

**MEETING MINUTES
BOARD OF SELECTMEN
February 21, 2017**

Present: Martin J. O'Toole, Chairman, Anthony V. Vegnani, John Danehey, Shawn Harris
Patricia Vinchesi, Town Administrator

Not in Attendance: Maura Curran

The Meeting was called to order at 7:00 p.m.

Acceptance of Agenda

Mr. Vegnani made a motion to accept the agenda for February 21, 2017, Second by Mr. Harris, all in favor. Unanimous vote (4-0).

WALK INS – no walk ins

SCHEDULED ITEMS:

REPORT OF THE TOWN ADMINISTRATOR

Ms. Vinchesi said we have had the first of three film screenings with the Sister City Committee and there are two more coming up on 3/4/17 and 4/28/17 at St. Mary's Parish center for \$10, students are free.

Scituate was well represented at the boat show this past weekend. Mr. Harris said there were six booths with people from Scituate. Fran McMellen, Dick Eckhouse and others were there bringing attention to Scituate. They had great handouts and information about Scituate. People from Plymouth are now calling for information regarding what Scituate is doing.

1. Communication Center Opening, Chief Stewart

Chief Michael Stewart said the Public Safety Complex communication center is the next generation E911 system. We have been working toward the March 1, 2017 date but there are certain components that are still being worked on. Comcast and Verizon are working with General Dynamics to bring this up and running. The Communication Specialists work is more complicated and more components than what they are used to today. All of the dispatchers have been trained in the next generation systems. By the end of this week they will be certified. Ongoing training will be done out of the PSC. Once it is up and running there is a burn in 2 week time period to make sure everything is functioning properly. It could be reduced to one week if everyone feels it is working properly. A Supervisor will be there to manage the Communication Center. Deputy Chief Mark Thompson is reviewed the layout and Communication Specialists area with the Selectmen. Chief Stewart has a great deal of respect for our dispatch operators both

police and fire. There will be a lot of training ongoing and everyone should be on board over the next six months. The Selectmen said this is very impressive and great job to the Chief and Deputy Chief.

2. Public Facilities Update

Both the library project and the Public Safety Complex are near completion. The PSC is at substantial completion date. The March 1st date for the cutover is going to be pushed out a little.

3. Public Record Policy

There are seven Record Access Officers assigned throughout town.

Move that the Board of Selectmen approve a Town of Scituate Public Records Compliance Policy. Motion by Mr. Danehey second by Mr. Vegnani Unanimous Vote (4-0)

4. Other Items

What's the Story: With the Sea level rise story in the Boston Globe a lot of people have asked what Scituate is doing in this regard? The town, four years ago did a sea level rise study and the purpose was to see how the town will be impacted in 25 to 75 years. The sewer plant would not be impacted. The frequency of the storms we are getting is impacting us not the storm surge.

SCHEDULED ITEMS:

Award Widows Walk Food & Beverage Contract

The town went out to bid and received three bids above the minimum threshold. All bids were reviewed and references checks. Twin Mary's LLC is recommended as the Food & Beverage contract. Mary Quattrucci and Mary attended the Selectmen meeting to respond to any questions they have. They are eager to open March 1, 2017 and they already have requests for special events and functions. There are some non-working items in the space that need to be addressed such as the stove and oven. Some painting and renovation will be done to clean it up and make it look nicer. The Selectmen praised both Mary and Mary for their excellent proposal and look forward to its success. The board thanked Jamie Miller for the years he has managed the Widows Walk Pub.

Move to award contract to Twin Mary's, LLC of 22 Jenkins Place, Scituate, MA for the food and beverage operations at the Widow's Walk golf course from March 1, 2017 through February 28, 2019 for an annual lease payment of \$38,502 with two (2) one year options for extension. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Presentation Snow Removal Operations & Policies, Kevin Cafferty, DPW Superintendent and Mike Breen, Highway Department

