

**MEETING MINUTES
BOARD OF SELECTMEN
February 5, 2019**

Present: John Danehey, Chairman, Karen Canfield, Shawn Harris, Anthony Vegnani

Also present: James Boudreau, Town Administrator

Ms. Curran is not in attendance at the start of the meeting.

The Meeting was called to order at 6:02 p.m.

Acceptance of Agenda

**Mr. Vegnani made a motion to accept the agenda for February 5, 2019,
Second by Mr. Harris all in favor. Unanimous vote (5-0)**

WALK INS - none

REPORT OF THE TOWN ADMINISTRATOR

Accident last week on Mann Lot and Route 3A. Walked the site with the Town Engineer and Chief Stewart. He directed the engineer to purchase two illuminated stop signs and stop ahead signs. When they come in the will be installed. Putting these lights in will give a visual reminder of the intersection.

Water update well 17 will meet our demands. Well 18 is about 95% complete with the green sand filter. The sand filter has started. The water project bid for the remaining 2.2 miles is scheduled for opening on 2/21/19. The ice pigging we completed took out 145.889 lbs. of sediment from 3 ½ miles of pipe. Mr. Harris asked about the construction of the shed on Tack Factory Pond Road. Can we push it back a little away from the resident's homes? Mr. Cafferty said one of the neighbors called in and spoke with Kevin. If the neighbors agree to one representative we can work with Tighe & Bond on this. The set backs are in line with town bylaws. We will work with them as much as we can.

The noise study on the wind turbine Al Bangert is working on. Scituate Wind will do the study when the wind turbine is running at full capacity rather than reduced capacity. This will happen in the next few weeks. Ms. Canfield asked contractually what happens if it is running at reduced speed. Mr. Boudreau said we are guaranteed the income but they will lose money.

There is a Comcast issue with the SCTV link. Seth Pfeiffer is working with Comcast on the problem.

SCHEDULED ITEMS:

Special Event, St. Patrick's Day Parade, Ed Kelley

There is damage to the cafeteria area so they may need to use some other space in the old Gates building. Mr. Kelley said that isn't a problem. This will be the same as last year. The committee is looking for candidates to run for Mayor this year.

Move to approve a Special Event Permit for the St. Patrick's Day Parade on March 17th, 2019 from 10:00am to 4:00 pm. Motion by Mr. Harris second by Ms. Canfield Unanimous Vote (4-0)

Outdoor Entertainment Licenses for 6/29, 7/13 & 8/17, Chris Kennedy & Susannah Adams, Kennedy Country Gardens

These outdoor entertainment permits are for three weddings this summer, two are asking for a band. Mr. Danehey said he is concerned about the use of the property to hold parties. This is a change of use of the property. He believes this issue needs to go before the zoning board. Mr. Danehey said he needs to know this before he can vote on this. Mr. Danehey said he needs guidance from Bob Vogel, Zoning Enforcement Officer (ZEO). Mr. Boudreau said he can get an answer from the ZEO to see if it is allowed or not and if he needs to go further to the Zoning Board. This will be scheduled for a future meeting after Mr. Kennedy consults with the Zoning Enforcement Officer. Mr. Harris said his biggest concern is the neighbors. It is a great idea if the neighbors are on board. Mr. Kennedy is not going to get the neighbors upset. Mr. Harris asked if he could get these three dates approved and try to work it out with the neighbors and simultaneously work with the ZEO. Businesses have to get creative and try other things. Ms. Canfield would feel more comfortable to get zoning approval. Mr. Danehey said meet with the ZEO and come back to the 2/19 Selectmen meeting. Mr. Vegnani is the neighbor next door and it is extremely loud when there is music there. It is a residential area and there are more residents than business in that area. On the website it says they are a venue and that is not what it is zoned for. It is not built for that many people. There is no buffer to the sound. When there was one or two a year that's fine but when you are actively booking on your website that is a different business model. He does not believe it should ever be amplified music in the residential neighborhood. It echo's across the river and it is loud. Mr. Kennedy said this is supplemental business to Kennedy's Country Gardens in the off season. Mr. Vegnani does not think this is the right spot for amplified music and it is not what it is zoned to be. This should not be happening in the residential area. Mr. Danehey asked Chris Kennedy to come back after he speaks with the ZEO regarding the use of the property.

