



**Advisory Committee
Meeting Minutes
Community Room, Scituate Public Library
Thursday, March 15, 2018
7:00 pm**

Committee Members Present: Lincoln Heineman, Chairperson; Mark Sandham, Vice Chair; Jamie Gilmore; Sean deLacy; Patrice Metro and Mike Westort

Committee Members Absent: Anthony Antoniello; Geoff Burns and Jerry Kelly

Also in Attendance: Nancy Holt, Finance Director; Jim Boudreau, Town Administrator; Jack Whittaker, and Joe Gibbons, Capital Planning; Karen Connolly, Chairman of Community Preservation and Gary Myerson, Vice-Chair of Community Preservation and Dan Fennelly, Recreation Commission

The meeting was called to order at 7:02 pm by Lincoln Heineman

Lincoln Heineman made a motion to accept the Agenda, seconded by Jamie Gilmore; Unanimous Vote (6-0)

Community Preservation Review: Karen Connolly, Chairman

Set aside reserve for Community Preservation Open Space (10%) and Community Preservation Administrative Expense (5%) of the budget, and whatever is left goes into Undesignated Fund.

CPC spent \$2,500 for an appraisal of 23 Sunset Road, Scituate

Project Recommendations:

- Historic Survey (Reserve)
- WWI Plaque Restoration (Reserve)
- Civil War Book Restoration (Reserve)
- Design and engineering of high school track and field, the area from the JV baseball field to the Turf field. The project includes: Varsity Girls Softball field, Multiuse Field, Varsity Baseball Field and the Track and Turf Field (Undesignated)
 - Problems with the original track, estimates are coming in at more than anticipated.
 - 1.7M down to \$1.5M without engineering, they cannot do anything until 7/2019. They could allocate money next year, but if it goes to Special Town meeting the money is available the next day as opposed to Town Meeting where it would not be available until July.

Mike asked why the Town has to wait, Jim said they don't have the design this year and school and sports have to be over. Karen added that there are still many unanswered questions about irrigation, what fields are needed, etc. so it makes sense to wait.

Karen asked the Committee if the Town wants CPC to be the main source of funding for the fields, The Committee said yes

Lincoln asked Karen for a breakdown; Karen provided a breakdown by percentage:

Initial Investigations:	10%
Schematic Design:	15%
Design Development:	25%
Permitting:	10%
Construction Documents:	20%
Bidding:	5%
Construction Administration:	15%

Karen said they want to do everything possible to ensure that they are successful at Town meeting. She feels it is going to require a sell job, Karen said we need to know the sources of funding and be able to answer all the questions. Design and engineering is the best place to start so we can answer the "what if" questions.

Mark said he thinks the Press Box should be included in the project.

The Committee asked who the applicant was; Karen said that Recreation and School Department are the applicants.

Patrice asked about the estimate and Karen said it is \$1.5M for the track and field and preparation of the turf. Karen further explained that the Turf was already allocated in the Capital Budget last year.

Karen also said that the track is a safety issue and that it goes the wrong way and slopes about 2 feet and that currently it cannot be used for MIAA.

Patrice asked if the \$415,000 for engineering was going to be a loss if we don't go forward, Karen said at least we will have a well thought out plan. Patrice was wondering if we should do it all at once, Jim said the plans do not go bad and that the Town could update them and reuse them at a later date for a small amount of money.

Jamie agreed that you do need to have a lot of information to go to Town Meeting.

Gary Myerson. Vice Chair of CPC added that the softball field has to be done now.

Lincoln asked about the Fund Balances

Karen provided after approval balances:

Historic Reserve:	\$ 840,979
Open Space Reserve:	\$ 575,704
Housing Reserve:	\$ 178,354
Undesignated:	\$3,020,763

Karen said that the Housing Reserve is low due to the new windows at Central Park Housing and Open Space is low due to the trail marking signs.

Mark asked if the Town envisioned clearing out some of the land behind Cushing and on 3A, he further asked if we are adding a new softball field, Gary said no the plan is to relocate the boys JV field to Central Park. Mark asked about the boys' soccer field and Gary said that the boys' soccer field stays the way it. We need to move the girls' softball onto the High School property.

Dan Fennelly, of the Recreation Commission, said the plan is to use the existing footprint for the fields and track, they want to better use the space between the two fields. The 5 1/2 acres behind the football field is not on the plan Gary added. Dan said that behind the library is the only other place that you could put fields.

Mike asked what the cost would be to add the land behind the football field to the scope of the project. Dan said it would be very expensive and that we might want to wait to see what the Town does with Cushing school. **Sean asked about the field at Jenkins and Karen said that a consultant had already done a study on that property.**

Gary said the price of sending children off sight is expensive so and that the school bears the cost. Scituate tries to pair with other Towns for bus expenses.

Patrice asked about addressing Title 9, Karen explained this means girls have to have equal facilities to boys. The girls do not have a varsity softball field and that is why it has to be built on the site of the High school. We are currently not in compliance and have 5 years to do it.

Reconciliations:

- Karen said that the total in reconciliation was \$34,306.27 and that all projects have been completed.
- Hennessey Land Acquisition was approved 2 years ago, but the seller and the Town could not come to an agreement. When the title search was done, it was discovered that the land was unintentionally sold to someone else, who was buying other land abutting this property. Now the .92 acres is not owned by the seller anymore so the Town cannot buy it. They tried to get the inadvertent buyer to give it back, but they were not successful so the \$15,045.60 will be rescinded.

