

Board of Selectmen Meeting Minutes

Tuesday, October 6, 2020

Meeting Conducted via ZOOM Remote Participation due to COVID- 19 Emergency

Remote Participation by: Ms. Canfield, Chairman, Mr. Vegnani, Vice Chairman, Ms. Connolly, Ms. Curran, Mr. Goodrich

Also remote participation by: Mr. Boudreau, Town Administrator

Ms. Canfield reviewed the call in procedures for any resident who would like to participate in the meeting by commenting or asking questions. Participation by the public is available by the Zoom link on the agenda.

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA

Mr. Vegnani made a motion to accept the agenda for October 6, 2020 at 6:34 p.m. Second by Ms. Curran
Unanimous, vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

Ms. Canfield said that the Planning Board will host a Master Plan meeting on 10/13 via ZOOM.

ZOOM INS aka WALK INS - NONE

REPORT OF THE TOWN ADMINISTRATOR

1. Since last Monday we have had nine (9) new COVID case reported for Scituate (two yesterday and one today). 1 of these cases was a college student with the remaining 8 being Scituate cases. Our map color of infection rates is remains yellow, one below the highest rating of red. Scituate's 14 day positivity rate last week was 1.49% down from 1.77% the previous week. This is the number we need to track. When this number starts trending in the high 2% range we will need to start seriously looking at restricting what is open and imposing more stringent restrictions again. We are now in phase 3, step 2 of re-opening. Outdoor gatherings can now be 100 people, up from 50. Private gatherings are still limited to 25. In restaurants, bar seating is now allowed with proper social distancing and food service. With President Trump being diagnosed with COVID 19 last week, it is a stark reminder that the virus is still out there and active. You still need to social distance and wear your mask. If people like having stores open, parks open, businesses open and schools open, we need to continue to be vigilant and follow the rules. Other communities are being forced to go all remote with their schools because people are not doing what they are supposed to be doing. **WEAR YOUR MASKS, AVOID LARGE GATHERINGS AND CROWDS, SOCIAL DISTANCE.**
2. The ban on outdoor watering remains in effect. The state has changed the drought designation for Southeastern Massachusetts from "Severe Drought" to "Extreme Drought". People need to make a concerted effort to save water. When we initiated the ban on outdoor watering demand dropped by approximately 400,000 gpd. That equals approximately 12,000,000 gallons a month. An average pool

holds 18,000-20,000 gallons of water. This is enough water to fill over 600 pools. We still have too many people watering their lawns and wasting water.

The reservoir is at 28.18% full, down slightly from the previous week. Rainfall was measured at .67 inches over the last seven days as recorded at the treatment plant. The weekly average for water through the treatment plant was down last week to 612,000 gpd, which is less than the 731,000 of the previous week. I wish I could attribute this to conservation efforts, but I think it was more tied to the rain we received last week so people watered less. We continue to issue fines for violations. We need to do better. Tests at the plant show significant reduction in manganese levels as a result of the new treatment process we have initiated. We will continue this treatment process and adjust dosage as necessary.

3. For the sixth year in a row, the Town of Scituate has been awarded a Certificate of Achievement for Excellence in Financial Reporting for its FY 2019 Comprehensive Annual Financial Report by the Government Finance Officers Association of the United States and Canada. This is a group effort by all departments as the report includes financial data as well as other statistical and historical data about the operations of the Town. The current and prior year reports are available on the Town's website under the Accounting/Finance page.
4. I wanted to inform you fire & police will be conducting training at the rear of the high school near the gym/theater area from 10am-noon for the next (4) Wednesdays starting tomorrow. Training will start in the EOC at 0900 each day. We have discussed this with Bill Burkhead and he is in full support of this training. We chose Wednesdays due to no students being on campus to minimize our impact to the schools
5. Our area is under a high wind watch for the next couple of days. We are forecast to experience strong winds (SW-West-NW) starting tomorrow morning and lasting into Thursday evening. Winds will be steady 15-25 mph with gusts in the 40-50mph range. With the winds primarily from the west there are no coastal flood concerns. With most of the trees still full of leaves we may experience isolated power issues. Brisk SW winds are forecast for Saturday as well. If anything changes I will let you know.
6. A reminder that the Master Plan Community Workshop will take place on Tuesday, October 13, 2020 at 7:00 pm. When we talk about zoning, and building and density and water use, this is the document that guides all those decisions. If you are interested, concerned, excited about the future of Scituate and what Scituate is going to look like going forward, this is the process that you need to participate in! The link to register for the webinar is on the town web site.
7. Grant update - \$1,531,758.70 YTD the Selectmen received a spreadsheet with a breakdown of all the grants received.
8. Project Updates
 - a. The Cedar Point sewer construction project commenced Tuesday, 9/8. This week is the start of the actual construction with the first small road closure. This is the replacement of the gravity sewer system in Cedar point that is the largest contributor to infiltration in our sewer system. This week will continue with prep work for the actual construction. Surveying, erosion control, test pits, etc. This is a major construction project and will lead to traffic changes on Cedar point. Residents and visitors will need to pay attention to the traffic signs and detail officers. The project will continue until May of 2021.

