

**Date:** April 26, 2021

**Date Minutes Approved:** 09/27/21

TOWN CLERK

2021 SEP 28 PM 12:47  
OPEN SESSION MINUTES  
DUXBURY, MASS.

## BOARD OF SELECTMEN

**Present:** Amy M. MacNab, Chair; Fernando Guitart, Vice Chair; Cynthia Ladd Fiorini, Clerk; Theodore J. Flynn; and Michael McGee

**Staff:** René Read, Town Manager; John Q. Adams, Finance Director; Nancy O'Connor, Executive Assistant; Jeannie Horne, HR Director; and Valerie Massard, Planning Director

**Others:** Members of the Interfaith Council and Duxbury For All; and Julia Adams, School Committee

## CONVENED IN OPEN SESSION (*via remote participation of the Board members and staff*)

**I. CALL TO ORDER** This meeting was called to order at approximately 7:00 pm. *This Open Meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 Virus. In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely. The Order, which you can find posted on our agenda, allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. This meeting convened via Zoom video conference produced and recorded by PACTV, and viewed live on the Duxbury Government Access Channels – Verizon 39 or Comcast 15; or visit [www.pactv.org/duxbury](http://www.pactv.org/duxbury) for Duxbury programming, replays and on-demand.*

## **II PLEDGE OF ALLEGIANCE**

**III OPEN FORUM PUBLIC COMMENTS:** No official "open forum" as these are remote meetings. No public comments via phone calls or emails were received during this meeting.

Mr. McGee did ask that discussion regarding the American Rescue Plan Act (ARPA) Funds be on the next agenda.

## **IV NEW BUSINESS**

### ***Planning Board 2021 update – presented by Scott Casagrande, Chair***

Mr. Scott Casagrande, Chair of the Planning Board, thanked Ms. Ladd Fiorini for all of her hard work over the years on the Planning Board. Mr. Casagrande presented Ms. Ladd Fiorini with a proclamation in appreciation from the Planning Board and appreciating her dedication and contribution to the protection and preservation of the Town of Duxbury.

Mr. Casagrande continued to provide a Planning Board project status update. He stated that the Comprehensive Plan is completed, they are working on the re-codification of the zoning by-laws, redefining uses of the use table, and hopefully by the next Town Meeting (or the year after), they will

have an update on the by-laws. He further mentioned that subdivisions have been quiet lately, but that priorities with respect to the Comprehensive Plan - such as re-codification, walkability of the Town and anything climate/sea level rise related. Mr. McGee did mention the Snug Harbor resiliency plan. Mr. Casagrande replied that they and Val have researched unique options as this is a difficult situation and decisions will have to be made for that business district. Ms. MacNab added that the new Board members want to take a more pro-active approach and will be collaborating with the Planning Board on items to look at.

***Discussion pertaining to Duxbury Interfaith Council Community Gathering for Healing and Hope to be held on May 2, 2021 – presented by Rev. Dr. Catherine Cullen, Chair***

The Rev. Dr. Cullen stated that they hold vigils at different times of sorrow or outrage and for different events. She said now they feel the need for a vigil of unity, hope and healing. She continued to say that they are working with other community members on this religious event. They are expecting approximately 125 people and will encourage social distancing. The vigil will take place on Sunday, May 2 from 4-5pm on the front lawn of First Parish Church. Ms. MacNab remarked that this is a great event and appreciated their help in this effort.

***Discussion pertaining to request for Children's Mental Health Awareness Week Proclamation***

Ms. Laura Taberner, a Duxbury town resident and the Plymouth area Parent Coordinator for BAMSI's Parent Information Network wrote to request that the Board of Selectmen proclaim the first week in May Children's Mental Health Awareness Week. Ms. Taberner attended this meeting, read facts from the letter she provided and also stated that the color for the month of May is green (Light it up Green).

Ms. Taberner read the following proclamation recognizing Children's Mental Health Awareness Week:

- WHEREAS: The Citizens of Duxbury value their health and mental health and that of their families; therefore, they are proud to support observances such as Children's Mental Health Week; and
- WHEREAS: 20% of children and youth live with a mental health condition and 50% of all lifetime instances of mental illness begin before age 14; and even some children and youth with the most intense needs and some who are insured may not receive services; and
- WHEREAS: children and youth with mental health needs in elementary, middle and high school are more likely to be bullied, absent, suspended, expelled or fail to graduate; and
- WHEREAS: recognizing the early warning signs of mental health needs and obtaining the necessary support, assistance and treatment gives children and youth better opportunities to lead full and productive lives at home, in schools, and in their communities; and
- WHEREAS: the involvement and partnership of family members in the assessment and treatment of children and youth is essential to positive outcomes; and
- WHEREAS: our nation's future depends on the health and well-being of its families and their children; and
- WHEREAS: Children's Mental Health Week was developed by families of children with emotional, behavioral and mental health needs, to focus on the needs of their children and families; in celebrating this year's theme: "Painting a Picture of Hope for the Future," it is fitting to increase public awareness among all Duxbury citizens of this important issue;



Ms. Ladd Fiorini moved, now, therefore, we, the Duxbury Board of Selectmen, do hereby proclaim May 2-8, 2021 as Children's Mental Health Awareness Week.

