

**MEETING MINUTES
BOARD OF SELECTMEN
August 22, 2017**

Present: Maura C. Curran, Chairman, Shawn Harris, John Danehey

Patricia Vinchesi, Town Administrator

The Meeting was called to order at 7:00 p.m.

Acceptance of Agenda

Ms. Curran made a motion to accept the agenda for August 22, 2017, Second by Mr. Harris all in favor. Unanimous vote (3-0).

WALK INS

David Doherty 122 Gilson Rd.

Mr. Doherty is tired from wind turbine noise. He's been complaining since 2012. There is a shut - down mitigation plan implemented but the plan isn't helping. He's awake at night and when he looks out window he sees the blades turning. He will continue to complain as long as this continues. He understands that it only affects 23 homes but this minority counts. Ms. Curran assured him the Board does not mean any harm to him – they hear his concerns. We will collect more data this summer, have the analysis done, and bring back to the Board. Ms. Curran thanked him for bringing to the Board's attention.

7:10 REPORT OF THE TOWN ADMINISTRATOR

- Welcome new Conservation & Natural Resources Officer Amy Walkey, Cable Studio Director Seth Pfeiffer and Director of Planning & Development Brad Washburn

Ms. Vinchesi introduced Brad Washburn and Amy Walkey to meet the Board. Ms. Walkey was previously from Hanover and Brad comes from Coastal Management. Ms. Curran welcomed them and asked them to say a few words. Ms. Walkey was Conservation Agent for Hanover for the past 5 years and was on the Conservation Commission before that. Mr. Danehey expressed his excitement that they joined the team. Mr. Harris wished her good luck. Mr. Washburn has 15 years of planning experience and also in the private sector. He feels this ties together his background and is appreciative of the opportunity. Ms. Curran is thrilled to have his expertise and welcomes him. Mr. Danehey is looking forward to having him and believes his position will be key for the future of Scituate. Seth Pfeiffer joined the group and was introduced as the new cable manager. His background was in TV news and he recently came back to Boston. He was looking for a new creative, flexible

opportunity. He was welcomed by the Board and they're excited for the new enhancements he can bring to SCTV.

- CZM Grant award and informational meeting on easements for Humarock Residents

Ms. Vinchesi thanked Ms. Durfee for her award as the grants are highly competitive. Ms. Durfee is excited that we were #2 of a competitive 35 who received the grant. We were awarded a \$210,000 grant for engineering and environmental planning for the elevation of roadway for North Humarock. This grant will provide engineering design and environmental review. There will be public meetings with the permit agencies – project engineering must be done by June 30, 2018. Notification of approval will be in 2019. On August 30th we will host a public meeting talk to residents about the easement and we will also record on SCTV. An email blast will go out tomorrow.

Mr. Harris asked Ms. Durfee to briefly explain this project. She explained that Humarock has a low lying road and beach area that is eroded and vulnerable. If there's a breach, it will create another inlet. The engineering we do will help explain the details so that we can convey what it will look like. We're trying to stop ocean and river flooding.

- Update Ellis

Ms. Curran said that today we have resolved all the issues with the Attorney General Office. We are waiting for the supplemental letter from the AG Office and once we receive that we will issue a press release.

SCHEDULED ITEMS:

7:20 INTERVIEW Board & Committee Applicants

All appointments will be voted on at the August 29, 2017 meeting.

Affordable Housing Trust

Daniel Kinchla, 11 Priscilla Ave.

Mr. Kinchla has been working in real estate for 7 years and feels he knows a fair amount. His perspective is in underwriting deals and seeing viability in projects. Ms. Curran says the trust has committed to an affordable housing project behind Central Housing. The Board thanked him for applying.

Coastal Advisory Commission

Louise Pfund, 20 Stanton Lane

Ms. Pfund has lived here 10 years, on the coast and has witnessed the coastal erosion. She's so pleased that the town is proactive. She has good listening and analytical skills. She's also spent time in Nantucket and is interested in what they are doing. The Board thanked her for her interest.

Beautification

Doug Litchfield, 196 Old Oaken Bucket Rd.

Mr. Litchfield does all the containers on Front Street and has generously donated to the town. He said the islands in the 90's were beautiful and they used to hold competitions. He would like to see the curb appeal brought back. It's his passion. Mr. Danehey supports his efforts around town.

Economic Development Commission

Geena Bournazian, new resident to Scituate who is helping to renovate her fiancé's grandparents' home. She is a recent law school grad from Williamsburg, VA which reminds her of Scituate. She reviewed the EDC plan that was on line – she would like to discuss community events that were in Williamsburg (local artist events) that could bring more people to Scituate. Hull has a similar event for local artists. Mr. Danehey noted that she could be a good candidate for by-law review.

Sue DiPesa, 47 Surfside Rd.

