

Date: March 9, 2020

Date Minutes Approved: September 28, 2020

BOARD OF SELECTMEN

OPEN SESSION MINUTES

Present: David J. Madigan, Chair; and Theodore J. Flynn, Vice Chair

Absent: Shawn Dahlen, Clerk

Staff: René Read, Town Manager; John Q. Adams, Finance Director; and Nancy O'Connor, Executive Assistant

Others: None

CONVENED IN OPEN SESSION –

I. CALL TO ORDER The meeting was called to order at approximately 6:30 p.m.

II. 6:30 PM – EXECUTIVE SESSION

VOTE TO ENTER EXECUTIVE SESSION

Mr. Flynn moved that we go into Executive Session for the purpose of discussing consideration of the purchase, exchange, lease or value of real estate, regarding 761 Temple Street, since an open meeting may have a detrimental effect on the strategizing and negotiating position of the Town, if the chair so declares, in accordance with Mass. General Laws Chapter 30A, section 21, and that the Board reconvene in Open Session on or about 7:00 PM.

As Chair, Mr. Madigan declared that the necessity for an Executive Session to discuss consideration of the purchase, exchange, lease, or value of real estate, as to do so in an Open Session may have a detrimental effect on the Town's strategizing and negotiating position.

Mr. Flynn seconded the motion. ROLL CALL VOTE: Mr. Madigan-Aye; and Mr. Flynn-Aye

ADJOURNED EXECUTIVE SESSION & RE-CONVENED IN OPEN SESSION

At approximately 6:55 p.m., after completing the business of the Executive Session, Mr. Flynn moved that the Board adjourn the Executive Session and immediately re-convene in Open Session at approximately 7:00pm. Mr. Madigan seconded the motion.

ROLL CALL VOTE: Mr. Madigan-Aye; and Mr. Flynn-Aye

III. OPEN FORUM

Mr. Larry Dulea of E. Pine Road provided photos to the Board regarding seawall repairs and where to begin and why. He remarked that the highest area of risk and most vulnerable location is the Cable Hill area and that construction should start at the most northern point and move southward. He continued to talk about immediate risks and beach access during the next four months reaffirming that construction should start north in order to provide best access to the beach. He asked that his pictures be sent to the contractor. Mr. Read responded that he would send them.

IV. NEW BUSINESS

Recognition of Retired Firefighter Jeff Chandler along with a new firefighter swearing-in and service awards – presented by Chief Kevin Nord

Chief Kevin Nord recognized Mr. Chandler's many achievements and years of service. The Board of Selectmen and Town Manager applauded Mr. Chandler for his over 32 years of service and provided him with a proclamation in his honor thanking him for his distinguished service. Mr. Chandler also serves as Chair of the Agricultural Commission, which he will continue to serve on.

Next Chief Nord presented Service Awards to Jennifer Bolduc (5yrs), Capt. Monahan (20 years), and Capt. Hussey (25 years). He then presented the Award of Merit to Capt. Rob Reardon for the superior carrying out of duties, including taking social media to a greater level and educating others.

Chief Nord also presented a Unit Citation for outstanding teamwork during a water rescue of a wind surfer on October 27, 2019 during adverse conditions to Capt. Brian Monahan, Doug Cunningham, Keith Nette, Mike Cardoza, and Zach O'Sullivan.

Lastly, Chief Nord introduced new Firefighter John Rota, who was an EMT from Carver and transferred from the ROCCC. The Town Clerk, Susan Kelley, performed the swearing in ceremony. Mr. Read gave the pin to Mr. Rota's mother to pin on his lapel. The Selectmen welcomed Mr. Rota.

IT Steering Committee Report – Presented by Kathleen Glynn and Alex Chin

Ms. Glynn stated that in 2019 they hired consultant Blum Shapiro. She continued to say that their presentation was a culmination of all of their meetings. Ms. Glynn provided a project overview. Mr. Chin added general findings such as there are multiple IT departments across the Town and should be consolidated for efficiency. They continued to discuss their findings and assessments utilizing best practices, developing an infrastructure chart of Town and Schools and cybersecurity.

Mr. Chin described their goals as follows:

- Goal 1 – transform and enhance processes through information technologies and upgrade operating systems
- Goal 2 – organize and standardize operating policies and procedures
- Goal 3 – re-align IT organizational structure under a CTO (Chief Technology Officer)

Ms. Glynn remarked that this CTO position would be similar to our Facilities Director model – covering both schools and Town. She continued to say that under this structure, they would create a Technology Steering Committee comprised of all Town, School and Public Safety Departments.

