

**MEETING MINUTES
BOARD OF SELECTMEN
October 16, 2018**

Present: John Danehey, Chairman, Vice Chairman, Karen Canfield, Shawn Harris, Anthony Vegnani

Maura Curran not in attendance tonight

Also present: James Boudreau, Town Administrator

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

Acceptance of Agenda

**Ms. Canfield made a motion to accept the agenda for October 16, 2018,
Second by Mr. Harris all in favor. Unanimous vote (4-0)**

WALK INS – no walk ins

REPORT OF THE TOWN ADMINISTRATOR – Introduced the board to Kyle Boyd our new Coastal Resource Office who worked as the Town Planner in Tewksbury. The Selectmen welcomed Kyle to Scituate and look forward to working with him. He started three weeks ago. The Board of Health moved over to the old fire station and we will be repositioning some offices in the near future.

Ice Pigging will begin and all the gates have been checked. It will start Thursday night to minimize disruption to the users. Mr. Harris said to make sure the nursing homes are aware of this happening. Mr. Cafferty said they were notified. Mr. Cafferty will be doing flyers, robo calls, updating Facebook and website. There will be video's posted for residents to see what is happening. Mr. Vegnani met with Tighe & Bond, Mr. Boudreau, and Mr. Cafferty to review the water financial impact. They are working on looking at this and what the ten year plan will be. Mr. Vegnani was impressed and we will get a report out in the next few weeks to the public. Back in 2002, 2004, 2006, 2008, 2009 and 2012 we were the tenth lowest for water rates on the South Shore. Then the heavy investment was made to replace the very old pipes. We knew our rates would go up and as of 2019 we are projected to be the fourth of the eleven communities with our rates. There will be a report coming out soon that will let everyone know where we are and we could be moving forward.

Jim Sweeney and his son Jack were congratulated by Jim Boudreau. The trainer collapsed and Jim Sweeney helped him with medical treatment and his son Jack ran to get the AED equipment. Congratulations to Jim and his son Jack for their quick action.

It is time again next Friday on 10/26 will be at the Sand Hills General store for coffee with the crew if anyone would like to join them to talk about the business of the town.

Mr. Danehey said founded in 1914, ICMA, the International City/County Management Association, advances professional local government through leadership, management, innovation, and ethics. They are the leading professional association dedicated to creating and supporting thriving communities throughout the world.

ICMA's members are the professional city, town, and county managers who are appointed by elected officials to oversee the day-to-day operation of our communities. They dedicate themselves to the faithful stewardship of the public trust and embrace a shared ideal of management excellence.

At the Annual ICMA Conference in Baltimore, MD in September, Jim Boudreau was recognized in honor of 20 years of Service with ICMA. Congratulations Jim!

SCHEDULED ITEMS:

COMCAST License Renewal, Al Bangert, Special Projects and Mike Galla, Senior Government Affairs Manager, Comcast

This presents the proposed renewal of Comcast's non-exclusive¹ license to construct, operate, and maintain a cable television system in the Town's public way.

BACKGROUND:

- Comcast of Massachusetts currently holds a non-exclusive license to distribute cable television services to homes and businesses in Scituate. This 10-year license expires on November 5th.
- Massachusetts General Law Chapter 166A and the 1992 Cable Television Consumer Protection and Competition Act grant certain authority to the Board of Selectmen to negotiate terms of a license for a cable provider to install equipment on public right-of-ways.
- The Town hired Attorney William Solomon of Stoneham, MA to provide legal and consulting services in negotiating with Comcast for renewal of their license.

DISCUSSION

¹ This non-exclusive license does not prevent other providers (example: Verizon) from asking for a license to provide competing services to residents. Currently, no other provider has expressed interest in expanding cable or fiber TV services to Scituate.