Roadway Drainage System Contract for culvert replacement Gilson Road & Bailey's Causeway, Kevin Cafferty, DPW Superintendent

Existing corrugated metal culverts on Bailey's Causeway and Gilson Road have been in service far beyond their useful life, are undersized to handle existing storm surges, are in bad disrepair and need to be replaced with larger culverts to accommodate existing and predicted future increases storm surge intensity and tide rise.

These roadways are primary emergency access roads in the event of coastal storms but are located within marsh land and mapped floodplains. Replacement with larger culverts will allow more time to use these roads for emergency evacuation during coastal storms before storm surge overwhelms them and the roads flood.

The Gilson Road culvert frequently clogs with debris and requires excessive maintenance. Inadequate capacity of the Baileys Causeway culvert has resulted in excessive flow velocities and erosion of the elevated road base. The guard rails and granite curbing are visibly settling.

Baileys Cause way will be closed for six weeks while this project is going on. They are looking to start the work as soon as possible. They will be doing one at a time. Each one will take approximately four weeks. The schedules will be put together and they are trying to complete this before summer. Mr. Vegnani asked if we should postpone to the fall and Mr. Cafferty said the costs will go up if we delay. Ms. Canfield and Mr. Danehey said we need good communication for this.

Move that the Board of Selectmen award the culvert replacement on Gilson Road and Baileys Causeway Aqualine Utility, Inc. for up to \$470,000. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (4-0)

Scituate Public Schools, Elementary School Facilities Report, Habeeb and Associates
Presenters: Ron Griffin, Superintendent, Steve Habeeb, Jack Shea, and Jeff Puleo from Habeeb and Associates

Superintendent Griffin came on board about a year ago and there were many concerns about Cushing and Hatherly School. He wanted to look comprehensively at the needs of the elementary schools specifically, Cushing, Hatherly and Wampatuck. Habeeb and Associates did the architectural and educational analysis. Mr. Habeeb introduced his team, Jack Shea and Jeff Puleo. Mr. Habeeb reviewed the presentation with the Board of Selectmen. The assignment was to estimate enrollment projections, examine the physical conditions, asses the educational adequacy and develop options. Habeeb and Associates researched and it is growing about 1 1/2 %, students are coming back from private schools and they believe there will be an increase of approximately 1 1/2%. There will be more pressure on number of classrooms and class size.

Maura Curran arrived at 6:51 p.m. and joined the meeting.

Superintendent Griffin asked to look at this over the next 5-7 years. The MSBA would do another analysis in the future. The growth projected is modest.

Habeeb and Associates took into consideration all new developments in the process. Four to five years ago the school department redistricted some streets. Mr. Puleo reviewed the numbers of students throughout the elementary schools and the expected growth. They assessed all the schools in five areas of assessment: Building envelope and energy efficiency, building interiors, mechanical and fire protection, electrical, fire alarm, data, security and site. The schools are well maintained but the buildings are over 50 years old. They are beyond the end of their useful life.

It would cost \$37M to bring them up to code with no educational model changes. They broke the categories down to three scopes:

Scope 1 necessary/not yet critical

Scope 2 Recommended

Scope 3 does not meet current codes for new construction but “Grandfathered”

Building Summaries were looked at in the following areas:

Site, Building Envelope, Building interiors, mechanical, electrical for each school.

Mr. Shea looked at the educational models of each school. The gymnasium today per the MSBA should be twice the size of the gyms in the schools. The programs have changed yet the schools have not for example, cafeteria, gymnasium, special education programming, classrooms abutting the gymnasium, computer lab, music, art, education areas, etc.

Six options were developed based on the five year projection over the four sites; Cushing , Hatherly, Wampatuck, and Jenkins.

