



**Advisory Committee  
MEETING MINUTES  
Thursday, March 16, 2017  
WPA Building  
North Scituate, MA  
7:00 pm**

**Committee Members Present:** Jamie Gilmore, Mark Sandham, Lincoln Heineman, Anthony Antoniello, Patrice Metro, Sean deLacy

**Committee Members Absent:** Geoff Burns, Michael Westort, Jerry Kelly

**Also in Attendance:** Nancy Holt (Finance Director), Patricia Vinchesi (Town Administrator), Karen Connolly (CPC), Chris Carcia (Capital Planning), Jack Whittaker (Capital Planning), Superintendent John McCarthy, Rich Hebert (School Committee), Paul Donlan (School Business)

The Meeting was called to order at by 7:04pm by Lincoln Heineman.

**Agenda for Thursday March 16, 2017 approved by Mark Sandham second by Sean deLacy (5-0)**

**Conservation Preservation Committee:** Karen Connolly presented. All applications have been on the website.

There are a number of projects going before 2017 Annual Town Meeting. There are as follows:

- Dog park (\$48,700), presented by Adrienne Rowles, which represents a small portion because there could be a grant available). If the grant goes through this figure will not be used. The dog park would be on Driftway near Go Green. It will be 100% fenced in. It will also have dog wash stations which would be shut down if a drought and also shut down during cold months. CPC requires these projects to maintain their own "property." It could be the first ADA dog park in the state. The grant requires the budget to be up to \$250,000. Friends of Scituate Dog Park (Adrienne spoke) will have fundraisers going forward as they just received their 501C cert. The first two years, the budget will be \$10,000 and after two years it will drop to \$7,500 which includes maintenance and plowing.
- Beach mats (\$51,357). The Beach Commission representative spoke, Nancy Fay. A 120ft by 6ft (4 ft sections) boardwalk needs to be installed at Egypt Beach which meets ADA requirements. Trunkated domes also need to be installed where the parking lot meets the boardwalk. Humarock, Peggotty, Sand Hills and Minot will need beach mats that adhere to the sand.
- Glades Rd pocket park (\$27,357). North Scituate Beach Improvement Association presented by Leslie Dienel and Leslie Brigham. A section along Glades Road before Well Rock, along the sidewalk, had been compromised when a sea wall collapsed. The Beach Association is willing to pay for the plants. They need assistance with hardscape which is what Conservation asked them to do. They'd also like an engraved rock with "1-4-3" and

something to signify the North Scituate Beach Association.

