

**MEETING OF THE SELECT BOARD  
TUESDAY JANUARY 9, 2024 6:30 p.m.  
SELECT BOARD HEARING ROOM – TOWN HALL**

In attendance Maura Curran, Chair, Andrew Goodrich, Vice Chair, Susan Harrison, Clerk, Karen Canfield  
Not in attendance: and Karen Connolly

Also, in attendance Jim Boudreau, Town Administrator

**MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA**

**A motion was made by Ms. Connolly at 6:30 p.m. to accept the agenda for January 9, 2024 second by Mr. Goodrich Unanimous Vote (5-0)**

Ms. Curran read the following statement:

*The Scituate Select Board is committed to providing an environment of respect during meetings. We ask all members to interact in a polite manner even when there is disagreement.*

*We value the participation of our community and want all participants, including marginalized and minoritized communities, to feel welcomed and respected.*

*We ask our committee members, and all who participate, to commit to these standards to support and respect our community.*

Ms. Curran thanked DPW, Police, Fire, Library, Senior Center, Town Hall employees for all their great work the last few days with the storm especially during the holiday week.

**WALK INS** – None at this meeting.

**REPORT OF THE TOWN ADMINISTRATOR –**

1. We are watching a storm that is going to impact us starting tonight into tomorrow (Wednesday) morning. This storm is currently forecast to be bringing heavy rains (more than 2”), high winds with gusts over 60mph and minor to moderate coastal flooding. The moderate flooding is forecast for the South Coast of MA and RI. We are anticipating minor flooding with splash over in the usual spots as the wind will not be from the east or northeast. With that amount of wind and rain we are expecting power outages to impact Scituate. Also, with the amount of rain forecast, we may see some local street flooding, so please use caution if you are driving through standing water of the roadway. Gas up your generators and get ready.

2. Scituate Police Departments goal is keeping everyone safe - we would encourage everyone during winter to:

Slow down. Leave plenty of distance with other vehicles. Allow for ample stopping time.

Clear off your windshield, roof, lights, license plate, etc.

Police can use a couple of statutes to enforce snow-clearing. ...officers can issue a \$40 fine for impeded operation if a driver has obstructed windshield/ windows and a \$200 fine for driving with an unsecured load, which can include heavy sheets of snow or ice on a car's roof. Additional charges and liability can also be attached in the event of a crash or injury

3. Next Monday is Martin Luther King Day. The following Town offices will be closed in observation of Martin Luther King Day: Town Hall, Senior Center, Library, and the Transfer Station. Also, on MLK Day The Scituate Public Schools will be hosting their 3<sup>rd</sup> Annual MLK Memorial Day Celebration. It will take place on January 15, 2024 at 1pm at The Scituate Performing Arts Center
4. “The Planning Board will be having a public hearing on January 11, 2024 at 6:30 pm in the Select Board Hearing Room or by ZOOM on zoning bylaw amendments and changes proposed for the annual town meeting on April 8, 2024.

Proposed changes include minor modifications to the Zoning Bylaw for Section 3A Compliance for MBTA Communities and clarification in the language in Section 730.4 of the Zoning Bylaw that a special permit is required.

Full text of the changes can be found on the town website, in the Planning Board Office or with the Town Clerk”

5. There will be a public information session about the beach nourishment that is planned to begin in February on North Scituate Beach. The meeting is scheduled for Thursday January 18th at 6:00 pm. You can join this meeting in person at the library or remotely on zoom. You can find the link to join remotely on our website. If you would like to submit written questions ahead of time, please email them to Corey Miles at [cmiles@scituatema.gov](mailto:cmiles@scituatema.gov).

A recording of the presentation will be posted on the SCTV YouTube page following the meeting.

6. Burning Season opens 1/15/2024

#### Burning Permit Regulations

Open burning is prohibited in the following areas: Minot, Humarock and any location EAST of Hatherly RD.

The Scituate Fire Department will strictly enforce the following State regulations. All permit holders must agree to abide by these rules, with the understanding that the Scituate Fire Department reserves the right to refuse or revoke any permit that does not conform to these rules.

