

**MEETING MINUTES  
BOARD OF SELECTMEN  
February 16, 2016**

**Present:** Anthony Vegnani, Chairman, John Danehey, Shawn Harris, Martin O'Toole, Maura Curran  
Patricia Vinchesi, Town Administrator

The Meeting was called to order at 6:03 p.m.

**Acceptance of Agenda**

**Mr. O'Toole made a MOTION to accept the agenda for February 16, 2016. Second by Mr. Harris, all in favor. Unanimous vote (4-0).**

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

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

- Weather this week

17 hour long duration storm and update from Mike Breen, Highway Supervisor was provided to the Selectmen. Sean McCarthy explained to the Board that there was a lot of seaweed over wash which blocked the drains. There are two steel grates that allow the water to drain. We have applied for three grants to work on the drainage system in this area. We are working on the problem long term. The cleaning company came in and cleaned out the catch basins last Thursday and Friday. We did drop a pump in the final manhole to pump the water but the marsh was flooded and just flooded the area again. Mr. Vegnani said if we do not receive the grant we need to cost out how much it will cost to do the work needed. Ms. Curran asked why it took so long to drain the area. Mr. McCarthy said there was a lot of water and all the pipes that were holding the water were blocked with seaweed and each time the seaweed as cleared the water was starting to drain the area would get blocked and flood again.

- Public Facilities Update

There were problems at the Council on Aging when the pipes froze, the library pipes froze and there were some issues with one of the fire bays that Kevin Kelly was working on last week. The groundbreaking for the school is rescheduled to March 16, 2016 at noon. Steel delivery is expected end of this month or early March.

- Police Station Cell Tower

We currently have two leases for the cell towers. We have an AT&T lease that they are asking us to renew. AT&T is asking us to extend to 2046 and they are waiting for a response for us. We need a bigger agenda item to discuss this issue. Mr. Danehey wants to know the radius for the cell tower and if it can be moved to other property.

- FEMA Update

The Town has been in touch with Woods Hole Group to see if FEMA has been in touch with them and we will follow up. Duxbury Town meeting is the end of March.

- Town Projects

Mr. Vegnani asked if the town projects document could be posted on the website.

Ms. Vinchesi said that this is an internal working document and would need to be cleaned up before posting on the website.

## **SCHEDULED ITEMS:**

### **FY 17 Budgets**

- South Shore Regional Vocational Technical (SSVT) High School

Jack Manning attended the meeting to review the budget for SSVT. The overall budget increased 2.91% for the whole school. The Scituate portion has increased \$139,776 or 24.7% that is included in our FY17 budget.

- 691 Historical

Mr. Dave Ball, President, Scituate Historical Society and Allison Short, Trustee provided an overview of the Historical Society budget. The Society has been an oversight organization for the Town of Scituate's historical sites. The society is planning for their 100<sup>th</sup> anniversary next year. There is a capital plan over the next five years for the historical sites e.g. Lighthouse, Cudworth, Lawson Tower, etc. There is rental income from the Lighthouse and the Mann House but the other locations do not have income. The maintenance line items need to increase next year. There will be some costs. Mr. Danehey asked what other Towns surrounding us have historical buildings. Mr. Ball said he did not know of any other Towns in the state. Ms. Short said their request for \$6,000 for meetings at GAR Hall for Town boards & committees was for the use of the hall. There are 7 in February and 6 meetings scheduled in March. Advisory, CPC, Fire Department are some of the committees who use GAR Hall for meetings. The building was restored and reopened in 2008. Ms. Short asked the Board for \$6,000 in FY17 to use GAR Hall for Town board and committee meetings. Ms. Vinchesi said there is no mechanism within the Town budget to rent our own Town owned buildings. The board will consider this and think about how this would be possible since taxpayers have already paid to renovate this building. Mr. Vegnani asked Mr. Ball how much money the Historical Society had in their account. Mr. Ball said approximately \$900K but that money was needed for many years to come for the historic buildings.

