.

**Motion to Amend Does Not Pass.****Motion Passed.****Article 12. Street Paving Project.**

To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow a sum of money for additional street paving and paving repairs, provided that the appropriation shall be contingent on a Proposition 2 ½ capital outlay or debt exclusion ballot question; or take any other action relative thereto.

*[Requested by the Board of Selectmen and the Town Manager]*

**Board of Selectmen Recommends Indefinite Postponement: 5-0-0****Finance Committee Has No Recommendation**

F. John Santos moved to that the Town vote to indefinitely postpone Art.12.

**Motion Passed.****Article 13. General By-law Amendment: Yard, House, or Garage Sales.**

To see if the Town will vote to amend the Provincetown General By-laws by inserting a new Section 13-1-4, for the purpose of regulating the frequency of yard sales, including amendments or modifications thereto, to read as follows:

**13-1-4 YARD, HOUSE, GARAGE OR BARN SALES**

13-1-4-1 Definitions.

Yard, House, or Garage Sales shall mean the sale or offering for sale of ten (10) or more items of personal property at any one (1) residential premises at any one (1) time, excluding such sales as may be conducted by a bona fide charitable organization, religious or other tax-exempt organization.

13-1-4-2 Limit on number, frequency and length of sales.

No person or location shall be authorized more than one (1) yard sale per week to run no more than two (2) consecutive days, with the exception of Memorial Day weekend when such sale may run for three (3) consecutive days.

13-1-4-3 Displays or Sales.

No display or sales shall take place within or upon public land, sidewalk or roadway. Displays and sales shall only appear upon property of the participants, whether jointly or independently. Displays and sales shall not impede pedestrian traffic or cause concerns for the public safety.

13-1-4-4 Signs.

Any sign advertising such sale shall not exceed two (2) square feet, and there shall be no off-premises signs allowed. All signs must be removed immediately at end of the sale event.

13-1-4-5 Violations and penalties.

A non-criminal disposition penalty will be assessed for any violation of this Bylaw in the amount of \$50 for each offense. Each day that a violation exists shall be deemed to be a separate offense. If such offense continues for more than four days the yard sale shall be deemed to be a business and the Town may take such action as it deems necessary to regulate, and, or order it closed, or take any other action relative thereto.

*[Requested by John LaCroix and others]*

**Board of Selectmen Recommends: 5-0-0**

**Finance Committee Has No Recommendation**

John LaCroix moved that the Town amend the General By-Laws as printed in the warrant with the following amendment, delete the words “and there shall be no off-premises signs allowed” from section 13-1-4-4. **Motion Passed.**

Town Moderator Mary-Jo Avellar motioned to dissolve the October 29, 2012 Special Town Meeting at 8:16 p.m. **Motion Passed.**

**Special Town Meeting dissolved at 8:16 p.m.**

## Presidential Primary Election - March 6, 2012

<b>Democrat Party</b>		Write-in	1
Total Democrats Voting = 246		<b>Total</b>	<b>85</b>
<b>President (Vote for 1)</b>		<b>State Committee Man (Vote for 1)</b>	
Barack Obama	235	G. Roland Gonzalez	25
No Preference	7	Francis P. Manelli	26
Write-in	4	Blank	34
<b>Total</b>	<b>246</b>	Write-in	0
<b>State Committee Man (Vote for 1)</b>		<b>Total</b>	<b>85</b>
John L. Reed	202	<b>State Committee Woman (Vote for 1)</b>	
Blank	44	Cynthia E. Snead	26
Write-in	0	Judith A. Crocker	34
<b>Total</b>	<b>246</b>	Blank	25
<b>State Committee Woman (Vote for 1)</b>		Write-in	0
Jennifer Smith	208	<b>Total</b>	<b>85</b>
Blank	37	<b>Town Committee (Vote for 10)</b>	
Write-in	1	Blank	845
<b>Total</b>	<b>246</b>	Write-in	5
<b>Town Committee (Vote for 12)</b>		<b>Total</b>	<b>850</b>
Brian M. Carlson	204		
Marianne Clements	169	<b>Green-Rainbow</b>	
Austin Knight ( <i>write-in</i> )	36	Total Green Rainbow Ballots Cast = 1	
James A. Keefe, Jr. ( <i>write-in</i> )	34	<b>President (Vote for 1)</b>	
Judy Cicero ( <i>write-in</i> )	34	Kent Mesplay	0
Robert Vetrick ( <i>write-in</i> )	35	Jill Stein	1
Edward M. Rudd ( <i>write-in</i> )	34	Harley Mikkelson	0
Sarah Peake ( <i>write-in</i> )	36	Blank	0
Ann Maguire ( <i>write-in</i> )	32	Write-in	0
Salvatore Scibona ( <i>write-in</i> )	33	<b>Total</b>	<b>1</b>
Robert McCandless ( <i>write-in</i> )	35		
Elaine Anderson ( <i>write-in</i> )	37	<b>State Committee Man (Vote for 1)</b>	
Blank	2,222	Blank	1
Write-in (Other)	11	Write-in	0
<b>Total</b>	<b>2,952</b>	<b>Total</b>	<b>1</b>
<b>Republican Party</b>		<b>State Committee Woman (Vote for 1)</b>	
Total Republican Ballots Cast = 85		Blank	1
<b>President (Vote for 1)</b>		Write-in	0
Ron Paull	6	<b>Total</b>	<b>1</b>
Mitt Romney	45		
Rick Perry	0	<b>Town Committee (Vote for 10)</b>	
Rick Santorum	11	Blank	10
Jon Huntsman	2	Write-in	0
Michele Bachman	0	<b>Total</b>	<b>10</b>
Newt Gingrich	10		
Blank	0		

<b>Annual Town Election - May 1, 2012</b>
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Total Registered Voters = 2,867  
Total Votes Cast = 1,084

**Moderator (3 yr)**

Mary-Jo Avellar	878
Blank	183
Write-In	23
<b>Total</b>	<b>1084</b>

**Selectman (3 yr)**

David C. Bedard	409
Erik P. Yingling	668
Blank	7
Write-In	0
<b>Total</b>	<b>1084</b>

**School Committee (3 yr)**

Cassandra Benson	707
Shannon L. Patrick	676
Blank	782
Write-In	3
<b>Total</b>	<b>2168</b>

**Bd Library Trustees (3 yr)**

Evelyn M. Kratz	645
Donna M. Vaillancourt	695
Blank	825
Write-In	3
<b>Total</b>	<b>2168</b>

**Bd Library Trustees (2 yr)**

Louise A. Venden	771
Blank	312
Write-In	1
<b>Total</b>	<b>1084</b>

**Charter Enforcement (3 yr)**

Astrid K. Berg	681
Julia L. Perry	613
Blank	874
Write-In	0
<b>Total</b>	<b>2168</b>

**Housing Authority (5 yr)**

Kristin C. Hatch	764
Blank	319
Write-In	1
<b>Total</b>	<b>1084</b>

**Housing Authority (1 yr)**

Diana N. Fabbri	794
Blank	289
Write-In	1
<b>Total</b>	<b>1084</b>

**Ballot Ques. 1 - PHS Repair**

Yes	584
No	422
Blank	78
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 2 - Drainage**

Yes	641
No	362
Blank	81
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 3 - DPW Vehicles**

Yes	445
No	560
Blank	79
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 4 - Ambulance**

Yes	681
No	337
Blank	66
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 5 - Com'l St Paving**

Yes	736
No	284
Blank	64
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 6 - Open Cape**

Yes	514
No	471
Blank	99
<b>Totals</b>	<b>1084</b>

**Ballot Ques. 7 - Shelter Equip.**

Yes	561
No	445
Blank	78
<b>Totals</b>	<b>1084</b>



<b>State Primary Election - September 6, 2012</b>
---

**Democratic Party Total Democratic  
Ballots Cast = 562**
**Senator in Congress**

Elizabeth A. Warren	538
Blank	23
Write-in	1
<b>Total</b>	<b>562</b>

**Representative in Congress**

William Richard Keating	465
C. Samuel Sutter	80
Blank	16
Write-in	1
<b>Total</b>	<b>562</b>

**Councillor**

Nicholas D. Bernier	168
Oliver P. Cipollini, Jr.	229
Walter D. Moniz	47
Blank	118
Write-in	0
<b>Total</b>	<b>562</b>

**Senator in General Court**

Daniel A. Wolf	518
Blank	44
Write-in	0
<b>Total</b>	<b>562</b>

**Representative in General Court**

Sarah K. Peake	536
Blank	26
Write-in	0
<b>Total</b>	<b>562</b>

**Clerk of Courts**

Blank	551
Write-in	11
<b>Total</b>	<b>562</b>

**Register of Deeds**

Blank	549
Write-in	13
<b>Total</b>	<b>562</b>

**County Commissioner**

Mary Pat Flynn	309
Sheila R. Lyons	445
Blank	370
Write-in	0
<b>Total</b>	<b>1124</b>

**Republican Party Total Republican  
Ballots Cast = 30****Senator in Congress**

Scott P. Brown	30
Blank	0
Write-in	0
<b>Total</b>	<b>30</b>

**Representative in Congress**

Adam G. Chaprales	18
Christopher Sheldon	10
Blank	2
Write-in	0
<b>Total</b>	<b>30</b>

**Councillor**

Charles Cipollini	24
Blank	6
Write-in	0
<b>Total</b>	<b>30</b>

**Senator in General Court**

Blank	30
Write-in	0
<b>Total</b>	<b>30</b>

**Representative in General Court**

Blank	30
Write-in	0
<b>Total</b>	<b>30</b>

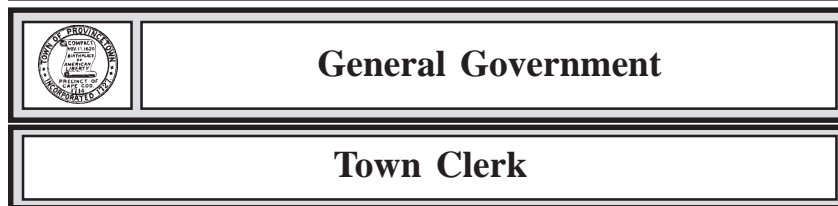
**Clerk of Courts**

Scott W. Nickerson	22
Blank	8
Write-in	0
<b>Total</b>	<b>30</b>

<b>Register of Deeds</b>		<b>Senator in General Court</b>	
John F. Meade	23	Blank	0
Blank	7	Write-in	0
Write-in	0	Total	0
Total	30		
		<b>Representative in General Court</b>	
<b>County Commissioner</b>		Blank	0
Eric R. Steinhilber	24	Write-in	0
Blank	36	Total	0
Write-in	0		
Total	60	<b>Clerk of Courts</b>	
		Blank	0
<b>Green-Rainbow Party</b>		Write-in	0
<b>Total Green-Rainbow Ballots Cast = 0</b>		Total	0
<b>Senator in Congress</b>		<b>Register of Deeds</b>	
Blank	0	Blank	0
Write-in	0	Write-in	0
Total	0	Total	0
<b>Representative in Congress</b>		<b>County Commissioner</b>	
Blank	0	Blank	0
Write-in	0	Write-in	0
Total	0	Total	0
<b>Councillor</b>			
Blank	0		
Write-in	0		
Total	0		
<b>Senator in General Court</b>			
Blank	0		
Write-in	0		
Total	0		
<b>Representative in General Court</b>			
Blank	0		
Write-in	0		
Total	0		
<b>Councillor</b>			
Blank	0		
Write-in	0		
Total	0		

<b>State Election - November 6, 2012</b>
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Total Number of Voters	2,390	Write-ins	10
Total Registered Voters	2,975	Blanks	1025
<b>PRESIDENT/VICE PRESIDENT</b>		<b>TOTAL</b>	<b>2390</b>
Johnson and Gray	19		
Obama and Biden	2121	<b>REGISTER OF DEEDS</b>	
Romney and Ryan	210	Meade	1303
Stein and Honkala	30	Write-ins	7
Write-ins	4	Blanks	1080
Blanks	6	<b>TOTAL</b>	<b>2390</b>
<b>TOTAL</b>	<b>2390</b>		
		<b>COUNTY COMMISSIONER Vote 2</b>	
<b>SENATOR IN CONGRESS</b>		Flynn	1438
Brown	353	Lyons	1856
Warren	2026	Steinhilber	197
Write-ins	0	Write-ins	2
Blanks	11	Blanks	1287
<b>TOTAL</b>	<b>2390</b>	<b>TOTAL</b>	<b>4780</b>
		<b>BARNSTABLE ASSEMBLY</b>	
<b>REP. IN CONGRESS</b>		Andrews	1913
Keating	2080	Write-ins	7
Sheldon	150	Blanks	470
Botelho	76	<b>TOTAL</b>	<b>2390</b>
Write-ins	1		
Blanks	83	<b>Ques. 1 - Car Repair</b>	
<b>TOTAL</b>	<b>2390</b>	Yes	2027
		No	207
<b>COUNCILLOR</b>		Blanks	156
C. Cipollini	336	<b>TOTAL</b>	<b>2390</b>
O. Cipollini, Jr	1769		
Write-ins	2	<b>Ques. 2 - Medication</b>	
Blanks	283	Yes	1802
<b>TOTAL</b>	<b>2390</b>	No	500
		Blanks	88
<b>SENATOR (State)</b>		<b>TOTAL</b>	<b>2390</b>
Wolf	2149		
Write-ins	3	<b>Ques. 3 - Medical Marijuana</b>	
Blanks	238	Yes	1939
<b>TOTAL</b>	<b>2390</b>	No	349
		Blanks	102
<b>REPRESENTATIVE (State)</b>		<b>TOTAL</b>	<b>2390</b>
Peake	2184		
Write-ins	9	<b>Ques. 4 - Corporations</b>	
Blanks	197	Yes	1807
<b>TOTAL</b>	<b>2390</b>	No	207
		Blanks	376
<b>CLERK OF COURTS</b>		<b>TOTAL</b>	<b>2390</b>
Nickerson	1355		



In addition to the Special and Annual Town Meetings held on April 2, 2012, one additional Special Town Meeting was convened on October 29, 2012 but adjourned by Town Moderator Mary-Jo Avellar until Thursday, November 1, 2012 based upon lack of a quorum due to a state of emergency declared by Governor Duval Patrick due to the extreme weather caused by Hurricane Sandy. 2012 was a busy election year, with a total of four elections: the March 6, 2012 Presidential Primary Election, the May 1, 2012 Annual Town Election, the September 6, 2012 State Primary Election, and the November 6, 2012 State Election.

A three year effort by our MIS department to merge existing cemetery databases, re-map and reorganize burial plots, and thoroughly research cemetery information resulted in the Town Clerk's Office assuming the responsibility for Cemetery sales purchases in July of this year in order to maintain detailed cemetery records of plots sold. In December the Board of Health designated the Town Clerk as Burial Agent, which allows the Clerk's Office to issue burial permits and capture as much burial information as possible at the time of interment. Complete oversight of the Cemetery records from time of sale to interment will greatly enhance the information available when needed in the future. Tremendous thanks is extended to MIS Technician Lynne Martin, who spent many hours, oftentimes weekends and holidays, to combine our cemetery information into a central database and create a Cemetery computer program that allows us to input and obtain important cemetery information easily. Lynne's continued support throughout this process has been invaluable and is greatly appreciated! Thanks as well to the Cemetery Commission, whose initial concerns regarding cemetery sales and remaining space within the cemetery led to the creation of this comprehensive inventory and development of the Cemetery database that we are now using.

Work on the Provincetown History Project [www.provincetownhistoryproject.com](http://www.provincetownhistoryproject.com), with a mission to preserve, protect and provide greater access to documents pertaining to the history of Provincetown, continues. A major goal in 2013 is to appropriately display the physical artifacts once proudly displayed in the Provincetown Heritage Museum throughout our Town buildings and look forward to the completion of work in the Veteran's Memorial Community Center, which will create an additional venue for such displays.

In 2012 a total of 282 marriages were filed, 88% of which were same sex couples, and a majority (81%) from out of state.

Special thanks to the Election registrars and ballot counters for the many elections held in 2012, and to the wonderful volunteers who have worked in the Clerk’s Office in 2012: Susan Avellar, Stephen Borkowski, Elise Cozzi, Don Cote, Paul deRuyter, Irene Joseph, Lorraine Kujawa, Joy Long, Julia Perry, Jim Rann, Lauren Richmond, Kevin Soyt, Connie Tavanis, and Helene Watt.

The Town Clerk’s Office welcomes new Assistant Town Clerk Darlene Van Alstyn, who began her duties in September, replacing Susan Fults, who resigned in August and moved to Georgia.

*Respectfully submitted,*

**Doug Johnstone**

Town Clerk

<b>Vital Statistics</b>
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**Births 2012**

In accordance with a request from the Massachusetts Department of Public Health and in respect to the privacy rights of children, individual names births recorded in Provincetown are not listed.

Total births recorded in 2012: 4

Male – 1

Female - 3

**Marriages 2012**

Total Marriage Licenses Recorded in 2012: 271

Same Sex Couples: 231

Opposite Sex Couples: 40

In-State Residents: 52

Out-of-State Residents: 219

**Deaths 2012**

<b>Date</b>	<b>Name</b>	<b>Age</b>	<b>Date</b>	<b>Name</b>	<b>Age</b>
3-Jan	Winifred Milius Lubell	97	13-Apr	Nancy Kennedy	77
5-Jan	Duane Marie Gregory	54	27-Apr	Clarence C. Kacergis	96
6-Jan	Phyllis M. Smith	92	1-May	James Francis Parker	61
24-Jan	Lenora E. Days	97	4-May	Richard Duarte Pereira, Sr.	76
2-Feb	Israel Lewis Sklar	89	5-May	Regina Andraschko Jason	88
15-Feb	Helen M. Santos	81	14-May	Bret Mathew Malatich	54
9-Mar	Mary Ruth O’Donnell	97	19-May	Eugene Killian	92
15-Mar	Alison Jill Karr	50	24-May	Theodore Louis LaFalce	89
20-Mar	Corin J. Paderewski	56	25-May	Stuart Kopp Bryant	71
23-Mar	Lorraine Roderick	82	31-May	Dolores C. Roderick	78
4-Apr	Sandra M. Turner	58	31-May	Leona Pietra Chapman	70
11-Apr	Wendy H. Everett	85	10-Jun	Elizabeth Mary Roht	100

**Deaths 2012**

<b>Date</b>	<b>Name</b>	<b>Age</b>	<b>Date</b>	<b>Name</b>	<b>Age</b>
21-Jun	Roslyn Garfield	92	11-Sep	John W. Gardner	46
21-Jun	Henry Bloch Jr.	85	12-Sep	Arthur Clyde Reis	83
5-Jul	Jane Louise Crave	79	14-Sep	Teresa Weiss	88
18-Jul	Dorothy Marie Oliver	84	23-Sep	Deirdre Murphy	55
24-Jul	Marilyn J. Downey	80	16-Oct	David Bicskei	57
25-Jul	Elizabeth J. Rosenblatt	90	26-Oct	Patricia A. Costa	72
5-Aug	Robert Hendrickson	86	2-Nov	Gloria Edwina Santos	86
22-Aug	William P. Anderson	65	7-Nov	Jeanne Busa	94
24-Aug	John Michael Reis	50	9-Nov	Rose Marie Morris	77
1-Sep	Maria Angelina Amorim	89	27-Nov	Robert Earl Boles	70
4-Sep	Eugene Charles Luschei	84	30-Dec	Sean McCarthy	53
10-Sep	Ann Souza	82			

<b>Town Counsel</b>
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During 2012, Town Counsel provided significant legal services to the Town, including the rendering of numerous legal opinions, approving contracts as to form, attending Town Meetings, and meeting with the Board of Selectmen and various other Town boards. There are currently 12 active litigation cases involving the Town which are pending in various courts. Four cases were closed in 2012.

Town Counsel continues to provide legal advice and assistance regarding title and land acquisition issues surrounding the expansion of the Town's sewer system. We have also been advising the Town on the disposition of the Grace Gouveia Building and the Community Center. Town Counsel has provided a number of training sessions to Town staff and boards and committees on compliance with the Open Meeting Law, the Public Records Law, and the Conflict of Interest Law. We extend our appreciation to the Board of Selectmen and the Town Manager for their confidence in retaining this firm. We also appreciate the assistance and cooperation received on all matters from the Board of Selectmen, Town Meeting, the Town Manager, department heads, and the boards and committees with whom we have worked. We look forward to working with the members of the Town government in the future.

*Respectfully submitted,*

**Kopelman and Paige, P.C.**

Town Counsel

**TOWN OF PROVINCETOWN - LITIGATION STATUS REPORT  
MATTERS PENDING WITH TOWN COUNSEL**

**1. 158 Bradford, LLC v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court C.A. No. BACV2012-00163

This is a March 5, 2012 appeal by the property owner from the February 21, 2012 final action of the Zoning Board of Appeals to deny a special permit to extend a nonconforming guest house/lodging house use so as to demolish the rear cottage and rebuild it with an additional guest unit under Zoning By-law §§3110 and 4120. On September 13, 2012, the Superior Court remanded the application to the Board for further action. The Board held a further public hearing and reviewed revised plans. The Board voted to deny the special permit relief by a vote of 3-2.

**2. Anderson v. Provincetown Board of Appeals, et al.**

Barnstable Superior Court C.A. No. BACV2011-00521

This is the September 7, 2011 appeal by an abutter from the August 26, 2011 final action of the Zoning Board of Appeals to affirm the decision of the Building Commissioner to deny zoning enforcement regarding storage racks at 131A Commercial Street, in the TCC Zoning District. The Commissioner determined that the storage racks are not structures and therefore, they do not violate the yard setback required on the easterly property line or violate lot coverage requirements. The private parties engaged in discovery. Since the ultimate determination was favorable to Mr. Santos, he is actively defending the matter. On November 7, 2012, the Superior Court denied Mr. Santos' motion for summary judgment. On January 7, 2013, a pretrial memorandum was filed with the Superior Court and the matter now will be scheduled for a trial on the merits.

**3. Brahm, et al. v. Provincetown Historic District Commission**

Barnstable Superior Court C.A. No. BACV2009-00411

This is the May 26, 2009 appeal from the May 20, 2009, action by the Historic District Commission to deny a Certificate of Appropriateness to allow a roof deck on the gable roof of 92 Bradford Street, with an assertion by plaintiff that the Commission acted in bad faith. A trial on the merits took place on August 17 and 18, 2011, and, on August 22, 2011, the Superior Court ruled in favor of Mr. Brahm and ordered the Commission to issue the Certificate of Appropriateness. The Commission appealed. On October 2, 2012, the Appeals Court affirmed the Superior Court's determination that the Commission's decision had insufficient findings, but annulled the Superior Court's decision granting the relief and ordered the Superior Court to allow the Commission an opportunity to provide supplemental findings. During October 2012, the Commission immediately met and prepared supplemental findings. On December 21, 2012, the Superior Court issued an order granting the Commission jurisdiction to file its supplemental findings. On January 8, 2013, the Commission signed the supplemental decision and filed with the Town Clerk. The plaintiff has filed a new appeal of the remand decision.

**4. Campbell v. Provincetown Zoning Board of Appeals**

Barnstable Superior Court C.A. No. BACV-2012-374

This is an appeal by the owner of condominium Unit F at 135 Bradford Street from the Zoning Board of Appeals' June 8, 2012, decisions to deny an appeal from the Building Commissioner's determination that Unit F could not be converted from a commercial to a residential use without zoning relief and to deny application for a special permit to convert the unit from commercial to residential. On October 25, 2012, the Superior Court heard cross motions for judgment. On December 26, 2012, the Superior Court denied Mr. Campbell's motion and granted the Board's motion, determining that the Board's findings were sufficient and not arbitrary or capricious. On December 31, 2012, judgment was entered on the Superior Court's docket and Mr. Campbell will have 30 days to file a notice of appeal.

#### **5. Martin v. Town of Provincetown, et al.**

Barnstable Superior Court C.A. No. BACV2010-00572

In this case, which was filed in September 2010, the plaintiff alleges that the Town is liable for the drowning death of the decedent as a result of its negligent maintenance of outfall pipes at the beach front and the alleged failure to rescue the decedent after he drowned. Town Counsel has been appointed by the Town's insurer to defend this matter. The complaint also alleges claims against Old Colony Tap, Inc., the bar which the decedent patroned before his death. Old Colony Tap has filed cross-claims against the Town for contribution and indemnification. The Town filed a motion for summary judgment seeking dismissal of all claims against the Town. The motion was granted on June 21, 2012. The Town then filed a request for Separate and Final Judgment with the Court, which was allowed on January 25, 2013. The Town is also responding to a request for a subpoena from co-defendant, Surfside Restaurant, Inc., regarding documents relative to the litigation.

#### **6. Provincetown Board of Trade Land Court Registration**

Land Court Misc. No. 43338

This is a Land Court registration petition seeking to register land at 307 Commercial Street owned by Provincetown Board of Trade. The Town filed an answer and opposition to the petition on October 4, 2002 because the land proposed for registration appears to include land owned by the Town and used as part of the municipal parking lot next to Manual Lopes Square, and because the petition includes land beneath the Historic High Water Mark to which the petitioner cannot show record title. The petitioner has indicated he would amend the plan to address the Town's objections, but he has taken no further action in the matter.

#### **7. Russo v. Historic District Commission of the Town of Provincetown**

Barnstable Superior Court C.A. No. BRCV2010-00533

This is a August 2010 appeal by abutter Catherine Russo, acting pro se, who resides at 5 Fishburn Court, from the Commission's July 28, 2010 decision to grant a Certificate of Appropriateness to allow the owners of 8 Fishburn Court to



demolish part of a dwelling and expand and renovate it. On June 17, 2011, the property owners served a motion to intervene, which was allowed. At the pre-trial stage, the parties stipulated that no costs are sought against the Commission. We are leaving the active defense of this matter to the successful property owner who received the Certificate of Appropriateness. A trial was scheduled for January 14, 2013, but has been postponed by the Superior Court.

**8. Schreyer v. Provincetown Historic District Commission and Howard Burchman** Barnstable Superior Court C.A. No. BACV2012-00437

This is a July 13, 2012 appeal from the June 25, 2012 decision of the Commission to grant a Certificate of Appropriateness allowing renovation of a commercial structure at 12 Center Street to allow a new floor and a bump out addition to the existing cottage. There is an assertion that proper notice was not given. An answer was filed for the Commission on July 19, 2012 and on July 23, 2012 by defendant Burchman. On May 1, 2012, the action was consolidated with a zoning appeal and discovery by the private parties began. On January 7, 2013, Mr. Burchman served a motion for summary judgment, asserting that the plaintiff lacks standing.

**9. Schreyer v. Provincetown Historic District Commission** Barnstable Superior Court, C.A. No. BACV2011-00775

This is an appeal by Mr. Schreyer, as owner of 14B Center Street from the Commission's December 14, 2011 decision to partially grant and partially deny a Certificate of Appropriateness to allow expansion of structures at 12 Center Street. The appeal seeks an annulment of the decision in so far as it allows the owner to construct an 8' x 10' addition and deck and to re shingle a mansard roof for the main guest house at the subject property. We will leave the active defense of this matter to the property owner who obtained the Certificate of Appropriateness.

**10. Schreyer v. Provincetown Zoning Board of Appeals** Barnstable Superior Court, C.A. No. BACV2011-00733

This is a December 8, 2011 appeal by Mr. James D. Schreyer, who owns property at 14B Center Street, from the November 21, 2011 final action taken by the Zoning Board of Appeals to grant special permit relief to allow construction of a second story addition to an existing single-family cottage up and along pre-existing, nonconforming rear and sideline setbacks at 12 Center Street in the TCC Zoning District. There was a claim for attorneys' fees and costs; however, on April 30, 2012, we obtained and filed a stipulation of dismissal regarding this claim. We will leave the active defense of the litigation to the property owner who obtained the special permit. This matter has been consolidated with the pending Historic District Commission appeal.

**11. Town of Provincetown Termination** NEPBA, Local 67 and the Town of Provincetown AAA No. 11 390 01525 12 The Union is challenging the termination of an employee as not being supported by just cause. An arbitration hearing is scheduled for February 6, and 8, 2013.

**12. Town of Provincetown Termination** AFSCME Council 93 and the Town of Provincetown Labor Connection No. 2012-348 The Union is challenging the termination of an employee as not being supported by just cause. An arbitration hearing is scheduled for May 7, 2013. We also defended the employee's appeal of the state's denial of her claim for unemployment compensation. After three days of hearing at the Division of Unemployment Assistance, we are awaiting a decision.

### MATTERS CLOSED

**1. Thompson v. Zoning Board of Appeals of the Town of Provincetown**

Barnstable Superior Court C.A. No. BACV2010-00676

This was a November 9, 2010 appeal by abutter Thomas Thompson, who resides at 3 Fishburn Court, from the Zoning Board of Appeals' October 21, 2010 final action to grant a special permit under Zoning By-law Article 3, §3110, 1, to allow the owner of 8 Fishburn Court to remove, reconstruct and extend a pre-existing non-conforming structure up and along a non-conforming setback by adding a second story. We requested the owners, the real parties in interest, to intervene and actively defend the relief granted. On July 28, 2011, the intervention was allowed. This appeal involves the same project partially approved by the Historic District Commission in **2. Russo v. Historic District Commission**. There was a bad faith claim and a claim for attorneys' fees, however, on May 10, 2012, we obtained and filed a stipulation of dismissal regarding that claim. We will leave the active defense of the litigation to the property owner who obtained the special permit. On August 8, 2012, a trial on the merits took place. On August 27, 2012, the Superior Court issued a decision that affirmed the Zoning Board of Appeals' decision. The Superior Court issued final judgment on August 31, 2012 and no appeal was filed.

**3. Three Harbour Drive, LLC v. Zoning Board of Appeals of the Town of Provincetown**

Barnstable Superior Court C.A. No. BACV2011-00135-A

This was an appeal by Three Harbour Drive, LLC, the owner of 3 Harbour Drive, from the February 23, 2011 final action by the Zoning Board of Appeals to grant a special permit to Bay Harbour, LLC II, under Zoning By-law §2450, to allow a swimming pool at 5 Harbour Drive in a Residential 1 Zoning District. There was a claim for costs and attorneys' fees; however, on May 10, 2012, we obtained and filed a stipulation of dismissal regarding that claim. We left the active defense of the litigation to the property who obtained the special permit. On

June 21, 2011, co-defendant Bay Harbour, LLC II served a motion for summary judgment, asserting that the action must be terminated because plaintiff Three Harbour Drive, LLC lacks the necessary standing or legal interest to maintain the appeal. On February 16, 2012, the Superior Court denied the motion, finding that the plaintiff had standing. A trial was scheduled for December 12, 2012 but the private parties reached an out of court settlement. On November 14, 2012, a stipulation of dismissal was docketed, terminating the litigation.

#### **4. Turkowitz, et al. v. Town of Provincetown, et al.**

USDC C.A. No. 10-CV-10634-NMG

In this action, the plaintiffs alleged civil rights and tort violations against several current and former police officers arising from the arrest of plaintiff Turkowitz, and the placing of plaintiff Richardson into protective custody, after the officers responded to a noise complaint regarding a party at 4 Holway Avenue. Town Counsel was appointed by the Town's insurer to defend the action, and insurance paid the costs of litigation. The parties resolved this matter in a mutually satisfactory manner by the filing of a stipulation of dismissal with prejudice on December 14, 2012.

#### **5. Westmark, et al. v. James M. Lombard (Town of Provincetown)**

Orleans District Court, Docket No. 11-CV-336

The Condominium Trust filed a complaint against an individual unit owner to foreclose on lien held by Trust pursuant to G.L. c.183A, §6. The Town was named as a Party-in-Interest insofar as it held a tax lien on the subject unit. Plaintiffs dismissed their case on April 14, 2012. Therefore, this matter is now closed.

### **Animal Welfare Committee**

*"We can judge the heart of a man by his treatment of animals."* Immanuel Kant  
This past year, the Animal Welfare Committee (AWC) was awarded a grant for \$1,500 from the Thomas C. McGowan Animal Fund Grant/Cape Cod Foundation to purchase additional supplies for the Pet Emergency Shelter, located at the Veterans Memorial Community Center (VMCC). The emergency shelter will provide protection for pets from both Provincetown and Truro during emergency situations such as Hurricane Irene in 2011. Animal cages, animal care cardholders, pet/human identification bands, and animal care cards were funded by the grant, which are important supplies for the safe care of our pets during a potential disaster. The shelter is expected to be fully functioning once the current construction at the VMCC is completed. Special thanks to Provincetown Graphics for donating the graphics to create the Pet Emergency Shelter animal care cards. The AWC submitted a grant again this past fall to the Thomas C. McGowan Animal Fund Grant in order to continue improving the infrastructure of the pet emergency shelter. The grant request was for hanging food and water bowls and crate mats for the cages. The submitted grant was approved for \$1,000 in

December. Funds will be received in 2013. The balance of the Town of Provincetown Pet Emergency Shelter Gift Fund as of June 30 2012 was \$8,295.57. Donations to the gift fund are tax-deductible.

