

**MEETING OF THE SELECT BOARD  
TUESDAY, JANUARY 18, 2022 6:30 p.m.  
VIA ZOOM**

In attendance: Karen Connolly, Chair, Andrew Goodrich, Clerk, Maura Curran, Anthony Vegnani

Ms. Canfield is not in attendance this evening.

Also in attendance Jim Boudreau, Town Administrator

**MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA**

**A motion was made by Ms. Curran at 6:30 p.m. to accept the agenda for January 18, 2022 second by Mr. Vegnani Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani - yes**

**WALK INS-** None at this meeting

**REPORT OF THE TOWN ADMINISTRATOR -**

1. The total number of Covid cases for this past week (not including yesterday) according to our MAVEN data was 110, up from 104. This number does not include home testing that was reported to the BOH or school department by parents or individuals. Only tests done by a doctor's office or registered testing site make it into MAVEN. The total number of cases reported to the BOH, including home tests over the last two weeks was 494. We with a positivity rating over the last 14 days at 20.66%, up from the 14.48% of last week. Plymouth County is at 24.13% up from 17.41% of last week. State wide the positivity rate yesterday for the past 7 days was 19.90% down from the previous week of 23.02%. Again, these numbers do not include home tests not reported to the state. We have consistently stated that the number to pay attention to is not the case totals, but the percent positive. This is a more indicative number on where the virus is going. As you can see, the numbers are mixed, with state positivity rates down and Town and county numbers continuing to rise. One positive note is that the data from the MWRA measuring Covid in waste water has dropped dramatically since the early January, down 55% in the waste from south of Boston and 65% for waste from the north. This measure has been seen as a predictor as to where the virus is going over the next several weeks, so hopefully is a sign that the Omicron surge is peaking and will start to decline.

Omicron variant is here. Data is that Omicron is significantly more transmissible then the Delta Variant, but that vaccinated individuals with the Omicron variant experience mild to no symptoms and are not hospitalized. At this point, being vaccinated is a much better defense than not being vaccinated, so please, if you have not yet gotten vaccinated and can receive the vaccine, we urge you to do so. Vaccinations and booster

are widely available. Go to [mass.gov](https://www.mass.gov) for details. The Marshfield Fairgrounds site was taking appointments and drive-ups for boosters. Individuals 18 and over are eligible for a Moderna Booster and 11 and over for a Pfizer booster. You are eligible for a booster 5 months after getting your second Pfizer and 6 months after your Moderna shot and 2 months after a J&J shot. The CDC last week approved boosters for children 11-15.

Governor Baker issued new guidance in response to the Omicron variant and rising COVID numbers. In response to the spread of the Delta variant and the emerging Omicron variant, the Department of Public Health now advises that all residents, regardless of vaccination status, wear a mask or face covering when indoors (and not in your own home). With the surging number of cases, it is recommended that you wear a mask when you are indoors in a public space for your protection and the protection of others. The DPH particularly urges this recommendation if you have a weakened immune system, or if you are at increased risk for severe disease because of your age or an underlying medical condition, or if someone in your household has a weakened immune system, is at increased risk for severe disease, or is unvaccinated.

A question has been asked about masks mandates in Scituate or in Scituate Town buildings. The Select Board can impose a mask requirement for town buildings, just as the school committee has for school buildings. The BOH can mandate masks town wide under the existing public health emergency. The Town has consistently, throughout the pandemic, followed the guidance provided by the state for mandates and we will continue to do. Scituate has a high vaccination rate at this point and the state has not imposed a mask mandate for indoor uses. They have posted a recommendation that people mask up indoors regardless of vaccination status and we have posted that on all town buildings.