- 541 Council on Aging

Ms. Linda Hayes reviewed the Council on Aging budget with the Board of Selectmen. Ms. Hayes reviewed some of the programs provided to the seniors. Ms. Hayes said there are approximately 1000 people per month participating in services. COA is implementing what they can from the needs assessment. Mr. Vegnani said the Board is supportive in finding a new space for the Senior Center and has the

Adaptive Building Reuse committee working on that. Ms. Hayes reviewed the COA budget with the Selectmen. Ms. Curran thanked Ms. Hayes and her staff for all their hard work.

- 630 Recreation

Ms. Maura Glancy and Ms. Jennifer Vitelli said the recreation department is basically four different areas; programming, lifeguards, fields and CPC projects. Ms. Glancy said they educated the community about sharks and trained the lifeguards. The CPC grant to restore the Mercury sailboats are in process and are ½ way done at Scituate Boat Works. This was our first year in the Scituate Regatta and placed in the middle of the pack. The basketball courts at Wampatuck, Cushing and Humarock were completed this year. We have some waste receptacles on order that will be installed in March at Humarock. The Winter Festival was a first this year. The EDC was very helpful and supported us financially with the festival. There were 1,000-1,500 people that day that attended. There is a theme each summer and last year was supporting differences. Last year the staff wore mismatched socks. The Recreation department will be moving to Jenkins School and met with Mrs. Arnold today. The High School campus will be under construction so there may be some services provided that we may not be able to offer this summer such as Nautical Mile. We will use other baseball fields for some programs. The budget was reviewed and is level funded. A CPC grant was requested for the 420 fleet for the sailing program, which need to be replaced. The playground grant that was funded by CPC six years ago and is beginning in North Scituate but the costs have gone up and Recreation is meeting with CPC about this.

- 175 Planning

Laura Harbottle attended the meeting and reviewed accomplishments. The Planning Board reviewed the 40R district planning and pushed the sewer demand where it was too great to implement it at this time. It would be possible on a small scale but not all of Greenbush. A Housing Production Plan was developed. Planning was very involved in the Green Communities grants. We are preparing to apply for the next round of funds. Planning was very involved in the EDC and is working with them on wayfinding, etc. Planning helped with grant writing on the hazard mitigation plan. FEMA elevation grants were closed out from 2012 and passed that off to Nancy Durfee ongoing. Ms. Harbottle worked on the Scituate Cultural District plan. Planning has a number of developments that are in the construction phase. There are many developments being built now at the same time. The consulting engineers do the monitoring on the projects but planning does review also. Zoning changes were made for height limits and elevation of utilities. The development review team started work on the storm water bylaw that will be in this upcoming Town meeting. Not everyone is totally happy with the bylaw but we have worked out a good compromise. The open space plan is under development and we need this to apply

for grants. The planning budget was reviewed with the Board of Selectmen. Ann Burbine, Pennycrest Road has been involved in planning for a number of years. Ms. Burbine feels additional resources are needed in the planning office. There is no time for enforcement with the bylaws that we have. Mr. Danehey said he agrees that additional resources are needed. The Board thanked Laura Harbottle and Karen Joseph for their hard work.

- 171 Conservation/Coastal Res.

Mr. Patrick Gallivan said the biggest thing that happened this year is the addition of Nancy Durfee as the Coastal Resource Officer. We are now able to do more that we couldn't even touch before. Permitting for the Public Safety Complex and the Middle School was very busy working with all the agencies. There are 15 projects underway for elevation at various stages. It is exciting to see people doing this to protect their homes. Ms. Durfee has done a lot of work on the CRS program that is currently under review. We are assessing the coastline. The bi coastal group is doing the analysis. The work so far is amazing and will really help the community make some important decisions. We will have public meetings and a meeting with the Board of Selectmen. This will happen by June. The hazard mitigation plan public meeting is March 1<sup>st</sup> at the GAR hall from 6-8 p.m. This is the final plan for people to review. It will be five years before the public gets to comment again. The budget was reviewed for Conservation and Coastal Resources. Ms. Vinchesi said Mr. Gallivan has done a superlative job as the Conservation Agent. He inherited a lot and he works a tremendous amount of hours. Ms. Vinchesi said the conservation commission under Pat's tutelage is the best it has ever been. We will be funding Nancy's position since the grant will no longer support it so that is an increase to this budget. The Selectmen thanked Mr. Gallivan, his staff and Ms. Durfee for their outstanding work.