Nancy stated that the High School track portion should come from Fiscal 19 Estimated Receipt.

Capital Plan Review: Jack Whittaker and Joe Gibbons

All the items were voted on at last night's meeting. Jack reviewed a spreadsheet that sorted each project by Fund and Rating and included the summarized vote.

There were 4 items approved

Lincoln was concerned that they have not heard any of the items that Capital and voted on. Jamie said when he was Chairman he went to Advisory to present each item.

There were 4 items that were changed or not approved:

- Netting at Golf Course: Jack said this was not approved because there was no legally binding agreement to show who owns the fence at Widow's walk. In the absence on anything formal, the Committee did not want to commit capital money for a net on the 5th hole. **Jamie asked if it wasn't backed up private property would there even be a need. The golf course needs the net to prevent golf balls to hit the condo window.** Capital Planning thinks the Condo owners should pay for some of the cost. **Lincoln asked if they spoke to the Condo Association,** Jim and Nancy believe the complaint came from the Condo Association to the Golf Course. Jim thinks we should do the construction because it is a town nuisance and further said that we would need an easement to proceed. **Mark asked what the vote was** and Jack said it was unanimous against. **Lincoln asked what the asterisk [on the spreadsheet] meant** and Nancy said that it means that it is the first time the project has been on the plan. **Sean felt that if the Town put up the net, there would be a record,** but it was a long time ago, 25 years, so maybe not Jim said.
- Purchase of 2 automated license plate recognition units: Capital Planning did not see a need for a license plate recognition unit. **Lincoln asked what they would be used for** Jim said traffic and parking enforcement. **Lincoln asked how it was rated,** Nancy said the score was 43. **Jamie asked if it was on the plan before** and Sean said it looked like it was. Jack said that most departments have them they are \$20,000 apiece and he felt it should be bought out of their budget. **Lincoln asked, where the data would be stored,** Jim said the RMV Database. Joe said the plan was to only put them in 2 cruisers and one of them was for a summer police officer just for the beach season. **What is the goal Mike asked,** to increase efficiency Jim said. You can use if the person has an outstanding warrant, also. **Mark asked if other towns were using them,** Jim said yes. **Mark wanted to know about potential increased revenue to offset cost.** Joe said the Chief did not know how much more revenue it would produce. **Patrice wanted to know how much was brought in last year,** Nancy said she would look it up.
- Long Term Viability Study: Originally requested a long term viability study for 2 elementary schools (Hatherly and Cushing) to look at buildings, current conditions, address what needs to be done and the cost associated to bring them up to 100%. Capital Planning changed the item by adding Wampatuck at an additional cost of \$15,000 which changed the cost to \$80,000 to fund the study instead of \$65,000. They believed that the Town should know the condition of each building; and they felt that the Town had let our schools fall apart. It was also discussed that enrollment may be going down and the Town may have an opportunity to close a school. Another thought was to have two central elementary schools one being Jenkins. **Lincoln asked when the study will be done,** Jack said this coming year.
- Design, engineering and bid documents for new Senior Center at the old Gates property: Joe said he voted against it because it took away the option for a future school site on this location. He further said that the original study showed that they wanted a free standing standalone structure. He also felt that it was located on a poor intersection that would be dangerous for seniors to drive through. Jim said that it would cost about \$30M to renovate the Gates building and he felt it was not realistic to ask tax payers to foot the bill. Jim said he wants to tear down sections of the old Gates school and connect it to Rec department and Gym [A Wing]. **Mark asked this would address the Town Hall issue and Lincoln wanted to know how many years of life where left in the Town hall,** Jim said it would not solve the problem and that they definitely need more meeting space and that it is not

handicap accessible and that it is not leaking and the boilers have been updated. **Mark said he did not think the old Gates property was being considered as a future school site.** Jim said it was a new development. **Joe wanted to know if you could build the senior center on gates property and still build a school,** and Jim said the seniors would not want to be near a school with all the buses and cars. **Jack thought we should use one of the elementary schools sites to build a new school**

Jamie asked how the study would be funded, Nancy said Free Cash

Sean said in the south, senior centers are built by private contractors and the Town is not involved. Jim said it is different in the northeast and that the Town feels like they should provide it as part of their taxes.

The Committee had questions regarding the following items:

- Widow's Walk Design Engineering: **Lincoln asked what the plan was;** Jim said we are trying to address the needs of the people who use the course. We want to make it better for tournaments, functions/ banquets we also want to improve the curb appeal move the bathrooms; and enlarge the clubhouse; by extending the building out to the deck (will not go past concrete foundation). **Mike thought it would fund itself because it is an Enterprise Fund.** Jack said there are other projects that Widows walk needs to. Mark suggested putting a tent up for the 3 or 4 months for functions. **Mike thought it made sense to do a bigger study to see if we should make more improvements.** He felt the Town was not exploring all their options, once you do the update, you will not be able to do anything else.
- Septic loan program: **Lincoln wanted to know if we have done it before** Jim said yes
- Renovate Station #4 Humarock - Phase 2: **How many phases are there Lincoln asked,** the answer was only 2 phases
- Expand Cudworth Cemetery - Phase 3: **Lincoln asked how many phases this project had left,** Nancy said it was the final phase unless we go into other land
- Egypt Beach Parking Lot: We are required to put drainage into the Egypt Beach parking lot, **Mike wanted to make sure this would solve the problem. Mark said he didn't think it flooded in storms.**
- Replace 4 SPED Vans: **Mike asked if we needed 4 new SPED vans all at once,** Jack said they are all old and need to be replaced. **Why we don't replace one a year,** Mike asked. They should have been Jack said. Jim said we have to start turning them early so they don't all have to be replaced at once again.
- School Carpeting: **Lincoln asked where it was going,** Jack said in the High School. Jim said that they are going to install carpet squares so we can just replace one square at a time in the future, instead of replacing the entire carpet.
- Replacement of Unit 3 w/ Fire Pump and Monitor: Jim said we have no way to fight fires now. **The Committee wanted to know if we have the capability to fight fires in the**

Harbor and Jack said we would with this boat. Jim said that the Town is trying to get a grant.