The AWC also tackled the ever-present problem of dog waste in 2012 when it submitted its first budget request to the Town. The request for \$1,536.80 was approved by the board of selectmen in January 2013 and will be voted on at the Annual Town Meeting in April. If approved, the funds will be used to purchase sixteen dog waste stations that will be installed throughout public areas in town, particularly at town landings. The new waste stations will replace several current poop bag holders that have rotted from the outdoor elements. The new stations will also be able to hold three rolls of poop bags at a time instead of one roll, as is now the case. This capacity increase is needed because of a sharp jump in usage from both local residents and tourists. Special thanks again to AWC member Carol MacDonald, who serviced the stations in good, bad, and ugly weather.

The AWC continued to work closely with Provincetown's Animal Control Officer Ruth Anne Cowing, who provided valuable assistance in protecting the town's domestic and feral animals. The board members in 2012 were Carol MacDonald, Barbara Murphy, Sherry Brec, and Candace Nagle.

*Respectfully submitted,*

**Candace Nagle**

Chair

## Art Commission

The Art Commission was established in 1959 for the purpose of cataloging, appraising, restoring and maintaining the works of art owned by the Town of Provincetown in order to preserve and enhance the rich and significant legacy of art and its contribution to the community. The last year has seen the resignation of a long standing regular member and his replacement with Peter J. Petas. Our alternate member was reappointed. We have also been engaged in substantive discussions regarding proposed memorials and their design and installation on Town property.

The three paintings that were part of the national "Tides of Provincetown" exhibition tour have returned and are now hung in public spaces, enjoyed by residents and visitors alike. Recent research into the collection has confirmed that the painting by Max Bohm in the Judge Welsh Room behind the Selectmen's podium is the study for a mural that contemporary sources call "New England Town Meeting in Early Times," which is located in the Cleveland Law Library at the Cuyahoga County Courthouse, Cleveland, Ohio, the birthplace of the artist. After finishing the mural commission in 1912, it has been referred to by various

names. After a distinguished career, Bohm died in Provincetown in 1923. He was also the grandfather of artist Anne Packard.

After a strong effort to conserve paintings on public display, we have renewed our efforts to examine works on paper that might be suitable candidates for conservation and initially three works have been conserved. We were able to reduce our operating budget based on our estimates for collection care for the coming year through thoughtful planning and prudent spending.

We acknowledge with gratitude the generous support of Selectman David McChesney and his partner Thomas Roberts in funding a project to have painting labels for the works hung in the public areas of Town Hall. As always the support of the Board of Selectmen, the Town Manager and the Town employees is invaluable and gives us the incentive to move forward.

*Respectfully submitted,*

**Stephen Borkowski**

Chair

## **Barnstable Assembly of Delegates**

It is a privilege to submit my second annual report to the citizens of Provincetown. I was re-elected to serve as the Provincetown delegate in the State election of November 2012. My term began January 2, 2013 and continues until I resign or a successor is chosen. I was reappointed by Speaker Bergstrom to serve as a member of the Standing Committee on Public Services, the Standing Committee on Natural Resources and as an alternate to the Finance Committee.

The Assembly meets twice a month at the Superior Court House in Barnstable Village, the first and third Wednesdays. Extra meetings are held in the spring during the budget review period. The County of Barnstable was established in 1685. The current political and administrative organization of Barnstable County was established by a Home Rule Charter enacted by the Massachusetts Legislature and accepted by the voters of Barnstable County in 1988. The purpose of the County Charter is to provide the means and the structure to deal with regional issues which transcend the existing boundaries of municipal governments. The County provides health services, human services, cooperative extension education services, regional planning and economic development, police and fire training, police radio, drug information bureau, purchasing and group insurance, and the Registry of Deeds. The Assembly is composed of 15 delegates, one elected by the voters in each of the County's 15 towns. Each has a weighted vote based on the most recent Federal Census. Provincetown's vote is 1.36%.

The Assembly of Delegates has 2 major roles in County Government. First, the Assembly reviews the County Commissioners' proposed Annual Budget, which

is similar in size to Provincetown's. The income stream includes: a. the deeds excise tax (real estate transfer tax) of \$6.12 per thousand. A transfer of a \$400,000 home for example would result in an assessment of \$2448.00. Of that \$6.12, \$2.70 goes to the County, that is, \$1080.00. Approximately \$7M of county income is from this tax; b. Barnstable County assesses each town an amount that appears on the cherry sheet. For Provincetown, FY13 amount was \$89,728. Approximately \$2.9M of county income is from this tax; c. an additional cherry sheet tax is the Cape Cod Environmental Protection Tax, an assessment to fund the Cape Cod Commission. For Provincetown, FY13 assessment was \$ 93,854. The total for the 15 towns is \$ 3M. The entire FY13 can be downloaded at [www.barnstablecounty.org/news/fy13-approved-operating-and-capital-budget](http://www.barnstablecounty.org/news/fy13-approved-operating-and-capital-budget). The next major role of the Assembly is to review and approve or deny, proposed planning regulations submitted by the Cape Cod Commission.

This year, the Assembly approved **Ordinance 12-05** amending the Cape Cod Commission Enabling Regulations Governing Review of Developments of Regional Impact, to allow for the application of a cumulative DRI threshold in the newly established Growth Incentive Zone in Buzzards Bay, Massachusetts; **Ordinance 12-07** amending the Regional Policy Plan and **Ordinance 12-09** which **creates** the position of Director of Administrative Services and Finance.

On the political front, this year was focused on the election of 2 of the 3 County Commissioners, each for 4 years. The issues that garnered the most attention were the recommendations from the commissioner-appointed *Special Commission on County Governance* which were issued in late January 2012. Of the 17 recommendations, two received the most attention: one called for a reconfiguration of the Board of County Commissioners and one, for a more regional, that is County-wide, approach to Wastewater Management on Cape Cod. To date, no definitive action has been taken on these recommendations.

*Respectfully submitted,*

**Cheryl L Andrews, DMD**

Provincetown Assembly Delegate

[candrews@barnstablecounty.org](mailto:candrews@barnstablecounty.org); [www.barnstablecounty.org](http://www.barnstablecounty.org)

### Cape Cod National Seashore GMP Advisory Committee

The Town Committee with the greatest number of initials advises the Board of Selectmen on Provincetown matters pertaining to Cape Cod National Seashore (CCNS) (a unit of the National Park Service (NPS)), based on the Committee's monitoring of the CCNS General Management Plan (GMP) and the Town's two-page response printed within the GMP.

The Committee, proposed by the Board of Selectmen and approved at the 2000 Annual Town Meeting, followed six years of participation by town citizens and

representatives in the GMP public comment and review process. The GMP has been in effect since July 1998 and will continue to be so until a future GMP supersedes the present one (the previous CCNS Master Plan was in effect for 28 years from 1970 through 1998.)

CCNS controls 5,050 of Provincetown's 6,576 acres – 77% of all land within Town boundaries, the highest percentage within any of the six towns adjacent to CCNS. The lands and waters under CCNS management include the Provincelands and Long Point, which for centuries have been areas of local use consistent with the historic concept of “the commons”. The “way of life” mandate for the CCNS includes this important “Introduction” which is part of the 1961 legislation:

The purpose of this bill is to provide for the establishment of a Cape Cod National Seashore so that lower Cape Cod may be preserved in substantially its present condition for the benefit of all the people of the United States of present and future generations.

Lower Cape Cod cannot be considered solely as a geographical area with certain physical characteristics. The lower cape must also be viewed as a way of life – a culture – which though conditioned by its environment finds its essence in the people who have lived and are living here. This bill seeks to preserve the way of life which these people have established and maintained on the cape.

In 2012, the Committee discussed (1) the need to propose a re-institution of intra-governmental monthly status updates from the Town Manager and more coordination among the Board of Selectmen, Town Manager, the Committee, and the Provincetown representative to the CCNS Advisory Commission; and (2) environmental issues of concern within CCNS land and water boundaries, including (a) influx of sand in the salt pond at the Moors, (b) increased numbers of paths emerging on either end of the New Beach (Herring Cove) parking lots, and (c) increasing phragmites on the quaking bog, a rare habitat, at the far west end of Shankpainter Pond.

In May, the Committee met with CCNS Superintendent George Price and Deputy Superintendent Kathy Tevyaw to discuss issues of concern, including (1) solar panels; (2) cultural history information on panels in areas used by the public; (3) the institution of ‘potential’ plover areas of exclusion; (4) perceived heightened law enforcement, particularly at New Beach (Herring Cove); (5) the spring turkey hunt; (6) excessive night lighting at the Airport and the CCNS visitor center; (7) pond quality; (8) phragmites at the quaking bog at the far west end of Shankpainter Pond; (9) sand in the salt pond at the Moors; (10) social trails and paths over the dunes, particularly new New Beach (Herring Cove) and the dune shack historic district; and (11) Snail Road entrance parking.

In June, the Committee participated in an important joint meeting with the Board of Selectmen at which the Board unanimously approved (1) the resumption of monthly updates from the Town Manager as standing protocol for distribution to the Board, the Committee, Provincetown's representative to the CCNS Advisory Commission, and the public; (2) notification to the Committee and Provincetown's representative to the CCNS Advisory Commission in advance of any agenda item involving the participation of any CCNS or National Park Service representative so that members of the Committee and Provincetown's representative to the CCNS Advisory Commission may attend and be available, if requested by the Board, to participate; and (3) its intention to request the advisory input of the Committee on any matter involving CCNS and in advance of any agenda item involving the participation of any CCNS or NPS representative so that the Board can be as informed as possible for such meetings.

In June, the Committee assisted the Board of Selectmen in drafting letters to CCNS (1) requesting making a priority to hire local vendors (businesses and/or individuals) based in Provincetown and nearby facilities in its role as a contracting agency, based on existing legal exceptions to the general proposition prohibiting location-based preferences for federally funded procurement contracts; (2) requesting a document (on a quarterly basis) describing all pending and future projects and activities of the CCNS on lands and waters adjacent to Provincetown; and (3) requesting that CCNS institute a policy to provide the Town with written documentation (or a specific location on the internet that contains the full text) for any legal authority cited by CCNS in discussing any issue of concern with the Town.

In November, the Committee assisted the Board of Selectmen in creating a strongly worded "public comment" letter sent to CCNS regarding the vital cultural importance of maintaining direct and immediate access to the beach from the north parking lot at New Beach (Herring Cove), which has endured several erosion events in recent years. CCNS is developing a long-term plan for the area. The letter states in part:

We want our parking lot back for sunset viewing, whale watching, drinking coffee, reading the paper and all the other mundane and familiar activities we are so used to happily engaging in out there. We want an area where we can take our dogs, our beach paraphernalia and ourselves without having to stroll over endless stretches of macadam. We want an area where we and our children and grandchildren can use rafts and inner tubes which are proscribed at the life guard section of the beach. We need you to remember especially the importance of this beach to the elderly and the infirm for whom this area provides immediate accessibility.



It is the Committee's goal to help the Town cooperate with CCNS whenever possible and to protect Provincetown as a community from its federal neighbor when necessary. We resolutely believe that the Town must continue to vigorously assert its expectation that CCNS and NPS honor *any and all rights* granted to the Town, residents, or the public whenever they are threatened by external or internal pressure in order to maintain the appropriate balance between federal authority and local ways of life that the U.S. Congress intended when it created Cape Cod National Seashore.

The Committee would also like to take this opportunity to offer our sincerest gratitude to our former Chair, John Thomas. John was instrumental in the formation of this Committee and served as its Chair since its inception. John's dedication and hours of hard work helped to make this Committee an important advisory Board to the Selectmen on all Seashore matters that impact Provincetown. His work and contributions to this Board remain a foundation for our continuing efforts. We appreciate that John continues to assist us in numerous ways as a concerned community member.

*Respectfully submitted,*

**Kerry Adams**

Chair

### **Cape Cod Regional Transit Authority**

The Cape Cod Regional Transit Authority (CCRTA) has provided in Provincetown 64,670 one-way passenger trips from July 2011 through June 2012 (FY12). CCRTA provided 40 ADA and general public clients in Provincetown with DART (Dial-a-Ride Transportation) service during FY12. These clients took a total of 336 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 184,344 in FY11 compared to 179,373 in FY12. CCRTA FY12 records for the Boston Hospital Transportation service indicates 9 Provincetown residents took 115 one-way trips on this service. The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro and Provincetown. A total of 16,430 one-way trips originated in Provincetown for the Flex route for the period July 2011 through June 2012; total ridership for the Flex for this period was 64,989. The Provincetown Shuttle serves the towns of Truro and Provincetown. A total of 46,662 one-way trips originated in Provincetown for the Provincetown Shuttle for the period July 2011 through June 2012; total ridership for the Provincetown Shuttle for this period was 69,587. CCRTA supplied the Provincetown Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 1,242 rides from July 2011 to June 2012.

*Respectfully submitted,*

**Tom Cahir**

CCRTA Administrator

## Community Preservation Committee

On the state level, last year marked important changes for the Massachusetts Community Preservation Trust Fund from past years. With an increase in revenues making a strong comeback and posting double-digit-year-over-year gains since March 2012. Newly passed CPA legislation will add \$25 million from the FY2013 budget surplus to the CPA Trust Fund in time for the fall 2013 distribution to municipalities.

Secondly, a 2012 amendment to CPA broadened the law to also allow for the rehabilitation of existing, outdoor recreational facilities and encourages the CPC to consider projects that are regional in nature. The definitions have been clarified and will now allow CPA funds for the rehabilitation of existing recreation land not acquired with CPA funds. The definition of “rehab” will now allow the replacement of recreational equipment and other capital improvements. A 2013 recreational proposal to rehab the run-down basketball courts on Nickerson St. utilizes this amendment.

The Provincetown CPA funds are in good standing. We have sufficient funds to pay our debt service and provide grants while maintaining a reserve that reflects the committee’s ongoing commitment to make cash grants in modest amounts. Especially those that indicate community support which allow projects access to other funding opportunities. The CPC agreed to keep a buffer of the available funds in its reserve each year of approximately \$100,000. This way we will always have funds available for projects that seek support to preserve our community.

**A list of all projects that have received CPA funds can be found on the Town website. Proposals that have been approved but not completed are as follows:**

- \$540,000 for Stable Path at 35 Race Point Road: for the redevelopment and construction of 23 low/moderate/median rental units [2009 originally approved \$800,000 but reduced the amount in 2011 ATM]. Not yet fully funded; state funding is being sought.
- \$12,500 for “Building Provincetown” book [2010], online version with continued updates. Print version not yet done.
- \$75,000 Hawthorne Barn Renovation [2011] cancelled project/sold property due to insufficient funds to proceed with the restoration of the barn.
- \$19,106 Vital Records Preservation [2012], in process.

**Updates on 2012 Proposals are as follows:**

- \$40,000 Winthrop Street Cemetery Stone Restoration [2012]: An RFP had been issued in accordance with consultant’s template. All proposals

- were rejected as the Town must issue an IFB in accordance with AG's office which is in process.
- 2012: \$50,000 for acquisition of the Foss Woods/Sateriale Property along Snail Road. State matching land grant was not granted. New purchase plan is in process.
  - 2012: \$150,000 for acquisition of Dunes Edge Campground. As of this writing, The Trustees of the Reservation reported the sale should be complete by mid-March 2013.
  - \$25,000 UU Church Ceiling Restoration [2012] in process.
  - 2012: \$35,000 for installation of new school playground. Completed.

*Respectfully submitted,*

**Dorothy Palanza**

Chair

## Cultural Council

*Arts, sciences and humanities build healthier, more livable, vital communities. They are essential to a strong education system. They contribute enormously to our economy.* – MA Cultural Council

The Provincetown Cultural Council is the Local Cultural Council of the larger Massachusetts Cultural Council Program. The Local Cultural Council (LCC) Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, humanities, and sciences annually. The program promotes the availability of rich cultural experiences for every Massachusetts citizen. Administered by 2,400 municipally appointed volunteers, the LCC network consists of 329 councils serving all 351 Massachusetts cities and towns. Each year, local councils award more than \$2 million in grants to more than 5,000 cultural programs statewide. These include school field trips, afterschool programs, concerts, festivals, lectures, theater, dance, music, and film. LCC projects take place in schools, community centers, libraries, elder care facilities, town halls, parks, and wherever communities come together.

Activities: For 2012, the Provincetown Cultural Council had the opportunity to award the following funds through the LCC program:

- Hope Dementia & Alzheimer's Services of Cape Cod, \$250
- Cape & Islands Community Development, \$250
- Provincetown Art Association and Museum, \$550
- Myra Slotnick/Universal Theatre, \$500
- Sam Smiley/Art Installation, \$300
- Catherine Russo/Film, \$300
- Olga Kahn/Radio, \$100
- Barnstable County/Cape Cod Cooperative Extension, \$500

Provincetown Tennessee Williams Theatre Festival, \$620

Truro Center for the Arts at Castle Hill, \$300

The Cultural Council has retained all seven members, all of whom have completed the MA State Cultural Council on-line training. Attendance and participation of members has been strong year round, as was evident in all seven members present in a meeting with the Board of Selectmen held January 23, 2012. In all, eight meetings were held: January (2), June, September (2), October (2), and November. Aside from the two meetings with the Board of Selectman regarding the AIDS Memorial, the Cultural Council held a well-attended public hearing, with public consensus for siting the long awaited project at the library. The Cultural Council then held a joint meeting with the Library Board of Trustees to commence assessing the possibilities and viability of that location for the AIDS Memorial. The discussions were open, fruitful, and the Cultural Council would like to thank the various Boards and citizens who have been helpful and engaged in moving this project forward.

Respectfully submitted,

**Tina M. Trudel, PhD**

Chair

### **Finance Committee**

The Finance Committee represents the legislative branch of town government, Town Meeting, and serves as the Town's official fiscal watchdog. Its primary responsibility is to advise and make recommendations to Town Meeting on the budget and other areas with financial implications. The Finance Committee also has other specific legal powers, including the administration of the Town's "reserve fund". The source of the Finance Committee's specific authorities and responsibilities are defined by Massachusetts general law (MGL), the Town's charter, and the Town's general by-laws (GBL). The Massachusetts Association of Town Finance Committees also recommends best practice in areas that are not specifically covered by law. The Finance Committee has oversight responsibility for all Town financial matters. As the representative of the legislative branch, it acts as a check on the powers of the executive arm of the town government. The Town's general by-laws guarantee that the Finance Committee has access to any Town records that it needs in order to carry out its duties. In addition to examining direct costs, the Finance Committee must also investigate the financial implications of Town policy decisions.

In 2012, Town Meeting voters approved a change to the Provincetown Charter reducing the size of the Finance Committee from 9 to 7 members. Earlier this year, those changes to the charter were enacted by the State and the new provision will take effect April 30 2013. In the last year the Moderator has appointed five members and an alternate member meaning the Finance Committee will be fully staffed with more manageable quorum requirements beginning in May. Looking

forward, in addition to our primary focus of making recommendations on the Capital Improvement Plan, Operating Budget and warrant articles , the Finance Committee has identified three areas of concern to Town:

1. A comprehensive long term Capital Improvement Plan as outlined in the Charter.
2. The need to quantify liabilities for post employment benefits of our Town and School active and retired employees so the Town may develop a plan to pay those liabilities in the most prudent way possible.
3. The need to budget for and implement preventative and routine maintenance of Town owned property.

*Respectfully submitted,*

**Tom Donegan**

Chair

## Historic District Commission

The Historic District Commission is pleased to report on its regulatory activities during 2012. The Historic District Commission continued to ensure the promotion of the cultural, economic, education and general welfare of the members of the Town through three mandates. First, to preserve and protect the distinctive characteristics of the buildings and places significant to the history of Provincetown. Second, to maintain and improve the settings of our buildings. Third, to encourage design compatible with the buildings existing in the area and to help maintain the historic village, fishing, and artistic, cultural, commercial and residential character, which distinguishes Provincetown as a desirable community for residents and visitors.

The Historic District Commission worked on many residential and commercial projects during 2012 to maintain the historic nature of these buildings. We worked to guide and regulate construction to conform to the Historic District Guidelines. We did note a reduction in the number of applications reflecting the economic times. There were many more Administrative Reviews for smaller scaled projects and a decrease in Full Reviews for larger-scaled projects.

Changes in the composition of the Commission involved the addition of Ryan Landry to fill the position vacated by Carol McNeal. Another change was the leaving of Lynne Corbett, who served as Alternate. Her position has been filled by Thomas Biggert. Additionally, there was the leaving of Benji Fox as Alternate and the addition of Lance Hatch as Alternate. Remaining on the Commission are John Dowd, Chair, David McGlothlin, Vice Chair, Polly Burnell, and Marcene Marcoux.

The work of the Historic District Commission is enhanced with the professionalism of Maxine Notaro, Permit Coordinator. Working on enforcement, Russell Braun

serves as Building Commissioner. We would like to thank Justin Post who served as Building Inspector and was an asset to our Commission. His position is now filled by Annie Howard. Many thanks also go to Evelyn Gaudiano for keeping excellent meeting minutes for so many years. We will miss your excellent work.

The Historic District Commission continues to encourage feedback and comments from the public and our dedicated and enthusiastic members stand ready to offer advice and comments. Our meetings continue to be held on the First and Third Wednesdays of the month at the Judge Welsh Room at Town Hall. We hold Administrative Review meetings at 3:30 p.m. when contractors and residents can gain information on projects and, importantly, can gain approval for minor changes to windows and smaller structural changes. We also are open for Public Statements during this time. Our formal meetings begin at 4 p.m. for projects that have been publicly noticed out. The public is invited to attend any of our meetings. We look forward to seeing you there!

*Respectfully submitted,*

**Dr. Marcene Marcoux**

Commissioner

## Historical Commission

The Provincetown Historical Commission is very proud of its accomplishments in 2012. Since its release in 2009, over 40,000 copies of the Provincetown Historic Walking Tour Map have been distributed. We ran out this year, and the supply was replenished with funding support from the VSB. The new mobile phone app version of the map is also popular and has received wide praise for its innovative nature. The Commission continues to support the ever-growing History Preservation Project website, [www.provincetownhistoryproject.com](http://www.provincetownhistoryproject.com). Among the exciting additions are the Sanborn Fire Insurance Maps from 1912, 1919, 1929 and 1938 – which enable you to go to the website, find your house on each of the maps, and see how it and neighborhood have evolved over time. Another ongoing project, overseen by Commission member Char Priolo, has been digitizing Joyce Johnson’s tapes of interviews of her WOMR community radio program, “The Sands of Time.” Starting back to the 80s, Johnson interviewed many of Provincetown’s notable characters. A growing number of these interviews have been digitized and are now available on the history project web site. Go back in time and hear what the likes of Reggie Cabral, Ciro Cozzi and Sal Del Deo, Ida Roderick Crocker, and Flyer Santos had to say about their lives on the Outer Cape. The last known surviving Provincetown whaling journal, still in Provincetown, held in the collection of PMPM, was painstakingly transcribed this year by Julia Perry in order to be placed on the history project web site. An assessment of the materials held in the former Heritage Museum was completed, as overseen by Historical Commission liaison Doug Johnstone. All artifacts, with the exception of the largest materials have been moved from the Grace

Gouveia building to a dedicated safe storage area. The Commission underwrote the re-matting and framing of several historic maps, with the help of Vice-chair Stephen Borkowski, and they are now on display in the lower level of the library, in addition to two larger maps in the local history room. The Town Hall lobby display cases continue to have a series of topical displays, including currently; scrimshaw from the collection of the Town. The Commission remains eager to welcome anyone interested in helping to research, document, and protect our incredible history and town-owned historic resources.

*Respectfully submitted,*

**Eric E. Dray**

Chair

### **John Anderson Francis Family Scholarship Com.**

The following graduates from the Provincetown High School Class of 2012 were awarded scholarships from the John Anderson Francis Family Scholarship Fund: Cristina Loureiro, Rachel Kiely, and Michelle Silva. The Town Scholarship was awarded to Angela Martinez in the amount of \$2000.00. In October of 2012, scholarships from the John Anderson Francis Family Scholarship Fund were awarded to the following Provincetown High School Alumni: Victoria Ainsworth, Thomas Dahill, Aleksandar Isailovic, Dusan Kojic, Carol Leonard-LaDuke, Dylan Nelson, Dominique Richmond, Jacob Roderick, Leo Rose Jr., Patricia Sendao, Carly Silva, Cody Silva, Emma Silva, Natalie Silva, Caitlin Tobias, and Kelsey Trovato. The total amount awarded was \$12,500.00. In addition, the Joseph Oliver Scholarship was awarded to the following Provincetown High School Alumni: Thomas Dahill, Aleksandar Isailovic, Dusan Kojic, Carol Leonard-LaDuke, Dylan Nelson, Dominique Richmond, Jacob Roderick, Leo Rose Jr., Patricia Sendao, Cody Silva, Emma Silva, Natalie Silva, Caitlin Tobias, and Kelsey Trovato. The total amount awarded was \$11,500. The balance of the John Francis Anderson Fund is \$1,192,985.73, and the balance of the Joseph Oliver Fund is \$518,440.89. The Committee would like to thank Town Treasurer Linda O'Brien, Town Clerk Doug Johnstone, and their staffs for their support and cooperation this past year,

*Respectfully submitted,*

**Gail S. Browne**

Chair

### **Management Information Systems**

2012 was another productive year for the MIS Department. Highlights include the implementation of a cemetery database, a new electronic permitting and licensing solution, ShoreTel phone system expansion, and network upgrades at the school. The very capable MIS staff – including the ever-dependable MIS Analyst Lynne Martin – managed all of these tasks. Personnel changes mid-year

did not slow us down; 2012 saw the departure of long-time MIS Technician Marcin Sapinski and the arrival of Tyler Keyes.

In 2012, another batch of computers were replaced. Now the entire municipal computer fleet is part of our new lifecycle management schedule, which guarantees a workstation is no older than 3 years. On the software side, MIS created a database that allows the Town Clerk's office to more efficiently track and maintain burial plot purchases. Previously, this task was done by hand by the Department of Public Works, which was not only cumbersome but also prone to mistakes.

MIS also coordinated the implantation of Hawkeye, a hosted software solution for the automation of permitting, licensing, and inspections. This integrates with Laserfiche, the town's document management solution. A kiosk has been placed in the lobby of Community Development to aid contractors in the transition to an electronic workflow.

At Provincetown Schools, MIS upgraded the network infrastructure, which included the replacement and relocation of equipment and adding increased bandwidth for Internet connectivity. New gigabit switches allow data to be moved more rapidly across the network and offer Power Over Ethernet (PoE) ports that supplies power to devices.

Phone system expansion continued in 2012, with the DPW, COA, and Library receiving new equipment. These departments can now interact with other users on the system, including Town Hall. This centralizes our voicemail and allows for department-to-department transfers, even across buildings.

Phone system expansion will continue in 2013, with new equipment being installed at the Police and Fire Departments, as well as Veterans Memorial Community Center (VMCC). MIS will be responsible for preparing the network at VMCC to accommodate Recreation, DPW, and COA. 2013 will also see the implementation of MapsOnline and PeopleGIS, which will allow the town to publish maps on its website and provide online access to internal databases. One of the first datasets to be made available online will be the town's mooring field.

Lastly, MIS will be facilitating the installation of a fiber optic Municipal Area Network (MAN). OpenCape began running fiber in Provincetown in January, which will initially connect the town's three anchor institutions: Town Hall, the Public Library, and VMCC.

*Respectfully submitted,*

**Beau S. Jackett**

Information Systems Director



## Personnel Board

The Personnel Board met four times during 2012, in January, June, September and October.

Highlights of our activities and accomplishments include:

- Review of the scope, purpose and charter of the Personnel Board, including our relationship to the Finance Committee and Town manager;
- Continued feedback to the Town Manager regarding standardization, training, equity for employees and smooth operation of government;
- Reviewing proposed changes to Schedules A, B and C, with recommendations;
- Review and edit recommendations to the proposed Social Media Policy;
- Supporting the Town Manager's efforts to continually improve Human Resource areas such as position and grade review on a regular schedule, improve job descriptions, and institute performance evaluations;
- Meeting (in January 2012) with the Board of Selectmen.

*Respectfully submitted,*

**Tina M. Trudel, PhD**

Chair

## Planning Board

The Planning Board is responsible for the administration of the Subdivision Control Laws as granted by Massachusetts General Laws Chapter 41, and the development of recommendations on all matters concerning the physical, economic, and environmental development of the town. The Planning Board has focused its attention on reviewing and updating the zoning by-laws and dealing with applications that require site plan review or endorsement under the Subdivision Control Law, along with its other standard business.

In 2012, the board met on a regular bi-weekly basis. The Planning Board was fortunate to have a full slate of members during the year. Currently, the Board has two open positions that it is seeking to fill. These positions became open as a result of the expiration at the end of 2012, of the terms of Peter Page and Eric Gelinás. Their hard work on the Board will be missed.

In its course of business, the Board continues to hear multiple Approval Not Required requests, which allow lots to be divided provided they have sufficient frontage on a public way. The public is often concerned about such development and attends such meetings to take an active part in the decision making.

Planning Board activities this year have included hearing requests for site plan approvals, including those in the high elevation district. The Board has also dealt with cases involving environmentally delicate areas such as wetlands. The Board has been very sensitive to environmental concerns and the preservation of the natural environment in Provincetown.

The Planning Board continues to pay significant attention to artificial illumination in order to limit light pollution and allow all to enjoy the beauty of our night sky. Illumination plans and specifications are regularly requested for review on projects under our purview in order to work toward the preservation of our nighttime views and to improve public safety.

In the past year, the Planning Board has devoted considerable time and effort toward formulating proposed Lighting Bylaw changes that would continue our efforts in the preservation and improvement of our nighttime environment by limiting excess light and glare. The Board sent a letter of endorsement for a project under review by the Selectmen to replace the streetlights in Provincetown with fixtures that will help to eliminate glare and excess light spillage, while granting large energy and maintenance cost reductions. Cape Light Compact is to provide funding for this entire project.

The assistance of our staff liaisons, Assistant Town Manager David Gardner and Permit Coordinator Maxine Notaro, has been invaluable. Working on enforcement, Russell Braun serves as Building Commissioner. Thanks go to Justin Post, who served as our Local Building Inspector through the end of November. Anne Howard, as of January 1st, 2013, began as our new Building Inspector and the Board is looking forward to working with her. Many thanks also go to Evelyn Gaudiano for keeping excellent meeting minutes.

*Respectfully submitted,*

**Mark Weinress**

Vice Chair

## **Provincetown Public Pier Corporation**

The Provincetown Public Pier Corporation (PPPC) is pleased to submit its Annual Report to the Town of Provincetown and its citizens. Our work over the past year builds on our commitment to support our changing fishing fleet and other commercial uses of the Pier. We continue to focus on our efforts to streamline a solid rolling 5-year budget that is in-line with our 5 year Pro Forma Management Agreement with the town. Our ongoing engineering reporting on the facility aids in assuring a maintenance plan for the future as well as the remediation and economic development of the floating docks on the East side of the pier. As with most Town departments, our challenge remains the identification of new revenues

while we streamline our budget and expand opportunities for our tenants and the Town.

Here follows a short summary of some of the main events of 2012:

The Provincetown Banner reported on the exceptional squid run this past summer. As a result, the pier and our local resident fishers experienced an influx of visiting nighttime fishers which required additional regulation to both protect tenant property and allow for both recreational and commercial participants without abusing the resource. Also commercial fisher definitions and rate class changes that were previously changed and implemented were monitored and will require additional evaluation as many fishers attempt to supplement losses (primarily due to federal catch limits) with charter fishing possibilities. We have continued into our second year with charges for electrical use by tenants and transients; we have continued with a small charge for beached boat permits and increased the rent rates for the summer artists in the Trap Shed Program.

This year we expanded our cooperative effort with Town departments with the addition of a pilot project with the Police Department to add a Marine Patrol Officer to assist with public safety and enforcement. Details of this program and general public evaluations of the first pilot season are available thru the Harbormaster's office. Although the pilot program necessarily produced a variety of procedural and communication issues that will be addressed on an ongoing basis; the overall recommendation from the PPPC was to continue the pilot program into a second year and the Selectmen voted to do so. The program allowed the Harbormaster's staff to focus more time on the physical plant and maintenance, assisted with policing some long standing issues between tenants, and should ultimately result in increased revenues for the annual pier reserves. Also an increase in cooperative efforts with the Coast Guard and Environmental Police in the areas of training and joint exercises was noted.

Our initial engineer's survey of MacMillan Pier continues as an annual process to monitor the rate of decay of the physical structure in order to plan for impending maintenance issues. We adjust our long-term capital improvement plan to ensure sustainable operations over the expected life of the pier (50 years). The annual survey shows the areas we need to address in the short term, such as the floating docks. We are working on phase two of a plan submitted to the Selectmen in 2005, after the original damage to the floats. We hope that an additional phase will add both the necessary floating wave attenuation for facility protection and additional rental slips for revenue. A link to the executive summary of the engineer's survey is located on the Harbor & Pier Department page of the Town website.

The installation of conservation moorings to protect eel grass habitat was completed and ongoing efforts continued to clear the beaches of abandoned

boats and other debris. A cooperative effort with the Town MIS department also exists to institute an improved mapping and reporting software to aid in the management of the mooring field and the need to address old mooring blocks from years gone by. The fishermen once again participated in the marine debris removal project, compensating them for their fuel and crew costs to collect debris on the sea floor which is then turned into energy for power plants. A beach management program is also in the works in conjunction with the Conservation Commission and the Harbor Committee to address competing uses of the beaches, along with erosion control and sediment transport.