- 510 Board of Health

Jennifer Keefe said that the Board of Health work has increased. Accomplishments include three flu clinics, two nursing students have provided information to include; tick borne illness information and a public service project for FACTS on Narcan. There is an upcoming program partnering with Dana Farber to do free mammogram screenings in Scituate 4/7/16 for women over 40. The Board thanked Jennifer Keefe for her work in bringing these programs to the residents of Scituate. The Board of Health budget was reviewed.

- 543 Veterans

Mr. Donald Knapp participated in an exam at the State level for the Town of Scituate and successfully passed which gives the Town a higher reimbursement rate. This will not be necessary for another three years. The number of calls into the office has increased. We have been highly successful in the awards received for our veterans. We are seeing our Vietnam Veterans putting in for what they deserve after not

participating for a long time. This is a good thing and people are very appreciative. Jean Sullivan has attended training and is coming along very well. She is beginning to be able to step in and help the Veterans. Mr. Knapp has requested a monthly snapshot of how many applications are being processed for Scituate at the State level. The budget was reviewed with the Board of Selectmen.

- 159 Cable TV

Mr. John Roser said last year was the best year so far. There was a lot of original programming and we do ZBA, Planning, COA, Board of Health, School Committee, and Board of Selectmen meetings along with many events around Town. We have expanded in different directions such as "I Always Wanted to do That" (IAWTDT). The goal for this year is to continue to expand with original shows such as South Shore Style TV. There is a bill 3898 and we were at the State House to discuss the bill and it was recorded. We have been doing some political programming and people like to be involved. Mr. O'Toole said Mr. Roser is doing such a great job. Ms. Vinchesi said we tape all the fire & police interviews and John does all that as well. The budget was reviewed with the Board. Mr. Vegnani asked how many kids are in learning about SCTV. Mr. Roser said there are many students that utilize the equipment and an internship program began at SHS. There are hundreds of students.

- 131 Advisory

Ms. Vinchesi said this is for the printing of the Advisory booklet and unforeseen expenses for the Advisory Committee.

- 132 Reserve Fund

Budget was reviewed.

- 912 Workers Comp.

Fund goal for this in 2010 was \$750K and we expect to hit that number in the next 12 months.

- 913 Unemployment

This budget was reduced.

- 549 Disability

This is level funded as it has for the past six years. In the last few years we began using this money.

### **Liquor License Violation, Jim McInnis, Owner Village Market**

Mr. Vegnani thanked Mr. McInnis for coming in and reviewed the position of the Board of Selectmen. Mr. McInnis said he wanted to review the old policy and what The Village Market will be doing in the future. The Village Market takes it seriously and if someone looks 50 years old or younger their id is checked and the date of birth was put into the system. This 18 year old young man who made the error knew the policy. It was a human error on his part but there is no excuse to sell to a minor. Mr. McInnis said they have 16 year olds but cannot touch the alcohol so an 18 or older employee will come over and punch it into the system, scans it, bags it and gives it to the customer. They went down to Sand Hills and looked at their system that verifies

the ID. Now The Village Market has purchased the system and puts every single id through the system. It is another check that the person purchasing alcohol is 21 years old. There were some insinuations that The Village Market does not need a beer and wine license. Mr. McInnis said he has to have that beer and wine license to survive. We are a 1-2% operation. We donate to every charity asked for in this community. Village Market is the largest employer of Scituate Residents. Village Market has stopped selling alcohol during the St. Patrick's Day parade as requested by the Selectmen. Mr. McInnis said he is not making excuses but felt the punishment was harsh since it was such a long time ago for his last violation. The Village Market does not sell to minors and he feels the 10 day punishment was unfair. He felt that a 10 day suspension was too harsh. There is nothing else more important in the store. The Selectmen spoke with Jim McInnis and explained why the 10 day suspension was given. Their main concerns are 1. There is not a strict enough process in place to purchase liquor 2. It was a code to punch in and the system was easily overridden. These were the two main concerns. The Board is happy to know a new system will be put in place to id employees. The Board thanked Jim McInnis for coming in and expressed how important it is to manage the alcohol purchases to those individuals over 21 years of age.

