

Board of Selectmen, February 5, 2013

MINUTES OF MEETING

BOARD OF SELECTMEN

FEBRUARY 5, 2013

Present: Anthony V. Vegnani, Vice Chairman; John F. Danehey, Shawn Harris,
Richard W. Murray

Patricia A. Vinchesi, Town Administrator

Press: Scituate Mariner, Patriot Ledger

1. The meeting was called to order at 7:00 PM.

2.ACCEPTANCE OF AGENDA/ WALK-IN PERIOD

Mr. Danehey made a MOTION that the Board of Selectmen VOTE to ACCEPT the Agenda as Amended (includes #2a Special Election/Change of Date for Annual Town Election/ Set Polling Hours for Elections) for February 5, 2013. SECONDED by Mr. Murray. No discussion. Unanimous vote. (4-0)

There were no walk-ins this evening.

2a. SPECIAL ELECTION/ CHANGE OF DATE FOR THE ANNUAL TOWN ELECTION/ SET POLLING HOURS FOR ELECTIONS/ T. Clerk

Kathy Curran, Town Clerk , stated that due to a vacancy in a Massachusetts Congressional Senate seat, two Special Elections(primary on April 30, 2013 and an election on June 25, 2013) will be held. The State will allow cities and towns that already have a local election scheduled, within thirty(30) days of either special election, to change the date of their local election. Ms. Curran requests that the local election be changed from May 18th to April 30, 2013. She noted that this "allowance" supersedes the Town Charter and By-Laws. The cost savings to the Town will be approximately \$3,500 to \$4,000 (custodial fees, election worker pay, election worker food, etc.). Two, separate ballots will be printed and voters need only go through the voting "check-in" process once. If voted this evening, nomination papers for the local election will now be due by February 27, 2013.

Mr. Murray made a MOTION that the Board of Selectmen VOTE to CHANGE the date of the annual Town Election from Saturday, May 18, 2013 to Tuesday, April 30, 2013 according to the request of the Town Clerk. SECONDED by Mr. Harris. No discussion. Murray, Vegnani and Harris voted in favor of the motion. (3-0) Mr. Danehey did not vote.

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Mr. Murray made a MOTION that the Board of Selectmen VOTE to SET the polling hours for the Tuesday, April 30, 2013 special State Primary and annual Town Election from 7 AM to 8 PM. SECONDED by Mr. Harris. No discussion. Murray, Vegnani and Harris voted in favor of the motion. (3-0) Mr. Danehey did not vote.

3. INTERFUND ADVANCE BORROWING/ Treasurer/Collector

Pamela Avitabile, Treasurer/Collector, was present and explained that this vote will allow the temporary

borrowing of \$311,000 to finish the Musquashicut Pond sewer expansion project. She noted that “to date, \$711,000 of the total balance (originally authorized by the Annual Town Meeting in 2009) has been unissued”.

Mr. Murray made a MOTION that the Board of Selectmen VOTE to temporarily borrow the sum of \$311,000 from the Stabilization Fund to be used for Article 4.c as permitted by the Massachusetts General Law, Chapter 44. SECONDED by Mr. Danehey. Discussion – Mr. Vegnani noted that this will be paid for by sewer betterments of those using the sewer. No further discussion. Unanimous vote. (4-0)

4. FY 2014 BUDGET REVIEW

295 Shellfish

Joe Strazdes, Shellfish Warden, read the Department’s mission statement and noted that the Personal Services line increased a small amount. Discussion on a Scituate clamming area located in Cohasset Harbor. The 2012 clamming season was affected by the Red Tide.

149 Administration

Sheila Manning, Assistant to the Town Administrator, read the Department’s mission statement. Mr. Vegnani noted that the bottom line of this budget is up slightly for items such as telephone, technical services, training, etc. He complimented Ms. Manning on her work in the Town Administrator’s office and noted that this office is most often where residents come with a problem. Problems are always resolved in a professional manner.

