

Date: April 12, 2021

Date Minutes Approved: 10/18/21

TOWN CLERK

2021 OCT 20 PM 12:24

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; Nancy O'Connor, Executive Assistant; Carrie Mazerolle, Town Accountant; Jeannie Horne, HR Director; and Joanne Moore, COA Director

Others: Members of the Finance Committee – Betsy Sullivan, Shannon Godden, Friend Weiler, Peter Sullivan and Nat Taylor; Library – Fleur Pang, Lester Lloyd, Denise Garvin, Martha Dennison, Hector Rodriguez, and Dora Bustos

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 for Duxbury programming, replays and on-demand.

II 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. Flynn stated that he had watched the School Committee meeting and commented that Dr. Antonucci, Superintendent, and the School Committee are handling the current issues in a professional and appropriate manner. Mr. Flynn also mentioned that the School Committee recites the Pledge of Allegiance before every meeting and would like the Selectmen to start their meetings the same way.

Ms. Ladd Fiorini moved to incorporate the Pledge of Allegiance from this moment forward at the beginning of all Board of Selectmen meetings.

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

Mr. Guitart asked that the discussion and formation of the DEI (Diversity, Equity & Inclusion) Steering Committee be added to the 4/26 Selectmen's agenda. He also invited any interested parties to join the discussion.

III NEW BUSINESS

Discussion pertaining to donation from Duxbury Youth Baseball

Duxbury Youth Baseball will be purchasing and donating to the Town of Duxbury a rotary tiller in order to help maintain safe and playable infield dirt for all of the baseball and softball fields in Town. The value of this donation is approximately \$2,200+/- . Mr. Gary Williamson, President of DYB, has spoken extensively with Jim Savonen, Manager of Lands & Natural Resources. Jim extends his thanks to Gary and DYB as this piece of equipment will vastly improve L&NR's maintenance efforts of these fields. This has been a mutual corroboration between both the Town and DYB. We thank them both for their efforts in the best interest of our youth players.

Ms. Ladd Fiorini moved that the Board of Selectmen accept, with gratitude, Duxbury Youth Baseball's donation of a rotary tiller valued in the amount of \$2,200+/- to be used for the maintenance of all baseball and softball fields in the Town of Duxbury.

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

Discussion pertaining to Hiring Recommendations – COA

Ms. Joanne Moore, COA Director, explained that their current bus driver will be out for an extensive period of time, so they need a part-time driver due to the increased demand for transportation. She also mentioned the need for a part-time food service associate now that they are opening two days a week and to also meet the increased demand for the home delivered and grab & go meals. Ms. Moore noted that both of these positions are Grant funded.

Ms. Ladd Fiorini moved that the Board of Selectmen endorses and approves of the following hiring recommendations: COA: Bus Driver and Food Service Associate

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

Discussions pertaining to the FY22 Library Budget

Finance Committee members Ms. Shannon Godden and Mr. Jerry Pisani prepared a detailed presentation regarding the FY22 Library budget and discussion.

Mr. Pisani began by saying that the public is concerned about the adjustment and approach regarding the State's waiver process since we advocated for a waiver and a hiring freeze. He mentioned that other towns are experiencing the same concerns. He added that in 2009 over 100 towns applied for a waiver.

Mr. Pisani's presentation included what the Finance Committee's role was in the budget process and that the library's budget was not their only focus as he pointed out they have scrubbed every department's budget. He remarked that this year they have examined all departments with the same due diligence, but that most departments are not as visible as the Library. He also added that the Library has received generous funding based on history instead of need and said that we need a five-year plan.

Ms. Godden continued the discussion stating that they cast a wide net to see where our Library stands throughout the state and also to see what they could learn. She discussed how does taxpayer cost to fund compare to other towns and the evaluation of cost per capita. She also provided town comparisons within the OCLN (South Shore region), public access/operating hours, and cost of personnel. The graphs indicated that Duxbury was on the high end for personnel/cost per capita and at the low end for hours of operation/public access. Ms. Godden said that this information gives us a generalized sense as to where we stand and to help identify best practices.

Discussions continued regarding the reasons why we cannot adjust the Library budget. The reasons include certification of State Aid requires that we budget the State's mandated minimum appropriation (MAR), which is based on historic spending and not on need or service level and is inflated by 2.5%. If the MAR is not met, libraries must apply for a hardship waiver to remain certified, but the MAR 2.5% compounding continues during this period. Waivers are typically limited to five successive years. Currently 52 municipalities obtained waivers for 2021 so we are not struggling alone. Decertifying the library is not a reasonable solution as it would take several years of decertification to reduce the MAR, library policies deny mutual aid (including interlibrary loans) to decertified libraries; and work arounds are too complicated.

