

**MEETING OF THE SELECT BOARD
TUESDAY, APRIL 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 and Karen Connolly

Also, in attendance Jim Boudreau, Town Administrator

MEETING CALLED TO ORDER/ACCEPTANCE OF AGENDA

A motion was made by Ms. Curran at 6:30 p.m. to accept the agenda for April 9, 2024 second by Ms. Connolly 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.

WALK INS-None at this meeting.

REPORT OF THE TOWN ADMINISTRATOR-

1. Last night was our annual Town Meeting. I want to thank everyone who attended for their participation and also thank all the Department Heads, Town Employees and Volunteers that make the Town work on a daily basis.
2. Please be a little more aware as you are driving around town the next couple of days, the tides through Friday are astronomically high which could lead to some localized minor flooding in low lying areas that are prone to flooding. Should not be anything too bad or widespread, but be cautious.
3. The Town is conducting concrete testing on the Cedar Point Seawall. That work began today and will continue for 2-3 weeks. The testing will take place on Turner Road and Lighthouse Road, south of the intersection with Jericho Road. Questions-contact the Engineering Department at 781-545-8732, ext. 5.
4. The Scituate Water Department will be flushing in the Walnut Tree Hill neighborhood tomorrow, April 10, starting at Woodworth Road. This routine maintenance may cause temporary changes, including brown water in both the area of flushing and beyond. Keep an eye out for discoloration and double check before bathing or doing laundry. Questions-call the Water Department at (781) 545-8735.
5. The contractor for the Scituate Lighthouse project is scheduled to be back on sit April 22 to complete the remaining work on the Lighthouse. As residents may recall, we were forced to pause the project last year when the weather got to cold. The required grout work requires that the temperature remains over 40 degrees. Grouting, metal handrails outside the lighting room, some glass work and painting are the major remaining project items.

6. Mark your calendars for 2024 Ship Shape Day that will take on Star Wars Day, Saturday, May 4. Supplies can be picked up at Town Hall from 8am-1pm at the Town Hall. Clean-up can be done on Saturday and/or Sunday and residents can leave the special Ship Shape Day bags by the side of the road where they will be picked up by the DPW. Ship Shape Day is sponsored by the Beautification Committee and the Town of Scituate.
7. The Town Treasurer would like to remind residents that quarterly payments for real estate and personal property taxes are due by Wednesday, May 1, 2024. You can pay your taxes in person at the Treasurer's Office here at Town Hall or through the Town web site under "Online Services" on the Town's Home page and selecting "Pay Bills Online." For additional details you can visit the Treasurer's web page and select "Important Tax Information."
8. The Scituate Board of Health will be hosting a Mosquito and Tick presentation on Monday April 29 from 3:30pm-5:00pm at the Scituate Library in the Community Room. This presentation will be in collaboration with the Plymouth County Mosquito Control Project and they will provide helpful tips on keeping you and your family safe from exposure to Mosquitos and Ticks.
9. The Scituate Health Department will also be hosting the Dana-Farber Mammography Van on Thursday, May 2, 2024, from 7:00 AM to 3:30 PM. Women aged 40 and older interested in scheduling an appointment can reach out to the Mammography Van office at 617-632-1974. Dana-Farber will seamlessly obtain prior mammography films/images with permission, ensuring a user-friendly process.

The van will be stationed at St. Luke's Episcopal Church, 465 First Parish Road, Scituate, conveniently located across from Town Hall at the corner of Route 3A and First Parish Road.

Special thanks to Reverend Natasha Stewart and St. Luke's Episcopal Church for graciously hosting the Mammography Van

The van is fully licensed and inspected by the Massachusetts Department of Public Health. Screening mammograms will be conducted by Dana-Farber's skilled technologists and interpreted by board-certified radiologists from Dana-Farber.

For any questions, please contact the Scituate Health Department at (781) 545-8725.

