

**MEETING MINUTES
BOARD OF SELECTMEN
January 23, 2018**

Present: Maura Curran, Chairman, Anthony V. Vegnani, Vice Chairman, Karen Canfield, Shawn Harris

John Danehey is not in attendance.

James Boudreau, Town Administrator

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

Acceptance of Agenda

Mr. Harris made a motion to accept the agenda for January 23, 2018

Second by Ms. Canfield, all in favor. Unanimous vote (4-0)

WALK INS – No Walk Ins

REPORT OF THE TOWN ADMINISTRATOR

Regional Sewer Project discussions are in progress and we will review at a future meeting. If this is feasible Scituate can utilize this as an option for sewer. Mr. Boudreau would like to make Town Hall and people more accessible by starting “Coffee with the crew” at 9 am Friday mornings at the Lucky Finn. Ms. Curran thinks this is a great idea. Ms. Canfield asked what the window would be with regional sewer. Mr. Cafferty said 3-5 years is the estimate.

SCHEDULED ITEMS:

Stephan Hill, Chief Michael Stewart, Scituate Police Department

Chief Stewart spoke about the recent storm and there were three dispatchers working that day who did an amazing job tracking hundreds of calls. Chief Stewart recognized dispatchers Stephen Gotter, Mary Rappold, and James McCarthy. Many of these situations were emergency rescues. Ms. Curran thanked the dispatchers for their work. Mr. Harris said the group is friendly and professional.

The harbor situation was one of the worst Chief Stewart has seen in 35 years with waves coming into Cole Parkway. Michele Wood, Michael Morrissey and Stephan Hill were asked to come to the front of the room (Mr. Morrissey was unable to attend this evening). Chief Stewart said Michele was on the phone with 911 and Stephan ran out to the harbor to assist Harbormaster Stephen Mone. Mr. Mone gave a recap of the events that occurred that day and how Stephan Hill pulled him from the freezing water. Michael Morrissey came to assist Stephan Hill and Stephen Mone back to the Mill Wharf to safety. Ms. Curran thanked Stephan and Michele for all their help. Ms. Curran said we are fortunate to have people like Stephan who put others first. Mr. Hill said he was glad he was there, paying attention and watching the situation so he was able to help. Stephen Mone thanked the police and fire rescue for their assistance as well. Mr. Vegnani said we live in a great community with great people. Mr. Hill risked his own life to help Mr. Mone. We are thankful and happy it turned out well. Ms. Canfield and Mr. Harris

thanked Stephan Hill for his quick calm action. Ms. Curran read a proclamation to Stephan Hill to honor him for his courageousness. Mr. Vegnani read a commendation from Representative Jim Cantwell and the MA House of Representatives for Stephan Hill. Representative Cantwell was sorry he could not be here tonight to honor Mr. Hill in person.

Scituate Fire Department, Chief John Murphy

1. Donation to Scituate Fire Department \$1,100

Chief Murphy presented the donations to the board.

Move that the Board of Selectmen accept cash donations totaling \$1100.00 to the Scituate Fire Department. Motion by Mr. Vegnani second by Mr. Canfield Unanimous Vote (4-0)

2. Contract for 2 Lucas Chest Compression Systems \$27,754

This is the second part of the grant to purchase the Lucas Chest Compression Systems which will be a great support to our firefighters. This equipment gives better and consistent CPR for citizens. It is a widely used tool. We have one now and this will add to our service. Lt. Sean Cashman writes the grants and does a great job.

Move that the Board of Selectmen approve the contract for two LUCAS 3.0 Chest Compression Systems for \$27,754.00. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Donation to Beautification Commission

A donation was received from Mr. and Mrs. Pollard to the beautification commission.

Move that the Board of Selectmen accept a donation from Charles and Lynna Pollard in the amount of \$500.00 to the Beautification Commission. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Outdoor Entertainment Permit, Malin Snow

Malin Snow, 19 Clapp Road, was in attendance to request an outdoor entertainment permit in five months.

