

**MEETING MINUTES  
BOARD OF SELECTMEN  
September 20, 2016**

Present: Martin J. O'Toole, Chairman, Anthony V. Vegnani, Shawn Harris, John Danehey

Ms. Curran was not in attendance at the start of the meeting.

Patricia Vinchesi, Town Administrator

The Meeting was called to order at 7:03 p.m.

**Acceptance of Agenda**

**Mr. Vegnani made a MOTION to accept the agenda for September 20, 2016 Second by Mr. Harris, all in favor. Unanimous vote (4-0).**

**WALK INS**

**REPORT OF THE TOWN ADMINISTRATOR**

1. Water Shortage update - Sean Anderson, Water Superintendent, and Kevin Cafferty, DPW Superintendent

Mr. Cafferty provided an update on the water shortage and action plans discussed with the Emergency Water Task Force. The Town of Cohasset has agreed to provide water to the Town of Scituate if we encounter an emergency with our water falling below 10%. Everything was tested between the two towns and is working fine. Conservation by residents is contributing greatly and we appreciate resident's participation to conserve water. Short and long term plans were reviewed. Ms. Vinchesi said conservation for an extended period of time will be critical and thanked everyone for their efforts.

- Water Shortage Letter of Agreement with the Town of Cohasset

**Move to approve the agreement between Cohasset and Scituate regarding provisions of water in emergency circumstances motion by Mr. Vegnani second by Mr. Danehey Unanimous Vote (4-0)**

2. Report on Board Annual Retreat

Ms. Vinchesi sent some follow up action items as a result of the retreat.

**SCHEDULED ITEMS:**

Patrick O'Connor, State Senator, Update on State Issues/Feedback on Town Issues

Senator O'Connor provided a handout to the Board of Selectmen and thanked the board for letting him attend the meeting. Senator O'Connor's great Uncle, Ed McKain, was a Town Administrator here in Scituate for some time. Senator O'Connor provided a copy of a presentation to the Board of Selectmen that he reviewed. Chapter 70 money state wide was increased. Senator O'Connor knows it was not enough but it is a good start. Scituate had a 3.1%

increase in Chapter 70 money. The Selectmen requested support from Senator O'Connor for funding of the FACTS program in Scituate that is a leader in the state and the nation and funding for seawalls. In the short term Senator O'Connor could provide support in the area of Public Safety Building traffic light and the intersection in front of Town Hall and the high school to provide handicap accessibility.

**Ms. Maura Curran joined the meeting at 7:40 p.m.**

Senator O'Connor encouraged the Selectmen to use his office as much as they would like to help with issues.

Knights of Columbus Annual Tootsie Roll Drive, Mark Sullivan

**Vote to approve the Knights of Columbus Annual Tootsie Roll Drive from October 14 - 16, 2016 Friday thru Sunday at various locations in the Town of Scituate including various businesses and the Transfer Station. Motion by Mr. Danehey second by Mr. Harris Unanimous Vote (5-0)**

Ms. Curran read the proclamation for the Knights of Columbus Tootsie Roll Drive aloud at the meeting.

**Public Hearing Stillwater Change of Location**, Tracy Colameco and Julia Lisinski

Tracy Colameco is moving diagonally across the street sharing one physical location with two separate businesses. Julia Lisinski owner of The Fresh Feast and Tracy Colameco owner of Still Waters Wine & Gourmet will be working together. They will be working together sharing the space. Mr. Danehey said to make sure there is a separation between the two businesses. Ms. Curran said it is a great idea but would like to know more about the separation and rules of the two businesses. There will be two separate point of sale systems. Mr. Vegnani emphasized checking licenses and staying diligent with checking ID's. Tracy will be opening by October 1<sup>st</sup> and Julia by November 1<sup>st</sup>. Ann Burbine, 10 Pennycross Road, feels this will be a great addition to North Scituate. A new boutique will be opening in North Scituate in Tracy's old space. Feathered Nest owner is retiring.

**Move that the Board of Selectmen approve a change of location for Stillwaters Wine & Gourmet from 366 Gannett Rd. to 776 Country Way. Motion by Ms. Curran second by Mr. Harris Unanimous Vote (5-0)**

**Contract - Leased School Buses**, Paul Donlan, Director of Administration and Finance School Department

Superintendent of Schools John McCarthy attended in Mr. Donlan's absence. The school is here this evening for the Board of Selectmen to approve the bus leases. There are purchase options at

the end of the leases. The school is looking into renting special education vans also. The school is asking to award the lease to Wells Fargo. Two tiered busing does not exceed the mileage allowed under the lease and it is really inexpensive as compared to buying the buses. The school is looking into late bus service for students in the Town of Scituate.