### **Board & Committee Applicants**

- Ed Kelley, Veterans Advisory Council
- Dianne Davis, Scituate Beach Commission
- Danielle Taleas, Scituate Beach Commission

The Board of Selectmen met each of the candidates and spoke with each of them regarding their interest in the Committees they are requesting and what they could bring to the group.

### **Special Event Applications**

1. St. Patrick's Day Parade 3/20/2016, Ed Kelley, Organizer

Mr. O'Toole recused himself from this discussion and vote and left the room. Mr. Kelley provided an overview for the parade and asked residents to contribute to the parade and support the fundraising events for Mayor.

**Move to approve a Special Event Permit to Ed Kelley/Scituate Harbor Merchants Association for the St. Patrick Day's Parade, March 20, 2016 from 10:00 a.m. to 4:00 pm. pending Board of Health approval. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (4-0) Mr. O'Toole recused himself from this discussion and vote.**

Mr. O'Toole returned to the meeting.

2. Fashion Truck Festival 6/11/16, Carla Nee, Organizer

Ms. Nee said that Fashion Trucks are a spinoff of Food Trucks. They are little mobile boutiques. Ms. Nee is an experienced event planner and has worked with the Food Truck Festivals of America. She has a lot of experience with this. Ms. Nee grew up

in Scituate and recently moved back to Town. She would like to bring foot traffic to the Harbor. Ms. Nee reviewed her plan with the Board. The maximum amount of trucks will be 15. The Selectmen wanted to make sure the Harbormaster and the Scituate Harbor Merchants Association were in agreement and on board.

**Move to approve a Special Event Permit for the Fashion Truck Festival June 11, 2016 from 11:00 a.m. to 8:00 pm. Pending Board of Health approval. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

**National Grid Easement for Public Safety Complex**, Steve Theran, OPM Vertex

The estimated completion date for the project is expected next February 2017. Steel delivery will be in April, 2016. Mr. Harris asked if there is enough work until April and Mr. Theran said yes there is plenty of work until April.

**Move that the Board of Selectmen grant an Electric Easement to National Grid for the Public Safety Complex on Chief Justice Cushing Highway. Motion by Mr. Harris Second by Mr. Danehey Unanimous Vote (5-0)**

**Conservation Restrictions**, Karen Connolly, Chairperson, CPC, Frank Snow, Chairman, and Penny Scott-Pipes, Conservation Commission

Mr. Snow said there are properties that have conservation restrictions for some properties that were acquired. Mr. Snow said the Conservation Commission discussed how the properties would be structured for use such as biking, walking, harvesting wood & timber, habitat management, etc. There are several organizations that could hold the conservation restrictions. MA based New England Forestry Foundation, based in Littleton, would need to approve the Town of Scituate for consideration. The foundation would look over our shoulder to be sure what use we said for the property is actually being done. They would be a great resource for us and help to manage the property. Penny Scott-Pipes has met with New England Forestry Foundation and walked some of the Bates property with them. In speaking with NE Forestry, they thought we should take all the properties and put a Conservation Restriction on them. Their formula to take the 447 acres is \$15,500 one-time fee and a \$1,940 fee to monitor the land. There are four properties with CR's already and nine properties without CR's. Mr. Snow said there are smaller pieces of property that were purchased with CPC funds that should be included as well. Ms. Curran asked what the term is on the agreement. Mrs. Connolly said it is in perpetuity. They would like to know from the Board of Selectmen if the Board would like them to continue down this path. Ms. Curran asked who develops the management plan. Mr. Snow said the Conservation Commission would develop the plan. The Board of Selectmen members support the Conservation Commission and CPC to continue on this path to work with New England Forestry. The Board thanked Penny, Karen and Frank for all their work on this.

**138 Stockbridge Road**, Attorney Stephen Corsaro

The Board of Selectmen discussed this request with Attorney Corsaro. Attorney Corsaro said this is contingent upon permits for a buildable lot. The Board needs procedural questions answered prior to voting on this item. This will be added to a future agenda.

