

MEETING OF THE SELECT BOARD

TUESDAY FEBRUARY 13, 2024 6:00 p.m.

HYBRID MEETING SELECT BOARD HEARING ROOM – TOWN HALL & REMOTE VIA ZOOM

In attendance Maura Curran, Chair, Andrew Goodrich, Vice Chair, Susan Harrison, Clerk, Karen Canfield and Karen Connolly

Also, in attendance Jim Boudreau, Town Administrator

The purpose of the hybrid meeting with the ZOOM option was due to the impending snow storm. The Select Board and Town Administrator were all in attendance at Town Hall in the Select Board Hearing Room.

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA

A motion was made by Ms. Connolly at 6:02 p.m. to accept the agenda for February 13, 2024 second by Ms. Canfield Unanimous Vote (5-0)

Ms. Curran read the following statement:

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. Looks like today's storm is wrapping up and heading out. I think that we dodged a major storm event when the storm track shifted south overnight. Even having said that winds we experienced minor flooding in the low-lying areas of town Cole Parkway/Front Street/Edward Foster Road, Cedar Point, and Central Ave in Humarock. Splash over also occurred on our coastal roads. Crews are working to clean those roads even as we speak. Central Avenue in Humarock was flooded well in advance of 4th Cliff so I do not have a damage assessment for Central Ave at this point. There is another high tide tonight at 2:14 am that has the potential for flooding minor flooding. Temperatures are expected to drop below freezing tonight so if you are on the roads tonight or early tomorrow morning, please use caution as black ice could be an issue.
2. The water treatment plant is in the second week of a two-week closure starting today, in order to improve water quality for local residents. New carbon will be installed, which is essential for maintaining water quality. Carbon filter media replacement is typically conducted every 3-4 years as routine maintenance. While the water treatment plant is offline, it is essential for residents to conserve water.
Throughout these two weeks, residents may notice fluctuations in water flow and occasional discoloration. It's important to note that these temporary changes will NOT compromise the safety or quality of drinking and bathing water.
Should you have any questions or concerns, please don't hesitate to reach out to the Water Department at (781) 545-8735.

View additional details and information on the Water Treatment Plant Update on Scituate Community Television YouTube page: <https://www.youtube.com/watch?v=NB8TursefxI>

3. Residents in the Turner Road/Lighthouse Road area should start seeing survey crews on the seawall in that area starting the week, dependent on the weather. The survey is expected to take 2-3 weeks. The Town has contracted with Foth Engineers to begin the design and permitting of the replacement seawall from Scituate Avenue to Rebecca Road. They will also be designing necessary repairs to the structure to ensure that it does not deteriorate further while the new wall is being designed and permitted.
4. The Presidential Primary will be held on Tuesday, March 5, 2024 at the SHS gym from 7AM- 8PM. All voters should have received a 2024 Vote By Mail Form from the Secretary of the Commonwealth's Office. If not, the form is available on the Town Web Site under the Town Clerk's page. Only return the vote by mail form if in fact you would like your ballot mailed.

In person "Early Voting" will take place at the Town Hall, 600 Chief Justice Cushing Highway, beginning on Saturday, February 24 from 8am-2pm, and during normal Town Hall business hours from Monday 2/26-March 1. If a voter is going away prior to February 24th and will be absent during the early voting period and the Presidential Primary on March 5th, voters may vote absentee in the Town Clerk's Office until Noon the day prior to the election (March 4th).

5. Shell fish flats in the North/South river have been re-opened for those with shell fishing licenses.
6. 2024 Transfer Station and Beach Stickers information is live on the website. Please visit the Treasurer's page and click on 2024 Transfer Station & Beach Stickers on the left-hand side.

Resident beach and transfer station stickers will go on sale on **February 12, 2024, at 8:30 am** (online, at the counter, and mail-in). Resident Beach Stickers never sell out. 2024 stickers are valid from date of purchase to March 31, 2025. The Town of Scituate Select Board has unanimously approved a resolution for 2024 beach stickers, making them mandatory from Memorial Day (5/27/24) to Labor Day (9/2/24).

Humarock only-stickers sold out in 8 minutes. There are still 37 non-resident beach stickers available.

Non-Resident All Access Beach stickers are valid only Monday-Friday, no weekends or holidays, for \$350.00.

Non-Resident Humarock Only Beach stickers can only be purchased online, are valid Sunday-Saturday, and can be used at Humarock Beach only for \$100.00

Transfer and beach stickers are non-refundable and non-transferable.

7. Burning Season opens 1/15/2024

Burning Permit Regulations

Open burning is prohibited in the following areas: Minot, Humarock and any location EAST of Hatherly RD.

The Scituate Fire Department will strictly enforce the following State regulations. All permit holders must agree to abide by these rules, with the understanding that the Scituate Fire Department reserves the right to refuse or revoke any permit that does not conform to these rules.