We are pleased to report that the 2012 budget met its goals and additionally achieved a nominal net. Many years of ongoing audit work with the Town has happily resolved and resulted in the Town auditors agreeing to the PPPC's auditing report of our cash position. As a result, the PPPC should be able to bring five years of audits out of draft form by the time this report goes to press.

Hosting for the 2012 Great Provincetown Schooner Regatta Crew Party and Whale Week activities continued along with the annual July 4<sup>th</sup> activities and visiting transitory vessels. Work is proceeding to attract and accommodate additional cruise ships to our harbor in cooperation with the Chamber of Commerce and the Office of Tourism. We are pleased to report that on any busy summer Saturday approximately 10,000 visitors grace the pier demonstrating that McMillan Wharf continues to be a center of growing activity for our community.

*Respectfully submitted,*

**Lee Ash**

Chair

## Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is charged with hearing and deciding appeals for relief from the Zoning By-Laws via special permits and variances, as well as appeals from those aggrieved by a decision or action of the Building Commissioner. The ZBA usually meets on the first and third Thursdays of the month for a work session and public hearing. The meetings are posted and open to the public, with the rare exception when the Board convenes an Executive Session, which we did engage in during the 2012 calendar year. A full board consists of five regular members and five alternate members. Zoning appeals are usually heard by five members and require a super-majority of four votes in favor to grant a special permit or variance. The ZBA makes every attempt to serve the community by hearing applications as scheduled, but this is not always possible, especially when there is not a full complement of members. A ZBA member may have a scheduling conflict from time to time, may be absent due to illness or may need to recuse themselves due to a conflict of interest. As a courtesy to applicants, the ZBA gives the applicants the option of waiting until a full complement of five

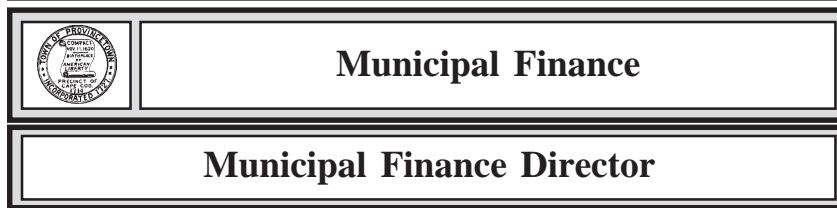
members is assembled to hear the case. By right, the ZBA may proceed to hear the application with only four members, which is a quorum. The applicant is advised that in such cases any motion by the ZBA would require a unanimous vote for passage. There were a few occasions this year when applicants preferred to be heard by the full ZBA, requesting that their application be postponed until the following hearing, when it was expected that five members would be available to hear the case. It is an unfortunate inconvenience for all concerned when this happens and the ZBA and Department of Community Development (DCD) endeavor to minimize it as best they can by notifying applicants of the situation as soon as possible, giving them the option of postponement until the next scheduled hearing. This can almost assuredly be avoided by having a full roster of ZBA members. The board heard 47 cases during 2012. The majority were Special Permit applications. The Zoning By-Laws provide specific criteria for the granting of a Special Permit. Namely, that the applicant must show (and the ZBA must find, in writing) that the benefits of the proposal to the Town or the neighborhood outweigh any adverse effects such as congestion, hazard, or environmental degradation. There are very strict criteria for granting a Variance: in part, a literal enforcement of the provisions of the by-law would involve substantial hardship, financial or otherwise, to the petitioner and must owe, among other things, to the soil conditions, shape, or topography of the land. The ZBA considers each application on its own merits without any benefit of precedence. The ZBA strongly believes in the rights of property owners to use their property as they wish, but encourages them to do so within the confines of the Zoning By-Laws.

The 2012 year saw the resignation of long serving member Elisabeth Verde and the addition of Leif Hamnquist as an alternate. I, too, tendered my resignation at the last meeting in 2012 after 6 years to join the staff of the Dept. of Community Development as the new Local Building Inspector. On behalf of the all the 2012 ZBA members, , Robert Littlefield, Amy Germain, David Nicolau, Tom Roberts and Harriet Gordon, Elisabeth Verde, Joe Vasta, Leif Hamnquist and myself ,we would like to thank Permit Coordinator Maxine Notaro, for the volume of work she does to serve the public and ready them, as well as us, for our meetings. Thank you also to the Community Development Department for their assistance and Russell Braun, Building Commissioner and Zoning Enforcement Officer, for assistance on technical issues.

*Respectfully submitted,*

**Anne Howard**

Chair



I want to thank the Board of Selectmen, Town Manager Sharon Lynn, Assistant Town Manager David Gardner, Department Heads, Boards and Committees, citizens and my staff, Jim Denietolis and Marge McGloin for their support during the year. I am very fortunate to work with such a dedicated group of people.

During the year we have worked towards meeting the annual town-wide goals as set by the Board of Selectmen, specifically the first goal regarding fiscal management.

- The department completed the annual update of the five year fiscal plan for the town which is a useful tool for planning the fiscal future of the town.
- The department continues to strive for complete transparency of the Town's finances by listing more financial information on the department's page on the town's web site. We encourage all residents to visit our web page.
- The department did a complete revision of the Town's capital improvement program (CIP). The intent of the CIP revision was to hopefully improve our ability to look at the town's future capital needs while also maintaining our existing buildings, equipment and roads.

In accordance with the provisions of Chapter 41 §61 of the Massachusetts General Laws, I hereby submit the following as reported by the Treasurer and Town Accountant: Combined Balance Sheet, Report of Appropriations & Expenditures, Appropriations Balance as of 12/31/12, Summary of Receipts, Debt Schedule, Salaries and Wages. All reports are for the Fiscal Year ending June 30, 2012 unless otherwise stated.

*Respectfully submitted,*

**Daniel R. Hoort**

Director

**Town of Provincetown  
Combined Balance Sheet  
All Funds and Account Groups  
At June 30, 2012**

Description	Governmental Funds			Proprietary Funds	Fiduciary Funds	Account Groups	Total (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Enterprise Funds	Trust & Agency Funds	General Long-Term Debt	
<b>Assets</b>							
Cash & Equivalents	4,574,381	6,431,050	1,205,261	4,335,054	3,834,406	-	20,380,022
Investments	-	-	-	-	-	-	-
Cash in Custody	-	-	-	-	-	-	-
Receivables:	-	-	-	-	-	-	-
Property Taxes	95,734	-	-	-	-	-	95,734
Deferred Property Taxes	331,398	-	-	-	-	-	331,398
Tax Liens	494,659	-	-	-	-	-	494,659
Licenses	329,934	-	-	-	-	-	329,934
Departmental	58,965	-	-	-	-	-	58,965
User Charges	-	-	-	305,117	-	-	305,117
Special Assessments	-	-	-	331,659	-	-	331,659
Special Assessments Not Yet Due	-	-	-	19,654,765	-	-	19,654,765
Lease Allowance for Uncollected Taxes	(255,762)	-	-	-	-	-	(255,762)
Due from Other Governments	18,035	90,289	469,179	-	-	-	766,493
Tax Foreclosures	62,097	-	-	-	-	-	62,097
Amounts to be Provided for Pay of Debt	-	-	-	-	-	17,240,472	17,240,472
Fixed Assets Net of Accum Deprec	-	-	-	31,700,381	-	-	31,700,381
<b>Total Assets</b>	<b>6,100,181</b>	<b>6,530,333</b>	<b>1,885,420</b>	<b>46,279,135</b>	<b>3,834,406</b>	<b>17,240,472</b>	<b>91,860,051</b>
<b>Liabilities</b>							
Accounts Payable	200,678	24,025	39,821	42,926	2,680	-	309,120
Accrued Payroll	484,794	-	-	-	-	-	484,794
Employee Withholdings	52,700	-	-	-	-	-	52,700
Trailings Payable	6,625	-	-	-	-	-	6,625
Escrows and Deposits	19,300	-	-	285,415	-	-	274,600
Due to Others	-	-	-	-	-	-	-
Due to Other Governments	-	-	-	-	-	-	-
Due to Student Groups	-	-	-	-	45,524	-	45,524
Deferred Revenues	-	-	-	-	-	-	-
Property Taxes	632,626	-	-	-	-	-	632,626
Others	882,765	-	-	20,232,702	-	-	21,125,467
Notes Payable	-	-	9,041,011	-	-	-	9,041,011
Bonds Payable	-	-	-	26,132,594	-	17,240,472	45,373,026
<b>Total Liabilities</b>	<b>2,309,778</b>	<b>24,025</b>	<b>9,079,832</b>	<b>46,663,596</b>	<b>48,204</b>	<b>17,240,472</b>	<b>71,965,827</b>
<b>Fund Balance</b>							
Reserved for Contributed Capital	-	-	-	3,597,627	-	-	3,597,627
Reserved for Retained Earnings	-	-	-	-	-	-	-
Reserved for Appropriation Deficits	-	-	-	-	-	-	-
Reserved for Payment of Debt	-	-	-	1,597,000	-	-	1,597,000
Unreserved	-	-	-	1,720,377	-	-	1,720,377
Fund Bal Reserved for Cases Yrs Exp	346,282	-	-	68,200	-	-	414,482
Fund Balance Reser for Brumstanc	1,522,171	-	-	3,395	-	-	1,525,566
Unreserved Fund Balance - Deficits	-	-	-	-	-	-	-
Unreserved Fund Balance	2,122,420	6,506,289	(7,214,382)	-	3,786,233	-	5,200,230
<b>Total Fund Balance</b>	<b>3,750,474</b>	<b>6,506,289</b>	<b>(7,214,382)</b>	<b>7,625,561</b>	<b>3,786,233</b>	<b>-</b>	<b>14,484,234</b>
<b>Total Liabil Fund Bal</b>	<b>6,100,181</b>	<b>6,530,333</b>	<b>1,885,420</b>	<b>46,279,135</b>	<b>3,834,406</b>	<b>17,240,472</b>	<b>91,860,051</b>

**Fiscal Year 2012 Appropriations/Expenditures**

	<b>Orig Approp</b>	<b>Transfers Adjstmts</b>	<b>Revised Budget</b>	<b>FY2012 Expended</b>	<b>Avail Budget</b>
Election Town Meeting	10,580		10,580	7,069	3,511
Brdof Selmen "A" Budget	50,941		50,941	50,941	0
Board of Selectmen	4,650		4,650	4,209	441
Town Mger "A" Budget	261,065		261,065	261,065	0
Town Manager	12,725		12,725	10,207	2,518
Finance Comm Expense	75,925	(75,000)	925	152	773
Town Accoun "A" Budget	158,862		158,862	158,862	0
Town Accountant	49,975		49,975	43,548	6,427
MIS Coord "A" Budget	157,119		157,119	151,238	5,881
MIS Coordinator	177,935		177,935	176,904	1,031
Board Asses "A" Budget	155,947	700	156,647	156,647	0
Board Assessors	63,013		63,013	53,864	9,149
Treas/Col "A" Budget	158,732		158,732	158,731	1
Treasurer/Collector	33,000		33,000	26,214	6,786
Legal Services	200,000		200,000	179,646	20,354
Adminstration	64,790	23,875	88,665	68,043	20,622
Land Bank	87,635		87,635	87,635	0
Town Clerk "A" Budget	104,467		104,467	104,318	149
Town Clerk	2,395	2,000	4,395	3,069	1,326
Licensing "A" Budget	40,021		40,021	40,021	0
Conservation Commission	7,696	14	7,710	7,710	0
Planning Board Expenses	1,760		1,760	1,558	202
Zoning Board Appeals	2,500		2,500	2,068	432
Historical Commision	500		500	500	0
Historic District Commis	2,000		2,000	1,940	60
Buildings & Gr Payroll	587,275		587,275	556,530	30,745
Buildings & Gr General	62,705		62,705	60,055	2,650
Building Grounds-T Hall	103,000		103,000	104,057	(1,057)
Buildings&Gr GraceGou	104,685	35,000	139,685	107,507	32,178
Buildings & Gr Library	72,900		72,900	72,870	30
Buildings & Gr Cemetery	2,850	1,715	4,565	4,758	(193)
Buildings & Gr Comfort St	63,700		63,700	50,959	12,741
Buildings & Gr Free St	25,308		25,308	10,085	15,223
Buildings & Groun Other	4,600		4,600	4,888	(288)
Police "A" Budget	2,061,720		2,061,720	2,064,721	(3,001)
Police	162,430		162,430	162,420	10
Police Station	42,800	49,125	91,925	91,920	5
Fire "A" Budget	366,060		366,060	357,541	8,519
Fire	183,749		183,749	183,592	157
Ambulance Service	604,219		604,219	604,219	0
Inspections "A" Budget	139,155	8,205	147,360	148,206	(846)
Inspections	24,085		24,085	14,803	9,282
Director Reg "A" Budget	96,575	3,164	99,739	99,889	(150)
Director Regulatory	37,325		37,325	32,598	4,727
Emergency Management	5,830		5,830	5,354	476
Harbor Committee	1,135		1,135	0	1,135
Harbormaster Ma Wharf	112,564		112,564	112,564	0
Shellfish "A" Budget	47,373	200	47,573	47,573	0
Shellfish	6,050		6,050	5,972	78
Parking "A" Budget	327,189		327,189	326,033	1,156
Parking	70,800	6,497	77,297	77,297	0
Public Schools	3,187,212		3,187,212	3,156,410	30,802
Cape Cod Regional Tech	88,131		88,131	88,131	0
DPW Admin "A" budget	146,291		146,291	130,948	15,343
DPW Adminstration	268,000	110,000	378,000	382,549	(4,549)
Highway "A" Budget	424,230		424,230	418,225	6,005
Highway	251,800		251,800	242,157	9,643
Snow & Ice "A" Budget	27,000		27,000	7,317	19,683



**Provincetown**

2012 Annual Town Report

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	<b>Orig Approp</b>	<b>Transfers Adjstmts</b>	<b>Revised Budget</b>	<b>FY2012 Expended</b>	<b>Avail Budget</b>
Snow & Ice	140,700	(43,215)	97,485	44,046	53,439
SoiWaste Re "A"	435,904	435,904	438,109	(2,205)	0
Solid Waste Recycling	118,104	41,315	159,419	159,419	0
Recycling/Re En Cmte	1,250		1,250	1,250	0
Waste Disposal Other	168,000		168,000	142,112	25,888
Airport	85,850		85,850	80,255	5,595
Provincetown Television	120,000		120,000	120,000	0
Health Ag "A" budget	104,522		104,522	85,837	18,685
Health Conserv Agent	5,450		5,450	3,801	1,649
Pub Hea/Nurse "A" budget	19,121		19,121	18,723	398
Pub Health/Nurse	28,624		28,624	25,931	2,693
Board Health	1,135	369	1,504	1,504	0
Coun on Aging "A" budget	173,266		173,266	171,242	2,024
Council on Aging	12,294		12,294	11,613	681
Veterans Services	41,781		41,781	33,862	7,919
Bicycle Committee	0	1,900	1,900	1,467	433
Library "A" Budget	201,642	3,410	205,052	208,092	(3,040)
Library	84,069		84,069	80,908	3,161
Recr Dept "A" Budget	105,519		105,519	101,553	3,966
Recreation Department	16,250		16,250	15,933	317
Art Commission	9,585		9,585	6,697	2,888
Cultural Council	200		200	0	200
Debt Services	1,993,996	14,750	2,008,746	2,008,746	0
Tax Title	20,000		20,000	13,605	6,395
Retire Bene Insurance	5,573,263	(184,024)	5,389,239	5,263,905	125,334
<b>Total (Gen. Fund)</b>	<b>21,053,504</b>	<b>-</b>	<b>21,053,504</b>	<b>20,526,917</b>	<b>526,587</b>

**Fiscal Year 2013 Appropriations/Expenditures**

**Year to Date 12/31/12**

	<b>Budget</b>	<b>FY2013 Expended</b>	<b>Avail Budget</b>
Election Town Meeting	11,690	4,555	7,135
Board of Selectmen "A" Budget	53,640	28,073	25,567
Board of Selectmen	5,900	4,730	1,170
Town Manager "A" Budget	292,889	139,060	153,829
Town Manager	11,800	6,280	5,520
Finance Committee Expense	75,925	152	75,773
Town Accountant "A" Budget	169,640	84,820	84,820
Town Accountant	49,975	24,796	25,179
MIS Coordinator "A" Budget	163,906	75,785	88,121
MIS Coordinator	264,850	135,084	129,766
Board Assessors "A" Budget	173,653	88,032	85,621
Board Assessors	37,297	2,954	34,343
Treasurer/Collector "A" Budget	165,091	81,496	83,595
Treasurer/Collector	34,700	10,011	24,689
Legal Services	200,000	71,217	128,783
Adminstration	58,542	23,372	35,170
Land Bank	129,975	10,953	119,023
Town Clerk "A" Budget	111,382	45,642	65,740
Town Clerk	4,395	175	4,220
Licensing "A" Budget	40,821	16,460	24,361
Conservation Commission	8,000	3,729	4,271
Planning Board Expenses	1,760	590	1,170
Zoning Board Appeals	2,800	783	2,018
Historical Commision	500	0	500
Historic District Commission	2,000	1,123	878
Buildings & Grounds Payroll	671,115	325,257	345,858
Buildings & Grounds General	102,600	56,363	46,237

	<b>Budget</b>	<b>FY2013 Expended</b>	<b>Avail Budget</b>
Public Schools	3,266,892	1,208,056	2,058,836
Public Schools Encumbrance	136,200	134,027	2,173
Cape Cod Regional Tech	86,743	52,046	34,697
DPW Admin "A" budget	159,878	67,847	92,031
DPW Administration	199,250	123,928	75,322
Highway "A" Budget	442,921	220,118	222,803
Highway	229,700	73,533	156,167
Highway Encumbrance	62,829	44,168	18,660
Snow & Ice "A" Budget	27,000	0	27,000
Snow & Ice	140,700	9,873	130,827
Solid Waste Recyc "A" Budget	450,532	225,443	225,089
Solid Waste Recycling	122,300	59,681	62,619
Recycling/Renew Energy Cmte	1,000	0	1,000
Waste Disposal Other	168,000	94,580	73,420
Airport	92,550	40,926	51,624
Cable Advisory Commission	124,000	62,000	62,000
Health Agent "A" budget	91,551	45,616	45,935
Health Conservation Agent	6,650	2,130	4,520
Public Health/Nurse "A" budget	19,870	10,471	9,399
Public Health/Nurse	27,624	6,811	20,813
Board Health	1,135	450	685
Council on Aging "A" budget	189,474	96,738	92,736
Council on Aging	11,799	3,628	8,171
Veterans Services	42,332	25,397	16,935
Disability Commission	5,000	800	4,200
Bicycle Committee	8,000	0	8,000
Library "A" Budget	206,856	100,818	106,039
Library	84,725	28,482	56,243
Recreation Dept "A" Budget	139,130	78,199	60,931
Recreation Department	19,775	15,531	4,244
Art Commission	9,105	2,423	6,682
Cultural Council	200	0	200
Debt Services	2,012,136	650,695	1,361,441
Tax Title	20,000	4,737	15,263
Retirement Benefits Insurance	5,344,768	3,504,601	1,840,167
<b>TOTAL EXPENSES</b>	<b>21,703,808</b>	<b>10,750,707</b>	<b>10,953,101</b>

## Board of Assessors

Fiscal Year 2012 was an interim year between the regular triennial re-certifications conducted by the Department of Revenue. In the interim years, the Assessors must make interim adjustments to values to reflect changing market conditions. In doing so, the total value of real property in Provincetown increased by 0.24% from Fiscal Year 2011. On November 14, 2011 the Department of Revenue approved Provincetown's Assessed Values and on December 7, 2011, approved the Fiscal Year 2012 Tax Rate of \$7.20. Fiscal Year 2012 values by class were as follows:

<i>Class</i>	<i>FY12-Total Value</i>
Residential Class	\$1,863,498,019
Commercial Class	\$379,927,531
Industrial Class	\$1,592,500
Personal Property	\$22,413,050
<b>Total Value</b>	<b>\$2,267,431,100</b>

Following the mailing of the actual tax bills in April, the Board of Assessors received 33 real property and 6 personal property abatement applications. The Board granted 28 real property abatements and 6 personal property abatements. The Board also granted statutory exemptions and/or deferrals to 119 taxpayers as follows:

Clause	Description	Exemption	Number	Taxes Exempted
Clause 17D	Survivi SposElderly	\$263.00	11	\$2,893.00
Clause 22	Veteran	Varies	21	\$9,600.00
Clause 37A	Blind	\$500.00	4	\$2,000.00
Clause 41C	Elderly	\$1000.00	37	\$36,765.02 ****
Clause 5K	Senior Work Credit	Varies	39	\$38,750.00
Clause 41A	Tax Deferral	Deferral Varies	7	\$17,123.56
<b>Totals</b>			<b>119</b>	<b>\$107,131.58</b>

For Fiscal Year 2012, the Board granted Affordable Housing Tax Exemptions to 23 real property taxpayers as follows:

<i>Description</i>	<i>Exemption</i>	<i># of Properties</i>	<i># of Units</i>	<i>Taxes Exempted</i>
Affordable Housing				
Tax Exemption	100% **	23 ***	43	\$46,723.46.

\*\* For that part of a property that is rented year round to low-income tenants at affordable rents, as defined by HUD guidelines.

\*\*\* Represents number of real property taxpayers who received exemptions.

\*\*\*\* One (1) partial exemption granted due to statutory limitation on minimum tax liability threshold.

During the summer of 2012, the Assessors' Office continued its neighborhood-by-neighborhood inspection program concentrating on residential properties in Provincetown. The office was once again greatly aided in this effort through the Town's continued funding of temporary Property Inspector positions, the duties of which were once again very capably carried out by veterans Frank Pantano and Carol Bergen. Inspectors & staff completed 655 inspections consisting of new construction, additions, renovations, sales, abatement process & cyclical inspections from January 1, 2012 through December 31, 2012.

Current board members: Patty DeLuca, Chairperson, DOR Certified; Leslie Parsons, Member, DOR Certified; Greg Muse, Member, DOR Certified; Paul M. Gavin, MAA, Member, DOR Certified; Robert Sanborn, Member, DOR Certified. Principal Assessor Paul Gavin received recertification of his MAA (#1068) designation from the Massachusetts Association of Assessing Officers on October 9, 2012. Current assessing staff: Paul M. Gavin, MAA, Principal Assessor; Richard Faust, Assistant Assessor; Cheryl MacKenzie, Administrative Assistant. Please visit our web site at [www.provincetown-ma.gov](http://www.provincetown-ma.gov) (Assessors' Department) for Online Property Record Cards, Frequently Used Forms, Frequently Asked

Questions, Real Estate Sales Reports, Board of Assessors Meeting Notes and much more.

*Respectfully submitted,*

**Patty DeLuca**

Chair

<b>Treasurer/Collector</b>
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**REPORT FOR THE FISCAL YEAR 2012**

**JULY 1, 2011 - JUNE 30, 2012 COLLECTOR REPORT FY 2012**

**COMMUNITY PRESERVATION ACT**

FY 2010	0.00
FY 2011	19,310.38
FY 2012	376,888.53
	<b>396,198.91</b>

**LANDBANK**

FY 2010	0.00
FY 2011	23,116.32
FY 2012	458,836.91
	<b>481,953.23</b>

**REAL ESTATE TAXES**

	0.00
FY 2010	7,763.96
FY 2011	675,692.47
FY 2012	15,187,973.49
	<b>15,871,429.93</b>

**SEWER BETTERMENT**

FY 2010	0.00
FY 2011	99,822.30
FY 2012	1,124,895.85
	<b>1,224,718.15</b>

**SEWER LIENS**

	0.00
FY 2010	0.00
FY 2011	12,638.29
FY 2012	23,864.98
	<b>36,503.37</b>

**SEWER USAGE SURCHARGE LIENS**

FY 2010	0.00
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FY 2011	0.00
FY 2012	4,644.15
	<b>4,644.15</b>

**SEPTIC LOANS**

FY 2010	0.00
FY 2011	0.00
FY 2012	29,686.72
	<b>29,686.72</b>

**WATER LIENS**

FY 2010	0.00
FY 2011	14,570.41
FY 2012	56,839.65
	<b>71,410.06</b>

**PERSONAL PROPERTY TAX**

FY 2004	
FY 2005	
FY 2006	20.53
FY 2007	35.01
FY 2008	101.83
FY 2009	184.27
FY 2010	338.92
FY 2011	13,251.23
FY 2012	153,022.88
	<b>166,954.67</b>

**WATER RATES**

1,895,626.85  
**1,895,626.85**

**SEWER RATES**

883,048.62  
**883,048.62**

**MOTOR VEHICLE EXCISE TAX**

FY 2004	61.67
FY 2005	392.50
FY 2006	103.75
FY 2007	696.98
FY 2008	86.25
FY 2009	780.95
FY 2010	95.18

FY 2011	73,081.47
FY 2012	370,614.95
	<b>445,913.70</b>

**BOAT EXCISE TAX**

FY 2005	106.00
FY 2006	166.00
FY 2007	169.00
FY 2008	502.00
FY 2009	389.00
FY 2010	449.00
FY 2011	1,063.42
FY 2012	11,488.83
	<b>14,333.25</b>

**INTEREST, DEMANDS AND FEES**

REAL ESTATE TAX COLLECTIONS	99,541.46
PERSONAL PROPERTY TAX COLLECTIONS	9,033.47
MOTOR VEHICLE	10,692.24
BOAT EXCISE	780.00
WATER/SEWER USAGE RATES	17,281.64
	<b>137,328.81</b>

**TREASURY DEPOSITS FROM COLLECTOR 21,659,750.31**

**TOTAL TREASURER'S RECEIPTS FY 2012**

<b>TREASURY DEPOSITS FROM COLLECTOR</b>	<b>21,659,750</b>
<b>TAX REVENUE</b>	
Allowance for Abatements/Exemptions 11	38,750
Municipal Lien Certificates	12,200
Tax Revenue under \$5,000	1,145
	<b>52,095</b>
<b>DEPARTMENTAL RECEIPTS TO TREASURER</b>	
Airport	66,761
Building Department & Permits	328,391
Cemetery	16,410
Embarkation Fee Reserve	34,305
Fire Department	14,955
Harbor - Mooring, Docking & Ferry	488,322
Health Department	33,055
Library	61,880
Licenses	252,740
MIS Receipts	65,000

Planning Board Fees & Deposits	18,600
Police Receipts	403,100
Recreation	104,415
Rents & Commissions	226,583
Sewer Betterments & Usage Charge	793,449
Tourism Fund	576,339
Town Clerk	48,054
Transfer Station - Recycling	328,419
Treasurer's Fees	11,202
Veterans Affairs	36,063
Water Enterprise fund	107,180
Dept Receipts under \$10,000	13,793
	<b>4,029,016</b>
<b>PARKING RECEIPTS</b>	
Parking Meters/Lots/Stickers	1,784,442
Parking Violations	127,037
	<b>1,911,479</b>
<b>TOWN TREASURY - OTHER RECEIPTS</b>	
Administrative Consent Order Deposits	64,344
Bond Anticipation Notes	11,941,001
Bonds Payable	2,466,000
Cable Television Reserves	103,801
Employee Portion Benefits	521,019
Fuel/Gas & Oil/ Reimbursements	120,724
Historic Dist Comm Application Fees	13,875
Interest Revenues	43,926
Refunds/Reimbursements	13,630
Other Receipts under \$10,000	9,220
	<b>15,297,540</b>
<b>GOVERNMENT GRANTS &amp; REVENUE</b>	
Airport	204,750
ARFF Vehicle	660,791
ARRA	197,970
Chapter 90 Harbor	149,110
CPA Funds	143,975
Community Incentive	27,100
DEP WCG	31,432
EA/FEIR	124,700
Education Jobw	15,083
Fish/Wildlife	87,381
Land	343,200
Library	319,000
MPPF RD	36,500
PWED	76,000

SPED	82,514
Teacher Quality	10,999
Title I	47,105
Town Hall	102,630
USDA - Sewer	4,012,918
USDA - Water	666,842
Grants Under \$10,000	56,460
	<b>7,396,460</b>

**SCHOOL RECEIPTS TO TREASURY**

Adult Education	10,479
Early Learning Exp - Elem	171,273
School Lunch	53,947
SPED Reimbursements	41,818
Student Activities Revolving	26,522
Truro Tuition	49,351
Other Receipts Under \$10,000	1,954
	<b>355,344</b>

**STATE RECEIPTS - CHERRY SHEET**

Additional Assistance	35,593
Meals Tax	468,421
Room Occupancy	441,698
Room Occupancy - Tourism	408,980
School Aid - Chapter 70	64,510
State Owned Land	60,064
State Assessments	(38,350)
	<b>1,440,916</b>

**OTHER RECEIPTS**

Ins Proceeds under \$20K	7,195
Legal Settlements - Prior	20,540
Pier	202,407
Trust & Gift Accounts	139,024
	<b>369,166</b>

**TOTAL TREASURER'S RECEIPTS FY 2012** **52,511,766**

**SUMMARY OF TREASURY ACTIVITY**

**7/1/11 THROUGH 6/30/12**

<b>Cash: July 1, 2011</b>	<b>18,672,344</b>
<b>Add: Net Receipts</b>	<b>52,511,766</b>
<b>Less: Net Disbursements</b>	<b>(50,682,910)</b>
<b>Cash: June 30, 2012</b>	<b>20,501,200</b>



**AUTHORIZED, SHORT TERM AND BONDED DEBT FY12**

General Obligation Debt - Miscellaneous	04/15/93	\$	<b>75,000</b>
Mass Water Pollution Abatement Trust Septic-4	97-1157		<b>76,084</b>
Mass Water Pollution Abatement Trust Sewer-5	CW-98-19		<b>181,257</b>
General Obligation Debt - Miscellaneous	03/15/02		<b>1,560,000</b>
Mass Water Pollution Abatement Trust Sewer-8	CW-01-31		<b>9,687,501</b>
Mass Water Pollution Abatement Trust Sewer-9	CW-01-42		<b>58,475</b>
General Obligation Debt - Miscellaneous	11/01/03		<b>1,125,000</b>
Mass Water Pollution Abatement Trust Septic-10	97-1157-1		<b>118,575</b>
Mass Water Pollution Abatement Trust Sewer-11	CW-04-18		<b>1,470,000</b>
General Obligation Debt - Miscellaneous	09/15/05		<b>2,596,877</b>
General Obligation Debt - Miscellaneous	11/15/06		<b>340,913</b>
Mass Water Pollution Abatement Trust - Septic-10	97-1157-2		<b>3,282,000</b>
Mass Water Pollution Abatement Trust Sewer-13	CW-07-01		<b>4,658,593</b>
Mass Water Pollution Abatement Trust Sewer-14	CW-07-01-A		<b>693,675</b>
General Obligation Debt - Miscellaneous	06/15/09		<b>6,980,000</b>
USDA Sewer Bond FY11	12/15/10		<b>6,435,000</b>
General Obligation Debt - Miscellaneous	01/15/11		<b>3,568,076</b>
USDA Water Bond FY12	04/17/12		<b>2,466,000</b>
<b>TOTAL BONDED DEBT BALANCE AS OF 6/30/12</b>		<b>\$</b>	<b>45,373,026</b>
<b>SHORT TERM DEBT AS OF 6/30/12</b>			<b>9,041,001</b>
<b>TOTAL DEBT AS OF 6/30/12</b>		<b>\$</b>	<b>54,414,027</b>
<b>AUTHORIZED AND UNISSUED DEBT</b>			<b>12,696,212</b>
<b>TOTAL AUTHORIZED DEBT</b>		<b>\$</b>	<b>67,110,239</b>

<b>Employee Earnings</b>
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**Fiscal Year 2012**

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
<b>ADMINISTRATION</b>		
Lynn, Sharon	Town Manager	140,924.96
Gardner, David	Assistant Town Manager	73,999.90
Hudson, Pamela	Sec'y to Town Manager/ Benefits Coordinator	47,940.10
Jackett, Beau	MIS Director	69,943.90
Johnstone, Douglas	Town Clerk	57,700.06
Fults, Susan	Assistant Town Clerk	47,548.22
Porter, Vernon	Secretary to Selectmen	45,941.04
<b>AIRPORT</b>		
Lisenby, Arthur W	Airport (Seasonal)	783.00
<b>COUNCILONAGING</b>		
Hottle, Christeny A	Public Health/COA Director	51,700.04
Delgizzo, Stephen	On-Call Van Driver	7,469.10
Fabbri, Diane	Van Driver/Aide	38,885.86
Hurst, Maureen	Administrative Assistant	50,357.32
Parris, Vincent	On-Call Van Driver	1,377.21

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Peterman, David	On-Call Van Driver	105.84
Rapose, Jodi	On-Call Van Driver	120.00
Reilly, Katherine	Outreach Coordinator	41,819.96
Saunders, Pauline	Cook	7,278.06