2. Last week, on 1/13, the town auctioned off a property at 1 Tilden Road in Minot. This was previously discussed at a Board meeting. The house was taken by the Town for tax title, had no septic system and was in serious disrepair. The town accepted a bid of \$200,000 for the property. These funds will go to the general fund and eventually end in free cash when we close the books at the end of the fiscal year.
3. Renovations/expansion to the Widow's Walk clubhouse continue. The \$2.5 million project is expected to be completed shortly. We have received a temporary CO the pro-shop and Ian and his staff have start operating out of that new space. Wal-in freezer has been installed. The RFP for operation of the clubhouse and food service is out with an opening date of today. Unfortunately, we did not receive any bids as of the deadline. We will reach out to some of the contractors who had expressed an interest and did not bid. Was it something in the specs, was it COVID related (lack of staff to prepare bid, uncertainty over restaurants) than make adjustments if necessary and put the bid back out. The flooring installation in the club house portion of the building has started. That is the last big item towards completion. Building is really coming along and will be ready for the start of the golf season.
4. "The golf season has ended at Widow's Walk until the early Spring and after a few days of maintenance this week, it will open for dog walking starting Friday, December 24<sup>th</sup>. We are once again looking forward to sharing our beautiful course with the local residents of Scituate for walking, sledding and other winter activities. We ask that you please have your dogs on a leash at all times, avoid walking over any greens or sand traps and most importantly, pick up after your dog. Barrels are available for placement of the dog waste. Have a great winter and we hope you and your dogs enjoy "The Walk."

5. I am sorry to announce that after 33 years of Service, Deputy Fire Chief Al Elliot has announced his intention to retire as of February 22, 2022. I am sure that we will be having Al in to a Board meeting, but I would like to thank him for all his hard work and dedication to the Norwell Fire Department and the residents of Scituate. He will be missed.

Mr. Vegnani thanked Fire Department Deputy Chief Al Elliot on behalf of the Select Board for his 33 years of service. He will be missed!

#### **SCHEDULED ITEMS:**

**West End Commercial Trucks**, Mark Thompson, Chief of Police & Kevin Cafferty, DPW Director

At the Select Board December 7, 2021 meeting resident Bill Brokamp spoke to the board during the walk-in period. Mr. Brokamp said he was referred to the Select Board by Traffic Rules & Regulations. The request is to limit commercial vehicles over 2 ½ tons. The residents are concerned with the potential of the Bartlett Fields project. A petition was signed by West End residents supporting this request. The Select Board asked that Chief Thompson and Mr. Cafferty to investigate what is involved in getting this signage and report back to them.

Mr. Cafferty reached out to the resident to see what they would like to accomplish. It would require a change in zoning through MASS DOT and there are some issues with truck volume 5-8%, is pavement designed for heavy use, residential land use in the area, etc. The vehicles that have business in the area will still have full use of the roads. The first step would be to do a traffic study for approximately \$50K and that study would be submitted to MASS DOT. Other resident concerns are pedestrian use and we would need to look at sidewalks in the area. Mr. Cafferty would like to speak with the residents to see what they are looking for and see if there are other ways to accomplish what they need. Chief Thompson said we have a distinct challenge with the West End connecting other neighborhoods and where are we pushing the problem. How will the traffic operate in the roadway be reviewed? Mann Lot and Booth Hill on the other side of 3A have weight restrictions. Commercial Carriers who have legitimate business in the area will need to use the road. We need to be careful and give realistic expectations to carriers and the officers who are doing the enforcement. The planning board is putting restrictions in place for the large projects that are being approved. They are making efforts for trucking patterns, etc. Ms. Curran offered to be the liaison but has not met with the residents regarding their concerns.

Mr. Brokamp, does not have much to offer and knows other towns have accomplished this. He does have a camera and has video of some of the issues. He asks someone who can look into the trucks. He is happy to meet and talk.

Emily Matthews, 158 Clapp Road, is supportive in taking measures to keep the country roads safe as residents. She had a great conversation with Kevin Cafferty today. Ms. Matthews is interested in finding creative solutions and looking for options of other things we can do.

Mr. Boudreau said we are not saying no to this but there are multiple loops to get this done and the starting point is the data. Then plan where the vehicles are going to go.

Ms. Curran said a couple of years ago residents came in and requested 25 mph speed limits. Mr. Cafferty said yes that was completed. Chief Thompson said a town wide speed limit was adopted for the town at 25 mph. Thickly settled areas are 25 mph.