- **Replacement of additional pilings: Lincoln asked about the Maritime center pilings replacement.** Nancy said we are trying to get an additional grant to pay for this. We lost 3 pilings at the last storm Jim said.
- **Mark asked about buying 9 vehicles, he thought this was a lot for one year?** Jim said that 22 vehicles were requested and that we are funding 11. Generally, the other items are on-going maintenance. We are happy that we are catching up by replacing a lot of older items.

Patrice asked about the budget, she did not understand the balance, Nancy said it reflects what was originally in the plan.

We are not in a deficit position yet with the storms, but we are close Nancy said.

Mark asked about the \$1M emergency storm costs, Nancy said we will get reimbursed 75% if there is a presidential declaration

Lincoln reviewed and assigned articles from the Draft Warrant:

ARTICLE 1. Compensation of Elected Officials - Lincoln

To see if the Town will vote to establish the salaries and compensation of all elected Town officials as follows for a sum totaling \$81,500.00, or a greater or lesser sum, or take any other action relative thereto:

SELECTMEN:	Chairman & Legitimate Expenses	\$ 1,500.00
SELECTMEN:	Members & Legitimate Expenses	\$ 2,000.00
		(4@\$500)
ASSESSORS:	Chairman & Legitimate Expenses	\$ 1,200.00
ASSESSORS:	Members & Legitimate Expenses	\$ 800.00
		(2@\$400)
TOWN CLERK:	Personal Services	\$76,000.00

Sponsored by: Board of Selectmen

ARTICLE 2. Reports of Boards and Committees - Lincoln

To see if the Town will vote to hear or act upon any reports from the town officers or committees or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 3. Capital Improvement Plan - Patrice

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds in the Treasury, the following sums of money totaling \$ 9,600,555 (Tentative), or any greater or lesser sums as may be necessary, for the purpose of funding the costs of the Fiscal Year 2019

Capital Improvement Plan submitted in accordance with Section 6-6 of the Scituate Town Charter and outlined as follows, or take any other action relative thereto:

Sponsored by: Board of Selectmen Capital Planning Committee

Item	Project	Department	Amount
A	Widow's Walk Design & Engineering for Imprvmnts	Widows Walk	\$ 30,000
B	Widows Walk Irrigation System	Widows Walk	\$ 2,200,000
C	<i>Netting at Golf Course</i>	<i>Widows Walk</i>	<i>\$ 40,000</i>
D	Septic Loan Program	BOS	\$ 200,000
E	Road & Sidewalk Improvements	DPW - Highway	\$ 200,000
F	Renovate Station #4 (Humarock) - Phase 2	Fire	\$ 50,000
G	Purchase of Radio Equipment & Infrastructure Upgrade	Police	\$ 160,000
H	Egypt Beach Parking Lot	Recreation/DPW	\$ 273,560
I	Foreshore Protection	DPW - Foreshore Protection	\$ 200,000
J	Expand Cudworth Cemetery Phase 3	DPW - Grounds	\$ 140,000
K	Replace #1-7 1993 Int'l 6 wheel Dump	DPW - Highway	\$ 200,000
L	Replace 1987 Rescue Pumper	Fire	\$ 537,500
M	<i>Design, Engineering & Bid Documents for New Senior Center at Gates Site</i>	<i>COA</i>	<i>\$ 983,650</i>
N	Install Communications Equipment Stn 1 & 4	Fire	\$ 300,000
O	Master Plan Update	Planning	\$ 100,000
P	Replace #2-3 2005 Chevy 3500 Dump truck w/plow	DPW - Grounds	\$ 70,000
Q	Replace #1-3 Ford Dump Truck 2005 w/plow	DPW - Highway	\$ 70,000
R	School Technology	School	\$ 100,000
S	Replace #2-7 2001 Ford Dump Truck w/ plow	DPW - Highway	\$ 70,000
T	Replace 2008 Chevy Silverado #1-1 w/ plow	DPW - Highway	\$ 40,000
U	Long Term Viability Study for Hatherly, Wampatuck & Cushing Schools	School	\$ 80,000
V	<i>Purchase Two Automated License Plate Recognition Units & Parking Mngmt Program</i>	<i>Police</i>	<i>\$ 45,000</i>
W	Replace #2-4 2005 Chevy 3500 Pick-up w/ plow	DPW - Grounds	\$ 70,000
X	Boys & Girls Locker Room High School - Design	School	\$ 45,000
Y	Replace #2-1 2005 Chevy 250 Pick-up w/ plow	DPW - Grounds	\$ 45,000
Z	Expansion Tanks for Boilers High School	School	\$ 32,000
AA	Replace 4 SPED vans	School	\$ 120,000
BB	Replacement of HS Floors (Science Wing, Cafeteria, Stair treads)	School	\$ 157,500
CC	Carpeting	School	\$ 50,000
EE	Transfer to Capital Stabilization		\$ 96,000
FF	Copper Removal Full Scale	Sewer	\$ 500,000
GG	Rehabilitation of Belt Filter Press & Grit/Sludge Dewatering	Sewer	\$ 250,000
HH	Aeration Tanks 1 & 2 Rehab	Sewer	\$ 38,280
II	Sand Hills & Chain Pond Pump Station Rehab Fnlztn	Sewer	\$ 50,160
JJ	Replace #54 2005 F-150 Pick-up w/plow	Sewer	\$ 48,400
KK	Replacement of 2 Grinders, Digester, Polymer and Sludge Handling System	Sewer	\$ 100,000
LL	Sand Blast and Paint Scale	Transfer Station	\$ 40,000
MM	Valve Replacement - Creelman Tank	Water	\$ 80,000
NN	Replacement of Chemical Feed Tanks at Plant	Water	\$ 450,000
OO	Replace #34 2005 Chevy Pick-up w/	Water	\$ 53,000
PP	10 Yr Meter replacement cycle program	Water	\$ 175,000
QQ	2006 Van #37 Chevy 2500 w/ plow	Water	\$ 65,000
RR	Upgrade Well #17A	Water	\$ 1,259,000
SS	2006 Utility Truck #33 w/ plow	Water	\$ 51,000
TT	Replacement and addition of pilings	Waterways	\$ 140,610
UU	Replacement of Unit 3 w/ Fire Pump & Monitor	Waterways	\$ 430,000
	Grand Total		\$ 10,435,660