**NEW BUSINESS:**

1. **One Day Liquor License**

a) SMC, Silent Chef, May 7, 2016, 3 p.m. – 9 p.m.

**Move that the Board of Selectmen approve a one day wine & malt license to The Silent Chef for May 7, 2016 from 3p.m.- 9 p.m. at Scituate Maritime Center. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)**

2. **Board & Committee Appointments**

a) Veterans Advisory Council

**Move to appoint Edward P. Kelley Jr. to the Veterans Advisory Council for a term of 3 years or until a successor is named. Motion by Danehey Second by Mr. Harris Unanimous Vote Vegnani, Danehey, Harris, Curran (4-0) Mr. O'Toole abstained from voting.**

b) **Scituate Beach Commission**

**Move to appoint Dianne Davis to the Scituate Beach Commission for a term of one year or until a successor is named. Motion by Mr. O'Toole Second by Ms. Curran Unanimous Vote (5-0)**

**Move to appoint Danielle Taleas to the Scituate Beach Commission for a term of two years or until a successor is named. Motion by Ms. Curran Second by Mr. O'Toole Unanimous Vote (5-0)**

3. **ABCC Seasonal Population**

**Move to approve the seasonal population estimate of 28, 500 for 2016. Motion by Mr. Danehey Second by Mr. Harris Unanimous Vote (5-0)**

4. **Draft Pedicab Licensing & Regulations**

The Selectmen reviewed the draft Pedicab licensing and regulations and the only question they had was who would inspect the pedicab. Ms. Devin explained that she would be meeting with the Scituate Police Department to work out who would actually do the inspections amongst other items. A final draft will be provided at a future meeting.

**OTHER BUSINESS:**

1. **Correspondence**

Hazard Mitigation Public Meeting Notice  
Plymouth County Mosquito Control

Comcast agreement renewal letter  
GATRA breakfast meeting

2. **Acceptance of Meeting Minutes**

**Move that the Board of Selectmen approve the meeting minutes for the February 3, 2016 Board of Selectmen meeting. Motion by Mr. Danehey Second by Ms. Curran Unanimous Vote (5-0)**

**Move to accept and not release Executive Session Minutes for February 3, 2016 since the matters discussed are still pending at this time. Motion by Mr. Danehey Second by Mr. O'Toole Unanimous Vote (5-0)**

**OTHER BUSINESS**

Mr. Danehey and other Selectmen received Valentines from 5<sup>th</sup> grade Wampatuck students. Ms. Curran read her note from the students at Wampatuck. Mr. Vegnani and Mr. Danehey read their notes from the Wampatuck students. The Selectmen really enjoyed the Valentines and thanked the students and staff at Wampatuck.

Mr. Vegnani said the Winter Festival was great and thanked the recreation and other departments who helped make it successful. Mr. Vegnani said the SHS sports teams are doing great and we should support the teams.

3. **Adjournment and Signing of Documents**

**Motion to adjourn the Selectmen meeting by Mr. Danehey Second by Mr. Harris at 9:58 p.m. Unanimous Vote (5-0)**

Respectfully Submitted,

Lorraine Devin  
Recorder

## **List of Documents February 16, 2016 Board of Selectmen Meeting**

- Agenda
- Upcoming Meetings & Events
- Town Administrator – Public Facilities Update; Police Station Cell Tower; FEMA update
- Discuss/review FY 17 Budgets
- Discuss Jim McInnis, Village Market, Liquor violation
- Interview Board & Committee Applicants: E. Kelley, D. Davis, D. Taleas
- Discuss/Vote – special event applications: St. Patrick’s Day Parade, Fashion Truck Festival
- Discuss/Vote – National Grid Easement for PSC
- Discuss conservation restrictions Karen Connolly
- Discuss/Vote - 138 Stockbridge Road
- Review Pedicab Licensing and Regulations
- Approval of Meeting Minutes for 2/03/16 Selectmen Meeting and Executive Session Meeting minutes for 2/03/16.

Board of Selectmen Meeting Minutes for Tuesday, February 16, 2016

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