- a. The open burning season for residential properties will be from January 15, 2024, through May 1, 2024
- b. Permit burning is only allowed between the daylight hours of 10:00am to 4:00pm and all fires must be started before noon and all fires must be completely extinguished by 4:00 pm

- c. Burning sites will be spot checked and permits for areas not meeting these requirements will be refused or revoked
 - d. All fires must be at least 75 ft from any structure and you must have an available water supply, such as, a pressurized water pump, can, or hose and shovels or rakes for controlling the fire.
 - e. **ONLY BRUSH MAY BE BURNED: LEAVES AND GRASS MAY NOT.** All fires must be tended to at all times. Piles of brush must be kept small and manageable. If fire extends beyond the initial area the permit may be revoked.
 - f. If we receive a complaint that the fire is causing a smoke nuisance, the fire will have to be extinguished.
 - g. You must check online each day to verify and request burning.
Permission will be granted only on those days when winds, dryness of woods and atmospheric conditions warrant the issue of same.
 - h. Increases in wind velocity, or change in other conditions, will be cause for the immediate extinguishments of fires by all permit holders.
 - i. A fine of \$500.00 is applicable by Mass. Law for any illegal burning
 - j. The Scituate Fire Department will immediately revoke the permit if the above rules and regulations are not strictly adhered to. There will be no refund of fees if the permit is revoked for cause.
8. Scituate Sister Cities will be hosting their annual 2024 Sister City Film Festival at the Reel Harbor Theater on February 20 and March 5.
Cape Verde Santa Catarina do Fogo will present *The Volcano's Last Wish* will now be on February 20, at 7:00 pm. This is a change from tomorrow night due to the impending storm.
Ireland West Cork will present *My Left Foot* on March 5 at 7pm.
- Suggested donation is \$10 and attendees can enter a raffle valued from \$50-\$100.
9. The Recreation Department's Summer 2024 job applications are now available on the Recreation Department webpage on the Town website for volunteers, counselors, directors and lifeguards. Go to scituatema.gov, go to the Recreation page (scituatema.gov/scituate-recreation-department) and the applications are on the left side of the page.
10. Lighthouse renovations:
A decision was made last week to suspend operations on the lighthouse until warmer weather. The team pushed hard to control the temperatures within the enclosure, but this past week's winds and low temperatures showed us that the risk of pushing forward with the injection process in the cold temperatures was too great. The decision was not an easy one, but the right one. The chance of getting a freeze of the injection material before the end of the 14-day cure period for the grout was just too great and not worth the risk. We will commence the grouting and painting in the spring to complete the project.
11. 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.
12. 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.

De-Caf Coffee (canned and Instant)

Hamburger Helper	Beef Soups
Cranberry Juice	KNorrs Rice and Pasta sides
Canned Mixed Vegetables	Canned White Beans
Baked Beans	White Tuna
Jell-O and Pudding	

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.

13. Scituate Town Hall, the Senior Center, the Library, and the Transfer Station will observe Presidents' Day on Monday, February 19, 2024, and will be closed.

14. Meetings

Monday-ConCom, CPC, Library Trustees, Water Resources, By-Law Review
 Tuesday-Select Board and Coastal Advisory
 Wednesday-Board of Assessors
 Thursday-Historical Commission, Advisory Committee, ZBA

15. Make sure to check out the Scituate Community TV YouTube Channel for Town of Scituate updates on news, school events & sports, and community programs. Also, make sure you register for Town of Scituate emails by going to the web-site and clicking on "Subscribe to News". Follow the Town on Facebook.

Ms. Curran thanked all the Town employees for all the storm preparation and all that was done to prepare for the storm and cleanup.

Ms. Connolly said on behalf of the dog walkers at Widows Walk, thank you for the trash barrels that were put out there.

Ms. Curran presented Jim Boudreau with a plaque and read the following: On behalf of The International City/County Management Association (ICMA), We would like to present Jim Boudreau with this plaque in honor of 25 years of service to local government. He is recognized for significant contributions and achievements in the advancement of local government administration. On behalf of the Select Board, we would like to personally thank Jim for his dedication, knowledge and leadership to our community over the past 6 years. Thank you and congratulations!

SCHEDULED ITEMS:

Special Event @ The Voyage for St. Patrick's Weekend 3/15-3/17 11 a.m. – 11 p.m., Keith O'Callaghan, Owner

O'Callaghan's, LLC, d/b/a The Voyage, 14 Marshall Avenue, Humarock, has requested a One Day Wine & Malt License and One Day Outdoor Entertainment License for the annual St. Patrick's Day celebration in an outdoor tent on their premise from Friday, March 15 through Sunday, March 17, 2024.

