

**RETREAT MEETING OF THE SELECT BOARD**  
**SATURDAY, September 25, 2021 9:00 a.m.**  
**SCITUATE SENIOR CENTER – SECOND FLOOR – HUMAROCK ROOM**

In attendance Karen Connolly, Chair, Karen Canfield, Vice Chair, Andrew Goodrich, Clerk, Maura Curran, Anthony Vegnani.

Also, in attendance: Jim Boudreau, Town Administrator, Nancy Holt, Finance Director/Town Accountant

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA Ms. Curran made a motion at 9:09 a.m. to accept the agenda for September 25, 2021 Second by Ms. Canfield

Ms. Connolly asked to review the topics from the prior year's retreat.

*Gates Re-use*

She noted that a Gates Re-use Committee had not yet been completed. Mr. Vegnani stated he recalled they were going to look to internal committee first. Ms. Curran asked about what the interns did last summer and Mr. Boudreau replied that the third intern assigned to this project did not start so it did not move forward. Ms. Curran asked why a committee is needed, why couldn't the Select Board decide next steps. Mr. Vegnani thought the committee was to brainstorm next uses. Ms. Canfield thought it was defined to three to four purposes including municipal uses (i.e. town hall), affordable housing, some type of quasi-public use and the fourth would be demolition. She proposed putting out an RFP in those categories and see what responses are received. Ms. Curran stated she supported that and could the space be used to support teleworking for residents. Mr. Goodrich and Mr. Boudreau discussed what South Shore Voc Tech students could do for renovation which was limited. Mr. Vegnani asked what portion of the site that Recreation was using. Mr. Boudreau said Recreation was using the first floor of Building A and the gym but they wanted the second floor but were not allowed yet until a main purpose is defined for the site. Mr. Boudreau said that renovation of the B wing will affect parking which would affect plans for a baseball field. Ms. Curran asked what Mr. Boudreau thought would work and he thought a private use would be the most palatable to residents due to cost. Ms. Curran asked if a timeline was available and Mr. Boudreau said he would try to get a draft to the Select Board by January 1<sup>st</sup>. Mr. Goodrich asked to keep it as open as possible to see what ideas came forward. Mr. Boudreau said a review committee would be useful to the Select Board with builders, realtors and other professionals who could evaluate the finances of the proposed uses. Ms. Canfield asked if he needed funding, Mr. Boudreau said he would borrow try and an RFP or use his technical funds budget if necessary

*North Scituate Regional Plan*

Mr. Boudreau said the consultant was drafting an intermunicipal agreement and hope to motivate them to make an agreement. The I & I work discussed last week would allow the N Scituate area to be sewerred but DEP would need to be petitioned to change the plan as the tree streets were next on the plan. He noted it was a good time as there is federal money becoming available and this project checks almost all the boxes for competitiveness on a grant application. Mr. Boudreau said the issue is that Cohasset will not decide. Mr. Boudreau said to give Cohasset until the beginning of the year and then walk away. Mr. Goodrich asked for options should Cohasset said no and what infrastructure will need to be put in place in the next 10 years. Mr. Boudreau said it is not the treatment capacity but the discharge into the river cap

20210925 select board retreat minutes

that is the issue. Mr. Boudreau said that would likely mean a new treatment plant for more treatment options but he noted that DEP would require that the I & I issues were resolved. Mr. Vegnani noted that the sewer phases were done over 20 years ago and that the residents in the tree streets may still not want sewer due to the cost and the whole plan should be re-examined. Mr. Boudreau noted that the environmental issues would impact the phases as well. He stated that once the letter from Hull on the intermunicipal agreement is received then the Select Board could have a meeting with the Cohasset Select Board. Mr. Goodrich said that an op-ed would be helpful to motivate them to decide and Mr. Boudreau noted that the availability of federal funds needs to be included in that piece.

#### *Water Treatment Plant Replacement.*

Ms. Connolly stated that goal was going well. Mr. Boudreau updated on the current design and engineering and the current stage was the pilot study. The levels of treatment really require more space than what is available at the current site he reported. Ms. Curran asked the timing on the project coming forward and Mr. Boudreau said it will depend on the DEP approval process; likely the April 2023 town meeting.