It was noted that CPC and BOS have not agreed on an amount \$9,600,555 vs. \$10,435,660

ARTICLE 4. Fiscal Year 2019 Operating Budget - Lincoln

To see if the Town will vote to raise and appropriate, and/or transfer from available funds in the Treasury, the sum of \$76,961,623 or a greater or lesser sum, for the purpose of funding personal services and expenses for Town operations as may be necessary for the ensuing Fiscal Year commencing July 1, 2018, or take any other action relative thereto.

Article 4

Fiscal Year 2019 Operating Budget

			FY 2018 Appropriated		FY 2019	Selectmen	FY 2019	Advisory	% of total
	Board of Selectmen								
	Town Administrator								
123	510	Personal Services	\$	352,493	\$	347,031	\$	347,031	
	520	Purchase of Services	\$	157,800	\$	158,800	\$	158,800	
	530	Town Counsel	\$	130,000	\$	130,000	\$	130,000	
	532	Contract Bargaining	\$	264,349	\$	104,256	\$	104,256	
	540	Materials & Supplies	\$	7,400	\$	7,400	\$	7,400	
	599	Salary Adjustments	\$	10,000	\$	10,000	\$	10,000	
			\$	922,042	\$	757,487	\$	757,487	0.98%
	Advisory Committee								
131	510	Personal Services	\$	1,934	\$	1,934	\$	1,934	
	520	Purchase of Services	\$	250	\$	250	\$	250	
	540	Materials & Supplies	\$	4,000	\$	4,000	\$	4,000	
			\$	6,184	\$	6,184	\$	6,184	0.01%
	Reserve Fund								
	570	Transfers	\$	75,000	\$	75,000	\$	75,000	0.10%
135	Finance Director/Town Accountant								
	510	Personal Services	\$	299,081	\$	300,204	\$	300,204	
	520	Purchase of Services	\$	61,600	\$	53,600	\$	53,600	
	540	Materials & Supplies	\$	1,300	\$	1,300	\$	1,300	
			\$	361,981	\$	355,104	\$	355,104	0.46%
	Assessors								
141	510	Personal Services	\$	201,974	\$	202,832	\$	202,832	
	520	Purchase of Services	\$	5,100	\$	5,100	\$	5,100	
	540	Materials & Supplies	\$	500	\$	500	\$	500	
			\$	207,574	\$	208,432	\$	208,432	0.27%
	Treasurer/Collector								
145	510	Personal Services	\$	284,442	\$	300,497	\$	300,497	
	520	Purchase of Services	\$	94,125	\$	95,025	\$	95,025	
	540	Materials & Supplies	\$	2,300	\$	9,000	\$	9,000	
			\$	380,867	\$	404,522	\$	404,522	0.53%
155	Information Technology								
	510	Personal Services	\$	152,680	\$	164,124	\$	164,124	
	520	Purchase of Services	\$	203,980	\$	192,250	\$	192,250	
	540	Materials & Supplies	\$	400	\$	500	\$	500	
	580	Capital Outlay	\$	14,000	\$	14,000	\$	14,000	
			\$	371,060	\$	370,874	\$	370,874	0.48%