- a. The open burning season for residential properties will be from January 15, 2024, through May 1, 2024
- b. Permit burning is only allowed between the daylight hours of 10:00am to 4:00pm and all fires must be started before noon and all fires must be completely extinguished by 4:00 pm
- c. Burning sites will be spot checked and permits for areas not meeting these requirements will be refused or revoked
- d. All fires must be at least 75 ft from any structure and you must have an available water supply, such as, a pressurized water pump, can, or hose and shovels or rakes for controlling the fire.
- e. **ONLY BRUSH MAY BE BURNED: LEAVES AND GRASS MAY NOT.** All fires must be tended to at all times. Piles of brush must be kept small and manageable. If fire extends beyond the initial area the permit may be revoked.
- f. If we receive a complaint that the fire is causing a smoke nuisance, the fire will have to be extinguished.
- g. You must check online each day to verify and request burning.  
Permission will be granted only on those days when winds, dryness of woods and atmospheric conditions warrant the issue of same.

- h. Increases in wind velocity, or change in other conditions, will be cause for the immediate extinguishments of fires by all permit holders.
  - i. A fine of \$500.00 is applicable by Mass. Law for any illegal burning
  - j. The Scituate Fire Department will immediately revoke the permit if the above rules and regulations are not strictly adhered to. There will be no refund of fees if the permit is revoked for cause.
7. The 2024 Annual Town Census has been mailed out to residents. Please read both sides carefully, sign and return it as soon as possible. Returning the census assures voters will remain on the active voter list.

You may not use the census form to add voters to your household or make any changes to existing voters. To make a change to your voter registration (address, name, party, etc.), you may do so in person at the Town Clerk's office or online at **registertovotema.com**. If a voter has moved within Massachusetts they can register in their new community or online and will be taken out of Scituate. If the voter has moved out of state this office will need a signed note from the voter to be removed from the voter list.

Please call Town Clerk's Office if you have any questions. 781-545-8743

8. Scituate Sister Cities will be hosting their annual 2024 Sister City Film Festival at the Reel Harbor Theater on January 11, 24, February 1 and March 5.  
Sucy-en-Brie will be presenting *Cyrano de Bergerac* on January 11 at 7pm and *Chocolat* on January 24 at 1 pm.  
Cape Verde Santa Catarina do Fogo will present *The Volcano's Last Wish* will now be on February 13, at 7:00 pm. This is a change from the original date of February 1.  
Ireland West Cork will present *My Left Foot* on March 5 at 7pm.

Suggested donation is \$10.

9. The Recreation Department's Summer 2024 job applications are now available on the Recreation Department webpage on the Town website for volunteers, counselors, directors and lifeguards. Go to [scituatema.gov](http://scituatema.gov), go to the Recreation page ([scituatema.gov/scituate-recreation-department](http://scituatema.gov/scituate-recreation-department)) and the applications are on the left side of the page.

10. Lighthouse renovations:

A decision was made today to suspend operations on the lighthouse until warmer weather. The team pushed hard to control the temperatures within the enclosure, but this weekend's winds and low temperatures showed us that the risk of pushing forward with the injection process in the cold temperatures was too great. The decision was not an easy one, but the right one. The chance of getting a freeze of the injection material before the end of the 14-day cure period for the grout was just too great and not worth the risk.

11. As part of our on-going I&I work, we are working on Egypt Beach Road. We will be replacing a sewer line in that area, but first we are relocating an existing water line. The Water and Sewer departments will have a contractor working in that area for the next several weeks. The trench will be patched for the winter, with permanent repairs being made in the spring.

12. The Town has added a link to the Town web site for information on the proposed Cushing and Hatherly MSBA project. Residents seeking information about the proposal for a new elementary school here in

Scituate can go to [scituatema.gov](http://scituatema.gov) and you will see the red banner with the link. Click and it will take you the link for the school page with information about the project.

13. The Scituate Food Pantry continues to see an increase in clients seeking assistance. The Food Pantry is deeply indebted and extremely grateful for the generosity of its donors. The pantry has a new list of most needed items as they are unable to get these items from the Greater Boston Food Bank.

|                    |                           |
|--------------------|---------------------------|
| Canned White beans | Mixed Vegetables (Canned) |
| Beef Soups         | Sloppy Joe                |
| Baked Beans        | White Tuna                |
| Jell-O and Pudding | Green and Herbal Tea      |
| Hot Chocolate      |                           |

Items can be dropped off at the Pantry during operating hours or in the bins behind the Old Gates School. The Scituate Library, Village Market and Shaw's also collect items for the Pantry.

Ms. Connolly said there are trash barrels at Widows Walk and people should not be leaving their dog waste. Ms. Canfield asked if a memorandum of understanding has been received from Cohasset and Mr. Boudreau said we have not.

