

**MEETING OF THE SELECT BOARD
TUESDAY DECEMBER 5, 2023 6:00 p.m.
SELECT BOARD HEARING ROOM – TOWN HALL**

In attendance: Andrew Goodrich, Vice Chair, Susan Harrison, Clerk, Karen Canfield, Karen Connolly

Not in attendance: Maura Curran, Chair

Also, in attendance Jim Boudreau, Town Administrator

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA

A motion was made by Ms. Canfield at 6:01 p.m. to accept the agenda for December 5, 2023 second by Ms. Connolly Unanimous Vote (4-0)

Mr. Goodrich read the following:

The Scituate Select Board is committed to providing an environment of respect during meetings. We ask all members to interact in a polite manner even when there is disagreement.

We value the participation of our community and want all participants, including marginalized and minoritized communities, to feel welcomed and respected.

We ask our committee members, and all who participate, to commit to these standards to support and respect our community.

WALK INS – None at this meeting

REPORT OF THE TOWN ADMINISTRATOR –

1. Congratulations to the Scituate High School Football team on an outstanding season. Although it did not end the way we would have hoped, the team was a great example of the powers of teamwork, perseverance and hard work. Thanks for a great ride!
2. A reminder that winter is coming and we need to get ready. There is a link on the homepage of the town web site “Emergency Preparedness” where you will find tips and suggestions for getting ready for winter and storm season. Better prepared than not, so please check out that web page and start getting ready for the winter weather that we know is coming. There is snow forecast for tonight and some of the coldest weather yet this season are forecast for the end of the week, so it is time to get ready.
3. Speaking of winter, Widows Walk golf course is tentatively scheduled to close on December 10th, weather dependent, or could possibly extend to December 17th. Dog walking will begin starting on December 24th. 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. Have a great winter and we hope you and your dogs enjoy “The Walk.”

The Drift In remains open for lunch and dinner Mon- Friday 11 AM – 9 PM and Saturday & Sunday 10 AM – 9 PM. Now serving breakfast on Saturday & Sunday!

Beginning December 24th, The Drift In will be open Wed – Sunday and will serve soups and breakfast on the weekends in addition to their delicious lunch and dinner menu. Hours will be 11 AM – 8 PM.

4. Recreation winter registration opens Wednesday, Dec. 6th 9:00am. Please log onto the Town website for more information regarding winter programming and registration.

Calls from the North Pole Information Sheets are due back to the Recreation Department by noon time on Dec. 6th. Don't miss out on this special opportunity for your kids to receive a special phone call from Santa Claus. Information sheets can be found at the Recreation Department or on the Town Website. Santa will be calling lucky children on Monday December 11 between 6:00 pm and 6:45 pm. Please make sure you get your information forms turned in on time.

The tennis nets have been taken down and put into storage for the winter season. They will be re-installed for use in early March (weather depending).

5. Collins Engineers, the engineering firm working on the Cole Parkway resiliency project will be doing an existing condition drone survey of Cole Parkway and the Harbor this Friday. Data gathered from the drone will be used to generate a 3D model of the existing conditions at the site. Andrew and John from Collins (cc'd) will be onsite around mid-day for a couple of hours to complete this survey. The drone will be flown by a licensed pilot in accordance with applicable FAA airspace regulations.
6. The Water Department Office located at the rotary on Route 3A remains closed while the building is being repaired. Residents with questions or issues surrounding water department issues can now call the water department as we have established temporary office space for the employees in the Town Hall and have re-routed their phones so that they can be answered in the temporary space. Work on the restoration of the space is ongoing and should be completed before the Christmas holidays.
7. Lighthouse renovations: ***The lantern room is back on top of the lighthouse and the ball and spindle are back on top of the lantern room!***
 - Existing Granite Tower Section – The injection grouting of the existing granite tower section was complete as of today.
 - Existing Brick Tower Section – The injection grouting of the existing brick tower section has suffered a delay due to coordination issues with the mason. We expected this work to begin as early as this afternoon, but based on what I am hearing from the manufacturer/supplier we may not see installation beginning until the week of 12/18. I have a call scheduled with all parties for 9am tomorrow morning to get to the bottom of this. I will keep you advised.
 - Newly Placed Brick Tower Section – This injection grouting of this section will occur after the Existing Brick Section is complete. Each section going up has to follow the previous sections. Once this last section is grouted, the external and internal bracing can be removed.
 - Staging Removal – I would expect the staging removal to occur after the first of the year.
 - Lantern Room Enclosure – The lantern room copper is nearly complete, and the glass panels were installed today. There is one opening left to complete which will incorporate an access panel to the exterior balcony.
 - Lantern Room Interior Flooring and Framing – This work began today, and we expect to be complete the end of next week.
 - Balcony Railings – The posts will be set by early next week and then the railings will be field measured. We expect the railings to be installed the week of 12/18.
8. We continue working on the installation of the water line and services on CJCH. The contractor has crossed the bridge and is progressing up the hill. This will continue for the next couple of weeks. The contractor has begun making repairs to the trenches as the progress up the hill. Be prepared to delays. The road will then be allowed to sit over the winter to see if any settling of the trenches occur. The contractor will be back in the spring to correct any settling that may occur over the winter months.

9. The Town has added a link to the Town web site for information on the proposed Cushing and Hatherly MSBA project. Residents seeking information about the proposal for a new elementary school here in Scituate can go to scituatema.gov and you will see the red banner with the link. Click and it will take you the link for the school page with information about the project.
10. The Scituate Food Pantry continues to see an increase in clients seeking assistance. The Food Pantry is deeply indebted and extremely grateful for the generosity of its donors. The pantry has a new list of most needed items as they are unable to get these items from the Greater Boston Food Bank.