Tax Foreclosures							
158	521	Tax Foreclosures	\$	39,000	\$	39,000	\$ 39,000
			\$	39,000	\$	39,000	\$ 39,000 0.05%
Cable TV							
159	510	Personal Services	\$	82,470	\$	100,001	\$ 100,001
	520	Purchase of Services	\$	11,500	\$	6,500	\$ 6,500
	540	Materials & Supplies	\$	2,750	\$	3,000	\$ 3,000
	580	Capital Outlay	\$	30,000	\$	150,000	\$ 150,000
			\$	126,720	\$	259,501	\$ 259,501 0.34%
Town Clerk							
161	510	Personal Services	\$	156,481	\$	180,055	\$ 180,055
	520	Purchase of Services	\$	20,745	\$	33,885	\$ 33,885
	540	Materials & Supplies	\$	4,175	\$	4,380	\$ 4,380
			\$	181,401	\$	218,320	\$ 218,320 0.28%
171-182 Planning & Community Development							
241 (Includes Planning, Conservation, Economic Development Commission, ZBA and Inspections)							
	510	Personal Services	\$	683,680	\$	722,559	\$ 722,559
	520	Purchase of Services	\$	66,607	\$	69,575	\$ 69,575
	540	Materials & Supplies	\$	2,880	\$	3,550	\$ 3,550
	580	Capital Outlay	\$	270	\$	-	\$ -
			\$	753,437	\$	795,684	\$ 795,684 1.03%
Property/Liability Insurance							
192	570	Expenses	\$	661,373	\$	694,441	\$ 694,441 0.90%
Total General Government			\$	4,086,639	\$	4,184,549	\$ 4,184,549 5.44% 2.4%
Police							
210	510	Personal Services	\$	3,249,212	\$	3,392,627	\$ 3,392,627
	520	Purchase of Services	\$	119,891	\$	115,509	\$ 115,509
	540	Materials & Supplies	\$	80,800	\$	84,412	\$ 84,412
	580	Capital Outlay	\$	164,021	\$	166,005	\$ 166,005
			\$	3,613,924	\$	3,758,553	\$ 3,758,553 4.88%
Fire							
220	510	Personal Services	\$	4,446,993	\$	4,598,148	\$ 4,598,148
	520	Purchase of Services	\$	55,100	\$	55,917	\$ 55,917
	540	Materials & Supplies	\$	163,975	\$	164,272	\$ 164,272
			\$	4,666,068	\$	4,818,337	\$ 4,818,337 6.26%
Combined Public Safety Dispatch							
230	510	Personal Services	\$	558,181	\$	533,010	\$ 533,010
	520	Purchase of Services	\$	2,000	\$	2,000	\$ 2,000
	540	Materials & Supplies	\$	200	\$	200	\$ 200
			\$	560,381	\$	535,210	\$ 535,210 0.70%
Shellfish							
295	510	Personal Services	\$	8,000	\$	8,000	\$ 8,000
	520	Purchase of Services	\$	275	\$	250	\$ 250
	540	Materials & Supplies	\$	400	\$	400	\$ 400
			\$	8,675	\$	8,650	\$ 8,650 0.01%
Total Public Safety			\$	8,849,048	\$	9,120,750	\$ 9,120,750 11.85% 3.1%
School Committee							
300	505	School Expenses	\$	36,120,900	\$	37,151,699	\$ 37,151,699 48.27%

310	South Shore Regional School						
	560 Intergovernmental	\$	754,321	\$	769,901	\$	769,901 1.00%
	Total Schools	\$	36,875,221	\$	37,921,600	\$	37,921,600 49.27% 2.8%
	Public Works						
400	510 Personal Services	\$	1,604,182	\$	1,689,195	\$	1,689,195
	520 Purchase of Services	\$	452,358	\$	468,266	\$	468,266
	540 Materials & Supplies	\$	202,675	\$	209,793	\$	209,793
	580 Capital Outlay	\$	401,825	\$	387,500	\$	387,500
		\$	2,661,040	\$	2,754,754	\$	2,754,754 3.58%
410	Facilities						
	510 Personal Services	\$	310,377	\$	325,941	\$	325,941
	520 Purchase of Services	\$	358,832	\$	352,684	\$	352,684
	540 Materials & Supplies	\$	199,500	\$	204,997	\$	204,997
	580 Capital Outlay	\$ 120,000	\$ 124,000	\$ 124,000	\$ 124,000		
		\$	988,709	\$	1,007,622	\$	1,007,622 1.31%
423	Snow & Ice						
	510 Personal Services	\$	93,555	\$	105,102	\$	105,102
	520 Purchase of Services	\$	188,456	\$	176,909	\$	176,909
	540 Materials & Supplies	\$	215,102	\$	215,102	\$	215,102
		\$	497,113	\$	497,113	\$	497,113 0.65%
424	Street Lights & Beacons						
	520 Purchase of Services	\$	60,000	\$	120,000	\$	120,000 0.16%
	Total Public Works	\$	4,206,862	\$	4,379,489	\$	4,379,489 5.69% 4.1%
510	Board of Health						
	510 Personal Services	\$	167,187	\$	258,336	\$	258,336
	520 Purchase of Services	\$	9,225	\$	14,300	\$	14,300
	540 Materials & Supplies	\$	1,735	\$	1,735	\$	1,735
	580 Capital Outlay	\$	125	\$	125	\$	125
		\$	178,272	\$	274,496	\$	274,496 0.36%
541	Council on Aging						
	510 Personal Services	\$	203,309	\$	203,300	\$	203,300
	520 Purchase of Services	\$	13,750	\$	17,060	\$	17,060
	540 Materials & Supplies	\$	2,100	\$	2,200	\$	2,200
	580 Capital Outlay	\$	2,000	\$	500	\$	500
		\$	221,159	\$	223,060	\$	223,060 0.29%
543	Veterans Agent						
	510 Personal Services	\$	74,982	\$	78,241	\$	78,241
	520 Purchase of Services	\$	121,950	\$	124,950	\$	124,950
	540 Materials & Supplies	\$	1,250	\$	1,250	\$	1,250
		\$	198,182	\$	204,441	\$	204,441 0.27%
549	Commission on Disabilities						
	520 Purchase of Services	\$	4,700	\$	5,000	\$	5,000
	540 Materials & Supplies	\$	300	\$	-	\$	-
		\$	5,000	\$	5,000	\$	5,000 0.01%
561	FACTS Substance Abuse Program						
	510 Personal Services	\$	-	\$	53,097	\$	53,097
	520 Purchase of Services	\$	-	\$	9,610	\$	9,610
	540 Materials & Supplies	\$	-	\$	2,150	\$	2,150

