

**MEETING MINUTES
BOARD OF SELECTMEN
February 13, 2018**

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

Also present: James Boudreau, Town Administrator

John Danehey will be joining the meeting late.

The Meeting was called to order at 6:04 p.m.

Acceptance of Agenda

Mr. Vegnani made a motion to accept the agenda for February 13, 2018

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

WALK INS – No walk ins this evening.

REPORT OF THE TOWN ADMINISTRATOR

Antonetta Fopiano will be leaving us for a new opportunity. Mr. Boudreau thanked Ms. Fopiano for her excellent work here and wished her the best of luck. Bob Clark will be starting at the end of the month as our Human Resources Director. Mr. Boudreau thanked Ms. Holt for doing all the interviews with him and scheduling the interviews. Senator O'Connor has secured \$2M for the Scituate Senior Center. It is not cash but it is in a bond bill and has to go to the Governor to be signed and included in his capital plan. It will be a lot of work to get this funded. Mr. Boudreau will be following up on this. FEMA and MEMA meetings were held this week for storm damage from Storm Grayson and we are finalizing all reports to send to FEMA and MEMA for damage over \$5M to the Town of Scituate including businesses. The Town did a very good presentation to the officials. Dan Smith, Engineer, Chief Stewart and Chief Murphy did a great job.

SCHEDULED ITEMS:

Outdoor Entertainment Permit, Leslie Brigham

Abutters were notified and a copy of the letter was provided to the Selectmen.

Move to grant an outdoor entertainment permit for Leslie Brigham for a live band for an outdoor wedding on August 11, 2018 from 6 p.m. to 11 p.m. located at 24 Buttonwood Lane. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (4-0)

Special Event Permit St. Patrick's Day Parade, Ed Kelley

Mr. Kelley said people can visit the website weloveaparade.com to find all the information about the parade. Mr. Kelley asked if the Selectmen would waive the 10% administrative fee. The Selectmen are in agreement.

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Mr. Danehey joined the meeting at 6:16 p.m.

Move to approve a Special Event Permit for the St. Patrick's Day Parade on March 18th, 2018 from 12:00 pm to 4:00 pm. Motion by Mr. Danehey second by Mr. Vegnani
Unanimous Vote (5-0)

Move to waive the 10% administrative fee for police detail for the St. Patricks Day Parade.
Motion by Mr. Danehey second by Mr. Vegnani Unanimous Vote (5-0)

White Ash Farm Open Space Donation, Attorney Michael Hayes This will be tabled at the request of Attorney Hayes to a future meeting.

FY19 Town Operating Budget

- Facilities (410)

Kevin Kelly updated the Selectmen on the accomplishments of facilities over the past year. Bring three buildings up on line and now we face the challenges of running the three new buildings. Mr. Kelly said he is watching the bills closely. Mr. Kelly is working on the list of follow up items for each new building to complete these items. Mr. Kelly is looking at the cost analysis of hiring an HVAC person vs the cost of paying for one to come in when needed. The new middle school has 550 filters in the new HV equipment. The new buildings require different maintenance compared to the old buildings. Mr. Harris asked how we are doing at the library. Mr. Kelly said a fix has been identified and negotiation is underway to cover the costs. The plan is to move the compressor to a different sound proofed room to eliminate the noise. The other noise is the volume from the duct work and the plan is to insert silencers in the duct work. The mechanical engineer feels it is an adequate application. Nobody has agreed to this resolution and this will all be reviewed at the Public Building Commission. Mr. Danehey asked about the vacancy under custodian. It is a part time custodian for the old Gates and Recreation. He was hired and starts next week. He will be working 15 hours per week. Mr. Kelly reviewed his budget with the Selectmen. Ms. Curran asked about the electrical costs for the new buildings and if they are coming in on target. Mr. Kelly said they are a little higher than projected but they are still working through all of the issues and it has leveled out.

- Department of Public Works

Kevin Cafferty, DPW Director and all Superintendents were in attendance. The DPW does more with less and he is proud of all that has been accomplished the past year. There have been over 55 meters frozen up over the past two months. The heat gets shut off on the summer homes and it freezes up. There have been a lot of sanding events this year. FEMA work, new seawalls and all projects are managed by the engineering department. The new seawall made a big difference on Oceanside Drive. There were a lot of retirements and we have a lot of new employees in the water department.

- Engineering (411) Sean McCarthy

Mr. McCarthy hopes to complete the final phase of the water main replacement. Oceanside Drive and Turner Road will be done. Mr. McCarthy reviewed the

locations where we have two mains and will perform service transfers. There will be a lot of new black pavement in the spring being coordinated with the utility companies. Kevin Cafferty said he will post a list of upcoming roadwork and provide a copy to the Selectmen. Mike Breen, Sean McCarthy and Kevin Cafferty will be meeting with Seal Coating and are attending a class tomorrow on future technologies. Mr. Cafferty wants to see how some of these technologies hold up over time. Ms. Curran thanked Sean McCarthy and all the engineers for all that they do.