#### *Harbor Community Center*

Ms. Connolly asked Mr. Goodrich for an update noting that it did not make sense to have meetings in the summer. The first meeting is scheduled for Thursday, September 30<sup>th</sup> by ZOOM. Ms. Curran noted she would also like to attend the meeting. Ms. Connolly said that an update on the Jericho Boat Ramp would also be helpful for that meeting. Mr. Goodrich asked to define the group's goal and Ms. Curran said to bring forward an actual concept and bring it to the Select Board and from there an RFP could be issued. Ms. Curran gave the example of the Widows Walk Improvement Committee and how successful they were in their charge. Ms. Curran noted that if the building is to be retained, the curb appeal has to be addressed. Mr. Boudreau noted that the Building Commissioner should be consulted to see at what stage the required flood and ADA requirements would be applicable. Ms. Canfield asked that the Harbor Resiliency Study be included as part of the process.

#### *Diversity, Equity and Inclusion Committee*

Ms. Connolly thanked Ms. Curran for her work to get the committee up and running. Ms. Curran provided an update on the committee's current work and their next report to the Select Board. She praised the work of HR Director Robert Clark on the committee.

#### *Wind Turbine*

Ms. Connolly noted that the end of the agreement for the summer shutdown. Mr. Boudreau stated he had received DEP's evaluation of Epsilon's study and it was inconclusive. Mr. Boudreau said that Mr. Bangert was preparing an estimate of the lost revenue. Ms. Connolly asked when the contract expired and how the lease would be re-negotiated as she thought it expired in 2025. Mr. Boudreau reviewed the lease and said it required notice with 270 days and the parties had to work in good faith for the five year renewal option. The current ability to add solar on buildings was discussed and Ms., Holt noted that Mr. Bangert could provide more updates.

### *Financial Flexibility*

Ms. Connolly noted that we seemed to have weathered the year fairly well. There was discussion on Community Preservation and if it could be reduced to provide relief if more projects came forward. Ms. Curran asked about the federal funds availability. Mr. Boudreau noted the CARES funds was a reimbursement program of \$2.8M which was winding down. The Town is receiving \$1.8M directly in ARPA funds and potentially another \$3.6M through Plymouth County. Mr. Vegnani asked the uses and Mr. Boudreau noted broadband infrastructure, water and sewer infrastructure, revenue replacement and premium pay for essential workers but there were salary limitations. There is additional funding going to the states for infrastructure and he will look to those for funds for projects. And there was additional potential funding being discussed in Congress. Mr. Boudreau noted there is a conference call with Plymouth County this coming week on both additional CARES allocations and the ARPA program. Mr. Boudreau noted that once the funds were known, then he could back to the Select Board with options. Ms. Curran asked about funds for the School Department and Mr. Boudreau said there were additional funds available just for schools. Mr. Vegnani expressed concern about the School Department budget and the SPED costs not being shifted to the Town side.

### *Master Plan*

Ms. Connolly noted that goal had been achieved.

### *Facilities Plan*

Mr. Boudreau said the first year was funded. Ms. Holt noted the second year would be on the capital plan. Mr. Boudreau stated the Town Hall generator had caught fire and will need to be replaced and is currently an insurance claim. Ms. Connolly asked about the bandstand and Ms. Holt provided an update on the current status with Paul Scott potentially acting as project manager and seeking additional funds from CPC at the spring town meeting.

### *Master Plan Implementation*

Ms. Connolly asked if town department heads should be tasked to help implement it. Mr. Goodrich asked if the master plan should be provided to all the committees and ask them to provide a report to the Select Board about how they will implement it from their perspective. Ms. Connolly is looking for the make-up of a committee to spearhead the work. Mr. Boudreau recommended that the committee include all of the other committees so they work in concert with one another and then report back to departments. Ms. Canfield asked if this was something that Mr. Boyd as Director of Planning and Development should be in charge of moving forward. Ms. Connolly noted that Ms. Burbine asked to have a meeting to discuss this further. Ms. Curran stated it might be worthwhile to wait until the meeting with the Planning Board to see how they wanted to approach it. Ms. Connolly said she would set that up for after town meeting.

### *Communications*

Ms. Connolly asked Mr. Goodrich for his thoughts. He noted that the weekly YouTube update was helpful but there was still a need for internal as well external communication to know what other committees are doing. Ms. Curran noted that a Communication Director would not only push out information but manage relationships with outside entities. Mr. Goodrich noted that it was a benefit to

20210925 select board retreat minutes

citizen education as well internal communication between boards/committees/departments. Ms. Canfield noted one of those values is the support to the departments such as communication on DPW projects. Ms. Curran noted that this person could work with Seth in the manner in which we communicate. Mr. Boudreau said he was not in favor of a communication manager but there was a need to provide support for providing communications. He supported using an external firm such as Cohasset which would be about \$30,000/year and would not involve benefits. Ms. Curran asked how this would work and Ms. Boudreau said he would have to see as he had not previously worked with a firm. Ms. Connolly noted that the Coast Guard media coverage and Mr. Boudreau stated his press release alone would not have gotten that level of coverage. Ms. Curran noted that Seth of SCTV had not been able to move the cable project forward due to COVID. Mr. Boudreau noted a firm was used for the train and the MBTA for the reduction of services. Mr. Vegnani noted it is management of communications that was needed. Mr. Boudreau said he would send out the proposal. Mr. Goodrich noted that this entity could help us with public engagement in ways that we might not think of currently.