Ms. DiPesa is a realtor for Jack Conway and has sold a lot of property on south shore. People are coming here for the train and the affordability. Young couples want to know what's going on in town, restaurants, etc. and she feels she can add her opinion to the Board. She's lived in Scituate for most of her life but also in Cohasset and Hingham. She watched the revitalization of Hingham and they have great ideas. She feels the North Scituate area is primed for attention and could be a wonderful draw with nice restaurants.

Paul Bartkiewicz, 18 Damon Rd.

Mr. Bartkiewicz is a retired CA lawyer of 40 years where he represented local cities and towns. He moved to Scituate last year and this is where he met his wife years ago. He's excited to see the positive changes and the planning in town. He has the time to volunteer and feels he can add value with his perspective. The potential in Scituate is incredible – branding is key. He likes the "Sea Scituate" and would like to continue to add to the identity. One interesting idea he mentioned took place in Portland, Oregon where they had a farm to fork dinner for several hundred people.

Rebecca Brook, "Becky", 50 Barker Rd.

She's also interested in Conservation and Beautification and with a legal background as a legal secretary could do By Law Review. She grew up here and had family work for the town in the highway department. She left after high school and returned a year ago. It's changing, which is good, but feels her connection is from 'back in the day' and wants to preserve the character. She wants to see new business come to town. She wants to listen, do research, and work-- she has the time to put in to the Commission.

Jennifer Tolton, 20 Evangeline Dr.

Ms. Tolton has lived here for 3 years and has lived in many places. After so many places, Scituate is her forever home. Scituate has untapped potential and she could help recognize some of that potential. It is possible to have economic growth and retain the character. She worked in Financial Software in implementing financial software systems. She feels it's important to retain business. Also, loves the festival ideas – we have the ability to manage these large events. The Harbor has empty storefronts and maybe we can explore shared retail space – “pop up” businesses. Greenbush is a great opportunity for retail/residential as well as North Scituate.

Mr. Harris thanked everyone for coming in for interviews. Ann Burbine wanted to express her appreciation for so many candidates to come forward. She asked the Board if we could add Associate members to the committee? Ms. Curran said it will be considered.

8:00 **DISCUSS/VOTE** Humarock Easements, Nancy Durfee, Coastal Resource Officer

Ms. Durfee came to discuss the changes to the easement language which has been modified to include original Oceanside seawall and modified dune beach nourishment language. Section C. has noted changes which addresses a permanent easement. Said access shall not be exercised where there currently exists a structure or enclosure. It's important that we are consistent with our easement language. The Board liked the revisions.

Move that the Board of Selectmen vote to approve the grant of easement agreement as defined in the most recent version of today, August 22, 2017.

MOTION BY: Mr. Danehey SECOND BY: Mr. Harris

all in favor, UNANIMOUS 3-0

8:15 **REVIEW** Personnel Policies for staff– First Review, Stephen Salk, HR Director

Mr. Salk has developed the proposed personnel policy which is comprehensive for all existing employees. Ms. Curran said the Board will provide written comments as it's a large document. Ms. Curran asked where this came from. Mr. Salk said it's a combination of a draft from Tricia along with other Towns, the private sector, and his

own comments. This will be a helpful tool for many employees, particularly non- union employees. This will be an on-line tool which can be updated as needed. Ms. Vinchesi thanked him for all his work. The board will review and it will be on the September 5th agenda.

8:35 **DPW PROJECTS**, Kevin Cafferty, DPW Superintendent

Revetment Repair Designs for Storm Damage Contract

Mr. Cafferty said this is an Engineering contract as part of FEMA work for seawall repair from Sandy, Nemo and Juno. We've received project worksheets and FEMA has approved. This contract covers the revetment improvements for the cliffs and Minot beach. Timeline for this project would hopefully be next year but there's a lot to be done. Mr. Danehey asked about status of the Oceanside seawalls. Mr. Cafferty said everything is looking great and they're installing splash pad. Weather is cooperating and it should be done by December if not earlier.

Move that the Board of Selectmen award the contract for Engineering Design Services for the preparation of Revetment Repair Documents and Specifications for the Cliffs and Minot Beach to Coastline Engineering of Marion, MA for \$245,160.00

Motion by: Mr. Danehey Second by: Mr. Harris all in favor , Unanimous 3-0

Jericho Road & Hatherly Road Intersection

The DPW is considering the replacement of sidewalk from Turner Rd. to Hatherly Rd. and resurfacing Hatherly Rd. from edge to edge within those limits. As part of the roadway improvements a realignment of the intersection is being considered. Prices are being solicited to design the intersection for standard roadway compliance and run truck turning templates through the new alignment. Mr. Harris wondered if there will be a curb by Satuit Tavern? We wouldn't want to take away that parking. We don't want to make it more difficult for large vehicles. The Board will take a look at it and will schedule for a vote at the September 5th meeting.

OLD BUSINESS:

Finalize Senior Center Survey Instrument

Ms. Vinchesi incorporated comments after circulating to the Board. We want to get this loaded up to survey monkey and provide opportunities for people to go to the library for assistance. We want a wide distribution to all residents. The survey hones in on the five

locations, asks age bracket, and which key attributes they prefer. It will also ask if they would support an override.