66 Waterways

Harbormaster Mark Patterson and Dick Eckhouse, Chairman of the Waterways Commission were present. Harbormaster Patterson read the Department’s mission statement. Mr. Murray stated that this department has “nearly doubled” in terms of

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responsibilities with the additional marina and boatyard. Mr. Harris asked if the Assistant Harbormaster’s position would be funded in FY14? Harbormaster Patterson answered “yes” and noted that the position is “posted” right now. The structure of the department’s personnel was discussed. Mr. Vegnani noted that debt and interest comprises a large portion of this budget. Revenue projections were discussed and the Harbormaster explained that grants have been moved into a different category per the recommendation of the Town Accountant. Mr. Harris asked about public versus private slip fees. The Harbormaster stated that the Town “delivers an outstanding product for the fee it is charging. Our resident fees are lower than private marinas and our non-resident fees are in line with what private marinas charge”. Mr. Harris expressed concern that the Town marina might be considered a “discount marina” by non-residents. The Harbormaster reminded that as enterprise fund, revenues are used to cover costs as opposed to “making money”. He listed the following major improvements made over the past year: dredging, boat ramp repaired, Town Pier and the new marina. Some of these costs have been offset by some substantial grant money. Discussion on the utilization of Scituate property located in Cohasset Harbor and regionalization of the “no discharge” program. Mr. Vegnani asked if the Scituate Marine Park has been completed. The Harbormaster stated that the final plantings will be done this spring and will make a planted buffer between the boatyard and the Park. Discussion continued on the notification process for those waiting on the mooring list. The Harbormaster stated that he would look at the mooring list policy.

Pam Avitabile, Treasurer/Collector read the mission statement for each of the following, seven budgets.

145 Treasurer / Collector

The budget's bottom line is down by a small amount. Postage and personnel are the two, major components in this budget.

914 Contributory Group Insurance

This budget was \$5.5 million last year and in FY14 it dropped to \$5.2 million due to some changes in health insurance, i.e. the rate saver plan, etc.

910 Non-Contributory Pensions

Ms. Avitabile explained that this budget is for three remaining retirees that worked for the Town prior to the municipality joining Plymouth County Retirement. The budget is unchanged from last year.

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911 Plymouth County Retirement

Mr. Vegnani noted that this budget is the largest, line item expense. The budget was \$3.4 million last year and in FY14 \$3.6 million is the estimated budget. Mr. Harris noted that the Town saves \$71,000 by paying Plymouth County in one, lump sum rather than making two payments. 2% (\$71,000) will be put into the unfunded liability, which is a "huge" number. Ms. Vinchesi noted that this budget is expected to increase a lot in FY15 when it takes mortality rates into consideration.

916 Federal Taxes

This budget increased a little for FY14 and reflects payroll taxes.

720 Debt & Interest

This budget for FY13 is \$2.047 million and for FY14 is \$2.362 million. Mr. Murray noted Town's improved bond rating – will that affect future debt & interest numbers in a positive way? Ms. Avitabile stated that it would affect "new" numbers, not the "old" numbers. Discussion on refinancing the golf course debt.

158 Tax Foreclosure

Ms. Avitabile stated that "this is the tough part of the business". When taxes go unpaid, we have to take legal action. 165 individuals were up for tax title. After advertising and calling people personally to remind them of tax amounts due to the Town, only 44 actually had to be filed. Ms. Vinchesi noted that taxes were due on Friday, February 1st and the Treasurer/Collector's and the Assessor's offices decided to stay open after the 11:45 AM closing time until 5:00 PM. 90 residents came in to pay during those extended hours. Ms. Avitabile, Ms. Vinchesi and the Selectmen commended the staff for their efforts on the residents' behalf.