#### **SCHEDULED ITEMS:**

**DISCUSS/REVIEW** Board of Assessors Article for Local Option Adoption of \$5,000 Personal Property Exemption - MGL c. 59 §5 cl 54 effective FY2025, Joe Divito, Director of Assessing

Mr. Divito reviewed the Proposed Article by the Board of Assessors to accept the provisions of Mass. Gen. L. c 59, Section 5, cl 54 which would allow the town to exempt personal property accounts with a value of \$5,000 or less-effective FY2025

- There are 220 out of 352 communities that have accepted the above local option (62.5%) (see spreadsheet)
- 7 out of 10 surrounding Towns have accepted this local option (see spreadsheet)
- If accepted, our number of personal property accounts would be reduced from 1,300 to 380. These remaining 380 accounts represent 97% of all the taxes collected from Personal Property.
- There are over 380 bills under \$5 per quarter including 87 bills under \$2.50 per quarter.
- If supported, exempting these 920 small personal property accounts would free up valuable personnel resources to ensure fair and equitable assessments of all property.
- If supported, the 920 exempted personal property accounts would not result in any loss of tax revenue. The levy would remain the same and the \$22,828 less bill processing costs of \$1,380 would be collected by adding a few pennies or less to the remaining real and personal property tax bills.

| <b>Municipality</b> | <b>Personal Property<br/>Exemption Amount</b> |
|---------------------|---|
| Abington            |   |
| Duxbury             | \$1,000                                       |
| Cohasset            |   |
| Pembroke            | \$3,000                                       |
| Hull                |   |
| Rockland            | \$4,999                                       |
| Hanover             | \$5,000                                       |
| Hingham             | \$5,000                                       |
| Scituate            |   |
| Marshfield          | \$10,000                                      |
| Norwell             | \$10,000                                      |

**Donation of \$5,000 to Scituate Senior Center, Linda (Hayes) Kelley, Council on Aging Director**

A donation made to the Town of Scituate Senior Center in the amount of **\$5,000** from a patron, Carol Martin, a Scituate resident who felt the Senior Center had filled a need for both herself and her husband prior to his death, and continues to support Carol in the many opportunities and activities that have kept her busy, connected and comforted.

Ms. Connolly asked if Ms. Kelley compiled letters like this for the Senior Center. Ms. Kelley plans to put something in the newsletter also.

**Move that the Scituate Select Board accept a donation to the Scituate Senior Center from Carol Martin to be used toward expanded programming in line with our mission and as determined by Senior Center staff. Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (5-0)**

**INTERVIEWS** Conservation Commission

a. Julie Conroy

Ms. Conroy is interested in serving on the Conservation Commission. She is from Cape Cod and studied Coastal Ecology and worked for Coastal Zone Management. She has been in the field for 15 years. She currently works for a consulting firm. She wrote Scituate's first climate plan in 2015/2016. She wants to give back to the community. She has worked in NE and NJ and has worked on coastal climate issues. Ms. Curran asked if Ms. Conroy understood the time commitment required for the position. Ms. Conroy said she does not envision any time constraints or problems serving on this Commission. Ms. Canfield said there is so much relatable experience. She asked if Ms. Conroy has sat in or met with anyone on the current Board. Ms. Conroy said she has not had the opportunity but looks forward to doing work with the Commission. Ms. Connolly said she has a very impressive resume and resiliency comes up all the time on our projects. What she did years ago is still resonating today. There are a lot of issues and it is reflected in the Master Plan. Ms. Connolly said we may also have an opening on the Coastal Advisory Commission. Ms. Conroy said she would be interested in that also. Mr. Goodrich asked if Ms. Conroy has a favorite trail. Ms. Conroy said she would like to see more connectivity with the trails we have. The Board thanked Ms. Conroy for her time.

b. Eric DiTommaso

Mr. DiTommaso is interested in serving on the Conservation Commission and grew up in the West End in Scituate. He is a plant, soil and water Conservationist. He has a horticulture background. He worked on the Rose Kennedy Greenway in Boston, the Charles River Association in Boston, the Senior Parks care manager for the Boston Common, Public Garden, etc. All of this founded on his background. He has experience with project management and working with contractors on projects such as the Esplanade, the Charles River, Landmarks, etc. He is working on a project in Norwell currently. He would like to participate on the Scituate Conservation Commission. He is interested in preserving Scituate's natural beauty. Mr. DiTommaso's interest in our native plants are intricate to our bird populations and is vitally important. Ms. Harrison asked Mr. DiTommaso if he was aware of the time commitment required for this Commission. Mr. DiTommaso said yes, he is prepared and will work with the other members of the Commission. The Board thanked Mr. DiTommaso for his time.