- b. The long awaited Cole parkway marina piling project is scheduled to commence in early October. The marina will be placed on pilings instead of on its current mooring system, similar to what has been done at the Maritime Center and Mill Wharf Marina. Having the pilings negates the need for all of the floats to be removed annually and makes them more resilient in storms. A portion of Cole parkway will be cordoned off with fencing as the contractor mobilizes for the project. As the project commences, you will see changes to pedestrian access and vehicular traffic. In Cole Parkway. These changes will be coordinated with DPW and Public Safety. The project will be completed prior to the start of the next boating season.
9. Finally, although I hate to end on a bad note, I am saddened to announce that we had an act of vandalism at the high school field complex over the weekend. Expletives were written in the surface of the shot put area and sprayed onto one of the electrical boxes at the site. The police are investigating and if suspects are identified they will be prosecuted. To the high school and youth athletes of Scituate, this is your facility and it is one of the finest on the South Shore. You need to take pride in it and keep it in good condition. This was a minor act of vandalism, but it could have been much worse. If anyone has any information, please let the school resource officer know or contact the SPD.

SCHEDULED ITEMS:

Joint Appointment with Planning Board for Alternate Planning Board Applicant Robert MacLean

Ms. Burbine said they would like to put Robert MacLean who works for FEMA and it was a unanimous vote for the Planning Board to fill the term.

Move to approve the appointment of Robert T. MacLean as the Planning Board Alternate Member to fill the vacancy until the 2021 Annual Town Election. Motion by Ms. Connolly Second by Ms. Goodrich

Roll Call Vote:

Ms. Ann Burbine yes	Ms. Canfield yes
Ms. Patricia Lambert yes	Mr. Vegnani yes
Ms. Rebecca Lewis yes	Ms. Curran yes
Mr. Benjamin Bornstein yes	Ms. Connolly yes
Mr. Stephen Pritchard not in attendance	Mr. Goodrich yes

Public Hearing for Transfer of Beer & Wine Package Store Annual Liquor License from Sand Hills General Store to SHGS, LLC, dba Sand Hills General Store, Brian Doyle

Mr. Brian Doyle said closing is scheduled for early November and they are looking for a transfer of license. Ms. Canfield said all backup was received and reviewed. Mr. Vegnani congratulated Mr. Doyle and asked what their experience has been with a liquor store. Mr. Doyle said neither have been involved with a liquor license in the past. He has participated in the Scituate Beach Association and he has experience. As the parent of a 17 year old child he understands the importance and value of liquor sales. He also practices law and understands the law. Liquor sales aspect will be new to both of them. The manager they hired will have training with the current owners. Everyone will be in tips training and they will have an alcohol sales policy. They will not be making any changes at all. Meg and Dan McAdam current owners have done a great job and they are looking to carry on the business. The carding system was purchased, they have been trained on the system and plan to carry that forward and subscribe to the annual updates. Ms. Curran congratulated Brian and Leslie and said it can be difficult to enforce alcohol sales but the Board does take it seriously and appreciates they will be training and using the system in place. Mr. Goodrich said he is happy to hear the card system will be in use and he appreciates they will be part of the business community in Scituate.

