

TOWN OF SCITUATE  
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**Advisory Committee Meeting Minutes**  
**Thursday, February 4, 2021**  
**Zoom Video/Audio Conference -- 7:00 pm**

*This meeting was conducted in compliance with Governor Baker's declaration of a public health emergency and the related Emergency Executive Orders; the Advisory Committee held the meeting via Zoom Video and Audio (Dial-for those with only phone access). All participants participated remotely.*

**Committee Members Present:** Jerry Kelly; Chair, Elise Russo, Jamie Gilmore, Dan McGuiggin, Lynda Ferguson, Missy Seidel, Patrice Metro

**Also in Attendance:** Finance Director; Nancy Holt, Town Administrator; Jim Boudreau, SCTV Director; Seth Pfeiffer, Conservation Agent and Natural Resource Officer; Amy Walkey

**Committee Members Not In Attendance:** Mr. Westort, Mr. Heineman

**Mr. Kelly called the meeting to order at 7:02 p.m. which was seconded by Mr. Gilmore and voted unanimously in favor (6-0) by roll call vote; Mr. Kelly-yes, Ms. Russo-yes, Ms. Ferguson-yes, Ms. Metro-yes, Mr. Gilmore-yes and Mr. McGuiggin-yes.**

**Mr. Kelly made a motion to accept the minutes from the from the January 14, 2021 meeting, that was seconded by Mr. Gilmore and voted unanimously in favor (6-0) by roll call vote; Mr. Kelly-yes, Ms. Russo-yes, Ms. Ferguson-yes, Ms. Metro-yes, Mr. Gilmore-yes, and Mr. McGuiggin-yes.**

**FY22 Budget Presentations:**

**Conservation/Coastal Resources – Department 171**

Ms. Walkey stated the budget consists of three people and the expenses for that office. She noted Conservation is a permitting department that any shovel in the ground project in the town requires Conservation sign-off consistent with the Wetland Protection Act and the bylaws. The Conservation Commission is a seven member volunteer board meeting twice a month and they are seeking an uptick in activity since last March. They are also in charge of the open space in town.

Mr. Kelly asked if Ms. Walkey felt they were sufficiently staffed with the increase in volume. Ms. Walkey said no she felt the office had been understaffed since the loss of their part-time help

a couple of years ago. Mr. Kelly asked about the enforcement actions. Ms. Walkey said this past year they actively pursued 18 violations. Ms. Russo asked if we collected fines as these funds could theoretically be used to support the part-time staff. Ms. Walkey noted the funds belongs to the general fund. Mr. Kelly asked Ms. Walkey to provide more detail on the stormwater regulations. Ms. Walkey said the town bylaw was administered by Planning Board and the Conservation Commission.

Ms. Russo asked about the lower projection on revenues and Ms. Walkey responded that it was due to the type of permit requested not necessarily the number of filings. Ms. Metro asked about the lacking technology comment in the narrative and Ms. Walkey stated that situation had been improved.

Mr. Kelly asked Ms. Walkey to provide a Coastal Resource update. Ms. Walkey stated that the responsibilities of the Coastal Resource Officer are more involved with the administration of grants and assisting citizens with coastal issues as well as the CRS system updates. Ms. Holt noted that three elevation grants have been processed for residents by Mr. Boyd since July.

Mr. Kelly asked for Ms. DiPesa and Mr. Vogel but received no response. Mr. Kelly asked Mr. Boudreau for more information on the Economic Development Commission budget.

#### **Economic Development Commission – Department 182**

Mr. Boudreau stated that the Economic Development Commission is a percentage of the meals tax.

**Mr. Gilmore requested that the actual department presenters provide the information about their budget request and made a motion to adjourn the meeting which was seconded by Mr. McGuiggin. At 7:21 p.m., the Committee voted unanimously in favor (7-0) to adjourn by roll call vote; Mr. Kelly-yes, Ms. Russo-yes, Ms. Ferguson-yes, Ms. Metro-yes, Mr. Gilmore-yes, Mr. McGuiggin-yes and Ms. Seidel-yes.**

Respectfully Submitted,

Nancy Holt  
Recorder