

TOWN OF SCITUATE  
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**Advisory Committee Meeting Minutes**  
**Thursday, March 4, 2021**  
**Zoom Video/Audio Conference - 7:00 pm**

*This meeting was conducted in compliance with Governor Baker's declaration of a public health emergency and the related Emergency Executive Orders; the Advisory Committee held the meeting via Zoom Video and Audio (Dial-for those with only phone access). All participants participated remotely.*

**Committee Members Present:** Jerry Kelly; Chair, Michael Westort; Vice-chair Elise Russo, Dan McGuiggin, Lynda Ferguson, Missy Seidel, Jamie Gilmore, Lincoln Heineman and Patrice Metro

**Also in Attendance:** Finance Director, Nancy Holt; Town Administrator, Jim Boudreau; SCTV ZOOM Facilitator, Seth Pfeiffer; Conservation Commission and Community Preservation Committee member, Penny Scott-Pipes; Community Preservation Committee Chair, Dan Fennelly; Community Preservation Committee Vice-Chair, Skyler Chick; Library Foundation Chair, Ginny Ayres; Library Director, Jessie Finnie and Capital Planning Committee Chair, Chris Carchia.

**Committee Members Not In Attendance:** None

**Mr. Kelly called the meeting to order at 7:02 p.m. Mr. Kelly made a motion to accept the agenda which was seconded by Mr. Gilmore and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Ms. Metro-yes, Mr. Gilmore-yes, Ms. Seidel-yes and Ms. Russo.**

**Mr. Kelly made a motion to accept the minutes from the February 25, 2021 as amended which was seconded by Mr. Gilmore and voted in favor (5-0) by roll call vote; Mr. Kelly-yes, Ms. Metro-yes, Ms. Seidel-yes, Ms. Russo-yes and Mr. Gilmore-abstain.**

*Ms. Ferguson joined the meeting*

**Community Preservation Committee Recommendations for FY 2022 – Community Preservation Committee Chair, Dan Fennelly**

Mr. Fennelly noted that the CPC had received multiple applications from churches and that they had to turn down the applications due to the Acton CPA lawsuit. CPC spoke with their Town Counsel and the Community Preservation Coalition on the issue. He reviewed the revenues for FY21 and pointed out that the Town received \$500,000 which was more than expected. Scituate has received almost \$9M in matching funds from the Commonwealth since the program was adopted. The estimated revenue for FY22 is \$2.26M. The CPC is recommending \$56,000 for administrative expenses. Mr. Kelly asked what constituted an administrative expense. Mr. Fennelly noted the clerical assistance from a town employee, coalition dues and other expenses. Mr. Fennelly stated that the CPC voted to recommend an article to adjust the set-asides for FY21 at town meeting as they were short due to the additional state funding received. He explained that there is an expected amount of \$4.7M available for CPA purposes for the coming year from all sources.

*Mr. McGuiggin joined the meeting*

Mr. Fennelly outlined the recommended costs for FY22. The debt service for the field which is being paid off over 10 years will be \$334,764. Seven projects are in the queue for town meeting of which five have already been approved by the CPC and the remaining two will be voted at their March meeting. Mr. Fennelly went over the rescissions that CPC voted to recommend to town meeting of approximately about \$216,000. The largest is the Lighthouse Lantern room which is a project that just never got started. Mr. Gilmore asked if that would affect the structural integrity of the building and asked the chair for further discussion with the Historical Society.

Mr. Fennelly noted that one of the big projects that was not recommended by the CPC was the Widows Walk parking lot after much discussion. Ms. Russo asked why it was not recommended. Mr. Fennelly stated the first issue was whether this should come from capital rather than CPA funds. The second more important issue was whether this project was actually maintenance which is not an allowable CPA expense. Since CPA fund could only be used by outdoor facilities, the consideration of inside events that would utilize the parking lot was a concern. Mr. Gilmore asked if any parking lots had been supported in the state. Mr. Fennelly noted yes that Scituate had done one for Roach Field but it was an outdoor recreation area and it was a new parking area as he recalled.