400 Department of Public Works

Division supervisors, Cafferty, Breen, DeBarros and Rowland were present. DPW Director Al Bangert gave an overview of each division including the following points:

Highway – paving, intersection and signage improvements, Water – water main replacements, Sewer – completion of the Musquashicut Pond sewer expansion tying in 310 residences to sewer and a re-look at the sewer expansion priority areas and Transfer Station – a positive cash flow is allowing for reinvestment in the station, gas flare performance under review and ways to even better improve the excellent recycling center. Plans are moving ahead for the solar array to be built on top of the closed

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landfill. Mission statements were read for each division.

421 DPW Administration

Mr. Bangert noted that this budget was down by \$138,000 from the prior year because the Facilities Manager position and a part-time secretarial position, copier and postage were moved over to a separate, facilities budget.

411 Engineering

Mr. Cafferty stated that this department oversees Town projects from “design fee to completion” for items like seawalls, roads, sidewalks, etc. A request for \$18,000 for a elevation benchmark system was not approved by the Town Administrator.

Override money in the amount of \$400,000 for roads and seawall repair will be in its third year in FY14. This budget was basically level funded in FY14.

422 Highway

Mr. Vegnani noted that this budget has increased slightly due to employee Cost of Living Adjustments and step increases. Mr. Breen gave an overview of future sidewalk and paving projects. Ms. Vinchesi noted that it costs \$400,000 to pave one mile of roadway.

429 Public Grounds

Mr. Breen noted the work this department does at the playgrounds, parks, two cemeteries, lining of school fields and trash pickup. This budget’s bottom line decreased because money for janitorial staff has now moved to the Facilities budget.

423 Snow & Ice

\$490,000 was budgeted. The Town has spent approximately \$40,000 to date this year primarily for salt.

424 Street Lights and Beacons

He noted that the Town currently rents its street lights from National Grid and the Town is looking into purchasing them from the same company. Mr. Vegnani noted the \$10,000 increase in this budget and Ms. Vinchesi stated that this is due to a FY12 expenditure.

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63 Transfer Station Enterprise Fund

Mr. Vegnani noted that the budget’s bottom line has increased by 2% or \$21,000. Mr.

Murray noted that the cost of blue refuse bags has not increased in the last five years – a testament to how well this operation is being managed. Mr. Cafferty spoke of the pride the employees take in the Transfer Station and the Selectmen complimented the entire division for being very customer oriented.

64 Sewer Enterprise Fund

Mr. Vegnani noted that this budget has increased due to the debt for the ongoing projects (Musquashicut Pond project will have 310 customers “on line” soon). Discussion on sewer rates and copper output.

65 Water Enterprise Fund

Mr. Vegnani noted that this budget is up \$70,000 over the prior year. Debt numbers increased and chemicals and laboratory fees went down. Mr. Bangert explained that the latter is due to less use of surface water. Water from the wells means less use of plant. Tours of the plant will be available the second week in May. Retained earnings are a bit low. Mr. Vegnani noted that water rates have increased for the past five years.

Mr. Murray thanked the Department and especially Mr. Bangert for their responsiveness to the citizens “day and night”. The e-mail blasts and reverse 911 calls for water breaks and other issues provide good communication between the department and residents.

5. PUBLIC BUILDING COMMISSION REVIEW/ VOTE/ Durkee Brown Design Schemes/ Gates Intermediate School

Tony D’Onofrio and Carl Campagna, Public Building Commission members, were present to explain the options proposed by the architectural firm, Durkee Brown. The architects and the Commission suggest choosing two(2) out of the four(4) options for further cost analysis. The Commission has narrowed the field to Plans A (senior center in one story, “b” wing and “c” wing is eliminated for parking), B (senior center in “c” wing and parking is added by removal of a portion of the “b” wing) and D (senior center located under the gymnasium, “b” wing is a community center, 3rd floor is meeting rooms and “c” wing is removed). Plans B and D were preferred by the Commission. Mr. D’Onofrio believes that parking will be an issue with all of the plans. The cost of an auditorium was discussed.