**COMMUNITY DEVELOPMENT**

Braun, Russell J	Local Building Inspector	71,848.92
Browne, John	Electrical Inspector	19,500.00
Fay, Sandra	Administrative Assistant	3,450.00
Flores, Darlene	Administrative Assistant	45,371.32
Hautanen, Henry	Plumbing Inspector	7,511.35
Jarusiewicz, Michelle	Housing Specialist/Grant Administrator	53,184.00
Notaro, Maxine	Permit Coordinator	51,519.00
Post, Justin	Building Inspector	47,805.94
VanAlstyne, Darlene	Licensing Agent	40,021.02

**DEPARTMENT OF PUBLIC WORKS**

Guertin, David	DPW Director	95,889.90
Turner, Sandra	DPW Deputy Director (Deceased)	63,386.38
Waldo, Richard	DPW Deputy Director	2,500.00
Prada, Sherry	Administrative Assistant	43,604.28
Hutchinson, Alan	Head Mechanic	39,040.28

**Building & Grounds**

Lemme, Antonio H	Working Foreman	55,821.04
Andrews, Michael J	Custodian	49,288.03
	Revolving Account	15,313.22
	<b>Total Earnings</b>	<b>64,601.25</b>
Braddock, Kenneth	Attendant (Seasonal)	14,878.56
Braddock, Pricilla	Attendant (Seasonal)	14,845.11
Cole, Bobbie Jo	Custodian	35,626.21
Costonis, Marc	Beautification (Seasonal)	4,281.60
Cote, Annette	Attendant (Seasonal)	14,075.76
Cowing, Brian	Custodian	48,381.64
Flowers, Natessa	Attendant (On-call)	9,225.51
Freeman, Marjorie	Attendant (On-call)	401.40
Gonzales, Anthony	Laborer (Seasonal)	14,477.16
Hadley, Steven	Laborer (Seasonal)	15,467.28
Joseph, Denise	Supervising Attendant	22,685.79
Kalantzis, Anthony J	Maintenance	48,513.75
Knight, Linda	Laborer (Seasonal)	3,144.30

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Martin, Stephen	Maintenance	40,434.65
Monts, Joan	Attendant (On-call)	1,284.48
Santos, Delanie	Attendant (Seasonal)	11,292.72
Whelan, Richard	Attendant (Seasonal)	7,359.00
White, Deborah	Attendant (Seasonal)	13,851.65
White, Steven D.	Attendant (Seasonal)	14,490.54
Wilhoite, Jackie	Maintenance	59,402.82
	Revolving Account	103.86
	<b>Total Earnings</b>	59,506.68
Wojtalak, Dennis	Custodian	47,221.33
	Revolving Account	10,499.85
	<b>Total Earnings</b>	57,721.18
<b>Highway</b>		
Bronsdon, Scott A	Working Foreman	
Clancy, Thomas	Laborer (Seasonal)	16,947.12
Duarte, Ramao	Working Foreman	57,613.54
Gonsalves, David	Skilled Laborer	42,571.82
Jackett, Kyle	Laborer (Seasonal)	16,527.78
Martin, Craig	Skilled Laborer	51,580.63
Perry, Jeffrey	Skilled Laborer	52,480.32
Peters, Adrian	Skilled Laborer	43,477.15
Prada, Thomas	Skilled Laborer	44,180.77
Roderick, Paul	Skilled Laborer	53,689.84
Santos, Dennis	Skilled Laborer	52,426.35
<b>Sanitation/Transfer Station</b>		
Boutiette, Edward	Laborer (Seasonal)	11,430.63
Bronsdon, Scott	Working Foreman	52,489.65
Cook, Peter	Skilled Laborer	46,566.58
Cox, Jeffrey	Skilled Laborer	50,152.44
Edwards, Phanarus	Custodian	41,011.98
Kluesener, William	Laborer (Seasonal)	16,701.30
Menangas, Gerard L.	Working Foreman (Retired)	33,011.48
Reis, Arthur Jr.	Laborer (Seasonal)	16,336.50
Richmond, James	Skilled Laborer	56,948.59
Roach, David	Skilled Laborer	53,872.00
Roderick, Christopher	Skilled Laborer	50,246.77
Smith, Larry	Skilled Laborer	54,093.15
<b>Water</b>		
Enos, Stephen	Skilled Laborer	51,115.26

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Horner, Frank	Meter Reader/Repairman	40,955.23
Matrango, Bernard	Skilled Laborer	57,890.99
Michaud, Anna	Administrative Assistant	44,967.78
Morin, Donald	Administrative Assistant	41,219.10
Neylon, Margaret	Skilled Laborer	52,862.80
Rose, Glen	Working Supervisor	66,128.86
Salisbury, Cody	Skilled Laborer	49,055.58
<b>Waste Water</b>		
Roderick, Jill	Administrative Assistant	46,968.22
<b>FIRE DEPARTMENT</b>		
Trovato, Michael	Fire Chief	39,999.96
	Revolving	779.00
	<b>Total Earnings</b>	40,778.96
Mathews, Joyce	Department Secretary	49,757.32
Anderson, Michael	EMT	5,996.16
Avis, Matthew	EMT	511.68
Basine, Marcia	EMT	6,843.32
Brazil, Paul	EMT	9,039.92
Carr, Jordan	EMT	362.44
Cataldo-Roda, Julie M	EMT-P	6,984.58
Coelho, Michael Sr.	EMT	4,313.08
Colburn, Lucas	EMT	1,046.16
Coulter, Cynthia	EMT	255.84
Douglas, Christine	EMT	7,875.25
Elliott, Eric	EMT	6,649.54
Fallas, Edward	EMT	4,079.11
Felton, Alan	EMT	8,061.78
Gerlach, Michael	EMT-P	2,403.72
Giannelli, James	EMT-P	9,590.48
Hunter, Zachary	EMT	1,082.36
Kilburn, Michelle	EMT	3,401.04
	Revolving	205.00
	<b>Total Earnings</b>	3,606.04
Menangas, Derek	EMT	6,423.72
Notaro, Daniel	EMT-P	9,288.19
Parks, Denise	EMT	2,600.80
Pelligrino, Rachel	EMT	10,002.36
Potter, Lisa M.	EMT-P	10,479.40
	Revolving	205.00
	<b>Total Earnings</b>	10,684.40
Rance, Othaine	EMT	18,060.10

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Ready, David	EMT-P	895.92
Rego, Linda	EMT	2,095.06
Ricard, Shawn M	EMT	5,337.12
	Revolving	369.00
	<b>Total Earnings</b>	5,706.12
Russell, Lorne	EMT	6,130.98
	Revolving	205.00
	<b>Total Earnings</b>	6,335.98
Smith, Bryan	EMT	8,422.88
Smith, Jennifer	EMT-P	301.56
Tarala, Brandy	EMT-P	10,994.15
Willis, James	EMT	603.12
Willis, James II	EMT-P	170.56
Ainsworth, Kevin	Volunteer Firefighter	947.00
Alexander, Brian	Volunteer Firefighter	750.00
Alexander, Warren	Volunteer Firefighter	6,600.00
Basine, Marcia	Volunteer Firefighter	877.10
Brazil, Paul	Volunteer Firefighter	187.50
Brown, John	Volunteer Firefighter	2,497.00
	Revolving	1,045.50
	<b>Total Earnings</b>	3,542.50
Brook, Christopher	Volunteer Firefighter	62.50
Bumpus, John	Volunteer Firefighter	750.00
Caldwell, Timothy	Volunteer Firefighter	750.00
Cataldo-Roda, Julie M	Volunteer Firefighter	2,375.00
Chute, Michael	Volunteer Firefighter	1,016.69
Coelho, Michael Jr.	Volunteer Firefighter	375.00
Coelho, Michael Sr.	Volunteer Firefighter	750.00
Colburn, Lucas	Volunteer Firefighter	2,375.00
Davoli, Valentino	Volunteer Firefighter	2,447.00
Douglas, Christine	Volunteer Firefighter	750.00
Enos, Christopher	Volunteer Firefighter	750.00
Enos, Scott	Volunteer Firefighter	1,702.00
Fallas, Edward	Volunteer Firefighter	750.00
Felton, Alan	Volunteer Firefighter	778.32
	Revolving	205.00
	<b>Total Earnings</b>	983.32
Felton, George	Volunteer Firefighter	1,343.00
	Revolving	246.00
	<b>Total Earnings</b>	1,589.00
Gonsalves, David	Volunteer Firefighter	1,989.81
Gordon, William	Volunteer Firefighter	750.00
	Revolving	235.75

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	<b>Total Earnings</b>	985.75
Hernandez, Jose	Volunteer Firefighter	187.50
Himes, Monica (Resigned)	Volunteer Firefighter	219.99
Kerr-Hunter, Malcolm	Volunteer Firefighter	750.00
	Revolving	1,066.00
	<b>Total Earnings</b>	1,816.00
Lambrou, Mark	Volunteer Firefighter	750.00
Martin, Craig	Volunteer Firefighter	1,250.00
Martin, Roger	Volunteer Firefighter	1,250.00
Martinez, Elias Jr.	Volunteer Firefighter	2,493.00
	Revolving	1,271.00
	<b>Total Earnings</b>	3,764.00
Mathews, Joyce	Volunteer Firefighter	550.00
Meads, James Jr.	Volunteer Firefighter	1,055.00
Menangas, Derek	Volunteer Firefighter	2,562.50
	Revolving	1,752.75
	<b>Total Earnings</b>	4,315.25
Menangas, Gerard	Volunteer Firefighter	2,200.00
Menangas, Scott	Volunteer Firefighter	375.00
Motta, Brandon	Volunteer Firefighter	2,733.50
	Revolving	246.00
	<b>Total Earnings</b>	2,979.50
Notaro, Jeffrey	Volunteer Firefighter	1,844.64
Osowski, Carl	Volunteer Firefighter	375.00
Parks, Denise	Volunteer Firefighter	2,949.95
	Revolving	205.00
	<b>Total Earnings</b>	3,154.95
Perry, Jeff	Volunteer Firefighter	1,250.00
Peters, Adrian	Volunteer Firefighter	375.00
Rance, Othaine	Volunteer Firefighter	750.00
	Revolving	205.00
	<b>Total Earnings</b>	955.00
Reis, John	Volunteer Firefighter	2,200.00
Ribas, Luis	Volunteer Firefighter	1,255.00
	Revolving	5,658.00
	<b>Total Earnings</b>	6,913.00
Richmond, James	Volunteer Firefighter	375.00
Roach, David	Volunteer Firefighter	375.00
Roda, Thomas	Volunteer Firefighter	1,354.15
Roderick, James Jr.	Volunteer Firefighter	2,974.00
Roderick, Paul	Volunteer Firefighter	2,050.00
Russell, Lee	Volunteer Firefighter	375.00
Santos, Francis	Volunteer Firefighter	750.00

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Santos, Noah	Volunteer Firefighter	375.00
	Revolving	235.75
	<b>Total Earnings</b>	610.75
Santos, Rodrigo	Volunteer Firefighter	750.00
Silva, Paul	Volunteer Firefighter	1,430.00
	Revolving	235.75
	<b>Total Earnings</b>	1,665.75
Sinaiko, Jonathan	Volunteer Firefighter	750.00
Smith, Bryan	Volunteer Firefighter	2,125.00
Souza, Andrew	Volunteer Firefighter	2,562.50
	Revolving	1,086.50
	<b>Total Earnings</b>	3,649.00
Souza, John	Volunteer Firefighter	375.00
Stewart, Garth	Volunteer Firefighter	375.00
Swanson, Nancy	Volunteer Firefighter	750.00
Tarala, Brandy	Volunteer Firefighter	2,150.00
Verde, Manuel	Volunteer Firefighter	375.00
White, David	Volunteer Firefighter	1,217.00
White, Jamie	Volunteer Firefighter	966.00
	Revolving	246.00
	<b>Total Earnings</b>	1,212.00
White, Ronald	Volunteer Firefighter	2,304.12
Wright, Dexter	Volunteer Firefighter	375.00
Zawaduk, Russell	Volunteer Firefighter	2,200.00

**HEALTH DEPARTMENT**

Carlson, Brian	Health & Environmental Affairs Manager	60,180.12
Clark, Morgan	Public Health & Safety Officer	22,392.88
Evans, Jane (Resigned)	Health Inspector	18,448.60

**LIBRARY**

Napsha, Cheryl	Library Director	60,558.94
Nicolini, Mary	Assistant Library Director (resigned)	21,522.24
Clark, Matthew	Library Marketing and Program Director	15,720.90
Levin, Rebecca	Public and Member Services Coordinator	7,128.00
Aull, Andrew	Relief Tech Asst	6,976.10
Cartwright, Ann	Circulation Aide	12,621.36
Hyams, Martha	Circulation Aide	6,190.93
Mahr, Diana	Circulation Aide	689.99
Mitchell, Susan	Circulation Aide	5,875.77
Packard, Susan	Circulation Aide	8,943.22
Parker, James	Circulation Aide	5,351.29
Peters, Eric	Circulation Aide	10,492.37

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Ruane, Thomas	Relief Tech Asst	16,810.43
Smith, Mary B	Relief Tech Asst	13,510.62
Wells, Mary Alice	Circulation Aide	6,435.94

**MANAGEMENT INFORMATION SERVICES**

Kimball-Martin, Lynne	MIS Analyst	47,503.04
Sapinski, Marcin	MIS Technician (Resigned)	33,791.00

**MUNICIPAL FINANCE**

Hoort, Daniel	Director of Municipal Finance	70,000.06
Bergen, Carol	Real Property Inspector (Seasonal)	3,040.21
Denietolis, James	Accounting Assistant	43,137.12
Duarte, Cheryl	Dept. Secretary/Collector	50,057.32
Faust, Richard	Assistant Assessor	52,700.78
Gavin, Paul	Principal Assessor	60,880.12
MacKenzie, Cheryl	Assessor's Admin Asst	44,967.78
Margaret McGloin	Assistant Town Accountant	45,724.90
O'Brien, Linda	Treasurer	51,815.92
Pantano, Frank	Real Property Inspector (Seasonal)	1,722.79
Stephen, Barry	Collector	57,819.92

**PARKING DEPARTMENT**

Rosati, Domenic	Parking Administrator	43,493.20
Asher-Best, Douglas	Attendant (Seasonal)	15,213.12
Benatti, Patricia C.	Parking Clerk/Bookkeeper	29,221.85
Bollas, Mary A	Attendant (Seasonal)	15,117.35
Branco, Bruce	Attendant (Seasonal)	9,890.64
Campbell Bonnie	Attendant (Seasonal)	881.92
Clinton, Renee	Meter Person	17,503.83
Cook, Marguerite	Attendant (Seasonal)	5,401.76
Darcy, Stephen	Attendant (Seasonal)	5,649.80
Gonsalves, Deborah	Meter Person/Assistant Clerk	31,335.85
Gutzler, Joell	Attendant (Seasonal)	11,438.09
McGhee, Bonnie	Attendant (Seasonal)	11,738.82
Newmeister, Joseph	Attendant (Seasonal)	2,921.36
Perry, Katherine M	Attendant (Seasonal)	12,291.76
Perry, Kathy S	Attendant (Seasonal)	13,339.04
Peters, Carol	Meter Person	14,591.35
Power, John	Asst. Manager/Attendant (Seasonal)	16,741.28
Reetz, Rodney	Attendant (Seasonal)	15,202.80
Riley, Lawrence	Attendant (Seasonal)	14,517.92



<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Santos, Cynthia	Attendant (Seasonal)	9,904.71
Seidel, Robert	Attendant (Seasonal)	11,079.12
Silva, Mildred	Attendant (Seasonal)	6,770.08
Souza, Ann	Attendant (Seasonal)	4,807.08

**PIER CORPORATION/HARBORMASTER**

McKinsey, William R	Pier Manager	53,913.60
Battaglini, Ellen	Administrative Assistant	36,188.78
Ribas, Luis	Assistant Harbormaster	45,185.00
Davoli, Valentino	Assistant Harbormaster (Seasonal)	562.50
DeGruttola, Daniel	Assistant Harbormaster (Seasonal)	8,295.00
DeMatteis, John	Assistant Harbormaster (Seasonal)	7,215.00
Galineau, Pauline	Assistant Harbormaster (Seasonal)	17,118.75
Paccione, Rocco	Assistant Harbormaster (Seasonal)	5,424.00
Reis, Arthur	Assistant Harbormaster (Seasonal)	3,660.00
Ross, Stephen	Assistant Harbormaster (Seasonal)	11,565.00
Silva, Richard	Assistant Harbormaster (Seasonal)	15,105.00

**POLICE DEPARTMENT**

Jaran, Jeff	Chief of Police	126,335.09
	Holiday	6,110.56
	Revolving	356.69
	<b>Total Earnings</b>	132,802.34
Allen, Douglas	Dispatcher (Resigned)	19,600.38
	Overtime	1,270.76
	<b>Total Earnings</b>	20,871.14
Alves, Richard	Police Officer	63,433.24
	Overtime	19,901.47
	Revolving Account	17,870.71
	<b>Total Earnings</b>	101,205.42
Barone, Michael	Police Officer	49,506.77
	Overtime	1,918.49
	Revolving	8,469.08
	<b>Total Earnings</b>	59,894.34
Bartholomew, Sarah	Dispatcher	58,569.46
	Overtime	15,540.21
	Longevity	400.00
	<b>Total Earnings</b>	74,509.67
Carr, Michael	Police Officer (Retired)	32,518.73
	Longevity	1,300.00
	<b>Total Earnings</b>	33,818.73
Chovanec, Scott	Police Officer	68,528.20

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	Overtime	9,304.71
	Revolving	2,539.64
	<b>Total Earnings</b>	80,372.55
Cook, Lisa	Dispatcher	53,797.63
	Overtime	9,027.78
	Longevity	400.00
	<b>Total Earnings</b>	63,225.41
Cowing, Ruth Ann	Animal Control Officer	51,001.60
	Overtime	505.73
	Revolving Account	4,336.48
	Longevity	700.00
	<b>Total Earnings</b>	56,543.81
Enos, Glenn	Sergeant	73,117.25
	Overtime	19,007.90
	Longevity	1,000.00
	Revolving Account	44,810.81
	<b>Total Earnings</b>	137,935.96
Golden, James	Lieutenant	90,750.04
	Holiday	3,807.76
	Longevity	1,300.00
	Revolving Account	20,435.80
	<b>Total Earnings</b>	116,293.60
Green, Roger	Janitor / Jailer	51,368.98
	Overtime	796.36
	Longevity	1,600.00
	<b>Total Earnings</b>	53,765.34
Hennick, Gregory	Police Officer	61,763.71
	Overtime	17,127.67
	Revolving Account	17,141.97
	<b>Total Earnings</b>	96,033.35
Koumanelis, Thomas	Police Officer	77,336.09
	Overtime	17,954.99
	Revolving Account	328.00
	<b>Total Earnings</b>	95,619.08
Lobur, Meredith	Police Officer	70,269.76
	Overtime	20,260.85
	Revolving Account	3,056.17
	<b>Total Earnings</b>	93,586.78
Lopes, Carrie	Sergeant	86,131.81
	Overtime	13,918.74
	Longevity	1,300.00
	<b>Total Earnings</b>	101,350.55
McConatha, Nathaniel	Police Officer	54,318.59

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
	Overtime	5,701.10
	Revolving Account	10,009.26
	<b>Total Earnings</b>	70,028.95
Metcalfe, Alyssa	Dispatcher	47,988.19
	Overtime	12,850.30
	<b>Total Earnings</b>	60,838.49
Michael, Rachel	Dispatcher	51,427.27
	Overtime	15,983.66
	<b>Total Earnings</b>	67,410.93
Nolette, Jennifer	Dispatcher	21,049.07
	Overtime	2,100.77
	<b>Total Earnings</b>	23,149.84
Palheiro, Robert	Police Officer	63,510.78
	Overtime	2,464.59
	Revolving Account	3,444.00
	Longevity	1,300.00
	<b>Total Earnings</b>	70,719.37
Perry, Paige	Secretary to Police Chief	44,159.18
Peters, Rachel	Police Officer	66,548.26
	Overtime	7,378.33
	Revolving Account	11,024.60
	Longevity	1,600.00
	<b>Total Earnings</b>	86,551.19
Poulin, Andrea	Records Clerk	49,900.24
	Longevity	400.00
	<b>Total Earnings</b>	50,300.24
Silva, Lawrence	Police Officer (Resigned)	58,982.77
	Overtime	5,832.66
	Revolving Account	5,070.79
	<b>Total Earnings</b>	69,886.22
Spoor, Kevan	Police Officer	51,224.44
	Overtime	8,351.80
	Revolving Account	16,732.05
	<b>Total Earnings</b>	76,308.29
Steele, Thomas	Police Officer	81,484.88
	Overtime	10,855.23
	Revolving Account	5,936.28
	Longevity	700.00
	<b>Total Earnings</b>	98,976.39
Sullivan, Jason	Police Officer	41,375.02
	Overtime	1,544.24
	Revolving Account	10,368.83
	<b>Total Earnings</b>	53,288.09

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>	
Allen, Douglas	Summer Police Officer	2,745.83	
Beaulieu, Andrew	Summer Police Officer	10,315.75	
	Revolving Account	3,254.38	
	<b>Total Earnings</b>	13,570.13	
Belinski, Thomas	Summer Police Officer	16,081.83	
	Revolving Account	33,363.75	
	<b>Total Earnings</b>	49,445.58	
Boulos, Constance	Summer Police Officer	3,085.08	
	Revolving Account	656.00	
	<b>Total Earnings</b>	3,741.08	
Cabral, Shirley	Matron	8,304.98	
	Conroy, Joseph	Summer Police Officer	8,525.02
		Revolving Account	820.00
<b>Total Earnings</b>		9,345.02	
Coville, Andrew	Summer Police Officer	2,802.01	
	Revolving Account	328.00	
	<b>Total Earnings</b>	3,130.01	
Cuddy, Michael	Summer Police Officer	2,871.75	
	Revolving Account	492.00	
	<b>Total Earnings</b>	3,363.75	
Davis, Stephen	Summer Police Officer	8,685.00	
	Revolving Account	2,624.00	
	<b>Total Earnings</b>	11,309.00	
Foster, Ryan	Summer Police Officer	10,535.24	
	Revolving Account	8,179.50	
	<b>Total Earnings</b>	18,714.74	
Good, Rebecca	Summer Police Officer	3,974.57	
	Revolving Account	984.00	
	<b>Total Earnings</b>	4,958.57	
Guarino, Charles	Summer Police Officer	10,892.15	
	Revolving Account	3,198.00	
	<b>Total Earnings</b>	14,090.15	
Hughes, James	Summer Police Officer	3,142.52	
	Revolving Account	492.00	
	<b>Total Earnings</b>	3,634.52	
Kacergis, Aaron	Summer Police Officer	16,247.97	
	Revolving Account	41,862.45	
	<b>Total Earnings</b>	58,110.42	
Landry, Christopher	Summer Police Officer	7,942.68	
	Revolving Account	820.00	
	<b>Total Earnings</b>	8,762.68	
Catanese, Kathryn	Summer Police Officer	1,837.92	
Clark, Ian	Summer Police Officer	563.94	

<b>Employee Name</b>	<b>Position</b>	<b>Annual Earnings</b>
Dow, Tyler	Summer Police Officer	2,111.16
Wallace, Thomas	Summer Police Officer	6,740.30
Koskey, Jarrod	Summer Police Officer	2,205.15
Farina, Gary	Summer Dispatcher	2,434.66
Johnson, Chester	On-call Dispatcher	13,627.85
Parks, Denise	On-call Dispatcher	7,658.05
Soyt, Kevin	On-Call Dispatcher	

**RECREATION**

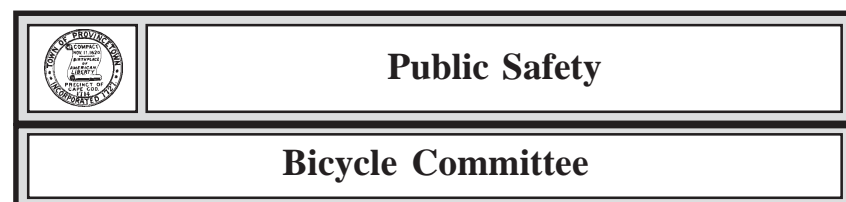
Motta, Brandon	Recreation Director	42,001.94
Jackett, Elizabeth	Assistant Recreation Director	18,962.47
Durkee, Nicholas	Summer Recreation Leader	3,763.38
Edwards, Cody	Summer Recreation Leader	3,818.12
Lammie, Angelina	Summer Recreation Leader	6,503.33
Lomba, Melissa	Summer Recreation Leader	4,246.38
Lomba, Samantha	Summer Recreation Leader	9,852.90
Menangas, Derek	Summer Recreation Leader	3,207.75
Nelson, Dylan	Summer Recreation Leader	4,246.38
Silva, Emma	Summer Recreation Leader	4,129.82
Trovato, Kelsey	Summer Recreation Leader	4,155.97

**SHELLFISH**

Jackett, Anthony	Shellfish Constable	47,280.52
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**TOURISM**

Sanborn, Robert	Tourism Director	41,000.00
Kelly, Jacqueline	Administrative Assistant	31,590.00
Luca, Radu	Assistant Tourism Director	5,989.65



*Be Smart\*Be Safe\*Be Alert\*Be Courteous* It was a busy and productive first full year for the Provincetown Bicycle Committee (BC). A \$3,500 gift fund to encourage Provincetown businesses and non-profit organizations to install bike racks on their properties was established in 2012. The purpose was to reduce motor vehicle congestion in town during the busy summer season while allowing easier access to local businesses by providing public bike “parking.” The gift fund contributed up to \$350 towards the purchase and installation of a bike rack(s) to any local business and non-profit organization wanting to place one on their property.

The bike rack gift fund was made possible by a grant from the Provincetown Visitor Services Board tourism fund. Funding is still available for the 2013 season and applications can be made on the Bicycle Committee's web page on the town's website: [www.provincetown-ma.gov/index](http://www.provincetown-ma.gov/index). In addition, another \$2,000 was appropriated by the Visitor Services Board to the Bicycle Committee to install several bike racks in town public areas.

The BC and Cape Cod Commission sponsored an informal gathering at the Crown & Anchor Inn in May for bike committees on the Outer Cape as well as friends and supporters of regional biking. In addition to meeting each other, attendees shared biking stories and discussed the ongoing work to create a bicycle master plan for the Outer Cape.

The BC 2013 budget of \$1,900 funded the graphic design and printing of 20,000 Bike Map & Safety Brochures as part of the committee's ongoing bike safety education effort. The brochures, which included information about local bike routes and state bicycling laws, were widely distributed throughout town. Also in 2012, the BC created a pilot program to help address safety concerns on Commercial Street, which is heavily congested with foot, bike and motor traffic during the tourist season. Bike sharrows – a shared lane street marking indicating two-way bike traffic – were applied at several places along Commercial Street. Special thanks to Julian Popko for creating the template for the bike sharrows. The BC and Provincetown Police Chief worked together to create a bicycle enforcement/education public outreach project in 2012. Police officers, including summer officers, handed out the Bike Map & Safety Brochure and stopped bicyclists for infractions that included youths riding without helmets, speeding, riding on sidewalks, failure to stop at stop signs, defective equipment, crosswalk violations, and improper operations. The program was deemed a success and plans are underway for the 2013 season that will include issuing "police cards" with infraction check-off boxes to give out as warnings.

Working with the Cape Cod Commission and Cape Cod National Seashore, the Bicycle Committee made a public safety recommendation to the Provincetown Board of Selectmen to create bike/pedestrian lanes on Bradford Street from West Vine to Prince streets to create safer traffic flow. The recommendation received the support of the Provincetown Chief of Police, the Provincetown School Committee, the Provincetown Recreation Department, the Provincetown Board of Health, the chair of the Provincetown Disabilities Commission, the Provincetown Council on Aging, the Provincetown Renewable Energy and Recycling Committee, and the Provincetown Animal Welfare Committee.

Another gift fund, this one for Bicycle Safety and Public Bike Paths, was created and funded in 2012 through a donation program generated by BC member Bill Meadows, owner of Ptown Bikes. Many patrons of the bicycle rental and sales store donated \$1 that will go towards purchasing a public safety awareness

banner that will be hung over Commercial Street this summer. Bicycle Committee board member Roger Chauvette was appointed by the Board of Selectmen to represent Provincetown on the Outer Cape Master Bike and Pedestrian Plan Committee. Special thanks go to Clay Shoefield of the Cape Cod Commission and Daniel Alexander of the Cape Cod National Seashore for their time and invaluable input throughout the year. Bicycle Committee members in 2012 were Bill Meadows, Jeff Epstein, Michael Peregon, Roger Chauvette, Mary Ann Powers, Douglas Cliggot and Candace Nagle.

*Respectfully submitted,*

**Candace Nagle**

Chair

## Department of Community Development

**What We Do:** The Department of Community Development (DCD) serves the citizens of Provincetown, in both a regulatory and planning capacity. Our purpose is to help ensure the life safety and well being of our citizens and our visitors. We do this without bias or prejudice toward any individual or group. We also strive to be appropriately funded by those parties directly benefiting from our services.

**Current Focus:** It is our role to help facilitate positive economic and physical development in the town while protecting safety and well-being of the public relative to the built environment. We realize that there can be a maze of regulatory approvals through which a project proponent might have to negotiate in order to get something done. In fact, regulation that we are required to enforce gets more and more complicated over time. DCD continues to try to create a more knowable permitting framework which will help engender positive economic development. We are working to achieve this by creating a work environment where information will flow more simply and by creating easier to understand permits. We have instituted electronic document archiving and on-line building, plumbing and electrical permits. Citizens and contractors will be able to apply for permits without coming to Town Hall. Public access to documents from our street files is coming soon. It is our hope that this will also lead to better permitting efficiency and transparency. For the future, we are looking at a town-wide system for integrated permitting.

**Regulatory Management and Planning:** Regulatory management includes zoning enforcement, permit review and issuance, building inspection (construction, life safety, energy, gas, plumbing, electrical), health (sanitary, clinical or public health) and licensing (food service, lodging, liquor, entertainment, business). Our planning function provides staff support to various boards, commissions and committees. We endeavor to lend our expertise in regulatory issues and land use to engender positive economic development as well. We continue to look for ways to help streamline regulatory processes. Under the direction of Assistant

Town Manager David Gardner, an ad hoc Zoning Bylaw Committee to work with the Planning Board to fine tune zoning bylaws and to make them more consistent with the Local Comprehensive Plan.

**Zoning:** In addition to being a part of the plan review process, Zoning involves fielding complaints and investigating infractions on a daily basis. The Zoning Enforcement Officer makes visits to public establishments to check for compliance. This can result in incident reports and correspondence, including cease and desist orders and ticketing.

**Building Inspection:** This includes permit review and field inspections. The Department of Community Development has 4 inspectors on staff, plumbing/gas, electrical and building. The Building Commissioner and the Local Building Inspector is available on a daily basis and the Plumbing/Gas and Electrical Inspectors are available part time.

**Health and Conservation:** The Health department implemented high priority objectives such as improving public and environmental health, water testing and beach closures, food service establishment inspections, household hazardous waste collections, food handler training, rabies/disease surveillance, reporting and education. Planning and coordination with “first responders” and other departments and agencies to ensure preparedness in the event of an outbreak of infectious diseases continued to be a top priority. Health department continues to work on disaster preparedness and implementation of the new sewer system. Another aspect of the Health team is liaison to Conservation Commission and emergency management. We continue to track and update for compliance with FEMA’s Community Rating System, which ultimately affords town residents the opportunity to receive discounts on flood insurance. Another landmark has been the Town’s acceptance to the State’s Green Communities program.

**Licensing:** The Licensing Department has a full time Licensing Agent on duty daily to serve Provincetown’s businesses. Licenses are issued in 5 general categories: alcohol sales, entertainment, lodging, food service, and miscellaneous business. The Licensing Department in conjunction with the Health Department is continuing its ambitious program of residential rental certification which requires all landlords who own full time, seasonal or transient rental dwellings to register those units and to have them inspected on a regular basis.

We at DCD would once again like to thank all of the citizens of Provincetown for their interest, cooperation, comments, support and suggestions.

*Respectfully submitted,*

**Russell Braun**

Building Commissioner



## Board of Fire Engineers

This year the Provincetown Fire Department answered approximately 145 calls. Once again, we consider ourselves very fortunate that all calls were answered safely. The Rescue Squad and the Lower Cape Ambulance crews continue to be extremely busy with all types of calls and hospital runs. Every year many more different types of affairs continue to happen in Provincetown all year round. These events have proven to be very successful and we are all pleased with the results, however, a longer season and more visitors do put more of a demand on this department. With the addition of Seashore Point to our community we find that this too puts more of a demand on our EMS service.

This department answers as many calls as most full time departments and we have the farthest run to a hospital than any other town in the Commonwealth. We have teamed up with The Lower Cape Ambulance Association to make our ambulance runs to the hospital and to answer rescue calls for this department. The demand on our volunteers for this type of service became too much to handle. Our arrangement with Lower Cape Ambulance Association provides excellent advanced life support care to the town for a fraction of the cost of any other option available. This arrangement works well due to the ability to maintain our completely volunteer fire department. If it were not for the well-balanced mix between these two organizations we would be forced into a full time fire department. A full time fire department would cost a lot more and we would not have as many personnel on call when we need them. We continue to put one Paramedic and one EMT on call twenty-four hours a day in the Shank Painter Station from Memorial Day through Columbus Day weekend, which is approximately 150 days. This coverage helps to take the load off of The Lower Cape Ambulance Association in our busiest time of the season. In December of 2007 we added a third Ambulance to our Rescue Squad. This third ambulance has helped to reduce our need to call for a mutual aid ambulance and it is nice to have a third ambulance handy when one or more of the ambulances are out of town or out of service. The mutual aid system is great but there are times when the closest mutual aid ambulance available may be coming from Orleans. We really have to have the personnel and equipment to be self-sufficient as it just takes too long to get help to Provincetown.