10. The Scituate Police Department will be hosting a blood drive with the Kraft Family Blood Donor Center to remember and honor all those fighting cancers. The Drive will take place on Sunday, April 28, 2024 from 8:00am – 2:30pm at the Public Safety Complex, 800 Chief Justice Cushing Highway. Appointments are recommended but walk-ins will be taken as time allows. A photo ID is required. As a special thank you, donors will receive a Kraft Family Blood Center \$10 Target Gift Card. For information call 617-632-3206.
11. The Mordecai Lincoln Committee has developed a survey for residents interested in providing input on the future use of the Mordecai Lincoln property Your feedback will play a pivotal role in determining the future of this space. The Mordecai Lincoln Property survey is now available for residents to complete. We encourage you to take a few moments to share your thoughts by completing the online questionnaire is available on Facebook and the Town of Scituate Website under Town News
12. The Recreation Department and the Scituate Bike Committee will be hosting a Pedal for the Planet Slo Roll on Saturday, April 20, 2024. Online registration is required before the event. Cost is \$5 per

participant. Sign-ins start at 10:30am with the event kicking off at 11:00am. Please contact the Recreation Department for more information.

13. 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.

14. 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 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. The Special Town Meeting to consider this project is Monday, April 29 at 7:00pm at the Scituate High School gymnasium.

15. 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.

Cream of Mushroom Soup

Low Sugar Cereal (Cheerios/Chex/ Rice Krispies, etc.)

Boxed Oatmeal

Juice Boxes

Cranberry Juice

Jell-O/Pudding Cups

Canned White Tuna

Canned Mixed Fruit

Baked Beans

Quick Bread Mix

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.

16. Stay informed about the North Scituate Beach Nourishment Project by checking out the Coastal Management and Flood Hazard Mitigation page on the Town of Scituate website.

17. Meetings

Monday-Town Meeting

Tuesday-Select Board

Wednesday-Commission on Disabilities

18. Make sure to check out the Scituate Community TV YouTube Channel for Town of Scituate updates on news, school events & sports, and community programs. Also, make sure you register for Town of Scituate emails by going to the web-site and clicking on "Subscribe to News". Follow the Town on Facebook.

Ms. Curran thanked all town employees for their great work putting together the Town Meeting last evening. Congressman Keating said Scituate will receive a \$970,000 grant for the new water treatment plant and more information to come.

Jim Cantwell informed the Select Board that Scituate will receive a \$5.5M grant for seawalls from Senator Markey's office and more information to come.

Ms. Harrison asked when the lighthouse will be completed. Mr. Boudreau said 2-3 weeks after April 22, 2024 weather dependent.

Ms. Connolly said there will be a celebration for the completion of the Scituate Lighthouse that is being planned.

Ms. Connolly asked if Go Green is being monitored because it is getting worse. Mr. Boudreau said the Fire Department is in charge of that. Mr. Boudreau said Deputy Chief Riley will monitor.

Ms. Canfield asked when the North Scituate Beach Nourishment project will be complete. Mr. Boudreau said he will need to check with Corey Miles and get back to the Board.

Ms. Canfield asked when the porta potties will be returned to the beaches. Mr. Boudreau said they will go out in May the Friday before Memorial Day.

Mr. Goodrich asked about Egypt Beach Road and asked what is going on down there with the sand all over the place. Mr. Boudreau said they are replacing the water and sewer lines as part of the I&I project. It will be cleaned up once they complete the project.

Mr. Boudreau said the appropriation from Senator Markey is the largest one awarded in the Commonwealth this year.