**Move that the Board of Selectmen approve the Wells Fargo lease for (3) Leased 77 Passenger Buses for three years not to exceed the price of \$ 258,939.00 Motion by Mr. Danehey second by Mr. Harris Unanimous Vote (5-0)**

**Move that the Board of Selectmen approve the Wells Fargo lease of (1) Leased Handicapped Bus for five years not to exceed the price of \$ 96,955.95. Motion by Mr. Danehey second by Mr. Vegnani Unanimous Vote (5-0)**

Resident Jean Batty, 558 First Parish Road, thanked the Board of Selectmen for approving this bus for students who require handicap seating.

### **Special Town Meeting**

- a. **REVIEW** Articles and Draft Warrant for October 19 Special Town Meeting  
Patricia Vinchesi, Town Administrator  
John McCarthy, Superintendent of Schools  
Nancy Holt, Finance Director/Town Accountant

The Board of Selectmen received a draft warrant and selected background information.

Ms. Holt reviewed Article 1 Fiscal Year 2017 Budget Reconciliations. Ms. Vinchesi said a complete review was performed of all town owned property to see what needed to be insured by Ms. Seghezzi and Ms. Holt. Coverage was added for the buildings where needed.

Resident Jean Batty, 558 First Parish Road, said she has a hearing deficit and needs a copy of what the Selectmen are reading from to understand what they are talking about. Ms. Vinchesi provided Ms. Batty with a copy of the draft warrant to meet her needs.

Ms. Vinchesi reviewed Article 2. Both Duxbury and Marshfield have their FEMA flood maps as part of Zoning. Failure to adopt the maps means the town is not eligible for funds in a disaster. There is a meeting tonight at the Scituate Beach Association Clubhouse to review the FIIRM Map Adoption with the public.

Superintendent McCarthy is here to discuss Article 3 High School Foyer Repair and Article 4 Well for Cushing and High School Fields Irrigation. Renovation of the High School Foyer repair is critical and this includes updating the restrooms. It is a very public area where everyone enters the gymnasium. The sidewalk was repaired and will no longer leak so the problem was resolved and now we need to fix the foyer. There will be more insulation added with the new window well that will be put in. The roof leaked at the high school gym and it was patched. Replacement of the roof and wood gym floors needs to be done down the road.

Article 4 is for a well to water the athletic fields at Cushing. A big investment was made to install the field and the school is trucking in water to water the new field. A solution was found to build a well and water the high school field and the Cushing field. The benefit is better athletic fields and it takes a large user off the town water supply. This includes design, piping, pump, storage tanks and the well itself. The irrigation systems currently exist and these would be connected to the well. It is out of the way of any potential new fields.

Article 5 Grant Cash Match Repair and Replacement of Pilings Scituate Harbor is contingent upon receiving a grant from the Seaport Economic Council. Keith Walo, 200 Country Way said there are moorings with chains on them. When you put in the pilings it holds them exactly where they are. There will be pilings sticking up in the harbor but it is much safer and better for the harbor.

Article 6 purchase of property – 0 Edward Foster Road

Article 7 Sale of Land Greenbush MBTA Parking Lot will be discussed later on in the meeting this evening. The warrant article was written by Town counsel.

Article 8 Transfer of Ellis Land to Conservation and put a conservation restriction option. If this passes it is not binding. The school is not interested in having this land go into conservation.

There are no unpaid bills this year.

### **DPW Items**

1. Sewer Rates, Nancy Holt, Finance Director/Town Accountant, Kevin Cafferty, DPW Director

The board requested additional information to make a decision on the sewer rates. Ms. Holt reviewed the forecast for sewer expenses in the Town of Scituate. The operating budget has not been supported by the revenue stream. Prepaid betterments were being used to fund the operating budget. There is currently a \$.5M revenue gap. Ms. Holt reviewed the different options with detailed impact to residents on their sewer rates. Ms. Vinchesi said the budget was cut significantly in FY16 but chemical costs are necessary to run the plant. Ms. Holt said this is a multi-year phased approach and cannot be fixed in one year. There is not a lot of money in retained earnings. The septage disposal rate has not increased since at least 2008. The Selectmen would like us to focus on getting more people on the current system to increase the connection fees.

**Move that the Board of Selectmen vote to decrease the allowed usage in the sewer base rate by 50% from 12.5 hundred cubic feet to 6.25 hundred cubic feet effective October 1, 2016 and increase septage disposal fee from \$.06/gallon to \$.07/gallon**

**effective October 1, 2016. Motion by Mr. Harris second by Ms. Curran Unanimous vote (5-0)**

There are three phases for sewer expansion. Repairs are being made to the facility itself to be able to handle expansion. Ms. Curran asked how we notify residents of this rate change. Ms. Holt will request a message on the bill to notify residents.

