

Date: February 12, 2018

Date Minutes Approved: March 5, 2018

TOWN CLERK

2018 MAR 30 AM 11:39

DUXBURY, MASS.

BOARD OF SELECTMEN

Present: Shawn Dahlen, Chair; David Madigan, Vice-Chair and Theodore J. Flynn, Clerk

Absent: None

Staff: René J. Read, Town Manager and Nancy O'Connor, Executive Assistant

CONVENED IN OPEN SESSION –

I. CALL TO ORDER The meeting was called to order at approximately 7:00 p.m.

II. OPEN FORUM Nothing presented.

III. NEW BUSINESS

Discussion pertaining to March 2018 Annual Town Meeting Warrant – Article Review and Board recommendations – presentations may be made by article proponents.

(Note: Warrant is still in draft form and articles numbers are subject to change.)

Article 4A Personnel Plan Amendment Sponsored by the Personnel Board

Mr. Read stated that this is a proposed amendment to the general by-law, which will cover all non-union employees. Jeannie Horne, Human Resources Director, spoke on this article. She stated that she has been working with the Personnel Board, and they voted unanimously in support of these articles as well as the Finance Committee.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 4A Personnel Plan Amendment Sponsored by the Personnel Board, as presented.
Seconded by Mr. Madigan Vote: 3:0:0

Article 4B Funding of Salaries Sponsored by the Personnel Board

Mr. Dahlen asked what the \$187,000 was for. Mr. Read responded that it covers salary increases and adjustments.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 4B Funding of Salaries in the amount of \$187,000 Sponsored by the Personnel Board, as presented.
Seconded by Mr. Madigan Vote: 3:0:0

Article 6 Capital Budget Sponsored by the Fiscal Advisory and Finance Committees

Mr. Read gave a brief description of each department's capital request(s) and the votes for same.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 6 Capital Budget in the amount of \$1,675,336 Sponsored by the Fiscal Advisory and Finance Committees, as presented. Seconded by Mr. Madigan Vote: 3:0:0

Article 7 Small Equipment and Minor Services Sponsored by the Finance Director

Mr. Read gave a brief description of each department's capital request(s) and the votes for same, and also explained that these requests were for small capital items \$15,000 or less.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 7 Small Equipment and Minor Services in the amount of \$111,457 Sponsored by the Finance Director, as presented. Seconded by Mr. Madigan Vote: 3:0:0

Article 13 Citizens' Petition – Amend Zoning By-laws – Proposal to Re-Zone Former Battelle Memorial Institute Property from Residential Compatibility (RC) to Neighborhood Business 1 (NB1)

Mr. Chris Sherman and Mr. Skip Bennett both spoke on this article. Mr. Sherman prepared a Power Point presentation, which described their business, how it has grown, and their vision for this new site. They are proposing to change the zoning to NB-1, now excluding the historic houses on Washington Street. Mr. Sherman continued to state that they have been meeting with the Planning Board, Finance Committee, neighbors, and have had public engagement sessions, and it was clear that the Washington Street façade is the sensitive area. He further mentioned that they both grew up in Duxbury and want to engage the Town and the project sensitively, and want to develop their farm in a logical way for Duxbury.

Mr. Dahlen suggested that the Selectmen wait until Town Meeting to vote.

The Selectmen passed on the motion and no vote taken.

Article 19 Information Technology Steering Committee Sponsored by the Finance Committee

Mr. Read stated that this was borne out of the Government Study Committee and the Finance Committee had an interest in hiring an independent consultant regarding combining the Towns and Schools. Kathleen Glynn, Finance Committee, mentioned that as part of the Master Plan, they looked at all infrastructure between the Town and the Schools. Mr. Dahlen asked if the consultant would be doing the bulk of the work, and Ms. Glynn replied yes.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 19 Information Technology Steering Committee Sponsored by the Finance Committee, as presented. Seconded by Mr. Madigan Vote: 3:0:0

Article 29 Amend General By-law re: Handicap Parking Fines and Enforcement and Funding Sponsored by the Municipal Commission on Disabilities

Ms. Horne spoke on this article. She stated that the minimum fine is \$100, which we are currently below. We are complying with the law with this amendment.