Move to grant an outdoor entertainment permit for Malin Snow for a DJ for an outdoor wedding June 23, 2018 from 5 p.m. to 12 a.m. located at 19 Clapp Road. Motion by Mr. Vegnani second by Ms. Canfield Unanimous Vote (4-0)

Bond Anticipation Note (BAN), Pam Avitabile, Treasurer Collector

On Tuesday, January 9th Pam Avitabile, Jim Boudreau, Nancy Holt and the town's financial advisors from First Southwest had a conference call with Standard and Poor's for a bond rating review update. Standard and Poor's Rating Services affirmed the Town's AA+ long-term rating and assigned its 'SP-1+ short-term rating to this borrowing. The rating agency cited the Town's very strong economy, strong management, strong budgetary performance, and very strong liquidity as positive credit factor. The Selectmen thanked Ms. Holt and Ms. Avitabile for an outstanding job and the excellent work to obtain a great Standard & Poors (S&P) rating. The Selectmen asked Ms. Devin to post the S&P report on the town website.

This BAN includes \$12,361,000 in renewal borrowings and \$2,578,000 in new borrowing. On January 18th, the Town of Scituate sold \$14,939,000 Bond Anticipation Notes for Authorized Borrowings. The Town received 6 bids. The winning bid was submitted by TD Securities at a coupon interest rate of 3% and a premium amount of \$227,819.75 for a net interest rate of 1.4708%.

Vote to approve the sale of \$14,939,000 Bond Anticipation Note. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Ms. Canfield read the formal Vote of the Board of Selectmen.

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Scituate, Massachusetts, certify that at a meeting of the board held January 23, 2018, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of a \$14,939,000 3.00% percent General Obligation Bond Anticipation Note (the "Note") of the Town dated February 2, 2018, and payable February 1, 2019, to TD Securities (USA) LLC at par and accrued interest, if any, plus a premium of \$227,819.75.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 3, 2018, as revised by Bond Counsel to the Town on January 10, 2018 and a final Official Statement dated January 18, 2018, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Note for the benefit of the holders of the Note from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the agenda for the meeting, a copy of which is attached hereto, was posted on the bulletin board of the town at least 24 hours before the meeting in compliance with Section 7-11 of the Town Charter.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Note were taken in executive session, all in accordance with G.L. c.30A, §§ 18-25 as amended.

Dated: January 23, 2018

Clerk of the Board of Selectmen

CPC Articles for Annual Town Meeting, Karen Connolly, CPC Chairman

Ms. Connolly is here to show the CPC Selectmen the list of applications received this year. The track and field application is invalid and is submitting a new all inclusive application.

2018 CPC Applications Received

Beach Commission

- Flag System (all beaches) \$2,500 funding source should be beach revolving fund referred to Maura Glancy.
- Planters (Humarock) \$3,000
- Shade Structures (Egypt and Peggotty) No estimate waiting for estimates.
- Restrooms (Egypt and Humarock) \$260,000 CPC recommended they need to attend a Selectmen meeting to determine the direction of the Board which beaches and what is needed.

Historical Commission

Historical Survey and Planning \$10,000 (\$10,000 match from MHC)

This would be an update to the MA Cultural Resources Information System. This is a project with the Historical Commission and it is eligible for a matching donation.

Historical Society

WW1 Plaques Restoration Lawson Common \$5,000

These are two WWI plaques on Lawson Common and need restoration through the historical society.

Town Archives

Restoration of Massachusetts and Maine Territory Map \$8,945

CPC has an outstanding question regarding the value of the map before they can vote for funds.

Civil War Books Restoration, Final Phase, \$1,541

North Scituate Merchants Association

Flower Boxes \$5,000

This is not fundable through CPC since they are removable and there are questions about the budget.

Recreation Department and School Department

High School Track and Field Renovation (Amount request is pending 1/22 CPC Meeting)
Recreation came in December with some shocking numbers and came back last night for a full plan. Phase one and phase two broken out. The number was \$6M and was too high a number. There is a roll for CPC but more funding needs to be explored. Maura Glancy sent an email to Jim Boudreau and they will set up a meeting to discuss as soon as possible. Mr. Boudreau will bring the information before the board once they have the project together.

CPC takes in \$1.8M per year. Boston has been contributing but haven't taken any money out.

Open Space

0 Elm Street 8.9 acres of land and CPC has serious questions about this property. (No amount requested)

First Cliff (Amount to be determined after Appraisal and Title Search)*

4.79 acres and CPC will get an appraisal of the property. Ms. Connolly showed the Selectmen a map of the property. The applicant would be the conservation commission. There are parcels with no owners identified. More research is needed. NOAA would like to put trails there, etc. CPC will continue to look at this property and make a future recommendation. This was brought forward by NOAA and Nancy Durfee has been working on this. Penny Scott Pipes, 8 Booth Hill Road said the trust who owns the property is interested in entertaining an offer from the town. Conservation has spoken with town council on this. Mr. Boudreau said this would require an appraisal and he will discuss it with Brad Washburn. Ms. Curran agrees it is worth taking a look at. Penny Scott Pipes said it could be boardwalks on the property or could be farm land again as it was in the past. Ann Burbine, Pennycress Road said when you sit at the Mill Wharf and look across the harbor at a beautiful piece of property the open space should be purchased by the Town to keep it as is. There has been so much property purchased in the West end it would be nice to have more open space in the harbor.