- **Common Victualler License for SHGS, LLC dba Sand Hills General Store**

Move that the Board of Selectmen approve the transfer of the Annual Beer and Wine Package Store Retail Liquor License from Sand Hills Group, LLC to SHGS, LLC d/b/a Sand Hills General Store for the premise located at 160 Turner Road, Scituate, MA. Motion by Ms. Connolly Second by Mr. Goodrich Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes
Vegnani yes
Connolly yes
Curran yes
Goodrich yes

Move that the Board of Selectmen approve the Common Victualler license to SHGS, LLC d/b/a Sand Hills General Store located at 160 Turner Road pending Board of Health Approval. Motion by Ms. Connolly Second by Ms. Curran Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes
Vegnani yes
Connolly yes
Curran yes
Goodrich yes

Bay Ridge Road Waterfront No Parking Signage, Sean McCarthy, Traffic Rules & Regulations

Sean McCarthy represented Traffic Rules & Regulations and said all the surrounding roads were designated as a waterfront no parking zone. There was no discussion where people would park. People could park at the boat ramp. Mark Sander said there is public beach parking by the General Store and a beach sticker is required. Ms. Canfield said the residents signed the petition and their guests are not allowed to park there as well.

Move that the Board of Selectmen approve the designation of Bayridge Rd. as a Waterfront No Parking Zone. Motion by Ms. Curran Second by Mr. Vegnani Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes
Vegnani yes
Connolly yes
Curran yes
Goodrich yes

Collective Bargaining Memorandums of Agreement for SEIU Local 888 TOSCA & AMP Bargaining Units, Bob Clark, Human Resources Director

Mr. Clark reviewed the contract process with the Board of Selectmen.

Motion to approve the Collective Bargaining Memorandums of Agreement for SEIU Local 888 TOSCA and AMPs bargaining units. Motion by Ms. Curran Second by Ms. Connolly Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

INTERVIEW Board & Committee Interviews

- **Kellie Roche**, Board of Health, Shadwell Road and Registered nurse, District Nurse Leader and she has worked with Board of Health in the past. She works with them on contract tracing with the schools and Board of Health. The main topic right now is COVID-19 and there is nothing more important right now. Ms. Canfield said there are other issues that are day to day mondain things and Ms. Roche said she would learn that aspect of the Board of Health. Ms. Curran thanked Kellie for coming forward. She asked if she could meet the time commitment and Ms. Roche said she has spoken with the Board of Health and she is fine multitasking and with the time commitment.
- **Karen Conley**, Board of Health, lived in town for 28 years and a nurse for over 30 years. Nursing executive practice is where most of her career was spent and running health systems. She moved to an IT system and is involved in improving healthcare across the country. She has many volunteer opportunities in the nurse's tent with the Boston Marathon, mentors nursing students and several boards she has served as the treasurer for a nonprofit and served on the Board of Registration for the Commonwealth of MA. Raised three children in Scituate and is now an empty nester. She would like to share experience and work for the residents of Scituate. Mr. Vegnani thanked her for applying. Ms. Conley said the major topic right now is COVID-19/Corona Virus and has worked on this area and the mental health needs of citizens across the country. There is a stigma on this with low reimbursement rates. Due to Corona Virus this has risen as a problem. This is another of my passions making these services available to people. Ms. Connolly asked if there were any programs we could implement in Scituate that she is aware of or would want to start up. Ms. Conley would look at the common public health needs like flu vaccines and we should follow the science and look at trends to maintain an appropriate level of health. Mr. Goodrich said he is afraid of vaccine hesitancy and how do we get the work out on the efficacy on vaccines. Ms. Conley thinks there are pregnant women that think they can't get a flu vaccine or people who have an egg allergy. Ms. Conley said there will be a lot going on with the COVID – 19 vaccine. It will go to the public health care workers first then high risk patients. There may be a time where we can give that vaccine in our own town. Ms. Curran said beyond COVID the Board of Health covers a lot of other areas like restaurants, septic systems,
- **James Hardy**, Cable TV, is a new resident to Scituate and lived here for 6 years. He was on the board for nine years and enjoyed it very much. He was involved in moving away from Comcast to a local group. He upgraded the studio and put in live drops around town, schools, football field, town common, etc. He was on the Superintendent Search committed and had the opportunity to work with Seth Pfeiffer a bit. He liked it and would like to get involved. Ms. Connolly said that Jim turned the entire search process on a dime with a 17 member committee and he spent hours with the committee via ZOOM and he did a wonderful job and has her full endorsement. Mr. Vegnani asked

about any interesting content. Mr. Hardy said “All Politics is Local” was a great local broadcast and he was most proud of the studio and club with the Executive Director as an advisor to the group. High School students created their own shows and there were news break segments that the student produced. Everyone took turns at rotating the functions. Two scholarships were awarded to two seniors to further their education in journalism. Senior tax credit program was used to run camera’s, etc. for town meetings and this added more large broadcasts. Ms. Curran said the team is looking to moving to more streaming. Mr. Hardy said streaming is the delivery method but all the work still has to be done to get it to that point. Mr. Goodrich said this committee is very important in our community. How this is delivered is so critical and he appreciates her coming forward.