Emily Matthews, 158 Clapp Road has a question about the \$50K traffic study. Is that the first step or is there some due diligence that can be done ahead of time to improve the situation prior to spending that money. Mr. Boudreau said if the residents want a truck ban then yes that is what needs to be done. Enforcement can be done but the traffic study is required for the signage.

**PUBLIC HEARING/DISCUSS/VOTE Salt Society All Alcohol Liquor License multiple amendments for Alteration of Licensed Premise & Change of Manager, Kara Tondorf, Owner**

Ms. Tondorf participated in the meeting via ZOOM. Salt Society submitted an ABCC application for an Alteration of Premise with supporting documents to expand into the abutting space next door and allow for up to ten tables extending along the front of the building on the sidewalk. The alteration of premise is expansion to a 3,200 square foot ground level restaurant with four rooms including: kitchen, dining room/bar, sushi lounge, office and storage and an exterior sidewalk with ten (10) tables extending along the front of the building with four (4) entrances and exits and has seating capacity for eighty-six (86). Ms. Tondorf would like to expand the sushi bar into the space next door and hold private events.

Included in the multiple amendment application Ms. Tondorf asked the board to consider the application for a change of manager to Matthew Hawksby for the Salt Society, 146 Front Street, for All Kinds of Alcoholic Beverages Restaurant License.

Mr. Boudreau said administrative site plan review will be required for the expansion inside the premise and asked Ms. Tondorf to get in touch with Karen Joseph in planning. Mr. Vegnani asked how many more seats and Ms. Tondorf said approximately 18 more seats. Mr. Vegnani said parking is an issue that will need to be addressed and discussed with the planning board. Mr. Goodrich thanked Ms. Tondorf for expanding the restaurant and wanted to apologize for the process with town hall departments and not knowing who she needed to talk with and where to go.

Ms. Devin mentioned there is an agreement between the Town of Scituate and Salt Society for Ms. Tondorf and Mr. Boudreau to sign. Ms. Devin will email to Ms. Tondorf tomorrow.

**Move that the Select Board approve an alteration of premise for Salt Society to expand into the abutting space next door and allow for up to ten tables extending along the front of the building on the sidewalk pending planning board approval. Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani - yes**

**Move that the Select Board approve the application for a change of manager to Matthew Hawksby for the Salt Society 146 Front Street, for All Kinds of Alcoholic Beverages Restaurant License Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**  
**Ms. Connolly - yes**  
**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani - yes**

**Special Event Application St. Patrick's Day Parade March 20, 2022, Ed Kelley**

Mr. Kelley said they are ready for the parade this year with Board approval. Ms. Curran asked what Ms. Glancy's concern was. Mr. Kelley said they will not be using the recreation department space and will use the new senior center space.

**Move to approve a Special Event Permit to Ed Kelley for the 2022 St. Patrick's Day Parade scheduled for March 20, 2022 from 12:00 p.m. until 4:00 pm with set up beginning at 10:00 am and break down at 4:00 p.m. pending Certificate of Liability Insurance and Departmental approvals. Motion by Ms. Curran second by Mr. Vegnani Unanimous Vote (4-0)**

**Roll Call Vote:**  
**Ms. Connolly - yes**  
**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani - yes**

**FY 23 Budget Presentations**

- Waterways Enterprise 66  
Stephen Mone, Harbormaster said they had a very busy year. The piling project was completed, on time and under budget. Everyone is thrilled with the gangway and the observation deck. They took delivery of the new harbormaster boat and is working closely with the fire department for training to use the fire boat. They are working with Paul Norton and Craig Keefe from Scituate Police for training also. There were some tragedies that occurred that were difficult and tragic. The staff worked hard this year and it was a great year. The budget is level funded but requested the dredging project move forward. The rates were raised this year for slips by 10% and the mooring rates were

raised also. All the docks remained in place and that's the way they plan to keep it from now on. He has a grant in with Seaport to replace the docks at Cole Parkway and a grant application to complete the dredging with Marshfield. The \$250,000 for dredging required would come from the enterprise fund. Jericho Park is still being designed by Greg Cameron. Ms. Curran asked that he send them to Andrew Goodrich as well for the Scituate Harbor Community Building committee.