Application to be filed only if Appraisal and Title Search are satisfactory

Completed Applications are available on the CPC Page on the Town Website.

<https://www.scituatema.gov/community-preservation-committee>

PRESENTATION FY19 Town Operating and Capital Budget Overview, Jim Boudreau, Town Administrator and Nancy Holt, Town Accountant/Finance Director

Mr. Boudreau and Ms. Holt put together a presentation on the FY19 Operating and Capital Budget and provided an overview to the Selectmen. This is a level services budget. Mr. Boudreau said the Public Building Commission is looking at the bids for an Overall Project manager (OPM) for the Senior Center Project. The Selectmen thanked Nancy Holt and Al Bangert for the excellent job in putting together the FY19 Capital and Operating budget. The financial forecast committee met last November to meet with the financial team to drive the numbers for the budget. Mr. Boudreau said these are conservative estimates. The revenue

projections should be done first as Scituate has done. There will be free cash at the end. Nancy Holt is the leader of that initiative along with Pam Avitabile looking at a 10 year trend, etc.

- Assessors (141)

Joe Divito, our new Assessor, was welcomed by the Board of Selectmen. Mr. Divito provided an overview of his background as an Assessor in many communities. He has a lot of municipal experience and served on the Board of Assessors in several communities. Joe has a real estate license and his family is involved in real estate. He will not do any real estate business in Scituate and this is his full time job as the Assessor. Joe stated that he is a good communicator and is happy with the staff here in Scituate.

- Advisory (131)

Budget will remain the same.

- Town Administrator/Selectmen (123)

Mr. Boudreau reviewed this budget with the Selectmen.

- Reserve Fund (132)

Mr. Boudreau said there is no change to this fund.

- General Liability & Insurance (192)

Mr. Boudreau will be looking at this and meeting with our insurance company tomorrow and it is projected for a 5% increase. This is a year to year review.

- Street Lights (424)

Mr. Boudreau said there was no change to the street light budget. Ms. Holt said the price has come down and they were converted to LED's. Mr. Bangert is working to get our credits. We expect future credits and expect this line item to go down.

- Workers Comp (912)

Mr. Boudreau said this will remain the same and he will be working with our workers comp company. This will remain level funded.

- Unemployment (913)

Mr. Boudreau said this is down significantly. It was increased to account for some reorganization. We direct pay unemployment.

- Library (610)

Jessi Finnie, Library Director reviewed her goals and objectives for FY19 and the library budget. The strategic planning process is a requirement. A lot of new doors were opened with the new library. A lot of input will be received from the community via a community planning committee that will be pulled together. It is wonderful to see so many new people using the library in so many ways. For example there are a lot of teens using the library the past few weeks studying for mid-terms. Many more students than in the past are using the library now. The library will be exploring self-checkout stations and self-pickups of holds, etc. A fair to support local artisans and entrepreneurs is in the planning phase. Ms. Finnie said circulation +20% and computer use 40 % have increased significantly since the new library opened. Estimate 350-400 visitors a day at the library. There was no people counter device in the past but they estimate approximately a 20% increase in visitors. Mr. Vegnani asked Ms. Finnie and Mr. Boudreau to look into opening the library on Sundays year round and what the costs would be for this. Ms. Finnie reviewed the library budget with the Selectmen. It is 7000 square feet more than the old building but utilization of space is so much improved.

- Town Clerk (161)

Kathy Curran attended to review the budget for the Town Clerks office. Ms. Curran reviewed her goals for FY19. Staff training is continuous for elections and early voting. 4600 voters came through our doors for early voting and it was a huge success. It was challenging due to our small facility but we made it work. Heather Nugent is new and her training is ongoing. Ms. Curran has worked in the office for 12 years as clerical staff, assistant town clerk and now as town clerk. Ms. Curran reviewed the budget with the Board of Selectmen. The increase is due to four elections this year and to meet the requirements of early voting which is an increase in staff. Also included is an increase in pay from \$9 per hour to \$11 per hour for election workers after a benchmark study was performed and it was recommended we bring them up to minimum wage. Mr. Vegnani was concerned with a 22% increase in this budget. Ms. Holt said she would review this with Ms. Curran again to see if they can reduce this in any way.