- By statute the Town's authority to negotiate a cable license is narrow. The license cannot cover specific television content, cable fees, or internet and voice services. The Federal Communications Commission has jurisdiction over the fees that the cable company may charge its customers for services.
- The license does cover:
 - requirements for the installation and maintenance of cable equipment along the public ways,
 - availability of customer service and call centers,
 - response time to requests to install services or correct problems,
 - complaint resolution procedures,
 - customer privacy,
 - insurance and bonding,
 - providing television channel capacity for "Public, Educational and Governmental Access" services to be operated by the Town.
- The proposed License Renewal delivers significant improvements to the Town:
 - Comcast will continue to provide no-fee basic cable service to all Town and School Department buildings.
 - Comcast will double the number of locations from which live telecasts can originate by installing feed lines to the Library and the Public Service Complex. Live feeds from Town Hall and the High School will continue.
 - Comcast will increase payment to the Town for local access TV. Currently Comcast pays 3% of their gross revenues to support community television. The formula will be changed to include Comcast's advertising revenue in the calculation plus increase rate to 5%, (an increase of \$195,000 per year).
 - Comcast will provide \$10,000 in capital annually to cover costs of updating equipment.
 - Comcast will implement their Senior Citizen Discount Program in Scituate.
 - Contract language has been updated to current best practices by Attorney Solomon.

Ms. Canfield asked if there were height restrictions for Comcast. Mr. Bangert said the poles are owned by National Grid who would have those standards.

Mr. Galla said the Comcast standard is 18 months and was in the queue for 2019. Ms. Canfield asked how we get the Performing Arts center online as soon as possible. Ms. Canfield asked where the revenue goes. Ms. Holt said the revenue goes to the PEG access revolving fund.

Mr. Vegnani asked if the 3% is on the individual bill. He asked if went up to 5% will people see that on their bill. The resident's payment is what comes back from the town residents. Comcast does not pay it out of their funds. Mr. Galla said there are other sources and not necessarily on the users bill. The franchise fee is not going up the difference between the 3% and 5% is not appearing on the residents bills. Ms. Holt said there is \$1,015,000 is in the account currently. Mr. Bangert said we can use it for AV needs around town.

Mr. Danehey asked Mr. Gallo if there is a problem with sister poles we would like removed can we contact him. Mr. Gallo said yes he would be the contact. Mr. Bangert said that MJUNS is a new system put in place and is better than what we had.

I hereby move that the Board of Selectmen, as cable television license Issuing Authority, vote as follows:

- 1. To grant the subject Cable Television Renewal License, with an effective date of November 6, 2018 to Comcast of Massachusetts I, Inc. ("Comcast"). All terms and conditions contained in this Renewal License have been agreed to by Comcast. Comcast, by and through its authorized representative, shall execute this Renewal License (Agreement) as set out on the Signature Page of the Renewal License. Motion by Mr. Vegnani second by Ms. Canfield Unanimous Vote (4-0)**

- 2. To recognize, acknowledge and accept the Senior Citizens Discount letter from Comcast, dated November 6, 2018, and signed by Comcast's Senior Manager of Government & Regulatory Affairs, Michael Galla. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)**

Sister City Ireland Cork County-West Cork Municipal District Committee

Mr. Danehey thanked the Sister City committee for all their hard work in organizing the West Cork delegation visit. The group hit it out of the park and all their hard work is appreciated by the Board of Selectmen. Everything was very well done. Mr. Harris hopes the Irish delegation enjoyed their visit it as much as he did. Ms. Canfield said knowing how much went into this was such an outstanding job. Ms. Canfield acknowledged the staff at Town Hall who also worked so hard, Lorraine Devin, Michele Seghezzi and Jim Boudreau. Mr. Vegnani said the events were top notch and each event was better than the next. It was an excellent week and everyone had fun. Thank you to everyone who donated and all the time people gave to make it successful. Brenda O'Connor said it was a great pleasure for the committee to do this. Everything was planned to fulfill the charge that was given to the committee and everything was met. There was a purpose for everything planned. Much came of it and already we have work going on with the schools, arts association and the garden club. It was an entire community putting itself forward, town, school, community at football game, Chamber of Commerce, local shops and businesses. Our best foot was put forward. They have partnerships with other states, countries and towns but they felt this was family. The Irish delegation exceeded the bid and asked that the Board of