- Shellfish 295

Stephen Mone, Harbormaster said this is level funded. Mike Dimeo is working with the Division of Marine Fisheries. He is also working with Dave Dauphinee, the Town of Marshfield, etc. regarding the shellfish beds to open them back up.

- Facilities 440

Kevin Kelly, Director said it was a busy year. Keeping up with the pandemic and keeping the signage up to date and current, addressing staff and resident concerns keeps them very busy. The senior center construction was completed, new space for the food pantry was set up at the Old Gates school, pedestrian and vehicular traffic. Facilities part time administrator was hired and he hopes to get more things going and in process. The person does administrative tasks such as billing, contracts, Munis work request system, and other administrative details. \$1.280M was the total budget request and is also the recommendation of the Town Administrator. With the school department they are requesting a new FTE HVAC technician to take care of boiler repairs, filter changes, etc. We currently spend approximately \$300K annually and this position could reduce that number. Part of this is new technology, electronics and learning curves at each building. It takes a lot of time. The filter changes alone since the middle and high school have 150 filters in the buildings is a lot of work. Mr. Boudreau said with COVID we brought all the buildings up to snuff and we want to keep it maintained. Ms. Curran asked about the vacant custodian position. Mr. Kelly said its been posted for 5-6 months and will be reposted again. This is the custodian position for the new senior center and recreation. The board thanked Mr. Kelly and his department for all their hard work.

- Scituate Cable TV 159

Seth Pfeiffer, Director of Scituate Cable Television said there are no major changes to the budget. It is basic TV equipment, studio field equipment, virtual and television coverage. SCTV covers 98% of home Scituate games. Three products were purchased to help with in person and virtual coverage. We expect new guidance in April from the State of MA. Mr. Pfeiffer said many people enjoy the option to meet in person and remotely. Ms. Connolly asked what the board may need to change and Mr. Boudreau said the town will need to change the Select Board policy. Ms. Connolly thanked Seth for all his hard work and flexibility with COVID and remote vs in person meetings. Mr. Vagnani thanked Seth for all the work he does in Scituate and the collaboration with the high school students. His work does not go unnoticed. Ms. Curran thanked Seth for his hard work. Ms. Curran asked what the status of streaming online were still underway. Mr. Pfeiffer said those plans have been derailed and instead of investing money to stream live on TV it is more important to stream online. The Cable committee will be reconvened for next steps.

- Treasurer Collector 145

Pam Avitabile Treasurer/Collection said they have a 90% collection rate, sold a lot of beach stickers 7,500 plus the 350 non-resident stickers and 108 replacements for new cars, 6800 transfer station stickers and the new stickers go on sale on Valentines day. There was a meeting and non-resident beach stickers will only be sold on line this year. They have collected close to 25 parcels for collections. Ms. Avitabile is proud how the auction went last week. Someone that has a construction company purchased the property and the neighbors will be pleased. Ms. Avitabile will be coming before the board with a new BAN in a few weeks. An S&P review will not be required this time around. \$441,419 was requested and accepted by the Town Administrator. The whole town postage fees go through their budget. Mr. Vegnani said Ms. Avitabile and her department do a great job. She is great with the residents and give them every opportunity to pay their taxes. Ms. Avitabile is proud she has only auctioned two homes in Scituate in 10 years. She does not force foreclosures. There are more hardships now due to COVID. It is better that the homeowners say something to her than not and a little bit is better than nothing at all.

- Tax Foreclosure 158

Ms. Avitabile is proud she has only auctioned two homes in Scituate in 10 years. She does not force foreclosures. There are more hardships now due to COVID. It is better that the homeowners say something to her than not and a little bit is better than nothing at all.

- Debt Service 720

They will be keeping an eye on the market.

- Plymouth County Retirement 911

This year there will be an increase of 8%. They have purchased their own building now at 16 Industrial Park Road and they hope to lease out the warehouse to cover the cost of the new building. The 2020 audit is up on their website. They are 60% funded of the unfunded liability. The advisory board has requested a meeting with Plymouth County Retirement. They are gathering questions and planning the meeting. We are \$113M underfunded in OPEB. There is \$1.9M in the OPEB fund currently.