The DPW is here to answer questions regarding some of the recent inquiries regarding the snow removal. Pretreatment is done depending on forecast and locations. Mr. Cafferty reviewed the equipment, procedures and processes for snow removal. The budget is \$497,113 which is unrestricted and can be put into deficit spending. 42% of the budget is equipment rentals, 40% salt, 11% overtime and 7% equipment parts. For comparison there are 131 miles of roadways vs Norwell 88.69 miles of roadways. Mr. Cafferty said the crews do a great job and there are 38 areas that are assigned to specific plow crews. Mr. Vegnani said there is no doubt that the crews do a great job. Mr. Vegnani said there is someone here to handle phone calls and people should contact the police department if they have concerns about a specific street or have a problem. We do have spotters throughout the town who check the streets as well. The highway department keeps a detailed log of every complaint and it is then on the snow report. The DPW wants to know if there is a problem. Mr. Breen said it is a tough call on pretreating. One side of route 3A has more rain and the other side more snow. The DPW does try to preserve as much salt as they can. They don't want to put out too much salt because they don't want it to get into the groundwater. The DPW is looking into this and working with the state on route 3A specifically to protect the reservoir. The last storm First Parish was getting really slippery and we had to go back and plow. Mr. Vegnani said we can overspend but we do have to find the money to pay for it. It is not shut down because we are out of money. The budget has not been cut and in fact has gone up every year. Mr. Cafferty said it is treated very seriously since this is public safety. Mr. Harris said he had calls he couldn't believe. He is happy to hear that Mike Breen makes the call. The state has heavy equipment and the town does not have heavy equipment. Phyllis Karlsberg, 26 Hughes Road is a mother of two drivers and she said in the past storm during the day it warmed up and softened the snow up. Ms. Karlsberg asked if they were suggesting that residents call the DPW to come plow. Mr. Cafferty and Mr. Breen said yes call the Highway Department. Mr. Breen said this past storm was difficult because it did warm up and the snow became slushy. He had to send people back out to plow. Fran Lydon came in and he has been the long time foreman for the grounds and schools. Mr. Cafferty thanked Fran Lydon for the excellent job he does with all the schools. Robert Wargo principal of Scituate High School wanted to thank Mike Breen and Frannie Lydon for the excellent job they do with the schools. Dave Friedman asked a question of how much has been spent to date in the snow budget and it is \$309,000.

FY18 Town Operating and Capital Budget Overview

- Waterways Enterprise/Shellfish

Fran McMillen, Waterways and Stephen Mone, Harbormaster attended to present the Waterways and Shellfish budget. The waterways budget was reviewed first and it is level funded. A few items were requested for landscaping supplies for the Maritime

Center and money to manage the potholes. Last year the harbormaster let a couple of people go and they will be replaced with new people to fill existing positions. Mr. Mone had the fire inspector and electrical inspector out to walk the docks and marinas. One of the issues is there is no emergency shutoff. This is on the capital plan for GFCI protection and a shutoff. There was an electrical short circuit on the Cole Parkway way that was not properly protected. Some repairs were made but this is a project. Another capital project is a de-icing system that will be needed to keep the floats in the water. The de-icers are \$74,000 and it was presented to Waterways at the last meeting. It cost \$22,000 to remove the docks and \$24,000 to put the docks back in the water annually. After a review of the marinas there are 62 Units at Cole Parkway and 51 units at the Maritime Center at a cost of \$74,000. Ms. Vinchesi said in the fall they would like to do a re-grid of the moorings.

The shellfish budget is level funded and the salary has remained the same. Dave Friedman, Waterways Commission said the consultant talked about making the harbormaster's office better run with some software and some hardware but it is not allocated in the budget. Ms. Vinchesi said we need more data before it can be reviewed and decisions made. The Selectmen thanked everyone from Waterways for coming to the Selectmen meeting.

- DPW Administration/Engineering

Mr. Cafferty brought representatives from each department.

Engineering budget changes were reviewed.

DPW Administration was level funded and only added step increases.

- DPW Highway & Grounds

There are no new positions. There are some open positions that will be filled. The DPW is pricing out Edward Foster to Kent Street curb to curb but we do not have the bids yet. The work on Gilson Road is turning into a large project with the Salt Marsh and there is a lot of permitting involved. There will be some drainage improvements on Kent Street also. The pipe that was replaced was from 1901 but the new pipe from the 60's was installed but never cut over to the new pipe. This has been taken out of commission and is resolved.

- Snow and Ice

The budget is the same as last year and we have spent \$309,000 to date. We have used up our salt and have ordered some more at the state bid price. We can hold 2,200 tons of salt in the shed.

- Water Enterprise

The new wage scale is reflected in the budget. The foreman retired and there is a position opening available. Changes were made in some of the pumps so we should see improvements in energy bills. Ms. Vinchesi said Sean Anderson has been with

the town since August and he has been doing a great job and we are lucky to have him. The Selectmen thanked Sean for his great work.

- Sewer Enterprise

The Selectmen reviewed the sewer enterprise budget with the DPW.

- Transfer Station

The Selectmen reviewed the transfer station budget with the DPW. Mr. Danehey reminded the DPW that there is a piece of land next to the transfer station and they should see if it could be used in the future. Mr. Cafferty said he would look into this.

- Streetlights

This was reviewed at a previous Selectmen meeting.

Mr. Vegnani said the Scituate hockey team is #18 in the state and #2 in the area. Only one more game left and then they go into the playoffs. The Selectmen thanked Mike Breen with his work with the Varsity Hockey team.