- Goal 4 – maintain IT security and privacy programs along with strong risk management program and best practices
- Goal 5 – implement training programs for end users
- Goal 6 – control, maintain, and improve network infrastructure by a Technology Steering Committee

Mr. Chin provided the FY21 Budget Recommendations which include upgrading to Windows 7 for the Town only (\$15,875); implementation of Office 365 (\$45,000); hire CTO (\$150,000 including benefits); and backup & disaster recovery plan/strategy (\$155,000). Ms. Glynn also remarked that there has not been a large spend on the Town side for a number of years.

Mr. Madigan thanked them both for their tremendous amount of work.

Discussion regarding Duxbury Affordable Housing Trust – Approval of DAHT vote to expend Housing Trust Funds towards the purchase of property located at 761 Temple Street

Ms. Martha Himes, member of the Duxbury Affordable Housing Trust, was in attendance. The DAHT met on Thursday, February 27, 2020 and voted to allow Housing Trust Funds for the purchase of 761 Temple Street. Mr. Madigan included that this is part of the second Special Town Meeting on Monday night, which is a single article for the purchase of Temple Street, and the DAHT will be kicking in \$328,000.

Mr. Flynn moved that the Board of Selectmen approve and authorize the expenditure of funds as designated by the Duxbury Affordable Housing Trust as it relates to the property located at 761 Temple Street. Seconded by Mr. Madigan Vote: 2:0:0

Discussion regarding Order of Taking/Easements for properties along the seawall

At the September 6, 2018 Special Town Meeting, the Town voted in the affirmative to authorize the Board of Selectmen to take by eminent domain permanent easements in certain parcels of land along the seawall consisting of land 15 feet on the landward side and 30 feet on the seaward side of the seawall for the purpose of constructing, inspecting, maintaining, repairing, reconstructing, reinforcing and/or replacing the Duxbury Beach seawall.

All homeowners affected along the seawall have signed waivers so the next step is for the Selectmen to sign an Order of Taking, which will be recorded with the Plymouth Registry of Deeds, and then access can be gained during construction/repair of the seawall.

Mr. Flynn moved that the Board of Selectmen, pursuant to the vote taken under Article 2 of the September 6, 2018 Special Town Meeting, to take by eminent domain permanent easements in the parcels of land shown on a plan recorded with the Plymouth Registry of Deeds in Book 39, Page 360 for seawall maintenance purposes, as set forth more particularly in the Order of Taking signed of even date herewith, with no damages being awarded for said taking. Seconded by Mr. Madigan Vote: 2:0:0

Discussion of Annual Town Meeting & Special Town Meeting Articles

Article 6 – Capital Budget

Mr. Flynn moved that the Board of Selectmen support 2020 ATM Article #6 – Capital Budget in the amounts of \$2,343,781 for General Fund and \$296,161 for Water Enterprise Fund, as presented. Seconded by Mr. Madigan Vote: 2:0:0

Article 18 – Powder Point Bridge Repairs

Mr. Flynn moved that the Board of Selectmen support 2020 ATM Article #18 – Powder Point Bridge Repairs in the amount of \$435,000, as presented. Seconded by Mr. Madigan Vote: 2:0:0

Article 19 – Engineering Design Exit 10/Tremont Street – Revote from recommend to IP

No action taken

Article 20 – Proposed Lease between the Town of Duxbury and Alden Kindred of America, Inc.

Ms. Desiree Mobed, Executive Director of the Alden Kindred was in attendance. She began by stating that the Alden Kindred sought to enter into a lease for the 10 ½' x 38' property, which is the foundation of the original Alden home and located on school property. She continued to add that is one of the oldest 17th century historic treasures, which site may still yield more history. She thanked Mr. Madigan for his work and support and looks forward to working with the Town. Mr. Madigan added that there were talks with Town Counsel and it was suggested that it may be better to have a licensing agreement.

Mr. Flynn moved to Indefinitely Postpone Article 20 – proposed lease between the Town of Duxbury and Alden Kindred of America, Inc. Seconded by Mr. Madigan. Vote: 2:0:0

Article 25 – Amend Zoning By-laws: Move Uses to Use Table

Mr. Flynn moved that the Board of Selectmen supports Article 25 – Amend Zoning By-laws: Move Uses to Use Table, as presented. Seconded by Mr. Madigan Vote: 2:0:0

Article 26 – Amend Zoning By-laws: Administrative Cleanup and Current Zoning Maps

Mr. Flynn moved to Indefinitely Postpone Article 26 – Amend Zoning By-laws: Administrative Cleanup and Current Zoning Maps, as presented. Seconded by Mr. Madigan Vote: 2:0:0

IV TOWN MANAGER'S REPORT

COVID-19 update: Mr. Read stated that there are 13 new presumptive cases for a total of 41 with 9 associated with the Biogen meeting. He mentioned that the Department of Public Health is providing updates everyday by 4pm and you can also go to mass.gov for coronavirus updates. Mr. Read said that he has been meeting with department heads to go over cleaning schedules in all of the buildings along with discussing a business continuity plan. He added that there will be plenty of hand sanitizer at the PAC for Saturday and recommended that everyone should wash their hands, clean high traffic areas such as door knobs, stay home if not feeling well, and self-quarantine if traveling abroad.