Selectmen display a lithograph of a sheep farm in Ireland. The Council purchased it and asked to donate to the Town. Brenda was invited by the Irish Consulate to attend and speak on a committee panel on the Sister City project. It was quite an honor and a report from the Irish Times flew up from Washington, DC to do an article on the most Irish Town in America. The reporter got a real feel for the Town and she will be writing an article featuring our town. The publicity is really starting to build. The Irish Counsel invited us to apply for a grant from the Irish Government and the possibility is to do a South Shore Irish Heritage Trail and each town could nominate a part of the trail. It will bring tourism to our community. There are other thoughts they will be discussing at their next meeting such as a food festival, etc. In West Cork they have 39 towns involved and it could be a South Shore event.

Property Tax Exemptions, Joe DiVito, Town Assessor

Mr. DiVito provided an overview of proposed Property Tax Exemptions. Copy is attached to the minutes. A tax exemption is a release from the obligation to pay all or a portion of a tax. You must file with the Assessor's office each year. Deadline for filing the exemption is **APRIL 1, 2019**. If residents have any questions, please call the Assessor's office at 781-545-8712. Mr. DiVito predicts we can go up to 70 people who could benefit from this. Right now we only grant 10 a year. Mr. Boudreau said three of the most basic options we can present at this next Town Meeting and we can add more in the future. The idea is to open the door and see if we can get more people to take advantage of this. The lien on the property is the biggest obstacle for people to take advantage of this. It becomes due when the property is transferred. Raising the income from \$40K to \$58K could qualify more people. The other obstacle is we have to be in first position for the lien. Some large banks don't allow this. The Board of Assessors, Jim Boudreau and Nancy Holt were very helpful in putting this together. The Board of Assessors voted to support all three of these articles. Mr. DiVito said he will publicize the information in the community so people are aware of the options. Mr. Boudreau said there will be more options at Spring Town Meeting.

Library Foundation, Twilight at the Library, Private Donor Special Event, Ginny Ayers, President Library Foundation

Ms. Ayers said the foundation is looking to host an event at the library for donors. This is for potential donors that the foundation would like to connect with at the event. Ms. Canfield said the work is tremendous and the thermometer in the library is made out of books and looks great.

Move to approve a Special Event Permit to Ginny Ayers, Scituate Library Foundation for Twilight at the Library on October 28, 2018 from 5:30pm-7:30pm. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (4-0)

Route 3A & Mann Lot Road Intersection, Jim Boudreau, Town Administrator

The Board asked to review the motor vehicle crash analysis for this intersection. When the public safety complex was built it was not included in the project. The executive summary for the Public Safety Complex traffic study was provided to the Selectmen to review. Mr. Danehey said he reviewed the crash analysis and thinks that there is a need for a traffic light there. Mr. Vegnani was personally involved in an accident at that intersection and is in support of petitioning the state. It will take a lot to get it done. Ms. Canfield asked what the process is to do this. Mr. Boudreau said it is a multi-year process to do this. He will start with a letter to move this forward if the Board votes to proceed. Mr. Vegnani what we can do in the interim if it is going to take years. Mr. Cafferty said it is still up to the State of MA. Mr. Boudreau said we can get very strict with enforcement in the interim.

Stacy Hayes-Geer, 37 Surfside Road said there was another accident on Thursday. What can we do to expedite this at the State level? There are people that have life-long injuries as a result. Mr. Boudreau said the fastest way to do it is to get it in the State budget for 2020. She asked how she can get in the loop at the State level. Mr. Vegnani said that Ms. Hayes-Greer can speak with the State Representatives.