#### *Select Board Meetings/Agendas*

Ms. Connolly asked if there was a way to take some things off the agenda. Mr. Boudreau said there might be some things that could be designated to him. Ms. Connolly asked about board and committee appointments on a separate one day meeting such as a Saturday. Mr. Goodrich asked if they could schedule an extra ZOOM meeting such as on a Thursday once a month. Ms. Curran noted that it is more the management of the discussion topics in order to provide them the correct amount of time. Mr. Boudreau noted some of it was due to the Select Board's in depth analysis which adds time. Ms. Canfield noted the Select Board could go to weekly meetings and perhaps ZOOM meetings in the winter. Mr. Vegnani was not in favor of weekly as he noted that some meetings were long and some were shorter. He noted that their job was to vet the topics and not to expedite the process. Mr. Vegnani supported adding a Thursday meeting to cover some larger issues. Mr. Boudreau asked on budget meetings if it was necessary to bring in the smaller committees. Ms. Curran noted it was an opportunity to thank them and recognize their work. Mr. Vegnani noted that presenters should assume that the Select Board had read the presentation and not read them verbatim. Ms. Curran noted that this was also an opportunity to educate the public.

Ms. Connolly noted that 11PM executive sessions were problematic. Ms. Curran noted executive sessions should be at the beginning of the meeting instead. Ms. Canfield was concerned with going over the time limit at the beginning of a meeting and Ms. Connolly said that could be controlled through time management. Mr. Vegnani asked that meeting not be at 6PM as it is difficult. Ms. Canfield asked about ZOOM meetings as the lack of masks in the winter months discourages participation. Mr. Vegnani said that School Committee has a large turnout by ZOOM. Ms. Curran noted she preferred to be in person and Mr. Boudreau stated the equipment for a hybrid meeting was on order. Mr. Boudreau said the agenda will likely dictate the method of the meeting.

#### *Financial Policies*

Ms. Connolly stated they would continue to discuss changes at upcoming meetings.

### *Charter Review*

Ms. Canfield stated the Committee has gone through the document twice and rated issues. One of the recommendations is getting the Bylaw Review Committee up and running and turn over their list of bylaw related issues to them to move forward. The next step is a vote on a final redline in November and then that version will be communicated to applicable departments to be incorporated into a final redline version. Then there would be two public hearings prior to the spring town meeting.

### *2021/2022 Priorities*

Ms. Connolly asked for any additions to the list. Ms. Curran stated about the status of the old senior center. Mr. Goodrich provide a funding source for emergency repairs. Ms. Holt recommended testing out a new dedicated FY23 budget line in Facilities first and then add to DPW if needed as they had other sources of funds. Ms. Canfield asked about putting funds in beach investment in the current capital plan. Ms. Curran noted there needed to be an update on the foreshore funding and programs. Mr. Boudreau noted Mr. Boyd is working on the harbor resiliency currently. Mr. Vegnani noted this is an area under the master plan that needs to be addressed. Mr. Vegnani noted the need for a timeline to see the impact of the capital needs. Ms. Connolly noted that newly reconstituted beach commission should come forward with a five year plan. Mr. Vegnani spoke about creating a destination within Scituate that would motivate visitors to Massachusetts to come and visit. Ms. Curran and Ms. Canfield noted the Economic Development Commission and the Scituate Visitors Center were working on that endeavor. Ms. Curran noted Scituate has to have the amenities in restaurants once people arrive.

Ms. Curran made a motion to adjourn the meeting at 11:19 AM.

Respectfully Submitted,

Nancy Holt, Recorder

## **List of Documents for September 25, 2021 Select Board Retreat Meeting**

- Agenda
- 20200714 Retreat Minutes
- Financial Policies & Notes
- Charter Review Red Lined Version

## Select Board Retreat Meeting Minutes for September 25, 2021

### SELECT BOARD

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Karen E. Connolly, Chair

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Karen B. Canfield, Vice Chair

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Andrew W. Goodrich, Clerk

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Maura C. Curran

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Anthony V. Vegnani