

Board of Selectmen Meeting Minutes

Tuesday, April 7, 2020

Facilitated @ Scituate Town Hall, 600 Chief Justice Cushing Highway with Remote Participation due to COVID- 19
Emergency

In attendance on site: Mr. Vegnani, Chairman, Ms. Canfield

In attendance via remote participation: Mr. Harris, Ms. Connolly and Ms. Curran

Also in attendance on site: Mr. Boudreau, Town Administrator

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA

Ms. Canfield made a motion to accept the agenda for April 7, 2020 at 7:13 p.m.

Second by Mr. Harris Unanimous vote (5-0)

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes

Connolly yes

Curran yes

REPORT OF THE TOWN ADMINISTRATOR –

1. COVID-19. As of our video update yesterday morning, there were 38 cases of COVID-19 in Scituate. We added 3 more cases yesterday, bringing us to 41, with no additional cases today. We also have had our first death of a Scituate resident to COVID-19. It was an elderly person with underlying health conditions. The next week -10 days are going to be bad. Numbers will jump and our health care system will be taxed. Stay home! If you need to go out, maintain your social distancing. If you are going to the store or someplace where there might be other people, wear some type of mask and gloves if possible. This is critically important over the next week or so.

Having said that, our office is receiving calls from residents worried that people are not social distancing, that there are too many people congregating in certain spots and that people are not wearing masks. I was out yesterday and today checking spots like the lighthouse and Driftway Park. While I see more cars in the parking lots than I would like, I am seeing people keep their social distancing for the most part. We cannot mandate that people wear masks. It is guidance for people to follow or not. We again urge people to maintain social distancing. In an effort to provide more space, we have opened the golf course up to walkers. Golfing and pets are prohibited from the golf course and residents must remain on the cart paths or the rough off the fairway where there are no paths. Maintain social distancing and take any trash. I know people would like to bring their pets, but this is an active course with maintenance equipment used at various points. Also, pets, especially dogs, that are not controlled can do damage to the course. Fixing a damaged green can cost upwards of \$40-\$50,000. We will continue to monitor the response of people in complying with the guidelines and make changes when and if necessary.

2. Mr. Boudreau announced the proposed change of date for the Town Meeting and Election. Legislation has passed allowing the moderator to reschedule town meetings no more than 30 days later. Jim Toomey has rescheduled Town meeting for May 11 and May 12 if necessary. This could also be changed later, but this is as far as we could push it out. Tomorrow night the BOS will formally move the Town election to June 13. We had previously filed legislation on behalf of Scituate to do this, however, the state has a

law that applies to all cities and towns to let them move their elections and we will be taking advantage of that.

3. The Scituate Water Department is not turning on water services to new homes and summer rentals until the Corona Virus Emergency is brought under control. This is particularly important over the next two weeks when we are expected to see the “surge” in cases in Massachusetts. The Department has been working with reduced crew size to minimize exposure for the employees and to provide redundancy of service should someone fall ill. The charter of the Water Department is to deliver water to residents and provide fire protection to the Town. In the summer, the Water Department can typically turn on over 500 summer services. This would mean exposing our crews to over 500 different environments and people and the potential for exposure to the virus. If the virus struck the Department, the Town could have issues meeting the demand for the water for the public and for fire protection. Water Department employees must be licensed with the State to make and distribute water. If too many Water Department employees get sick or are quarantined we may find ourselves without enough licensed individuals to operate the water treatment plant. There is a backup plan with state agencies but that would be a last resort.

The DPW will evaluate the situation weekly with the Health Director and start-turning water services on as soon as it is determined safe. A list will be kept at the Water Department for service turn-ons when things clear up on a first come first serve basis.

Thank you for your understanding during these this emergency.

4. Be kind to our sewer please. We had a sewer blockage yesterday on the Driftway. Crews were called and it was caused by disposal of wipes into the system. Wipes clog pipes, jam motors and foul pumps. Do not put wipes into the sewer system!
5. Mr. Boudreau said as he stated last week, we have asked the state for guidance on our on-going construction projects. We are still waiting for a response. In the meantime, the state has issued requirements for contractors to follow if they are working. Those have been given to the contractors and we will send people out to make sure that those requirements are being met. If they cannot meet the requirements, they must stop construction.
6. In construction news, we have postponed the start of the piling project at the Cole Parkway Marina until after the boating season. After many conversations with the contractor, we could not guarantee that we would be ready for the start of the boating season and it was unclear when we would be ready. Uncertainty over how the virus might affect the crew working and the availability of the pilings and other necessary equipment lead to the decision.
7. At the last Selectmen meeting, the Board ratified the selection of Mark Thompson as the next Police Chief for the Town of Scituate. This lead to a vacancy in the Deputy Chief's position. An assessment was held for the Deputy's position at the same time as we did the Chief's. After reviewing the scores and meeting with the candidates, Mark Thompson recommended Lt. Alison Steverman to fill the position of Deputy Chief of the Scituate Police Department. I am pleased to announce tonight that I am accepting Mark's recommendation and will be appointing Lt. Steverman to the position of Deputy Chief of the Scituate Police Department Effective June 5, 2020.