- Widows Walk (61)

Mr. Bob Sanderson provided an overview of goals and objectives for FY19 to make Widows Walk more inviting and functional. Now that the construction debt is retired we need to look at making some improvements. Curb appeal is critical for the success of a golf course and now is the time to look at doing this to make improvements and make it more functional. The on course improvements can be

paid for with the contract for maintenance and the remainder would need to be an additional funding source. The most expensive will be the new irrigation system and the cost is approximately \$2M but they are far more efficient now with water usage and better coverage of the golf course. Mr. Vegnani was on a committee 10 years ago to discuss Widows Walk. He asked if the difficulty of the course impacts the number of golfers we have there. He would like to see some improvements to make the course a little easier than it is now. The irrigation system alone will make it a more playable course. Mr. Vegnani asked Mr. Sanderson to look at the cost of making a few holes more playable. Mr. Sanderson said it is never going to be an easy course it will be in the top percentage of difficult courses. Mr. Harris asked if Mr. Sanderson would like a committee or decide on their own. Mr. Bangert as acting TA asked Mr. Sanderson to pull together a small committee of approximately five people to make some recommendations and prioritize the improvements. Mr. Sanderson reviewed revenues and budget with the Selectmen. FY16 was a fantastic year and FY17 was horrendous with the drought. Mr. Sanderson projected somewhere in the middle. The greens fees are priced in line. The season passes will increase since they have remained steady. It will take a while for positive word of mouth where we were impacted by the drought as the course improves. The current maintenance contract goes out to December 2018 then it will be put out to bid. Mr. Sanderson suggested adding a Selectmen Liaison to Widows Walk. Ms. Curran asked Ms. Devin to add this to a future agenda.

Ms. Curran requested a 10 minute break at 9:08 p.m.

Ms. Curran resumed the meeting at 9:20 p.m.

MBTA Parcel Sewer Connection, John Drew & Brad Washburn Director of Planning & Development and Ann Burbine, Chair, Economic Development Commission

Mr. Washburn said to date the group has come to the planning board twice at the concept level for 75 residential units and business also as a mixed use plan. The Economic Development Commission is in agreement also. This is in line with the towns vision for the area. This would be the center of the mixed use district in the center of Greenbush. It checks a lot of boxes for the town. Ms. Burbine said the group is willing to work with the EDC and the planning board and is willing to make changes as requested. There was a Greenbush stakeholder workshop held last week and there were a lot of businesses in attendance that were very supportive of the development.

Mr. John Drew, President of the Drew Company, the company is based in Boston and most projects have been in Boston proper. Three years ago they opened waterside place. They are following the MBTA in Boston and Washington DC. Mr. Drew is a Scituate resident and there

are a lot of local people who want to make sure we have a successful and good project for the community. This is the first stop of the Greenbush line and there is demand for more residential living in this area. Rates to build in the city are prohibitive. Mr. Drew has looked at this in 2013 and 2016 and wants to revisit this again. Mr. Drew is working with the MBTA to purchase the property. The plan is for three buildings with 77 units and includes 9600 square feet of retail space. There is a great deal of interest from businesses and restaurants. The goal is to link in to biking and boating. Mr. Washburn said this is compliant with the town's zoning for the area. Theonie Alicandro, The Drew Company COO & General Counsel said they have a purchase and sale agreement with a closing January 29, 2018 that they would like to move out. There are some issues to work through and they are not prepared to close until there are green lights on everything. The MBTA is supportive of the project and there is a call tomorrow with them to discuss what happens tonight. Sewer issues are a concern. Everyone seems to like the project. Ms. Curran said we have some sewer capacity issues. We are looking at a regional sewer solution that is in the works now with feedback from the feasibility study expected to be received in February. Mr. Boudreau said we can look at I&I work to free up capacity to do this project in addition to the regional sewer option. Mr. Harris said the regional sewer project would be for North Scituate and not sure if it could accommodate the Greenbush area. Mr. Harris asked how we face people who have been waiting for town sewer for years. Mr. Harris spoke with Mr. Boudreau and he is looking for options. Mr. Vegnani asked if the Drew Company was still interested in the small piece of property to purchase from the town. We were offered \$390,000 for this property in the past. Ms. Canfield asked what timeframe is needed. Mr. Robert Walsh, a Drew Company consultant, said the projections are adjustable. Mr. Cafferty said we can adjust flows from different areas of town. We will draft a letter of support for the project from the Town Administrator.