- Outdoor Entertainment License
Move the Select Board approve the One-Day Wine & Malt licenses to the Voyage Restaurant for the annual St. Patrick's Day celebration in the outdoor tent on their premise:
 - **Friday, March 15, 2024 from 11:00 am until 11:00 pm**
 - **Saturday, March 16, 2024 from 11:00 am until 11:00 pm**
 - **Sunday, March 17, 2024 from 11:00 am until 11:00 pm**

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

- One Day Liquor License
Move the Select Board approve/not approve One-Day Outdoor Entertainment Licenses to the Voyage Restaurant for the annual St. Patrick's Day celebration in the tent on their premise:
 - Friday, March 15, 2024 from 11:00 am until 11:00 pm
 - Saturday, March 16, 2024 from 11:00 am until 11:00 pm
 - Sunday, March 17, 2024 from 11:00 am until 11:00 pm

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

St. Patrick's Day Parade, Special Event 3/15-3/17, Liz Charlton representing Ed Kelley

Ms. Charlton has arrangements for the train to stop while the parade is going on. There will be a shuttle bus from North Scituate to Greenbush to shuttle passengers as needed. This is the 30th year and it started in 1994. It began in Minot as a block party. The rose is Faith Bowker Maloney and was the original rose of the parade. She still has her button from 1994.

Move to approve a Special Event Permit to Ed Kelley for the 2024 St. Patrick's Day Parade scheduled for March 17, 2024 from 12:00 pm until 4:00 pm with set up beginning at 10:00 am and break down at 4:00 pm. Pending Certificate of Liability Insurance and final traffic and safety plan by SPD and DPW. Motion by Ms. Canfield second by Ms. Connolly Unanimous Vote (5-0)

Hawker Peddler Food Trucks, Katie Neil, The Dinghy and Kevin Norton, Miss Emily

Katherine Neil was granted renewal of her Hawker & Peddler License during the April 25, 2023 meeting.

Kevin Norton obtained his original Hawker & Peddler License from the Select Board during the June 13, 2023 meeting. Both businesses have been successfully running their respective food trucks this summer and fall and with Select Board approval, extended their licenses through December 31, 2023 (keeping the original locations and hours of operation).

The Hawker & Peddler Policy currently states the extension past October is at the discretion of the Select Board (copy attached).

Selling season is from April to October (exception made for the March St. Patrick's Day Parade) from 11 AM to 8 PM

In addition to having permission for the food trucks at the St. Patrick's Day Parade on 3/17/2024, they would like to request that the Board consider allowing the food trucks year-round.

The current list of Hawker Peddler licenses includes the following:

The Dinghy Food Truck

Miss Emily Food Truck

Burt's Ice Cream

Zach's Ice Cream

Nona's Homemade Ice Cream

1. Permission for The Dinghy & Miss Emily food trucks at the 3/17 St. Patrick's Day Parade
Move that the Select Board allow the Hawker & Peddler Food Truck Licenses for the Miss Emily and The Dinghy to extend the operation to include Sunday, March 17, 2024 during the St. Patrick's Day Parade. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

2. Revision to the Select Board Hawker Peddler Policy to allow Food Trucks year round
Move that the Select Board amend the Hawker & Peddler License Policy 53-18 to allow Food Trucks year-round rather than seasonal. Motion by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)

Emergency Sewer Connection, Parcel ID # 39-26-4-0, Drew Scheele, Board of Health Director
Mr. Scheele is recommending that we connect this property to Town Sewer. There is a letter on record from Morse Engineering that it did not perk. The property owner Gary DelBuono 37 The Hunt Circle, Mashpee, MA participated in the meeting via ZOOM. Mr. DelBuono took over the project and there was permission previously to connect to Town Sewer as an emergency sewer connection. Leo Costello was working on this in the past. The neighbor has a new driveway and was upset with the possibility of ruining his driveway. The contractor can go through the grass in front and not impact the driveway. Mr. DelBuono said he will work with the neighbors and not impact the driveway.

Andy Bryn 9 Park Avenue and Ryan Gallagher, 11 Park Avenue, neighbors who attended the meeting and said the home at 15 Park Avenue is in disrepair. Their concern is they were contacted by the contractor stating he was going to be cutting through the driveway. Mr. Gallagher has no problem with the sewer connection but he does not want a contractor to come and say they will be cutting up the driveway. There are no easements on the property. Mr. Gallagher spoke with Kevin Cafferty and Wil Branton about the connection. Mr. Boudreau said their maybe another option across the street for a sewer connection without impacting the neighbor's driveway. Mr. Gallagher does not want his property impacted by the sewer connection. Ms. Curran said they will approve this contingent upon a plan that does not impact Mr. Gallagher's driveway. Mr. DelBuono said he would work with the neighbor and the Town to accommodate the sewer connection and address the neighbor's concerns. Leo Costello misspoke initially about going through the driveway. Mr. Boudreau will ask Mr. Branton to get in touch with the neighbors to review the sewer connection plan.

Move to approve an emergency sewer connection for Parcel ID # 39-26-4-0, 15 Park Avenue pending connection agreement with the DPW. Motion by Ms. Harrison second by Ms. Connolly Unanimous Vote (5-0)

74 Hollett Street Sign Request, Zoning Board of Appeals & Inspection Fees, Robert Vogel, Building Commissioner/Zoning Enforcement Officer & Nancy Holt, Town Accountant/Finance Director

1. 74 Hollett Street Sign Request
Mr. Vogel reviewed the request with the Select Board.