**PRESENTATION/DISCUSSION** Supported Access to Independent Living (SAIL), Marynell Henry, Executive Director, SAIL, Mary Burt, Executive Director of South Shore Support Services, Wendy Ellison, Founding Parent of SAIL Home, and Amy Pratt, Director of Development South Shore Support Services

Ms. Curran welcomed the group. The group presented to CPC and asked for \$1M for affordable housing funds and they voted unanimously to support the project. Ms. Henry provided an overview of the presentation to the Select Board. The mission was reviewed. SAIL Home is a non-profit created by a group of parents and professionals in health and human services. The location purchased is at 809 Country Way in Scituate, MA. SAIL Home Scituate is the first supported residential development of SAIL Home. This property boasts approximately 8000 Sq. Ft. of space that will house multiple end uses to create a truly integrated community setting. 809 Country Way is zoned for mixed-use development. Ms. Henry provided a floor plan of what the space will look like. There will be four residential units (8 bedrooms), a community center, South shore Support Services as a tenant, commercial space for rental purposes. Benefits to the Town of Scituate include affordable housing, meets MBTA Zoning requirements, and serves as a model for other municipalities. The acquisition costs is \$1,617,000, the Buildout Cost is \$1,178,500, Other costs \$204,500 for a total projected cost of \$3,000,000. Ms. Pratt reviewed the funding for the project. Ms. Curran said this is quite impressive and with Marynell leading this, there is no doubt it will be successful. Ms. Curran asked about the annual operating costs. Ms. Henry said they are a subsidiary of South Shore Support and they expect approximately \$40,000 from the two tenants. They do not anticipate any problem with that. Housing vouchers will be available as well. The rents from the tenants will help sustain this. IDD Intellectual Development Disabilities that was generally with an IQ less than 70. Over the last several years this has been expanded to include people with autism and people that need support. Also included is brain injury individuals. This group will focus on IDD and Autism. Ms. Harrison is excited for this project and has experience working in this area. This is not a free ride for families, there will be rent and supplemental expenses. There are a group of people who are really dedicated. This is not a group home funded by DDS. Ms. Harrison asked if they have received any pushback. Ms. Pratt said they have not received push back. Ms. Henry has spoken with the abutters and all are in support. Mr. Goodrich asked what we can do to help. Ms. Henry said a vote in favor and support at Town Meeting would be appreciated. Ms. Connolly said the timing is perfect. CPC has funding and it aligns with the MBTA zoning requirements, etc. She thanked the group for doing this. Ms. Canfield said the right idea comes along at the right time with the right team. This is one of those times. Ms. Canfield asked if Scituate residents will receive priority. Ms. Henry said it is designed to support our local community residents. Another funding source may be the Affordable Housing Trust. Ms. Curran said she is sure they will receive the support of the Select Board.

## **FY25 Departmental Budget Reviews**

- Department of Public Works

There is a monthly safety meeting with all the foreman. There is more of a focus on safety. New helmets were purchased for the employees. Safety films are reviewed by the departments.

- Engineering (411)

Sean McCarthy, Engineering Supervisor, oversees contracts projects for other departments; stormwater improvements, grant funds, watermain projects, dog park, etc. Staffing is difficult with the numerous projects. There was an additional salary request and additional hours. The projects do go longer than an average 8-hour day. Mr. Cafferty said they would prefer the additional person opposed to additional overtime hours if they had to choose.

- Administration (421)

Mr. Cafferty said nothing extraordinary in this budget. This is level funded for personnel.

- Highway (422)

Mr. Breen requested a new employee for highway to keep up with required work. Other than that, it is level funded. The biggest concern making sure the roads are looking good. They have been paving as the water and sewer work is done. They are going to do Jericho Road. Mr. Cafferty said, the smaller streets such as Turner Road will be done when the infrastructure work is done over the next couple of years. Mr. Cafferty said Mike and the crew did a great job completing Front Street this year. It came out great and they did a fantastic job with a lot of grief. The Board appreciates the work done by the DPW groups. Asphalt costs have gone up significantly.

- Snow & Ice (423)

Mr. Cafferty said they are already using the budget with the last storm. Main streets are the priority and then side streets.

- Public Grounds (429)

Ms. Canfield reviewed the trash barrels around town that are supported by DPW. A decision will need to be made how we handle trash on the beaches during the summer. Some people say the beaches are the most important in the Town and some people say the athletic fields are the most important. Mr. Breen said the guys spend a lot of time hand picking up the trash on the beaches that don't make it into the barrels. Trash barrels are turning into a full-time job. Mr. Cafferty said they would like to put two full time employees on tree work. Finally, we are fully staffed in highway and public grounds.