*Mr. Westort joined the meeting.*

The CPC is recommending \$100,000 to be allocated to the Affordable Housing Trust for emergency rental assistance. Mr. Kelly asked if this was sufficient funding. Mr. Fennelly responded that the CPC is uncertain as to how well utilized the program would be utilized and supported the request made by Stephen Irish, chair of the Affordable Housing Trust but additional allocations could be made if successful.

The CPC is also recommending a project brought forth by the Cedar Point Association for replacement of benches at Cedar Point Hart Park. The Association will provide \$400 and CPC is recommending \$5,600. The benches will be similar to the ones located by the lighthouse and the Association will also help maintain them.

The next recommended project was for additional funding for the trail parking and access project. It was first funded in 2017 but some areas at Appleton and Damon properties could not be accomplished with the original funding amount. Ms. Scott-Pipes noted the amount was \$50,000 and would also cover the handicapped accessibility at the picnic area. Mr. Fennelly noted that the CPC asks applicant to build in a contingency to avoid the need for applicants to return for more funding and any excess gets turned back to the CPA fund. Ms. Seidel asked about the total costs of the project. Ms. Scott-Pipes noted they received about \$550,000 but they ran into some permitting issues and the costs went up due to the delay in starting the project.

*Mr. Heineman joined the meeting.*

The Thoreau's Way Library Greenspace for \$100,000 was also recommended by the CPC. It is a 900 square foot space by the Central Field side of the library with a seating areas including a terrace, benches and approximately \$3,200 in donated resources including plantings. It would be an outdoor space to read and enjoy nature outside of the library and expected to be well used by the neighborhood. The Library Foundation will fund the maintenance costs from memorial donations for Michael Golding in the amount of \$15,000.

The next project presented was the MBTA Berm Bridge Crossings and Path for \$77,660. This project would join two existing trails with paths and bridges so people can go out and enjoy the marsh and make a loop from Dunkin Donuts around James Landing, the Riverway and back to Dunkin Donuts' path. The funding does not include construction but only design and permitting. Mr. Gilmore asked if they were going to be an accommodation for maintenance of the completed path. Ms. Pipes said that Conservation would be doing the maintenance through its volunteers. Ms. Metro asked for a ballpark estimate for construction. Ms. Pipes noted that with the trails and parking project previously discussed they came for all the funds and ended up being short. Therefore, this time they are doing design and permitting first and her estimate is at least \$100,000 but that is why they need to do the design and permitting first. Ms. Russo asked for a clarification on what the bridge entails. Ms. Scott-Pipes explained that the replication of wetlands by the MBTA created a berm which has a gully on each side. The bridges are actual bridges to connect the land as currently there are two telephone poles acting as crossing implements. Ms. Scott-Pipes noted that this is an open area so you are not in the woods for those that are not comfortable walking alone in the woods. Mr. Ferguson expressed concern in case the construction cost was greater than expected that the project would not move forward. Ms. Scott-Pipes noted that she was certain there would be sufficient funds and that the \$100,000 would be a fair estimate. Ms. Ferguson asked about parking access. Ms. Scott-Pipes noted there is a parking area specific for this area of about 10 spots owned by the Town and not part of the Dunkin Donuts' parking area as queried by Mr. Heineman. The CPC is not voting on this project until Monday, March 8, 2021. Mr. Kelly asked Mr. Fennelly to report back on the outcome of the vote.

Mr. Kelly asked about the land acquisition project. Mr. Fennelly explained that the Select Board came forward with a late application for purchase of land at 443-461 Chief Justice Cushing Highway for \$1,370,000. The property was appraised at \$1,350,000 and the additional \$20,000 would be for closing costs. The property is about 15 acres that abuts Route 3A by the reservoir.

There have been several proposals to develop the property. Mr. Fennelly said the Committee felt this would be appropriate use of funds to protect the property but the CPC had not had a vote on the project yet. Ms. Ferguson asked why the project was turned down for development in 2020 and Ms. Scott-Pipes said Planning and Mr. Fennelly stated that he did not know the reason. Mr. Kelly thanked Mr. Chick and Mr. Fennelly for all of CPC work. Several committee members thanked them for their work. Mr. Fennelly will report back on the outcome of their vote.