Move to grant a request to install a facility identification sign in road alignment at 74 Hollett Street. The sign shall be located a minimum of 12 feet back from the gutter line of Hollett Street to maintain clear sight distance to the west for vehicles leaving the site. Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)

2. Zoning Board of Appeals Fees
Pursuant to the Select Board's request at the January 23, 2024 meeting to examine the fee structure for the Zoning Board of Appeals filings; a recommendation is before you tonight to adjust some of the fees currently being charged.
The accompanying revenue and expense analysis clearly demonstrate that the fees are not capturing the expense of providing the services. These changes will increase revenue but depending on the type of project being filed; it may or may not completely cover the cost of the review. The fees that are being proposed to be increased are as follows.

Description	Current	Proposed	Reason
1-2 Family Residential	\$200	\$250	Most prevalent type before ZBA
Site Plan Review with Var/SP no fee		\$300	Fee currently does not exist
Multiple Residence (not 40B)	\$100/unit	\$200/unit	Not consistent with neighbors
40Bs	\$100/unit	\$5,000+\$200/unit	Most expensive filing with multiple hearings, postings, notifications and administrative staff time

Move to amend the Zoning Board of Appeals fee schedule effective March 1, 2024 to address the insufficiency of the fees to the cost of providing the service in the following manner

Service Description	Current	Fee	Fee as of 3/1/24
1-2 Family Residential	\$200	\$250	
Site Plan Review with Var/SP	no fee	\$300	
Multiple Residence (not 40B)	\$100/unit	\$200/unit	
40Bs	\$100/unit	\$5,000+\$200/unit	
Motion by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)			

3. Inspection Fees

Pursuant to the Select Board's request at the January 23, 2024 meeting to examine the fee structure for the Inspections Department to address the compensation rate per inspector which is no longer competitive; a recommendation is before you tonight to adjust some of the fees currently being charged.

Community	Inspector Rate
Abington	\$40
Cohasset	\$45
Hingham	\$43.73
Norwell	\$45 (going to \$52)
Scituate	\$32

In FY 23, 5,048 inspections at \$32 were paid to inspectors. At \$45/inspection; an additional \$65,624 would have been needed. To date in FY24, 2,437 inspections have been paid. The FY25 budget includes an estimated 5,550 inspections at \$32 requiring an additional \$72,150 for the rate increase to \$45.

These changes will increase permit revenue to offset an increase in the inspectors' rate per inspection from \$32 to \$45. The fees that are being proposed to be increased are as follows after a comparison with local communities.

Based on FY23 permits issued, these rate changes would have generated an additional \$93,195.

Description	Current	Proposed
Building Permits		
Residential Permit Minimum Fee	\$40	\$50
Commercial Permit Minimum Fee	\$40	\$100
Commercial Building Permit	\$11/\$1,000	\$15/\$1,000
Residential Occupancy Permit	\$40	\$50
Commercial Occupancy Permit	\$40	\$50

Re-inspection Fee	\$40	\$50
Plumbing & Gas Permits		
Residential Permit Minimum Fee	\$60	\$75
Residential Additional Fixture	\$15	\$20
Residential New Construction– all levels	\$120	\$250
Sewer Connection Gravity/Pump		\$75
Residential Re-inspection Fee		\$50
Commercial Permit Minimum	\$120 new/\$60 existing	\$250 new/\$150 existing
Commercial Additional Fixture	\$15	\$20
Commercial Re-inspection Fee		\$50

Electrical Permits		
Residential Permit Minimum Fee	\$50	\$75
Residential Addition/Remodel	\$90	\$100
Residential New Construction	\$200	\$250
Residential Multi Family	\$200/unit	\$250/unit
Residential Temp Service	\$55	\$75
Generator – all KWs	\$50-75	\$100
AC/HVAC	\$50	\$75
Solar Panels/Electrical Storage System	\$50	\$75
Alarm Systems		\$75
Commercial Minimum Fee	\$90	\$100
Commercial Alarm Systems		\$100
Annual Reinspection	\$40	\$100
Commercial Reinspection	\$50	\$75

Ms. Holt said the fees can get held out if agreed by the Financial Forecast Committee meeting to pay inspectors rather than go in the General Fund.

Move to amend the Inspections Department fee schedule as of March 1, 2024 to address an increase in the rate per inspection paid to inspectors in FY25 from \$32 to \$45 to remain competitive with neighboring communities in the following manner:

Description	Current	Proposed
Building Permits		
Residential Permit Minimum Fee	\$40	\$50
Commercial Permit Minimum Fee	\$40	\$100
Commercial Building Permit	\$11/\$1,000	\$15/\$1,000
Residential Occupancy Permit	\$40	\$50
Commercial Occupancy Permit	\$40	\$50
Re-inspection Fee	\$40	\$50
Plumbing & Gas Permits		
Residential Permit Minimum Fee	\$60	\$75
Residential Additional Fixture	\$15	\$20
Residential New Construction– all levels	\$120	\$250
Sewer Connection Gravity/Pump	\$75	
Residential Re-inspection Fee	\$50	
Commercial Permit Minimum	\$120 new/\$60 existing	\$250 new/\$150 existing