		Grant funded FY14-18	\$	-	\$	64,857	\$	64,857	0.08%
	Total Health & Human Services	\$	602,613	\$	771,854	\$	771,854	1.00%	28.1%
610	Library								
510	Personal Services	\$	778,518	\$	787,970	\$	787,970		
520	Purchase of Services	\$	110,969	\$	122,722	\$	122,722		
540	Materials & Supplies	\$	117,600	\$	125,000	\$	125,000		
580	Capital Outlay	\$	2,000	\$	500	\$	500		
		\$	1,009,087	\$	1,036,192	\$	1,036,192	1.35%	
630	Recreation								
510	Personal Services	\$	147,754	\$	155,932	\$	155,932		
520	Purchase of Services	\$	945	\$	1,045	\$	1,045		
540	Materials & Supplies	\$	150	\$	150	\$			150
580	Capital Outlay	\$	500	\$	500	\$	500		
		\$	149,349	\$	157,627	\$	157,627	0.20%	
650	Beautification								
540	Materials & Supplies	\$	21,500	\$	23,650	\$	23,650		
		\$	21,500	\$	23,650	\$	23,650	0.03%	
691	Historical Buildings								
520	Purchase of Services	\$	13,744	\$	15,894	\$	15,894		
		\$	13,744	\$	15,894	\$	15,894	0.02%	
	Total Recreation & Resources	\$	1,193,680	\$	1,233,363	\$	1,233,363	1.60%	3.3%
720	Debt & Interest								
590	Debt Service	\$	7,589,131	\$	7,492,749	\$	7,492,749		9.74%
		\$	7,589,131	\$	7,492,749	\$	7,492,749	9.74%	-1.3%
910	Non-Contributory Pensions								
512	Other Personal Services	\$	27,460	\$	27,880	\$	27,880		0.04%
911	Plymouth County Retirement								
512	Other Personal Services	\$	4,620,880	\$	4,825,164	\$	4,825,164		6.27%
912	Workers' Compensation								
515	Employee Benefits	\$	210,000	\$	210,000	\$	210,000		0.27%
913	Unemployment Insurance								
515	Employee Benefits	\$	130,000	\$	65,000	\$	65,000		0.08%
914	Contributory Group Insurance								
515	Employee Benefits	\$	5,860,000	\$	6,025,850	\$	6,025,850		7.83%
916	Federal Taxes								
515	Employee Benefits	\$	695,155	\$	703,375	\$	703,375		0.91%
	Total Employee Benefits	\$	11,543,495	\$	11,857,269	\$	11,857,269	15.41%	2.7%
	Total General Fund	\$	74,946,689	\$	76,961,623	\$	76,961,623	100.00%	2.7%

Sponsored by: Board of Selectmen

ARTICLE 5. Waterways Enterprise Fund - Mark

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury, the sum of \$1,004,393.00, or a greater or lesser sum, for the purpose of funding the Waterways Enterprise Fund for the ensuing fiscal year commencing July 1, 2018, or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 6. Golf Course Enterprise Fund - Mike

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$978,449.00, or a greater or lesser sum, for the purpose of funding the Widow's Walk Golf Course for the ensuing fiscal year commencing July 1, 2018, or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 7. Wastewater Enterprise Fund - Mike

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$3,657,831, or a greater or lesser sum, for the purpose of funding Wastewater Treatment Plant operations and expenses, for the ensuing fiscal year commencing July 1, 2018, or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 8. Transfer Station Enterprise Fund - Anthony

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury the sum of \$1,132,886, or a greater or lesser sum, for the purpose of funding the Landfill and Transfer Station operations and expenses for the ensuing fiscal year commencing July 1, 2018, or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 9. Water Enterprise Fund - Anthony

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in the Treasury, the sum of \$4,003,709.00, or a greater or lesser sum, for the purpose of funding Water Division operations and expenses for the ensuing fiscal year commencing July 1, 2018, or take any other action relative thereto.

Sponsored by: Board of Selectmen

ARTICLE 10. Stabilization Fund Excess Levy – Patrice

To see if the Town will vote to raise and appropriate the difference between the levy net and the levy limit to the Stabilization Fund, in accordance with Massachusetts General Laws, Chapter 40, Section 5B, or take any other action relative thereto.

Sponsored by: Board of Selectmen

It was noted that the write up should be similar to last year

ARTICLE 11. Revolving Fund Limits – Jerry

To see if the Town will vote to set the annual spending limits for the revolving funds authorized under General Bylaw Section 10260 for Fiscal Year 2019 or take any other action relative thereto.