We are extremely grateful to the community for their continued support. The Fire Department side of this department is always being called out for various types of incidents and it is also very busy. We are thankful for the state of the art equipment that we now have to work with. We have a fleet of custom built Ferrara Fire Apparatus that have worked out extremely well for our narrow streets. We regret that we lost District Chief John Reis in August. John was a courageous brave guy and he fought a long hard battle with liver disease. John was a member

of Engine One for many years and then was promoted to District Chief of Engine Five. He was a dedicated member of The Provincetown Fire Department and will be greatly missed. John has left us his twin sons Jada and Laytin as members of Engine one. Jada and Laytin came into the Provincetown Fire Department as junior members at the age of thirteen. Both boys are seniors at Nauset Regional High School and Laytin is currently enrolled at Cape Cod Community College in the Fire Science Program through the Nauset School System for his senior year. The Board of Fire Engineers was reorganized after the passing of District Chief John Reis. Warren Alexander served as my Deputy Chief for 21 years. Warren decided to step down as Deputy and become the District Chief of Engine Five. Warren will replace District Chief Reis at Engine Five. This is a position that Warrens dad held for many years. We have decided to have two Deputy Chiefs to help out the Chief. The Chief is on call twenty four hours a day seven days a week. When he is out of town there has to be someone available to answer the radio and respond to all types of calls. Jimmy Roderick and Gerard Menangas have been promoted to these positions. Russell Zawaduk is the District Chief of District One; Ronnie White is the District Chief for The Provincetown Rescue Squad. Ronnie has been with us since 1956 and has served as Captain of Engine One and of the Rescue Squad. He was one of the towns first Paramedics. Ronnie will be retiring in April of this year and we and the town are very lucky to have had Ronnie as a dedicated member for all of these years.

We took delivery on November 16, 2011 of a new Rosenbauer ARFF Crash Rescue Truck for the Provincetown Airport. The Board of Fire Engineers worked with Airport Manager Butch Lisenby on a grant to get this new ARF Fire Truck for the Provincetown Airport. We have been working on getting everyone trained on the operation of this high tech piece of equipment throughout this year. This is a state of the art piece of fire apparatus that will be stationed at the Provincetown Airport and will be available to The Town of Provincetown in times of an emergency. We are thankful to Butch for getting this Federal Grant from the FAA to purchase this \$650,000.00 apparatus. On January 10th we took delivery of a new Ambulance. We got an old Ambulance donated to us from The Lower Cape Ambulance Association and we had the box repainted, refreshed and installed on a new chassis. This is now basically a new ambulance and by doing this we saved the town approximately \$80,000.00. We like to try and get at least two chassis out of one ambulance box. Usually the box is salvageable and it is the truck chassis that gets the wear and tear on that long trip to Cape Cod Hospital. This works and it does save the town a lot of money. We also upgraded all three Life Pack 12's that are carried in our ambulances to the new Life Pack 15 Heart monitor/defibrillators. This piece of equipment is very important to give our citizens the best of Cardiac care on the long trip to Cape Cod Hospital. We also just took delivery of a new Power Stretcher. The new power stretcher will enable our personnel to lift heavy patients with less fear of back injury. If this piece of equipment proves to be beneficial to our personnel we will be looking to purchase two more for the other two ambulances at the next town meeting.

Our goal has always been to operate as a volunteer department for as long as possible. This not only saves the town a lot of money, but it provides a large number of personnel to any type of incident when needed. If we had a full time department, you would get two or three firefighters on duty for that shift and most times that would not be enough personnel to handle the incident. To date our system works well. However, we have and continue to lose many members of this department due to lack of affordable housing in our town. Many of our dedicated members have moved from our community because of the lack of affordable homes or affordable year-round apartments. The time has come, if we are going to save this department, to find some kind of housing for our people. We need two and three bedroom homes and apartments that are available and affordable. The membership of this department has historically been made up of fishermen, carpenters, plumbers, electricians, and the folks from our local appliance company, gas company, oil company, insurance agency, basically the tradesmen and women of our community. When we answered any type of call we have an expert on the scene for any type of incident that we could possibly be called out to handle. That is what made this department so great. I can't think of any other department that could turn out to an incident with this many people with that kind of talent. Some of us are second; third and fourth generation firefighters and we would like to see this proud tradition continue for another one hundred years. However, the only way this can happen is if we find a way for our tradesmen and women to find affordable housing. We need to keep these people here for all of the services that they provide to our community. With the loss of our High School it is going to be more difficult to keep this tradition going. Without the High School and families living here I am afraid that we will lose the very people that have for so many years kept this department going and have provided many other services to this community. Our members give a great deal of their time for little or no compensation. This is a very dangerous business and all we have ever asked for is the proper equipment to protect us so we can get the job done to better serve the citizens of Provincetown. Now we are faced with this housing situation and we are looking for some kind of solution to this problem. We are thankful for everyone's support of this department.

The Firemen's Association is continually thinking of ways to raise money. These funds are used to make improvements around the station, purchase equipment, maintain the Franklin J. Oliver Scholarship Fund and for many other projects. They purchased our thermal imaging camera and receiver monitor for \$12,000.00. Thermal imaging makes it a lot safer for fire fighters during interior fire attack and makes the chances of finding someone trapped in a fire and smoke filled building much greater.

Our 1936 American LaFrance Fire Engine is back on the road; however, we are still working on a few minor mechanical issues. This project has taken a lot more time and money than originally anticipated. This piece of fire apparatus is part of

our firefighting history and the end result will be well worth it. A lot of time and effort have gone into this project. This is the oldest motorized piece of fire apparatus that we have managed to retain. With the help of Kevin Ainsworth we are trying to get all of the minor issues with this truck resolved. We have had the truck in the Fourth of July Parade and we are using it for funerals. When these issues are worked out you will be seeing more of this vehicle.

This year, Deputy Chief James Roderick applied for a grant for a vehicle exhaust removal system for our Shank Painter Main Station. This system will hook on to the exhaust of each piece of fire apparatus in the main station and take the fumes and carbon monoxide out of the apparatus bay and out of our station. We are pleased to report that Jimmy won the grant for \$59,000.00 to get this system installed. This was an item that was on our Capital Improvements budget request. Deputy Roderick has worked very hard on other grants in the past. He won a grant for \$125,000.00 to up- grade our self-contained breathing apparatus and another to replace our air compressor. This allowed us to replace our old air compressor that was purchased by The Provincetown Firemans Association in 1994 and was in need of replacement. He has saved the town thousands of dollars by being successful with these grant applications. The Provincetown Rescue Squad Association has historically raised the money to purchase all equipment needed to keep the Rescue Squad operating. They used to even raise the money to pay for half of the ambulances. This effort takes a lot of time and effort by our members. This year we had to ask that \$15,000.00 be added to our budget for supplies for the Rescue Squad. We think that due to the tough economic times we are experiencing that donations are just not coming in like they used to. The Association will continue to try and raise money to offset the cost to operate the Rescue Squad but at this time the money just is not there. Once again we truly appreciate the community coming together and supporting us so we can make all of this work. It takes a lot of effort on the part of the members but without the support of the community it would not be successful.

We continue to plan for the future and are always looking for better ways to serve the citizens of Provincetown. Once again, I would like to thank everyone for their generous donations to the Firemen's Association and the Rescue Squad Association. Your donations make it possible for these organizations to purchase much needed equipment for our department. In closing, I would like to thank the dedicated Fire and Rescue members for always being there, Town Manager Sharon Lynn, The Board of Selectmen, and all other Town Departments and the citizens of Provincetown for their continued cooperation and support. A special thanks to my Secretary Joyce Mathews.

*Respectfully submitted,*

**Michael S. Trovato**

Fire Chief

### Provincetown Fire Department 2012

Michael S. Trovato	Chief	<b>Engine Company #4</b>	
James J. Roderick Jr.	Deputy Chief	Jeffrey Perry,EMT	Captain
	(A)/Std Airport Crash Truck	David Gonsalves	Lieutenant/Steward
Russell V. Zawaduk	District Chief #1	Timothy Caldwell	Regular (Retired)
Gerard Menangas	Deputy Chief	Rodrigo Santos	Regular
	(B) # 3 & 4	Christy Douglas,EMT	Regular
Warren G. Alexander	District Chief #5	John F. Souza III	Auxiliary
Ronald White	Rescue Engineer	Christopher Brooke	Auxiliary
Joyce A. Mathews	Admin. Asst	Tasha, Arielle	Auxiliary
<b>Engine Company #1</b>		<b>Engine Company #5</b>	
Paul Silva	Captain	Roger Martin	Captain/Regular
David White	Lieutenant	Jeffrey Notaro	Lieutenant
Luis Ribas	Steward	Michael Chute	Regular
Mark Lambrou	Regular	Chris Enos	Regular
John Bumpus	Regular	Jonathan Sinaiko	Regular
Aubrey Gordon, EMT	Regular	Michael Coelho,EMT	Regular
Malcolm Kerr Hunter	Regular	Garth Stewart	Regular
Noah Santos	Regular	Michael Coelho Jr.	Auxiliary
Andrew Souza	Regular	<b>Rescue Squad</b>	
Derek Menangas	Regular	Denise Parks,EMT	Rescue Captain/
Scott Menangas	Auxiliary	Summer Stdby Coordinator	
Dexter Wright	Auxiliary	Alan Felton,EMT-P	Rescue Lieutenant
Michael J. Trovato	Junior	Tom Roda, EMT-P	Rescue Steward
Laytin Reis	Junior	Brandy Tarala,EMT-P	Rescue Training/
Jada Reis	Junior	Infection Control Officer	
Patrick Silva	Junior	Julie Cataldo Roda, EMT-P	Regular
Zachary Salvador	Junior	Nancy Swanson, EMT	Regular
<b>Ladder Company #2</b>		Ed Fallas,EMT	Regular
E.J. Martinez	Captain/Air Officer	Othaine Rance,EMT-P	Regular
George Felton	Lieutenant	Paul Brazil,EMT	Regular
Paul Roderick	Ladder Steward	Victoria Ainsworth	Auxiliary
Tom Roda,EMT-P	Regular	<b>Unpaid Rescue Auxiliary</b>	
John Browne	Regular/Oil Burner	Michael Anderson, EMT-P	
Inspector		Glen Enos, EMT-I	
Jamie White	Regular	James Golden, EMT	
Bryan Smith,EMT	Regular	Zack Goldstein, EMT	
Brandon Motta	Regular	Daniel Notaro, EMT-P	
Lee Russell	Auxiliary	Lisa Potter, EMT-P	
Kevin Ainsworth	Auxiliary/Steward of	Linda Rego, EMT	
LaFrance		Shawn Ricard, EMT,P	
Carl Osowski	Auxiliary	Lorne Russell, EMT	
Jonas Ayala	Auxiliary	Tom Steele, EMT	
<b>Engine Company #3</b>		Brandy Tarala, EMT-P	
Craig Martin	Captain		
James Meads Jr.	Regular		
Scott Enos	Steward		
James Richmond	Auxiliary		

### 2012 Fire Report of Calls

<b>Fire</b>		<b>Service Calls</b>	
Structure Fire	5	Lock-out	
Brush, Grass Fire	2	Water or steam leak	2
Cooking Incident	6	Unauthorized burning	1
Outside Trash Fire	2	Smoke or Odor Removal	5
Electrical Pole Fire/Arching	2	Police Matter	2
Passenger Vehicle Fire	1	Public Assistance -Elevator	1
Pier Fire	2	<b>Good Intent Calls</b>	
Water Vehicle Fire	1	Dispatched & Cancelled en route	7
<b>Rescue/EMS Incidents</b>		Smoke/Odor of Smoke Scare	7
Motor Vehicle Accident w Injuries	5	Smoke from Barbecue	2
Motor Vehicle Accident no Injuries	5	<b>False Alarm &amp; False Calls</b>	
Search for person in water	1	False Call	1
<b>Hazardous Conditions (no fire)</b>		Malicious/Mischievous	1
Chemical Reaction Rupture	1	Smoke/CO/ Heat Detector Malfunction	6
Gas leak-LPG	2	Alarm System sounded Malfunction	36
Carbon Monoxide Incident	1	Unintentional False Alarm	17
Gasoline or other flammable liquid spill	4	<b>Severe Weather</b>	
Electrical wiring/equipment problem	8	Lightning Strike - No Fire	1
Power line down	2	<b>Mutual Aid Requests</b>	
Arcing, shorted electrical equipment	2	Mutual Aid given	1
Aircraft Standby	2	<b>Total Calls</b>	<b>145</b>
Bomb Scare	1		

## Board of Health

On behalf of the Board of Health, it is my pleasure to submit the 2012 Annual report to the people of Provincetown. The goals of the Board of Health are to protect the public health of our citizens and visitors and to protect the health of our environment. The Board applies regulations fairly and consistently while balancing the rights of individuals and property owners with mandates from the State and Town.

As Phase 3 of the Municipal Sewer System continues the Board of Health has found that less staff and Board time is spent on approving Administrative Consent Orders (ACOs) for future sewer hookup or approving variances for septic systems. Still in 2012 the Board approved 15 ACO requests and approved 1 request for a variance to a septic system.

The Board continues to be apprised of our Harbor Beach Water Sampling Areas. Of the 272 beach samples taken in 2012 there were 20 failures down from 29 failures in the previous year. The testing period is Memorial Day to Labor Day. In 2012 the number of geomean failures also dropped from 29 in the previous year to 10. All of the failures were in the Ryder Street area. Geomean failure means that town beaches remained closed until an average of their test results

fell below the State's minimum standard.

There were no rabies cases on the Outer Cape in 2012.

There were 294 Rental Certificates issued/renewed in 2012 up from 192 issued/renewed in 2011.

Under the new Tobacco regulations the Board granted permission to 8 restaurants or bars to have outdoor smoking where food or beverages are not served. In 2012 the Board revised its regulation on permanent and temporary tattoos. The Board held 1 public hearing on the changes.

The Board would like to extend our sincere thanks and appreciation to the staff of the Health Department, Brian Carlson and Morgan Clark. Their hard work and dedication to the Town provide the Board with the necessary information needed to accomplish our goals. In addition to working with the Board on the above they manage numerous other duties including health and licensing inspections, emergency preparedness planning, rabies and communicable disease surveillance, tattoo artists, food safety and harbor water quality. Thanks to our recording secretary, Evelyn Gaudiano for her excellent minute taking and support. Much appreciation to Vice-Chair, Joseph DeMartino who resigned in October and to Laurie Delmolino who became the Vice Chair; Clerk, Betty Williams; and members Ken Janson, and alternate Paige Mansfield for their invaluable contributions of time and dedication to this Board. On January 5, 2012 we lost former Board of Health Chair Duane Gregory. Her dedication to the Town and support to the mission of the Board of Health is sorely missed. To all the citizens of Provincetown, thank you for your input and community interaction with the Board of Health.

*Respectfully submitted,*

**Mark Phillips**

Chair

## Health Department

I am pleased to present to you the 2012 Annual Report for the Provincetown Health Department. The Provincetown Health Department is charged with the protection of the public and environmental health of the community and with implementing and enforcing the State and Local health and environmental codes. The Department maintains its commitment to providing prompt and courteous services to all those who communicate with the Department and to provide a user-friendly environment where citizens and visitors can obtain services and information. The Department works closely with several other Town Departments and is involved in many Town wide initiatives, which include the following:

**Municipal Sewer System:** The Department coordinates activities with the Sewer Team and is responsible for generating Administrative Consent Orders, providing enforcement of the Provincetown Sewer Rules and Regulations, providing flow determinations, and planning for existing and future sewer connections and phases.

**Wastewater and Title V:** The Department continues to review septic system design plans, issue permits, conduct inspections of the newly installed septic systems, witness site and soil evaluations and percolation tests, and maintain accurate septic system pumping records. The Department provides staff support to the Board of Health and provides analysis and recommendations.

**Environmental Health, Disease Monitoring, and Inspections:** The Department continues to provide enforcement of health and environmental codes and regulations as well as inspections of food establishments, pools and spas, housing, rental certificate inspections, inns and motels, barns and livestock and all other licensed establishments under its jurisdiction as well as responding to complaints in a timely manner. The Department continues to monitor communicable disease threats and organize a response plan to potential outbreaks. The Department continues to monitor the 18 Town bathing beaches for water quality with sampling and testing provided by the Barnstable County Department of Health and Environment. Beach closures occur when the indicator bacteria *Enterococci* reaches a level that surpasses 104 CFU (colony forming units). The Department continues to work with state and local officials on approaches to reduce and prevent future beach closures.

**Animal Inspector:** The Department staff serves as the Inspector of Animals and conducts annual inspections of barns and livestock by taking the annual census of animals for the Department of Agriculture. The Animal Inspector duties include investigating all reported cases of animal bites and diseases and issuing quarantines of animals and sending animal specimens for testing of Rabies, West Nile Virus and Eastern Equine Encephalitis. The Animal Inspector works closely with the Animal Control Officer and the Board of Health to monitor suspected cases of rabies within Town limits and administers the wild rabies vaccine program twice a year.

**Emergency Preparedness:** The Health Department staff working under the Town Manager (Chief Public Safety Officer), Assistant Town Manager, and the Chief of Police (Director of Emergency Management) to ensure compliance with Federal and State emergency preparedness mandates for planning, municipal employee trainings, and standardization of emergency preparedness procedures and protocol for public health and other emergency response. The Health Department works closely with the Massachusetts Emergency Management Agency (MEMA) and the Department of Homeland Security (DHS) to achieve



required planning compliance and training. Health Department staff sit on the Regional Emergency Preparedness Coalition (REPC), coordinates the Local Emergency Preparedness Committee (LEPC), and takes part in emergency shelter planning with the Provincetown and Truro Police Departments and Health Departments.

**Conservation:** The Health & Environmental Affairs Manager also serves as the Town's Conservation Agent and performs administrative duties and enforcement of the State Wetlands Protection Act and the Provincetown Wetland Protection Bylaw.

The Provincetown Health Department staff is continuously searching for additional programs and funding which will benefit the community. We welcome and value your ideas and suggestions. We would like to express our appreciation to the Board of Health, the Board of Selectmen, the Town Manager and Assistant Town Manager, our fellow co-workers and especially to those who volunteer their time to serve on boards and committees. As we move forward into 2013 we will continue to work cooperatively with other departments to improve communication and the health and wellness of all Provincetown citizens, visitors and our environment.

*Respectfully submitted,*

**Brian Carlson, M.S., R.S.**

Health & Environmental Affairs Manager

## Growth Management Report

The 2012 Annual Growth Management Report to the Board of Selectmen is prepared pursuant to Section 6600(3) of the Provincetown Zoning By-Law. The complete report and its exhibits are on file in the office of the Town Clerk.

The annual report evaluates the effects of growth on our resources including but not limited to potable water supply, solid waste disposal and wastewater disposal, as well as an update on the Town's affordable housing needs assessment and demand for Economic Development. The Board of Selectmen hold a public hearing on the report each January to make a finding that the Town is in compliance with its DEP water withdrawal permit and set the rate of growth for the upcoming year.

**Finding - Water - Average Daily Water Withdrawal:** Whereas DEP's permitted average daily withdrawal is 850,000 Gallons Per Day (GPD) (with noncompliance at 950,000 GPD) water withdrawal will be recorded at 659,157 GPD, a figure below the permitted maximum withdrawal limit. The operation of the Water System in 2012 was excellent particularly during the critical summer peak period due to the efforts of the Water Department Superintendent and his staff. The unaccounted for water (UAW) for the entire 2012 calendar year was approximately 19.7% of the total water pumped, which was similar to the 20% recorded for calendar year 2011

and a substantial reduction from the approximately 30% UAW number for 2009 and 2010. The 20% number that was achieved for 2011 was the goal that was set when the leak management program began and it has been achieved and maintained as planned. The success of this important program means that the Town is now in a much better position to approve in the future the maximum amount of managed growth allocations allowed by the Growth Management Zoning By-Law without ever jeopardizing meeting the required MassDEP permitted Annual Average Daily Water Withdrawal Limit of 850,000 Gallons per day (GPD).

The Water Department continues to successfully implement all of the Water Improvement Programs funded through the grants and loans that have been received from the U.S. Department of Agriculture Rural Development Administration (USDA) and the MA Community Development Block Grant program (MCDBG) in 2010, 2011 and 2012. The Town received an additional \$635,000 grant award from MCDBG during 2012 that will be used to cover the cost of the new water line from the North Union Field well field to the existing distribution system. The Town has now received in total \$1,385,638 in grants from MCDBG, \$7,364,000 in grants from USDA and \$3,666,000 in low-interest 40-year loans from USDA to fund the Water Improvement Programs.

**Finding - Solid Waste Disposal – Tonnage Shipped to SEMASS Decreased:** In 2012, the waste tonnage shipped to SEMASS was 2,993. While we have a license that allows us to handle to a maximum of 5,000 tons annually at the Transfer Station, we have yet to exceed that threshold. Indeed, with the institution of the new recycling program has produced a noticeable decrease in waste tonnage and a corresponding increase in recycling. For 2012, we still see a decrease in waste tonnage shipped to SEMASS but no longer is there a corresponding increase in recycling. In fact, we are now witnessing a decrease in recycling, which is believed to be caused by larger waste haulers picking up commercial waste and disposing somewhere else and using our Transfer Station and some local haulers are taking Commercial Cardboard directly to the Bourne Landfill. Importantly, this year will be a transitional year for operations at the Transfer Station. The second hopper went on-line last August allowing for single stream recycling to take a foothold and discussions are being held with recycling vendors to incorporate cardboard into this single stream. Pay As You Throw (PAYT) is another matter being taken up by both the Recycling Committee and staff.

**Finding – Wastewater System Flow at the Plant:** In 2012, wastewater system flow at the plant was 70,552,009 gallons, an 8.58% increase over 2011. When originally planned over ten years ago Provincetown's municipal sewer system was designed to serve about 350 properties with a combined Title 5 design flow of approximately 500,000 gpd. As soon as the Treatment Plant came on

line in 2003 the interest in a sewer connection grew, necessitating both optimization of the downtown vacuum sewer and expansion of the collection system to serve additional areas in Phases 2 and 3. With the new equalization tank at the Treatment Plant coming on line early in 2013, all of the remaining properties in the Phase 3 service areas will be able to hook up and the sewer system will now serve nearly 1,000 properties with a Title 5 design flow of approximately 1,000,000 gpd. This means that 42% of the properties in the town and 62% of the Title 5 design flow will now be served by the sewer system.

Town meeting voters approved four borrowing authorizations in 2009, 2011 and 2012 for Phase 3 and a potential Phase 4 of the sewer system totaling \$13,300,000 in addition to a \$9 million ARRA “stimulus” Grant from USDA that was awarded in 2010. Including these borrowing authorizations, the Town has authorized the expenditure of nearly \$50 million over the past 12 years for the Provincetown Municipal Sewer System of which nearly \$11 million has come from three grants from the U.S. Department of Agriculture Rural Assistance Administration (USDA). A fourth grant request to the USDA is currently pending. As was the case with the earlier phases of the sewer system, all of the borrowing authorization for Phases 3 and 4 will be repaid from betterments from new users.

**Finding – Tracking Building Permits – per category:** The following represents the amount of gallons issued by growth management permits in each of the five General Use Categories (Description of General Use Categories available in Attachment A):

	Starting Balance	Gal.Added / Returned	Gal. Used	Remaining Balance
Category 1a	7676	1650	0	9326
Category 1b	6243	0	0	6243
Category 1c	3121	0	0	3121
Category 2	4400	1100	0	5500
Category 3a	220	330	550	0
Category 3	8	1540	1540	8
Category 4	0	1250	1250	0
Category 4a	1218	2500/1988	2636	3070

**Finding – Affordable Housing Needs Assessment Annual Update:** The 2012 Affordable Housing Needs Assessment Annual Update Report (Appendix B to the original report) was prepared by staff and provided to the Community Housing Council (CHC) in January 2013. Based on the analysis of existing inventories within Growth Management for affordable housing and the anticipated demand from existing projects in the pipeline, the Community Housing Council recommends the full allotment of affordable housing (1650 gallons) be spread equally amongst Category 1a, 1b and 1c.

**Finding – Economic Development Assessment Annual Update:** In 2012, Commercial and Economic Development allocations were made equal to 3,102 gpd, compared to 4,199 gpd in 2011. Pending or anticipated demand for the upcoming year is estimated at 2670 gpd.

**Recommendation:** Based on the provisions of the Growth Management Zoning By-Law Article 6 staff recommends the following allocations to each category for calendar year 2012 as follows:

Category	1a	up to 550 gallons
Category	1b	up to 550 gallons
Category	1c	up to 550 gallons
Category	2	up to 1,100 gallons
Category	3	up to 1,870 gallons
Category	4	up to 1,250 gallons
Category	4a	up to 2,500 gallons

## Licensing Board

In 2012 the Provincetown Licensing Board continued its mission assure compliance with the Licensing Board Rules and Regulations and to assist businesses through the licensing process. This year the board revised the Licensing Rules and Regulations, Licensing Definitions and Licensing Fee structure. The Board continued to work closely with the Police Department and the Health Department on compliance issues. Current Board Regular members are Kristin C. Hatch, Chair; Al Petras, Vice Chair, Rebecca Matarazzi, Dallas Sowers and Frank Thompson. George Stephen Young is currently serving as alternate and there is one alternate vacancy. The Board held 23 meetings in 2012 and, with the assistance of the Licensing Agent, processed over 541 licenses. Revenue to the Town through the licensing process totaled approximately \$287,595.

### Licenses Approved by the Licensing Board

Alcohol – 78 Licenses	Art Gallery – 14 Licenses
Auto Sales – 1 Licenses	Common Victualler – 59 Licenses
Common Carrier – 3 Licenses	Inn Holder – 15 Licenses
Entertainment – 72 Licenses	Parking Lot – 14 Licenses
Fortune Teller – 3 Licenses	Special Entertainment – 17 Licenses
Lodging – 58 Licenses	Stables – 1 Licenses
Outdoor Artist – 5 Licenses	
Pedicab – 8 Licenses	
Pedicab Operator – 43 Licenses	
Special Liquor – 24 Licenses	
Special Parking Lot – 2 Licenses	
Taxi /Livery – 19 Licenses	

Taxi Operators – 46 Licenses                      Transient Vendor – 15 Licenses

Transfers/Amendments – 19 Licenses

**Licenses Processed Through the Department**

**Which Do Not Require Board Approval**

Camps Cabins and Motels – 28 Licenses

Corporation Retail or Year Round Retail – 157 Certificates

Food Service Permits – 230 Permits

Renters Certification - 299

**Code Compliance Incidents**

Letters of Violations sent by Licensing Agent - 7

Noise Complaints – 34

Tickets Issued by Licensing Agent – 7

Bar Checks - 581

Show Cause Hearings/Discussions with Board - 1

Our goals for 2013 will be to continue to provide excellent customer service to licensees and the public and fulfill the statutory duties and responsibilities of the board; to review, add and revise, as appropriate the Rules and Regulations of the Board; to endeavor to communicate and educate licensees as to Rules and Regulation that apply to their businesses; to provide access to continuing education programming opportunities for Board members; and to fill any vacant seats on the Board. We will continue to investigate allegations of licensee negligence, incompetence and unlicensed practice; impose fair and appropriate sanctions, based upon consistent findings of facts, practices, or omissions that are not in compliance with the statutes and rules regulating businesses working with enforcement agents. We will strive to better coordinate licensing related matters with licensees, other town boards and the town administration.

*Respectfully submitted,*

**Kristin C. Hatch**

Chair

<b>Parking Department</b>
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The Parking Department is responsible for managing the parking control system in Provincetown. This includes on and off street parking, meters, parking permits, regulation and enforcement generating \$1,735,336.20

	MPL	GH	Meters	Permits	Totals
Mar.	0.00	0.00	0.00	0.00	0.00
Apr.	41,995.60	5,268.00	14,991.90	113,560.00	175,815.50
May	85,498.50	29,375.00	27,438.00	47,895.00	190,206.50
June	131,039.50	42,541.00	41,435.00	23,120.00	238,135.50
July	203,243.75	114,952.00	58,600.95	8,895.00	385,691.70
Aug.	213,148.00	116,403.00	67,685.00	3,745.00	400,981.00
Sept.	141,379.00	48,130.00	37,019.00	230.00	226,758.00

148	Public Safety				Town of
Oct.	73,825.00	19,956.00	23,872.00	95.00	117,748.00
Nov.	0.00	0.00	0.00	0.00	0.00
<b>Totals</b>	<b>890,129.35</b>	<b>376,625.00</b>	<b>271,041.85</b>	<b>197,540.00</b>	<b>1,735,336.20</b>

In the summer of 2010 the first Pay Station Kiosk was installed on Ryder St. The Kiosk replaced 30 mechanical parking meters on the street and the Ryder Lot. The Kiosk accepts coins, currency, credit and debit cards, providing more payment options and bringing the mechanical parking meter into the 21<sup>st</sup> Century. Since then the Town has installed a total of 6 Kiosks which have proved to be a success in Provincetown. The MPL with its new Exit Booth and a new Fee Computer that accepts credit cards also has been a success regarding traffic and direction when exiting onto Ryder St. Traffic crosses Commercial St. and takes a left on to Bradford St., sending the traffic away from the cars coming into town.

I would like to thank Town Manager Sharon Lynn and Police Chief Jeff Jaran for their continued support. Also the Highway Department, Department of Public Works and the Town Hall staff for their cooperation and support as we continue to improve the department and meet the needs of both residents and visitors. I also want to acknowledge my hardworking and reliable staff. These are the dedicated employees who keep the Parking Office running smoothly.

*Respectfully submitted,*

**Domenic Rosati**

Parking Administrator

## Police Department

As this Town Report is being written in January of 2013, the Provincetown Building Committee, made up of a talented group of concerned citizens, has been hard at work. For approximately the last seven months, they have been committed to finding an appropriate solution in addressing the dire condition of the current police station. The committee hopes to make its recommendation to the Board of Selectmen sometime this spring.

Our police department continues to work out of a public building with extreme substandard and dangerous conditions for both employees and visitors alike (including domestic and other wild animals in need of care). A study completed in 2009 has proven that the current structure was “inadequate” in all twenty-four critical areas. The study also identified five “critically deficient” areas within the building that exposes the town to serious liability concerns. Employees endured ongoing dangerous environmental working conditions in 2012 (not a complete list) such as severe mold and mildew throughout due to ongoing water issues, sporadic heat in the winter and lack of air conditioning in the summer, raw sewerage backing up in to the locker rooms and jail cells all while employees are

forced to deal with the ongoing stench and lack of proper air ventilation or circulation.

The actual current physical condition of the public building also poses grave dangers to all employees and to visitors alike by not meeting standard up-to-date fire, electrical or plumbing code regulations, cramped working conditions, non-compliant handicap accessibility, lack of proper security measures or protection that places all employees at risk, unsafe and unsanitary conditions for both prisoners and officers due to the lack of necessary space, unsanitary conditions in the booking room and holding areas that do not meet state or federal standards, unsafe and unsanitary conditions for any animals taken into protective custody by the Animal Control Officer, cramped and dangerous working conditions when dealing with firearms and training, lack of appropriate or sensitive meeting room space for victims of a crime, lack of proper evidence and records storage, no men's or women's locker rooms and finally, an overall lack of appropriate and efficient office and work space.

Truly, it's a credit to the men and women of the Provincetown Police Department who continually endure and have persevered all the while withstanding these challenging working conditions throughout the years. Despite all this, the staff is effective, skilled and a progressive organization who is dedicated to the values of service, ethics, professionalism and diversity. We are made up of individuals who are committed to improving the quality of life in our community through a spirit of service. Our officers and civilian employees possess high standards of personal and professional integrity, enabling them to prevent crime, enforce laws, and work as problem solvers.

In 2012, the department dealt with a number of serious and notable crimes or incidents that encompassed hate crimes, a fatal motor vehicle accident, a number of serious assaults, a lengthy investigation on a significant child pornography case that led to an arrest, a number of burglaries that were discovered or reported and investigated with arrests being made, and Detectives conducting multiple search warrants throughout the year recovering evidence of stolen property and drugs.

The Calls for Service in 2012 were consistent with last year's numbers. The total CFS of 25,619 was slight decrease by 234 calls. There was an increase in arrests and incapacitated persons with 184 arrests and 132 IP's for a total of 316 people processed in our booking room or held in our jail cells. That is an increase over last year by 16 arrests and 13 IP's. A total number of 477 citations were issued, nearly the identical number from last year of 471.

