

**MEETING MINUTES  
BOARD OF SELECTMEN  
December 21, 2015**

**Present:** Anthony Vegnani, Chairman, John F. Danehey, Shawn Harris, Martin O’Toole, Maura Curran

Patricia Vinchesi, Town Administrator

The Meeting was called to order at 7:00 PM

**Acceptance of Agenda**

**Ms. Curran made a MOTION to accept the agenda for December 21, 2015. Second by Mr. Danehey, all in favor. Unanimous vote (5-0).**

**Walk Ins – no walk ins at the meeting.**

**Report of the Town Administrator – Patricia Vinchesi**

**Public Facilities Update**

Public Facilities will be discussed later in the meeting while we discuss the Public Safety Building and the Scituate Town Library.

**Personnel Update**

Ms. Vinchesi introduced our two newest promotions to Sergeant, Mr. James Bulman and Ms. Alison Steverman. The Selectmen congratulated and thanked the Sergeants. Chief Stewart said these individuals are highly regarded and excellent choices for Sergeant.

The Town has the opportunity to appoint day shift paramedics under the new contract. Peak hours are 8 a.m. to 5 p.m. We agreed to the shift two weeks ago. The Town Administrator has appointed two firefighters and once the medical exam is complete we anticipate their start date in January.

**SCHEDULED ITEMS:**

**Contractor for Public Safety Complex**

The groundbreaking was held on Friday for the Public Safety Complex. Ms. Vinchesi introduced Patrick Tompkins of CTA to the Board and he introduced Jeff Hazel, Project Executive for the Public Safety Complex. Mr. Hazel has been with the company since 2002 and has a lot of experience. Mr. Tompkins said they are available if there was ever a need to discuss anything. There will be a full time project superintendent in the field managing the trades on a day to day basis as well as a project manager.

**New Common Victualler License, Sapphire Catering, Shaun Hubbard**

Mr. Hubbard is the food service director for the Town of Scituate. He has started a new catering business and has found a kitchen to lease for his business at the Scituate Lobster Pound. Ms. Curran asked what type of catering. Mr. Hubbard will do local events, clambakes, etc. and expects 6-10 events per year at this time.

**Move to grant MacHub Enterprises Inc., dba Sapphire Catering, a Common Victualler Licesne for the 2016 Calendar Year. Motion by Mr. Danehey, Second by Ms. Curran Unanimous Vote (5-0)**

**New Annual Appointments**

**Cultural Council**

Ms. Dunn introduced herself to the Board. Ms. Dunn was on the Cultural Council for six years and has come off for a few years. The Cultural Council gets money to award grants to the Town of Scituate for cultural projects within the guidelines. MA is one of the only states that gives money to each Town. Mr. Danehey said now that we are now designated as a Cultural District.

**Move to appoint Julianna Dunn to the Scituate Cultural Council for a term of three years or until a successor is named. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

**Economic Development Commission**

Mr. Murphy introduced himself to the Board and currently works at Steinway Piano. He has some ideas for the EDC and believes we can make progress in Scituate.

**Move to appoint Brendan Murphy to the Economic Development Commission for a term of 3 years or until a successor is named. Motion by Mr. Harris Second by Mr. O'Toole Unanimous Vote (5-0)**

**Contract for Engineering/Design Phase 3A Water Main Project, Kevin Cafferty, Director, DPW**

Mr. Cafferty explained the bids we received for the Engineering Design Services for Phase 3A water main design. Mr. Cafferty showed the Selectmen the maps and where the water lines are completed. We have completed 78,205 linear feet of water line (15 miles) and estimated costs are \$960,000. There is a Phase 3B and C phase and possibly a D phase depending on funding. We have been very aggressive and plan to continue.

**Move that the Board of Selectmen award the contract for Engineering Design Services for the Phase 3A Water main design to Weston & Sampson of Peabody, MA for an amount not to exceed \$77,500. Motion by Mr. Harris Second by Mr. Danehey Unanimous Vote (5-0)**

**Scituate Public Library**, Joe Sullivan, OPM, Daedalus Conrad Ello, Principal, Oudens-Ello, Architect

Mr. Sullivan wants to review general categories as follows:

### **National Grid Electrical Easement**

Joe Sullivan explained the easement necessary for National Grid.