SCHEDULED ITEMS:

PRESENTATION Service Anniversary 25 years Kathy Gardner, Town Clerk

Kathy Gardner has worked for the Town of Scituate for 25 years. She began working for Scituate Public Schools from January 1999 to 2006. In 2006, Kathy accepted a position in the Town Clerks office and was promoted to the Assistant Town Clerk in 2008. Kathy was elected to the position of Town Clerk in 2012. Ms. Curran said Ms. Gardner is one of the hardest working people she has dedication and passion for her job. It is so admirable. Ms. Curran congratulated Kathy and said she is a great asset! Ms. Gardner said she appreciates all the support she gets from everyone. The DPW employees are the muscle who help her get everything ready. Her staff is a great help. This is a wonderful town and community. Ms. Canfield said all of her accomplishments have been done with grit and smile and heart. The Town Clerk's office is so helpful. Ms. Connolly thanked Ms. Gardner for all her help over the years. We in Scituate are very grateful that we have

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Kathy Gardner especially in this political climate it is a big job. Mr. Goodrich said nobody has ever been concerned about how the elections and town meetings will go and Ms. Gardner nails it every time. Ms. Harrison said she loves working with Kathy and she does such a great job. She is smart, organized and a great public servant.

Acceptance of Donations

1. Anonymous Donation of \$1000 to Scituate Police Department, Mark Thompson, Police Chief
Move that the Select Board accept a donation of \$1,000 for the Scituate Police K-9 gift fund to benefit future initiatives with the Scituate Police Community Resource Dog. Motion by Ms. Connolly second by Ms. Canfield Unanimous Vote (5-0)

Arbor Day Proclamation

Ms. Harrison read the Arbor Day Proclamation and the signed proclamation will be sent to DPW Public Grounds.

~~Memorandum of Agreement Scituate Firefighters Union Local 1464 FY25 FY27, Bob Clark, Human Resources Director-postponed to future meeting~~

DPW Contracts, Kevin Cafferty, DPW Director

1. Ti-Sales, Inc for Water Meters with Integrated Radio's \$224,330.25

The Water Department has been working on its goal of having 100% of the Town on electronic meters. The integrated radios allow for efficiency for the meter operator as well as generating a wealth of data that will help the Water Department uncover issues much quicker. Excessive usage from a leak will be flagged much easier and faster with the electronic meters. Currently, approximately 65% of the meters in the Town are electronic. The Water Department continues to work to grow adoption of the electronic meters and is purchasing over 700 new meters for a total cost of \$224,330.25. Ms. Curran asked how long does it take to install 700 meters and what % of our town will be completed after this installation. Mr. Cafferty said by the end of this year we can be close to 100%. We are in the 60th percentile now. Ms. Curran said this is a great goal. Ms. Harrison asked if we would do monthly readings in the future. Mr. Cafferty does not see this happening at this time.

Move that the Select Board award the contract for providing new water meters with integrated radios to Tri-Sales Incorporated at unit prices outlined in the contract. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

Annual Ambulance Abatements, Nancy Holt, Finance Director/Town Accountant

The Town's Ambulance Abatement policy recommends abatement of uncollectible charges after 24 months. The total outstanding as of March 31, 2024 is \$836,707.39, of which 46.7% is over 24 months. Tonight's proposed listing would abate only those over 48 months and leave the remainder open for further collection activity. The listing provided includes all open ambulance accounts from FY19 and FY20 totaling \$170,135.07. There are also 46 accounts totaling \$33,229.85 that are less than 48 months old that are in order to be considered for abatement due to death, hardship, Medicare balances, unable to locate and unable to balance invoice reasons.

Move to approve the recommended abatements for all outstanding ambulance charges from FY 2019 and 2020 totaling \$170,135.07. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

Move to approve the recommended abatements for 46 accounts due to death, hardship, Medicare balances, unable to locate and unable to balance invoice reasons from totaling \$33,229.85. Motion by Mr. Goodrich second by Ms. Canfield Unanimous Vote (5-0)

Updates & Revisions, Select Board Policies, Karen Canfield, Select Board

Select Board Policy 2-98, 15-98, 16-98, 25-98, 30-98 and 66-21 need to be looked at further with Select Board Policies and Procedures. Ms. Canfield and Ms. Devin will review further and incorporate into the Select Board Procedures for review at the next meeting.