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Mr. Murray made a MOTION that the Board of Selectmen VOTE to DIRECT Durkee Brown to provide full cost estimates for Plan A and Plan D in accordance with the executed contract. SECONDED by Mr. Danehey. Discussion – Mr. Harris would like to see a portion of the “c” wing used for the senior center. Mr. Murray amended his motion to include the following: and see what can be done with the “c” wing. SECONDED by Mr. Danehey. Discussion – Ms. Vinchesi reminded that the Selectmen cannot increase the contract for additional plans to be examined. Mr. Murray withdrew his amendment to the motion. Mr. Danehey withdrew his second. Mr. Murray amended the original motion to include: Plan D – further consideration of incorporation of the “c” wing or a portion of it on a square footage basis or otherwise. SECONDED by Mr. Danehey. No discussion. Unanimous vote. (4-0)

6. VOTE DONATIONS/ Council on Aging (JDR, JR. Memorial Foundation & Scituate Rotary Club) and Six(6) Month Donation Summary from Town Accountant

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ACCEPT the kind donations of the (1) the JDR, Jr. Memorial Foundation (\$2,000) and (2) the Scituate Rotary Club (\$1,000) on the behalf of the Scituate Council on Aging. SECONDED by Harris. No discussion. Unanimous vote. (4-0)

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ACCEPT donations made from July 1, 2012 to December 31, 2012, as submitted by the Town Accountant, on the behalf of the Town of Scituate. SECONDED by Mr. Harris. Discussion – Ms. Vinchesi noted that this type of accounting and vote is required by the auditors. No further discussion. Unanimous vote. (4-0)

7. ONE DAY WINE & MALT BEVERAGES LICENSES/ G.A.R. HALL/ 353 Country Way

Mr. Danehey made a MOTION that the Board of Selectmen VOTE to GRANT a One Day Wine & Malt Beverages License to the G.A.R. Hall (DiGiacomandrea party) for Saturday, February 23, 2013 from 7 PM to 10:30 PM and further to grant five(5) licenses to be “held” for “short-term booking” events. SECONDED by Mr. Harris. No discussion. Unanimous vote. (4-0)

8. ACCEPT RESIGNATION/ Economic Development Committee/ W. Logan

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ACCEPT the resignation of William Logan from the Economic Development Committee and further that the Board thank Mr. Logan for donating his time and expertise to the Committee and the Town of Scituate. SECONDED by Mr. Danehey. No discussion. Unanimous vote. (4-0)

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9. OTHER BUSINESS –Correspondence, Regular Session Minutes for April 24, 2012 & January 22, 2013

Mr. Murray spoke about a parking collection problem at the MBTA Greenbush lot and a subsequent appeal of a MBTA ticket. Mr. Vegnani gave a sports update on the success of both the basketball teams and the hockey team. He also announced the Andrea’s auction fundraiser at the Barker Tavern this Saturday.

Mr. Danehey made a MOTION that the Board of Selectmen VOTE to ACCEPT the regular session minutes of April 24, 2012. SECONDED by Mr. Murray. No discussion. Unanimous vote. (4-0)

Mr. Danehey made a MOTION that the Board of Selectmen VOTE to ACCEPT the regular session minutes of January 22, 2013. SECONDED by Mr. Harris. No discussion. Unanimous vote. (3-0) Danehey, Harris and Vegnani voted. Mr. Murray did not vote.

10. ADJOURNMENT & SIGNING OF DOCUMENT

Mr. Murray made a MOTION that the Board of Selectmen VOTE to ADJOURN the meeting and SIGN documents at 9:42 PM. SECONDED by Mr. Danehey. No discussion. Unanimous vote. (4-0)

BOARD OF SELECTMEN

Joseph P. Norton, Chairman Richard W. Murray

John F. Danehey Anthony V. Vegnani

Shawn Harris

Respectfully submitted,

Kimberley A. Donovan

Executive Assistant