SCHEDULED ITEMS:

PUBLIC HEARING Board 143 Transfer of All Alcohol Package Store License from Still Waters Wine & Gourmet, Kerri Curreri, Owner and Mark Curreri

Tracy Colameco owner of Still Water Wine & Gourmet is on the remote call also with Kerri and Mark Curreri. Ms. Curran asked to make sure the employees are tips certified. Ms. Devin will email the liquor license policy to Kerri Curreri to be sure they meet the guidelines set by the Town of Scituate. Ms. Curran asked for the Curreri's to become tips certified and they stated they would.

Move that the Board of Selectmen approve the transfer of the All Kinds of Alcoholic Beverages Package Store License from Still Waters Wine & Gourmet to Board 143, LLC located at 776 Country Way with business hours Monday – Saturday 10 a.m. – 10 p.m. and Sunday 12 p.m. – 6 p.m. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (5-0)

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes

Connolly yes

Curran yes

Interfund Borrowing for Multiple Projects, Pam Avitabile, Treasurer/Collector and Nancy Holt, Town Accountant/Finance Director

Ms. Holt said in the future they would be before the board requesting a Bond Anticipation Note but given the circumstances in the bond market right now they are moving forward with Interfund Borrowing.

Nancy Holt, Town Accountant/Finance Director, has requested **\$500,000 for Article 1** authorized to borrow a sum of **\$12,232,450.00** approved at the May 13, 2019 Special Town Meeting for the Construction of New Senior Center and Rehabilitation of Veterans Memorial Gym, **\$600,000 for Article 3D** authorized to borrow a sum of **\$1,600,000** approved at the April 2019 Annual Town Meeting for the Athletic Field Renovation Project, and **\$100,000 for Article 3FF** authorized to borrow a sum of **\$2,312,000** approved at the April 2017 Annual Town Meeting for the Cedar Point Project.

Per the OPM's cash flow for the Senior Center project, \$500,000 is coming due on the next round of Invoices. (\$872,500 was previously approved as an interfund borrowing for this project). The OPM is currently reviewing a \$500,000 Athletic Fields invoice and the expenses are all CPA. (\$1,000,000 was previously approved as an interfund borrowing for this project). The Cedar Point project is incurring costs for the new design contract.

In accordance with Massachusetts General Laws, the Town may temporarily borrow against the Stabilization Fund and Unappropriated Free Cash to make funds available for this project. Upon the Board's approval, the inter-fund borrowing is then sent to the DOR for its approval. The Stabilization Fund will be reimbursed before June 2020. If there is an emergency, we need to go to market.

Move that the Board approve a borrowing from the Stabilization Fund in the amount of \$500,000 for Article 1 from the May 2019 Special Town Meeting, \$600,000 for Article 3D from

the April 2019 Annual Town Meeting, and \$100,000 for Article 3FF from the April 2017 Annual Town Meeting as permitted by Massachusetts General Laws, Chapter 44. Motion by Karen Canfield second by Ms. Curran Unanimous Vote (5-0)

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes

Connolly yes

Curran yes

Release of Contingency Funds from Library Building Project, Nancy Holt, Town Accountant & Finance Director and Jessi Finnie, Library Director

The ADA walkway and crosswalk need to be completed at the library. The DPW Director got involved and the subcontractor of the athletic field project agreed to complete the walkway. DPW will pay part of this since the crosswalk will be put in also. Ms. Finnie noted that there was a drainage problem with the patio. The patio is non-ADA compliant. The patio and walkway will be completed and become ADA compliant. Since the patio now connects to the ADA walkway it needs to be compliant with ADA requirements. The Selectmen would like an email to let them know the details of why this is so expensive and what is so costly for the modification of the patio. The Selectmen would also like this reviewed by the Public Building Commission. Mr. Boudreau said he would follow up on this.

Move to release Library project funds in the amount of \$26,000 to complete the ADA walkway, crosswalk at Branch Street, drain and modification of the patio. Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (5-0)

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes

Connolly yes

Curran yes

Amend Post-Issuance Tax Compliance Procedures, Nancy Holt, Town Accountant & Finance Director

Bond counsel recommended this change. Exhibit B & C of the Town's financial policies include the Post-Issuance Tax Compliance Procedures relevant to continuing disclosure pursuant to SEC Rule 15c2-12. The Town is in full compliance but the procedures have not been updated to reflect the changes to Rule 15c2-12 passed in February 2019. They are taking out 12 pages and putting in six pages.