Andrea Hunt, 66 Mann Lot Road asked until this is done the traffic study seemed to determine that the intersection worked very well. This was before the Public Safety Complex was built. Mrs. Hunt asked if any flashing light can be installed on Mann Lot Road by the town. Mrs. Hunt said that she has seen the light not working in front of the Public Safety Complex. Mr. Danehey asked Mr. Cafferty to look into the light working in front of the Public Safety Complex. Mr. Cafferty said we could go to Traffic Rules & Regulations to look at options for the intersection. He suggested making the roads one way. Mr. Danehey asked Mr. Cafferty to look at expanding the road. Mr. Vegnani said we should not have the bus stop at a place where there is no room.

Move to petition the Commonwealth of Massachusetts Department of Transportation to install signalization at the intersection of Mann Lot Road and Route 3A. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (4-0)

Foreshore Protection Improvement Design Contract \$144,230, Kevin Cafferty, DPW Superintendent

This is repairing the storm damage from NEMO and other storms. The Town is responsible for 25% of the repairs. This will be bringing in new cobble. The money for our 25% is coming from foreshore protection and the money set aside for FEMA repairs. Ms. Canfield asked when work

would begin. Mr. Cafferty said it depends on the permitting; an existing project has taken two years to get through the permitting.

Move that the Board of Selectmen award the contract for design, permitting and construction services to Applied Coastal for \$144,230.00 Motion by Ms. Canfield second by Mr. Vegnani Unanimous Vote (4-0)

Drew Company Sewer Agreement, Brad Washburn, Director of Planning and Development & John Drew, Owner

The Drew Company, Inc. (“Drew”) has been working cooperatively with the Town of Scituate to obtain its approvals to develop a proposed mixed-use project at the parking lot adjacent to the MBTA Commuter Rail station in Greenbush. The project will include 78 residential rental apartments and approximately 13,000 square feet of retail and commercial space. The Town recommended that Drew propose Infill & Infiltration (“I/I”) mitigation to offset their proposed sewer flows of 15,114 gallons per day (gpd). The Town also requested that an additional 20% should be added to the Title 5 design flow making the proposed flow offset 18,137 gpd.

Drew is proposing 2 options for I&I remediation: one in the event the Grant is approved and one in the event the Grant is not approved.

- Grant Option – The Town leveraged the Drew Project in its application to the State Mass Works grant program. This grant application was for \$2.2 million to complete the Cedar Point Sewer Replacement Project. If the Town is awarded the grant, Drew would provide \$229,000 to the Town to create sewer capacity (plus 20% as noted above) for their project through manhole and private service rehabilitations.

Mr. Vegnani asked if the sewer has the capacity for this without any improvements. Mr. Washburn did not have the answer to this question. Mr. Vegnani is in favor of the project and he wants to be sure we have the capacity for this. Mr. Washburn thinks with the larger project and the high costs you can invest more to make meaningful improvements to our infrastructure. The \$2.2M will be paid and there will be no investment from the town. In addition \$229K will be provided by Drew to do some additional work such as upgrading the manholes, etc.

- Non-Grant Option – In the event the Grant is not approved, Drew is proposing a betterment fee in the amount of \$547,800. The betterment fee would consist of the work contemplated in the Grant Option discussed above and a cash payment to the Town of Scituate for the balance. The methodology and justification for this request is included in the attached memo from Drew.

Mr. Vegnani asked if \$547,800 is the sewer hookup fee. Mr. Washburn said this is toward the sewer connection fee. They are assuming whatever discount was given to Toll Brothers will be given to the Drew Company. The fee would previously have been \$850,000-\$900,000 before the increase and the last meeting it went up to \$1M with the fee increase. Mr. Danehey said when we discounted Toll Brothers there was mitigation. What is the mitigation here for this project. Their attorney said the public benefit is it and no other mitigation.

A copy of the letter from Drew Company submitted to Brad Washburn is attached to the minutes.

The planning board asked to have this resolved Mr. Danehey said the board supports the project. The planning Board should take a look at the project. We want to see what the decision is on the grant option.

Mr. Vegnani said they want to get connection at a reduced rate. Drew Company will have to decide if they will move forward with the project if they get billed the full amount. Mr. Drew said they will not continue if they are billed the full amount. Mr. Vegnani wants to understand the numbers more before he can decide. The next Selectmen meeting is November 6th and we need this information to make a decision.