**Calls for Service 2012 Calls for Service**

911 General	309	Incapacitated Person	187
Aircraft	169	Juvenile Offenses	5

150	Public Safety	Town of
Alarm - Fire	161	Keep the Peace 11
Alarm - General	458	Larceny/Forgery/Fraud 128
Animal Call	728	Landlord/Tenant 32
Assault	22	Medical Emergency 416
Assist Citizen	517	Missing Person 45
Assist Agency / Mutual Aid	425	MV Accident
210		
Bar Check	590	MV Breaking & Entering 4
B&E Burglary	18	MV Complaint 378
Bike Accident	16	MV Disabled
130		
Bike - General	79	MV Hit & Run 44
Building/Property Check	7770	MV Observance/Assignment 2331
Boat/Harbor Master	213	MV Stop 3523
By-Law Violation	93	MV Vandalism 17
Child Endangerment	4	Noise Complaint 156
Fire, CO Alarm	7	Officer Injured 8
Complaint	559	Parade 10
Complaint - Street Performers	100	Property Damage 21
Crowds/Overcrowding	20	Annoying Phone Calls 5
Disorderly	79	Parking Complaint/General 518
Disturbance	144	Lost/Found Property 985
Drugs/Alcohol Mental Health	24	Park, Walk & Talk 1026
Domestic Disturbance/Assault	80	Serve Restraining Order 41
Escort/Transport	31	Robbery 2
Fire, Brush	4	Sudden Death 2
Fire, Vehicle	1	Service Call 110
Fire, Structure	13	Sex Offenses 8
Foot Patrol	370	Shoplifting 27
Fire, Other	103	Stolen MV 2
Fire Vehicle In/Out Service	21	Speed Dolly Assignment 169
Firearms/Weapons	4	Serve Summons 92
Follow Up	391	Suspicious Activity 167
General Info	314	Taxi Calls/Complaints 3
Harassment	68	Threats 21
Hazards	101	Traffic Control 145
Info Services - Lobby	355	Trespass 38
Info Services - Phone	11	Vandalism 31
Bike Stolen	53	Serve Warrant 25
Liquor Law Violation	2	Wires Down 68
<b>Total Calls for Service: 25,619</b>		

The MPO (Marine Police Officer) pilot program began in April and was charged with improving public safety on the pier working along with the Harbor Master's



Office. The pilot program was evaluated for the season and overall was deemed a success. While the program experienced some growing pains, the Selectmen voted to move forward with it along with a plan to ensure improvement and further success. A special thank you goes out to HM Rex McKinsey, MPO Scott Chovanec and the Provincetown Public Pier Corps Directors for all their hard work and cooperation and for making the pier and harbor a safer place for all those that utilize or visit it on a daily basis.

For the New Year's Eve celebration, department members teamed up with local taxi companies offering rides for those revelers' needing a cab ride home free of charge, thanks to the Provincetown Police Association.

Once again the department focused its resources on training officers in a variety of advanced and specialized areas. It improves the quality of service we provide to our residents and visitors alike. Officers receive not only mandatory basic training required by law but the list below briefly touches on additional areas of concentration:

- Mptc Suicide Prevention Trg
- Marine Patrol Mpoc-Id & Mpoc-
- Domestic Violence Law Update
- Taser Instructor
- Field Trg & Eval Program
- Ne Leeds Fbi
- Eye Witness Id Class
- First Line Supervisor Course
- Essential CommunicationsSkills
- Apco Telecommunication Trg
- Basic Emd Class
- Basic 911 Operators Course
- Breathalyzer Test Class
- Smith & Wesson Firearms
- Breathalyzer Level Ii Tech
- 911 Vesta Trg
- Land & Sea Solutions Trg
- Taser Recertification Class
- Wildlife Basic Trg
- Matron Training
- Police Accreditation Trg
- Assessor
- Marine Entanglement Trg
- Search Warrant Class
- Officer Safety Module
- Internal Affairs
- Emergency Vehicle Operator

Spike Strip System Trg  
Cobweb Bicycle Certification  
Criminal Investigations Basi  
Basic Police Mc Operators  
Child Sexual Abuse  
Media Trg Workshop  
Latent Fingerprint Recovery  
Judgment Shooting Trg  
Led Legal Update Tr  
Imc System Manager Trg  
Supervisor Liability Trg  
Cpr – First Responder  
Basic Digital Photography  
Liability/Decision Making For  
Motorboating Law Class  
Semi-Annual Firearms Trg

The department would like to thank the Board of Selectmen, Town Manager and all other town departments for their continued support throughout the year. A special thank you goes out to all members of the Fire, Public Works, and the MIS departments for maintaining such a terrific working relationship and for their collaborative effort in making our community safe. I would also like to take a moment and personally thank all of our department members for their dedication to the service of our community.

As Chief and on behalf of the Provincetown Police Department, we are here to serve and protect this community with pride and integrity.

*Respectfully submitted,*

**Jeff D. Jaran**

Chief of Police

## Public Health & Human Services

The Department of Public Health's primary function is to promote health, wellness and the prevention of disease. To this goal, a number of services are offered to town residents including blood pressure clinics, diabetic screening, immunization clinics, wellness and prevention programs, referrals and local human services information. Nursing and home care services continue to be provided through a town contract with the Visiting Nurse Association of Cape Cod (VNA). The Director of Public Health supervises the administration and utilization of these services. Services are provided to the town's uninsured and underinsured residents and include child health services, frail elder home visits and home health services. The Director continues to work with the Health and Environmental Affairs Manager and other town officials on emergency preparedness, particularly as it relates to public emergencies, shelter management and special needs

populations. The Department is also the distribution site for vaccines and for potassium iodide (KI) for town residents.

The Department of Human Services coordinates the delivery of support services for town residents. Many human services agencies can be accessed through this department including the Cape Cod Children's Place, Gosnold on Cape Cod, Independence House, the Veterans Administration and the VNA, all of which have offices at the Grace Gouveia Building. Several agencies offer support groups at the Grace Gouveia Building. In addition, the Director organizes regular round table discussions with local health and human services providers to identify gaps in services and offer an opportunity for increased communication.

As advisor to the Provincetown Human Services Grant Program, the Director participates in the work of the Human Services Committee, attending meetings, reviewing quarterly reports and supervising the invoice and RFP processes. In conjunction with the Committee, the Director administers and oversees services provided to Provincetown children through the John A. Henry Trust contract with the Cape Cod Children's Place. The Human Services Committee is to be commended for their dedicated service and commitment to enhancing the quality of life for Provincetown residents. Appreciation also to Maureen Hurst, Administrative Assistant for the Departments of Public Health and Human Services, for her capable management of support services to both departments.  
*Respectfully submitted,*

**Chris Hottle**

Director

## Rescue Squad

The Provincetown Rescue Squad continues to provide Emergency Medical Service to the Town of Provincetown. Our unit is comprised of Emergency Medical Technicians (EMT's) as Basics and at the Paramedic level. We work in conjunction with Lower Cape Ambulance. In the busy summer months, the Town of Provincetown puts on additional staffing to help handle the influx of visitors and the increase in calls for service. In the off season, the Rescue Squad still responds to calls and any back-filling of the station that may be needed in the event that the on-duty personnel are heading to Cape Cod Hospital. We have a nearly 50 mile transport to Cape Cod Hospital, one of longest (if not THE longest) in the State. A transport to Cape Cod Hospital takes approximately 3 hours from the time of the call, to the time that we return and get the truck back in service. Additionally, our geographical location makes relying on the mutual aid system tricky. Other towns on the Cape have at least 2 neighbors (and many have more than that). Provincetown has only one neighbor and we have only one direction from which to pull additional resources. Despite the unique

challenges we face, we are able to assist in providing EMS coverage to the Town by off-setting Lower Cape Ambulance staffing throughout the year.

This year, we moved from paper patient care reports to computerized reports. This switch took place in April. The state mandated this change, and it will make stat-keeping easier (at the State level and at our level). This year our stats reflect partial paper reports and partial computerized reports. With the paper reports, Provincetown would report all calls that were not transports. With the computerized reports, Provincetown reports all calls that are handled with a Provincetown Ambulance, whether it is a hospital transport or not. Provincetown has three ambulances (affectionately known as 196, 197 and 198), and Lower Cape Ambulance has two, 598 and 599. Because of the shift in the way in which we file patient reports, the statistics will be a little skewed. We have only information on non-transports from Provincetown from January 1- April 17. The specific call types are only those calls that were handled in a Provincetown Ambulance (any calls handled in a Lower Cape Ambulance truck are not listed specifically). Without data on the number of ambulance transports from Jan – April, we can report that from April through the end of the year there were a total of 578 transports to Cape Cod Hospital from Provincetown. Sorry for this confusing data, it will be more clear and detailed next year.

Each year, the Rescue Squad struggles to maintain trained personnel who are living locally within our response area (Provincetown and Truro). The housing market is more affordable up cape, and so we continue to see valuable members of our department purchase or rent homes up cape, relocate there and become unavailable to provide the necessary quick response in the event of an emergency in Provincetown. Currently, Provincetown has 2 in-town Paramedics and 3 in-town EMT's. The other members on the roster are residents of Truro or further up cape. This winter, a local EMT course was put together and is running this Spring. Prior to this course, a person had to travel to Harwich or Hyannis to take the EMT course (which typically lasts 5 months and meets several times a week). Having a local class is a great benefit to residents of the lower cape who are interested in being trained as an EMT. The hope is that by hosting a local class, local people will be encouraged to sign up and then will consider joining the Rescue Squad and/or Fire Department. Sylvester Consultants is putting on this EMT class and if anyone needs further information on how to become an EMT, they are welcome to inquire at the Fire Station.

In other news, the Rescue Squad updated our LifePak 12's and acquired new LifePak 15's. These are the machines that give us the ability to monitor different heart rhythms and provide shocks (in basic terms). Our old machines were such that the company would no longer service them after October 2012. We would not have had annual inspections and/or if there were any problems – we would

be unable to get them repaired. Obviously, when talking about a major piece of life saving equipment, we really had no option but to upgrade our old machines.

Provincetown has had a shift in how Lower Cape Ambulance provides coverage to the Town. In the past all 5 members of the crew on duty for the day at Lower Cape Ambulance slept at the Provincetown Station. Now that Truro has bunk rooms, 2 of those members are not only in Truro during the day, but they are also sleeping in Truro. We are working on the best way to handle this change, and for now we have been toning out for station coverage more than usual. The goal is to try and have 2 EMS personnel able to respond to Provincetown rescue calls, from the Provincetown Station. Our organization is helped by a few annual fundraisers, our raffle and The Swim for Life being the two biggest events. We owe a special thank you to those individuals and businesses that helped with these events and/or made any donations this past year. Thank you to the Police Department, National Park Service, Lower Cape Ambulance, The US Coast Guard, the Harbor Masters Office, Flyers Boatyard, Chief Trovato and the rest of the Fire Department, Joyce Mathews, the Board of Fire Engineers and to our own Rescue Members. We are in the business of helping people and we can only do that effectively by helping each other. Please remember to buckle up, wear your helmets, check on your neighbors, drive carefully and live safely.

*Respectfully submitted,*

**Denise Russell**

Captain

<b>PRS Call Summary 2012</b>		<b>PRS Call Summary 2012</b>	
Abdominal Pain	49	Injury, Orthopedic	11
Allergic Reaction	10	Injury, Soft Tissue	67
Altered Loc	10	Injury, Other	3
Behavioral/Psychiatric	23	Multi-Trauma	1
Bleeding	16	Nausea/Vomitting	15
Burns	0	Neuro/CNS Injury	2
Cardiac	10	No Complaint	60
Cardiac Arrest	2	Obstructed Airway	1
Chest Pain	26	Obstetric/GYN Emergency	1
CVA/Stroke/TIA	7	Overdose	31
Dehydration/Hypovolemia	11	Pain, Not Otherwise Specified	64
Diabetic	7	Poisoning	5
Dizziness	8	Respiratory	40
DOA/Obvious Death	0	Seizure	8
Drowning/Near Drowning	0	Sepsis	1
Electrocution	1	Syncope	22
General Illness	8	Other	130
Hyperthermia/Heat Exposure	1	No Patient	0
Hypothermia/Cold Exposure	1	Patient Assist	3
Injury, Closed Head	1	<b>Total Calls</b>	<b>656</b>
		TRANSPORT TO OCHS	0
		TRANSPORT TO CCH	0
		TRANSPORT BY MED-FLIGHT	2

## Shellfish Constable

The Division of Marine Fisheries performed a biological survey September 2011 and sent a letter of approval of the Aquaculture Development Area December 2011. Over the following winter months Henry Lind, who has acted as our technical advisor and has vast knowledge and experience in the regulatory process has guided the shellfish departments in Provincetown and Truro. Language was added to our existing regulations to include the proposed 25 acre [for each town] Aquaculture Development Area [ADA] and new sections to reflect discussion regarding critical habitat. Cooperative guidance has been provided by the MA Division of Marine Fisheries. The purpose is to support members of our community, including commercial fishermen to conduct sustainable aquaculture and for the enhancement of the shellfish resource.

On May 5<sup>th</sup>, a daylong work shop was held at the Center for Coastal Studies and was well attended. The event included presentations by local shellfish growers, scientists, and County and State officials on a variety of topics including sub-tidal shellfish culture techniques, shellfish aquaculture management, economics and marketing, preventing marine animal entanglement, food safety/health, and scientific research. Video was taken of the new and innovative shellfish techniques that have proven to be successful in other regions and will be shown on Provincetown Community Television. Owen Nichols, the organizer of the event, presented the P-town / Truro ADA at the end of the day. Over the summer months all the necessary public hearings and filings of applications were submitted and now await approval from the Army Corps of Engineers. During the fall we accepted six one acre applications for review and will be pending. At which time the BOS will grant a license for two years with an annual activity report. It's exciting to see the Towns of Provincetown and Truro come together and embrace the industry allowing the creation of jobs, local food production, and reaping the environmental benefits of shellfish aquaculture.

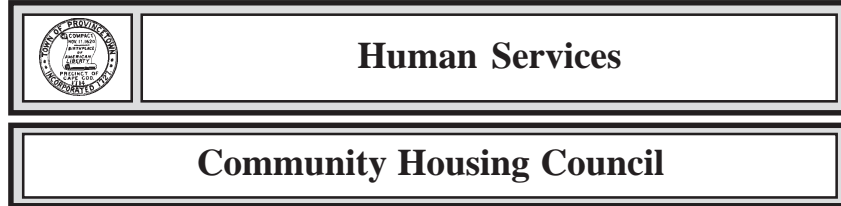
In mid June of 2012 we received 150,000 juvenile quahogs and 20 bags of remote set oysters from ARC in Dennis through the marine program at Barnstable County Extension. The quahogs were broadcast and planted in nursery trays under a small net at the west end side of the Breakwater and the remote set was placed in Town waters to enhance oyster spat. With the help of the highway department adult quahogs were deployed in early June at the east side of the west end breakwater. The relayed quahogs help purify the surrounding waters and as the water temperature rises will spawn, promoting reproduction and recruitment and those that survive develop a foot to dig in and seek the substrate and colonize in surrounding waters. The shellfish committees in Provincetown and Truro have both written a letter of support to the BOS on the County

acquiring the hatchery in Dennis. ARC provides most of our seed. The harvest for 2012: 1245 buckets of quahogs; 47 buckets of soft shell clams; approximately 75 buckets of mussels; approximately 500 buckets of sea clams.

*Respectfully submitted,*

**Tony Jackett**

Shellfish Constable



The Provincetown Community Housing Council (PCHC) was created through Article 3 of the April 4, 2007 Annual Town Meeting to function as a 5 regular and 2 alternate member council charged with: overseeing the Provincetown Housing Office; assuming all of the roles and responsibilities of the former Local Housing Partnership; administering the Affordable Housing Trust Fund; and implementing the Selectmen's approved Housing Policy and Action Plan. The mission of the PCHC is to foster the development of community housing opportunities that support socio-economic diversity for residents of Provincetown through planning, resource identification and community outreach.

2012 brought the Town very exciting and new community housing opportunities. For many years now the PCHC and other Town entities have been working with two different development companies to create new rental housing offered at below market rate prices. The groundbreaking ceremony held in June of 2011 for Province Landing development at 90 Shank Painter Road was followed by a year of construction of 50 new rental housing units. In the early late winter/early spring of 2012 an application and lottery process kicked off the tenant selection process for Province Landing. The initial lottery selection took place in late March of 2012. During the same period of time extensive renovation and reconstruction of a building at 83 Shank Painter Road was also taking place to create 15 new affordable rental units. This application and tenant selection process ran almost simultaneously with the process for Province Landing. There were more than 300 applicants for these 65 units of housing. After a very careful and through applicant screening process tenants began occupying these new units in June of 2012 and both developments were fully occupied by September of 2012. While the process for eligibility for these units allow them to be open to any resident of Massachusetts the residents of these new developments are largely from Provincetown or the very nearby surrounding area. Province Landing will have an onsite housing office to manage the property as well as provide information regarding housing to other people seeking more affordable housing opportunities. While in 2012 there remain waitlists for people seeking affordable

housing, these new housing developments have provided some much needed relief. However the fact that several hundred people applied for this housing is a clear indicator that more housing development of this type remains important and very much needed.

Throughout the year the PCHC and the Housing Specialist continued to monitor the 90 Shank Painter Road project and, through the Housing Specialist, has kept in regular contact with The Community Builders who are the developers of the project. On October 3, 2012 members of the PCHC were present at the “ribbon cutting” ceremony to officially open Province Landing. Similarly, the PCHC maintained good communication with the developer of the project at 83 Shank Painter Road to ensure that it moved forward as planned. In addition, this same developer has continued discussions with the PCHC regarding a future project that will also create new affordable housing options in another area of Town. The PCHC expects continued discussion around this project as it evolves.

The PCHC is very pleased to have Michelle Jarusiewicz as the part-time Housing Specialist staffing the Town’s Housing Office. Ms. Jarusiewicz is extremely knowledgeable and vigilant regarding new housing resources. Through her work the housing office has become an important place for people interested in developing or accessing community housing options within Provincetown. Ms. Jarusiewicz serves to clarify many aspects of affordable and community housing in areas such as marketing plans for new community housing units and the definition of local housing preference. Ms. Jarusiewicz also works to ensure that all housing related activities and Town policies are in compliance with all state or federal requirements or laws.

The PCHC continues oversee spending from the Affordable Housing Trust Fund (AHTF). In light of the recovering but still struggling economy the Homeless Prevention Council continues to play a very critical role in helping Provincetown residents with financial assistance to help them stay in their homes. This program helps individuals and families who are struggling financially by providing direct relief that can prevent them from destabilizing and ending up losing their homes. The people helped through this program have no place else to turn and would become homeless without this assistance. The PCHC continued to approve AHTF assistance to support the work of the Homelessness Prevention Council in Provincetown.

The Housing Specialist continues the work to ensure that as many units as possible are included in the State approved count for affordable housing units in the Town’s portfolio of community housing opportunities by working very closely with the state’s Department of Housing and Community Development to keep existing units in the count and to add units that have either not been



included or are new. As additional ongoing work, the Housing Specialist works with the owners of community housing property, along with the PCHC and other governing bodies to ensure that any potential resale of this type of property completely adheres to any and all state laws, local rules and deed restrictions.

The PCHC remains committed to the mission of increasing community and affordable housing units within Provincetown to ensure that we can maintain a rich, vibrant and socio-economically diverse community well into the future. When the new units located on Shank Painter Road are added to the Town's inventory of affordable housing we will have 184 certified units. While this is a great step forward the number still falls below identified need. Recent polling of area affordable housing entities have indicated significant and growing numbers of people seeking and in need of more affordable and stable housing opportunities, as well as a number of Provincetown residents who meet the definition of homelessness by having no place to live. The need to continue expanding a range of affordability options as well as unit sizes to meet single person and family housing remains high. Efforts to continue meeting this need is a critical component to the future of the Provincetown community.

The members of the PCHC look forward to continuing to work with the Housing Specialist to promote, lead and monitor efforts to ensure affordability for a full range of incomes and bedroom sizes for the future. Efforts to create and preserve affordability in housing options continue to be critical to the future of the town and our community.

*Respectfully submitted,*

**Joe Carleo**

Chair

## Council on Aging

The Provincetown Council on Aging (COA) is dedicated to the needs, interests and enjoyment of Provincetown's senior residents. The COA's primary function is to offer information, referrals, advocacy and support. In 2012, the COA provided services to over 700 residents. The COA celebrated its 40<sup>th</sup> anniversary in November, 2012 with a reception and a proclamation from the Board of Selectmen. We are looking forward to a wonderful future at the new Veterans Memorial Community Center.

The COA continues to grow, offering 150 programs and services annually, a 20% increase from the previous year. Programs include the areas of health/wellness, fitness, nutrition, educational classes, leisure and socialization, intergenerational programs and cultural outings. Twenty five new programs were offered in 2012 including a bicycle clinic, qigong classes, healthy eating series and a "Live Your Life Well" forum. Services include outreach to individuals and families (250

home visits were made in 2012), a medical transportation program, the Senior Real Estate Tax Abatement Program, legal aid, health insurance counseling, medical clinics and social services assistance. All services are confidential and free. Many are open to residents of all ages.

The COA provides transportation with door-to-door service to: Hyannis and Orleans for medical appointments and shopping, Elder Services senior dining lunches, Stop & Shop, local medical appointments, swimming, up-Cape outings and off-site COA events. In 2012, over 1,900 rides were provided. We also offer a Mobile Library service for homebound seniors in cooperation with the Provincetown Public Library. The Elder Services Nutrition Program is housed at the COA. Last year, they provided over 1,500 senior dining meals and 4,300 home-delivered meals thanks to the hard work and commitment of Elder Services Nutrition Site Manager Nancy Dooley and her special group of volunteers. The COA also operates a year-round pantry and delivers food to residents bimonthly through the USDA Food Distribution Program. Thanks to PTV and WOMR, the COA is able to reach homebound seniors through regular programming. COA events and interviews are televised on PTV. *'Specially for Seniors*, a radio show hosted by the Director, airs monthly on WOMR. Our monthly newsletter is distributed to 725 residents. The COA received over \$13,000 in grant funding in 2012. These funds from the state Executive Office of Elder Affairs and Elder Services of Cape Cod and the Islands are used for program development and medical transportation.

The COA continues to work together with the Provincetown Police Department to promote senior safety in the community. A storm reassurance list is maintained to monitor the safety of seniors with special needs during emergencies. The Police Department continues to offer a daily phone reassurance program to seniors as well as a lock box program. Special thanks to our dedicated police department for their many kindnesses shown to seniors.

The COA Director serves on several boards and advisory councils including: COAST (Councils on Aging Serving Together), Community Development Partnership Advisory Group, Seashore Point Board of Directors, Town of Provincetown Emergency Preparedness and Town of Provincetown Human Services Committee (advisor). The COA Outreach Coordinator is a member of the Cape Cod Outreach Coordinators Council. The COA Administrative Assistant is on the Elder Services of the Cape and Islands Board of Directors, working on the Nutrition Committee, as well as the PTV Board of Directors, serving on the Programming Committee.

To the COA Board, your unending commitment to advocacy for seniors and support of the COA's mission is greatly appreciated: Chris Asselin, David Ketchum, Dan Lynch, Char Priolo, Gladys Johnstone and Florence Alexander

(Emeritus). To the Friends of the COA, we are grateful for your fundraising efforts that enable us to offer so many programs: Ollie Ahmuty, Lee Ciliberto, Dorothy Clements, Greg Howe, Joan Lenane, Mary McNulty, Mary Peres, K. Marge Perry, Vernon Porter, Dennis Rhodes and Vernon Wilson. To our wonderful volunteers who help to make the COA the special place that it is, many thanks! We value your selfless dedication every day. To the COA staff, your caring and professional service to Provincetown seniors is exemplary. Sincere appreciation to Maureen Hurst, Kathy Reilly, Diana Fabbri, Polly Saunders, Stephen DelGizzo and Dot Sanderson. To the seniors of Provincetown, it is an honor to serve you and we look forward to working together in the year ahead. Congratulations once again to the 2012 Provincetown Senior of the Year, Donald Murphy. The honor is well-deserved.

*Respectfully submitted,*

**Chris Hottle**

Director

## Disability Commission

The year 2012 has been another productive year for the Commission. Board members Jo-Ann DiOrio, Linda Loren, Nancy Swanson, Michelle DeMarco and ADA Coordinator Vernon Porter welcomed the addition of Herbert Hintze and Michelle Foley in the last half of 2012. We are pleased to say that we are now meeting on a monthly basis and in some cases twice a month and want everyone to know that they are welcome at our meetings anytime and that we are here to help in any way we can.

Our Commission works with Public Access Commission of Eastham (PACE), Cape Organization for Rights of Disabled (CORD), Massachusetts Office of Disability (MOD) and Small Miracles in Life Exist (SMILE).

Some accomplishments for 2012 include:

- Fielded and investigated complaints from residents and visitors.
- Saw the installation of long-awaited handrail on the East entrance of Town Hall.
- Worked closely with SMILE MASS Foundation and acquired a one-of-a-kind beach wheelchair that can go in the water. Our mission coincides with the mission of SMILE, which is “to help handicapped children and their families enjoy wonderful vacation experiences, for a day or for a week, that will create memories while in Provincetown that will last a lifetime.
- Secured a grant, with the assistance of Grant Administrator Michelle Jarusiewicz, in the amount of \$8,000.00 as part of the Mass. Community Development Block Grant Program for the purchase of beach mats to be installed on town owned beaches.

- Started a fundraising campaign for the purchase of beach RecBeach (also known as Mobi-Mats) at a cost of \$1500 each to be installed on town owned beaches. Also, need to raise funds to match a \$2,500.00 Mobi-Chair donated by SMILE Mass.
- Purchased VISORTAG® disabled parking ID permit holders and protectors to sell to residents and visitors as well as purchasing and placing donation boxes in establishments throughout town.
- Assisted disabled residents and visitors to acquire wheelchairs, scooters and walkers for their needs.
- Met with Town Manager Sharon Lynn periodically to discuss issues around people living with disabilities; and had more involvement with the Department of Community Development relative to the issuance of permits to make sure ADA guidelines are met.
- Met with the Chamber of Commerce, Parking Department, Cemetery Commission, Cape Cod Pilgrim Monument, Bicycle Committee and the Department of Public Works on various disability issues.
- Established a sub-committee to update a brochure on “Getting Around Provincetown” to be published Spring 2013 targeted to the disabled.

Future Goals include:

- Make the Commission more visible to our residents and visitors through the media, print and hands-on approach.
- Remind all establishments that the Disability Commission is here to advise/help them with making appropriate decisions when it comes to providing services to people with disabilities.
- Establishing a Disability Office in the Town of Provincetown and to seek volunteers (with or without disabilities) to assist the Commission in working towards our goals.
- Work with the Town Manager to set up sensitivity/educational training workshops for all town employees’ concerning disabilities.
- Continue to conduct site visits at various locations that service people with disabilities to inspect accessibility/needs for the disabled.
- Research grant and other possibilities to secure funds to produce educational publication(s) advising residents and visitors of what is considered a disability, and the resources available to them here in Provincetown;
- Work more closely with the Department of Community Development when it comes to rehabilitation of existing buildings and new construction in Town.
- Continue to provide support to other communities on the Cape to enhance the awareness of people with disabilities.

On behalf of our entire Committee we thank you all for your continued support.

*Respectfully submitted,*

**Michelle DeMarco**

Chair

## Housing Authority

The Housing Authority Board of Commissioners and our Executive Director Patrick Manning, hereby submit this 2012 Annual Report to the citizens of Provincetown. In 2012 the Provincetown Housing Authority continued to manage and operate the following subsidized housing programs: *Maushope*, a 24 unit apartment complex serving elderly and disabled adults at 44 Harry Kemp Way; *Foley House*, a single site building located on Bradford Street which consists of 10 units for homeless persons with HIV; and 9 scattered site units for families.

In February of 2012 a local family moved into the 3 bedroom family unit on Pearl Street that was renovated with \$25,000.00 from the Provincetown Affordable Housing Trust Fund awarded by the Provincetown Community Housing Council. This brought the Housing Authority to 100% occupancy for all 43 housing units. This year, the Town of Provincetown approved \$6,500.00 from a Community Development Block Grant for repairs to the elevator at Maushope apartments. The Provincetown Housing Authority continued the process of selling its surplus property located at 951R Commercial Street. The Board has continued to work with the Massachusetts Housing Partnership to publish the required RFP (Request for Proposals). As the local real estate market continues to recover, we hope to sell this land in 2013.

At the suggestion of numerous volunteers, the Board of Commissioners facilitated the formation of a "Friends of Maushope" citizens participation group. The Board sponsored an initial meet and greet "Tea" to welcome and help organize the group with the purpose of supporting and developing programs to enhance the quality of life of the tenants. The group met monthly throughout 2012.

Dr. Cheryl Andrews served as Chair of the Board of Commissioners. Molly Perdue served as Vice Chair from January - June. Nancy Jacobsen continued to serve as the State Appointee to the Board of Commissioners and continues to represent the Housing Authority on the Provincetown Community Preservation Committee. Commissioners Thomas Roberts and Harriet Gordon resigned in January 2012. Diana Fabbri and Kristin Hatch were elected in May 2012 to fill those positions. The Board reorganized following the town-wide elections. Diana Fabbri was chosen to serve as Vice-Chair and Cheryl Andrews was chosen to continue as Chairman. Kristin Hatch was appointed to represent the Housing Authority on the Provincetown Community Housing Council.

Applications for the Authority's elderly, disabled, and family housing programs are available at the office at 44 Harry Kemp Way or by calling 487-0434. Applications for Foley House are available by calling 487-6440.

The Provincetown Housing Authority is committed to its role as advocates for affordable housing and supports the goal of the Provincetown Selectmen to address the housing crisis confronting the Town of Provincetown.

*Respectfully submitted,*

**Dr. Cheryl L Andrews**

Chairman, Board of Commissioners

**Patrick J. Manning**

Executive Director

### Human Services Committee

The mission of the Human Services Committee is to identify human services needs for Provincetown residents. To that end, the Committee is responsible for developing the Request for Proposals process and funding strategy for the Town's human services grant program. Working in conjunction with the Committee's advisor, Chris Hottle, Director of the Council on Aging, Public Health and Human Services, the Committee strives to ensure that human services needs are identified and addressed through Committee meetings and two annual public hearings.

One of the Committee's goals for 2012 was to revise the Quarterly Reports for grant recipients in order to streamline and simplify the process, making it more efficient. That goal was achieved to praise by grant recipients. The Committee also oversees the John A. Henry Trust, which continues to distribute much needed funds throughout the community to families in need who have children from ages birth to eighteen years. Committee members include: Sarah Bailey, Cynthia Franco, Kristin Hatch, Karen Kelly, Teri Nezbeth and Gabriela Villegas.

*Respectfully submitted,*

**Teri Nezbeth**

Chair

### Board of Library Trustees

This year the library fulfilled its goal of becoming a hub of the community by offering a wide variety of programming for all ages. A total of 3,622 people attended 308 programs during the year. In April the Board and library staff presented the "Hidden Library," a self-guided tour through the newly completed library space. Over 70 people were introduced to services the library offers, including electronic databases, art and literature collection and the Archives.

The annual Heritage Day celebration featured the Ribbon Cutting ceremony, with Representative Sarah Peake introducing Robert Duffy to cut the ribbon. This was an opportunity to re-dedicate the newly completed library building. The over 1600 Capital Campaign donors were recognized and Josephine Del Deo

gave the keynote address. She was honored for her work in preserving the building and integral pieces of Provincetown History. A bronze sculpture, created by her artist son Romolo Del Deo, was dedicated to her and mounted on the Josephine Del Deo Archives wall in the library's lower level.

A cornerstone of the library programming involved a number of authors sharing their work with our community. One of the highlights was collaboration with the Norman Mailer Center and Writers Colony to bring noted author Paul Theroux to Town Hall, where he read from his latest work and engaged in a question-and-answer session with publisher Nan A. Talese. Young author Zach Wahls spoke before a large crowd and read from his book, *My Two Moms* during Family Week. Pulitzer-Prize winning author Michael Cunningham was kind enough to read from a work in progress and answer the many questions from the audience. Former Provincetown resident Taylor Polites read from his new novel, *The Rebel Wife*. Other authors included the return of Hilary Masters and Kathleen George; Sarah Pearlman; and well-known Wellfleet resident Ira Wood. The library played an active role in the Provincetown Fitness Challenge, hosting 3 programs weekly as well as several special events including the end-of-challenge film. Program and Marketing Director Matt Clark led a weekly walk/run that continued after the Challenge ended. Once again the library celebrated the Stonewall Uprising by screening a documentary focusing on the gay rights movement from 1969 through 2000, with Brian McNaught hosting a discussion afterwards. A successful collaboration with the Cape Cod Children's Place provided programming and education for preschoolers and their caregivers. In addition to story times and play groups there were parenting education sessions with helpful information.

The lawn was put to good use through a partnership with Swim for Life. To celebrate its 25<sup>th</sup> anniversary, Swim for Life displayed more than 2,500 prayer ribbons on the lawn for 3 days, culminating with a prayer service where the messages from all the ribbons were read. It was a powerful and moving experience. The library once again hosted the Commodore's event for the annual Schooner Regatta, a celebratory evening for those involved. The Board of Library Trustees held its annual fundraising event, titled "Barnacles and Brine," featuring the music of Zoe Lewis and her crew. It was a fun-filled evening with a variety of featured musical artists. The most exciting and unusual event was a collaboration with fashion designer Matthew Rogers Donnelly to create a fashion show using the library's exterior. "Inside/Out" featured 10 local businesses and 15 women before an audience of approximately 300 people who crowded the lawn & sidewalk, eventually spilling out into the street. A reception afterwards highlighted our facility in a new way.