White Tuna	Mixed Vegetables (Canned)
Beef Soups	Sloppy Joe
Jell-O and Pudding	Green and Herbal Tea
Regular Ground Coffee	

Items can be dropped off at the Pantry during operating hours or in the bins behind the Old Gates School. The Scituate Library, Village Market and Shaw's also collect items for the Pantry.

Ms. Connolly said Route 3A roadway is looking better but asked if it would be improved with the completion of the water line. Mr. Boudreau said it will stay the same until the spring. In the areas the road is really bad, we will make some repairs.

Ms. Connolly asked if the dog walker owners would have trash barrels for the dog walkers for waste. Mr. Boudreau will check with Mr. Cafferty to see that the trash barrels are there.

Ms. Canfield asked about the schedule for the beach nourishment project for Minot. Mr. Boudreau said the bid is not out yet. It will be out in January and he will check.

The Board congratulated Michele Seghezzi for her 10-service anniversary.

SCHEDULED ITEMS:

Accept Donations for 2023 Memorial Benches, Michele Seghezzi, Assistant to the Town Administrator
Ms. Seghezzi said we have wrapped up the donations for Memorial Benches for the seven benches that were installed this year. The library foundation identified ten areas for new benches and one was installed. Ms. Canfield said we have had requests for benches along the waterfront and we are not approving any due to the damage they have sustained or there is no space. Ms. Connolly asked about benches at the Town Pier and these are managed by the Harbormaster's office. Ms. Seghezzi will check with the Harbormaster.

**Move to accept the 2022/23 Memorial Bench donations to the Town of Scituate that total \$26,986.40.
Motion by Ms. Connolly Second by Ms. Canfield Unanimous Vote (4-0)**

General Obligation 20-year Bond to Huntington Securities \$7,455,000, average interest rate 3.51%, approved at previous Town Meetings for Jenkins School Roof, Cole Parkway Marine Dock, Sewer Infiltration & Inflow @ Oceanside, Water Main Replacement, Pam Avitabile, Treasurer/Collector

On November 14th, the Town of Scituate received competitive bids from bond and note underwriters for an \$7,805,000 20-year General Obligation Bond issue for the following Authorized Purposes:

Project Description	Authorization	Amount Requested	Less Net Premium	Revised Par Amount
General Fund				
Jenkins School Roof	Art 20, STM 09/2022	\$870,800	(\$60,300)	\$810,500
Total General Fund		\$870,800	(\$60,300)	\$810,500
Waterways				
Add'l funds for Cole Parkway Marine Dock	Art 5-1, STM 09,2022	\$765,000	(\$43,500)	\$721,500
Total Transfer Station Enterprise		\$765,000	(\$43,500)	\$721,500
Sewer Enterprise				
Infiltration & Inflow-Oceanside	Art 3T, ATM 04/2021	\$3,171,000	(\$127,000)	\$3,044,000
Total Sewer Enterprise		\$3,171,000	(\$127,000)	\$3,044,000
Water Enterprise				
Water Main Replacement	Art 5-6, STM 10/2021	\$3,000,000	(\$121,000)	\$2,879,000
Total Water Enterprise		\$3,000,000	(\$121,000)	\$2,879,000
Grand Total All Funds		\$7,806,800	(\$351,800)	\$7,455,000

The Town received 14 bids. The winning bid was submitted by Huntington Securities Inc. at 3.51% True Interest Cost. The original bond principal of \$7,806,800 was reduced by the premium (net of the amount needed by the Town to pay issuance costs).

Prior to the sale, Pam Avitabile, Jim Boudreau, Nancy Holt and the town's financial advisors from Hilltop Securities had a conference call with Standard and Poor's Rating Services for a bond rating review update. Standard and Poor's Rating Services affirmed the Town's AA+ rating. The rating agency cited the Town's very

strong economy, stable operating environment leading to positive finances and growing reserves, and strong management with good financial policies and practices as positive credit factors.

Mr. Goodrich thanked the team for the fiscal stewardship and have saved the taxpayers hundreds of thousands of dollars. Ms. Avitabile said Shrewsbury is AAA and we actually got a better bond rating in Scituate even though we are AA rated. Ms. Connolly asked if they downgrade anyone. Ms. Avitabile said once you are a AAA it is very rare to be downgraded. There have not been any upgrades that they are aware of either.

**Vote to approve the sale of the General Obligation Notes \$7,455,000. Motion by Ms. Harrison
Second by Ms. Canfield Unanimous Vote (4-0)**

Ms. Harrison read the following:

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Scituate, Massachusetts (the “Town”), certify that at a meeting of the board held December 5, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$7,455,000 General Obligation Municipal Purpose Loan of 2023 Bonds of the Town dated December 14, 2023 (the “Bonds”), to Huntington Securities, Inc. at the price of \$7,904,451.40 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on December 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2024	\$445,000	5.000%	2034	\$340,000	4.000%
2025	435,000	5.000	2035	340,000	4.000
2026	430,000	5.000	2036	340,000	4.000
2027	430,000	5.000	2037	340,000	4.000
2028	430,000	5.000	2038	340,000	4.000
2029	430,000	5.000	2039	290,000	4.000
2030	430,000	5.000	2040	290,000	4.000
2031	430,000	5.000	2041	290,000	4.000
2032	425,000	5.000	2042	290,000	4.000
2033	420,000	4.000	2043	290,000	4.000

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 2, 2023, and a final Official Statement dated November 14, 2023 (the “Official Statement”), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the agenda for the meeting, a copy of which is attached hereto, was posted on the bulletin board of the town at least 24 hours before the meeting in compliance with Section 7-11 of the Town Charter.