Mr. Drew said it's been a while. Their engineers came in originally and talked to the DPW and determined the capacity is there. All the work was reviewed by the Town. Everything The Drew Company is suggesting will have no impact on the existing system. Both teams have reviewed it and there has never been a disagreement. The Drew Company will not negatively impact the system based on the conversations with both teams.

Motion to approve the Drew Company's Sewer Connection Agreement for the Grant Option submitted to Mass Works and the provision of \$229,000 to the Town of Scituate as detailed in the October 11, 2018 memo. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (4-0)

Mr. Danehey called a brief recess at 9:15 p.m.

Mr. Danehey reconvened the meeting at 9:20 p.m.

FEMA Reimbursements, Nancy Holt, Finance Director & Town Accountant

Ms. Holt provided the Board of Selectmen with an update regarding FEMA reimbursements. Please be advised that the Town currently has damages from four Presidential declared disasters for Storm Sandy in 2012, Storm Nemo in 2013, Storm Juno in 2015 and Storm Riley in 2018.

Please find to follow a summary of the reimbursements received over the last three fiscal years and the open claims for reimbursements for Sandy, Nemo & Juno. Information is still being compiled for Storm Riley and project worksheets (PWs) have not yet been assigned by FEMA. We just got reimbursed for a storm that hit in 2007. The costs were done so long ago when we submitted the reimbursement requests that they need to be updated to current costs. The estimated FEMA contribution is \$9.1-\$9.2M and the town would need to come up with approximately \$3M. Ms. Holt and Chief Murphy are meeting with FEMA every Thursday. They are discussing putting all these projects together as one major project. We have to file paperwork before we begin any work. FEMA has been able to help communities get grants to help pay for their share. The board wanted to see this to see what the town will be responsible for in the future and help determine priorities. The Board thanked Ms. Holt for providing the update.

FEMA Disaster Reimbursements for FY16 - FY19 YTD

FY	Agency	Date	Total	Breakdown by Storm Event			
				Blizzard-2007	Sandy-2012	Nemo-2013	Juno-2015
2016	MEMA	10/7/2015	\$ 7,011.47				\$ 7,011.47
2016	MEMA	1/7/2016	\$ 100,581.94				\$ 100,581.94
2016	MEMA	4/5/2016	\$ 100,993.62				\$ 100,993.62
2016	MEMA	6/3/2016	\$ 20,001.37			\$ 20,001.37	
2016	MEMA	6/9/2016	\$ 56,402.02				\$ 56,402.02
2017	MEMA	7/27/2016	\$ 16,298.84		\$ 16,298.84		
2017	MEMA	8/2/2016	\$ 3,045.23				\$ 3,045.23
2017	MEMA	8/23/2016	\$ 28,676.57				\$ 28,676.57
2017	MEMA	8/29/2016	\$ 5,492.15				\$ 5,492.15
2017	MEMA	8/29/2016	\$ 9,507.49				\$ 9,507.49
2017	MEMA	12/9/2016	\$ 88,518.67				\$ 88,518.67
2017	MEMA	1/24/2017	\$ 10,806.30			\$ 10,806.30	
2017	MEMA	5/23/2017	\$ 12,850.26			\$ 12,850.26	
2018	MEMA	8/30/2017	\$ 4,914.52	\$ 4,914.52			
2018	MEMA	8/31/2017	\$ 135,588.52			\$ 135,588.52	
2018	MEMA	9/6/2017	\$ 40,053.05				\$ 40,053.05
2018	MEMA	1/11/2018	\$ 51,507.80				\$ 51,507.80
Grand Total FY16-FY19 YTD			\$ 692,249.82	\$ 4,914.52	\$ 16,298.84	\$ 179,246.45	\$ 491,790.01

FEMA Disaster Open Project Worksheets (PWs)