Mr. Flynn moved that the Board of Selectmen support the 2018 Annual Town Meeting Article No. 29 Amend General By-law re: Handicap Parking Fines and Enforcement and Funding Sponsored by the Municipal Commission on Disabilities, as presented. Seconded by Mr. Madigan Vote: 3:0:0

Discussion pertaining to FY19 School Department Budget Request

In attendance from the school were Dr. John Antonucci, Superintendent; David Proule, School Business Manager; and members of the School Committee (Peter Quigley, Julia Adams, Kellie Bresnehan and Matt Gambino).

Mr. Dahlen commented that there was a discrepancy between what was recommended by the School Committee, the Finance Committee and the Town Manager and nobody completely understood the process and what's available to spend collectively. Mr. Madigan also stated that while setting up the budget and trying to estimate the revenues – we are somewhat conservative.

Peter Quigley, Chair of the School Committee, handed out a summary of the School Committee recommended FY19 budget. Mr. Quigley discussed the overview/summary and conclusion.

Mr. Madden stated that they calculate what revenues are going to be and this year we predicted a 3.1% (almost 3.2%) increase in taxation, a 1.6% increase in State aid, and a 1.43% increase in local receipts – that's where the money comes from. This year as a base we utilized a 2 ¼ increase in salaries and level funded other expenses.

Betsy Sullivan, Chair – Finance Committee, stated that this is a very difficult and complex process to follow and difficult to make predictions.

Dr. Antonucci presented the Selectmen with a handout of the DPS Proposed FY19 Operating Budget.

Discussions continued back and forth, and Mr. Dahlen suggested that the School Committee put together a list of questions to be addressed at a later time.

Selectmen Vote recommendations pertaining to March 2018 Special Town Meeting Warrant

Article 1 Supplemental Appropriations Proposed by the Board of Selectmen/Town Manager

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 1 Supplemental Appropriations, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 2 Unpaid Bills Proposed by the Town Manager

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 2 Unpaid Bills, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 3 Fund Collective Bargaining Agreement (Article will be Indefinitely Postponed)

The Selectmen took no action/vote on this article as it is indefinitely postponed.

Article 4 Replace Harbormaster Pickup Truck proposed by the Finance Department

Mr. Madden explained that this was the oldest vehicle in the fleet and was originally going to be on the Capital plan, but put on the Special so the vehicle will be available for the season. This vehicle was deemed totaled by our insurance company so \$14,654.50 will be funded through insurance recovery and the balance of \$25,865.50 from Waterways Improvement.

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 4 Replace Harbormaster Pickup Truck, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 5 Powder Point Bridge Capital Project Funding proposed by the Finance Department

Mr. Madden stated that he recommended paying off with free cash, rather than bond.

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 5 Powder Point Bridge Capital Project Funding, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 6 MS/HS Capital Project Funding proposed by the Finance Department

Mr. Madden mentioned that they have received all MSBA reimbursement and recommends paying off the remainder with free cash.

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 6 MS/HS Capital Project Funding, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 7 Special Education Reserve Fund proposed by the School Business Manager and Finance Director

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 7 Special Education Reserve Fund, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 8 Pension Reserve Fund proposed by the Finance Department

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 8 Pension Reserve Fund, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 9 Other Post Employment Benefits (OPEB) proposed by the Finance Department

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 9 Other Post Employment Benefits (OPEB), as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 10 Stabilization Fund proposed by the Finance Department

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 10 Stabilization Fund, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Article 11 Accrued Liabilities and Compensated Absences Fund proposed by the Finance Director

Mr. Flynn moved that the Board of Selectmen support the 2018 Special Town Meeting Article No. 11 Accrued Liabilities and Compensated Absences Fund, as presented.