*Seconded by Mr. Flynn Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

***Review and vote on annual Arbor Day Proclamation***

The Arbor Day Proclamation is an annual requirement regarding Duxbury's Tree City designation. There are standards that must be maintained in order to hold the Tree City designation and one of them is to have an Arbor Day Observance and Proclamation. Jim Savonen, Lands & Natural Resources, will be planting a new tree at Chandler School on Friday, April 30, which is Arbor Day.

Ms. Ladd Fiorini read the Proclamation into the record as follows:

WHEREAS, The Town of Duxbury has been named a Tree City USA by the National Arbor Day Foundation, a nonprofit education organization dedicated to tree planting and environmental stewardship, and

WHEREAS, The Town of Duxbury has received this national recognition for over twenty years, and

WHEREAS, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and are a source of joy and spiritual renewal.

NOW THEREFORE, we, the Duxbury Board of Selectmen, by and through its Chair, and Duxbury Town Manager do proclaim April 30, 2021 as Arbor Day in the Town of Duxbury to be observed with ceremonies at Chandler School during the afternoon. We urge citizens to support efforts to care for our trees and woodlands and to support the Town's community forestry program.

Ms. Ladd Fiorini moved that the Board of Selectmen approve the Arbor Day Proclamation, as presented.

*Seconded by Mr. Flynn Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

***Discussion regarding Diversity, Equity and Inclusion Steering Committee***

Ms. MacNab stated that this is our next step forward recognizing an issue we are all passionate about and want to keep moving forward.

Mr. Guitart stated that the newly elected board re-affirmed the Diversity, Equity and Inclusion proclamation at their meeting on March 29, 2021 and said that there are three areas we can start looking at: 1) understanding (issues/impact); 2) educate ourselves with that knowledge; and 3) how to put into action and enact changes. He continued to say that there is a lot going on so how to wrap ourselves around this. Discussions have been focused on having a summit including members of various groups, the Town, Schools, Library, COA, and local business associations in order to have

conservation on what we are doing and what we aren't doing. He said to get to that summit, we need to create a short-term Steering Committee comprised of key members of these various groups to facilitate and move forward. Ms. Karen Wong said that this was a fantastic idea. She mentioned that Duxbury For All has three task forces and have the structure in place for a summit as their goal is to work on long-term systemic change.

Mr. Maarten Hemsley, Chair of Duxbury For All, said that this is a great suggestion and exactly the direction Duxbury For All is planning and welcome the Town government.

Discussions continued about how the DEI Proclamation has been well received by various boards and committees. Mr. Guitart would like to keep this momentum going. Ms. Jeannie Horne, HR Director, mentioned that this is a unique opportunity for HR hiring practices and offered assistance where she could be the most impactful.

Further discussions continued regarding a possible audit; however, there was concern that it would slow up the proposed summit process. Mr. Guitart suggested that while the investigation is still ongoing at the school, we should map out our own work, setting a steering committee and planning the summit. He stated that the actions of this proposed steering committee are to develop a summit, which may result in creating a Human Rights Committee (or the like) that reports to the Selectmen. Ms. Horne and Mr. Read mentioned that the towns of Norwell and Scituate have already established DEI Advisory Committees and report to their Selectmen.

Ms. Julia Adams of the School Committee remarked how we have all been thinking about this issue over the recent weeks and understanding where the Selectmen would like to go gives us motive as a School Committee to model this discussion in support of a town-wide message. She said this reminded her of the format of the IT Steering Committee, which included members of various departments. Mr. Guitart responded that it would be good to have a member of the School administration on this DEI Steering Committee.

Mr. Read suggested the make-up of the committee with one representative from:

- School Administration
- HR Director
- Library/Library Trustee
- Police Department
- School Committee
- Duxbury For All
- Board of Selectmen
- Interfaith Council
- Planning
- COA
- 3 Members At large\*

*\*Will need to fill out a Talent Bank Form*



Mr. Guitart suggested that their charge would be to deliver a DEI Town-Wide Summit, disband after, with an outcome that could result in forming a permanent (advisory) committee reporting to the Selectmen in order to drive the DEI agenda on for the community at large.

Ms. Ladd Fiorini moved that a DEI Steering Committee be created with thirteen (13) members in order to develop a community Summit resulting in forming a permanent (advisory) committee reporting to the Selectmen.

*Seconded by Mr. Flynn      Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

***Review and vote recommendations on the following ATM Warrant Articles:***

- *Article 4 – Funding of Salaries*
- *Article 5 – Operating Budget*
- *Article 6 – Capital Budget*
- *Article 15 – Powder Point Bridge Repairs*
- *Article 18 – Duxbury Beach – Dune Restoration Project*

Mr. Read stated that the Finance Committee still needs to weigh-in on these articles and suggested that they discuss at next Monday's Selectmen's meeting. All were in agreement.