Continued collaboration with the Recreation Department and the Provincetown Schools brought scores of children to the library for educational and recreational programming. The Rec Department brought the children to the library each day

during school breaks and weekly during the summer. Special events included a story time by Big Ryan and fitness fun with Trainer Tim, as well as interactive talks by rangers from Cape Cod National Seashore. The school brought children for after school enrichment programs on writing and on eco-systems. The addition of a fish tank and guppies help to educate children on how to care for fish and gives them a greater understanding of the environment as a whole.

Preschool activities continued with early literacy expert Lucy Gilmore and with other staff from the Cape Cod Children's Place. Summer Reading Club programs included Jay Mankita's "The Day the Library Went Wild"; the return of the Elbows; Julie & Denya's Global Music Adventure; and a reprise of Animal World Experience. We continued to improve the Children's Department by offering more opportunities for creative play. A toy chest with dress-up clothing encourages the development of imagination, and a wooden manipulative structure helps with gross motor skills.

The programming success may be attributed to the excellent work of Program and Marketing Director Matt Clark, who sought out collaborations with new and established entities. A new position, Public and Member Services Coordinator, was filled by Rebecca Levin. Her position combines that of a traditional reference librarian with technology education on computers and personal devices of all kinds. Her one-on-one sessions with residents proved to be very successful and have educated a whole new audience on using new technology. The Circulation staff continued to excel in customer service and readers advisory. Finally, with the completion of our renovation project, the Massachusetts Historic Commission honored our library by presenting the Town of Provincetown a 2012 Preservation and Re-use Award for its successful, historically accurate, renovation project.

*Respectfully submitted,*

**Cheryl Napsha**

Director

<b>Recreation Director</b>
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2012 was another successful year for the Recreation department and Community center and the Recreation department saw many additions and improvements with programming. The biggest development for the department was the decision to be move the Recreation Department to the vacant Veterans Elementary school building. Although the restoration project has seen many delays, with problems with heating and roofing, the completion is in sight. The new heating system has been installed; the leaks are in the process of being fixed, and the department is looking forward to moving in by the end of March 2013. The new building will host the Recreation department, as well as the Council on Aging and offices for the Public Works. Town meeting approved the new building name as Veterans Memorial Community Center.



Another significant event was the Recreation department acquiring the use and maintenance of Motta field. Although it was a struggle with the maintenance of the field in the spring, Motta field did bring new opportunities to Provincetown. The department would not have been able to maintain the field without the help of the Highway Department, special thanks especially to Ray Duarte. The Recreation department saw an increase in revenue from field use this past summer. The following users/events utilized Motta field as their venue: Cape Cod Amateur Soccer League games, Boston Strikers Soccer camp, Women's International Flag Football Association tournaments, Provincetown Inn employee soccer games, Family Week events, kickball games, bike races, Pan Mass challenge, American Lung Association, and National MS Society. With the addition of Motta field and the Veterans Memorial Gym, the department is now able to offer a variety of intramural sports. Throughout the seasons we are now offering flag football, softball, tennis, outdoor and indoor soccer, floor hockey, women's and men's indoor basketball, and hosts Saturday portions of the Annual Fitness Challenge.

Recreation facilities were updates to the Chelsea Earnest Memorial playground. After completion of the new playground structure last year, the department recognized the need for an ADA walkway, and the need for UV shade structures. In May, the department added both, with the ADA walkway from the Nickerson St. entrance, and the addition of two shade structures in the middle of the play area. This past year has been another successful one for all the young athletes of Provincetown. Children from kindergarten through fifth grade participated in soccer, basketball, baseball and softball throughout the school year. Youth sports provide the children of Provincetown with a safe activity, where they can learn the fundamentals of teamwork and have friendly competition with neighboring towns, including; Truro, Wellfleet, Eastham, Orleans, Chatham, and Brewster.

The summer events always start with the annual Portuguese Festival week in June. The Recreation department hosts the annual Captain Manny Phillips fishing derby at Fisherman's Warf, and the kids' field games at Motta Field. A lot of fun, prizes, and great food at these events helped to contribute to another successful Portuguese Festival. Thank you to the Portuguese festival committee, Capetip Fish, Penny Patch, Red Shack, Johns Footlong, Nelson's Bait and Tackle, the Cabral family and the many volunteer that helped out that weekend. The Summer Program remains to be the department's most attended program. Due to the excellent work of the summer staff, our program has one of the best reputations on the Cape! This past Summer Program's attendance was above the previous year's numbers, with a total of 95 total children registered, and 60 children per day. We had children attend our camp visiting from as far away as Jamaica, Honduras, and Germany. With the help from an online survey for parents, the department gathered feedback and revamped and reorganized the summer program. The survey pointed out two areas where the program could improve; expanding the ages excepted and better grouping of the children. This past

summer the program offered opportunities for 4 year olds, and offered separate activities for our older teenage campers. The kids were broken down into three age groups; 4, 5 and 6 year olds, 7, 8 and 9 year olds, and 10 and up. Each age group was offered appropriate activities, and field trips. Some of the field trips included: Cape Playhouse, Water Wizz, Laser Tag, Ropes course, Fenway Park for a Red Sox game, Wellfleet Theater, Bass River Sports, Eastham Visitor Center, Canoe trips, Beech Forrest, ice skating at Charles Moore Arena, and bowling trips.

The 4<sup>th</sup> of July parade was successful once again. The line-up included 30 parade floats accompanied by Provincetown and Truro fire trucks and rescue squads which were heard all throughout the town. We were honored to have the U.S. Coast Guard and Provincetown Police Color Guard marching with us. What made this parade extra special was the Honorary Grand Marshall title was in memory of long time Town employee Sandy Turner, who passed away this past spring. She was a vital part of the Town's organization of day to day operations, and will be missed by all. Many thanks go to Bob Littlefield, for his expertise and time spent organizing the parade, as well as the parade marshals who helped organize the staging area and kept the parade running smoothly: Elizabeth Jackett, Dylan Nelson, Nick Durkee, Mellissa Lomba, Kelsey Trovato, Stephanie Kines, Angelina Lammie, and Samantha Lomba. The department would also like to thank the Provincetown Police Department with special thanks going to Jim Golden, and Ruth Ann Cowing. Jimmy Roderick also needs to be thanked for providing the Recreation department with use of his truck for a few days for our float, and a ride through the parade. The Recreation department would also like to thank the Fireman's association for providing the barbeque after the parade at the main fire station. This has been a long time tradition in the town, and unfortunately was cut in the Recreation department's budget two years ago. Thank you to them for stepping up and keeping a long time tradition going.

In September our annual After School Program offered child care to parents that have to finish their work day. This program was initially developed in September of 2007. During Afterschool, Recreation provides supervised activities for 4 year olds and up. Children do homework and complete their nightly assignments before participating in preplanned age appropriate activities. Our 7<sup>th</sup> annual Skate Competition, in coordination with the Knights of Columbus, was a success. This event, moved to Labor Day weekend, provided us with 30 participants. The contest provides a chance for Provincetown and surrounding towns' children to show off their talents in skateboarding, and brings the entire community together. I would like to thank Board Stiff (for the great prizes), Wesley Medeiros, Michael Medeiros, Brad Lammie, Jack Macara, Mike Bertoli, Kerry Adams, Seamen's Savings Bank, the Truro Police Association, Mooncusser Tattoo, VFW, Pixy 103, the Highway Department, Provincetown Fire Department, Seashore Point, and the Provincetown Police Department for all their help in this fun event.

The annual Halloween parade is a popular event with little ghosts and goblins, as well as the many onlookers all along Commercial St. The costumed children and their families “trick-or-treated” through Seashore Point and then marched along Alden St. down to Commercial St. They went through the center of town to Atlantic St. and crossed Bradford St. to end up at the Community center. This is where all the young monsters, vampires, firemen, skeletons, and ninjas had sandwiches and snacks and left with trick-or-treat bags stuffed with candy. Special thanks go to the Provincetown Police Department who escorted the parade through town. We wish to thank everyone at Seashore Point for their assistance with the parade, especially Karen Thomas. In addition to the parade, we hosted our other popular Halloween event called the “Haunted Community center”. For one night only every year the Community center transforms into a spooky ghouls’ dungeon where children and their families “enter if they dare” and experience all the creatures of the night coming to life. Groups that have held meetings or events at the Community center throughout the year include; National Seashore Ranger Training, Family Week Training- Collage, Provincetown PTA, AIDS Support Group, AA, Al Anon, CMA, OA, USCG Auxiliary, Outer Cape Health Services, Highland Fish and Game, American Legion Ladies Auxiliary, Cape Cod Theater, Counter Productions, Provincetown Players, Outer Cape WIC services, Cemetery Commission, Community Preservation Committee, Recreation Commission, EDC, Harbor Committee, Recycling Commission, Open space, Provincetown Theater, “Offseason” production group, Provincetown Public Library, Massachusetts Rehab Commission, Community Development Partnership, Women of Color, Provincetown Business Guild, and Provincetown Dog Park Association.

In closing I would like to extend my greatest gratitude for the continued support that the department has received from parents, community members, and fellow employees. The department would also like to extend thanks to all the volunteers, organizations, and community members, for contributing to a successful year in 2012: Marc Jacobs, the Cabral family, Provincetown Schools, Seamen’s Savings Bank, Far Land Provisions, Fannizzi’s by the Sea, Angel Foods, Board Stiff, Provincetown Business Guild, James J. Roderick, Knights of Columbus, Nelson’s Bait and Tackle, Portuguese Festival Committee, Paul and Karen Silva, John Hanlon, Jon Sawyer, Rick Todd, Kate Burns, Carissa Silva, Cass Benson, Bill Jacobs, Joe Farroba, Glen Enos, and Humberto Ortega. I would like to end with an invitation for all to come by the new Veteran’s Memorial Community center located on Winslow Street. There will be many activities for all to enjoy. To get information on program descriptions and schedules, updates, the calendar of events and newly added programs; go to the Recreation page of our excellent website: [www.provincetown-ma.gov](http://www.provincetown-ma.gov).

*Respectfully submitted,*

**Brandon Motta**

Director

## Veterans Services

The following report is of the activities of the Department of Veterans' Services for the Town of Provincetown for Calendar Year 2012. Our duties are categorized in two basic areas: Benefits and Services.

**Benefits:** This program is covered and authorized under Massachusetts General Law Chapter 115. It provides financial assistance to honorably-discharged, veterans who establish need and worthiness and are residents of the Town of Provincetown. During the year the Town, through our office, handled more than 50 cases and extended benefits to qualified veterans totaling \$22,300 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

**Services:** We assisted veterans and their dependents in obtaining federal, state and local benefits under the broad umbrella of the Department of Veterans Affairs. These services included payments for service-connected disabilities, pensions, education, medical, burial, medals and records. During the year, this office assisted in obtaining over \$450,000 in cash payments for compensation and pensions for Provincetown veterans and their dependents. Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services.

We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments at the Town Hall Annex (Gouveia Building) on Tuesday or Thursday mornings, at your home or any location that is best for you. Our phone number at the Annex is 508-487-7099. We would like to thank the Town Manager, Treasurer and Town Accountant for their outstanding assistance throughout the year.

*In the Service of all Veterans,*

**Edward F. Merigan**

Director and Veterans' Agent

## Visitor Services Board

The Visitor Services Board (VSB) oversees the Provincetown Tourism Fund which receives state tax revenue generated by supplemental Rooms Occupancy Tax levied on accommodation businesses by the state. In 2012 some \$1,635,918 was returned to the Town from this source. Sixty-five percent of this amount went into the Town's General Fund and the remainder was deposited in the Tourism Fund as a re-investment in our tourism industry. The return on this investment was eight percent larger than the year before, attesting to the wisdom

of the 1997 Annual Town Meeting which created the Tourism Fund and the VSB. Financial statistics for the Provincetown tourism industry show that, except for one year, this revenue has increased on an average of 3% each year during the recent recession while other Cape towns had experienced decreases of up to 30% in their tourism.

Each year the Tourist Director is mandated to prepare a 5-year Tourism Fund plan which creates both a marketing strategy and budget to expend Tourism Fund monies appropriated for the next year and beyond. The overall budget for FY13 is \$600,000 broken down as follows: Marketing – (\$320,000); Grants – (\$110,000); Tourism Office operating budget – (\$120,000); Municipal infrastructure and service enhancements – (\$35,000) and Beautification Committee funding – (\$15,000). All of these appropriations contribute to marketing Provincetown as a world-class resort destination and improving the Town’s infrastructure to enhance the experience of tourists visiting Provincetown. In this way the Tourism Fund and the General Fund have both benefited from increased tourism in Provincetown. To keep pace with the changes in the way people take their vacations the Tourism Director brings new ideas and strategies to the VSB for their input and support. During 2012 there was a shift away from traditional forms of marketing (outgoing) and an increased effort with incoming marketing based on social media and user-generated reviews such as Trip Advisor. Increasingly our customers are planning their own holidays online and choosing their destinations based on the on-line recommendations of previous visitors.

The proliferation of smart phones has spawned a plethora of ‘app’s which give the phone user enormous power to get information which informs their destination choices and itineraries. In 2012 the VSB underwrote the costs of creating the Provincetown Historic Walking Tour app and started the planning and funding of a general tourism app called ‘iPtown’ which will be launched in the spring of the current year. Additionally the Tourism Office published a 2012 Events Calendar, a brochure for Restaurant Week and Gallery Stroll, the ‘Path of the Pilgrims’ brochure and the Historic Walking Tour map. The VSB also contributed \$20,000 each to the guides published by the Provincetown Business Guild (PBG) and the Provincetown Chamber of Commerce.

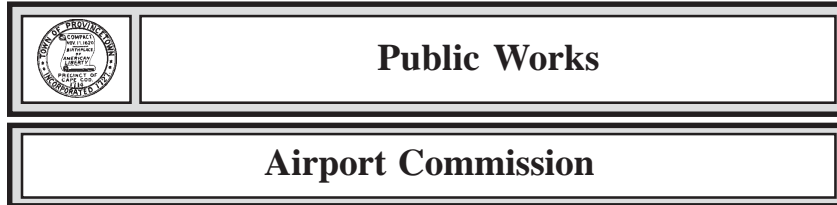
During 2012 long-serving Board member Kathleen Fitzgerald, co-owner of the Fair Banks Inn, retired from the VSB to be replaced by Lyn Mogell, co-owner of the Heritage House. Both women represent the Women’s Inn Keepers association. There were significant changes in Tourism Office personnel as well when Jackie Kelly retired as Assistant Tourism Director. She was replaced by Radu Luca, our social media expert. Bob Sanborn resigned as Tourism Director in September and Tony Fuccillo was chosen to take over leadership of the Tourism Office. Both transitions were seamless. New public relations and graphic design firms were hired in 2012 and the results of their collaboration have been dramatic. The VSB

is especially grateful to Bob Sanborn for the grace and breadth of his leadership in all areas of the Tourism Office and the management of our Tourism Fund. He was hard to replace but Tony Fuccillo has proven to be the person who could.

*Respectfully submitted,*

**Edward ‘Mick’ Rudd**

Chair



The Provincetown Airport Commission is pleased to report another successful year of airport operations. The airport’s commercial operator, Cape Air, had two major pieces of good news for 2012. Cape Air launched non-stop service between White Plains, NY and Provincetown making it possible to travel from metro New York to the outer cape in less than two hours. Cape Air also exceeded the 10,000 passenger enplanements which are needed to qualify the airport for critical federal and state capital project funding. In addition to Cape Air operations, the airport continued to serve the needs of hundreds of general aviation pilots and passengers who visit or live on the outer cape. The airport also served as the launching point for three emergency medical flights to Boston and the base of operations for Race Point Aviation sight-seeing flights and primary flight training. Thanks to Cape Air’s traffic volume and barring any changes in federal and state policy, the airport continues to qualify for 90% capital project funding by the federal government and 7.5% funding by the state. This means that the Town will only be responsible for providing 2.5% of permitted capital improvement projects.

The Commission continues to work with construction engineering firm Jacobs to acquire permits for several required airport capital improvement projects. The need to obtain approvals from the Cape Cod Commission, Department of Environmental Protection, and the National Park Service makes the process more time consuming than would otherwise be expected. We are now into the third year of negotiations with the various agencies to gain approval for safety improvements to the airport surfaces and navigational facilities, expansion of the terminal to regain needed space that was lost to the passenger and baggage screening area needed for TSA, security fencing around the airport, as well as other safety and security improvements. If and when the capital projects are permitted, the Commission expects that the existing 97.5% federal and state funding will be available to pay for them. Despite the above complexities, the Airport Commission was able to obtain approval to make much needed capital improvements to the primary taxiway to address asphalt cracks and other potential

safety issues. The project was completed under-budget and ahead of schedule and received 97.5% funding from federal and state sources.

The Commission is facing increasing costs for the law enforcement officers required to be on-site when TSA personnel are active. The federal funding for this FAA mandate has decreased dramatically over the past few years. Airport manager Butch Lisenby and Airport Commission and Chief of Police Jeff Jaran along with our law enforcement partners have been working diligently to find a long-term solution to this funding issue.

The Commission wishes to thank airport manager, Butch Lisenby, for his continued oversight of daily airport operations. Finally, we want to thank the people of Provincetown for their ongoing support which keeps the airport open and operating as a vital transportation link for the Town's businesses and residents.

*Respectfully submitted,*

**Heath Gatlin**

Chair

## Beautification Committee

Under the Chairmanship of Todd Westrick, the traffic islands in Town were cleared and replanted. Town trees were pruned and trimmed and the playgrounds cleared. When Todd resigned, Barbara Rushmore was elected Chair. During the year, Mary Ann Powers, Paul Hall, Sheila LaMontagne and Elspeth Vevers all served and left the Committee. We also noted with sadness the death of Wendy Everett, a founding member of the Beautification Committee.

The calendar year 2012 was a very productive one:

- Ross Sormani has served as Financial Secretary. With the generous bequest from Neil Toille of \$16,800 and the generous support of the VSB of a \$15,000 budget, the Beautification Committee improved Lopes Sq. by removing a bench facing the garbage cans and had Building and Grounds install three 8-ft. benches. Under Bill Docker, Lopes Sq. was steam cleaned and flowers were planted in half-barrels and in the fall, evergreens.
- A Shademaster Honey Locust tree was planted on Standish St. outside Lewis' Ice Cream Shop. The Building and Grounds planted and the Highway Dept. prepared the site.
- Ghee Patrick was able to reach Bill Whitney, who had designed the Waterfront Park, Grace Hall Parking Lot and the Pilgrims' Landing Park and he was hired to design the Bus Stop areas and the Waterfront Park. The Waterfront Memorial Park was renamed Fishermen's Memorial Park with the Board of Selectmen's approval. With the cooperation of the DPW, connections for 400 ft. hoses were made at the site.

- Richard Waldo, DPW Deputy Director, drew the plans for the walkway at the Bus Stop, which went out on bid and was completed by a local contractor, Hal Winard, as well as a short connector from the Main Parking Lot to the Fishermen’s Memorial Park walkway.
- The Bicycle Committee wanted the easternmost area near the Men’s Room for bike racks for 60 bicycles. Our Committee met on site to find more suitable locations which were welcomed by the Bicycle Committee and the Beautification Committee was thanked.
- The planters at Ryder and Bradford Sts. for the new 3-way stop sign were planted and cared for by the Building and Grounds, who also planted replacement trees at the waterfront.
- Dot Freitas was able to arrange the return of the Gallerani Bench to the Library.
- The repaving of Commercial St. project accepted the Beautification Committee’s suggestion of squaring the sidewalk at Ryder St. Ext. and Commercial St. since there is now no right hand turn onto Commercial St. The engineers wanted to improve the sidewalk in front of Town Hall with tree grates and have replaced our street trees with Princeton American Elms, 4 in front of Town Hall and 3 across from the Post Office.
- Trellises for roses have been built by Tony Lemme of Building and Grounds and installed on the toilet and pumping station buildings.
- Our newest member Vince Breglia has drawn a plan to upgrade the plantings at the Old Library.

*Respectfully submitted,*

**Barbara Rushmore**

Chair

## Cemetery Commission

In 2012 the Cemetery Commission held eleven regular meetings and one special meeting (appearing before the Board of Selectmen.) As in prior years since the Commission was re-constituted in 2008, we believe that we have made significant progress in a number of important areas. The greatly needed expansion project at the Alden Street Cemetery has been essentially completed, with the relocation of the NStar power line which formerly ran across the area to the Cemetery office and garage, and the laying out and computer-mapping of the approximately 200 available new lots by the Town’s MIS Department. The MIS survey work also identified an additional 50 or so unsold lots in the already developed areas. As a consequence, it has been possible to lift the previously imposed moratorium on sales of burial spaces. We have begun to examine the possibility of creating a “columbarium” – a structure or landscaped space to receive cremated remains, an increasingly favored resting place choice. We intend to seek public contribution to this discussion and have commissioned and received a professional study of the concept.



The preservation and restoration of our historic Winthrop Street Cemetery has proceeded, but not without its fits and starts. Such is the way. Our previous Community Preservation Act grant was successfully expended to fund the creation of a Master Conservation Plan and for emergency repairs of a number of at-risk stones and monuments (Project #1). In 2012 the Community Preservation Committee (CPC) recommended, and Annual Town Meeting approved, a further grant of \$40,000 for Project #2, the further necessary work on deteriorating stones as identified in Project #1. To our regret, the statutory Request for Proposals procedure which we employed for this highly specialized work was challenged by an unsuccessful proposer, and a State Attorney General's Office ruling has compelled us to go to a public bid process, as is used for construction projects. This delays work until spring, but it will go forward, and in the meantime we have submitted a CPC grant application for funding of Projects #3 and 4 of the Master Preservation Plan, involving dune preservation, handicapped access, informative historical signage and the like. Please take note that as well as any restoration project may succeed, it will be wasted if maintenance and clearing of overgrowth and undergrowth is not continued in future years and by future generations. While the immediate needs for preservation at the Winthrop Street Cemetery are being addressed, the Commission is also realizing and beginning to address the needs at the Hamilton and Gifford Cemeteries on Cemetery Road, as well as at the Alden Street Cemetery, where there are also deteriorating stones and even many flat on the ground.

To our great satisfaction, all sales of burial spaces, maintenance of a permanent, reliable data-base of ownership, and recording and handling of funds have now been regularized and centralized in the Town Clerk's office.

Investment of the Cemetery Perpetual Care Trust Fund was transferred in mid-year from Merrill-Lynch to a firm called Bartholomew, which also handles the Town's High School Scholarship Funds. We are encouraged by progress in our continuing work on what have been vexing problems of reporting and accounting for the handling of Cemetery funds, and in this endeavor we have had the great assistance of Municipal Finance Director Dan Hoort.

On a new and inspiring note has come the suggestion of Provincetown poet Dennis Rhodes that we commemorate, with a memorial stone and plaque, perhaps at the Winthrop Street Cemetery, those victims of the 18<sup>th</sup> Century smallpox epidemics who lie buried in a remote, yet said to be sacred-feeling, place out on National Seashore lands. Their expulsion from the community in their time of greatest need stands so greatly in contrast to our community's embrace of victims of the AIDS epidemic of the 1980's and '90s that we hope, with public support, in this way to make some amend. A Cemetery Gift Fund has been established, to which tax-deductible contributions may be made c/o the Town Clerk's Office.

Our thanks for assistance are due to Tony Lemme, our Cemetery Superintendent, and to our Town Manager, Sharon Lynn, Assistant Town Manager, David Gardner, Grant Coordinator, Michelle Jarusiewicz, Lynne Martin of MIS, the members of the Steering Committee for Winthrop Street preservation and, invaluable, Americorps for volunteer work clearing at Winthrop Street. Our appreciation also to Sebastian Araujo, who has resigned membership on the Commission, and welcome to Rev. Jim Cox, who, has assumed full-time membership.

*Respectfully submitted,*

**Richard B. Olson**

Chair

## Conservation Commission

The Provincetown Conservation Commission's responsibility is the administration and enforcement of the Massachusetts Wetland Protection Act and the local Provincetown Wetland Protection Bylaw. In addition the Commission is responsible for the management of several Town owned conservation and open space lands. Five Commissioners comprise the Provincetown Conservation Commission. During most of 2011 the Commission had two alternate vacancies. The Commission holds its meetings the first and third Tuesday evening at 6:30 p.m. at Town Hall. Meetings are posted and public comment is welcome before each meeting agenda.

The Commission's goals and objectives include; increase open space and conservation lands; encouragement of environmentally sound construction, smart growth, and use of "green" living principles; promotion of awareness, appreciation and understanding of the Wetland Protection Act, Provincetown Wetlands Bylaw and its regulations; promotion and participation in constructive interdepartmental communication; passage and implementation of effective definitions and regulations; effective management of Conservation properties; maintain consistency in permitting and compliance; continued collaboration with the Open Space Committee and the Provincetown Conservation Trust on implementing land management plans; utilizing the important Land Bank Funds to maintain and enhance open space and conservation lands, continued growth in competence through education and training; continued assessment and expansion of conservation agent services to support the fulfillment of the Commissions' mission; and to continue developing avenues of funding and grant opportunities to support the Town's conservation and natural resources program.

The Commission is very pleased to have the services of a part-time Conservation Agent. This position has allowed the Commission to expand its programmatic initiatives and to more efficiently address the conservation and natural resource needs of the community. With the expanded services provided through this

position the Commission has been able to apply for and receive several grant awards in 2012. Most notable is a grant awarded for an AmeriCorps Individual Placement. This grant provides for the services of Senja Melin, an AmeriCorps services member and covers two days a week through the end of FY 2012. Ms. Melin works with the Health and Environmental Affairs Manager and the Commission to implement various land management plans and several environmental projects and also works on emergency preparedness planning.

The Commission has had a very busy and successful year. Several projects have been completed and several new initiatives are underway. The Commission received a grant from the Visitor Services Board to improve the town landings to provide citizens and visitors with information and to grow eco-tourism. The B-Street Garden now has a total of 58 community garden plots. The B-Street Advisory Group was reformed in 2012 and is working hard to advance the protection and passive use of this conservation park and community garden. A solar power irrigation pump continues to be used at the garden and was made possible through the generosity of community members and local master electrician Bernie Piantedosi.

The Commissioners continue to attend trainings and seminars sponsored by the Massachusetts Association of Conservation Commissions to broaden individual knowledge of the Wetlands Protection Act and to gain experience in effectively managing and implementing their regulatory duties and to enhance the Commission's functionality at the local level. The Provincetown Conservation Commission looks forward to another productive year in 2013.

*Respectfully submitted,*

**Dennis Minsky**

Chair

## Harbor Committee

The first revision to the 1999 Municipal Harbor Plan was approved by the DEP in February. The DEP has restarted processing Chapter 91 applications which we review as needed. The operation of the new beach rake has been successful. The review of the beach by a Coastal Beach Environmental Monitor required by the Conservation Commission in the Order of Conditions has provided us with a preliminary report submitted last fall. The initial report indicates natural physical factors (precipitation, tide height) have a stronger impact than raking on many of the variables monitored in this study. A multi-year study is necessary before any conclusions can be made with confidence.

Some of the items we are working on this year are the creation of a Beach Management Plan with the Conservation Commission. At this writing we are waiting for approval of a grant to facilitate the public process of the Plan. This

process will aid the town in allocating resources for various uses and identifying areas for conservation, protection and mitigation. We will be reviewing the Harbor Regulations relative to boat winter storage on the waterfront beach, possible requirements for liability insurance, determine the need to helix mooring rules and address a need to provide more kayak storage racks once the quantity, location, cost and construction have been determined. We are also looking into the creation of a marked swimming lane to reduce the potential of boating/swimmer accidents as requested by some citizens. This year we say thank you and will miss Roger Chauvette and welcome the new member Carla Anderson to our committee.

*Respectfully submitted,*

**Jerry Irmer**

Chair

## Open Space Committee

The Open Space Committee is composed of a group of appointed volunteer citizens whose primary responsibility is the recommendation of expenditures from Land Bank funds, which result from a 3 % surcharge on Provincetown property taxes. These Open Space recommendations, which are presented to voters at annual and special town meetings, involve the acquisition of undeveloped land in Provincetown for the purposes of conservation and passive recreation.

The Open Space Committee investigates undeveloped properties within the town, and evaluates their relative merits for acquisition. The criteria that the committee employs in these evaluations include the following: the wildlife habitat value of a given property, the adjacency of a given property to other conservation land, and the risk of development. The committee also attempts to achieve a balance of conserved land in terms of its location throughout the town, that is in both east and west ends of town.

The Open Space Committee cooperates with other town boards and related groups in its efforts, including the Provincetown Conservation Commission, the Provincetown Community Preservation Committee, and the Provincetown Conservation Trust. In particular, the committee works in conjunction with the Commission and the Trust in the stewardship and maintenance of land acquired with Land Bank funds; 3% of this fund (that is 3% of the 3% surcharge) each year is reserved for this purpose.

The Open Space Committee was involved in two land preservation projects in 2012: the 17.3 acre Dune's Edge Campground, for which a Conservation Restriction was approved at Annual Town Meeting, and the 2.3 acre Sateriale property on Snail Road, the purchase of which was also approved at Annual

Town Meeting. The finalization of these two projects is still pending. The committee was also involved in the ongoing stewardship of existing Town properties, especially the B Street Community Garden, the 2.3 acre property off Browne Street, which was acquired in 2009, as well as other parcels around town, at which informational kiosks were erected. The committee also spent considerable time and effort updating the Town's Open Space Plan, which will include an expanded description of the Provincetown Greenway.

*Respectfully submitted,*

**Dennis Minsky**

Chair

## Department of Public Works

**Department of Public Works (DPW) Administration:** We have always attributed our high level of performance as an organization in service to the public in terms of the dedication of our personnel. In April of 2012 this organization witnessed the untimely departure of an individual who for many years had influenced the workings of the department and had had a major influence on the many successes. Sandra Turner's legacy will be one of accomplishment, dedication to public service, and a willingness to drive forward projects critical to the benefit of this town. For that she is thanked. For that she will be remembered.

**Buildings and Grounds:** Under the direction of Foreman Tony Lemme, this division performed several hundred work tasks. Tony's influence and abilities, supported by his crew, now perform the custodial duties at the police station and the Veterans Memorial Community Center as well as the other town buildings. As for projects, town benches have been repaired and restored. Town hall doors are being refurbished and if you want to witness pride in ones' work, watch the level of professional detail Stephen Martin applies to those priceless doors. This crew is also engaged with bathroom refurbishment at the library. One of the results of their handiwork is the new trellis work at the Comfort Station. Add to that the work on Firehouses #2 and #3, assisting with the expansion of our cemetery property, and performing burials gives you the never ending list of work accomplished.

**Highway:** Highway Foreman Ray Duarte and his able crew perform all work associated with roads, signage, drainage, snow and ice, and now beach raking. Beach raking, as well as a concentration with beach clean-up as co-coordinated by Rex Mackenzie, Pier Manager, displayed a new importance with our caring of our shoreline and near shore area. Ray's skilled staff of seven plus two seasonal workers manages a half million dollar budget that includes maintenance of all Town-owned vehicles, assisting all other town departments with manpower and equipment, as well as line painting and sweeping. Highway also assists the Shellfish Warden several times each year and was instrumental in providing the

school system with needed assistance for their playground construction project. In times of need owing to natural causes such as storms, flooding, power outages, etc., our police call Ray first on account of his resourcefulness and the resources available under his command.

**Transfer Station and Sanitation:** Transfer Station Foreman Scott Bronsdon and Sanitation Foreman Larry Smith exhibit a “can do” spirit with the less-than-glamorous duties of waste handling and waste pick-up. Importantly, this year will be a transitional year for operations at the Transfer Station and with pick-up. The second hopper went on-line last August allowing for single-stream recycling to take a foothold. Discussions are being held with recycling vendors to incorporate cardboard into this single stream. Pay As You Throw (PAYT) is under review by both the Recycling Committee and DPW staff. Stay tuned for further reporting on these developments.

Although the Town has a license that allows us to handle a maximum of 5,000 tons annually at the Transfer Station, we have yet to exceed that threshold. Indeed, with the institution of the new recycling program as brought forward by staff and the new Recycling & Renewable Energies Committee in July 2007, we have seen a noticeable decrease in waste tonnage (as shown on the table below) and a corresponding increase in recycling. In 2012, we again experienced a decrease in waste tonnage shipped to SEMASS but without a corresponding increase in recycling. In fact, we are now witnessing a decrease in recycling, which is believed to be caused by larger waste haulers picking up commercial waste and disposing of it somewhere else instead of using our Transfer Station. Additionally, some local haulers are taking commercial cardboard directly to the Bourne landfill.