Commercial Additional Fixture	\$15	\$20
Commercial Re-inspection Fee		\$50

Electrical Permits

Residential Permit Minimum Fee	\$50	\$75
Residential Addition/Remodel	\$90	\$100
Residential New Construction	\$200	\$250
Residential Multi Family	\$200/unit	\$250/unit
Residential Temp Service	\$55	\$75
Generator – all KWs	\$50-75	\$100
AC/HVAC	\$50	\$75
Solar Panels/Electrical Storage System	\$50	\$75
Alarm Systems		\$75
Commercial Minimum Fee	\$90	\$100
Commercial Alarm Systems		\$100
Annual Reinspection	\$40	\$100
Commercial Reinspection	\$50	\$75

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

North Scituate Beach Nourishment Contracts, Corey Miles, Coastal Management Officer, Sean McCarthy, Engineering Supervisor

North Scituate Beach is susceptible to major damage from storms and rising sea levels. Potential undermining and collapse of the wall by higher sea levels and storm surge are serious concerns. The Town has been planning, designing, and seeking funding for a beach nourishment project since 2014.

The Town of Scituate has applied for and received two grants (totaling \$3,976,479) from the Massachusetts Coastal Zone Management Program to develop the bid specifications and implement nourishment of North Scituate Beach. The Town share is \$1,102,471 totaling \$5,078,950 in funding available for project costs.

In December 2023, an Invitation to Bid was advertised to furnish, mix, transport, and place sediment as an engineered berm to protect the seawall and nourish the coastal beach. Fourteen firms requested the plans and bid specifications. Two bids were received. The low bid was from SumCo Eco-Contracting for \$4,765,000. We have a May 1st no work in the water deadline. We can begin as soon as possible. Mr. McCarthy said this has been in the works since 2014. Jason Berger Coastal Zone Management was in attendance and said this project has been 10 years in the making. There were two grants totaling \$4M which is the largest project CZM has funded to date for implementation. This is quite an accomplishment. Scituate has been the #1 grant recipient receiving 8 awards totaling \$5 over the years. Ms. Curran thanked Mr. Berger for his advice and advocacy in support of Scituate.

- Award contract to SumCo for North Scituate Beach Nourishment \$4,765,000
Move that the Select Board award the contract for Construction of Beach Nourishment at North Scituate Beach to SumCo Eco-Contracting of Peabody, Massachusetts for \$4,765,000.00.
Motion by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)

The Town of Scituate applied for and received funding assistance through the Massachusetts Coastal Zone Management Program to develop final design and contract documents to implement beach nourishment on North Scituate Beach. The Coastal Zone Management Program awarded \$1,999,000 in September of 2022. The Town applied for and received an additional grant in October 2023 in the amount of \$1,976,480. The Town

20240213 sb meeting minutes

received a combined total of \$3,975,480 in grant funding and will provide \$166,090 in match. The contract amendment request presented will cover the additional costs to revise the original project design and bid specification and provide additional construction oversight for the larger project. Mr. Curran asked that the truck route be provided and not go through the West End. Ms. Curran also requested some proactive outreach and public meetings to show the materials will be used. Ms. Miles said letters were sent out and there were 30 people in the room and 45 people on ZOOM to hear about the project. Ms. Miles will also keep material samples available in her office if any resident wants to see the materials. Ms. Connolly suggests an exhibit at the library would be a great opportunity for the public.

- Contract Amendment for North Scituate Beach Nourishment Sustainable Coastal Solutions, Inc. \$76,060
Move that the Select Board award a contract amendment for additional engineering design and bidding specifications of the North Scituate Beach Nourishment Project to Sustainable Coastal Solutions of Falmouth, Massachusetts for \$76,060.00. Motion by Mr. Goodrich second by Ms. Connolly Unanimous Vote (5-0)

Water Abatement Policy, Eric Langlan, Superintendent, DPW Water Division

There was a 2003 procedure that was not revised. A new document was created outlining a new Water Abatement Policy.

In summary, proposed changes are:

1. Hardship will be a one- time only abatement determined by water superintendent with a maximum abatement of 75% of total bill.
2. In cases of elevated unforeseen water usage caused by leak that customer has proof of repairing. If elevated usage exceeds 3 times historical average usage 74% of elevated usage will be abated.
3. In summary of abatement process section two items were added. First: Only one abatement can be assessed per bill. Updated abatement policy shall only be applicable to residents last billing cycle.

Ms. Curran said there was some discussion that the unintended consequences of a hardship case and asked if there was any analysis done in this regard. Mr. Langlan said that was not reviewed. The abatement process is done through the water department. Mr. Langlan will reach out to all of the abatement requests in the queue.

Move that the Select Board approve the revisions to the DPW Water & Sewer Abatement Policy as drafted to be effective immediately. Motion by Ms. Connolly second by Mr. Goodrich. Unanimous Vote (5-0)

Ms. Curran called for a brief recess at 8:18 p.m.

Ms. Curran reconvened the meeting at 8:23 p.m.