- Transfer Station Enterprise (433)

Mr. Cafferty said everyone wants to go to the transfer station. Mr. McCarthy said we are almost fully staffed. There are two employees out now. Recyclables no longer have a rebate. They found a glass hauler to take it for nothing. Costs for plastics and tin has gone up. There are some reductions in the budget. Revenues are down. C&D numbers are down and the bulky waste is also.

- Sewer Enterprise (440)

Mr. Cafferty reviewed the Sewer budget. Wil Branton is on vacation. There is a request for an additional full-time employee. Ms. Holt said the bond issued in December will require an additional \$68,000 for this budget. They found some problematic areas with the I&I near the beach on Egypt Beach Road. The water line had to be moved to get at the existing sewer lines. It is a huge source of I&I in this area. They will be adding additional man holes in this area. In one to two weeks the man hole will be ready and they will make additional decisions at that time. Mr. Cafferty said we are up this year since we have been improving the I&I. Everything was submitted to the State 2-3 weeks ago. We are doing better this year than we have in the past.

- Water Enterprise (450)

Mr. Cafferty said the water department has been doing a great job. They are juggling a lot of different things in the plant. There is a request for additional employees. They are down one

employee right now. The time it takes to get an operator trained it takes a few years. The Assistant Water Superintendent, Katherine (Kat) Kelley was in attendance tonight. The water rebate doing so well there is some money in debt service if the Board wants to augment the line later on. We are ready to go out and do testing on the Dolan Well. There was some PFAS encountered down there so additional treatment will be required. The costs have gone up. The Town Administrator and the DPW Director will be sitting down looking at all the projects for the water department to prioritize which will be done since they are all so expensive. E.g. Dolan Well, etc. The water debt retirement is in the capital plan. The Board thanked the DPW for all their work serving the Town of Scituate. DPW services are used daily in our lives.

**DPW CONTRACTS, Kevin Cafferty, DPW Director & Sean McCarthy, Engineering Supervisor**

1. Contract with Energy Conservation, Inc. for the Wastewater New High Efficiency Screw Blower Motor \$90,617

The Scituate Waste Water Treatment Plant has three main aeration blowers which provide oxygen to the activated sludge process. This contract is part of a larger clean energy project to replace the dewatering boiler and one main aeration blower; for which the Town received a \$160,735 Mass DEP Gap III grant with a \$20,000 Town match. The scope of work for this contract includes furnish & install Atlas Copco Model ZS4 VSD 75HP screw compressor blower, furnish and install all low voltage and line voltage wiring; and Factory startup, training, and programming controls. This project will help the facility save annually an estimated amount \$5,922 on its power costs.

**Move to approve the September 14<sup>th</sup> 2023, Contract with Energy Conservation, Inc. for Town of Scituate Wastewater - New High Efficiency Screw Blower Motor for an amount of \$90,617 Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)**

2. Amend original contract to provide Prequalification & Bidding Services for New Water Treatment Plant to Woodard & Curran \$82,500

Stearns Meadow the MassDOT approval was received. Mass DEP was approved and all state permits were received. The Planning Board was filed on 12/19/23 and we are awaiting a decision on that. The Zoning Board we are awaiting a decision on that. A prequalification RFP will be going out on January 10<sup>th</sup>, 2024. There are only a limited number of contractors we can use.

Prequalification will be required to do the work on the Water Treatment Plant. The design package is expected to be 90% by mid-March. The bid documents should be completed by April 2024 and construction is expected to start in June 2024 with completion of June 2026. We are looking to order manganese contactors to eliminate some of our manganese. We are looking to add additional diffusers. This could improve our water quality out of the pond. We are looking at other options to improve water quality with the plant. The water line from the old plant to the new plant is substantially completed. Ms. Canfield asked at what juncture in the project are Woodard & Curran looking to refine the estimates. Mr. Cafferty said that is happening now.

Well 17 is a new treatment facility to treat manganese. There was brown water occurring now at Old Oaken Bucket. They are investigating this to see what is causing this brown water. In September they shut the well off. They are testing everything now, e.g. the chlorine dose, working



with operators, switching treatment techniques, continually sampling for results, aeration pilot study, etc.

A warning letter will be going out due to the high trihalomethane (TTHM) due to all the rain. The date of distribution is 1/12/2024 to residents. Other communities will be sending this out to residents also. Ms. Harrison asked if the font could be bigger. Mr. Cafferty said this is the template provided by the DEP. The Town of Sharon and Springfield have bids going out. We are trying to go out first with our treatment plant.