- Administration (421) Kevin Cafferty

This is a level funded budget. This covers the administrative services of the office.

- Highway (422) Mike Breen

Future plans include Jericho Road from the lights to the boat ramp paved along with a section of Hatherly to Turner for paving and sidewalks. This will get going as soon as we can. The road projects will be coordinated and it is quite an undertaking to coordinate with the drainage, etc. It will all be identified but takes time. The increase in salaries is the prevailing wage and includes the laborers pension. Mileage stipend and recently negotiated cell phone stipend. 2400 catch basins are cleaned out per year. The budget was reviewed by the Selectmen. Mr. Danehey said Beaver Dam and Jericho Road intersection the traffic light is too quick. At one point it was too long and now it is too quick. Mr. Breen will take a look at that light. Mr. Harris asked about Gilson Road and the old galvanized drainage pipe. DPW is working with Conservation on this. Mr. Cafferty said it is tied up in permitting and very complicated and a long process. It has been a year and a half doing permits.

- Snow & Ice (423) Mike Breen

This is level funded. The majority of costs are salt and the contractors when needed. Mr. Cafferty said Mike Breen does a great job of managing this budget. Mr. Cafferty said we are improving our fleet and taking classes on the latest technology.

- Public Grounds (429) Mike Breen

Beaches, roadways and fields are cared for with this budget. Mr. Vegnani said last year they spoke about adding additional resources in this area. Mr. Boudreau will look at more contractual services in this area. Mr. Vegnani said he is impressed with the workers. Mr. Boudreau said one of the things being looked at are additional turf fields at the high school so that some of the grass fields can be put out of service for the grass to grow. Mr. Cafferty has been looking for qualified people. Interviews were held over the past month. We need someone with a hydraulic license and it takes a little while to get employees licensed. Mr. Harris said these employees need to be paid at least what other towns are paying their employees. Mr. Boudreau said he will be looking at this. Mr. Harris also

wants to extend the license period from six months to a longer time. Mr. Cafferty said he will work on this. The budget was reviewed by the Selectmen. Mr. Vegnani asked about watering Cushing Field and what will happen in the spring. Mr. Cafferty said we are using hoses with the jets in the meantime if the well is not up and running. Mr. Cafferty suggested a 500 gallon tank be installed and checking with a well digger. The lower section of Aberdeen is a problem area for the Town water system. It is not as cut and dry as it seems. The draw and demand that it will require on the water system is a problem. Mr. Boudreau said they will circle back to the school and make sure they work on this together. Mr. Vegnani and Mr. Danehey do not want the field to be dead after investing a couple hundred thousand dollars. Ms. Curran said the area of fields and facilities need clear lines who own these projects. Mr. Boudreau will follow up with the Superintendent tomorrow.

- Transfer Station Enterprise (433) Sean McCarthy

Mr. McCarthy said they will be back in a month to increase some of the specialty items fees to be able to cover the costs. This is currently level funded. Ms. Holt said we refinanced the debt three to four years ago it was paid off through a town meeting article. It was paid off with free cash. There is \$16,000 of debt in the enterprise fund currently. The rates are going back to what they were before. Ms. Canfield asked where the electric budget numbers are since it is zeroed out. Ms. Holt said she would look into that. The revenue includes the fee increase for the stickers. Specialty items will be discussed at a future meeting. The employees are getting all their licenses. There are four people that run the transfer station. They are busy and they do a good job at the transfer station. Ms. Curran would like to see how Scituate compares to other communities in what we spend for DPW services.

- Sewer Enterprise (440) Will Branton

Copper removal pilot study is under way and we are getting good results. Mr. Branton said they are preparing for other projects such as Cedar Point. I and I projects will be coming up in future capital requests. Mr. Cafferty said the copper program is really working out well thanks to Mr. Branton and his crew. The town is saving a lot of money by the copper removal study. Six months ago we received approval from the DEP. Mr. Branton spoke at a recent convention in Boston on what the plant has done to meet the new DEP requirements. There is a meeting coming up at the end of the month to discuss regional sewer. Mr. Vegnani said the budget is level funded and revenues are down a little bit. Mr. Cafferty is working on a rate study with water and sewer. They will be coming before the board with a presentation to see where Scituate is with their rates. With the development projects pending, it is difficult to anticipate when the connection fees would be paid. Mr. Vegnani said we need to add more residents to sewer. Mr. Cafferty said every time we expand the system we create new leaks on the old pipes. Mr. Harris wants to know we are fixing some serious leaks. Mr.