Marijuana Establishment Bylaw, Jim Boudreau, Town Administrator

Mr. Boudreau explained that based upon the discussions and interviews the Town does not want to allow the commercial sale of marijuana in our community. He put this before the board tonight to determine if we want to move this forward. It would require changes of zoning and a general bylaw change. Mr. Boudreau working on this and it was banned in Norwell and Lynnfield.

Motion to turn over Zoning Article on proposed Marijuana Establishment ByLaw to the Planning Board for review and recommendation in accordance with MGL Chapter 40A. Motion by Mr. Vegnani second by Ms. Canfield Unanimous Vote (4-0)

OLD BUSINESS:

1. **50 Country Way Sewer Requirements**, Steven Guard, Attorney, Attorney Guard requested this be moved to a future meeting.

2. **Continuance of Public Hearing Humarock Seafood dba Nautical II, Stephen Leaman applicant and Jon Aieta, Attorney**

Mr. Leaman went before the Traffic Rules & Regulations committee tonight and they are scheduled to attend a planning board meeting on March 22nd. Ms. Curran asked if the board was open to continuing to April 3, 2018. Mr. Leaman is in agreement to continue this to April 3, 2018.

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 April 3, 2018 Board of Selectmen meeting. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

NEW BUSINESS:

1. Board & Committee Appointment

- a. Traffic Rules & Regulations

Move to appoint Al Bangert to Traffic Rules & Regulations for a term of one year or until a successor is named. Motion by Mr. Harris second by Ms. Canfield Unanimous Vote (4-0)

2. Drain Layers License Renewals

- **Move that the Board of Selectmen vote to approve the drainlayers license renewal for Dandel Construction Inc. Motion by Mr. Harris Second by Ms. Canfield Unanimous Vote (4-0)**
- **Move that the Board of Selectmen vote to approve the drainlayers license renewal for Totman Enterprises Inc. Motion by Mr. Harris Second by Mr. Vegnani Unanimous Vote (4-0)**
- **Move that the Board of Selectmen vote to approve the drainlayers license renewal for Avon Septic and Pumping LLC. Motion by Mr. Harris Second by Mr. Vegnani Unanimous Vote (4-0)**

3. One Day Liquor License

- a. Taylor Made Bartending @ Knights of Columbus on 2/3/18 6-10 p.m.

Move that the Board of Selectmen approve a One Day Wine & Malt license to Taylor Made Bartending for a Boosters Basketball Fundraiser at the Knights of Columbus located at 234 Chief Justice Cushing Highway on Saturday 2/3/18 from 6:00pm 10:00pm. Motion by Mr. Vegnani second by Ms. Canfield Unanimous Vote (4-0)

OTHER BUSINESS:

1. Correspondence

Thank you note from residents Laurie Abell and Pat Farren appreciative of the new seawall

2. Approval of Meeting Minutes

Move to accept the meeting minutes for the Board of Selectmen meeting held on January 9, 2018 Motion by Mr. Harris second by Mr. Vegnani Unanimous Vote (4-0)

3. Adjournment and Signing of Documents

Motion to adjourn the meeting at 10:06 p.m. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for January 23, 2018 Board of Selectmen Meeting

- Agenda
- Stephan Hill Recognition saving Harbormaster
- Acceptance of Donations to Scituate Fire Department
- Contract approval Scituate Fire Department for Lucas Chest Compression Machines
- Acceptance of Donations to Beautification Commission
- Outdoor Entertainment Permit Malin Snow
- General Obligation Bond Anticipation Note
- 2018 CPC Applications Received Overview
- Town of Scituate FY19 Operating and Capital Budget Overview
- MBTA Parcel Sewer Connection Discussion
- Marijuana Establishment Bylaw
- New All Alcohol License and Common Victualler License for Humarock Seafood LLC
- Board & Committee Appointment Traffic Rules & Regulations
- Drainlayers License Renewals
- One Day Wine & Malt Licenses
- Correspondence
 - Thank you now to DPW from Laurie Farren
- Acceptance of Selectmen Minutes

Board of Selectmen Meeting Minutes for January 23, 2018

BOARD OF SELECTMEN

Maura C. Curran, Chairman

Anthony V. Vegnani, Vice Chairman

not in attendance

John F. Danehey, Clerk

Karen B. Canfield

Shawn Harris