**Mr. Vegnani left the meeting at 9:44 p.m.**

2. Contract Award - Salt Contract to Eastern Salt Company for unit price \$66.31  
Mr. Cafferty looked at the state bid list for salt. If the shed is filled now we get additional discounts. Mr. Cafferty negotiated for the lower rate.

**Move that the Board of Selectmen allow the Department of Public Works to purchase salt from Eastern Salt Company for a unit price of \$66.31.**

**Motion by Mr. Danehey second by Mr. Harris Unanimous Vote (4-0)**

3. Contract Award – Roadway Drainage System Improvements to Weston & Sampson not to exceed \$55,200

Mr. Cafferty put an RFP out for Gilson Road and Baileys Causeway. The culverts need to be rebuilt because they are undersized and continuously flood. Mr. Danehey asked about the end of Hollet and Gannet because it is dangerous.

**Mr. Vegnani returned to the meeting at 9:48 p.m.**

**Move that the Board of Selectmen allow the Department of Public Works to retain the services of Weston & Sampson engineers to prepare design, permits and bid documents for the culvert replacements. Design fee shall not exceed \$55,200.00 in accordance with engineer's proposal. Source of funding shall be from two sources, 1) \$50,000 approved at the April 2016 Annual Town Meeting, and 2) \$5,200.00 from DPW Engineering Divisions technical services. Motion by Mr. Harris second by Mr. Danehey Unanimous Vote (5-0)**

The tennis courts at Gates Middle school the lights are out and still not repaired. Mr. Danehey asked that Mr. Cafferty take a look at the tennis courts lights to see what is going on.

4. Contract Award - Potassium Hydroxide to Univar Contract for a unit price of \$3,390  
Sale of Land – Greenbush Development, Mike Travaline, JLL  
This is used at the drinking water plant. This is a decrease from last years pricing.

**Move that the Board of Selectmen allow the Department of Public**

**Works to purchase Potassium Hydroxide from Univar USA Inc. for a unit price of \$3.39 per gallon. Motion by Mr. Danehey second by Ms. Curran Unanimous Vote (5-0)**

**Sale of Land Greenbush Development**, Mike Travaline, Sr. Analyst, JLL, Zoe Agnew, VP JLL and Laura Kaplan, Assistant Counsel, Greystone.

They have received two bids for the parcel. He is aware the town wants the project to fit in to the zoning bylaws. The price of \$225,000 for the town owned parcel was discussed. Ms. Kaplan proposes to transfer the land with an option agreement to transfer the land to the developer. They have asked for a three year option period. This group is the broker for the MBTA. The town owns 13% of the property. The bids have come in not much higher in the appraisal number. They took a \$ per square foot price and applied it to the land. It does benefit the MBTA property. Tonight the board has to agree on a purchase price and the Town Administrator recommends going into executive session to discuss the price. The Selectmen think it is a great place for development. One of the plans was much bigger than what the board was hoping for. The board did like the mixed use space. It looked more like a city than a town development. The developer has already proposed some design plan changes more to the character of the town. Ms. Vinchesi said both projects exceed height requirements of the planning board. Mr. Travaline said they would share the developers proposals with the town regarding past projects, etc. The developer will go through the entire approval process.

**NEW BUSINESS:**

1. **Poll Hours General Election** Tuesday, November 8, 2016

Mr. O'Toole reviewed the early voting at the meeting.

**Move that the Election Poll hours for the General Election to be held on Tuesday, November 8, 2016 at the Scituate High School gymnasium located at 606 Chief Justice Cushing Way are 7:00 AM-8:00 PM. Motion by Mr. Danehey second by Mr. Vegnani Unanimous Vote (5-0)**

2. **Donation of Land - 0 Metacomet Land Donation** – Patricia Vinchesi, Town Administrator

This was reviewed by Conservation and was recommended due to its location near our water. It is 3 ½ acres of land.

**Move to accept the donation of Parcel ID 48-01-005, 0 Rear Metacommet Rd. for use as water resource protection. Motion by Mr. Danehey second by Ms. Curran Unanimous Vote (5-0)**

3. **One Day Wine & Malt Licenses:**

- a. Silent Chef @ SMC 10/2/16 4:00-8:00 p.m. for Etrusco Annual Meeting  
**Move to approve a one day wine and malt for Silent Chef for an Etrusco annual meeting at the Scituate Maritime Center on 10/21/16, 4 - 8pm. Motion by Mr. Danehey second by Mr. Vegnani Unanimous Vote (5-0)**

Mr. Vegnani would like to thank the Etrusco for all the work they have done in the community.