- Contributory Insurance 914

We estimated an increase due to the number of claims. We hope it will only be a 7% increase. We won't know until beginning of February what the number actually will be. We have 16 new enrollments since January. It cost the town \$16,221 for a family plan. Mr. Vegnani said the financial forecast committee reviewed this and it is all in the financial forecast numbers.

- Federal Taxes 916

There was a 4% increase in the budget annually.

The board thanked Ms. Avitabile and her staff for all they do.

### **Water Resources Commission Water Offset Program, Water Conservation Rebate Program, & Registration for Irrigation Systems, Becky Malamut, Chair**

Ms. Malamut has two updates since she last met with the Board in June. Registration of Inground Irrigation Systems will be sent out to residents and there will be a date when they need to be returned. Private wells will need to be registered also.

Rebate program was approved at town meeting. The Water Resources Commission was fortunate to have had an intern working with them this year to help define the program.

Ms. Malamut reviewed the rebate program proposal as follows:

**Water Conservation Rebate Program Proposal**

Nov-21

	Toilets Water Sense - 1.28	Energy Star Washing Machine	Irrigation rain / moisture sensor	Rain barrel	Irrigation system removal	Showerheads < 2gpm (WaterSense)	Faucets < 1.5gpm (WaterSense)	1.0gpm Aerators
\$ Rebate	\$ 100	\$ 250	\$ 100	\$ 25	\$ 2,500	\$ 50	\$ 50	Free - Town to provide, \$2 each

**Scituate Water Resources Commission (WRC)**

**Water Offset Proposal**

Winter 2021

**Key Concepts and Background**

Today our town wells cannot supply enough water and we are dependent on water from our reservoir. In 2016, we came too close to running out of water. In 2020, we went into a full outdoor water ban in June and were not able to use our irrigation systems or even hoses for the rest of the summer. In 2021, a late version draft of Tighe & Bond's Water Master Plan states that "at current production rates and limited production capacities, the Town does not have sufficient water to meet peak demands."

When there is another drought or problem with our infrastructure, we will be at risk of running so low on water that the state will mandate severe restrictions, in addition to possibly needing to buy water from neighboring towns.



As we add more homes and other water uses in town, we increase the likelihood that shortages will occur. We are approaching our water withdrawal limit, as determined by the state. If we want to continue development in Scituate, the WRC recommends that we require new development to offset the expected increase in water use by either adding to supply or reducing existing demand.

### **Policy Proposal**

The WRC recommends a **1:1 offset** in order to protect future supply. For example, if a project will increase demand by 260 gallons per day (gpd), the applicant will need to offset 260 gpd somewhere else in the water system.

The WRC does not believe the full burden belongs on new development so we also propose that all water bills should include an **additional \$1 per billing cycle** to go toward these measures.

### **Residential Projects**

The offset will be funded by an **offset fee of \$10** for each additional gallon of water required the first day of occupancy. This is a one-time fee must be paid before the project can connect to town water. This **fee will be charged for any project that has a proposed increase in water use from its current use in excess of 110 gpd**. Potential fees for different residential project types below:

Bedrooms / Units	Offset Fee
1	\$1,300
4	\$5,200
50	\$65,000
150	\$195,000
242	\$314,600

**Fees will go into a separate account that can only be used to offset water use in our water system** and the Water Department to allocate the funds within 1 year.

Examples of projects that would fall within this fund:

- Conservation – retrofit municipal and residential buildings with low flow fixtures
- Smart meters
- Leak detection

- New water sources – Dolan wells, reservoir project
- Rain water catchment, cistern, storage pumps for school or municipal fields
- Greywater reuse in municipal building
- Education around water conservation, focused on behavior change

## Commercial Projects – NEW

Due to the high-water use associated with some of the commercial entities central to Scituate’s small business community, such as restaurants and breweries, the WRC felt the fee structure for residential projects could be too burdensome for commercial projects.

Our proposal is to charge an **offset fee of \$5** for each additional gallon of water required the first day of occupancy. This fee is in line with other towns in Massachusetts, such as Acton and Abington/Rockland. It is lower than the \$9 fee charge in Danvers.

