

MINUTES OF MEETING

BOARD OF SELECTMEN

OCTOBER 30, 2012

Present: Joseph P. Norton, Chairman; John F. Danehey, Shawn Harris,
Richard W. Murray, Anthony V. Vegnani

Patricia A. Vinchesi, Town Administrator

Press: Scituate Mariner, WATD

1. The meeting was called to order at 7:00 PM.
2. ACCEPTANCE OF AGENDA/ WALK-IN PERIOD

Mr. Danehey made a MOTION that the Board of Selectmen ACCEPT the Agenda for October 30, 2012. SECONDED by Mr. Harris. No discussion. Unanimous vote. (5-0)

There were no walk-ins this evening.

3. STAFF UPDATES

Ms. Vinchesi noted the excellent work done by Julie Kelly, Assistant Treasurer/Collector, and Maura Glancy, Recreation Assistant, and thanked them for "stepping up to the plate" in the recent absences of their respective Department Heads. Both women were dependable and reliable and the Town Administrator and Board of Selectmen acknowledged their significant contributions to the departments.

Ms. Vinchesi updated the Selectmen on Town and staff response over the past 72 hours to hurricane Sandy. She thanked Al Bangert, DPW Director, Police Chief Brian Stewart, Fire Chief Richard Judge, Director of Public Health Jennifer Sullivan, Building Inspector Neil Duggan, Sheila Manning and Kim Donovan/ Town Administrator and Selectmen's offices and all the "essential staff" that came to work yesterday. Chief Judge stated that Scituate initially reported over 3,000 power outages and the number has now been reduced to 500. "National Grid has been on the ball this time. The plan that was made with National Grid after the last major storm has worked. Public roads have been kept open and the tides 'cooperated'. Not many evacuations and the Shelter at the High School was open, but not used by many. The Fire Department responded to 50 calls over a three hour period." Chief Stewart stated that his department responded to 68 incidents, 31 for downed trees and power lines. He agreed that that communication with National Grid was much better during this storm, which was more like a "bad winter nor'easter" rather than a hurricane. Mr. Bangert spoke about the DPW shutting down work on the Turner Road seawall

seawall project last Friday in preparation for the hurricane. The contractor worked through the weekend to re-establish the temporary repair to that seawall and everything worked out well. Clogged storm drains were cleared, downed trees were removed from roadways and the Grounds Division employees, Mike Breen, Kevin Michalkiewicz and Fran Lydon worked well with the Police and Fire Departments. Mr. Norton noted the excellent storm management meetings that took place over the weekend in preparation for this hurricane. "We were absolutely ready for this storm on Monday." Mr. Harris thanked the Chiefs and noted that he had driven around to view the coastline with Congressman Lynch today. Mr. Vegnani noted the Town Administrator's work with the Chiefs and complimented her on the "storm updates" that were posted on the Town website and also sent out to residents via e-mail. Mr. Murray and Mr. Danehey complimented the staff. Mr. Danehey noted the work done by the beach association in advance of these storms in terms of "mapping" residents and gaining knowledge on those that will need help during a storm event. Chief Judge stated that the Town will receive up to 75% recovery for manpower and equipment used during the storm.

4. DISCUSSION/ VOTE/ AUTHORIZATION/ Community Innovation Challenge Grant/
W. Sheehan

Mr. Bill Sheehan, IT Director, stated that this grant would fund an outdoor, wireless network in the Harbor including the commercial buildings and even the boating community. It will provide public internet access in addition to stronger connections for public safety, the environmental police, etc. Discussion on ways into "triangulate" this type of access were discussed. Operational and maintenance costs were discussed and Ms. Vinchesi noted that the Waterways Enterprise Fund would bear some of the cost. Mr. Danehey suggested that the Chamber of Commerce be contacted for possible funding, as well.

Mr. Murray made a MOTION that the Board of Selectmen VOTE to SUPPORT submittal of the Community Innovation Challenge Grant and further the Board AUTHORIZE the Town Administrator to sign said grant documents on the Selectmen's behalf. SECONDED by Mr. Danehey. No discussion. Unanimous vote. (5-0)

5. DISCUSSION/ VOTE/ New Drainlayer Application/ E. Watson Excavating, Inc.

Mr. Peter Noyes, E. Watson Excavating, Inc., stated that his company would like to do a job requiring a drainlayer's license at 85 Edward Foster Road.

