



Advisory Committee Meeting Minutes
Thursday, March 9, 2023
Zoom Video/Audio Conference – 7:00 pm

Pursuant to Chapter 22 of the Acts of 2021, Chapter 22 of the Acts of 2022 and Chapter 107 of the Acts of 2022, Scituate Advisory Committee Members held the March 9, 2023 meeting via Zoom Video and/or Audio (Dial-in for those with only phone access). All participants participated remotely.

Committee Members Present: Jamie Gilmore; Chair, Elise Russo, Vice-Chair, Lynda Ferguson, Missy Seidel, Conor Doherty, Patrice Metro, Marc DiCosimo and Jerry Kelly

Committee Members Not in Attendance:
Dan McGuiggin

Also in Attendance: Nancy Holt, Finance Director/Town Accountant; Seth Pfeiffer, SCTV Director; James Boudreau, Town Administrator; Deputy Fire Chief Mark Donovan.

Mr. Gilmore called the meeting to order at 7:00 p.m.

Mr. Kelly made a motion to accept the agenda which was seconded by Ms. Russo and voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

Ms. Russo made a motion to accept the minutes of the February 23, 2023 meeting which was seconded by Mr. Doherty. The minutes were voted majority in favor (6-0-2) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-abstain; Ms. Seidel-yes, Mr. Doherty-abstain and Mr. Kelly-yes.

Reserve Fund Transfer

Ms. Holt stated there was a reserve fund transfer request for \$49,354 for the replacement of workstations and MAX Central consoles at the public safety communications dispatch center after a critical failure left the system without redundancy. She noted that the equipment was at end of life and its replacement was part of a recommended capital project in the April 2023 FY24 capital plan for CAD/RMS. She stated there was \$52,680 remaining in the reserve fund. Deputy

Chief Donovan showed pictures of the equipment and explained the manner in which they operate for the dispatchers. He commented that it was not possible to just replace the failed MAX console as it would not work with the older remaining equipment.

Mr. Gilmore asked how long it would take to get the equipment and Deputy Chief Donovan said about 30 days. Ms. Metro asked how old this equipment is currently and Deputy Chief Donovan stated that the four workstations, two consoles, warranties and labor are included to replace the 7 year old equipment. Mr. Doherty asked about the funding which was answered by Ms. Holt.

Mr. Kelly made a motion to approve the reserve fund transfer request of \$49,354 for the replacement of the workstations and MAX Central consoles at the public safety communications dispatch center which was seconded by Mr. Doherty. The reserve fund transfer voted majority in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-abstain; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

Mr. DiCosimo asked what would happen if anyone else came forward for a request. Ms. Holt explained that as of May 1st, a year-end transfer could be brought forward from other budgets to resolve any issues and that the unused funds would close out as of June 30th.

Ms. Holt reviewed the hand-out showing the changes to the forecast and resulting changes to the budget.

Ms. Seidel asked about the allocation of \$50,000 for an enforcement official and whether it would be used by all departments. Ms. Holt stated that it was still to be defined and that all those departments roll into one group of Planning and Community Development.

Mr. Doherty asked whether it was public safety or the School Department that brought forward the second school resource officer at the Financial Forecast meeting. Ms. Holt stated it was neither but the need for additional officers and school resource officers was brought forward by Select Board member Andrew Goodrich and it had previously been discussed by Chief Thompson and Superintendent Burkhead. Mr. Gilmore noted that the part-time officers could no longer be used which was causing problems for the department.

Recommendations on Special and Annual Town Meeting Articles

SPECIAL TOWN MEETING APRIL 10, 2023

ARTICLE 1. Unpaid Prior Year Bills

ARTICLE 2. FY 23 Budget Reconciliations

ARTICLE 4. Rescission of Borrowing Authorizations

ARTICLE 6. Musquashicut Avenue – Grant of Easement

Ms. Russo made a motion to recommend the articles in the consent agenda including Articles 1, 2, 4 and 6 which was seconded by Mr. Kelly; the Committee voted unanimously

in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 3. Retirement of Debt

Ms. Seidel made a motion to recommend Article 3 which was seconded by Ms. Russo; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 5. Community Preservation Act

Mr. Gilmore asked what projects were contained in the article and Ms. Holt responded it was \$25,000 for the Mordecai Lincoln parking and driveway engineering and the additional set-aside funds for Community Housing due to the increase in the state match.