<u>YEAR</u>	<u>TONNAGE [to SEMASS]</u>
2004	4,575
2005	4,340
2006	4,255
2007	4,129
2008	3,563
2009	3,351
2010	3,334
2011	3,069
2012	2,993

**Wastewater:** Phase 3 process modifications at the Treatment Plant will be completed during 2013 and early 2014 prior to the summer peak flow period for 2014. These process modifications will allow the Town to increase the MassDEP Ground Water Discharge Permit (GWDP) limit in 2014 from 575,000 up to 650,000 gallons per day (gpd) for the “maximum daily flow” (MDF) and then, once the

second stage process modifications are completed, to a new maximum limit of 750,000 gpd before the summer of 2016.

The Treatment Plant successfully processed a record 468,000 gpd MDF during Carnival in August 2012. Once the additional approved flow for Phases 1-3 has been added to the system, the anticipated MDF will be approximately 600,000 gpd. This means that the Treatment Plant will continue to have sufficient capacity to add flow for important Town priorities including municipal facilities, economic development and affordable housing, as well as to serve any areas that are approved for Phase 4 sewer extensions and “late comer” hook ups to the existing system. Based upon the historical data, a 10-year reserve of 5,000 gpd a year for Growth Management Zoning By-Law approvals on the sewer system has been established as described below, which will still leave approximately 200,000 gpd of Title 5 design flow capacity at the plant and for the effluent disposal beds, which capacity can be used for other Town priorities, sewer extensions and late comer connections.

This higher permitted limit at the Treatment Plant will allow the Town to serve approximately 80% of the total flow and 50% of the properties in town. Since most of the remaining properties have newer Title 5 systems and are located in areas that are much less cost-effective to serve, it is not anticipated at this time that the approved MDF limit will need to be increased again until the Treatment Plant’s scheduled 20-year upgrade in 2023.

**Water Department:** The water system continues to operate smoothly, particularly during the critical summer peak period, due to the efforts of the Water Department Superintendent and his staff. Unaccounted-for water (UAW) for calendar year 2012 was approximately 19.7% of the total water pumped, which was similar to the 20% recorded for calendar year 2011 but a substantial improvement from the approximately 30% UAW number for both 2009 and 2010. The improvement in UAW is reflected in the decreased total water pumped as shown in the table below. The Water Department continues to inspect and correct unacceptable water service installations as a part of all routine department activities and will continue to work with the Water & Sewer Board on the necessary education and enforcement procedures that are required to ensure that the Town can meet MassDEP’s goals for UAW. The leveling off in the reduction in the amount of UAW for 2012 underscores the importance of maintaining the leak inspection, detection and management program as part of the ongoing activities of the Water Department in order that UAW may be brought down to levels that are acceptable to MassDEP. In order to advance this critical UAW reduction program, the Water Department has requested \$70,000 a year for new meters, \$40,000 a year for meter pits, and a one-time expenditure of \$55,000 for an excavator to be used for the meter pit construction. The new meters will allow the Water Department to replace all meters every 10 years while the meter pits will allow the

Department to replace and/or relocate meters that are more than 50 feet from the curb stop and which have been found through the inspection program to have a higher likelihood of contributing to future service-line leaks.

**Monthly Water Withdrawals by Year**

	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Jan	13,145,491	18,405,920	15,182,541	11,807,478
Feb	12,072,346	13,525,815	14,386,412	11,178,382
March	12,468,720	16,858,952	17,182,810	16,064,382
April	15,514,831	16,972,565	15,875,722	16,539,610
May	23,122,300	21,437,215	21,960,236	19,582,101
June	26,578,260	28,175,326	24,618,793	24,951,407
July	36,705,558	41,251,181	35,302,797	38,365,399
Aug	41,446,757	42,376,841	34,183,997	36,442,442
Sept	29,104,171	29,508,348	22,008,571	24,597,789
Oct	22,725,236	22,845,990	17,272,303	16,673,337
Nov	14,801,419	16,547,382	11,566,006	12,889,670
Dec	16,115,145	15,637,233	10,966,845	11,500,354
<b>TOTAL</b>	<b>263,800,234</b>	<b>283,542,768</b>	<b>240,507,033</b>	<b>240,592,331</b>

Over the past few years the Water Department has been the beneficiary of multiple grants and loans from the U.S. Department of Agriculture Rural Development Administration (USDA) and the MA Community Development Block Grant program (MCDBG). During 2012 the Town received an additional \$635,000 grant from MCDBG that will be used to cover the cost of the new water line from the North Union Field well field to the existing distribution system at South Hollow. The Town has now received in total \$1,385,638 in grants from MCDBG, \$7,364,000 in grants from USDA and \$3,666,000 in low-interest 40-year loans from USDA to fund the water improvement programs. All of the grant-funded water improvement programs have now been completed with the exception of the ongoing construction work at Knowles Crossing and North Union Field. During 2012, all of the remaining permits and approvals for both the Knowles Crossing and the North Union Field projects were obtained, construction bids were received and the low bidder for both of the projects, R. B. Our, commenced construction in August. The North Union well field is expected to be in operation by late spring of 2013 and the Knowles Crossing Water Treatment Plant is expected to start up by the end of 2013. Once the North Union Field water supply source is on line in the spring of 2013, the Town will have fulfilled its DEP-mandated obligation to provide for a “redundant” water supply source, which will mean that in the future the former North Truro Air Force Base wells located within the Cape Cod National Seashore will only be needed on a true emergency basis.

**The Mission of the DPW:** During 2012 Richard Waldo was hired as Deputy Director and Sherry Prada was elevated to Operations Director. This new talent allows us to serve even better the committees we support; to seek even more



grant opportunities; to assist all other town departments with the expected baseline data; to restructure once again how we sweep, clean, operate, plow, plant, expand or diminish services, paint, repair, supervise six divisions; and to attend to all matters DPW.

*Respectfully submitted,*

**David F. Guertin**

Director

## **Recycling & Renewable Energy Committee**

While it is the belief of the Committee that we can always do more, 2012 has brought us two major accomplishments: The designation of Provincetown as a Green Community, and the implementation of Single Stream recycling throughout Town. There were five components that the town had to implement in order to be designated a Green Community. The first and second components were to adopt a by-law that would allow as of right siting for renewable or alternative energy and an expedited permitting process for such installations. This was voted and approved by Town Meeting. The next component was to put in place a 5-year energy reduction plan for municipal buildings. To meet this goal, many hours were spent by town staff and our Americorps volunteers to input data of power usage to establish a baseline year from which we could measure the anticipated 20% reduction of power usage. Town already had in place a policy for the replacement of fleet vehicles, which was the fourth item and lastly Town Meeting voted to adopt the Stretch Code, an updated building code for Massachusetts with the intended result of increasing the life cycle costs of municipal holdings. Brian Carlson, the Town's Health Agent, coordinated the effort and worked with the Committee to accomplish this major feat and we recognize and thank him for his efforts. The Town received its official designation on December 2, 2011 and received a check for \$143,600 as a grant from the Massachusetts Department of Environmental Protection Office of Energy and Environmental Affairs. As a designee, the Town will be available for additional grant monies in the future. The grant monies were used to replace the boiler at the Veteran's Memorial Building as it had outlived its useful life and in addition to replacing the boiler, the Town will benefit from the energy efficiency of the new boiler in reduced energy costs for years to come.

Single Stream recycling (the ability to mix paper, plastic, glass and metal in one recycling bin) began as a pilot program from the fall of 2011 through the fall of 2012 when all components of the equipment needed for efficient handling of recycled materials became fully operational. Now we need to increase the amount of recycled materials by getting them out of the trash and into recycle bins. To that regard, the Committee included an insert with a town-wide mailing that informed residents of what materials were able to be recycled through the curbside pickup program and what materials could be recycled directly at the Transfer

Station. The Town's website now has a link to a page that is up-to-date with what, where and how to recycle. Sandy Turner at DPW became an asset to the Committee in beginning the Single Stream program and she is sorely missed. In addition, we would like to thank everyone at DPW who has helped us further our town goals. A continued public outreach and education program is planned going forward. Besides just being the right thing to do, we need to do all we can to reduce trash as it is an expense to the Town to haul it away. There is no cost for the hauling of recycled materials and there is even the opportunity to increase revenue through our recycling program.

The costs of hauling trash are expected to increase two to three times what it has been when our current contract with SEAMASS expires. The Town has entered into negotiations in conjunction with the Cape Cod Commission that is representing other Cape communities as well. The new contract will become effective July 1, 2015 and the costs are estimated to double or perhaps even triple) what they are today. The Committee continues to explore ways to increase town-wide recycling by placing a recycle bin next to every trash can located throughout the town. Recycle bins have also been placed in all town buildings. Together with increasing commercial establishment recycling, private hauler recycling (for condominium associations with 8 or more units) and residential and rental properties. The Chair of the Committee met with both the PBG and the Chamber of Commerce and will continue to work with members in this regard.

In connection with the Cape Light Compact (CLC), the Town had planned on piloting the use of LED lighting this fall, however this has been put off until early in 2013. The pilot program will place 4 LED lights on Commercial Street from Ryder to Standish Streets for the commercial district and 4 lights on Court St. between Bradford and Winthrop Streets for the residential district. The lights will be up for 4 to 6 weeks so that residents can see how they look. CLC is offering a program whereby changing over all street light fixtures to LED can be done at no cost to the Town. The additional savings of replacing the town's 427 streetlights will be considerable. Also, the LED bulbs have a much greater lifespan and therefore replacement costs for bulbs will also be reduced.

We would like to remind residents that CLC offers the following programs whether you rent or own your home:

- FREE home energy assessment, with no cost for compact fluorescent light bulbs and air sealing.
- Generous incentive and resources to make weatherizing your home and installing energy efficient upgrades affordable.
- Enhanced incentives for income eligible residents.
- Special programs for renters, landlords, multi-family homes and new construction.
- Rebates on energy efficient products.

- Innovative pilot programs that can substantially increase your money and energy savings.
- Zero/low-interest HEAT Loan through Mass Save® to help install energy efficient home improvements.

We strongly encourage eligible residents to avail themselves of these programs.

Developments on the alternative/renewable energy front are not proceeding as quickly as we would like (i.e. yesterday), however we continue to work with the Cape and Vinyard Electric Cooperative (CVEC) to install renewable energy products. CVEC has moved away from wind projects due to efforts of a fringe group that has organized opposition to any wind projects on the Cape. It is unfortunate that the misguided work of a few have prevented us from availing ourselves of this abundant and clean energy source. Through CVEC the Town put in applications for 6 sites in town for small, ground-based solar projects. The only site to be accepted was the Transfer Station and the folks up there have worked to make space for a 814 solar panel array. The supplier of the PV panels is running 12-18 months behind and therefore our project is delayed further. The estimated savings to the town, once the array is up and working is \$12,000 to \$22,000 per year over the next 20 years.

The Committee is looking forward to working with the Historic District Commission (HDC) in their efforts to develop a policy for solar panels. As a reminder, the Zoning By-Laws were changed to allow as of right siting for solar installations and therefore the HDC needs to address the issue as 53% of the structures in town fall within the Historic District. It is our sincere hope that the HDC will adopt a progressive policy in this regard.

In the end, it is the responsibility of each and every one of us to increase our recycling to the highest level possible. What this looks like generally is 2 to 4 times the amount of recycling as trash. It is also our responsibility to reduce energy consumption at every opportunity: turn out lights, keep thermostats at a reasonable level, drive less and drive more efficiently. Looking forward to 2013, the Committee will continue to work at these goals: increasing recycling, reducing energy and bringing as much alternative, clean, renewable energy online as soon as possible. If climate change and caring for the environment are not a driving force for you, perhaps lowering our tax bills will be your motivation. We would like to thank everyone for their efforts in this regard, especially David Gardner as he has been instrumental in providing information and being supportive of our goals.

*Respectfully submitted,*

Amy Germain

**Outgoing Chair**

Lydia Hamnquist

**Chair**

<b>Water &amp; Sewer Board</b>
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This board met 6 times; reviewed and acted on 42 abatements requests, approved 14 sewer flow revisions, approved 37 requests for Water/Sewer Bill exemptions [Code MGL 41A Elderly Exemption] for those meeting this exemption as administered by the Board of Assessors, and finally, certified the Peak Billing Commitment and the Off-Peak Billing Commitment to the tax collector. It remains the consistent policy of this board that abatements will not be granted for fixture related leaks.

Statutory Actions by the Water & Sewer Board

	Abatement Requests	Water Approved	Water Denied	Sewer Approved	Sewer Denied	Sewer Flow Revisions
February 2, 2012'	11	8	1	2	0	0
March 22, 2012'	3	1	1	0	1	0
May 17, 2012'	4	2	0	2	0	7
July 12, 2012'	21	16	1	3	1	5
August 23, 2012'	3	3	0	0	0	0
November 8, 2012'	0	0	0	0	0	3

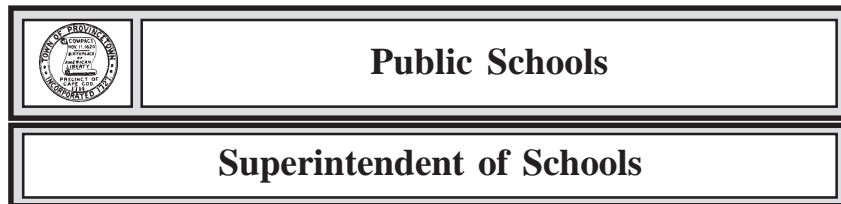
This was also our first full year with the Truro complement serving on this board and acting on all matters related to the water system that serves all of Provincetown and parts of Truro. These new members; Kevin Kuechler, Shannon Corea, and William Worthington, as appointed by Truro, served their constituency well and we can say that this entire board remains committed to protecting this precious commodity we call potable water. Another structural change was the appointment of Alternate Member Kathy Meads to full membership status per her request.

2012 also saw the start of the construction program that will bring an additional pumping source, North Union Field, on-line in early 2013 and the Knowles Crossing Membrane Filtration Facility on-line in early 2014. Both projects, North Union Field that addresses water quantity, and Knowles Crossing that addresses water quality, are testaments to the capital investments needed now to better serve the future and, due to 7 million dollars in grants, without the need for the consideration of a rate increase.

*Respectfully submitted,*

**Jonathan Sinaiko**

Chair



2012 was a very busy year for Provincetown Schools. There were unusual challenges, exceptional accomplishments and substantial changes. This was a year requiring flexibility, resilience and creative problem solving throughout the school community. 2012 began with our Early Childhood Center – 2 Pre School classes for three and four year olds, and Wee Care- a financially self sufficient child care program for infants and toddlers - needing to vacate the **Veteran’s Memorial Elementary School** and temporarily relocate into PHS. The heating system at VMES had unexpectedly failed. By the time our littlest students returned to The Early Childhood Center, the building had become the **Veteran’s Memorial Community Center**. Sandra Bostwick, long time pre school teacher announced her retirement in 2012 and we welcomed Nancy Gross and Amy Dinger to Wee Care in Provincetown.

Additional personnel changes occurred in 2012. Our **Middle Years Program** welcomed Jessie Ceraldi and Brendan Dillon to the staff. Teaching science and math, respectively, they bring new energy to the team and innovative approaches to instruction. Carrie Hernandez is teaching all of us Spanish. She works with all students Pre K –grade 8 and selective members of the class of 2013. In our quest to become a bilingual school, teachers are also learning Spanish from Ms. Hernandez. Michelle Carrera, our 2<sup>nd</sup> grade teacher, came to us directly from Mexico bringing a new international connection and perspective with her. Also new to Provincetown Schools is Ann Marie Chang, a highly skilled speech and language pathologist and Scott Nagel, our technology integration specialist. And speaking of technology, our students in grade 4, all Middle Years Program students, and members of the class of 2013 have been assigned individual mac books; our classrooms are all equipped with interactive white boards; younger children have access to ipads and mac books and we have a complete computer lab of desk tops. Teachers are integrating technology into the curriculum, into inquiry, and as instructional supports for students.

2012 brought us forward in our pursuit of **International Baccalaureate** authorization for both the **Primary Years Program** and the **Middle Years Program**. This rigorous, highly respected, globally recognized, international community of schools focuses on developing inquiring, knowledgeable and caring young people who help to create a more peaceful world through active, intercultural understanding and respect. Provincetown will be the first Pre K – 8 **International Baccalaureate Program** in Eastern Massachusetts.

Special Town Meeting 2012 awarded Provincetown Schools the funding needed to restore and repair the exterior envelop of **Provincetown High School**. This is a greatly appreciated vote of respect for the building. Built in 1931, this 81 year old structure has never had an exterior restoration. Provincetown High School has become home to students in grades K-8 and our last senior class, the Class of 2013. Current and future primary and middle year's students will enjoy the new playground built in 2012 adjacent to PHS.

The Class of 2012, in the PHS tradition, offered *The Princess and the Pea* as the Senior Class play. It was a resounding success as was the Spring Musical, the Jr. "ANNIE". 100% of the Class of 2012 was accepted to colleges. 2012 was the year of the final Junior Prom held at the Harbour Lounge. Beginning with 2013, we will be hosting Alumni Proms; June 8<sup>th</sup> 2013, will be the 1<sup>st</sup> Alumni Prom at Town Hall. There were several new and continuing experiences with our community partners. Through the generosity of the Peaked Hill Trust, Provincetown Schools had access to a dune shack for 2 weeks in 2012. Students, staff and families were awed by this amazing experience so close to home. Tennessee Williams Theater worked with and performed for students as PHS housed the Festival in 2012. PAAM extended its work with Provincetown Schools in 2012 to include Pre Schoolers thanks to Robert Speiser's initiative. Students and staff participated in the 2012 Fitness Challenge, and Community Education returned to Provincetown after a long hiatus, offering the larger community a plethora of interesting things to learn do and create. Long established partnerships with FAWC, CCC, Monument Museum, OCHS, PTV, WOMR, Seashore Point, local artisans and authors provided Provincetown Schools unique opportunities for learning and serving our special community. **In 2012 Provincetown Schools' student population grew by 25%!**

*Respectfully submitted,*

**Beth Singer**

Superintendent of Schools

### Report of School Employee Earnings

Name	Began Service	Education	FY 2012-13 Salary
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Superintendent of Schools/Special Education Coordinator

Dr. Beth Singer	2009	Univ. of Toledo B.S. Central Conn.State Univ. MS Spec. Ed. Univ. of Mass. Ed.D. (Coordinator funded by SPED Entitlement Grant)	\$70,000.06
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District Principal

Kim Y. Pike	2009	Univ. of Vermont B.A. Lesley Univ. M.Ed.	\$101,846.16
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Worcester State College Educational Administration Certificate

Name	Began Service	Education	FY 2012-13 Salary
District Social Worker			
Maryann Campagna	2002	Lesley College B.S. Rhode Island College MSW	\$47,256.86
School Psychologist			
Margaret Donoghue	2007	BC B.A., M.Ed., CAES St. Michael's College C.A.S.	\$33,696.79
Pre-School Teacher			
Kelly Lindsay	2006	Ohio State U B.S. Ashland University M.Ed. Longevity	\$63,232.93  \$6,845.00
Pre-School Teacher			
Sandra Bostwick	1979	Corning CCollege A.A. SUNY @ Cortland B.A. Longevity	\$63,931.67  \$3,200.00
School District Nurse			
Kristen Shantz	2009	(Partially funded from ELE Revolving) Cochise College, A.S. R.N. Massachusetts	\$42,363.36
Superintendent's Office:			
Administrative Assistant/Human Resources			
Laura Grandel	2011		\$46,104.71
Administrative Assistant/Business & Finance			
Betty White	1986	Longevity	\$74,560.72 \$2,600.00
Bldg. Based Adm. Assistant			
Judy Ward	1998	Cape Cod Community College Mohegan CC Longevity	\$49,975.06 \$1,300.00
Kindergarten Teacher/Assist to School Principal			
Elizabeth Francis	1994	Boston College B.A. Lesley College M.Ed. Longevity	\$82,179.39 \$800.00
Title I Math Specialist			
John Vosburgh	2010	Univ. of Delaware B.S. Gratz College, M.Ed. ( Partially funded Title 1 Grant)	\$66,852.86
Teachers			
Judy Ainsworth	1983	Keene State College B.S. Longevity	\$64,106.67 \$2,400.00

190	Public Schools	Town of	
Name	Began Service	Education	FY 2012-13 Salary
Rebecca Yeaw	2008	Univ. of Rhode Island B.A. Rhode Island College MAT	\$53,432.19
Nellie Lukac	2008	Bristol Comm. College A.A. Bridgewater State College B.S.	\$28,218.78
Michelle Carrera	2012	School for International Training, M.Ed. Smith College, B.A.	\$25,094.52
Helena Ferreira	2000	Smith College B.A.	\$60,252.87
M. Valerie Valdez	1999	Univ. College of Dublin B.C.L Lesley College M.Ed.	\$69,972.70
Physical Education Lisa Colley	2002	Salem State B.S. Fitchburg State College M.Ed.	\$65,923.19
Library Assistant Valerie Golden	2001	Longevity	\$26,289.81 \$900.00
District Cafeteria Claudia Colley	2000	Longevity	\$24,926.14 \$1,000.00
Brenda Costa	1984	Longevity	\$24,895.10 \$2,500.00
Cynthia Lambrou	2002	Longevity	\$18,883.13 \$1,000.00
Custodial Staff: Coordinator Buildings and Grounds Larry Brownell	1975	Longevity Overtime:	\$54,272.27 \$3,075.00 \$237.18
Jill Sawyer	1999	Longevity Overtime:	\$50,108.30 \$1,000.00 \$1,261.87
Michael Smith	1977	Longevity Overtime:	\$49,566.38 \$3,075.00 \$215.64
Provincetown High School Guidance Counselor Helen Niedermeier	2011	Georgetown Univ. A.B. Castleton State College M.A. Ed. University of Vermont Ed. D	\$30,941.88



Name	Began Service	Education	FY 2012-13 Salary
Teachers			
John Hanlon, Jr.	2000	Cornell Univ. B.S., Boston Univ. M.Ed. Bridgewater State College, M.Ed.	\$52,066.57
Jessica Ceraldi	2012	Syracuse Univ. B.F.A	\$13,181.20
Nathaniel Bull	2003	SUNY College @ Oswego B.S.	\$40,582.02
Amelia Rokicki	1995	Univ. Mass. B.A. Simmons College M.S. Longevity  Salem State College CAGS Ed. Leadership	\$85,189.78  \$800.00
Carol D'Amico	1988	Emmanuel College B.A. Cambridge College M.Ed.	\$59,370.22
Nancy Flasher	1997	Lesley College B.S. Antioch New England M.Ed. Salem State College, CAGS Ed. Leadership (Partially Funded by School Choice)	\$80,214.79
Peter Codinha, Jr.	1981	Yankton College B.A. Univ. of So. Dakota M.A.	\$11,633.39
David C. McGlothlin, Jr.	2006	Emory and Henry College B.A. George Mason University M.A.	\$53,482.34
Emily Edwards	2007	Wheaton College B.A.	\$31,355.94
Caryl Hernandez	2012	Columbia Univ. NY M.A. Pennsylvania State Univ. B.A.	\$14,835.33
David Kenline	2011	SSUNY College of Potsdam B.A.	\$27,868.78
Brendan Dillon	2012	Mass. College of Liberal Arts B.A.	\$21,243.15
District Media Specialist			
Melissa Yeaw	2010	Rhode Island College B.A. Emerson College M.MA	\$28,289.87
Technology Integration Specialist			
Scott Nagel	2012	Adelphi University M.A. University of Minnesota B.A.	\$18,333.37
District Music Teacher			
Eleanor Lincoln	2010	Univ. of Mass. BA Music	\$35,944.72

<b>Name</b>	<b>Began Service</b>	<b>Education</b>	<b>FY 2012-13 Salary</b>
District Art Teacher			
Lisa B. Fox	1977	Univ. of Mass B.F.A. in Ed. and Art Longevity	\$36,992.87 \$3,200.00
Special Needs Department			
Special Needs Secretary/District Receptionist :			
Ben Williams	2011	Univ. of Massachusetts B.S.	\$34,381.24
Special Needs Teachers:			
Marcia Rose-Packett	1981	Lesley College B.S. Longevity	\$63,756.67 \$3,200.00
Judith Stayton	1998	Pennsylvania State Univ. B.S.  Bridgewater State Univ. M.A.	\$57,309.82
Speech Therapist			
Margaret Millette-Loomis	2006	University of Mass. @ Amherst B.A. Bouve College @ Northeastern Univ. M.S.	\$34,374.17
Annemarie Chang	2012	Emerson College M.S. Merrimack College B.A.	\$3,829.36
Darlyn McCormick	2012	Northeastern University M.S.  Boston College B.A.	\$9,883.73
Paraprofessionals			
Sheree Silva	1988	Cape Cod Community College (Partially funded by SPED Early Childhood Grant) Longevity	\$24,382.40 \$2,200.00
Mark Peters	2002	Wesleyan Univ. B.A. (Funded through School Choice) Longevity	\$24,448.40 \$800.00
Jill Lambrou	1996	Longevity	\$24,735.23 \$1,400.00
Susan LaBree	2000	Fisher Junior College (Funded by SPED Entitlement Grant)	\$14,507.78
Veronica Londergan	2006	Univ. Bridgeport Connecticut B.S.	\$18,601.26
School Bus Drivers:			
Regis Legnine	2005		\$20,621.83

Name	Began Service	Education	FY 2012-13 Salary
Thomas Hayes	2011		\$13,571.26
WeeCare Toddler Program			
Janice Paine	2010	Boston Univ.School of Fine Arts B.M. (Funded by Early Learning Revolving)	\$13,275.72
Pam Haley	2010	Kingsborough Community College (Funded by Early Learning Revolving)	\$14,382.03
Nancy Gross	2012	Wheelock College M.S. Lesley University B.A. Cape Cod Community College	\$23,000.00
Amy Dinger	2012	Cape Cod Community College	\$9,650.63

## School Committee

2012 was a year that saw our student population enjoy outstanding growth with an increase of 25%. While younger generations move forward, for a time it is bittersweet as we must now say goodbye to Provincetown High School. To celebrate the history of the school, a host of alumni events have been planned. They will help honor the traditions and people that made Provincetown High School such an important part of our community.

Technology is having a great impact on our students and we have made strides in equipping them with the modern tools they need to succeed. Although we are a comparatively small school on the tip of Cape Cod we are providing them with the resources to compete with other students around the world. This will help them polish their skills while moving onto higher education and better employment opportunities.

At a Special Town Meeting, the community voted in favor of funding the cost of repairing the exterior of the high school building. To help ease the financial burden of the tax payers, we applied for grant monies for the project. The combination of these funds will ensure that the building will remain an asset to the Town. Continued growth was the theme for 2012 and in 2013 we look to sustain that positive momentum. We will salute the past with an eye to the future and help our school system continue to thrive to its full potential.

*Respectfully submitted,*

**Shannon Patrick**

Chair

School Committee Members	Term Expires
Shannon Patrick, Chairperson	2015
Kerry Adams, Vice Chairperson	2013
Lory Stewart	2013
Cass Benson	2015
Jamie Kryszkiewicz	2014

#### School Year 2012-13 Calendar

Sept.3	Labor Day	Jan. 21	Martin Luther King Day
Sept.5	Prof. Dev. Day	Feb. 4	Prof Dev. 1/2 Day
Sept. 4	Tchr Work Day	Feb. 15	Close End of Day
Sept.6	School Opens	Feb. 18	Presidents' Day
Oct. 4&5	Prof. Dev. Day	Feb. 18-22	Winter Recess
Oct.8	Columbus Day	Feb. 25	School Re-opens
Nov. 6	Prof. Dev.	Mar. 18	Prof Dev. Day
Nov. 12	Veterans Day	Apr. 12	Close End of Day
Nov.19&20	Parent Conf. 1/2 Day K-8	Apr. 15	Patriot's Day
Nov. 21	Close 1/2 Day	Apr. 16-19	Spring Recess
Nov. 22-23	Thanksg Recess	Apr. 22	School Re-opens
Nov. 26	School Re-opens	May 9	Prof Dev. 1/2 Day K-8
Dec. 13	Prof. Dev. 1/2 Day K-8	May 27	Memorial Day
Dec. 21	Close End of Day	Graduation Day: June 8, 2012	
Dec. 24-31	Christmas Recess	180th School Day: June 21, 2013	
Jan. 2	School Re-opens	185th School Day: June 28, 2013	
Jan. 18	Prof. Dev. 1/2 Day		

	Enrollments	Projected Enrollments
	2012-13	2013-14
Pre-K	2	23
Kindergarten	9	12
Grade I	6	8
Grade II	10	6
Grade III	9	10
Grade IV	12	8
Grade V	8	12
Grade VI	8	8
<b>Totals:</b>	<b>90</b>	<b>Projected: 87</b>
Grade VII	7	8
Grade VIII	4	7
Grade IX	0	<b>0</b>
Grade X	0	<b>0</b>
Grade XI	0	<b>0</b>
Grade XII	8	0
<b>Totals:</b>	<b>19</b>	<b>Projected: 15</b>
<b>Grand Totals:</b>	<b>109</b>	<b>Projected: 102</b>

**Cape Cod Regional Technical High School Enrollments**

1996-97: 4	2001-02: 4	2006-07: 10
1997-98: 4	2002-03: 3	2007-08: 9
1998-99: 4	2003-04: 2	2008-09: 5
1999-00: 5	2004-05: 4	2009-10: 3
2000-01: 2	2005-06: 9	2010-11: 5
		2011-12: 5
		2012-13: 5

<b>Cape Cod Regional Technical High School</b>
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Cape Cod Regional Technical High School was established in 1973 as a public technical high school and provides an opportunity to acquire high quality technical, academic and social skills preparing students for success in our changing world. For our school year 2011-2012, we had 668 students enrolled in 17 different technical programs from our sending school district that comprises 12 towns from Mashpee to Provincetown with an operating budget of \$12,781,986.

**Cape Cod Tech:**

- Graduated 147 seniors in June 2012.
- Prepared Students for success in college and careers by participating in school-wide literacy practices and choosing a trade related book for summer reading.
- Has prepared students for success in college and careers by strengthening Technical Advisory Boards.
- Is a Level 1 school meeting or exceeding all targets set forth by the new accountability system of the Massachusetts Comprehensive Assessment System (MCAS).
- Is now offering an Engineering technical program building off of the success of its academic engineering curriculum. The program provides students with an engaging and thought-provoking project-based learning environment, introduces them to cutting-edge engineering and science technologies, and prepares them to take on real-world challenges by enabling them to develop critical thinking.
- Leased a Xerox Printing Press system for the Graphic Arts Program, providing cutting-edge training in the next step in the Graphic Arts industry. As the first high school in the country to have this system, Xerox will partner with the school with a prepared curriculum including running three-dimensional graphics.
- At the SkillsUSA District level competitions one of our students received a bronze medal in Baking and Pastry and another student received a gold medal in HVAC.
- At the SkillsUSA State level competitions one of our students received gold medal in Marine Service technology and will be competing at national

competitions and another student received the Silver medal for Marine service technology.

- Has successfully implemented and completed the first year of the extended Cosmetology Program.
- Improved awareness of Roots & Roses and the products it has to offer to the public.
- Built up the professional skills of staff to provide effective leadership, instruction, and support services that foster student success by participating in a variety training and classes.
- Improved public and community relations by servicing community members in our shops at the school.
- The Social Studies Department hosted the Cape Verdean Historical Trusts' cultural presentation on January 30, 2012 with the presentation's purpose to "educate, celebrate, and display the diversity of the Cape Verdean Heritage" and for the third consecutive year on the 12<sup>th</sup> of December 2011 the 22<sup>nd</sup> Massachusetts Infantry Regiment's "A Day In The Life of a Union Soldier" presentation that helped commemorate the 150<sup>th</sup> anniversary of the beginning of the Civil War.
- The Social Studies department started the Crusader History Club and executed a field trip to the Charleston Navy Yard & the Bunker Hill Monument.
- 6 Sophomore Culinary Students participated in the Day on the Hill Boston.
- Increased student participation at Tech Night and held a Cape Cod Tech Day at the Cape Cod Mall to support school spirit and shop pride.
- The school received a PEP Grant that will provide exercise opportunities to staff and students.
- Held a school-wide Writing/Literacy initiative during the academic year focusing on challenging open response questions that addressed the state's Core Literacy standards.
- Pocket U.S. Constitutions were issued to all of our seniors enrolled in the "Challenges In Democracy" course during September's Constitution Week.
- Introduced Pre-Calculus Classes.
- Over the last three years has submitted a statement of interest to the Massachusetts School Building Authority (MSBA) for renovation of our nearly 40 year old building. An informational campaign will begin next year to inform all member towns on the state of our facility in preparation for the day when MSBA agrees to fund a portion of these major renovations.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

*Respectfully submitted,*

**Christopher Enos**

Provincetown Representative,

Cape Cod Regional Technical High School District

## Town Directory

**Airport - Manager**  
508-487-0241

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**Board of Selectmen**  
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**Building Commissioner**  
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**Conservation Agent**  
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**Council on Aging Director**  
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**Fire Department**  
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**Health Agent /Inspector**  
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**Housing Authority Executive Dir.**  
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**Human Services Director**  
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**Library Director**  
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**Licensing Agent**  
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**Municipal Finance Director**  
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**Parking Department**  
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**Permit Coordinator**  
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**Police Chief**  
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**Town Manager**  
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**Treasurer**  
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