The Town of Scituate allocated \$4,000,000 to design and engineer a new water treatment facility at the April 8, 2019 Town Meeting. On April 5, 2022 Town meeting approved article 5 for \$50,000,000 for a new water treatment plant facility. On July 6, 2021 a Phase 1 & 2 Contract (Not to Exceed \$3,500,000) was awarded to Woodard and Curran for \$1,370,000. To date the Phase 1&2 Design services have totaled \$1,804,000. Amendments included Piloting Reservoir water, completing a third round of piloting and public outreach. In December of 2022, a contract for the Final Design of the Water Treatment Plant, Public Outreach Services and a full-scale manganese contactor pilot study was awarded. (\$3,281,000)

(Remaining Contract Balance - \$3,500,000-\$1,804,000=\$1,696,000).

- Current Request
  - Contractor Prequalification's, Bidding & Award (82,500)
- Remaining Project Work:
  - Construction Administration (\$2,400,000-\$2,800,000)
  - Commissioning and Warranty (\$250,000)

Remaining Total Estimated Cost: \$5,976,000-\$6,376,000

**Move that the Select Board amend the original contract to provide Prequalification, Bidding Services and Award for a new water treatment facility to Woodard & Curran for a total sum not to exceed \$82,500.00. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)**

3. Pick Up & Processing of recyclable materials at the Transfer Station to Capital Paper Recycling of Weymouth \$100,000

Capital Paper Recycling has been providing pickup and processing of recyclable materials at the Scituate Transfer Station. These materials include plastics, paper and cardboard. Capital Paper Recycling is an approved vendor on the State of Massachusetts bid list (FAC86). Mr. McCarthy said we have been using this contractor for the last several years. There have been increases this year. An additional fee of \$100 a trip was included in the budget this year. The cap last year was approximately \$70,000. The Board would like to see this contract effective for one-year contingent on the vendor agreeing.

**Move that the Select Board award the contract for one-year, contingent upon agreement by Capital Paper Recycling, to provide pickup and processing of recyclable materials at the Scituate Transfer Station to Capital Paper Recycling of Weymouth, MA for an amount not to exceed \$100,000.00. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)**

4. Engineering, Design and Permitting for the Seawall on Turner Road & Lighthouse Road to Foth Engineering \$485,300

The Town of Scituate DPW Engineering Division prepared a Request for Proposals (RFP) for the Design and Permitting for the immediate temporary repair and replacement of the Turner Road and Lighthouse Road Seawall from Scituate Avenue to 27 Lighthouse Road. (1300 feet of Seawall).

Tasks include:

Task 1: Design and Permit immediate repairs to the existing seawall

Task 2: Design, permit and prepare contract documents for seawall replacement

Task 3: Prepare Grant applications for Construction funding

Task 4: Bidding Services

Task 5: Review bids for Construction Services

Task 6: Project Closeout

The Department of Public Works solicited 14 and received 4 acceptable proposals from Design Engineers. After the previous completion of several foreshore projects and successful grant application submissions, we recommend the selection of Foth Engineering of Marion, MA. The big factor is permitting to determine the timeline. We have been held up by CZM. Mr. Boudreau had a conversation with State officials regarding the hold up with CZM.

**Move that the Select Board award the contract for Engineering Design & Permitting Services for the Seawall Repair and Replacement for Turner Road and Lighthouse Road to Foth Engineering for \$485,300.00 Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (5-0)**

#### **DISCUSS Proposed ATM Articles for Amendments to General Bylaws, Nancy Holt, Finance**

Director/Town Accountant

Ms. Holt reviewed the amendments to general by laws on the annual town meeting warrant.

- a. Section 10260 Revolving Funds – Aquaculture revenue and expense to include mitigation from docks imposed by Conservation Commission
- b. Section 30150 Streets, Sidewalks, Public Ways – increase handicapped parking fine from \$100 to \$300
- c. Section 30125 Overnight Recreational Vehicular Parking on Public Property – to include Attorney General's edits

#### **DISCUSS Proposed ATM Article for Second Round of Small Grant Repair Program Nancy Holt, Finance**

Director/Town Accountant

To discuss the proposed annual town meeting article to provide additional funding for the Affordable Housing Small Grant Program. The program was authorized as Article 15 of the 04/2022 annual town meeting. To date, there have been eight allocations made from the original \$25,000 which total \$24,967. Of that amount, six disbursements totaling \$11,757.47 have been made as reimbursements or to vendors/contractors performing the work. Ms. Holt said the money would come from free cash.