### **Capital Planning Committee Recommendations for FY 2022 – Capital Planning Committee Chair, Chris Carchia**

Mr. Kelly asked Mr. Carchia, chair of the Capital Planning Committee, to provide a summary of the Capital Planning Committee's recommendations. Mr. Carchia informed the members that one of the Capital Planning Committee members, Michael Clark, passed away in February and his presence would be missed. This year, the process was slightly different. This year each member reviewed the projects individually and then the Committee met to discuss the projects. At their review meeting, they moved through the list and voted to recommend the Fy22 capital plan as recommended by the Town Administrator. Ms. Russo recalled that the total requests were \$21M and the resulting recommendations was \$15M and whether there was anything removed that needed to be included such as the water mains or other water upgrade projects. Mr. Boudreau responded that most unapproved projects do not go away just move to the next year. For example, there is currently \$5M available in approved water main projects so that request could wait until they moved through those funds. If the funds were used quickly, a special town meeting could consider additional funding prior to the next capital plan. The same is true for the well upgrades and other projects were higher on the priority list. Mr. Kelly noted that over 80% was water and sewer projects. Mr. Carchia noted that the members available at the review session were the most tenured members of the Capital Planning Committee who were the most familiar with the projects.

### **Annual and Special Town Meeting Article Review**

Mr. Kelly went over the local option acceptances proposed for town meeting. The first was a local option acceptance to provide a check-off box for a veterans' assistance fund on the real estate tax and motor vehicle excise tax bills. The second proposed local option acceptance would reduce the residency requirement for veterans exemptions from two years to one year. Ms. Holt noted that the Board of Assessors voted on this article and submitted it to the Select Board to provide additional relief to qualifying veterans. The final local option acceptance was explained as a housekeeping item by Ms. Holt for a practice already conducted by the Town in allowing elderly property owners that qualify to defer their property taxes to also defer their sewer betterments annually.

Mr. Kelly asked that the members review the final language provided to them on the three Planning Board articles in advance of the next meeting.

Mr. Boudreau discussed an article for a new easement for 337 First Parish Road. This is part of a settlement of a suit brought by the property owner relevant to the new senior center which would provide the owner with an easement that would allow them to expand their driveway but

not for a structure. Mr. Kelly asked if the easement follows the property or the owner to which Boudreau responded it followed the property. Mr. Heineman asked what other items were in the settlement and Mr. Boudreau stated the traffic island at the entrance. Mr. Westort asked what would happen if the Town wanted to use the property and Mr. Boudreau stated that the Town would have to go back to town meeting. Mr. Boudreau noted that the location of the fence at the new senior center is in the same place as when the property was in use as the Gates Intermediate School.

Mr. Boudreau provided detail on the release of an easement on 26 Gardiner Road which is not where the drainage is located and is not needed. The owner of the property at 32 Gardiner Road has provided an easement where the drainage actually exists. Mr. Westort asked why we would release the easement and not get anything in return and Mr. Boudreau noted that it would be extremely expensive to re-direct the drainage as the property is uphill. Mr. Boudreau stated he would provide maps to the members next week.

Mr. Kelly reviewed the list of articles and noted there are four special town meeting articles and 30 annual town meeting articles to be discussed, voted and assigned at the next meeting. He asked members to review which ones they would like to present. Mr. Heineman asked when the warrant would be available. Ms. Holt said she would have it out to members this week-end or Monday and noted that the Advisory Committee booklet had to be available by March 26, 2021.

**Mr. Kelly made a motion to adjourn the meeting which was seconded by Mr. Gilmore at 8:15 p.m.; the Committee voted unanimously in favor (9-0) to adjourn by roll call vote; Mr. Kelly-yes, Ms. Russo-yes, Ms. Ferguson-yes, Ms. Metro-yes, Mr. McGuiggin-yes, Mr. Westort-yes, Mr. Gilmore-yes, Mr. Heineman-yes and Ms. Seidel-yes.**

Respectfully Submitted,

Nancy Holt  
Recorder