Mr. Vegnani made a MOTION that the Board of Selectmen VOTE to GRANT a Drainlayer's License to E. Watson Excavating, Inc., 124 Leaf Lane, East Bridgewater, MA. SECONDED by Mr. Danehey. No discussion. Unanimous vote. (5-0)

6. DISCUSSION/ VOTE/ R & C Farms Water Bill - postponed

7. DISCUSSION/ VOTE/ National Grid Easement for Solar Array @ Landfill Property/

A. Bangert

Mr. Bangert explained that an easement is needed to bring wires, attached to poles, in from the road to the solar array site at the Landfill. Mr. Murray asked if the connecting wires could be placed underground. Mr. Bangert will inquire. No vote was taken on this item.

8. DISCUSSION/ VOTE/ Contract Amendment/ Musquashicut Pond Sewer & Water Repair/

K. Cafferty

Mr. Cafferty explained that a change order in the amount of \$199,794.53 is needed due to "cost overruns" for water system improvements. Old Farm Road's water line was replaced with a larger line after leakage problems. A fire hydrant was added and additional water "stubs" were put in place for future dwellings on Form A lots. Mr. Norton and Mr. Vegnani were surprised to learn this evening about a 20% increase to the project. Mr. Norton noted that "it is almost too late to do anything about it". This Board is very conscious of "change orders" and they asked the DPW to notify the Selectmen of these situations as they arise – by memorandum. Notification should arrive prior to the "change order" and the work already being done. Mr. Cafferty agreed. Mr. Harris believes the engineering firm should have been aware of the additional lots. Mr. Cafferty stated that the lot owners never filed with the Registry of Deeds in order to avoid taxes. He further noted that each additional lot will be charged a sewer betterment fee. Mr. Danehey asked when this Phase of the sewer expansion will be finished. Mr. Cafferty answered that the sewer pump station will be built in November 2012 and the final road paving will be completed in the spring 2013.

Mr. Murray made a MOTION that the Board of Selectmen VOTE to AWARD the contract amendment for the water repairs to Albanese Bros. of Dracut, MA. SECONDED by Mr. Harris. No discussion. Unanimous vote. (5-0)

9. DISCUSSION/ VOTE/ Award Contract/ Asphalt Patch Work/ K. Cafferty

Mr. Cafferty explained that a low bid for asphalt patching was submitted by Hub Construction of Hull, Massachusetts. Ms. Vinchesi noted that a hot patch machine was just purchased by the Town as part of the Capital Plan. Mr. Cafferty stated that the Town does not have enough employees to accomplish all the patching work. Some needs to be "subbed" out at \$2,600/day. Mr. Vegnani asked how much patching can be done in a day. Three to five roads.

Mr. Vegnani made a MOTION that the Board of Selectmen VOTE to AWARD the contract for Asphalt Patch work to Hub Construction of Hull, MA for one year with the Town's

option to renew for a total of three years. SECONDED by Mr. Murray. No discussion. Unanimous vote. (5-0)

10. PRESENTATION/ Survey Results/ Economic Development Committee

Committee members Chris McConaughy, Colin McNeice and Jennifer Morrison were present. The report (attached) will also be posted to the Town website. The survey was advertised in the Scituate Mariner, Patriot Ledger and via e-mail blasts. 684 responses, 520 comments and 54 responses specifically from the business community were received. The latter was not considered to be a “meaningful analysis” and discussion on future outreach, in terms of surveys, was discussed. Survey “main themes” such as community satisfaction, expansion of business base, shopping preferences, location of businesses and “next steps” were discussed. Meals tax, tourism, maritime and marine technologies were also discussed. The Committee recommends instituting a local meals tax and the Selectmen asked them to provide meals tax data from surrounding communities. How funds collected from the meals tax could be used was also discussed. The Committee will have a representative on the newly appointed Steering Committee for Public Facilities Master Plan. Discussion continued on the potential of expanding the business base off of Route 3A and the Harbor. “Next Steps” will include (1) continued business community outreach (Mr. Danehey suggested reaching out to the Chamber of Commerce and the Harbor Merchant group) and (2) determining ownership of properties along Route 3A. Mr. Norton noted the excellence of the Pier 44 study in which Mr. McNeice also participated. This survey will be very helpful, as well.