It was discussed whether or not the limits are changing, Nancy said possibly for beach stickers and flu clinic possibly - Jerry

Sponsored by: Board of Selectmen

ARTICLE 12. Community Preservation - Mike

To see if the Town will vote to hear and act on recommendations from the Community Preservation Committee (the CPC) on the Fiscal Year 2019 Community Preservation budget and pursuant to Massachusetts General Laws, Chapter 44B (the “Act”) to appropriate and/or reserve the sums of money as indicated below (i) to meet the administrative expenses and all other necessary and proper expenses of the CPC for Fiscal Year 2019; (ii) for the acquisition, creation, and preservation of open Space; (iii) for the acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; (iv) for the acquisition, preservation, rehabilitation, and restoration of historic resources; and (v) for the creation, acquisition, preservation and support of community housing. Appropriations for the items below are to be expended first from any existing reserves for the purposes of such item, then appropriated from Community Preservation FY 2019 estimated revenues, with any excess to be appropriated from Community Preservation unreserved funds. All such sums appropriated are further to be expended subject to all if the terms and conditions of the applications regarding such projects filed with the CPC and the votes of the CPC regarding approval of such items.

1. \$178,354 From Community Preservation FY 2019 estimated revenues, to be reserved for the creation and support of Community Housing consistent with the Act;
2. \$178,354 From Community Preservation FY 2019 estimated revenues, to be reserved for the acquisition and preservation of Historic Resources consistent with the Act;
3. \$178,354 From Community Preservation FY 2019 estimated revenues, to be reserved for acquisition and preservation of Open Space consistent with the Act;
4. \$89,177 From Community Preservation FY 2019 estimated revenues, for Administrative Expense of the Community Preservation Committee;
5. \$10,000 For Historic Resources — Historical Survey and Planning
6. \$5,000 For Historic Resources — World War I plaques restoration
7. \$1,541 For Historic Resources — Civil War Books Restoration
8. \$418,900 For Undesignated Fund — Design and Engineering for High School Athletic Complex

ARTICLE 13. Community Preservation Act Reconciliations - Mike

To see if the Town will vote to hear and act on recommendations from the Community Preservation Committee to rescind the balance of funds authorized but unexpended totaling \$34,306.27, or a greater or lesser sum, and to transfer said funds into the Reserve or General Fund Balance from which they were originally appropriated, in accordance with the provisions of the Community Preservation Act, or take any other action relative thereto.

Description	Amount	ATM Date
Scenic Road Signs	\$ 7,012.20	2013
Harbor Walk 2	\$ 3,234.27	2013
Sailing Fleet Restoration	\$ 5,848.50	2015
Lafayette Carriage Restoration	\$ 2,205.00	2015
Teak Sherman Garden Improvements	\$ 960.70	2015
Hennessey Land Acquisition	\$15,045.60	2016

Comments: All projects above, except the Hennessey Land Acquisition, have been completed. The Hennessey acquisition could not be completed because the .92 acre parcel had been included in an earlier transaction.

Sponsored by Community Preservation Committee

ARTICLE 14. Massachusetts General Laws Chapter 91 Liability – Sean

To see if the Town will vote to assume liability in the manner provided by Massachusetts General Laws, Chapter 91, Section 29, as amended, for all damages that may be incurred by work to be performed by the Massachusetts Department of Environmental Protection for the improvement, development, maintenance and protection of tidal and non-tidal rivers and streams, great ponds, harbors, tidewaters, foreshores and shores along a public beach in accordance with Section 11 of said Chapter 91 and to authorize the Selectmen to execute and deliver a bond on indemnity therefore to the Commonwealth; or take any other action relative thereto.

It was noted that the write up should be similar to last year

Sponsored By: Board of Selectmen

ARTICLE 15. Zoning Bylaw Amendment: Recreational Marijuana - Geoff

Prohibition on Marijuana Establishments

To see if the Town will vote to amend Section 420 of the Zoning Bylaw by adding new use category GG. Marijuana Establishments and to add a new Section 492 prohibiting Marijuana Establishments.

Zoning Bylaw Section 492

In accordance with Massachusetts General Laws Chapter 94G, Section 3(a)(2), all types of marijuana establishments, as defined in Massachusetts General Laws Chapter 94G, Section 1 and as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Scituate. This prohibition shall not be construed to affect the medical use of marijuana as expressly authorized by the provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.000 (as the same may be amended from time to time).

Sponsored By: Board of Selectmen

ARTICLE 16. General Bylaw Amendment: Recreational Marijuana - Geoff

To see if the Town will vote to amend the Town of Scituate By-Laws, Section 32000 Miscellaneous, by adding the following new section:

Section 32060: Prohibition on Marijuana Establishments

In accordance with Massachusetts General Laws Chapter 94G, Section 3(a)(2), all types of marijuana establishments, as defined in Massachusetts General Laws Chapter 94G, Section 1 and as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Scituate. This prohibition shall not be construed to affect the medical use of marijuana as expressly authorized by the provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.000 (as the same may be amended from time to time).

The Board of Selectmen voted unanimously against it so it can go to a Town Meeting Vote.

Sponsored By: Board of Selectmen

ARTICLE 17. General Bylaw Amendment: Expansion of Flu Clinic Revolving Fund to Include Additional Public Health Vaccinations - Jerry

To see if the Town will vote to amend the “Flu Clinic Fees” portion of General Bylaw Section 10260 – Revolving Funds to now be identified as Public Health Vaccination Fees, with the fund being named Public Health Vaccination Revolving Fund, and to include revenue charged and received and expenses associated with operation and administration of public health vaccination clinics as follows below, instead of the fund being limited to flu clinics:

This will allow the Town to do more vaccines

Flu Public Health Vaccination Clinic Fees

Fund Name. There shall be a separate fund called the Flu Clinic Public Health Vaccination Revolving Fund authorized for the use of the Board of Health Nurse.