Storm/PW #	Description	Total Claim	Estimated 75% Max FEMA	Estimated 25% Max Town
Nemo-820	Minot Beach Revetment Restoration	\$ 254,540.45	\$ 190,905.34	\$ 63,635.11
Nemo-821	Glades Beach Stone Revetment	\$ 274,980.45	\$ 206,235.34	\$ 68,745.11
Nemo-824	Second Cliff Revetment	\$ 305,910.45	\$ 229,432.84	\$ 76,477.61
Nemo-825	Oceanside Drive (1)	\$ 1,081,577.95	\$ 811,183.46	\$ 270,394.49
Nemo-834	Third Cliff Revetment	\$ 1,025,165.10	\$ 768,873.83	\$ 256,291.28
Nemo-835	First Cliff Revetment	\$ 262,360.45	\$ 196,770.34	\$ 65,590.11
Nemo-838	Egypt Beach Berm (2)	\$ 448,964.53	\$ 336,723.40	\$ 112,241.13
Nemo-875	Emergency Protective Measures	\$ 148,713.38	\$ 111,535.04	\$ 37,178.35
Nemo-876	Donated Resources (shelter) (3)	\$ 4,224.00	\$ 3,168.00	\$ 1,056.00
Nemo-886	Public Beach Parking Lot	\$ 9,348.62	\$ 7,011.47	\$ 2,337.16
Juno-1171	Third Cliff (4)	\$ 5,905,082.51	\$ 4,428,811.88	\$ 1,476,270.63
Sandy-301	Third Cliff (4)	\$ 2,241,135.10	\$ 1,680,851.33	\$ 560,283.78
Sandy-262	Asphalt Road Repairs	\$ 264,948.10	\$ 198,711.08	\$ 66,237.03
Grand Total		\$ 12,226,951.09	\$ 9,170,213.32	\$ 3,056,737.77

(1) Town moved forward with an improved project and repairs. Town was advised that could seek an alternative project for funds as would not be reimbursed as it made repairs prior to FEMA obligating PW. Recently, MEMA informed Town that it could be reimbursed despite the project having been done with improvements but only for the original amount of the repairs. A claim was filed within the last 60 days.

(2) Not yet obligated (approved) by FEMA.

(3) Last project to be obligated as part of close-out of a disaster.

(4) Due to value, PW is not yet obligated by FEMA but approved as a SFM which allows for partial reimbursements.

Special Town Meeting Warrant Articles to Selectmen

The Board of Selectmen reviewed the warrant articles to see who would present them at Special Town Meeting. It was decided the Selectmen would explain the following articles:

Article 1, 2, 3 & 4 Selectman John Danehey
 Article 5 & 6 Selectman Shawn Harris
 Article 7 & 8 Selectman Karen Canfield
 Article 9, 10, 11, 12 Selectman Tony Vegnani
 Article 13 & 14 Selectman Maura Curran

NEW BUSINESS:

1. One Day Liquor Licenses

- Knights of Columbus @ St. Mary's on 10/20/18, 5:30-9:30 pm
- Ellen MacKenzie @ Scituate Maritime Center on 10/27/18, 2-6 pm
- Taylor Made Bartending @ Scituate Library on 10/20/18, 5:30-9:30 pm

Move that the Board of Selectmen approve One-Day Wine & Malt licenses to:

- **Knights of Columbus for an event at St. Mary's Parish Hall on October 20, 2018 from 5:30pm-9:30pm**

Motion by Shawn Harris second by Ms. Canfield Unanimous Vote (4-0)

- **Ellen MacKenzie for an event at the Scituate Maritime Center on October 27, 2018 from 2:00pm – 6:00pm**

Motion by Shawn Harris second by Ms. Canfield Unanimous Vote (4-0)

- **Taylor Tibbets for an event at the Scituate Public Library on October 28, 2018 from 5:30pm-7:30pm**

Motion by Shawn Harris second by Ms. Canfield Unanimous Vote (4-0)

2. Board & Committee Appointments

- **Zoning Board of Appeals**

The Selectmen will appoint the open position this evening and the renewal will be discussed at the next Board of Selectmen meeting.