INTERVIEWS Board & Committee Applicants

- ~~Julie Conroy, Conservation Commission~~ Unable to attend will reschedule
 - James Dishong, Mordecai Lincoln Property Committee
 - Elise Beaulieu, Mordecai Lincoln Property Committee
 - Jane Buettner, Mordecai Lincoln Property Committee
 - Alexander Paine, Mordecai Lincoln Property Committee
- Mr. Goodrich called all four applicants to the front of the room.

Mr. Dishong said he is new to Scituate and this is a very important project. He has worked in product development and management and he can bring soft structure to the group. Mr. Dishong does not have a defined vision yet. He would like to learn the alternatives. The property is beautiful and he takes daily photos. Nature, art, photography to celebrate the property would be his vision. Traffic flow and cars would have to be thought about. There should be a short, medium- and long-term plans.

Ms. Beaulieu lives in the old Otis Mott house and has resided a long time in Scituate. She knew the Ladd's and the Mordecai Lincoln homestead is an important and unique place. The barn, the homes and the property. She is glad the town purchased the property. She is also a member of the Gulph River. She wants to make sure there is security. She has a PhD in social work and is experienced in surveys. She would like a foundation established so funds can continue. Ms. Beaulieu would not anticipate major changes. She would like to see it stay similar to what it is now. She would like it open selectively for public access. Her concern with access to the water is at the end of the river as

it moves toward Gannett you can get sucked under the bridge and it is dangerous. The other way is Cohasset Harbor and the rocks. There could be two livable houses and they could be rental properties.

Ms. Buettner is experienced in grant writing and works in Corporate America and is an accountant who works in the sales world. She is in the backyard of this property. The preservation of the property is important to her. She is concerned for safety since it is so dark there now that the property is vacant. Ms. Buettner sees it being preserved and she would like to see it preserved. She envisions talks and tours of the home.

Mr. Paine lives on Third Cliff and is interested in participating on this committee. He lives in a Welch house for 12 years now. His home is the most original and he loves preservation. He had purchased a home in Rhode Island and restored the home and got it on the National Registry. He is experienced in antique restoration. Mr. Paine owns his own business importing silk from China. He has a lot of experience in factories and working with Asia and Latin America. He can bring experience with restoration and preservation. He also brings experience as a business owner. He would like to be involved in the community. He does serve on the Rivermoor committee, in his local neighborhood. His vision is passive use for the property. He's like to see a caretaker or someone living there. Restoration and preservation funds would be needed and volunteers. Occupied, preserved and public access he envisions.

Ms. Connolly said the Board is looking for a preliminary assessment for the property by end of March. Only concepts have been brought up and the meat has not been put on the bone yet. There may be some short-term recommendations along with mid and long-term goals. The Bailey Ellis house was vandalized and the barn burnt down. Now the Scituate Art Association is managing the property. There are different models that can be used.

Ms. Canfield thanked the applicants for attending. She asked their vision for the property.

Mr. Goodrich said it was a pleasure meeting this group of people. He said we still have some folks to interview and we will get back to them.

- ~~*P. Ollie Forrer, Mordecai Lincoln Property Committee~~ Unable to attend will reschedule

DPW Sewer Department Contracts, Kevin Cafferty, DPW Director & Wil Branton, Sewer Superintendent

- **Environmental Partners Contract for Phase II of Sewer Inflow & Infiltration (I&I) Investigations and Improvements not to exceed \$139,765**

The Town of Scituate has been working with Environmental Partners to address sewer system inflows and infiltration. Recent works include the complete replacement of sewer services and mains at Cedar Point and more recently installation and management of liners and spot repairs in areas between Egypt Beach and Oceanside Drive. They are currently finding issues with Phase I to work on and this new contract is for Phase II. This contract would be to arrange for additional CCTV inspections and work to design and bid another round of improvements. This phase will not exceed \$139,765

Ms. Canfield asked the scope of Phase I and II. Mr. Cafferty said the different areas of Town were reviewed. The result of Phase I will take about a year to see how much we will be saving. They lined pipe and found from the main line to the homes there were a lot of problems. There were a lot

of problems with the existing pipes and manholes. Mr. Cafferty said the implementation of the homeowner having to replace the pipe from the sewer connection to the home has been successful with the sale of the home. Mr. Branton said 20-30% of service has been replaced so far. Mr. Cafferty said if a lateral is leaking it was replaced. Mr. Branton thanked the residents in the area they have been working. Ms. Harrison asked about the estimated phase I savings. Mr. Branton said we are under 80% for most of the year. This is evidence of the work we have done is helpful and saving the Town. Mr. Cafferty said the water instead of leaching in to the manhole it will be going into the catch basins.

Move to approve the November 16th 2023, Contract 23-SS-72 with Environmental Partners for Phase II of Sewer Inflow and Infiltration Investigations and Improvements for an amount not to exceed \$139,765 Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

- **Environmental Partners Contract for Sewer Facilities Plan Update and Comprehensive Wastewater Management Plan \$447,754**

The Scituate Waste Water Treatment Plant has been in operation since 1965 with two substantial upgrades; one in 1980 and again more recently in 1997. The existing treatment plant is reaching the end of its useful life. This project will allow the Town to start planning for the next round of substantial repairs and or upgrades to ensure continued functionality of its sewer treatment plant. The funding source is through Sewer Enterprise. Ms. Canfield asked if the scope includes expansion. Mr. Branton said we are meeting our permit so expansion is not required. We are at year 26 since the last plant upgrade. We want to bring it up to standards.

Move to approve the October 25th 2023, Contract 23-SS-65 with Environmental Partners for Sewer Facilities Plan Update for an amount not to exceed \$447,754 Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

FY25 Departmental Budget Reviews

- Information Technology (155)

Mike Minchello, IT Director reviewed his budget and plan with the Board. Mr. Minchello said his goal is to connect with the RMV to fully automate the process for the police department. Security is a main priority and they are redesigning the water and sewer departments. During the security audit it was a priority recommendation. It is a level service budget with the exception of some security software.