Superintendent Griffin realized the town has other needs as well. The school is interested in option three which includes a new school for PK-5 and a renovation and addition to Wampatuck. The cost is estimated at \$83.2M. Every option is a 5-7 year lead time. Richard Hebert, School Committee favors building the new school while the other schools are still in session. The MSBA process is already open and we are drafting a Statement of Interest.(SOI) to submit. The SOI the school committee is submitting is for Wampatuck. In the next month the school committee and the town need to be on board before it is submitted to the MSBA. Approval of an SOI does not commit resources it simply says yes go explore this. Mr. Vegnani said we have to prepare to replace our buildings. Superintendent Griffin said the intention is to be proactive knowing there are lots of priorities. Ms. Curran would like the school department to consider what they will do with the other properties they will bring off line. A feasibility study would be required to determine options where a new school would be built. This process has not changed much since we did the Junior High School. At the beginning we didn't know where it would be built. Mr. Danehey asked that the school committee look at the high school in the long term plan. Superintendent Griffin said they have tried to front load all the projects focused on the high school as well. This presentation is the top priority for our school district at this time.

FY20 Budget Review

○ School (300)

Superintendent Griffin provided a high level overview of the school budget which will go up on the school department website. This is a level services budget which is different than a level funded budget. The overall budget reflects an increase of 2.9% over FY19. About \$2.3M in grant money was awarded to Scituate Public Schools. Revolving accounts are fees that people pay for services. These total \$1.3M across the school district. None of these fees support the entire program. Top priorities to the school beyond level services are Adjustment Counselors 2 FTE's, Language Based Classroom Teacher 1 FTE, Fulltime Athletic Director 1 FTE and Library para professionals 1.2 FTE. Non-resident students across the district are about eight to ten students. It doesn't change much because everyone else is doing it to keep kids in their own schools and keep their costs down. There is \$2.8M in students served

outside the district currently. Mr. Vegnani asked if there is a way to get into the details of the school budget report. Superintendent Griffin said if anyone has any questions or needs more detail they are happy to provide it to them. Mr. Vegnani asked how the school will fund beyond service requests and what their solution is not to take it from the town side of the budget. Superintendent Griffin said they have to prioritize and they are trying to find ways to be more efficient. Some of the items are on the list for a few years and we are working toward them. Payroll is 83% of their budget. It is hard to get extras into the school budget. The Selectmen thanked Superintendent Griffin for his passion and great work. Mr. Harris asked if we lose teachers to other towns or take teachers from other towns. Scituate has a competitive salary range compared to other schools. This school has the lowest attrition number than any school he has been a part of. It is a very good town to work in. Ms. Curran would love to see what was added in the past from the wish list. Mr. Danehey thinks it's a shame that we created a situation where families have to pay bus fees, athletic fees, etc. It is getting larger and larger every year. There needs to be an operational override to fund this. Mr. Danehey said it's been a problem for 40 years and we need budget dollars to maintain everything in the school and the town budgets. We need to fund what we need to do it properly. Ann Burbine, Pennycress Road could not agree more. Ms. Burbine said it started with the \$50 activity fee in 1993. Public education should be public and be borne by all of us. It is part of living in a community.

Mr. Danehey is taking a short break at 8:09 p.m.

Mr. Danehey reconvened the meeting at 8:25 p.m.

- South Shore Vocational Technical High School (310)
Superintendent Tom Hickey and Scituate representative Jack Manning

Proposed FY20 Budget is \$13.8M which reflects an increase of 3.10% or \$414,934. Students from Scituate that attend the vocational school total 45. All numbers are based on proportional enrollment. It is approximately \$17,000 for non-resident tuition and that is used to offset the town's contribution for the eight towns enrolled. There is a great partnership with Scituate for the solar array and the transportation we contract with Scituate. Capital cost of \$430,000 is required for the athletic field and the other is funding the stabilization account for building renovations. There is \$1.1M in the stabilization account. The school is seeking a renovation and modest addition. They have submitted an SOI to the MSBA. There were 70 SOI's submitted by 56 districts and there were 13 invited in to MSBA. SSVT was not one of the 13. Superintendent Hickey explained to the Board of Selectmen how the numbers are arrived at for town funding. Scituate Total FY20 Assessment is \$792,870. The Selectmen are proud to support the Vocational school. This is the fifth SOI the Vocational school has submitted to the MSBA. The cooperation for the Scituate Public School district is outstanding. Scituate is very welcoming when the Vocational School comes out to speak with the students. The Board of Selectmen thanked Superintendent Hickey and Jack Manning. They asked Jack Manning to send their best wishes to Sheila Manning.