**V      TOWN MANAGER'S REPORT**

**Update regarding COVID-19/pandemic efforts**

As of Mid-April, the COA staff scheduled over 1,200 COVID-19 vaccination appointments for the general public. Chris Coakley, in particular, has been instrumental in this work which has included COA staff under the direction of Joanne Moore, volunteers and family members. With that, I would like to formally thank them for this and all of the other work they have done throughout the pandemic to serve the ever-changing public needs.

Further, I would like to thank Tracy Mayo, Chief Nord, Brian Cherry, Skin Esteem Med Spa, Town of Marshfield and their respective teams e.g. Public Health Nurse, BOH, Emergency medical services (EMS) manager, firefighters, Medical Reserve Volunteers and custodians for their work throughout the pandemic.

Finally, I offer my sincerest thanks to all Town employees, now that we are for the most part open for in-person customer service, and I want to recognize them all for the massive transition they made during the last 12 months to deliver services remotely/virtually as well.

The Town of Duxbury is grateful for all of their service in these ever-changing times.

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

The Duxbury Diversity, Equity and Inclusion Steering Committee is seeking three (3) members to serve on the committee. If interested, please fill out a Duxbury Talent Bank Form which can be found here:

[https://www.town.duxbury.ma.us/sites/g/files/vyhlif3056/f/uploads/duxbury\\_talent\\_bank\\_form\\_rev.\\_4-2018\\_0.pdf](https://www.town.duxbury.ma.us/sites/g/files/vyhlif3056/f/uploads/duxbury_talent_bank_form_rev._4-2018_0.pdf)

## **VI COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS**

Ms. Ladd Fiorini moved that the Board of Selectmen appoint or re-appoint the following:

<b><u>Board / Committee</u></b>	<b><u>Appointment/Re-appointment/Resignation</u></b>	<b><u>Term</u></b>
<b><u>Old Colony Elder Services (OCES)</u></b>		
Joanne Moore, Delegate	FY22 Re-Appointment	06/30/22
<b><u>Duxbury Housing Authority</u></b>	<b><u>(James Hunt - Chair)</u></b>	
Maxine Benavides (to fill an unexpired term)	Appointment – Tenant Member	06/30/23

*Seconded by Mr. Flynn Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

***If anyone is interested in volunteering on a board or committee, you are encouraged to fill out a Talent Bank form, which can be found on the Town's website under the Forms & Documents tab.***

## **VII ONE-DAY LIQUOR LICENSE REQUESTS** - None

## **VIII EVENT PERMITS**

St. John's – Snug Harbor Market (various dates)

Since this is a new event, it was suggested to review at the next meeting when the organizer can attend to answer questions.

## **IX MINUTES** - None

## **X ANNOUNCEMENTS**

### **1) Commercial Shellfish License Applications:**

Commercial Shellfish License Applications are available in the Board of Selectmen Office in Old Town Hall. You can apply only during the month of April, and applicants must be a Duxbury resident and have a Massachusetts Commercial Fisherman's Permit showing "endorsed shellfish." For more information, please contact the Selectmen's office at 781-934-1100 x5401.

**2) Reminder of Annual Mandatory Outside Watering Restrictions**

In order to maintain our water supply for domestic use and fire protection, the following outside watering restrictions are effective annually from May 1st through September 30th.

- Odd-numbered houses will be restricted to Tuesdays, Thursdays, and Saturdays.
- Even-numbered houses will be restricted to Mondays, Wednesdays, and Fridays.
- All outdoor watering to be done between the hours of 4 AM – 8 AM and 5 PM – 9 PM.
- No watering on Sunday.
- Mandatory rain sensors are required to be installed for automatic irrigation systems.

**3) Annual Town Meeting**

Reminder that Annual Town Meeting has been rescheduled for Saturday, May 15, 2021 beginning at 9:00am in the Duxbury High and Middle School gymnasiums (enter at High School entrance only).

4) Next Scheduled Selectmen's Meeting will be on Monday, May 3, 2021 at 7:00pm.

**XI BONUS SHELLFISH (month of May)**

Ms. Ladd Fiorini moved that the Board of Selectmen declare a temporary Bonus Shellfish Season for:

- 1) the commercial harvesting of softshell clams for the month of **MAY**. (Please see Attachment B & C of the Regulations)
- 2) the commercial harvesting of quahog clams for the month of **MAY**. (Please see Attachment A & C of the Regulations)

*Seconded by Mr. Flynn      Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

**XII ADJOURNMENT**

Ms. Ladd Fiorini moved that at approximately 8:45p.m., the Board of Selectmen adjourn.

*Seconded by Mr. Guitart      Roll Call Vote: Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye*

*Minutes submitted by Nancy O'Connor*

**LIST OF DOCUMENTS**

- 1) *Agenda*
- 2) *Documentation regarding Proclamations*
- 3) *Committee Appointments*
- 4) *Event Permit*
- 5) *Announcements*
- 6) *Bonus Shellfish documentation for May*