- Facilities (410)

Kevin Kelly, Facilities Director, first reviewed accomplishments; new generator at the library and all the buildings are tied into the building management system with remote access. The green communities grant was secured and work will be done soon. The gazebo was refurbished with a volunteer from the Town. The facilities admin position and the HVAC tech were hired and have started. Energy saving measures in the buildings are challenging. The old buildings are more difficult. The newer buildings it is easier. Mr. Kelly reviewed his budget with the Board. Major failures concern him without the finances. Service Agreements need to be funded and it will increase. Ms. Connolly asked if the facilities improvement plan can be provided. She would like to see what has changed and where we are ahead and where we are behind. Mr. Kelly will produce this for the Board. Ms. Connolly asked if our generators are on gas or propane? Mr. Kelly said it is a mix. Mr. Kelly said we have one propane system and we have a contract with them. They work well with the Town. We have a few diesel systems and some natural gas systems. There are federal

guidelines that Public Safety has to be diesel. Ms. Canfield asked what year we are on? Mr. Kelly said FY25 will be year four. Ms. Canfield asked about electrical vehicle service. Mr. Kelly has four contracts he is working on. Ms. Harrison would like to see the facilities plan put online. Ms. Holt said the facilities plan is 40 bound books and is not online. Ms. Harrison asked if a summary could be provided and posted.

- Beautification (650)

Sue Casey & Mary Anne Palleiko represented the Beautification Commission.

They are managing 20 adopt a lots.

A lily garden was created at the senior center and a garden at Widows Walk along with a sculpture. and 578 volunteers arrived for Ship Shape Day. The Get to Greenbush event the same day worked out fine with Ship Shape Day. There were 70 merchants who participate in the merchant program for a \$50 voucher. The railroad crossings and traffic islands are weeded and kept safe. Two new picnic tables at the harbormaster office one purchased by Harbormaster and one by Beautification. Two new adopt a lots were added. More volunteers and caretakers is a daunting task. We have eight members on our committee. We need some more members on the commission. A request for an additional \$5000 due to increases to the additional merchants, plants are more expensive and we need to purchase bags and gloves for ship shape day. The islands in dangerous areas we need to hire contractors. This increase has gone up significantly. They are working on ideas for pocket parks and the train canopy in North Scituate. The first Saturday in May will be Ship Shape Day. Mr. Goodrich thanked all the volunteers on the committee. Ms. Canfield suggested the commission reach out to the high school for volunteers. Eagle Scouts are often looking for projects.

- Historical Buildings (691)

Bob Chessia, President, Scituate Historical Society said the lighthouse project is going well and should be done after Christmas. Painting will be in the spring. The decorative art museum will be in Cudworth. The properties are open five times a year. There have been a lot of special groups tour Scituate. The only increases are due to fuel costs. Ms. Canfield asked about budget development and they are a lessee and a vendor to the Town. This is for the maintenance for our buildings not the Historical Society buildings. Ms. Holt said we are working on leases and contracts for the buildings and agreements with the Historical Society. Seven properties are maintained by the Scituate Historical Society that are owned by the Town.

- Police (210)

Chief Mark Thompson said a lot has been done with training with schools, clergy & fire department. A lot of training for the department was successful for example first aid and mental health training. Emergency preparedness is a priority. A lot of initiatives were started and we are seeing them come to fruition. There are a lot of requests from the public. Risks and challenges are recruiting and retention of our officers and keeping them safe. Computer aided dispatch systems is 20 years old. It is antiquated. This is a huge area that we are working on. Humvee fleet is important in our community with our coastal areas. There is a bump in service we need to provide in the summer. The seasonal work is a problem. The Board discussed resources and additional vehicles requested with Chief Thompson.

- Public Safety Communications (230)

Chief Thompson said the staff does an incredible job. They are the first people on scene. Staffing and getting the right people and retaining them is huge. Police and Fire have a vision of where we want to be. Their job is huge. Challenges come down to people and training. Budget is straight forward. 2017 the joint dispatch was set up and things have been smoothed out a lot. We always

want to make it better because it is so important to the operation. It was a worthwhile investment. The Board thanked the dispatch group for their great work. They are working their way through some unforeseen medical issues. We have a much better product than the regional system. The Board thanked Chief Thompson and the entire Police Force.

- Fire (220)

Chief Mark Donovan reviewed his goals. Emergency Management goal of a generator in the Gates Middle School to lay it out as a shelter and they have applied for a grant. EMT group training with Marshfield and Scituate to reduce injuries and deaths in a fire for our firefighters. Reduce apparatus accidents. There are opportunities to make changes. We are working on improving the training. Our dive team and special operations will be consolidated to one unit. Training continues for swift water rescues. Risks and challenges are staffing. We have 10 vacancies. Three started yesterday and there will be three more in January. There is a shortage of paramedics. EMT's we are hiring and are working on a pilot program. There are a lot of people that want to work here. The paramedic training is a year and a half. We hope to fill the vacancies by the spring of 2025. The coastal storms are ongoing challenges. We are competing for grant money. The SAFE program has been expended preschool to grade 3. It is very successful. We want to include the seniors. The fire department will install smoke and carbon dioxide detectors. They are working with guidance counselors to share with students how to become a firefighter. Active shooter response training was very successful and coordinated with police and fire. Incident management is falling into the school emergency action plans. During the Brockton Hospital Fire was managed by the Emergency Management Team there. All the fire fighters now have ballistic gear in the event it is needed. Chief Donovan said a lot of the schools and colleges do have student programs for paramedics. Chief Donovan thanked his crew for a great summer.