FY20 Budget Review continued

- Community Planning & Development
Mr. Brad Washburn is the Director of Planning and Development. FY20 they

look forward to working with the various departments on town wide infrastructure issues. They are looking into implementation of an online system. The public process to update the town wide master plan will be coming up. They will continue to work with EDC and the Planning Board.

- Conservation/Coastal Resources (171)

Amy Walkey, Conservation Agent reviewed her accomplishments permitted over 300 different projects in the past year. Ms. Walkey reviewed some of the projects. They have been working on violations for residents who do not have permits. It is an exciting office to work in and very busy. Jennifer Smith came on board in July and Carol Logue retired after 23 years. Things are going well. They are looking for level funding with no increases. Ms. Curran said there were 450 site visits and that is a lot of work. Enforcement is difficult and not an easy task. Ms. Walkey said she loves the people in Scituate and the beautiful coastline.

Kyle Boyd, Coastal Resource Manager, has been here for four months now and has had several home elevation grants. He is learning a lot. He was recently trained in the Community Rating System (CRS). He is bringing together a team for a CRS working group. Every five years there is a complete recertification required. There was a Coastal Community Assessment provided to the public at the library last week. Forty Five residents attended and it was good feedback. Residents are looking to work more with the town. Everyone signed up for an email network. There were good people with good feedback. Brad has introduced Kyle to his network at the state level and we are positioned very strongly. The first four months he has been getting to know the coast and the people.

- Planning (175)

Karen Joseph, Town Planner, permitted a lot of projects e.g. Curtis Estates (16 lots) and Toll Brothers. They issue a lot of permits and storm water permits. They are working to revise the regulations that they had to put on the back burner until March. They are currently preparing zoning regulations for the upcoming town meeting. There will be a public hearing on storm water in March or April. We are working on the master plan and started the development review team meetings to assess where we are on different projects. We will keep permitting projects and we will be very busy with the Drew project and the first hearing is February 14th. The master plan development is 12-18 months. Ms. Curran thanked Ms. Joseph and Mr. Washburn for the grants they have brought in and it is not easy doing that but much appreciated.

- Economic Development Commission (182)

The EDC gets 20% of the meals tax. They provide support for grant applications and they will be involved in the Scituate Harbor resiliency project. Ms. Holt said they have their own stabilization fund and there is

\$33,000 in there right now.

- Zoning Board of Appeals (176)

Mr. Robert Vogel, Zoning Enforcement Officer (ZEO) has been busy with situations that occur all the time. This year they have had large projects such as Herring Brook Meadow. The waste water treatment is hung up with the EPA. Herring Brook Meadow has had numerous public hearings and a lot of back and forth with our engineering consultants. This project has been around for 12 years and it appears we are coming to the final part. The construction will start in the next six months. Stockbridge landing has been around a long time. That development will not be all duplexes which is an improvement. This will be going forward in FY20 and there will be 68 units. The early stages of the Drew Company in the Greenbush parking lot and Curtis estates off of Ann Vinal Road and Lawson Green with the Housing Authority is beginning. Susan Tice is the new zoning board secretary and she also works in the building department. Maureen Galvin moved to the fire department and Annie Kelly took her position. Susan moved into Annie Kelly's position. The budget is level funded.

- Inspections (241)

Mr. Vogel for FY19 YTD issued 1639 permits. There is a 12.5% increase in permits over the last fiscal year. This doesn't factor in the Toll Brothers building permits. We just issued four building permits two weeks ago. This will be a large increase in our permits. This will be a different landscape than we've seen. This is a different ballgame. We're going to have to be prepared to react to it. Mr. Danehey suggests the assessor be coordinated for the final inspection to be sure we assess it properly.

- Finance Director/Town Accountant (135)

Ms. Nancy Holt is continuing to work on conversions. It is busy this time of year. The Cost of Living increases and step increases are included. Technical Services increased for contracts.

Amendment to architect contract for Council on Aging project, Jim Boudreau, Town Administrator

This will be moved to the next Selectmen meeting.

NEW BUSINESS:

1. Drain Layers License Renewal

Move to approve a renewal of a Drain Layers License to the following businesses:

Laminar Construction Corp.

Jones Contracting Inc.

Andrew Spath / Site Pro Contracting Inc.