We would also set a cap for the initial fee then allow payment of the remaining fee over time. *The WRC recommends working with local businesses and developers to better understand what that cap should be.*

Using Title V assumptions for water use, the table below shows the offset fee for different types of businesses.

Fee	Commercial Entity
\$ 12,600	Rivershed-sized restaurant - 72 seats
\$ 21,350	Average New England restaurant - 122 seats
\$ 67,500	High School - 900 students
\$ 8,750	Elementary School - 350 students
\$81,750	Average Nursing Home
\$ 1,500	Gas station – 4 pumps (similar to station under construction)

2,000 Barber shop – 4 chairs (similar to Roccas)  
Doctors office – 4 doctors (similar to Scituate  
\$ 5,000 Pediatrics)

### **Credit System - NEW**

Back in 2017, the WRC presented the early stages of this policy to a number of Town boards and committees. One of the comments we received at the majority of those meetings was that we should create a credit system so that developers could reduce the fee by incorporating water conservation into their plans.

After a review of other Towns' programs, the WRC recommends the following steps as methods to decrease the offset fee. *As a next step, the Town needs to determine the actual fee reduction per step, method for application and confirm step completion, and resources available to help applicants decrease their footprint.*

- Impervious cover < 15% or 2,500 sq. ft
- Natural Lawn and landscape, which includes drought tolerant plantings such as clover and fescues, ground cover in place of lawn, and no inground irrigation (i.e. no well)
- Underground cistern or other permanent rainwater capture
- Permanent pool cover
- Spec fixtures that meet or exceed EPA WaterSense standards
- Greywater reuse

This is an area that needs more time more resources and to work with all the different stakeholders. We need to set up a new fund. Typically, they are run by Town Planners or Water Department Supervisors rather than volunteer committee members. Ms. Malamut said we either need to stop this at this point, bring in a consultant, or assign town employees to do this. She has discussed this with the Town Administrator.

Mr. Goodrich said he would start with the rebate program. He thanked Becky and the whole committee for the work they have done on this. On the water offset policy at our last meeting Mr. Vegnani said our greatest fingerprint is the policies we do. Mr. Goodrich supports that we continue on this policy search to carry this forward.

Mr. Vegnani applauds the effort that the Water Resources Commission is doing on this. Conceptually Mr. Vegnani agrees with the movement on this. Directionally it is great and he applauds the group for doing this work. He is not ready to approve this but he agrees with the big picture concept. He

agrees with hiring a consultant to do this and get us over the finish line. A lot of this is communication and it is not a money grab. We have to get this across to people that it is a water conservation and education initiative.

Mr. Boudreau said it is to meet with builders and contractors to educate them. A consultant will be needed to put this in place and this has to reside somewhere within a town department. The sewer department is looking into something similar to this. We could hire an engineer to do this with sewer and water but both of those departments are not in financial shape for this right now. We need to get the policy in place and figure out how we will move forward with this. The credit system for the offsets takes a lot of work. Some of the people Ms. Malamut spoke to it is 1/3 of their job and there is a longer term ask to make an important part of our process.

Ms. Curran asked if the intent of all of this is for new initiatives moving forward or will it be available to existing residents. Ms. Malamut said it would apply to all residents for the rebate. Ms. Curran believes we need to be really clear what the funds will be used for. Ms. Malamut said they are only projects that put water back into our system. It has to be very specific in the policy document. The allocation would need to be made by the water department the first year. There are more than five communities and less than ten that have this in place. Ipswich is working on their own now, Abington, Rockland, Danvers, Wenham are some other communities.

Ms. Connolly asked if Tighe and Bond has any insight into what kind of consultant is needed. Mr. Boudreau said he can check with the water consultants and find the appropriate consultant for this. He believes he can get the rebate program up and running in the next year. The money can be taken from the water budget. Irrigation system removal \$2500. Ms. Malamut said Hingham or Hull did this and nobody applied for this.

Mr. Vegnani suggests the board review the information and schedule this for a future meeting. Ms. Malamut said this is six years of work and they can hold a meeting with the Water Resources Commission to ask questions and discuss in more detail.

Ms. Connolly said they can revisit this in a month and meet back in person.