- Finance Director/Town Accountant (135)

Ms. Holt reviewed her accomplishments, risks and challenges. Financial Management software training will be done by the Assistant Town Accountant. Mr. Clark does so many things Ms. Holt would like to recognize his contribution to the Town. The updated version of Munis was significant work for our IT department and all of the documents had to be rewritten and everyone was retrained. It went live June 1st. Mr. Minchello does the back end and Ms. Holt does the front end. It was a huge undertaking. The school will be using it also. The department if four full time employees. The annual audit and OPEM Actuarial study is included in the budget. Financial recognitions was received for the ninth year.

Fire Department Contracts, Mark Donovan, Fire Chief

- Award of Contract to Industrial Protection Services, LLC \$64,997 Self Contained Breathing Apparatus (SCBA) Compressor & Fill Station

The Fire Department has successfully obtained FEMA Assistance to Firefighters Grant for the purchase of a compressor and fill station for the SCBA equipment. The procurement is through state contract PSE01 and the town share will come from the Fire Department operational budget. This will go up to Station 3 to replace the old one.

Move to award a contract to Industrial Protection Services, LLC of South Portland, ME for the purchase of Self-Contained Breathing Apparatus (SCBA) Compressor and Fill Station in the amount of \$64,997. Motion by Ms. Harrison second by Ms. Canfield Unanimous Vote (4-0)

- Award of Contract to Marty's, Inc. for 2024 Isuzu Commercial Truck \$88,164 to replace the 25-year-old dive truck

The Town issued an Invitation for Bids for a 2024 Isuzu Commercial Truck to replace the current Fire Department dive truck. Two bids were received but one was deemed non-responsive as it did

not acknowledge the addendum which outlined additional equipment for the vehicle. The low bidder was Marty's, Inc. of Kingston, MA with a bid of \$88,164. The bid exceeds the April 2023 ATM Art 3K appropriation of \$82,000. In order to make up the difference, the Fire Department is using gift funds in the amount of \$6,164. The truck may be delivered as soon as May 2024.

Move to award a contract to Marty's, Inc. of Kingston, MA for the purchase of a 2024 Isuzu Commercial Truck in the amount of \$88,164. Motion by Ms. Harrison second by Ms. Canfield Unanimous Vote (4-0)

NEW BUSINESS:

1. One Day Wine & Malt Licenses
 - a. Vine Bar, Shannon Ewer @ Harbor Toy Company on 12/6/23 6:30-8:35 p.m.
Move to approve a One-Day Wine & Malt License to The Vine Bar for a private event at the Harbor Light Toy Company, 146 Front Street, on December 6, 2023 from 6:30 PM to 8:30 PM. Motion by Ms. Harrison second by Ms. Canfield Unanimous Vote (4-0)
 - b. Superior Servers @ Scituate Harbor Community Building on 12/16/23 11 a.m. – 1 p.m. for private event
Move to approve a One-Day Wine & Malt License to Superior Servers for a private event at the Scituate Harbor Community Building, 44 Jericho Rd, on December 16, 2023 from 11:00 AM to 1:00 PM. Motion by Ms. Harrison second by Ms. Canfield Unanimous Vote (4-0)
 - c. ~~Sassy Lady Cocktails @ GAR Hall 12/9/23 8-10 p.m.~~ Event Cancelled
2. Open April 8, 2024 Annual & Special Town Meeting Warrants
Move that the Select Board open the Warrant for the April 8, 2024 Special Town Meeting (STM) and Annual Town Meeting (ATM) to be held on Monday, April 8, 2024. Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)
3. Open April 29, 2024 Special Town Meeting Warrant
Move that the Select Board open the Warrant for the April 29, 2024 Special Town Meeting (STM) to be held on Monday, April 29, 2024 for the topic of construction of a new consolidated elementary school to replace the Hatherly and Cushing Elementary Schools. Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)
4. Board & Committee Appointments
 - a. Conservation Commission postpone to a future meeting
 - b. Mordecai Lincoln Property Committee postpone to a future meeting
 - c. Assign Select Board Liaison to Mordecai Lincoln Property Committee
The Select Board member liaisons will be Ms. Canfield and Ms. Harrison
 - d. Traffic Rules & Regulations
Move to appoint Lt. David Hermance, Dorothy Cook, William Schmid, Taylor Billings and Sean McCarthy to Traffic Rules & Regulations for a term of one year or until a successor is named. Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

5. 2024 Annual License Renewals

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING INNHOLDER / BED & BREAKFAST LICENSES FOR 2024:

The Inn at Scituate Harbor

Joanne DiNatale 349 Hatherly Rd d/b/a The Pearl

Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING RETAIL PACKAGE STORE/ALL ALCOHOLIC FOR 2024:

Leahmaia Liquors d/b/a Greenbush Package Store, Inc.

Kishen, Inc., d/b/a Scituate Package Store, Inc.

Board 143, LLC

Lighthouse Enterprises, Inc. d/b/a Harborside Wines & Spirits

Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING RETAIL PACKAGE STORE WINE & MALT LICENSES FOR 2024:

Holy Cross Investments, d/b/a 7-Eleven

New Harbor Corp, d/b/a Driftway General Store

Mullaney's Fish Market, Corp

H & A Bros, d/b/a Sand Hills General Store

MFJ Market, Inc., d/b/a The Village Market

Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING RESTAURANT WINE & MALT LICENSES FOR 2024:

Cosmo's Caffé, LLC

Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING RESTAURANT/ALL ALCOHOL LICENSES FOR 2024:

Front Street Scituate, LLC, d/b/a Chopsticks & Forks

Grateful Haven, Inc., d/b/a Rivershed

Green Eyed Lady, Inc., d/b/a Galley

Hibernian Tavern, Inc.