11. VOTE/ One Day Wine & Malt Beverages Licenses/ Scituate Maritime Center

Mr. Murray made a MOTION that the Board of Selectmen VOTE to GRANT One Day Wine & Malt Beverages Licenses to pre-approved caterers using the Scituate Maritime Center, Edward Foster Road on the following dates: November 10, 2012 and November 11, 2012 and ten (10) more future dates. SECONDED by Mr. Vagnani. Discussion – clarification on “approved caterers”. No further discussion. Unanimous vote. (5-0)

12. DISCUSSION/ VOTE/ Special Town Meeting Articles – No changes or votes taken this evening.

13. APPOINTMENTS/ Recreation Commission – Associate Member; Public Facilities Master Plan Steering Committee

Mr. Murray made a MOTION that the Board of Selectmen VOTE to APPOINT William Blake

as an Associate Member of the Recreation Commission. **SECONDED** by Mr. Danehey. No discussion. Murray, Danehey, Vegnani and Norton voted in favor of the motion. Mr. Harris was not present for the vote. (4-0)

Mr. Murray made a MOTION that the Board of Selectmen VOTE to APPOINT Marla Minier as Library Liaison on the Public Facilities Master Plan Steering Committee. **SECONDED** by Mr. Danehey. No discussion. Murray, Danehey, Vegnani and Norton voted in favor of the motion. Mr. Harris was not present for the vote. (4-0)

The Selectmen decided to vote a Chairman and Vice Chairman to the Public Facilities Master Plan Steering Committee at a future meeting.

14.ACCEPT RESIGNATION & ANNOUNCE VACANCY/ Public Building Commission

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ACCEPT the resignation of Sean Mulkern from the Public Building Commission and further that the Board thank Mr. Mulkern for his years of service to the Commission and the Town. **SECONDED** by Mr. Harris. No discussion. Unanimous vote. (5-0)

The Selectmen announced a vacancy on the Public Building Commission and encouraged citizens to apply.

15.REPORT/ Town Administrator

Ms. Vinchesi spoke about a bond issuance and the process by which Scituate can obtain a bond rating and resulting interest rate. She noted that this is the second bond issuance in less than two years. She also spoke about recent updates to interior and exterior of Town Hall and the Police Station via override monies. Painting and the cleaning of blinds and rugs have been undertaken. This effort has been coordinated by Al Bangert and is being continued at the Police Station. Ms. Vinchesi and Town Planner, Laura Harbottle, attended an awards ceremony in Boston on October 25, 2012 at which time they accepted an award on the Town's behalf under the State's "Lead by Example Program" for its "green initiatives and energy projects". Our State representatives were at the ceremony, as well. Mr. Norton noted that our Water Department received an award from the North and South Rivers Watershed Association last Friday evening.

16. OTHER BUSINESS

Mr. Vegnani invited Scituate residents to attend the Special Town Meeting on Tuesday,

November 13, 2012 at 7:00 PM at the High School gymnasium. He thanked Al Bangert, the State and Kennedy's Country Gardens for their work on beautifying the Route 3A roundabout. Mr. Vegnani and Mr. Danehey recently attended the CORSE Foundation Gala Event where Jennifer Vitelli, Recreation Director, was honored. The football season for grades 3 to 8 is coming to a close. The High School football team is number one in their conference. Mr. Danehey announced Halloween in the Harbor from 4 PM to 5:30 PM on October 31st and sponsored by the Chamber of Commerce and the Harbor Merchants group. He noted that the American Legion is handing out silk poppy flowers to raise money for Veterans. Mr. Norton spoke about the North Scituate Town owned parking lot not being used. The Farmer's Market uses it seasonally, but otherwise it is a large piece of land going unused. Since this property was tied in with the MBTA project, Mr. Murray suggested that the Selectmen find out what can legally be done with the property.