Move to strike Exhibit B & C of the Town's financial policies relevant to Post-Issuance Tax Compliance Procedures and adopt the bond counsel recommended Continuing Disclosure Procedures. Motion by Karen Canfield second by Ms. Connolly Unanimous Vote (5-0)

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes
Connolly yes
Curran yes

Speed Limit on Route 3A from Cohasset into Scituate, Jim Boudreau

A resident asked us to review the speed limit coming from Cohasset into Scituate up to Scituate High School. It is 35 mph going into Cohasset and a much higher speed coming into Scituate. He has asked the Town of Scituate to request to go to the Department of Transportation (DOT) to reduce the speed limit. Ms. Connolly and Mr. Harris said putting in a new traffic light at Henry Turner Bailey Road should help the problem. Ms. Canfield thinks there are many changes on the road and asking the DOT to look at it could be a benefit.

Move that the Board direct the Town Administrator to request District 5 to determine if the actual speed justifies a change of speed on Route 3A. Motion by Ms. Canfield second by Ms. Curran motion passes (3-2)

Roll Call Vote:

Vegnani yes
Canfield yes
Curran yes
Mr. Harris no opposed
Ms. Connolly no opposed

Change of date for Annual & Special Town Meeting, Jim Boudreau

The Town Moderator has changed the date of the Annual and Special Town Meeting.

Whereas, the Scituate Moderator has consulted with the Scituate Board of Selectmen and Public Safety and Health officials concerning Scituate's 2020 Town Meeting; and

Whereas, the Governor of the Commonwealth of Massachusetts issued an Executive Order on March 12, 2020 declaring a State of Emergency exists in the Commonwealth; and

Whereas, there are multiple public health and safety recommendations to practice "social distancing" between individuals in order to protect public health due to the coronavirus ("COVID-19") pandemic; and,

Whereas, the Moderator has determined it is necessary to recess and continue the Town of Scituate's 2020 Annual Town Meeting;

Therefore, it is moved that the Scituate Board of Selectmen support the Moderator's declaration and the recess and continuation of the Town of Scituate's 2020 Annual Town Meeting, until May 11, 2020, 7:00 p.m., at Scituate High School gymnasium.

Motion by Ms. Canfield second by Mr. Harris Unanimous Vote (5-0)

Roll Call Vote:

Vegnani yes
Harris yes
Canfield yes

Connolly yes
Curran yes

Change of date for Annual Town Election to June 13, 2020, Jim Boudreau

The original town election would have been Memorial Day weekend. The Town of Selectmen wrote a letter for legislation to change the election date. The Governor allows the Board of Selectmen to change the date.

Move that the Board of Selectmen postpone the Town of Scituate Election to June 13, 2020. Motion by Ms. Connolly second by Ms. Curran Unanimous Vote (4-0) Mr. Vegnani abstained from voting.

Roll Call Vote:
Vegnani abstained
Harris yes
Canfield yes
Connolly yes
Curran yes

OTHER BUSINESS:

1. Liaison Reports

Ms. Connolly provided an update and stated the Superintendent search committee reviewed 25 candidate applications and interviewed eight. Three candidate recommendations were submitted to the School Committee. The three candidates are William Burkhead, James T. Neeley and Andrew Stephens. Mr. Stephens was a finalist in the last round three years ago. Ms. Connolly thanked the fellow members of the committee for all their hard work.

Ms. Curran and Mr. Boudreau spoke about Ship Shape Day and they are suggesting that we postpone at this time.

2. Correspondence

There is no additional correspondence for this meeting.

3. Approval of Meeting Minutes

Move to accept the meeting minutes for the Board of Selectmen meeting held on March 24, 2020. Motion by Ms. Canfield second by Ms. Curran

Roll Call Vote:
Vegnani yes
Harris yes
Canfield yes
Connolly yes
Curran yes

4. Adjournment and Signing of Documents

Ms. Canfield thanked the town employees for working so hard. It has been heroic work and thank you to everyone.

Motion to adjourn the meeting at 8:31 p.m. by Ms. Canfield second by Ms. Curran

Roll Call Vote:

Vegnani yes

Harris yes

Canfield yes

Connolly yes

Curran yes

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for April 7, 2020 Board of Selectmen Meeting

- Agenda
- Transfer of Liquor License Application Board 143, LLC
- Interfund Borrowing for Multiple Projects
- Release of Contingency Funds from Library Building Project
- Post-Issuance Tax Compliance Procedures and amendment request
- Resident Letter regarding speed limit on Route 3A
- Request for Change of Date for Annual & Special Town Meeting due to COVID-19
- Request for Change of Date for Town Election due to COVID-19
- Approval of Meeting Minutes for March 24, 2020

Board of Selectmen Meeting Minutes for April 7, 2020

BOARD OF SELECTMEN

Anthony V. Vegnani, Chairman

Shawn Harris, Vice Chairman

Karen B. Canfield, Clerk

Karen E. Connolly

Maura C. Curran