- Cedar Point benches and stationary trash receptacles (\$20,028). David Ball from the Historical Society presented. As of today, March 16, the Town was presented with a family wanting to have a bench memorialized. The \$20,028 will be reduced by around \$3,000. The benches and trash cans are all mismatched and could use updating. It is the most photographed place in town and should look presentable. There are four benches and two have already been financially donated.
- Central Field Rehab (\$130,926). The Recreation Commission came up with supplemental amount. There is sloping and drainage issues. There's also issues with size and condition of the fields. The softball fields need to be resized in order to be compliant. It needs to be regraded and sloped appropriately.
- Roach Field improvements (\$89,300). Dan Fennelly presented. Historically, there have been issues at this field regarding parking. The parking lot is not adequate especially if back to back games are going on. This proposal is to resize the existing parking lot without encroaching on neighbors. It will still be inadequate so it will also include adding a new parking area behind right field. The new area could hold 20 cars. It would also include moving the batting cage to the back end of the field. All said and done it would go from 15/16 parking spaces to about 40. It will be gravel, not paved. They also did budget for new signs.
- Clapp Rd Athletic Field Study (\$40,000). Dan Fennelly and Patricia Vinchesi presented. The Town obtained 27 acres last year in a land swap. There are also two parcels that could be incorporated. The next step would be to find out what could be done for athletic fields. There are wetlands but fields could possibly be done.
- Documents and photo preservation (\$31,919). David Ball and Bob Gallagher from the Historical Society presented. The Society's goal is to preserve the artifacts and papers that tell us of our heritage, and make that knowledge accessible to any who wish to know of it. Some of the books are in the library and some are in archives in basement of Town Hall. Town Records is very busy with people doing geneology studies.
- Mann House roof (\$24,950). David Ball and Bob Gallagher from the Historical Society presented. This roof is leaking. It needs to be mostly replaced, some being done last year. David Ball feels strongly that this price can be met by bidding. It is a cedar roof.
- Restoration of 2 plaques (\$9,000). David Ball and Bob Gallagher from the Historical Society presented. One is on the bridge on Edward Foster Rd. It is heavily tarnished. The other is on Hatherly and Old Farm Rd. on a rock. Skylight Studios rehabbed a plaque already down by the rotary. They came down and looked at these two plaques. They gave an estimate of \$6,800 for plaques and the rest requested would cover police details if done on site and permits.
- Lawson Green Affordable Housing (\$900,000; \$1,000,000). Stephen Coulter and Joe Armstrong presented. A few years ago there was a housing study done to meet the needs of over 65 population, which is growing fast. Right now there's 218 units in the Housing Authority with a waiting list. Housing Authority is looking for money to help make units affordable. The new proposed unit would have 30 units. 100% of the units will be affordable. 8 units would be at 30% AMI and 22 units would be at 60% AMI. The Grantham Group would own and maintain the building. The taxpayers would not be held responsible.
- Conservation Restrictions (\$88,570). Penny Scott Pipes presented. Wild Lands Trust out of Plymouth could take conservation restrictions and monitor land bought by CPC. It is state mandated to have someone monitor. Wild Lands will walk the properties every year and report if anyone is doing anything they shouldn't be.
- Closing costs for land purchases (\$5,000). Karen Connolly from CPC presented. Hennessy

and Maxwell sales are having issues with titles.

The potential source of funds are: Undesignated, Historic, Affordable Housing, Open Space and Administration. If all projects are approved at Town Meeting; remaining balances do not include funds to be appropriated at Town Meeting on April 26, 2017.

CPC Rescission Recommendations total \$598,296. Rescission recommendations are for projects that are complete or projects where applications are out of date and should be resubmitted by the sponsor. The rescissions are broken down as follows: Undesignated Funds \$488,963, Open Space \$108,134, Historical \$1,199 and Affordable Housing \$0.

**Capital Planning Committee:** Chris Carcia and Jack Whittaker presented. All but one item were voted unanimously. Water Dept request \$290,000 for reservoir feed project, Capital Planning approved contingent on updating pricing. The updated pricing is \$120,000. They also approved a carbon replacement. Waterways upgrading electrical systems was more involved than anticipated. An engineer on the Committee said it would probably be an additional \$25,000 to the \$43,000 request. It was approved to \$68,000 by Capital Planning. Demolition of old police station was rejected by a 2-3 vote. They think there should be a plan for the entire complex before they demolish one building. Maybe there's a cost savings by demo-ing all at once. Patricia said it will not be operated because it's not in the FY18 budget. It would have to be insured as a vacant building. The building has many issues. Patricia said she recommended demo-ing this building. It will go before the Board of Selectman. Widow's Walk HVAC replacement originally asked for \$90,000 which was updated to \$80,000. Capital Planning approved that. The sewer request for copper reduction was also approved.

**Scituate Public Schools:** John McCarthy presented.

There was a demographic study done to predict enrollment in ten years which will further help decide what to do with aging facilities (Cushing and Hatherly Elementary Schools). Next year, there could be 8-10 empty classrooms at Jenkins School due to lower enrollment and moving sixth grade out.

The FY18 Budget will present a challenge to preserve the significant educational gains of the past four years, while continuing to advance the goals of the district through the five-year strategic plan, the Scituate Educational Experience. Approximately \$200,000 in staffing was lost in FY17 and will be unable to recoup in the FY18 budget. On the revenue side, the Town is working with an unofficial financial forecast of a 3.3% increase for the schools. It's assumed that all grants, both state and federal, are level funded.