REVIEW Community Preservation Projects for Annual Town Meeting, Dan Fennelly, Chair & Skyler Chick, Vice Chair

Mr. Fennelly said the state match has gone down. Mr. Fennelly and Mr. Chick reviewed the Community Preservation Fund recommended funding for the Annual Town Meeting. Projects to be rescinded were reviewed that total \$619,278.45. April 2024 projects include the Bailey Ellis House Renovation Part II \$22,884, High School Tennis Courts \$1,957,123.02 and the SAIL Housing Project \$1,000,000. The 2023 Projects withdrawn or tabled include the Pickleball Court moved to the Spring, Recreation Building Track

Renovation and James Landing Invasive Species Removal. Ms. Curran thanked Mr. Fennelly and Mr. Chick and the rest of the CPC for all their hard work.

FY25 Departmental Budget Reviews

- South Shore Regional Vocational School (310) Tom Hickey, Superintendent & Jack Manning, South Shore Regional School District Representative

Mr. Manning, the Scituate representative attended the meeting via ZOOM. Mr. Hickey attended the meeting in person and provided a presentation to the Select Board outlining the FY25 Budget & MSBA Project Update. Mr. Hickey said Marshfield will be joining the school in the fall.

Accomplishments include highest enrollment in school history, strong Co-Op program placement, strong student application pool, secured outside funding via rethinking grading, skills capital and a recent \$2.1M CTI grant, making progress with MSBA project, expanded programming for student supports, expanding district to include Marshfield 7/1/24. Mr. Hickey reviewed they goals that they set for the school and the budget building process. The FY25 Budget proposal includes a 4.2% increase. Mr. Hickey reviewed grant funding received and their use. There is a waiting list of approximately 68 children in district. This is the highest Scituate enrollment since 1982. Scituate Public Schools are a true partner. More state aid in the last few years has helped costs. Ms. Harrison asked how many kids in Scituate want to attend vocational school and has not gotten to go. Mr. Hickey said historically Scituate has not used all of its seats but that is changing. They have oversubscribed communities and undersubscribed communities. Marshfield will be the largest sending town and they will have approximately 25 seats.

The MSBA project for the vocational school, they are prioritizing three designs for 806 and 900 students, but there are lower enrollments (645 and 750) Scituate's initial share would be 6.6% They are working on a regional agreement amendment to make this share adjustable on a 4-year rolling average.

Ms. Curran thanked Mr. Hickey for the presentations. Ms. Connolly said this project will include a debt exclusion override. The debt exclusion is separate from a district wide vote.

- Scituate Public Schools (300) Bill Burkhead, Superintendent & Tom Raab, Director of Business & Finance

Superintendent Burkhead said this is a level services budget and reflects Scituate Public Schools priorities. The strategic objectives are 1) teaching, learning and leading 2) Communication and Community Partnerships 3) Finance, facilities, personnel and technology. Superintendent Burkhead said he has never seen a Town do a budget like Scituate. Everyone calls him and asks how its done. He thinks it is a great collaborative process with the Town and the financial forecast subcommittee. Mr. Burkhead reviewed how they are addressing ongoing maintenance at all Scituate Schools for a total of \$6,588,590. FY25 Capital Articles were reviewed and include the Boys Locker Room, Wampatuck Bathrooms and accessibility, SHS Science Lab Upgrades, and technology switch replacement. Mr. Burkhead reviewed the budget development process and timeline. Tom Raab said this was the tightest school budget he has put together. The collaborative approach between school and town is nothing he has ever seen before. Funding comes from the Town and grant revolving funds. Revenue projections were reviewed with grants. Enrollment history was reviewed and projected enrollment was reviewed for the next ten years. It is expected to increase slightly. Town

comparisons were reviewed including in district per pupil expenditures and surrounding towns. Full Time Equivalents (FTE) were reviewed. 17% of students use special education services. Mr. Raab reviewed all salaries, expenses and cost centers. Ms. Curran thanked Mr. Burkhead and Mr. Raab for all the detail in the budget. Ms. Curran would like to see where budget items move within the budget over the year in the future. Mr. Goodrich appreciated the maintenance information. Ms. Canfield appreciated the notes. Ms. Canfield asked for a thumbnail on performance with metrics they can track year after year. The Board thanked the School Committee for their service.

UPDATE Cushing/Hatherly School Project Update, Bill Burkhead, Superintendent & Tom Raab, Director of Business & Finance

John Lemieux, EVP from Vertex provided an overview of the Cushing/Hatherly School Project.