- **Susannah Green**, Historic Commission is a fifth generation clock winder at Lawson Tower. Being surrounded by the history of Scituate it’s in her blood. She wants to preserve the resources for the future. She would like to be more actively involved and has tagged along with the historic commission for review of properties to learn what’s involved and what they do. She is excited about the Mordecai Lincoln property and interested in the farm on Border Street as well. She would like to have a say on our historic properties. Mr. Vegnani asked if she has been to any of their meetings and she said she attended their last meeting via ZOOM. Ms. Green said there are markers, items that need to be redone, working with CPC, and other departments in town to the benefit of all. Ms. Green said she is interested in what happens to Old Gates. She has ideas to repurpose and make money, parking and field uses, etc. She is also interested in the farm on Border Street and Mordecai Lincoln property. Ms. Connolly asked their attitude toward the Old Gates Building. Ms. Green said it depends on what the use is or if we keep it as the rooms are and possibly renting out those spaces. Rockland took their old school and they have a day care in the building. We can explore what we can do to make it useable and not be cost prohibitive. We’ve got it what can we do with it will need to be explored.
- **Ashley Crozier**, Barker Road from CA and lived here three years and wants to get more involved in the community. She has been involved for the past six meetings. She brings a real estate background to the commission with OSHA codes, asbestos, etc. She brings other thoughts and is open minded to both sides of the spectrum. Susannah and Ashley are colleagues and doesn’t want to compete but wants to get involved in the community. Ms. Crozier said they commission would like to preserve as many historic homes as possible and preserve for future generations. Ms. Connolly asked their attitude toward the Old Gates Building. Ms. Crozier said she would need to do a deep dive into the costs, etc. but would like to see it preserved for the community.
- **Raymond Voelker** is new to Scituate and is still a practicing attorney. He was on a Charter Review Committee in the past during a change in government due to the change in the size of the town in CT. He would like to get involved locally and thinks he can bring value to this committee. Ms. Connolly asked how many people were on the committee, how long did it take to get done and how was the process. Mr. Voelker said it was three years after Selectmen form of government to Town Manager/Council form of management with 4 district representatives and 5 at large members. The charge of the Charter revision committee was a “tune up” and fast forward it worked out great. They committee met for two months and put the proposals together. It worked out well. Ms. Curran thanked Mr. Voelker for applying for this spot. The committee can utilize someone with his experience with a charter. His wife Lynn and he are looking to get involved. She may get involved in Beautification in the future. He said this is a great way to help your town. The Selectmen thanked him.

- **Michael Gibson** lives on Grove Street sat in on last night's Charter Review Committee and is interested in participating. He is a bank regulator attorney and has been a resident for a little over a year. His day to day responsibilities are to review regulations for the banking industry and he is detail oriented and need to stay in compliance with everything. He read through the charge and is interested in streamlining the charter and making sure it is understandable by all community members and what their rights are within it. It's a good charge for the committee and he can contribute a great deal. Mr. Vegnani thanked him for applying and asked if there was anything he saw that needed changing. Mr. Gibson said section 5-6 has to do with public building maintenance and that section could be made clear. Ms. Canfield said we have our charter and our bylaws and he asked if Mr. Gibson had any experience with which bucket things belong in. Mr. Gibson said yes that is an ancillary document that can run day to day life. Ms. Connolly said the Charter Review Committee has somewhat scope and power. Ms. Connolly asked if he would be willing to be on a Bylaw Review Committee. Mr. Gibson said a healthy overlap would be appropriate. Ms. Canfield said you have to look at both the bylaws and charter. We are at the start of this but we need to keep track of these items that come up and need to be looked at for the Charter or Bylaw Review Committee.