NEW BUSINESS:

1. Selectmen Policy & ABCC Advisory: Serving Wine in Private Clubs

Ms. Devin reviewed the ABCC Advisory and updated the Selectmen that Governor Baker signed into law “An Act Relative to Serving Wine in Private Clubs” and that is what drove this revision to the Selectmen Policy. Ms. Devin reviewed the draft policy with the Selectmen. The Selectmen would like more information regarding the corkage fee and asked to put this on the next agenda.

2. Temporary Marijuana Moratorium Zoning Article for Distribution and Sale of Recreational Marijuana

Motion to turn over the zoning article on medical marijuana to the planning board for a review and recommendation in accordance with MGL chapter 40A. Motion by Mr. Vegnani second by Mr. Danehey Unanimous Vote (4-0)

3. Twinning Cork County Charge

Ms. Vinchesi said the town needs two separate and standing committees. Ms. Vinchesi increased the budget to fund an exchange although it's in the infancy.

Motion to approve the Cork County-West Cork Municipal District Friendship Pact Committee Charge. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Mr. Danehey recused himself from the meeting at 9:06 p.m.

4. MIIA Contract Agreement

Ms. Vinchesi said we are moving to a new health insurance company. There is a steering committee group with members representing all employee groups. The Mayflower Municipal group steering committee voted last week to eliminate Harvard Pilgrim and increase the plan costs. We are very happy that Scituate made this decision for our employees.

Motion to approve the Business Associate Contract agreement for the Massachusetts Interlocal Insurance Association (MIIA) Health Benefits Trust and the Town of Scituate and its Health Plan effective July 1, 2017. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (3-0)

Ms. Holt said the meetings tomorrow are for the retirees and it is a sit down presentation about the plan.

Mr. Danehey returned to the meeting at 9:10 p.m.

Mr. O'Toole recused himself from the meeting at 9:10 p.m. and will not be returning. Mr. Vegnani will preside over the remainder of the meeting.

5. St. Patrick's Day Parade 10% Administrative Fee

Board members had previously been provided with a memo from the Town Administrator and Finance Director recommending that the Board not approve any waivers as it would set a precedent, result in loss of revenue, and the fee was intended to recognize the time staff devotes to processing costs and help planning large events. The Selectmen discussed the 10% administrative fee and talked about events that benefit the town. The St. Patrick's Day parade is a great benefit to the town and brings in a lot of business Mr. Danehey stated, Mr. Harris and Mr. Vegnani agreed.

Move to approve the waiver of the 10% administrative fee for police detail. Motion by Mr. Harris second by Mr. Danehey Unanimous Vote (3-0) Danehey, Vegnani and Harris in favor

OTHER BUSINESS:

1. Correspondence

Sucy en Brie Upcoming Films

Transfer Station Thank you letter

XFINITY/Comcast changes & equipment updates

2. Approval of Meeting Minutes

Move that the Board of Selectmen approve and not release the Executive Session meeting minutes for the January 24, 2017 meeting. Motion by Mr. Harris Second by Mr. Danehey Unanimous Vote (3-0)

Move that the Board of Selectmen release the Executive Session meeting minutes for May 10, 2016 with redaction of pending items. Motion by Mr. Harris Second by Mr. Danehey Unanimous Vote (3-0)

Move that the Board of Selectmen approve the meeting minutes for the February 7, 2017 meeting. Motion by Mr. Harris Second by Mr. Danehey Unanimous Vote (3-0)

3. Adjournment and Signing of Documents

Mr. Danehey, Mr. Harris and Mr. Vegnani read some of the Valentine's from the Wampatuck School 5th grade students and thanked them very much.

Mr. Vegnani said both the boys and girls Scituate High School basketball team are in the playoffs and the hockey team is in the playoffs also. Mr. Harris said that Mike Breen is like the Belichick of Scituate High School hockey. Mr. Danehey said the board appreciates the reporting of the local newspapers and thanked them for doing it.

Motion to adjourn the meeting at 9:20 p.m. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (3-0)

Respectfully Submitted by:

Lorraine Devin
Recorder

LIST OF DOCUMENTS FOR FEBRUARY 21, 2017 BOARD OF SELECTMEN MEETING

- Agenda
- Correspondence
 - XFINITY regarding complaints & service interruptions
 - Newspaper Article NJ group seeks exemption from sand dune plan
 - Scituate's NICE Committee
- Approval of Selectmen Meeting Minutes for January 24, 2017
- EXECUTIVE SESSION CANCELLED

Board of Selectmen Meeting Minutes for February 21, 2017

BOARD OF SELECTMEN

Martin J. O'Toole, Chairman

Anthony V. Vegnani, Vice Chairman

Maura C. Curran, Clerk

John F. Danehey

Shawn Harris