17. ADJOURNMENT

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ADJOURN the Meeting and sign documents at 8:39 PM. SECONDED by Mr. Harris. No discussion. Unanimous vote. (5-0)

BOARD OF SELECTMEN



Joseph P. Norton, Chairman

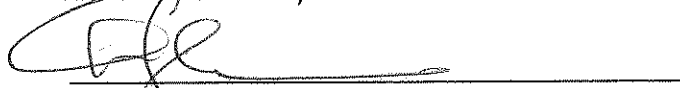


John F. Danehey



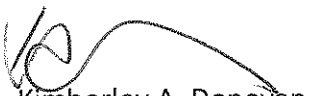
Shawn Harris

Richard W. Murray



Anthony V. Vegnani

Respectfully submitted,



Kimberley A. Donovan
Executive Assistant

Town of Scituate's Economic Development Commission

Results of Residential Survey
Presented
October 30, 2012

Economic Development Commission Mission

In 2011 the Board of Selectmen established a new seven member Economic Development Commission (EDC). Its mission is to improve the Town's overall economic health by enhancing the existing business community and encouraging new ventures that grow and diversify the tax base.

Survey Overview

Goals of surveys:

1. Gather data to inform the EDC's strategic planning
2. Understand what is working and what is not for Scituate businesses today
3. Establish a baseline of community economic development perspectives
4. Provide the opportunity for the town to be heard
5. Leverage the community's experience for ideas and insights

Survey Overview

How was the survey created and sent out:

1. Researched other Economic Development Surveys
2. Created in Survey Monkey – a web-based survey tool
3. Input from Town Administrator and Board of Selectmen
4. Widely distributed
 - a) Scituate Mariner articles
 - b) Posted on website
 - c) Emails through schools and the town web blasts
 - d) Radio notice

Results; 684 responses and 520 comments

The business survey received only 54 responses with fewer than 30 on many questions. Not enough for meaningful analysis

Survey Results Main Themes

- Economic Development tied to Quality of Life
- 71% rated Scituate “good” or “excellent” overall
- Choosing Scituate for safe community and educational reputation
- Scituate school buildings are the number one weakness cited by a majority of respondents

Survey Results Main Themes

- The majority favor expanding our business base – need to increase number and variety of businesses
 - 80.1% -- Need to expand town business base
 - 59.8% -- existing variety – “poor” or “fair”
 - 64.9% -- existing number – “poor” or “fair”
 - 55.5% -- existing quality – “good”

Survey Results Main Themes

- Finding the right fit is essential
- The main reason people shop outside of Scituate is because the specific store they want is not offered here
- The top preferences for types of new businesses:
 - Recreational facility/pool/fields
 - Health food store/take out
 - Specialty shops (e.g. Derby Street)
 - Hotel/Inn
 - Grocery Store

Survey Results Main Themes

- Part of finding the right fit is finding the right place
- Focus Areas for Economic Development
 - The Harbor
 - Route 3A
 - North Scituate
- The majority of *comments* said we should develop 3A to bring more revenue into our town

Survey Results – Next Steps

- Plan a local business forum and schedule meetings with local business organizations.
- Recommending the Town implement the local option meals-tax and designate the funds for economic development investment
- Focus on mapping the developable land along RT 3A.
- Participate in the Public Facilities Master Plan and the reuse of existing public sites
- Request funds from the Town to match grant opportunities for economic development