Move to rescind Select Board Policies 10-98, 23-98, 24-98 and 31-98 as they have been replaced by other policies or are outdated. Motion by Ms. Curran second by Ms. Harrison

Move to revise and approve Select Board Policy 18-98 Board and Committees Vacancies as discussed. Motion by Ms. Curran second by Ms. Canfield Unanimous Vote (5-0)

Move to revise and approve Select Board Policy 27-98 Flag as discussed. Motion by Ms. Curran second by Mr. Goodrich Unanimous Vote (5-0)

NEW BUSINESS:

1. Board & Committee Appointments
 - a. Julie Conroy - Coastal Advisory Commission
Application and resume included in the backup. Julie Conroy originally interviewed for a position with the Conservation Commission on January 9, 2024. The Board selected another candidate for the position, but thought Ms. Conroy might be a good fit for the Coastal Advisory Commission. Ms. Conroy was emailed on January 30, 2024 to inquiry about her interest in this alternate committee. Ms. Conroy replied on March 17, 2024 confirming her interest in the committee.

Move to appoint Julie Conroy to the Costal Advisory Commission for a term of one year or until a successor is named. Motion by Mr. Goodrich second by Ms. Harrison Unanimous Vote (5-0)

- b. Mike Breen - Interim Custodian of Veterans Graves
The Veterans Agent recently retired. The Town Administrator would like to appoint Mike Breen as the Interim Custodian of Veterans Graves.

Move to appoint Mike Breen as the Interim Custodian of Veterans Graves until a new Veterans Agent has been hired. Motion by Mr. Goodrich second by Ms. Connolly Unanimous Vote (5-0)

OTHER BUSINESS:

- a. Liaison Reports

Ms. Canfield said the slo roll bike is April 20th and the Bicycle Commission on May 17th there will be a national bike to work day. The committee will work with all departments.

Ms. Harrison said the Waterways Commission are looking at other opportunities to raise revenue. We are the only boat launch that does not charge to pay at our Jericho Road boat launch. The Town Pier truck to truck should be paying also for use of town pier. Marina and mooring rates will inevitably increase.

Ms. Connolly said MAPC was here today and they are interested in highlighting the harbor park project. Ms. Harrison spoke to the MAPC about the permitting process and the difficulty of permitting hoping to get some assistance with the process.

1. Correspondence
Nothing to report

2. Approval of Meeting Minutes

Move to accept the minutes for the Select Board meeting held on March 26, 2024. Motion by Ms. Curran second by Ms. Connolly Unanimous Vote (5-0)

Move to accept and not release the Executive Session minutes for the Select Board meeting held on March 26, 2024 since matters discussed are still pending at this time. Motion by Ms. Curran second by Ms. Canfield Unanimous Vote (5-0)

3. Adjournment and Signing of Documents

Motion by Ms. Connolly to adjourn the meeting at 8:29 p.m. second by Ms. Canfield Unanimous Vote (5-0)

Respectfully Submitted,

Lorraine Devin, Recorder

List of Documents for the April 9, 2024 Select Board Meeting

Agenda

Upcoming Meetings & Events

Service Anniversary 25 years Kathy Gardner, Town Clerk

Anonymous Donation of \$1000 to Scituate Police Department, Mark Thompson, Police Chief

Arbor Day Proclamation

~~Memorandum of Agreement Scituate Firefighters Union Local 1464 FY25-FY27, Bob Clark, Human Resources~~

~~Director~~ postponed to future meeting

Ti-Sales, Inc for Water Meters with Integrated Radio's \$224,330.25

Annual Ambulance Abatements

Updates & Revisions, Select Board Policies, Karen Canfield, Select Board

Board & Committee Appointments

Julie Conroy - Coastal Advisory Commission

Mike Breen - Interim Custodian of Veterans Graves

Meeting Minutes Select Board Meeting March 26, 2024 and Executive Session March 26, 2024

Select Board Meeting Minutes for April 9, 2024

SELECT BOARD

Maura C. Curran , Chair

Andrew W. Goodrich, Vice Chair

Susan J. Harrison, Clerk

Karen B. Canfield

Karen E. Connolly