Mr. Doherty made a motion to recommend Article 5 which was seconded by Ms. Metro; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 7. General Bylaw Amendment – Section 30900 Waterways Bylaw

Mr. Kelly noted that the bylaw was self-evident but it was being reinforced so that other communities do not impinge on Scituate citizens for use of Scituate waters. Ms. Russo asked if Cohasset has to abide by it and Mr. Boudreau responded it only applies to Scituate but Cohasset would have to abide by it. ER JK 8-0

Ms. Russo made a motion to recommend Article 7 which was seconded by Mr. Kelly; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 8. General Bylaw Amendment – Section 30125 Overnight Recreational Vehicular Parking on Public Property

Ms. Metro made a motion to recommend Article 8 which was seconded by Ms. Seidel; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

**ANNUAL TOWN MEETING
APRIL 10, 2023**

ARTICLE 1. Compensation of Elected Officials
ARTICLE 2. Reports of Boards and Committees
ARTICLE 5. Waterways Enterprise Fund FY 2024 Budget
ARTICLE 6. Golf Course Enterprise Fund FY 2024 Budget
ARTICLE 7. Wastewater Enterprise Fund FY 2024 Budget
ARTICLE 8. Transfer Station Enterprise Fund FY 2024 Budget
ARTICLE 9. Water Enterprise Fund FY 2024 Budget
ARTICLE 10. Stabilization Fund Excess Levy
ARTICLE 11. Revolving Fund Limits
ARTICLE 13. Community Preservation Act Reconciliations
ARTICLE 15. Massachusetts General Laws Chapter 91 Liability

Ms. Seidel made a motion to recommend the articles in the consent agenda including Articles 1, 2, 5, 6, 7, 8, 9, 10, 11, 13 and 15 which was seconded by Ms. Metro.; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 3. FY 2024 Capital Improvement Plan

Ms. Holt explained that the capital plan recommended by the Select Board was the Town Administrator's version which included the two items removed by the Capital Planning Committee for MS-4 and a DPW truck and the \$1M increase for water mains due to the Eversource's announced plans to replace the Jericho Road gas line. Mr. Gilmore noted the additional funds for water mains was for the efficiency of doing the gas and water work simultaneously and not having to destroy a repaired roadway. Mr. Doherty asked about the reduction of CAD/RMS for the amount voted in the reserve fund transfer. Ms. Holt stated that if it was reduced the article would have to go back to the Select Board and Capital Planning and any unused portion of the project would be re-appropriated for another capital project at a future town meeting.

Ms. Seidel made a motion to recommend Article 3 which was seconded by Ms. Russo; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 4. Fiscal Year 2024 Operating Budget

Ms. Holt summarized the changed from the Financial Forecast Committee meeting of 2/28/23 and the Select Board meeting of 3/7/23.

Mr. Kelly made a motion to recommend Article 4 which was seconded by Mr. Doherty; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr.

Doherty-yes and Mr. Kelly-yes.

ARTICLE 12. Community Preservation

Ms. Seidel asked why MBTA would not be responsible for the repairs to the train canopy in North Scituate and Ms. Holt responded that it was not part of the MBTA. Mr. Boudreau stated it was historical structure and not part of the Greenbush project and these funds would finish the project that was already started with CPA funds. Mr. Kelly noted the canopy was across the station from the MBTA station.

Ms. Russo made a motion to recommend all items in Article 12 except the Pier 44 project which was seconded by Ms. Metro; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

Mr. Gilmore noted that the Pier 44 project was just the study to see what could be done and not the final design and he was in favor of it. Ms. Russo stated that the project was ahead of itself and incurring costs for things such as sub-surface studies which would be required for a structure such as a pavilion without addressing the issue of parking. Ms. Ferguson concurred that it seemed that a lot of funds were being designated for designs that could not be supported by available parking. Ms. Ferguson stated that until the issue of parking is addressed; the detailed engineering studies should not be done. She noted that leveling the area and having grass would be a start for the site. Mr. Kelly commented that he agreed with the prior speakers. Mr. Doherty noted that this project was multiple phases being compiled into one including the demolition. He commented that it should be broken into sections and see how citizens use the park at each stage and make adjustments from there.

Mr. Boudreau stated that the property was purchase by the town in 2010 and the survey from a few years ago indicated citizens favored a park. This study was to complete the design for the park in some manner and it should move forward. Ms. Holt noted that only the Community Preservation Committee could change the amount and/or scope of the project. The members continued to discuss the potential limitations of the site and the realistic level of design required.

Mr. DiCosimo asked the effect on the grant if the project is not recommended. Ms. Metro responded that they are just providing an advisory to voters and it was up to town meeting to decide. Mr. Gilmore asked Ms. Russo if she could reach out to the CPC Chair to see if they would consider amending the project recommendation.