Move to appoint Brian Sullivan to the Zoning Board of Appeals as the (2nd Alternate Member or full member) for a term of three years or until a successor is named and completion of the conflict of interest law online training program is completed within 30 days. Motion by Mr. Vegnani second by Mr. Harris Unanimous Vote (4-0)

OTHER BUSINESS:

1. Liaison Reports

Ms. Canfield said the Council on Aging is co-sponsoring Navy Band Concert on 11/8 at Scituate High School Center for Performing Arts

Ms. Canfield said Stephen Tripp on the Beach Commission is looking for a liaison from Conservation

Mr. Harris said that Middle School Committee will probably disband in a few months.

Mr. Harris said the loan program for septic installation is moving along.

Mr. Vegnani said the CPC meeting was to discuss the articles before us for Special Town Meeting. Recreation is dealing with field issues.

Mr. Harris said the shellfish committee was discussed and Waterways and the volunteers are dedicated to make this happen and it is very exciting.

2. Correspondence

Friendraising at Scituate Food Pantry October 28th at Masonic Temple

Scituate Accessibility Awareness event 11/3 at the SHCB and 30 different organizations will be in attendance.

Candidates Forum will be held on 10/17 at the library from 7-8:30 p.m.

Mr. Vegnani wished all the SHS teams the best of luck. The football team is 4-0 in the conference and going to the playoffs. It was Senior night and Cole Danehey was one of

the seniors. Support the team and it's a great time for all who attend. Come down and join them and support the team.

Mr. Harris asked where the golf committee stands. There is an adhoc committee and we need to develop a Selectmen committee. Mr. Boudreau said we will put this on the next agenda.

Mr. Danehey wants the board to consider setting up a water committee.

3. Approval of Meeting Minutes

Move to accept the meeting minutes for the Board of Selectmen meetings held on October 2nd, 2018. Motion by Ms. Canfield second by Mr. Vegnani Unanimous Vote (4-0)

Move to accept and not release Executive Session Minutes for October 2nd, 2018 since the matters discussed are still pending at this time. Motion by Ms. Canfield second by Mr. Vegnani Unanimous Vote (4-0)

4. Adjournment and Signing of Documents

Motion to adjourn the meeting by Mr. Vegnani second by Mr. Harris at 9:51 p.m. Unanimous Vote (4-0)

Respectfully Submitted,

Lorraine Devin

List of Documents for October 16, 2018 Board of Selectmen Meeting

- Agenda
- ICMA recognition for Jim Boudreau 20 years of service
- COMCAST License Renewal
- Sister City Ireland Cork County-West Cork Municipal District Committee recognition for their work with the visiting Irish Delegation
- Property Tax Exemption options from the Assessors office
- Special Event Permit application Twilight at the Library
- Route 3A and Mann Lot Road Traffic Study and Crash Analysis
- Foreshore Protection Improvement Design Mann Hill & Egypt Beach Contract for design permitting and construction services to applied coastal for \$144,230.
- Drew Company Sewer Agreement
- FEMA Reimbursements
- Special Town Meeting Warrant articles to assign to Selectmen
- One Day Liquor License Applications
- Board & Committee Appointments for Zoning Board of Appeals
- Correspondence
 - Silent Chef Letter to announce retirement
 - Chamber of Commerce Candidates Forum 10/17 @ Library 7-8:30 p.m.
 - Commonwealth of MA Cable License Expiration Letter from Department of Telecommunications and Cable
 - Scituate Food Pantry Fundraiser 10/28 @ Masonic Hall 4-6 p.m.
 - Accessibility Awareness Event 11/3 @ SHCB 11 am – 2 pm
- Approval of Meeting Minutes for the October 2, 2018 Selectmen meeting and the October 2, 2018 executive session

Board of Selectmen Meeting Minutes for October 16, 2018

BOARD OF SELECTMEN

John F. Danehey, Chairman

Not in attendance

Maura C. Curran, Vice Chairman

Karen B. Canfield, Clerk

Shawn Harris

Anthony V. Vegnani