**Move that the Board of Selectmen grant an Electric Easement to National Grid for Scituate Town Library at 85 Branch Street. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)**

### **Change Orders**

Mr. Sullivan would like to review all the Potential Change Orders (PCO) for the Scituate Town Library. Mr. Sullivan provided a summary of the Board of Selectmen Approved PCO Update with detailed backup for each item. Mr. Sullivan reviewed each PCO and what occurred to create the PCO requirement. Mr. Ello saw the existing walls available to reuse but once everything was demo'd it was clear the wall needed to come down. It is a load bearing wall.

There are 27 change orders currently in the pipeline. An RFI (Request for Information) is requested and if the contractor feels the answer requires more work they will explain to the OPM and Architect. Some get denied and some move forward after an extensive review process.

Mr. Sullivan reviewed with the Selectmen a list of credits that are being negotiated with the builder for items identified with the project.

Mr. Vegnani said we are in between a rock and a hard place. The Selectmen are unhappy there are so many change orders. It costs the Town money even though it is in the overall budget. The majority of PCO's are related to two major areas; the roof and asbestos.

Mr. Danehey and the Board of Selectmen said this project will stay on budget and will not exceed the amount approved. The expectation is managing the numbers in the project.

Darren Cantwell, 57 Acorn Street, is concerned about the Asbestos found at the library and wants to be sure there will not be more. Mr. Ello assured the Board that the asbestos will be removed or encased. The asbestos that will be left there will not be exposed, it will be encased. Mr. Danehey asked near the elevators how will that be handled. Mr. Sullivan said it is not above ground it will be encased.

Karen Cantwell, Public Building Commission said when the team came together Joe Sullivan advised that a contingency fund be established for situations like this that may arise. The money is there and we are still under budget.

Mr. Ello said they will be coming back with the final numbers on the roof costs.

**Non-Monetary Warrant Article Requests**, Patricia Vinchesi, Town Administrator and Nancy Holt, Town Accountant & Finance Director

We received two citizen petitions today and they were added to the Warrant Article requests that you received this evening. One is the CPC term and the other removes the requirement for voters at Town Meeting to continue the meeting past 11 p.m.

Ms. Curran asked if the bylaw review committee could look at this. Ms. Vinchesi said the bylaw review committee consists of one person at this time. Typically the committee would meet and make a recommendation. We need additional people to volunteer to serve on this committee.

The Selectmen asked a few questions regarding some of the warrant articles. The Selectmen will be reviewing the articles.

The Board discussed acceptance of the FEMA maps warrant article on the Annual Town Meeting agenda. Mr. Danehey said if we decide to appeal we need to have approximately \$100,000 available to pay for this. The Board will be looking at their options.

**OLD BUSINESS:**

**First Parish Church of Norwell Execution of Deed Request, Kathleen M. O'Donnell, Esq.**

Mr. Danehey stopped by the property to take a look. There is a tomb location there and cemetery plots. There is some land there. The Board thanked Betty Foster, Town Archivist for locating the Town Meeting records from 1707 and Pamela Mullin in the Town Clerk's office for taking the time to translate.

**Move to approve the execution of the confirmatory deed for a parcel comprising of land at the First Parish Church of Norwell. The parcel is a triangle shape bordered by West, Dover and River Street in that part of Norwell formerly known as the Village of South Scituate. The land was set off by the Town of Scituate to the Church's predecessor organization in 1707 for purposes of a meeting house, burying place and for building a stable or stables as may be most convenient for the Church. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)**

**Walk In**

Phyllis Karlberg, 26 Hughes Road A friend took an interest in the "paper streets" and the Town owns this property which should be taxed and the abutters should buy them to generate income to the Town and obtain tax revenue from the property. The Town Administrator said there are close to 100 paper streets in Scituate and this issue is in every Town. Mr. Danehey said these paper streets are recorded at the Registry of Deeds. The developer is under the impression that at some point

they may become public streets. Mr. Danehey said these streets have to be accepted at Town Meeting. Many of these roads will never be built.