On the expense side, it's continued to see increases in out-of-district special education tuition and transportation costs growing faster than revenue. This is the primary driver of the budget and if it continues to grow at this rate (up over 20% since FY16), it will eventually have a negative impact on the regular education program. The overall percentage of children on IEPs has decreased. In the FY18 Budget, there are five confirmed retirements of teachers, one pending, as well as one resignation due to a career change. All of these teachers will be replaced, but at a lower cost. Adding one more challenge is the opening of the new Lester J. Gates Middle School and the move of grade six to that school. This will result in the transfer of staff from the elementary and/or high school to Gates. Gates will need to increase staffing by 13.2 FTE (full-time equivalency) to offer a similar educational program as they now do, while elementary staff numbers will shrink accordingly.

The proposed FY18 Budget is \$36,120,900, an increase of \$1,158,944 or 3.3% increase over FY17. While this amount will not help to build back the positions lost in FY17, it will allow the dept to maintain level service. Class size, particularly at the elementary level, will be excellent. Educational supports will remain in place, and all services currently offered to students will be offered in FY18, with a few notable additions. The Administration budget line has a proposed increase related to cost-of-living adjustments at 2.25% and the addition of one part-time technical director for the performing arts center budgeted at \$35,000. With 6<sup>th</sup> graders moving to the middle school, an increase in bus drivers to maintain the current two-tiered busing would be needed. This would cost an additional \$50,000 and limit the availability of spare buses. Therefore, the plan for FY18 is to move to a three-tiered system, with the elementary schools on one tier, the high school on another and the middle school on a third. The Town now leases buses which is must more cost effective. The curriculum budget has been reduced by 10% in the proposed level service budget to better reflect what actually has been expensed over the past few years. Special education outplacements represent the largest increase in this budget beyond personnel. Student needs and their individual educational plans is the sole driver of this line item and often difficult to predict or control. Out-of-district tuitions are projected to increase by \$255,553 or 9.4% over FY17. The School Dept has increased equipment and repairs line by \$36,000 to reflect actual maintenance costs. Materials and Supplies is increasing slightly due to the opening of the new middle school and performing arts center. It will cost approximately \$80,000 more in electricity to operate these tow buildings due to the increase in square footage and HVAC systems. Materials and supplies will be funded at the same amount of \$200 per student, ensuring equity across schools and allowing the Town to adequately account for the move of grade six. This amount is sufficient to supply all schools and departments. Increased maintenance line to \$50,000 to more accurately reflect expenditures. There will be saving in a copier contract of \$30,000. An additional full day kindergarten classroom will be added to Cushing. An additional custodian will be added at the high school/Gates complex. Language-based special education classroom added at Jenkins. Mandarin Chinese will be added to the middle school.

In addition to the \$36,120,900 from the Town required to balance this budget, the school department will raise an additional \$3,456,438 from grants and fees bringing the total operating budget to \$39,577,338. For FY18, the school dept has level funded all grants, with the exception of Circuit Breaker. The state's circuit breaker is based on out-of-district special education spending from the previous year. Because the FY17 OOD tuitions were significantly higher, it can be expected that the circuit breaker reimbursement will be higher as well. Of \$2.2 million in grants, approximately \$845,000 comes from the federal government.

As with any budget developed six months in advance of the start of school, there remains a reasonable amount of uncertainty as to the exact operating cost.

**Meeting Minutes for Thursday March 9, 2017 accepted with addition of one line under SSVTHS by Lincoln Heineman second by Anthony Antonello (6-0)**

New Business  
Miscellaneous

There being no other business to discuss Jamie Gilmore adjourned at 10:10pm second by Mark Sandham (unanimous vote 6-0)

Respectfully Submitted,  
Kelli Rodgers  
Recording Secretary