Cafferty gave the example of Cedar Point. The Selectmen thanked Will Branton for a great job and said they were proud of him.

○ Water Enterprise (450) Sean Anderson

Mr. Anderson said it has been a hard winter on his guys with the frozen meters. The guys have done a tremendous job and Mr. Anderson would like to thank them for all their hard work. Mr. Anderson reviewed the accomplishments of the water department. Mr. Anderson thanked the residents for all their work on water conservation. Mr. Cafferty said Mr. Anderson has done a fantastic job with the carbon replacement. The various routine samples have shown significant improvement in water quality. The operators worked around the clock while we brought in a company to help with the carbon replacement. Fifty four water services were replaced to help with water main leaks. Mr. Anderson said he will continue with water main improvements, continue leak detection and provide more training. There are two vacant positions in the water department. Ms. Curran asked if we were competitive with salaries. Mr. Anderson said we are low and other communities pay more with the licenses someone has. Benefits are a detractor also. Recent hires the spouse carried the benefits. Ms. Holt said we are carrying reduced usage because of the drought. Ms. Canfield asked how much is usage and how much is rate change from FY14, FY15, etc. Ms. Holt said it was mostly rates. Ms. Curran thanked the DPW for all their hard work. Mr. Cafferty and all the department superintendents thanked Nancy Holt for her support and help.

NEW BUSINESS:

1. Drain Layer License Renewals

Move that the Board of Selectmen vote to approve the drain layers license renewal for Mankewich Contracting, Inc. Motion by Mr. Harris second by Ms. Canfield Unanimous Vote (5-0)

Move that the Board of Selectmen vote to approve the drain layers license renewal for Laugelle & Sons Motion by Mr. Harris second by Ms. Canfield Unanimous Vote (5-0)

OTHER BUSINESS:

1. Board & Committee Liaison Updates

Mr. Vegnani said CPC discussed the applications before them last evening. Ms. Canfield said the Beach Commission just presented to CPC. Ms. Curran said Advisory is working through the budget.

2. Correspondence

The Selectmen received Valentine's Day cards from the 4th grade students at Wampatuck School. The board read the cards aloud.

Corned Beef Dinner March 7th at Tinkers Son fundraiser for Sister City Ireland

Non-profit How Green is our Town recognized Scituate as a town who is Doing It Right.

Letter from Sucy en Brie thanking Scituate for the warm and generous welcome they receive. Adding adult program for artists this year.

XFINITY Letter from Sr. Manager for Government Affairs Michael Galla

3. Approval of Meeting Minutes

Move to accept the meeting minutes for the Board of Selectmen meeting held on February 6, 2018. Motion by Ms. Canfield Second by Mr. Vegnani Unanimous Vote (4-0) Mr. Danehey abstained since he was not in attendance.

Ms. Canfield said 7:30 a.m. tomorrow 2/14 the first Olympic Hockey Game will be played. Go Team USA! Good luck Ryan Donato!

Mr. Vegnani said Jack Donato scored his first collegiate goal yesterday at Harvard.

Mr. Vegnani asked residents to support the local high school teams.

Mr. Danehey said a week and a half ago there was a large bird standing on a large stone near Greenbush pond. The bird had a white head and was eating. It was a bald eagle, special to see and nice to have in our area.

4. Adjournment and Signing of Documents

Motion to adjourn at 8:38 p.m. by Mr. Vegnani second by Mr. Harris Unanimous Vote (5-0)

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for February 13, 2018 Board of Selectmen Meeting

- Agenda
- Outdoor Entertainment Permit Request, 24 Buttonwood Lane
- Special Event Permit for St. Patrick's Day Parade on March 18, 2018
- FY19 Budget Book
- Drain Layer License Renewals for Mankewich Contracting, Inc. and Laugelle & Sons
- Correspondence
 - XFINITY Form 500 for 2017 which outlines all customer complaints and response time for Scituate, MA
 - How Green Is My Town website naming Scituate as a town "Doing It Right"
 - MA Dept of Agriculture Apiary Program (honey beekeeping)
 - Sucy en Brie letter from France expanding program to Adult artists
 - Sister City Ireland Fundraiser flyer Corned Beef Dinner on March 7, 2018
- Board of Selectmen Meeting Minutes for February 6, 2018

Board of Selectmen Meeting Minutes for February 13, 2018

BOARD OF SELECTMEN

Maura C. Curran, Chairman

Anthony V. Vegnani, Vice Chairman

John F. Danehey, Clerk

Karen B. Canfield

Shawn Harris