Ms. Malamut said the next meeting is next Wednesday at 7 p.m. and she invites all of them to participate if they'd like. She invited the Select Board members to call her with any questions. Mr. Boudreau will work with Becky and look into hiring a consultant. Mid-February we could get back on the Select Board agenda to discuss further.

Ms. Connolly thanked Ms. Malamut and the Commission for all their hard work.

**Award of Cell Tower Lease**, Jim Boudreau, Town Administrator & Nancy Holt, Finance Director/Town Accountant

Mr. Boudreau explained the lease for the existing cell tower at the Town Hall complex expires in 2023. Pursuant to the STM 11/2020, Article 12 town meeting authorization, a request for proposals for the lease of municipal property for a wireless communication tower was issued in June 2021 with responses due in August 2021. The lease term proposed was a five-year lease with three five-year extensions commencing July 1, 2023. The Town

received two responses to the RFP. One was from the existing holder of the lease, Crown Castle Holdings, as Global Signal Acquisitions II LLC, and the other proposer was Wireless Edge Westchester Group LLC.

The proposals were evaluated and the Global Signal Acquisitions II LLC was the preferred proposer. As of September 2021, the Town was receiving \$7,514.47 monthly from Crown Castle. The amount was comprised of the base rent portion of \$3,552.46 and 30% of their three net sub-lets for an additional \$1,442.97, \$1,196.33 and \$1,322.71.

The rent proposal received from Global Signal Acquisitions II LLC was \$4,000 base rent per month commencing on July 1, 2023 to be increased by 3% annually. In addition, the Town would receive 35% of the net sublet proceeds from any sublet. Over a 20-year period, the base rent would amount to \$1,289,778 plus the 35% sub-let apportionments which is variable due to the number of sub-lessors.

The proposed base rent is more than the current base rent and the apportionment of sub-let proceeds has also increased from 30% to 35%.

Mr. Vegnani asked what the option is on the five-year renewal. Ms. Holt said it automatically renews unless the tenant gives notice of at least 90 days.

**Move that the Select Board award a lease of municipal property for wireless communications to Global Signal Acquisition II LLC commencing on July 1, 2023 pursuant to their response to the Town of Scituate's June 2021 request for proposals for an initial term of five years with the option of three five-year extensions. The base rent for year one will be \$4,000/month to be increased 3% annually in addition to which the Town will receive 35% of the sub-let new proceeds monthly. Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani – yes**

**FY23 Non-Union Salary Classification Plan, Nancy Holt, Finance Director/Town Accountant**

The Select Board adopted a classification plan for non-union positions at the December 21, 2021 meeting effective for FY22. At this time, the Select Board is being asked to adopt the FY23 version of the classification plan which reflects a 2% cost of living adjustment which is in keeping with the FY23 cost of living adjustments negotiated with other collective bargaining units. There are no other changes to the classification plan. The rates denoted in the FY23 plan would be effective from July 2, 2022 through June 30, 2023.

**Move to adopt the FY23 classification plan for non-union employees with a 2% cost of living adjustment effective from July 1, 2022 through June 30, 2023. Motion by Mr. Goodrich second by Ms. Curran Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani – yes**

**Increase Senior Tax Work-off Abatement Program, Nancy Holt, Finance Director/Town Accountant**

The senior citizen property tax work- off abatement program was accepted by annual town meeting for FY 2002. The program entitles seniors to provide volunteer services of up to 100 hours to offset their property tax bill up to \$1,275. In February 2020, the Select Board increased the hourly rate to \$12.75, increased the annual limit to \$1,275 and set a limit of 30 participants so that the Board of Assessors could calculate sufficient overlay funds to be allocated to the program. The number of participants, the limit and the rate can be adjusted at any time by a Select Board vote if there was a marked increase in participation in the program. There were 19 participants in calendar 2018, 18 participants in calendar year 2019, 14 participants in calendar year 2020 and 14 participants in calendar year 2021. The current maximum impact to overlay of 30 participants multiplied by \$1,275 totals \$38,250.