Dale Balog, 74 Wheeler Park Dr. She hasn't seen a final draft but wants to know how many questions. Ms Curran said it only has 6 questions on point. Ms. Balog was happy to hear that and is looking forward to seeing it.

Move to accept the Town of Scituate Senior Center survey as dated August 22, 2017.

Motion by Mr. Danehey, Second by Mr. Harris all in favor, Unanimous (3-0)

DISCUSS/VOTE Continuance of Humarock Seafood Liquor License Application Public Hearing to October 3, 2017 Selectmen Meeting

Move that the Board of Selectmen approve the continuance of a public hearing for a new all alcohol license application for Humarock Seafood LLC d/b/a Nautical II until the October 3, 2017 Board of Selectmen meeting.

**Motion by Mr. Danehey Second by Mr. Harris, all in favor
Unanimous (3-0)**

UPDATE Liquor License Quota – Michele Seghezzi

The Selectmen Office has completed a complete review of the Town of Scituate Liquor License Quota. All license categories were reviewed with the Massachusetts Alcohol Beverage Control Commission (ABCC) to be sure our records matched and any discrepancies were resolved.

NEW BUSINESS:

1. DISCUSS/VOTE One Day Liquor Licenses

The Silent Chef @ SMC 9/12 from 4-8 pm

Riva @ SMC 9/14 from 5:30-9:30 pm

Ellen MacKenzie @ SMC 9/1 from 5:30-9:30 pm

Ellen MacKenzie @ SMC 9/22 from 6-10 pm

Ellen MacKenzie @ SMC 9/23 from 3-7 pm

Move that the Board of Selectmen approve One Day Wine & Malt licenses at the Scituate Maritime Center, 119 Edward Foster Road for the following events:

- The Silent Chef on Tuesday, September 12, 2017 from 4:00 pm to 8:00 pm.

- Riva Restaurant on Thursday, September 14, 2017 from 5:30 pm to 9:30 pm.
- Ellen Mackenzie on Friday, September 1, 2017 from 5:30 pm to 9:30 pm.
- Ellen Mackenzie on Friday, September 22, 2017 from 6:00 pm to 10:00 pm.
- Ellen Mackenzie on Saturday, September 23, 2017 from 3:00 pm to 7:00 pm.

**Motion by Mr. Harris Second by Mr. Danehey
all in favor, UNANIMOUS (3-0)**

OTHER BUSINESS:

1. Correspondence – thank you from resident for an entertainment permit for wedding, invitation to Senator Warren Town Meeting in Marshfield 8/24
2. Approval of Meeting Minutes

Move to accept the meeting minutes of the Board of Selectmen Retreat Meeting on August 15, 2017

Motion by Mr. Danehey, second by Mr. Harris all in favor , Unanimous (3-0)

Move to accept but not release the Board of Selectmen Retreat Executive Session minutes of August 15, 2017

Motion by Mr. Danehey, second by Mr. Harris all in favor , Unanimous (3-0)

August 8th meeting will be voted on at the August 29, 2017 meeting as Mr. Danehey was absent at that meeting.

Mr. Danehey announced the Candidate forum on Thursday and upcoming events – Horribles Parade, Sand Hills Labor day parade. Ribbon cutting for the middle school is 1 pm at the new school and 10 am goodbye ceremony. There will be tours of the new facility. Dedication of the new EOC to Joe Norton will be next Tuesday, 8/29/17.

3. Adjournment and Signing of Documents

Mr. Danehey made a Motion to adjourn the meeting at 9:07 P.M. Second by Mr. Harris, all in favor Unanimous (3-0)

Respectfully Submitted,

Michele Seghezzi
Recorder

List of Documents for Board of Selectmen Meeting August 22, 2017

- Agenda
- FY18 Coastal Resilience grant award letter
- Board and Committee applicant spreadsheet
- Humarock Grant of Easement agreement
- Memo on personnel policy
- Town of Scituate Personnel Policies Manual
- Revetment repair designs for the Cliffs and Minot Beach
- Jericho Rd. and Hatherly Rd. intersection realignment consideration
- Senior Center Survey
- Letter of request for continuance of public hearing for Humarock Seafood LLC, d/b/a Nautical II
- 2017 Liquor License Quota update
- Various One day Wine and Malt applications
- Correspondence:
 - Thank you letter for outdoor entertainment
 - Senator Warren invitation 8/24
- Acceptance of Meeting Minutes:
 - Executive Session for retreat August 15, 2017 (accept but not release)
 - Selectmen meeting minutes for Retreat August 15, 2017

Board of Selectmen Meeting Minutes for August 22, 2017

BOARD OF SELECTMEN

Maura C. Curran, Chairman

Anthony V. Vegnani, Vice Chairman

John F. Danehey, Clerk

Shawn Harris