Motion by Mr. Harris second by MS. Curran Unanimous Vote (5-0)

2. Sewer Betterment Deferral

Move to grant a sewer betterment deferral for current year taxes for parcel id 14-1-49-0. Motion by Mr. Harris second by Ms. Canfield Unanimous Vote (5-0)

OTHER BUSINESS:

1. Liaison Reports

Mr. Vegnani said there was a recreation meeting last week to discuss field design and a CPC meeting. Thursday there was a financial forecasting meeting.

Ms. Canfield said Capital Planning is meeting to discuss the water department capital budget and the field project. The Water Resources Commission is getting ready to prepare a presentation to meet with the Selectmen.

Mr. Danehey said he and Mr. Boudreau attended the regional sewer meeting was held this week in Cohasset. The Town of Hull has the capacity to allow people to use it or they want to reduce it to save money. They want to know where we stand on this expansion as soon as possible. Numbers were presented to the committee. It would cost close to \$60M to sewer North Scituate. If the town elects to do that in the future it would be fabulous. Cohasset is not making a decision because they are in the middle of their master plan. It could put this into a holding pattern. Mr. Boudreau said there is a path available and there could be a lesser plan for North Scituate. Mr. Vegnani asked if the \$60M would be betterment to all the homes who want to connect to Scituate. The estimated cost would be in the high \$20K to connect. We could also apply for a MASS Works grant to help offset the costs. The cost to do it ourselves exceeds the \$60M. We are ready to go to the next phase but we need to wait for Cohasset to let us know and that is expected in March, 2019.

2. Correspondence

Comcast Complaint report was submitted to the Town.

3. Approval of Meeting Minutes

Move to accept the meeting minutes for the Board of Selectmen meeting held on January 22, 2019 and January 31, 2019 Motion by Ms. Canfield second by Ms. Curran Unanimous Vote (5-0)

Move to accept and not release the Executive Session minutes for the Board of Selectmen meeting held on January 22, 2019 since matters discussed are still

**pending at this time. Motion by Ms. Canfield second by Mr. Vegnani
Unanimous Vote (5-0)**

4. Adjournment and Signing of Documents

The Chair declared that an open meeting may have a detrimental effect on the negotiating position of the governmental body to consider the purchase, exchange, lease or value of real property. The board will not reconvene in open session.

Move that the Board of Selectmen go into executive session at 9:50 p.m. to consider the purchase, exchange, lease or value of real property and the board will not reconvene in open session. Motion by Ms. Curran Second by Mr. Harris Unanimous Vote (5-0)

**Roll Call Vote:
Mr. Danehey yes
Ms. Curran yes
Ms. Canfield yes
Mr. Harris yes
Mr. Vegnani yes**

EXECUTIVE SESSION:

1. To consider the purchase, exchange, lease or value of real property.

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for February 5, 2019 Board of Selectmen Meeting

- Agenda
- Upcoming meetings and events
- Draft Spring Special Town Meeting Timeline TA report
- Special Event St. Patrick's Day Parade
- Outdoor Entertainment Permit applications
- Roadway Drainage System Improvements Contract – Gilson & Bailey's Causeway
- Scituate Public Schools Elementary School Facilities Report, Habeeb & Associates
- FY20 Scituate Public Schools Budget Review
- FY20 South Shore Vocational Technical High School Budget Review
- FY20 Budget Review continued
 - Community Planning & Development
 - Conservation/Coastal Resources (171)
 - Planning (175)
 - Economic Development Commission (182)
 - Zoning Board of Appeals (176)
 - Inspections (241)
 - Finance Director/Town Accountant (135)
- Amendment to architect contract for Council on Aging Project
- Drain Layer License Renewals
- Sewer Betterment Deferral
- Correspondence
 - Comcast Complaint Report
- Approval of meeting minutes for 1/22 and 1/31/19 Selectmen meeting and 1/22/19 executive session meeting not to be released
- Executive Action to move into executive session

Board of Selectmen Meeting Minutes for February 5, 2019

BOARD OF SELECTMEN

John F. Danehey, Chairman

Maura C. Curran, Vice Chairman

Karen B. Canfield, Clerk

Shawn Harris

Anthony V. Vegnani