Superintendent Burkhead said this will allow Pre-K in the project and is reimbursable by the MSBA. Guiding principles include making this an inclusive process, minimizing social emotional impact on children and communication. Don Walter, Principal from Dore & Whittier said the cost of repair only is \$62M. It would be a 6-year duration. With costs escalating over time it would be approximately \$80.6M and 100% Town Share. A new building is estimated to cost \$82.9M and the town share with MSBA reimbursement. The new building can be occupied in the Fall of 2027 versus Fall of 2032. Mr. Walter reviewed the landscape concept site plan , and the proposed new school floor plans for Grades PreK-5. The site construction plan was reviewed. There will be a 6-foot high chain link fence separating the existing school from the new construction site. Different views of the school were provided. External views included the site entry view from Ann Vinal Road, Main entrance view from the playground, view of main entrance & drop-off, Aerial view from the East. The internal views included the Main entry lobby and family reception area, Library, cafeteria and north courtyard, extended learning area, classroom view to extended learning area. Mr. Lemieux reviewed the project budget detail. The total project budget is estimated at \$120,120,00. Less the anticipated grant at 28% or \$33,633,600 for an estimated total town share of \$86,486,400. The Total project costs to be voted upon by voters \$120,200,000, the estimated tax payer share net of estimated MSBA reimbursement \$82,938,000 estimated tax payer impact on \$921,206 home 1st year \$869 and 25th year \$416, estimated total taxpayer impact over 25-year period \$16,070. Mr. Lemieux reviewed what a YES vote at town meeting and the ballot means to the project and what a NO vote would mean. The project timeline was reviewed for the past 46 months. The average cost per square foot per year from the MSBA website was reviewed. Next steps were reviewed:

February 28 – Submit Schematic design package to the MSBA

March 6 – Public Forum #7 Town Library

March 21 – Public Forum #8 Cushing

April 2 – Public Forum #9 senior center

April 24 MSBA Board meeting

April 29 – Special Town Meeting Vote

May 18 – Debt Exclusion Town Vote

Superintendent Burkhead said this is four years into the process now. It is extremely competitive to get State reimbursement, Scituate was denied the first year. On the website scit.org there are pictures of current conditions, opportunities for tours of the schools, and all project information to date. The buildings are old & tired and not conducive to education. There is sticker shock to this number. Superintendent Burkhead is available for coffee's or any discussions residents would like to have. Ms. Curran said there is no doubt that these schools need to be addressed.

Mr. Goodrich asked what we are gaining. The total square footage is 107,550 for the new school. The proposed square footage for Pre-K is about 6,000 square feet. We currently have approximately 78,000 square feet currently. You are gaining 34,000 square feet. Mr. Raab said it is going to be more efficient but it is a larger building. Part of the project will include solar power.

Ms. Connolly is concerned about making sure we are able to maintain the landscaping. She would like to get warranties on the items such as playgrounds, etc. Town maintenance has to be considered.

Mr. Boudreau said the school had meetings with town departments and we have been involved very early on in the project.

Ms. Canfield asked about the impact on construction and the kids learning. Ms. Canfield asked if it was a 2-year period with the kids at Hatherly and wanted to know if the kids could be relocated for that period. Superintendent said people will be upset about moving the students twice. Superintendent Burkhead said it could happen but the class sizes would increase, kids would be moving twice, and he does not recommend it. Ms. Canfield asked about water retention for irrigation. Mr. Walter said it has been reviewed.

Ms. Curran said Vertex and Dore & Whittier are great partners and the school did well to choose them for this project.

Add Ballot Question for Cushing/Hatherly Elementary School Debt Exclusion on May 18, 2024 Town Election Ballot

A proposal for a new consolidated Cushing Hatherly Elementary School will be brought before voters at a special town meeting on April 29, 2024. The corresponding debt exclusion ballot vote needs to be provided to the Town Clerk at least 35 days in advance of the town election.

Move to authorize the Town Clerk to include a debt exclusion question on the May 18, 2024 town election ballot for the design, construction and equipping of a new consolidated Cushing Hatherly Elementary School as follows.

Shall the Town of Scituate be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to design, construct and equip a new consolidated Cushing Hatherly Elementary School on the site of the existing Hatherly School at 72 Ann Vinal Road including the demolition of the existing Hatherly Elementary School on that site and the demolition of the existing Cushing Elementary School at 1 Aberdeen Drive?

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

Add Planning Board Position 2 and Planning Board Alternate to the May 18, 2024 Annual Town Election Ballot

Move that the Select Board approve the Planning Board Position 2 vacancy be added to the May 18, 2024 Town election ballot. Motion by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)

Move that the Select Board approve the Planning Board Alternate to fill a vacancy be added to the May 18, 2024 Town election ballot. Motion by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)

NEW BUSINESS:

1. Board & Committee Appointments

- Registrar of Voters Renewal, William Francis

Move to reappoint William Francis as Registrar for a term of 3 years. Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)

- Coastal Advisory Commission Renewals, Joan Blanchard & Jonathon Grant

Move to re-appoint Jonathan Grant to the Coastal Advisory Commission- Resident Inland for a term of one year or until a successor is named.

Move to re-appoint Joan Blanchard to the Coastal Advisory Commission- Resident Coastal for a term of one year or until a successor is named.

Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

2. Drain Layer License Renewals

- McDougall Bros. Enterprises
- D'Alessandro Corp.
- McEachern Contracting

Move to approve the renewal of the Drainlayers License for McDougall Bros. Enterprises, D'Allessandro Corp. and McEachern Contracting. Motion by Mr. Goodrich second by Ms. Connolly Unanimous Vote (5-0)

3. One Day Liquor Licenses

- a. (6) Emergency One Day Licenses

Move to approve (6) six blank Emergency One-Day Wine & Malt Licenses Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

- b. H Cole Club for public event @ The Root, 405 First Parish Road on 2/18/24 11:30 am - 2 p.m.