**Water Abatement follow up**

**Move to grant a water abatement in the amount of \$702.13 plus tax and interest. 21 Fourth Avenue Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

**Move to grant water abatement in the amount of \$931.26 plus tax and interest. 31 Indian Trail Motion by Mr. Harris Second by Ms. Curran Unanimous Vote (5-0)**

**NEW BUSINESS:**

1. New Annual Appointments

a) Election Worker Appointment

**Move to appoint Mr. William E. Verge as an Election Poll Worker and an Inspector and Clerk as needed. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)**

2. Town of Scituate Annual License Renewals

**Move that the Board of Selectmen vote to renew the Common victualler license for China Gourmet. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

**Move that the Board of Selectmen vote to renew the Common victualler license for Riva Pizzeria. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (4-0) Mr. Harris abstained from this vote**

**Move that the Board of Selectmen vote to renew the Class II License for Seacrest Auto. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)**

3. Drain Layers License Renewals

**Move to approve a renewal of a Drain Layers License to**

**Totman Enterprises, Inc.**

**Joseph P. Bonomi III**

**McEachern Contracting, Inc.**

**Jones Contracting, Inc**

**Spirito Environmental Services, Inc.**

**Sean Farrell Excavation, Inc.**

**PF Spencer Jr., Inc.**

**McDougall Brothers Enterprises LLC**

**Ringler Excavating Corporation**

**Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)**

4. Close April 11, 2016 Annual Town Meeting Warrant  
**Move that the Board of Selectmen close the Warrant for the April 11, 2016 Annual Town Meeting at 9:13 p.m. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

**OTHER BUSINESS:**

Correspondence

1. Commonwealth of MA Department of Telecommunications and Cable – Cable Rate Regulation
2. Commonwealth of MA Department of Environmental Protection – Approval with Conditions, Driftway Landfill

Mr. O’Toole excused himself and left the meeting at 9:10 p.m.

Acceptance of Meeting Minutes

**Move that the Board of Selectmen approve the meeting minutes for the October 20, 2015 Board of Selectmen Meeting. Motion by Mr. Danehey, Second by Mr. Harris Unanimous Vote (3-0 Mr. Danehey, Mr. Vegnani, and Mr. Harris) Ms. Curran abstained since she was not in attendance at that meeting and Mr. O’Toole was not in the room.**

Mr. Danehey attended the ribbon cutting ceremony for the Public Safety Building and it was a nice event.

The Selectmen wished everyone a Merry Christmas and thanked everyone for the Christmas Tree at Greenbush.

Mr. Danehey told a story of the tree in the middle of the roundabout where it blew over and an elderly gentleman stopped and fixed the tree. Hi name was Myron Bullock and he saw the need to fix the tree.

Mr. Vegnani said the High School wrestling team is doing great. The boys and girls basketball teams are playing well, stop in and see a game.

Mr. O’Toole returned to the meeting at 9:17 p.m.

**Adjournment and Signing of Documents**

Motion to move into Executive Session at 9:20 p.m. and not reconvene the Board of Selectmen meeting in open session. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)

Mr. Vegnani yes  
Mr. Harris yes  
Mr. Danehey yes  
Mr. O’Toole yes  
Ms. Curran yes

The board moved into executive session at 9:20 p.m.

**EXECUTIVE SESSION:**

1. To conduct contract negotiations with nonunion personnel – Town Administrator Contract.

Respectfully Submitted,

Lorraine Devin - Recorder

## **List of Documents December 21, 2015 Board of Selectmen Meeting**

Agenda

Upcoming Meetings & Events

Sapphire Catering Application for License

Applications for Board & Committee Appointments

Engineering and Design for the Phase 3A Water-main Replacement Project Contract Approval

Scituate Town Library Public Building Commission Construction Update

Scituate Town Library Electric Easement to National Grid

Tentative Working List of Special Town Meeting & Annual Town Meeting Articles

First Parish Church of Norwell Deed Confirmation

Water Abatement Request by Mrs. Holleran

Water Abatement Request by Mr. Richard Flynn

Election Poll Worker Appointments Ron Robertson Request

Town of Scituate Annual License Renewals

Town of Scituate Renewal of Drain Layers Licenses

Town Administrator Requests to Close Annual Town Meeting Warrant

Correspondence Cable Rate Regulation

EPA regarding Landfill

Approval of 20151020 Board of Selectmen Meeting Minutes

Board of Selectmen Meeting Minutes for Monday, December 21, 2015

BOARD OF SELECTMEN

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Anthony V. Vegnani, Chairman

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John F. Danehey, Vice Chairman

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Maura C. Curran, Clerk

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Shawn Harris

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Martin J. O'Toole