The proposal before the Board is to increase the hourly rate from \$12.75 to \$14.25 per hour consistent with the current minimum wage and increase the limit from \$1,275 to \$1,425. If adopted, the new maximum impact to the overlay of 30 participants multiplied by \$1,425 would total \$42,750; an increase of \$4,500.

Move to increase the annual limit for the senior tax work-off abatement program to \$1,425, increase the hourly rate to \$14.25 and set the number of participants to a maximum of 30. **Motion by Mr. Vegnani second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani – yes**

**NEW BUSINESS:**

1. Drain Layer License Renewals
  - a) Riccio Excavation

- b) Jones Contracting, Inc.
- c) Ringler Excavating Corporation

**Move to approve renewal of Drainlayers Licenses for Riccio Excavation, Jones Contracting, Inc. and Ringler Excavating Corporation.**  
**Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**  
**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani – yes**

2. New Drain Layer License for BNV Enterprises dba Rooter-Man

**Move to approve new Drainlayers Licenses for BNV Enterprises dba Rooter-Man. Motion by Mr. Vegnani second by Ms. Curran**  
**Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**  
**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani – yes**

3. 2022 Seasonal Population Estimate

**Move to approve the 2022 seasonal population estimate. As of July10, 2022, our resident population estimate is 28,500. Motion by Mr. Vegnani second by Ms. Curran Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**  
**Mr. Goodrich - yes**  
**Ms. Curran - yes**  
**Mr. Vegnani – yes**

**OTHER BUSINESS:**

1. Liaison Reports

Mr. Vegnani was in touch with the Dog Park Committee and they would like to submit an application to CPC for the small dog park. They would like a letter from the Select Board to support the project. Mr. Boudreau said the plans were approved by the Planning

Board. It will not increase activity it will just separate the large dogs from the small dogs. Ms. Connolly said it would be the first time the Select Board weighed in advance of a CPC vote and the group should just submit their application.

Ms. Curran said the DEI committee has moved their meeting to tomorrow night.

2. Correspondence

CARES Fund distribution approved for Scituate. The total was \$2.9M for Scituate.

Plymouth County Mosquito control project was sent to Scituate. Throw away old tires and remove stagnant water.

Letter from State Election Division to review precincts.

3. Approval of Meeting Minutes

**Move to accept the Select Board Meeting Minutes for the meeting held on January 4, 2022. Motion by Ms. Curran second by Mr. Vegnani Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani - yes**

4. Adjournment and Signing of Documents

**Motion to adjourn the meeting at 9:11 p.m. motion by Mr. Vegnani second by Mr. Goodrich Unanimous Vote (4-0)**

**Roll Call Vote:**

**Ms. Connolly - yes**

**Mr. Goodrich - yes**

**Ms. Curran - yes**

**Mr. Vegnani – yes**

Respectfully Submitted,

Lorraine Devin, Recorder



### **List of Documents for the January 18, 2022 Select Board Meeting**

- Agenda
- Upcoming Meetings and Events
- West End Commercial Truck Update
- Salt Society All Alcohol License multiple amendments for Alteration of Premise & Change of Manager, ABCC application & backup
- Special Event Application St. Patrick's Day Parade March 20, 2022
- Budget Presentations
- Water Resources Commission Water Offset program, water conservation rebate program and registration for irrigation systems
- Award of Cell Tower Lease
- Non-Union Salary Classification Plan
- Increase Senior Tax Work-off Abatement Program
- Drain Layer License Renewals
  - Riccio Excavation
  - Jones Contracting, Inc.
  - Ringler Excavating Corporation
- Drain Layer License New
  - BNV Enterprises dba Rooter-Man
- 2022 Seasonal Population Estimate
- Correspondence
  - CARES Act Funds Approved
  - CARES Disbursements
  - Grant Report Card
  - Plymouth County Mosquito Control
  - Scituate Precincts
- Acceptance of Meeting Minutes for approval January 18, 2022

**Select Board Meeting Minutes for January 18, 2022**

SELECT BOARD

---

Karen E. Connolly, Chair

Not in attendance

---

Karen B. Canfield, Vice Chair

---

Andrew W. Goodrich, Clerk

---

Maura C. Curran

---

Anthony V. Vegnani