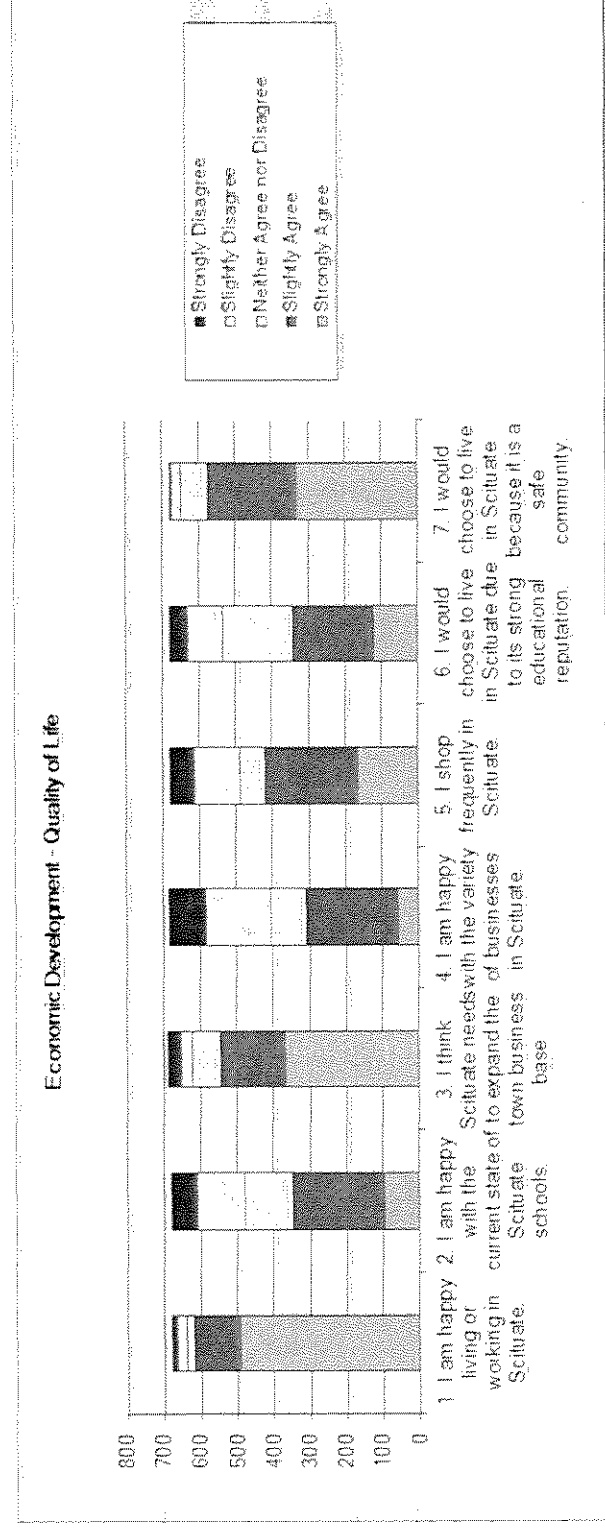
Appendix

Survey Results – Question 1

Economic development is a town-wide effort to enhance our economic strength while protecting and celebrating Scituate's character. Today approximately 95% of the Town's tax revenue is derived from residential real estate taxes. Please rate your agreement with the following statements to indicate your satisfaction with Scituate's quality of life.

80% strongly or slightly agree – “I think Scituate needs to expand the town business base.”

55% strongly or slightly disagree- “I am happy with the variety of businesses in Scituate.”



Survey Results – Question 2

How would you rate Scituate on the following?

<u>Categories rated "Poor" or "Fair"</u>	<u>Categories rated "Good" or "Excellent"</u>
1. Variety of businesses – 64%	1. Safety – 82%
2. Number of businesses – 60%	2. Appearance – 75%
3. Quality of town facilities – 52%	3. Convenience of Parking – 71%
4. Variety of restaurants – 48%	4. Quality of Restaurant – 69%
5. Business Hours – 42%	5. Availability of Parking – 68%
6. Pedestrian Friendliness – 41%	6. Quality of Businesses – 65%

In nearly every category, the most frequent rating was "Good" but in no category was the most frequent rating "Excellent"

Survey Results – Question 3

What do you think are Scituate's top 5 strengths as a town?

1. Our overall location near the ocean - 84%
2. The harbor - 61%
3. Small-town community - 59%
4. The beaches - 56%
5. Historic character - 33%

Also significant,

- Location overall, 25 miles south of Boston, distance from Rt 3A (29%)
- Greenbush Train Station (24%)
- Harbor Business District (24%)

Survey Results – Question 4

What do you think are Scituate's top 5 weaknesses as a town?

1. The school buildings - 51%
2. Variety of existing businesses - 42%
3. The number of businesses on Rt.3A - 38%
4. Sidewalks (quality and availability) - 35%
5. Senior center - 29%

Also significant,

- Town Services (water, roads, etc.) – 24%
- Tax Service within Scituate – 19%
- Town Hall – 18%

Survey Results – Question 5

Economic development includes bringing in businesses that create both tax revenue and jobs. What are your top 5 choices for types of additional businesses you would like to see in Scituate?