Ms. Metro made a motion to recommend the Pier 44 project in Article 12 which was seconded by Mr. Kelly; the Committee voted unanimously against (0-8) by roll call vote; Ms. Russo-no, Ms. Ferguson-no Mr. Gilmore-no, Mr. DiCosimo-no; Ms. Metro-no; Ms. Seidel-no, Mr. Doherty-no and Mr. Kelly-no.

ARTICLE 14. South Shore Vocational Technical High School Agreement Amendment Including Addition of Town of Marshfield

Mr. Kelly noted that on his recent visit the facility is very impressive and the school is bursting at the seams. Ms. Metro noted the enthusiasm from the students during her tour. The other members echoed similar comments about the school and Superintendent Hickey. Mr. DiCosimo asked how the addition of Marshfield would affect the other communities as not all of the students who wanted to attend could not be accommodated for the upcoming year. Ms. Ferguson responded that she had asked that question and learned that this year was an anomaly for Scituate and that some other towns were not using all their spots and those could be reallocated and the facility improvements will provide additional enrollment in a few years.

Ms. Metro made a motion to recommend Articles 14 which was seconded by Ms. Seidel; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

ARTICLE 16. Zoning Bylaw Amendment – Section 720 Common Driveways

ARTICLE 17. Zoning Bylaw Amendment – Section 760 Parking Requirements

Ms. Holt noted that the changes were mostly housekeeping and the Planning Board had met with developers to address their concerns and that no one had come to their hearing.

Ms. Metro made a motion to recommend Articles 16 and 17 which was seconded by Ms. Russo; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

Other Business

Ms. Holt asked members to submit their write-ups by Sunday, March 11th for the Advisory Committee booklet. Ms. Russo asked about the date of the public hearing and Ms. Holt responded the booklet would be published on March 23rd and the hearing was on March 27th. Mr. Gilmore asked if it was a hybrid meeting and Ms. Holt confirmed.

Mr. DiCosimo asked about the standard format. Ms. Holt said she would send out a standard template to all users.

Mr. Kelly noted his concern on the Plymouth County Retirement System and a letter he had put together requesting further documentation. Ms. Metro thanked Mr. Kelly for his work but noted that there needs to be a meeting to discuss it if it is coming from the Advisory Committee otherwise it should be from Mr. Kelly personally. Mr. Kelly suggested the meeting before town meeting to discuss it. Ms. Russo noted that they were already planning to meeting with Community Preservation in advance of town meeting.

Ms. Metro made a motion to adjourn the meeting which was seconded by Ms. Seidel at 8:30 p.m.; the Committee voted unanimously in favor (8-0) by roll call vote; Ms. Russo-yes, Ms. Ferguson-yes, Mr. Gilmore-yes, Mr. DiCosimo-yes; Ms. Metro-yes; Ms. Seidel-yes, Mr. Doherty-yes and Mr. Kelly-yes.

Respectfully Submitted,

Nancy Holt
Recorder

Changes to FY24
revenue forecast as
voted by Financial
Forecast
Committee on
2/28/23

November 2022 Net Revenue		\$ 67,708,215
Adjustments Voted 2/28/23		
	FY24 Governor's Budget State Aid	\$ 368,855
	Local Receipt Estimate - Investment Income	\$ 25,000
	Room Occupancy Tax	\$ 50,000
	Plymouth County Retirement Assessment	\$ 269,902
	OPEB Liability	\$ 5,398
	FY24 Governor's Budget Library Aid Offset	\$ (2,069)
	FY24 Governor's Budget State Assessments	\$ (65,723)
	Regional School Assessments	\$ (1,997)
	Second School Resource Officer/Patrol Officer	\$ (100,000)
February 2023 Net Revenue as Voted 2/28/23		\$ 68,257,581
Change in Net Revenue		\$ 549,366
	<i>Additional School Share</i>	\$ 366,262
	<i>Additional Town Share</i>	\$ 183,104
	<i>Total Additional Revenue</i>	\$ 549,366

Select Board Allocations Voted 3/7/23

- \$50,000 – Select Board/Town Administration Technical Services line item 1123520.530900
 - To contract with a firm or firms to provide communications and public relations assistance to enhance avenues of communication to reach more people and provide assistance in pushing out information to citizens
- \$50,000 – Inspection PT Salaries – line item 1241510.518000
 - To hire an enforcement position
- \$83,104 – Select Board/Town Administration Contractual Bargaining line item 1123532.530400
 - Both the Police unit and DPW Laborers' unit are in active negotiations and do not yet have a contract for FY24