Seconded by Mr. Madigan Vote: 3:0:0

Selectmen Vote to Close the Town Meeting Warrants

Mr. Read asked that the Selectmen allow staff to make changes/edits where necessary. Mr. Madigan agreed. Mr. Flynn moved that the Board of Selectmen close the 2018 Annual Town Meeting Warrant and the Special Town Meeting Warrants. Seconded by Mr. Madigan Vote: 3:0:0

Selectmen sign Annual and Special Town Meeting Warrants (3 of each)

Mr. Flynn moved that the Board of Selectmen sign the 2018 Annual Town Meeting and Special Town Meeting Warrants. Seconded by Mr. Madigan Vote: 3:0:0

IV TOWN MANAGER'S REPORT

North Hill Country Club

North Hill Country Club Year End Revenues:

2016 \$494,526

2017 \$622,289

This nearly 26% increase in revenues is a direct result of two factors:

- 1) Better course conditions due to the capital investment of funds to the irrigation system at North Hill by the Town of Duxbury. This investment, supervised by the Recreation Department, has paid huge dividends when it comes to course conditions. Last year's conditions were the finest I have seen in my tenure. This work plus the Manager's hard work on the course is the primary reason for the increase I believe. People have many choices when it comes to reaching in their pockets to play at a public course and they chose North Hill in record numbers.
- 2) A better job of customer service by our Manager. Though this is harder to quantify in some respects, I received significantly less complaints from the public about their experience at North Hill, and significantly more positive ones than in year's past as it related to customer service.

The above increases to revenues were accomplished with NO increases in fees from 2016 to 2017.

McLaughlin Case

The Town did not appeal the 21 day judgement. The Friends of the Bluefish River moved to intervene but that motion was denied on Friday, February 9, 2018. There is an appeal period for the denial and as a result the matter is not resolved at this time.

V COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS – None

VI ONE-DAY LIQUOR LICENSE REQUESTS *None*

VII EVENT PERMITS - *None*

VIII MINUTES

Mr. Flynn moved that the Board of Selectmen approve the 1/29/18 and the 2/5/18 Selectmen's Minutes, as presented. Seconded by Mr. Madigan Vote: 3:0:0

IX ANNOUNCEMENTS

1) Duxbury COA Lifelong Learning Program Registration

Reminder the Lifelong Learning Program Registration will take place on Tuesday, February 13th from 3 pm – 5 pm and will continue on Wednesday, February 14th and Thursday, February 15th from 10 am – Noon at the Duxbury Senior Center. The new Lifelong Learning programs are listed in the COA's newsletter, Duxbury Doings.

2) Panel Discussion on the new State Recreational Marijuana Law, related Town Meeting articles, and community concerns.

Reminder regarding the upcoming DuxburyFACTS panel discussion regarding the State recreational marijuana law, related Town Meeting articles, and community concerns will be at 7:00 PM on Tuesday, February 13, 2018 at the Duxbury Free Library, Merry Room, 77 Alden Street, Duxbury. The Duxbury community is invited to attend.

3) Senior Center Expansion Public Meetings

There are two opportunities for the public to hear about the Senior Center Expansion plans prior to Town Meeting. COA Director Joanne Moore and the Duxbury Senior Center Building Committee will present the designs for the Duxbury Senior Center expansion project and answer questions about the project on Tuesday, Feb. 20, at 9 a.m. and again on Wednesday, Feb. 21, at 7 p.m. The plans include additional classroom space, a new fitness room, private office space, and additional space for the Alzheimer's Social Day program that will enable the center to double the capacity of participants in that program. Residents are encouraged to attend to learn about the proposal before Town Meeting.

4) Presidents' Day – Town Hall Closure:

The Town Hall will be closed on Monday, February 19th in observance of Presidents' Day.

5) Next Scheduled Selectmen's Meeting is on: Monday, March 5, 2018.

X ADJOURNMENT

At approximately 9:30 p.m., Mr. Madigan moved that the Board adjourn.

Seconded by Mr. Flynn Vote: 3:0:0

Minutes submitted by Nancy O'Connor

LIST OF DOCUMENTS (documents are kept in the Board of Selectmen files)

- 1) Agenda*
- 2) ATM/STM Warrants (drafts)*
- 3) One-Liners – Articles (draft)*
- 4) Island Creek Oysters – Power Point Presentation*
- 5) Handout – Summary of School Committee Recommended Budget*
- 6) Handout – Duxbury Public Schools – Proposed FY'19 Operating Budget Executive Summary*
- 7) Draft Minutes*
- 8) Announcements*