- b. Taylor Made Bartending @ St. Mary's Parish Center 9/30/16 5:00-8:00 p.m. for Scituate Senior Singing Event  
**Move to approve a one day wine and malt for Taylor Made Bartending for a senior singing group at Saint Mary's Parish Center on 9/30/16, 5 - 8pm. Motion by Mr. Danehey second by Ms. Curran Unanimous Vote (5-0)**
- c. Taylor Made Bartending @ SMC 10/10/16 12:00-4:00 Celebration of Life  
**Move to approve a one day wine and malt for Taylor Made Bartending for a celebration of life at Scituate Maritime Center on 10/10/16, 12-4pm. Motion by Mr. Danehey second by Mr. Harris Unanimous Vote (5-0)**

4. **Town Counsel Appointment**

The board interviewed six firms. The law firms were all very good with excellent municipal experience. The board will vote on 10/4/16.

**OTHER BUSINESS:**

- 1. Correspondence  
Board Committee Handbook Training thank you letter from Dale Balog, COA Member Mass for Public Safety Personnel on October 9, 2016.  
Liquor Violation Harborside Wine and Spirits received a warning from the ABCC.
- 2. Approval of Meeting Minutes  
**Move that the Board of Selectmen approve the meeting minutes for the 9/6/16 Board of Selectmen Meeting. Motion by Mr. Harris second by Mr. Danehey Unanimous Vote (5-0)**
- 3. Adjournment and Signing of Documents

Ms. Curran thanked the Scituate Garden Club for the wonderful 100<sup>th</sup> year celebration invitation.

Mr. Vegnani said the boys and girls soccer teams are doing great. The football team is 2-0 and there is a game this Friday night. A great crowd attends come down to the High School turf and support the team.

**Move that the Board of Selectmen go into Executive Session at 10:13 P.M.**

- 1. **To consider the purchase, exchange, lease or value of real property. – Greenbush**

Motion by Mr. Danehey, Second by Mr. Harris, to move in to executive session and then return to open session. Unanimous Vote

**Roll Call Vote**

O'Toole yes

Vegnani yes  
Danehey yes  
Curran yes  
Harris yes

### **EXECUTIVE SESSION**

To consider the purchase, exchange, lease or value of real property. - Greenbush

### **RECONVENE IN OPEN SESSION**

**Mr. Danehey made a MOTION to reconvene in open session at 10:28 p.m. Second by Mr. Harris, all in favor. Unanimous vote (5-0).**

### **DISCUSS Sale of Land – Greenbush Development, Mike Travaline, JLL**

The Board of Selectmen discussed the sale and offer 13.34% of the total parcel or \$225,000 whichever is greater.

**Move to sell the Greenbush property to the MBTA (contingent upon town meeting approval on October 19) for a purchase price in the amount of 13.34% of the gross price or \$225,000, whichever is greater. Motion by Mr. Vegnani second by Ms. Curran Unanimous Vote (5-0)**

### **Adjournment and Signing of Documents**

**Move to adjourn and sign documents at 10:44 pm. Motion by Mr. Vegnani second by Mr. Danehey.**

Respectfully Submitted,

Lorraine Devin  
Recorder

**LIST OF DOCUMENTS FOR BOARD OF SELECTMEN MEETING**  
**SEPTEMBER 20, 2016**

- Agenda
- Upcoming Meetings & Events
- Water System Update
- Water Use Treatment Plant and Wells
- Monthly Precipitation Report
- Letter of Agreement between the Towns of Scituate and Cohasset regarding the provision of water in current emergency circumstances
- FY17 State Budget Presentation by State Senator Patrick M. O'Connor
- Knights of Columbus Annual Tootsie Roll Drive Letter and Proclamation
- Still Waters Wine and Gourmet Change of Location
- Lease of 4 School Buses
- Select Background Information for October 19, 2016 Special Town Meeting
- Draft Special Town Meeting Warrant for October 19, 2016
- Supplemental Special Town Meeting Information
  - Town Marine Rehabilitation and Improvement Project Information
  - Well Improvements
  - Greenbush land
- Fiscal Year 2017 Sewer rates and septage disposal fee rate and backup materials
- Award of Salt Contract
- Roadway Drainage System Improvements-Culvert replacement design at Bailey's Causeway and Gilson Road
- Award of Potassium Hydroxide Contract to Univar USA Inc.
- Greenbush Station Parking Lot Town owned Land and discussion of sale
- Poll Hours for the November 8, 2016 General Election & announcement of early voting
- Acceptance of land donation – 0 Rear Metacomet Road Parcel ID 48-01-005
- One Day Wine & Malt License Applications (3)
- Correspondence
  - ABCC Hearing Violation Letter for Harborside Wine & Spirits
- Board of Selectmen Meeting Minutes for approval September 6, 2016

Board of Selectmen Meeting Minutes for September 20, 2016

BOARD OF SELECTMEN

---

Martin J. O'Toole, Chairman

---

Anthony V. Vegnani, Vice Chairman

---

Maura C. Curran, Clerk

---

John F. Danehey

---

Shawn Harris