Move to approve a One-Day Wine & Malt License to H Cole Club for an event at The Root, 405 First Parish Road, on February 18, 2024 from 11:30AM to 2:00 PM. Motion by Mr. Goodrich second by Ms. Connolly Unanimous Vote (5-0)

OTHER BUSINESS:

1. Liaison Reports

No reports this evening

2. Correspondence

- Commission on Disabilities Accessibility Awareness Event March 9, 2024 10 am – 1pm SHS gym
- Plymouth County Registry of Deed CPA surcharge funds collected 2023 Scituate Transactions total \$175,075

- DEP waterways application by the Town of Scituate to reconstruct and maintain a concrete seawall and stone revetment, and to construct a temporary construction access berm at Oceanside Drive, between Kenneth Road and Scituate Ave
- Invitation for Easter Rising Commemoration, Sunday, April 21st, 1 pm @ St. Mary's Parish Center
- Grant Report 2024 to date
- Plymouth County Mosquito 2023 Report
- Water Consumption Analysis Comparison for Scituate Quarter 1 and 2 for FY23 & FY24

3. Approval of Meeting Minutes

Move to accept the minutes for the Select Board meeting held on

January 23, 2024. Motion by Ms. Curran second by Ms. Canfield Unanimous Vote (5-0)

Move to accept and not release the Executive Session minutes for the Select Board meeting held on January 23, 2024 since matters discussed are still pending at this time. Motion by Ms. Curran second by Ms. Connolly Unanimous Vote (5-0)

4. Adjournment and Signing of Documents

Motion to adjourn the meeting at 11:28 p.m. by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for the February 13, 2024 Select Board Meeting

Agenda

Upcoming Meetings & Events

Special Event @ The Voyage for St. Patrick's Weekend 3/15-3/17 11 a.m. – 11 p.m.,

- Outdoor Entertainment License
- One Day Liquor License

St. Patrick's Day Parade, Special Event 3/15-3/17

Hawker Peddler Food Trucks

- Permission for The Dinghy & Miss Emily food trucks at the 3/17 St. Patrick's Day Parade
- Revision to the Select Board Hawker Peddler Policy to allow Food Trucks year round

Emergency Sewer Connection, Parcel ID # 39-26-4-0

Building Department Items: 74 Hollett Street Sign Request, Zoning Board of Appeals & Inspection Fees

- 74 Hollett Street Sign Request
- Zoning Board of Appeals Fees
- Inspection Fees

Contracts North Scituate Beach Nourishment

- Award contract to SumCo for North Scituate Beach Nourishment \$4,765,000
- Contract Amendment for North Scituate Beach Nourishment Sustainable Coastal Solutions, Inc. \$76,060

Water Abatement Policy

REVIEW Community Preservation Projects for Annual Town Meeting

FY25 Departmental Budget Reviews

- South Shore Regional Vocational School (310) Tom Hickey, Superintendent & Jack Manning, South Shore Regional School District Representative
- Scituate Public Schools (300) Bill Burkhead, Superintendent & Tom Raab, Director of Business & Finance

UPDATE Cushing/Hatherly School Project Update

Annual Town Election Ballot

- Add Ballot Question for Cushing/Hatherly Elementary School Debt Exclusion on May 18, 2024 Town Election Ballot
- Add Planning Board Position 2 and Planning Board Alternate to the May 18, 2024 Annual Town Election Ballot

Board & Committee Appointments

- Registrar of Voters Renewal, William Francis
- Coastal Advisory Commission Renewals, Joan Blanchard & Jonathon Grant

Drain Layer License Renewals

- McDougall Bros. Enterprises
- D'Alessandro Corp.
- McEachern Contracting

One Day Liquor Licenses

- a. (6) Emergency One Day Licenses
- b. H Cole Club for public event @ The Root, 405 First Parish Road on 2/18/24 11:30 am - 2 p.m.

Correspondence

- Commission on Disabilities Accessibility Awareness Event March 9, 2024 10 am – 1pm SHS gym

- Plymouth County Registry of Deed CPA surcharge funds collected 2023 Scituate Transactions total \$175,075
- DEP waterways application by the Town of Scituate to reconstruct and maintain a concrete seawall and stone revetment, and to construct a temporary construction access berm at Oceanside Drive, between Kenneth Road and Scituate Ave
- Invitation for Easter Rising Commemoration, Sunday, April 21st, 1 pm @ St. Mary's Parish Center
- Grant Report 2024 to date
- Plymouth County Mosquito 2023 Report
- Water Consumption Analysis Comparison for Scituate Quarter 1 and 2 for FY23 & FY24

Approval of January 23, 2024 Select Board Meeting Minutes & Executive Session Meeting Minutes

Select Board Meeting Minutes for February 13, 2024

SELECT BOARD

Maura C. Curran , Chair

Andrew W. Goodrich, Vice Chair

Susan J. Harrison, Clerk

Karen B. Canfield

Karen E. Connolly