Nana Enterprises, LLC., d/b/a The River Club

O'Callaghans, LLC., d/b/a The Voyage

Salt Society Inc, d/b/a Salt Society

Satuit Tavern Inc, d/b/a Satuit Tavern

Legacy Management, d/b/a Mill Wharf Restaurant

Restaurant ORO, d/b/a ORO

McColski Inc, d/b/a T.K. O'Malley's Sports Café

THE VINE BAR, LLC d/b/a The Vine Bar

The Drift In, Inc. d/b/a The Drift In

Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING GENERAL ON PREMISE/ALL ALCOHOL LICENSES FOR 2024:

The Reel Harbor Theater, LLC

Wedgewood Beverages, Inc d/b/a The Barker House by Wedgewood Weddings

Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING CLUB /ALL ALCOHOLIC LICENSES FOR 2024:

Satuit Post 3169, The VFW Inc.

Scituate Harbor Yacht Club

Scituate Country Club, Inc.

Hatherly Golf Club, Inc.

Motion by Ms. Connolly second by Ms. Harrison Ms. Canfield abstained Unanimous Vote (3-0-1)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING CLUB /WINE & MALT LICENSES FOR 2024:

Scituate Racquet & Fitness, Inc.

Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING FARMERS SERIES POURING PERMIT FOR MALT LICENSES FOR 2024:

Untold Brewing, LLC

Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING COMMON VICTUALLER LICENSES FOR 2024:

The Inn at Scituate Harbor

Joanne DiNatale 349 Hatherly Rd. d/b/a The Pearl

Board 143, LLC

China Gourmet

Circe's Grotto

Cosmo's Caffé, LLC

CP's Woodfired Pizza

Eccomi d/b/a Crust Pizza

New Harbor Corp d/b/a Driftway General Store

Gateway Donut, LLC d/b/a/ Dunkin Donuts 32 New Driftway

Green Eyed Lady, Inc., d/b/a Galley

H & A Bros, d/b/a Sand Hills General Store

Hennessey News

Holy Cross Investments, d/b/a 7-Eleven

Leahmaia Liquors d/b/a Greenbush Package Store, Inc.

Lucky Finn Cafe, LLC d/b/a Lucky Finn 206 Front Street

Lucky Finn Cafe, LLC d/b/a Lucky Finn 48-53 Driftway

Kirshen, Inc., d/b/a Scituate Package Store

McColski, Inc., D/b/a T.K. O'Malley's Sports Café

MFJ Market, Inc., d/b/a The Village Market

Maria's Pizza

Mike's Scituate Harbor, Inc., d/b/a Sam's One the Harbor

Milano's Pizzeria

Mullaney's Fish Market, Corp

Restaurant ORO, d/b/a ORO
Quench Juicery, LLC
R.C.S.J.R., Inc., d/b/a Dribbles – 4 Brook Street
R.C.S.J.R., Inc., d/b/a Dribbles – 367 Gannett Road
Satuit Tavern Inc, d/b/a Satuit Tavern
Scituate Racquet & Fitness, Inc.
SAI Convenience Corp., d/b/a Dad's Place
SAINAM, Inc., d/b/a Ronnie Shones General Store
Front St. LLC., d/b/a Chopsticks & Forks
Hatherly Golf Club, Inc. (**Ms. Canfield abstained**)
Hibernian Tavern
Legacy Management, d/b/a Mill Wharf Restaurant
O'Callaghan's LLC, d/b/a The Voyage
Nana Enterprises, d/b/a River Club
Grateful Haven, LLC, d/b/a Rivershed
Salt Society
Scituate Country Club, Inc.
Scituate Harbor Yacht Club (**Ms. Canfield abstained**)
The Drift In, Inc.
The Reel Harbor Theater, LLC
The Vine Bar, LLC.
Untold Brewing, LLC
Satuit Post 3169, The VFW Inc.
Wedgewood Beverages Inc. d/b/a The Barker House by Wedgewood Weddings
XR Foods, LLC d/b/a Crossroads Sandwiches

Motion by Ms. Connolly second by Ms. Harrison Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING ENTERTAINMENT LICENSES FOR 2024:

Green Eyed Lady, Inc., d/b/a Galley
Hatherly Golf Club, Inc. (**Ms. Canfield abstained**)
Hibernian Tavern
Lucky Finn Café, LLC d/b/a Lucky Finn 206 Front Street
Legacy Management, d/b/a Mill Wharf Restaurant
O'Callaghan's LLC, d/b/a The Voyage
Nana Enterprises, d/b/a River Club
Grateful Haven, LLC, d/b/a Rivershed
Restaurant ORO, d/b/a ORO
Salt Society
Scituate Country Club, Inc.
Scituate Harbor Yacht Club (**Ms. Canfield abstained**)
McColski, Inc., d/b/a T.K. O'Malley's
Untold Brewing, LLC
Satuit Post 3169, The VFW Inc.
The Vine Bar, LLC.
The Drift In Inc, d/b/a The Drift In
Wedgewood Beverages Inc., d/b/a The Barker House by Wedgewood Weddings

Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING SEPTAGE LICENSES FOR 2024:

All Town, Inc.
Rosano Davis Sanitary Pumping, Inc.
P.F. Spencer, Jr. Inc.
C. Spirito Inc.

Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING BOWLING AND ELECTRONIC GAMES LICENSE FOR 2024:

Satuit Bowlaway

Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING CLASS II LICENSES FOR 2024:

Alfred Coyle, d/b/a Seacrest Auto
McBrien's Diagnostic Repair
Scituate Shell, Inc.

Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (4-0)

MOVE THAT THE SELECT BOARD VOTE TO RENEW THE FOLLOWING CLASS III LICENSES FOR 2024:

Ryan Alan, LLC
Christopher Litchfield d/b/a/ Ray's Repair Shop

Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (4-0)

OTHER BUSINESS:

1. Liaison Reports

Ms. Connolly said the Planning Department will have its first public workshop on Thursday evening via zoom or in person on the MBTA community housing. Wireless communications on antennae's will also be discussed.

Ms. Canfield said By Law Review will launch after the holidays in January. The lights on the trees was a result of the EDC giving the funds to the Harbor Business Association.

Ms. Canfield provided an update on the Bicycle Committee.

Ms. Harrison said Waterways meeting is tomorrow. Ms. Harrison spoke with the shellfish constable. There was a boat illegally clamming from New Bedford and they seized 240 bushels of clams. The two days of planting in the North River was 140 bushels.

Ms. Harrison thanked Mr. Boudreau for the negotiation of the paralegal fee and the travel rate reduction.

Mr. Boudreau said there will be a department head meeting on Thursday 12/7 to meet the new Town Counsel.

There was a Commission on Disabilities meeting with Hingham and Cohasset and it was a great joint meeting.

2. Correspondence
None at this meeting.

3. Approval of Meeting Minutes

Move to accept the minutes for the Select Board meeting held on November 21, 2023. Motion by Ms. Harrison second by Ms. Canfield Unanimous Vote (4-0)

Move to accept and not release the Executive Session minutes for the Select Board meeting held on November 21, 2023 since matters discussed are still pending at this time. Motion by Ms. Canfield second by Ms. Connolly and Mr. Goodrich abstained since he was not in attendance at the November 21st meeting. Unanimous Vote (3-0 -1)

4. Adjournment and signing of documents

Motion to adjourn at 9:32 p.m. by Ms. Connolly second by Ms. Canfield Unanimous Vote (4-0)

Respectfully Submitted,

Lorraine Devin

List of Documents for the December 5, 2023 Select Board Meeting

Agenda

Upcoming Meetings & Events

Accept Donations for 2023 Memorial Benches

General Obligation 20-year Bond to Huntington Securities \$7,455,000, average interest rate 3.51%, approved at previous Town Meetings for Jenkins School Roof, Cole Parkway Marine Dock, Sewer Infiltration & Inflow @ Oceanside, Water Main Replacement

INTERVIEWS Board & Committee Applicants

- Julie Conroy, Conservation Commission
- Elise Beaulieu, Mordecai Lincoln Property Committee
- Alexander Paine, Mordecai Lincoln Property Committee
- ~~*P. Ollie Forrer, Mordecai Lincoln Property Committee~~ Unable to attend will reschedule
- Jane Buettner, Mordecai Lincoln Property Committee
- James Dishong, Mordecai Lincoln Property Committee

DPW Sewer Department Contracts, Kevin Cafferty, DPW Director & Wil Branton, Sewer Superintendent

- Environmental Partners Contract for Phase II of Sewer Inflow & Infiltration Investigations and Improvements not to exceed \$139,765
- Environmental Partners Contract for Sewer Facilities Plan Update and Comprehensive Wastewater Management Plan \$447,754

FY25 Departmental Budget Reviews

- Information Technology (155)
- Facilities (410)
- Beautification (650)
- Historical Buildings (691)
- Police (210)
- Public Safety Communications (230)
- Fire (220)
- Finance Director/Town Accountant (135)

Fire Department Contracts, Mark Donovan, Fire Chief

- Award of Contract to Industrial Protection Services, LLC \$64,997 Self Contained Breathing Apparatus (SCBA) Compressor & Fill Station
- Award of Contract to Marty's, Inc. for 2024 Isuzu Commercial Truck \$88,164 to replace dive truck

1. One Day Wine & Malt Licenses

- a. Vine Bar, Shannon Ewer @ Harbor Toy Company on 12/6/23 6:30-8:35 p.m.
- b. Superior Servers @ Scituate Harbor Community Building on 12/16/23 11 a.m. – 1 p.m. for private event
- c. Sassy Lady Cocktails @ GAR Hall 12/9/23 8-10 p.m.

2. Open April 8, 2024 Annual & Special Town Meeting Warrants

3. Open April 29, 2024 Special Town Meeting Warrant

4. Board & Committee Appointments

- a. Conservation Commission
- b. Mordecai Lincoln Property Committee
- c. Assign Select Board Liaison to Mordecai Lincoln Property Committee
- d. Traffic Rules & Regulations
- e.

5. 2024 Annual License Renewals

INNHOLDER / BED & BREAKFAST LICENSES FOR 2024:

The Inn at Scituate Harbor
Joanne DiNatale 349 Hatherly Rd d/b/a The Pearl

RETAIL PACKAGE STORE/ALL ALCOHOLIC FOR 2024:

Leahmaia Liquors d/b/a Greenbush Package Store, Inc.
Kishen, Inc., d/b/a Scituate Package Store, Inc.
Board 143, LLC
Lighthouse Enterprises, Inc. d/b/a Harborside Wines & Spirits

RETAIL PACKAGE STORE WINE & MALT LICENSES FOR 2024:

Holy Cross Investments, d/b/a 7-Eleven
New Harbor Corp, d/b/a Driftway General Store
Mullaney's Fish Market, Corp
H & A Bros, d/b/a Sand Hills General Store
MFJ Market, Inc., d/b/a The Village Market

RESTAURANT WINE & MALT LICENSES FOR 2024:

Cosmo's Caffe, LLC

RESTAURANT/ALL ALCOHOL LICENSES FOR 2024:

Front Street Scituate, LLC, d/b/a Chopsticks & Forks
Grateful Haven, Inc., d/b/a Rivershed
Green Eyed Lady, Inc., d/b/a Galley
Hibernian Tavern, Inc.
Nana Enterprises, LLC., d/b/a The River Club
O'Callaghans, LLC., d/b/a The Voyage
Salt Society Inc, d/b/a Salt Society
Satuit Tavern Inc, d/b/a Satuit Tavern
Legacy Management, d/b/a Mill Wharf Restaurant
Restaurant ORO, d/b/a ORO
McColski Inc, d/b/a T.K. O'Malley's Sports Café
THE VINE BAR, LLC d/b/a The Vine Bar
The Drift In, Inc. d/b/a The Drift In

GENERAL ON PREMISE/ALL ALCOHOL LICENSES FOR 2024:

The Reel Harbor Theater, LLC
Wedgewood Beverages, Inc d/b/a The Barker House by Wedgewood Weddings

CLUB /ALL ALCOHOLIC LICENSES FOR 2024:

Satuit Post 3169, The VFW Inc.
Scituate Harbor Yacht Club
Scituate Country Club, Inc.
Hatherly Golf Club, Inc.

CLUB /WINE & MALT LICENSES FOR 2024:

Scituate Racquet & Fitness, Inc.

***FARMERS SERIES POURING PERMIT FOR MALT LICENSES FOR 2024:**

***COMMON VICTUALLER LICENSES FOR 2024:**

The Inn at Scituate Harbor
Joanne DiNatale 349 Hatherly Rd. d/b/a The Pearl
Board 143, LLC
China Gourmet
Circe's Grotto
Cosmo's Caffè, LLC
CP's Woodfired Pizza
Eccomi d/b/a Crust Pizza
New Harbor Corp d/b/a Driftway General Store
Gateway Donut, LLC d/b/a/ Dunkin Donuts 32 New Driftway
Green Eyed Lady, Inc., d/b/a Galley
H & A Bros, d/b/a Sand Hills General Store
Hennessey News
Holy Cross Investments, d/b/a 7-Eleven
Leahmaia Liquors d/b/a Greenbush Package Store, Inc.
Lucky Finn Cafe, LLC d/b/a Lucky Finn 206 Front Street
Lucky Finn Cafe, LLC d/b/a Lucky Finn 48-53 Driftway
Kirshen, Inc., d/b/a Scituate Package Store
McColski, Inc., D/b/a T.K. O'Malley's Sports Café
MFJ Market, Inc., d/b/a The Village Market
Maria's Pizza
Mike's Scituate Harbor, Inc., d/b/a Sam's One the Harbor
Milano's Pizzeria
Mullaney's Fish Market, Corp
Restaurant ORO, d/b/a ORO
Quench Juicery, LLC
R.C.S.J.R., Inc., d/b/a Dribbles – 4 Brook Street
R.C.S.J.R., Inc., d/b/a Dribbles – 367 Gannett Road
Satuit Tavern Inc, d/b/a Satuit Tavern
Scituate Racquet & Fitness, Inc.
SAI Convenience Corp., d/b/a Dad's Place
SAINAM, Inc., d/b/a Ronnie Shones General Store
Front St. LLC., d/b/a Chopsticks & Forks
Hatherly Golf Club, Inc.
Hibernian Tavern
Legacy Management, d/b/a Mill Wharf Restaurant
O'Callaghan's LLC, d/b/a The Voyage
Nana Enterprises, d/b/a River Club
Grateful Haven, LLC, d/b/a Rivershed
Salt Society
Scituate Country Club, Inc.
Scituate Harbor Yacht Club
The Drift In, Inc.
The Reel Harbor Theater, LLC
The Vine Bar, LLC.
Untold Brewing, LLC
Satuit Post 3169, The VFW Inc.

WedgeWood Beverages Inc. d/b/a The Barker House by Wedgewood Weddings
XR Foods, LLC d/b/a Crossroads Sandwiches

ENTERTAINMENT LICENSES FOR 2024:

Green Eyed Lady, Inc., d/b/a Galley
Hatherly Golf Club, Inc.
Hibernian Tavern
Lucky Finn Café, LLC d/b/a Lucky Finn 206 Front Street
Legacy Management, d/b/a Mill Wharf Restaurant
O’Callaghan’s LLC, d/b/a The Voyage
Nana Enterprises, d/b/a River Club
Grateful Haven, LLC, d/b/a Rivershed
Restaurant ORO, d/b/a ORO
Salt Society
Scituate Country Club, Inc.
Scituate Harbor Yacht Club
McColski, Inc., d/b/a T.K. O’Malley’s
Untold Brewing, LLC
Satuit Post 3169, The VFW Inc.
The Vine Bar, LLC.
The Drift In Inc, d/b/a The Drift In
WedgeWood Beverages Inc., d/b/a The Barker House by Wedgewood Weddings

SEPTAGE LICENSES FOR 2024:

All Town, Inc.
Rosano Davis Sanitary Pumping, Inc.
P.F. Spencer, Jr. Inc.
C. Spirito Inc.

BOWLING AND ELECTRONIC GAMES LICENSE FOR 2024:

Satuit Bowlaway

CLASS II LICENSES FOR 2024:

Alfred Coyle, d/b/a Seacrest Auto
McBrien’s Diagnostic Repair
Scituate Shell, Inc.

CLASS III LICENSES FOR 2024:

Ryan Alan, LLC
Christopher Litchfield d/b/a/ Ray’s Repair Shop

Approval of December 5, 2023 Select Board Meeting Minutes and December 5, 2023 Executive Session Minutes.

Select Board Meeting Minutes for December 5, 2023

SELECT BOARD

not in attendance

Maura C. Curran , Chair

Andrew W. Goodrich, Vice Chair

Susan J. Harrison, Clerk

Karen B. Canfield

Karen E. Connolly