**PROPOSED ARTICLE 14. Affordable Housing Trust - Small Grant Non-Deed Restricted Program**

To see if the Town will vote to further fund a Small Grant Non-Deed Restricted Program as administered by the Affordable Housing Trust and to fund such program appropriate the sum of \$25,000.00; or take any other action relative thereto.

**Capital Planning Committee recommendations on FY25 Capital Plan** Nancy Holt, Finance Director/Town Accountant

- 1. Move that the Select Board move forward with the FY 2025 Capital Plan as recommended by the Capital Planning Committee for 33 projects totaling \$28,114,829 funded by free cash, retained earnings, grants, revolving funds and borrowing. Motion by Mr. Goodrich second by Ms. Connolly Unanimous Vote (5-0)**

**REVIEW/DISCUSS/VOTE 04/08/24 ATM & STM and 04/29/24 STM warrants - for any articles to strike**  
Nancy Holt, Finance Director/Town Accountant

The Select Board reviewed the articles on the Special Town Meeting Warrant for April 8, 2024

**Move to approve the Special Town Meeting warrant for April 8, 2024 as written. Motion by Ms. Curran second by Ms. Harrison Unanimous Vote (5-0)**

The Select Board reviewed the articles on the Annual Town Meeting Warrant for April 8, 2024

**Move to approve the Annual Town Meeting warrant for April 8, 2024 as written. Motion by Ms. Curran second by Ms. Canfield Unanimous Vote (5-0)**

**Unallocated ARPA Funds for Water Infrastructure Purposes** Nancy Holt, Finance Director/Town Accountant

To discuss the allocation of the remaining \$250,000 unallocated ARPA funds from the Commonwealth of MA. At the February 15, 2022 Select Board meeting, the members voted unanimously.

The ARPA funds need to be allocated by 12/31/24 and spent by 12/31/26. There is another debt exclusion project for the new Hatherly School coming in a few months and the operating budgets are not able to add needed personnel and are barely able to sustain services. As the taxpayers are going to be asked for additional funds for all of these reasons, it is reasonable to ask the Board to consider allocating the remaining ARPA funds to the water treatment plant project to reduce the overall additional tax burden to taxpayers. The \$250,000 would provide a \$30 total estimated savings to the average single family assessed home of \$921,206.

The current funding sources for the \$50M water treatment plant are listed below.

| Source                               | Amount               | %             |
|--------------------------------------|----------------------|---------------|
| Clean Water Trust Loan Forgiveness   | \$ 473,753           | 0.9%          |
| Plymouth County ARPA Funds           | \$ 3,400,287         | 6.8%          |
| Comm of MA FY22 Budget Earmark       | \$ 125,000           | 0.3%          |
| Comm of MA Allocated ARPA Funds      | \$ 1,730,748         | 3.5%          |
| <b>Sub-total Other Sources</b>       | <b>\$ 5,729,788</b>  | <b>11.5%</b>  |
|                                      |                      |               |
| Borrowing - STM 04/22 Art 5 - \$50M  | \$ 44,270,212        | 88.5%         |
| <b>Total Project Funding Sources</b> | <b>\$ 50,000,000</b> | <b>100.0%</b> |

**Move that the Select Board allocate the remaining \$250,000 of unallocated American Rescue Plan Act (ARPA) funds from the Commonwealth of Massachusetts to the new water treatment plant project to provide further relief to taxpayers. Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (5-0)**

**Acceptance of \$1,255 Donation to Police K-9 Gift Account**, Nancy Holt, Finance Director/Town Accountant  
The Town has received a donation of \$1,255 from the EK White Foundation for Life and Science for the Police K-9 Gift Fund. K-9 Tango retired and now we have Breck.

**Move that the Select Board accept the donation of \$1,255 from the EK White Foundation for Life and Science for the Police K-9 Gift Fund. Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (5-0)**

#### **NEW BUSINESS:**

##### **1. 2024 Seasonal Population**

**Move to approve the 2024 seasonal population estimate for the ABCC. As of July 10, 2024, our resident population estimate is 28,500. Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)**

##### **2. Board & Committee Appointments**

###### **a. Conservation Commission**

The Board said both candidates are exceptional. In speaking with the Conservation Commission, the expertise of Eric DiTommaso would fill a gap that the Commission has currently.

**Move to appoint Eric DiTommaso to the Conservation Commission for a term of three years or until a successor is named and pending completion of the ethics requirements. Motion by Ms. Connolly second by Mr. Goodrich Unanimous Vote (5-0)**

##### **3. Renewal of Drain Layer Licenses**

- a. Iaria Brothers Inc.
- b. Riccio Excavation Co.
- c. Cobra Enterprises, Inc.
- d. Totman Enterprises, Inc.
- e. E.L. Margetts and Sons, Inc.