1. Recreation facility-pool, fields - 43%
2. Health food store/healthy take out - 41%
3. Specialty Shops (Derby Street style) - 40%
4. Hotel/resort style hotel/inn - 29%
5. Grocery store - 28%

Also significant,

1. Maritime/technology/services - 28%
2. Restaurant - 28%
3. Green Technology - 21%

Survey Results – Question 6

Please rank the top 3 areas where you think the Economic Development Commission and the Town should focus its efforts for redevelopment and/or potential development.

By Weighted Average			By 1 st Choice		
1.	In the Harbor	2.33	1.	In the Harbor	20.70%
2.	Between Booth Hill and Cohasset Line	2.13	2.	RT 3A Between Booth Hill and Cohasset Line	19.59
3.	RT 3A Between First Parish and Booth Hill Rd	2.12	3.	In North Scituate Village	14.65
4.	Between Rotary and First Parish Rd	2.06	4.	RT 3A Between Rotary and First Parish Rd	12.58
5.	Along the Driftway	2.04	5.	RT 3A Between First Parish and Booth Hill Rd	12.42
6.	In North Scituate Village	1.99	6.	Along the Driftway	7.48
7.	Near Greenbush	1.76	7.	Near Greenbush	5.57

Survey Results – Question 7

Many residents shop outside Scituate for basic and specialty goods and go outside Scituate to bank, go to gyms, etc. In essence, we export significant money outside Scituate because, on a selective basis, we either do not carry or have non-differentiated retail and service options. When you don't shop in Scituate, what is the main reason? Please select up to 2 choices.

- Specific store not offered in Scituate - 76%
- Cost of goods/services sold - 31%
- Quality of goods/services sold - 24%
- Inability to "One-Stop-Shop" – 24%

Note, 21% of the respondents said they do shop in Scituate

Survey Results – Question 8

Many communities, including neighboring Hingham and Norwell, have adopted a local meals tax as a way of increasing local town revenues. This has been reviewed from time to time by the Board of Selectmen. Established by the Commonwealth of Massachusetts, the Local Option Meals Excise tax states that "A city or town may impose a local sales tax on the sales of restaurant meals originating within the city or town by a vendor." The tax rate has been set by the state at 0.75% of gross receipts. If the meals tax were in effect in Scituate, a food bill of \$100 would generate an incremental meals tax of 75 cents. The Commonwealth of Massachusetts has analyzed the historical revenue and estimates that a Local Option Meals Excise Tax in Scituate could generate approximately \$200,000 in additional local revenue.

Would you be in favor of Scituate establishing a 0.75% Local Option Meals Excise Tax?

Yes 66.3%

Survey Results – Question 9

Do you have any ideas that could bring more revenue into our town?

- | | |
|--------------------------------|-----|
| • Develop 3A | 21% |
| • Need a good grocery store | 17% |
| • Recreational complex | 13% |
| • Develop or Improve harbor | 6% |
| • Increase commercial tax base | 4% |
| • Bring Derby Style shops | 4% |

Questions 10, 11, 12

Demographics

10) How long have you lived in Scituate?

20 years or more	31.7%
10- 19 years	30.0%
3-9 years	25.4%
Less than 3 years	11.7%
I do not live in Scituate but work here	1.3%

11) Please choose your gender.

Male 35.1%	Female 64.9%
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12) Which category below includes your age?

20 or younger	1.3%	40-49	42.2%	70-79	3.3%
21-29	1.7%	50-59	22.5%	80+	1.0%
30-39	16.8%	60-69	11.3%		

Survey Results – Question 13

13) Please describe your household. How many:

Adults 80 or older	37.2%
Adults 65 to 80	43.2%
Adults 22 to 65	94.1%
Adults 18 to 22	40.0%
Children aged between 13 and 17	49.3%
Children aged between 5 and 12	62.8%
Children 5 or younger	43.8%

Survey Results –

Questions 14, 15, 16

¹⁴⁾ Where do you work (majority of the time)?

Boston/Cambridge	23.6%
Other town on South Shore	19.2%
Scituate (outside of my home)	15.5%
Scituate (inside my home)	15.1%
I do not work because I am retired	7.3%

¹⁵⁾ Does anyone in your household own a business in Scituate?

Yes	10.3%	No	89.7%
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