Revenues. The Town Accountant shall establish the Public Health Vaccination Flu Clinic Revolving Fund as a separate account and credit to the fund all of the revenue charged and received by the Board of Health in connection with the operation and administration of annual flu public health vaccination clinics.

Purposes and Expenditures. During each fiscal year, the Board of Health Nurse may incur liabilities against and spend monies from the Public Health Vaccination Flu Clinic Fees Revolving Fund for any expenses related to said annual flu clinics.

Fiscal Years. The Public Health Vaccination Flu Clinic Fee Revolving Fund shall operate for fiscal years that begin on or after July 1, 2017/2018.

Sponsored By: Board of Health

ARTICLE 18 Ellis Tack Factory Land to Conservation – Jamie

To see if the Town will vote to Authorize the Board of Selectmen (1) to designate a certain parcel of Town owned land for conservation purposes, and (2) to impose a conservation restriction on such property and raise and appropriate a sum of money for such purposes, or take any action relative thereto.

Lincoln asked how large the area of land was and if it was suitable for the swap, and Jim said it was 7.1 acres and that the Town is waiting to hear from the Attorney General to see if it is a good match.

Sponsored By: Board of Selectmen

ARTICLE 19 South Shore Vocational Technical Regional Amended Agreement - Mark

To see if the Town will vote to approve amendments to the Agreement among the Towns of Abington, Cohasset, Hanover, Hanson, Norwell, Rockland, Scituate and Whitman, Massachusetts with Respect to the Establishment of a Vocational Regional High School District as revised on October 31, 2017, a copy of which is on file with the Board of Selectmen, or take any action relative thereto.

Sponsored By: Board of Selectmen

ARTICLE 20. Petition Article Coming next week - Lincoln

To see if the Town will vote to create the “Ellis Property Study Commission”, consisting of 7 members: one each from the Board of Selectmen and School Committee, two from the Advisory Board, and three at large members who shall be registered voters of the Town to be appointed by the Moderator. Each appointing authority shall report its Commissioner choice to the Town Clerk. The charge of the Commission shall be to review the status of the so-called “Ellis Property”, the uses of such property, to examine the legal status of such uses, and to make recommendations to Town Meeting regarding what steps, if any, are required to make such uses conforms with: 1) the law and 2) the donative intent of the Ellis family. The Commission shall report its findings at the next regular Annual or Special Town Meeting, and shall issue a report to be published in the Town’s Annual Report, upon which publication the Commission shall sunset. The Commission shall convene within 30 days of the close of the 2018 Annual Town Meeting, and the first meeting

shall be called and convened by the Town Clerk for purposes of organization. Should either or both the Board of Selectmen and School Committee fail to designate its Commissioner by the date of organizational meeting, such non-acting board shall forfeit its appointment, and the Commission, and its quorum as appropriate, shall be reduced in size by the forfeiture; or take any other action relative thereto.

Lincoln will invite Jim Hunt to the next meeting.

Sponsored By: Richard W. Lambert Jr.

ARTICLE 21. Petition Article Lincoln will invite the petitioner - Lincoln

To see if the Town of Scituate will vote to raise and appropriate or transfer from available funds the sum of Ten Thousand Dollars (\$10,000.00) to South Shore Community Action Council, Inc. for services to low-income families and elderly residents in the Town of Scituate, or take any other action relative thereto.

Sponsored By: Patricia DeLappe

Lincoln wants all write ups by noon on the March 23.

Approval of Meeting Minutes

Jamie Gilmore made a motion to approve the March 8th meeting minutes; Mike Westort seconded the motion; Unanimous vote (6-0).

Disabilities Commission was wonder if Advisory can look at their budget without them attending a meeting. The Committee agreed and Nancy reviewed their budget. She said they wanted to fund their outreach program with Police, Fire and Recreation. They called it their awareness event and they want to try to do it multiple times a year.

New Business

Lincoln wants to make sure everyone will be here for the next meeting. Ideally, we would have a vote with 9 people, but this may not be possible.

Mark asked Jim if he thought the Town Meeting was scheduled too soon. Jim said it is a little early, but Duxbury is already done. We can maybe move it a week or two. Lincoln said that in the Town's By-laws it states that Advisory should have had the Capital Plan 5 months before Town Meeting. Mark said we are always running into a crunch and Lincoln agreed. Jim said they may not have to see all the Commissions going forward which would speed up the process. Lincoln thinks the Capital Plan has to be finalized in January or February and that it is mostly funded by Free Cash which is certified in November. Lincoln said we should follow the by-laws in the Charter.

Adjournment

Jamie Gilmore made a motion to adjourn, Sean deLacy seconded the motion, the meeting adjourned at 9: 28 PM; Unanimous Vote (6-0).

Respectfully submitted by,
Lianne Cataldo (Recording Secretary)

Follow-up Items:

- Beach Parking Violations Total from last year – Nancy Holt
- Send out list of assigned articles – Lianne
- All Write-up due by noon on Friday, March 23
- Add debt to Advisory Booklet

Referenced Materials

- *Agenda*
- *03/08/18 Meeting Minutes*
- *FY 2019 Town Budget*
- *Capital Planning Spreadsheet*
- *CPC Articles*
- *CPC Projects*