Restaurant/Bar Liquor License Renewal Fees, Lorraine Devin, Executive Assistant to the Board

Ms. Devin provided an overview of the reduction of liquor license fees. Mr. Goodrich and Ms. Curran said a small gesture will go far and good for the local businesses. Mr. Vegnani thinks its money during a difficult time and we've done everything we can to support them. We have been focused on the restaurants. Mr. Vegnani would like to be creative to things for other businesses. Ms. Canfield said the Economic Development Commission is working to help other local businesses.

Move to discount ¼ of the Town of Scituate licensing fee for MGL Chapter 138 Section 12 on premise liquor license holders for the FY21 license renewals due to COVID-19. Motion by Mr. Vegnani second by Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

Equity & Inclusion Statement

Ms. Curran said Ms. Canfield met with community representatives who told them the board really needed a strong statement. A number of different towns were reviewed and they felt this version took the best of the different versions and wanted something that represents Scituate. Ms. Curran said it saddened her with what she heard at a meeting she participated in last week with regard to race. Ms. Canfield said only 100 people could participate and she encourages everyone to listen to the meeting and hear what our neighbors are feeling. Ms. Connolly said words are words but action is more important but she realizes that the language has to come first. Mr. Goodrich thanked Ms. Connolly and Ms. Canfield for the work done here. Mr. Goodrich asked how do we really understand social justice and what it means. Ms. Curran said instead of taking a stand for one area such as racism, we are talking about all groups of people. Ms. Canfield said we would not tolerate any type of discrimination. Mr. Goodrich is in support of the language. Mr. Vegnani likes that it is actionable and we can make adjustments as we go.

Jean Shildneck, 511 Hatherly Road thanked the Selectmen for putting this strong statement together. They have done a good job looking at other communities. She sees the lack of racism and prejudice does exist in this community and they board should consider adding that as well. Ms. Connolly suggests we add the words “in our community” to our first sentence. Ms. Shildneck wasn’t saying it was town employees but acknowledgement of reality and make it stronger. Mr. Vegnani suggests that we take the input from the public and go back and edit accordingly.

Stephanie Burke 93 Marion Road said she thinks it looks great and she thinks there could be a line added that shows proactive to lift to encourage, etc. to get involved in town government, etc. Ms. Canfield and Mr. Goodrich said that is a good point and idea.

Proposed DRAFT

SCITUATE LANGUAGE:

The Town of Scituate Board of Selectmen unequivocally condemns racism and discrimination in all its forms. We support and stand for racial and social justice and commit to work to ensure that Scituate is a welcoming community that embraces diversity, equity, and inclusion.

As elected leaders, we recognize our responsibility to understand and address all racial inequality in our community. We have a duty to ourselves, residents, employees, visitors, and businesses to ensure that everyone who enters our community is treated with respect and dignity. To that end, we pledge to work to educate ourselves, town employees, and town residents on racial and social justice issues. We will review our existing policies, practices, and procedures and, where necessary, enact changes to build a stronger, more equitable community.

The Board of Selectmen further pledge to work on behalf of our residents and ensure that Scituate is a place where all individuals can live happily, free of fear, and with equal access to opportunities, regardless of race, ethnic background, national origin, religion, ability, gender identity, or sexual orientation.

The board will take the comments and make the appropriate changes to the language. We will bring to the next meeting agenda to review a final document. Ms. Burke suggested we could add this to the next Selectmen meeting when the interviews are scheduled. Ms. Canfield agreed and will schedule for that meeting.

Review of CPC Special Town Meeting Articles, Dan Fennelly, CPC Chair

Mr. Fennelly said the estimated total revenue this year is \$1,875,610 and \$180,561 is to be put aside for Historic Preservation, Open Space and Community Housing. With the field’ project and pay down of \$716K last year, CPC voted to include the remaining \$2,389,567 in the December Bond with a ten year term of repayment. This way we can take advantage of the low interest rate. CPC has to go back to town meeting for Mordecai Lincoln property for closing costs and legal fees (\$9,000) and to put the property in Conservation and Historic restrictions (\$15,000). The 1924 fire truck was purchased by five residents in town. The group was diligent in reducing the cost for the restoration to \$62,550 which is what we are asking town meeting for and it will be housed in the Paul Young showroom. It will be used in public parades and events in town. It was the second fire truck Scituate purchased and it is in pretty good shape. Ms. Canfield thanked Mr. Fennelly and Mr. Vegnani asked who is doing the restoration. Mr. Fennelly said they have gotten quotes from companies who

are experience in fire truck restoration. Mr. Boudreau suggested they talk to the Vocational School for the restoration. Ms. Curran has a questions regarding the payments for the field over the next ten years. Ms. Holt said it would have to be taken into consideration annually. Mr. Fennelly said there are 12 projects coming up for the April Town Meeting totaling more money than we have. CPC will be reviewing them off over the next several months.