**Move to approve the renewal of the Drainlayers License for Iaria Bros Inc., Riccio Excavation Co., Cobra Enterprises Inc., Totman Enterprises Inc., and E.L. Margetts and Sons Inc. Motion by Ms. Curran second by Ms. Connolly Unanimous Vote (5-0)**

**OTHER BUSINESS:**

1. Liaison Reports

Ms. Canfield said EDC approved funding \$4000 for sister city film festival. By Law review committee is having its first meeting tomorrow night. Ms. Canfield will ZOOM into the next Board meeting on January 23<sup>rd</sup>.

Ms. Harrison said Waterways met last week and are still working through dock boxes. The first Mordecai Lincoln meeting will be held next Wednesday.

2. Correspondence

Town of Duxbury letter received regarding Pilgrim Nuclear Power Station. The Scituate Select Board would like a letter sent in support. Ms. Devin will work on this letter.

There was an application to construct a pier on Edward Foster Road. 134-foot dock is proposed with a 20-foot ramp and a 6 x 12 float. The State provides the license. Comments should be sent to DEP.

Grant report card for 2023 was provided to the Board and is on the Town Administrator web page. The report card for 2024 YTD is also included.

Martin Luther King Memorial at 1 pm on January 15th is at the Performing Arts Center. This is posted on the Town Facebook page.

3. Approval of Meeting Minutes

**Move to accept the minutes for the Select Board meeting held on December 19, 2023 Motion by Mr. Goodrich second by Ms. Canfield (Unanimous Vote (5-0))**

4. Adjournment and signing of documents

**Motion to adjourn the meeting at 10:00 p.m. by Ms. Canfield second by Mr. Goodrich Unanimous Vote (5-0)**

Respectfully Submitted,

Lorraine Devin, Recorder

## **List of Documents for the January 9, 2024 Select Board Meeting**

### Agenda

#### Upcoming Meetings & Events

Board of Assessors Article for Local Option Adoption of \$5,000 Personal Property Exemption

Donation of \$5,000 to Scituate Senior Center

Interviews for Conservation Commission

- Julie Conroy
- Eric DiTommaso

Presentation - Supported Access to Independent Living (SAIL)

Fiscal Year 2025 Departmental Budget Reviews

- Department of Public Works
  - Engineering (411)
  - Administration (421)
  - Highway (422)
  - Snow & Ice (423)
  - Public Grounds (429)
  - Transfer Station Enterprise (433)
  - Sewer Enterprise (440)
  - Water Enterprise (450)

#### DPW Contracts

1. Contract with Energy Conservation, Inc. for the Wastewater New High Efficiency Screw Blower Motor \$90,617
2. Amend original contract to provide Prequalification & Bidding Services for New Water Treatment Plant to Woodard & Curran \$82,500
3. Pick Up & Processing of recyclable materials at the Transfer Station to Capital Paper Recycling of Weymouth \$100,000
4. Engineering, Design and Permitting for the Seawall on Turner Road & Lighthouse Road to Foth Engineering \$485,300

#### Proposed ATM Articles for Amendments to General Bylaws

- d. Section 10260 Revolving Funds – Aquaculture revenue and expense to include mitigation from docks imposed by Conservation Commission
- e. Section 30150 Streets, Sidewalks, Public Ways – increase handicapped parking fine from \$100 to \$300
- f. Section 30125 Overnight Recreational Vehicular Parking on Public Property – to include Attorney General's edits

#### Proposed ATM Article for Second Round of Small Grant Repair Program

Capital Planning Committee recommendations on FY25 Capital Plan

04/08/24 ATM & STM and 04/29/24 STM warrants - for any articles to strike

Unallocated ARPA Funds for Water Infrastructure Purposes

Acceptance of \$1,255 Donation to Police K-9 Gift Account

2024 Seasonal Population

Conservation Commission Board & Committee Appointment

Renewal of Drain Layer Licenses

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- b. Riccio Excavation Co.
- c. Cobra Enterprises, Inc.

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Approval of December 19, 2023 Select Board Meeting Minutes

## Select Board Meeting Minutes for January 9, 2024

### SELECT BOARD

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Maura C. Curran , Chair

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Andrew W. Goodrich, Vice Chair

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Susan J. Harrison, Clerk

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Karen B. Canfield

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Karen E. Connolly