PCE Water Pipes: Construction will start in late March on Harrison Street to replace the water pipes.

Beach Stickers: Working with DBR and the plan is to have them ready for sale on or before April 1.

VI COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/RESIGNATION - None

VII ONE-DAY LIQUOR LICENSE REQUESTS

4/4/2020 – DBMS Donor Appreciation Party

Mr. Flynn moved that Mr. Ted Lawson, Executive Director of the Duxbury Bay Maritime School, is granted a One-Day All Alcoholic License for their Donor Appreciation Party to be held at DBMS, 457 Washington Street, on Saturday, April 4, 2020 from 7:00pm to 9:00pm, subject to the conditions of the license. Seconded by Mr. Madigan Vote: 2:0:0

VIII EVENT PERMITS

4/4/2020 Duxbury Youth Baseball Opening Day

Mr. Flynn moved that Mr. Gary Williamson, as the President of Duxbury Youth Baseball, is granted permission to hold Duxbury Youth Baseball's Opening Day event on Saturday, April 4, 2020 from 10:00am to 2:00pm (approx.) at Train Field located on Alden Street, subject to the conditions of the permit. Seconded by Mr. Madigan Vote: 2:0:0

IX MINUTES

Mr. Flynn moved that the Board of Selectmen approve the 2/24/20(A) and 2/24/20 (B) Selectmen's Executive Session Minutes, as written, with the contents to remain unavailable until the need for confidentiality has passed.

Mr. Flynn moved that the Board of Selectmen approve the 2/18/20 and 2/24/20 Selectmen's Minutes, as presented. Seconded by Mr. Madigan Vote: 2:0:0

X ANNOUNCEMENTS

1) Duxbury's Annual and Special Town Meetings

Duxbury's Annual and Special Town Meetings will begin on Saturday, March 14, 2020 at 9:00 AM in the Performing Arts Center (PAC), 73 Alden Street, Duxbury. There will be an "extra" Special Town Meeting on Monday, March 16, 2020 at 7:05 pm at the PAC. All the Warrants have been posted in the Town News on the Town's website. Hardcopies of the Warrants will be available at the meeting. All registered Duxbury voters are encouraged to attend.

2) Duxbury Annual Town Election

The Duxbury Annual Town Election will take place on Saturday, March 28, 2020. The polls for all Duxbury registered voters are located at the Timothy J. Steele Athletic Building, 130 Saint George Street, Duxbury. The polls will be open from 7AM to 8PM.

3) Duxbury 2020 Commemorative Book: Limited-Time, Advance Copy Offer

Duxbury2020 is publishing "*Duxbury: Our Pilgrim Story – a 2020 Perspective.*" This is Duxbury's commemorative publication for the Plymouth 400, featuring essays by 12 local historians. There is a limited-time, advance copy price of \$21.46 (includes tax) through the end of March, 2020. To order your book(s) with the "Advance Copy Offer" send a completed order form (available at www.duxbury2020.com) with a check to the Duxbury 2020 PO Box. The advance copy is not available online. Duxbury2020 will have a table at Town Meeting to

take orders. In April the cost will go to \$27.57 with shipping additional, and it will be available to order online.

- 4) The Selectmen will convene on Saturday, March 14 for the Town Meetings.
The next regularly scheduled Selectmen's Meeting will be on Monday, March 23, 2020.

XI ADJOURNMENT

At approximately 8:00pm, Mr. Flynn moved that the Board adjourn.
Seconded by Mr. Madigan Vote: 2:0:0

Minutes submitted by Nancy O'Connor

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

- 1) *Agenda*
- 2) *Photos of seawall*
- 3) *Executive Session motion*
- 4) *IT Steering Committee Report*
- 5) *DAHT/Eminent domain documentation*
- 6) *Order of Taking*
- 7) *ATM/STM Warrants*
- 8) *ODLL*
- 9) *Event Permit*
- 10) *Minutes*
- 11) *Announcements*