Ms. Canfield took a 5 minute break at 9:05 p.m.

Ms. Canfield called the meeting back to order at 9:12 p.m.

November 16, 2020 Special Town Meeting Warrant, Jim Boudreau, Town Administrator

Mr. Boudreau would like to remove article 9 and article 16. There are no Community Preservation Project reconciliations at this time and Deer Common Drive is not ready for the Special Town Meeting.

Ms. Connolly on article 17 would like to remove pronouns from the warrant. You can substitute or say the board shall or use they or use the Town Administrator in lieu of he or she. Ms. Curran said we should use they/them or go in and change to the appropriate reference. Ms. Connolly has agreed to go through the bylaws and identify any pronouns that need to be corrected.

Mr. Vegnani asked about article #3 what is the treasury. Ms. Holt said we were looking at the stabilization fund so it could be replenished. The board could make it more specific but Ms. Holt left it general. The school department is not offering full day kindergarten as a tuition based program. We have applied to Plymouth County to see if this would be covered. We have not gotten the determination yet. The school did not build this into their budget because it should be tuition based. The Selectmen want to better understand what the plan is going forward. Ms. Connolly asked if anyone is paying tuition for Kindergarten at this point. There are a lot of questions on this article 3. Ms. Canfield would like the school department to attend the 10/20 Selectmen meeting to discuss article 3 and their ongoing plan.

Mr. Vegnani asked about article 5. Ms. Holt said the number was arrived at by a review with Mr. Boudreau.

Ms. Holt asked the board to review article 7.

The board discussed removing article 9 CPC rescissions as there are not any and article 16 Deer Common Drive is not ready at this time at the advice of the Town Administrator.

Mr. Vegnani had technical difficulties and dropped off the Zoom call at 9:38 p.m.

Mr. Vegnani rejoined the meeting at 9:43 p.m.

STM November 16, 2020 – Submitted Articles

STM

1. Unpaid Bills
2. FY21 Budget Reconciliations
3. Full Day Kindergarten Funding for FY 2021
4. Transfer Free Cash/Retained Earnings to Capital Stabilization Funds & Reserves
5. Pay down outstanding debt on athletic fields project of \$300,000
6. Rescind Debt Authorizations
7. Capital Plan revisiting

8. Community Preservation FY21 Projects & Allocations
9. Community Preservation Project Reconciliations (if any)
10. Local Option Acceptance – SPED Reserve Fund (ATM postponement)
11. Local option acceptance MGL c 147 s139 – free dog licenses for persons age 70 or over
12. Sale of Council on Aging and Minot Fire Station (ATM postponement)
13. Cell Tower Leases (ATM postponement)
14. Zoning Bylaw Amendment – Signs (Section 710) (ATM postponement)
15. Street acceptance – Studley Farm Road
16. Street acceptance – Deer Common Drive
17. Change name of Board of Selectmen to Selectboard
18. Citizens Petition –Appropriate \$5,000 to South Shore Community Action Council, Inc. (ATM postponement)

Postponed ATM articles not on list include citizens petition for 4% room occupancy tax (voted at ATM on BOS article) and authorization of intermunicipal agreement for sewer district (town meeting authorization not required per Town Counsel)

Move that the Board of Selectmen include the 18 articles presented in the draft warrant with the exception of article 9 and 16 for the November 16, 2020 special town meeting. Motion by Ms. Curran second by Ms. Connolly Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

OLD BUSINESS:

1. Water & Sewer Rates, Nancy Holt, Town Accountant/Finance Director

Ms. Canfield said in a past meeting Ms. Holt was presented with some questions from the board. Ms. Holt provided a presentation to the Board of Selectmen. Other community's rate structures were reviewed and discussed. Scituate bills quarterly, in cubic feet and we have 3 tiers. Only 4 of the 11 communities have more than 3 tiers. In eleven different communities there are eleven different ways to do it. There is no clear path between the different tiers. Mr. Goodrich recommended that Ms. Holt look at Usage Tiers. Ms. Holt reviewed the impact of adding a 4th tier for usage. Usage of 5,000+CF we have 853 residents that would impacted (1.7% of users). If you add a 4th tier the estimated revenue is an estimated \$545,649. The options reviewed were a 7% increase and adding a fourth tier. The recommendation is to add a 4th tier and increase the base usage rate by 7%. Also add a new base sewer charge for 8" meter at 25% higher than 6" meter and add a new meter replacement fee for 1" meters of \$1,000. Mr. Goodrich calls the top users "super users" that use so much more water than normal users. Having a new tier will motivate some residents to reduce water usage and conserve. Tier 3 and 4 are 10% of the users and should be billed a higher rate. Ms. Holt can only go back two years for consumption data due to the new billing system. Users may not feel the impact of high consumption & increased rates until next year. Mr. Vegnani is concerned that we will be charging exurbanite rates to the high users. Another issue is we are not charging more to commercial businesses who use the most water. Ms. Connolly said the top tier should pay more for

the water consumption they use. Mr. Goodrich agrees there should be a larger strategy to include commercial as well but we need the funds to be able to hire someone to manage this.

Becky Malamut, Chair of the Water Resources Commission, said she has a concern that we need the money to fund the debt in the next year. We should keep the overall increase at 11% and the fourth tier to begin the funding for future projects. The water department has not had enough money to pay for future work or maintenance. The fourth tier makes a lot of sense. Ms. Malamut said we should look at the commercial entities also to Mr. Vegnani's point. Ms. Curran likes the idea of a fourth tier. She would like one more year of data because the last few months are not the norm. The potential of not realizing the revenue to cover our expenses. These are not to add any new positions but for infrastructure. Mr. Goodrich asked if we could do 11% and a fourth tier. Mr. Boudreau said that is the prudent thing to do. Mr. Boudreau doesn't want to depend on the 4th tier for revenue.

Water

Move that the Board of Selectmen vote to increase the water base rates and water usage rates by 11% for fiscal year 2021, establish a new meter replacement fee for 1" meters at \$1,000; establish a new quarterly base rate for 8" meters at \$1,743.48 and further to change the existing third tier of usage from 3,001 cubic feet and greater to 3,001-5,000 cubic feet and add a new fourth tier of usage for 5,001 cubic feet and greater. The new fourth tier will be 40% higher than the third tier. All such changes to become effective immediately. Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

Ms. Holt prepared a presentation for the Sewer Enterprise Fund. The rate increases have not been as frequent as water. We are making the sewer fund self-supporting. It is recommended to increase the sewer rates by 6%. Several of our neighbors are fully septic and do not have town sewer. Hull is the highest rate. Our goal is to keep sewer enterprise self-supporting. Mr. Vegnani asked if we changed the rules several years ago where we don't count the revenue until the year that it should be. Ms. Holt said we only collect the fee when they make the connection. When they pay in advance we put it in the stabilization fund. Ms. Holt said now that we have the stabilization fund we can do that beginning now.

Sewer

Move that the Board of Selectmen vote to increase the sewer usage rate to be increased by 6% from \$4.94 to \$5.24 and sewer base rate be increased by 6% from \$61.69 to \$65.40 Motion by Ms. Curran second by Ms. Connolly Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes
Connolly yes
Curran yes
Goodrich yes

2. **Town of Scituate Financial Policies Update**, Nancy Holt, Town Accountant/Finance Director

The Town's credit rating of AA+ and only the second highest rating for financial management (see below) were of concern at the conclusion of April's rating review. We asked S & P for an example of financial policies that they felt were of an excellent nature and they sent us the Town of Wakefield's policies.

"We view the town's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis."

Since we already had financial policies and the Town's charter and general bylaws have strong financial management sections; there are only a few "new" sections. I also have included a compliance section as I believe it is necessary for any adopted financial policy.

Further analysis for the reserves and the debt has been provided to determine the appropriate reserves levels for Scituate.

The board will review the document and provide comments to Ms. Holt.

3. **Widows Walk Clubhouse Design**, Jim Boudreau, Town Administrator

The deck does not wrap around because that is where the transformer is and would be cost prohibitive. The golf director and committee have done a lot of work on this and a real good compromise with what everybody would like to see and what we can afford. This makes good use of the space within our budget. Ms. Curran said this is great and not that different from the original proposal. She would like to see the exterior materials. Mr. Boudreau said it is a Cape Cod nautical theme. Ian would like a widows walk type structure to the top. Ms. Curran likes the way the bar is set up and it can close on colder days. Mr. Vegnani said the whole committee did a great job. Mr. Vegnani asked about the parking lot. Mr. Boudreau said that will be phase 2 of the project due to funding. Ms. Canfield said the entrance to the bar needs to be on the other side so the seating looks out at the view.

NEW BUSINESS:

1. **DISCUSS/VOTE KENO 7-ELEVEN**

Move that the Board of Selectmen approve a KENO License for 7 ELEVEN located at 337 Gannett Road. Motion by Ms. Curran second by Mr. Goodrich Mr. Vegnani against motion passes Vote (4-0)

Roll Call Vote:

Canfield yes
Vegnani no
Connolly yes
Curran yes
Goodrich yes

2. **DISCUSS/VOTE** One Day Wine & Malt

- a. Catering by Michael @ SMC 10/18 from 10 a.m. - 2 p.m. for private event

Motion by Mr. Vegnani second by Ms. Curran Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

3. **DISCUSS/VOTE** Appointment of Election Poll Workers 2020-2021

Motion by Mr. Vegnani second by Ms. Connolly Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

4. **DISCUSS/VOTE** Board & Committee Appointments

The board of selectmen would like to vote on these positions at the next meeting. No vote was taken tonight.

- a. Affordable Housing Trust
- b. Board of Health
- c. Cable TV
- d. Charter Review Committee
- e. Conservation Commission
- f. Economic Development Commission
- g. Historic Commission
- h. North River Commission
- i. Waterways Commission

OTHER BUSINESS:

1. Liaison Reports – nothing to report

2. Correspondence

- Government Financial Officers Association awarded the *Certificate of Achievement for Excellence in Financial Reporting* to the Town of Scituate
- Plymouth County CARES Act fund distribution to Scituate \$46,863.41 to cover expenses filed.
- Master Plan Community Workshop Virtual 10/13 @ 7 p.m. seascituate2040.com
- Letter from STRIDE regarding racism in Scituate
- COMCAST letter with FCC Form 1240, Annual Update Form, etc. on file in Selectmen office

3. Approval of Meeting Minutes

Motion to accept the meeting minutes for the Board of Selectmen meeting held on September 22, 2020. Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani no

Connolly yes

Curran yes

Goodrich yes

4. Adjournment and Signing of Documents

Motion to adjourn the meeting at 10:46 p.m. to move to executive session by Ms. Curran second by Mr. Vegnani Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

EXECUTIVE SESSION:

1. To consider the purchase, exchange, lease or value of real property – Lions Head/Bleakie Farm
Ms. Canfield, 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 – Lions Head/Bleakie Farm. The board will move into executive session and not reconvene in open session.

Move that the Board of Selectmen go into executive session to consider the purchase, exchange, lease or value of real property – Lions Head/Bleakie Farm and the board will not reconvene in open session. Motion by Mr. Vegnani second by Ms. Curran Unanimous Vote (5-0)

Roll Call Vote:

Canfield yes

Vegnani yes

Connolly yes

Curran yes

Goodrich yes

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for October 6, 2020 Board of Selectmen Meeting

- Agenda
- Upcoming Meeting and Events Listing
- Donation to Beautification Commission from resident
- Establishment of EDC Grant Program no documentation received
- Epsilon Sound Level Compliance Evaluation Report March 6, 2020 for Wind Turbine – Binder put together for each Selectman with all wind turbine reports and information also posted on Selectmen web page
- Correspondence
 - Government Financial Officers Association awarded the *Certificate of Achievement for Excellence in Financial Reporting* to the Town of Scituate
 - Plymouth County CARES Act fund distribution to Scituate \$46,863.41 to cover expenses filed.
 - Master Plan Community Workshop Virtual 10/13 @ 7 p.m. seascituate2040.com
 - Letter from STRIDE regarding racism in Scituate
 - COMCAST letter with FCC Form 1240, Annual Update Form, etc. on file in Selectmen office
- Selectmen meeting minutes for September 8, 2020

Board of Selectmen Meeting Minutes for October 6, 2020

BOARD OF SELECTMEN

Karen B. Canfield, Chairman

Anthony V. Vegnani, Vice Chairman

Karen E. Connolly, Clerk

Maura C. Curran

Andrew W. Goodrich