Mr. Pisani also presented recommended Selectmen considerations such as requesting a five year comprehensive plan as well as a hiring freeze until a plan has been submitted and accepted by the Town Manager and the Selectmen. Ms. MacNab thanked Ms. Godden and Mr. Pisani for their well-done analysis.

Ms. Martha Dennison, Friends of the Library Trustee, presented Library updates to the Selectmen and Finance Committee. She stated that the Mini-Library model has operated successfully for 30 weeks following 8 weeks of Tent Library service last summer. Their next level re-opening on 4/27/21 will include opening of upper floors; Covid-19 safety protocols for staff and patrons; patrons can visit up to 30 minutes emphasizing quick browsing, holds pickup and checkouts; curbside services remain; a limited number of computers will be available for express use; and free printing will continue. She did express concern about the budget proposal's sufficiency as it was reduced by 6.5% cutting \$67k, which cut would impact staff.

Ms. Dennison continued onto staffing and restructuring changes, which would include a reduction of Department Head positions from four to two, five librarians, reduction of a full-time associate, and proposed funding for three additional part-time associates to provide more efficient services. The DFL is committed to expanding hours, enhancing levels of free dynamic programming for all ages, and working with Town stakeholders to create a multi-year strategic financial plan.

Ms. Dennison remarked that the Library Trustees and staff want to have the materials to meet the needs of the community and to expand and enhance our Library. They are requesting that the Finance Committee re-visit the budget and keep at 1.9% budget reductions.

Mr. Guitart thanks Ms. Dennison and the Library Trustees for their great presentation.

Discussions continued regarding decertification, a five-year plan, increasing opening and level of service, and the general consensus of the Selectmen to give back the \$67k in the budget. Mr. McGee stated that we owe it to the taxpayers that we don't lose certification and that there may be rental opportunities here too given the amount of available space/rooms at the Library. Ms. Ladd Fiorini also echoed what McGee said and would look forward to opening additional hours and additional programming.

Ms. Betsy Sullivan, Chair of the Finance Committee, thanked everyone for their hard work and stated that the motivation behind the \$67k reduction was simply the salary for a position that went away and no longer exists. Discussions continued about formalizing a five-year plan/study along with stakeholders, Library Trustees and staff and then bring specifics back to the Selectmen.

Ms. Ladd Fiorini moved to request that the Library Trustees begin the process of a five-year comprehensive plan and return to the Board of Selectmen in two weeks with a skeleton of the plan.
Seconded by Mr. Guitart Roll Call Vote: Mr. Flynn-Aye; Mr. Guitart-Aye; Ms. Ladd Fiorini-Aye; Mr. McGee-Aye; and Ms. MacNab-Aye

Ms. MacNab stated that the Selectmen will re-visit the \$67k after the Finance Committee.

Ms. Denise Garvin, Library Director, commented that she thinks this is a great idea and encourages everyone to all work together.

Review and vote on the following ATM/STM Warrant Articles

Article 30 – Citizens' Petition to Amend Zoning By-laws Article 905 Plot Plan Accompanying Application Section 905.2 from Mr. Richard Brennen

Mr. Read informed the Selectmen that Mr. Dick Brennen asked that his petition be removed as he is not pursuing the passage of this article at this time.

Ms. Ladd Fiorini moved that the Board of Selectmen recommend Indefinitely Postponing Article 30 Citizens' Petition to Amend Zoning By-laws Article 905 Plot Plan Accompanying Application Section 905.2 from Mr. Richard Brennen.

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

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

Ms. Ladd Fiorini moved that the Board of Selectmen sign the May 15, 2021 Annual and Special Town Meeting Warrants.

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

IV TOWN MANAGER'S REPORT

Betterment Information

This morning Town Counsel and our engineer finalized the documents necessary for recording the seawall betterments. Nancy O'Connor drove the documents to the title examiner in Braintree. Counsel advised that since most of the properties are registered land and the registered land/Land Court side does not accept electronic recording, their examiner did the title rundown and had someone deliver the documents to the Registry. Both counsel and the title examiner will call the Registry tomorrow to let them know of the urgency of this matter.

4th of July Parade

After consultation with the Health Agent and the Emergency Management Director/Fire Chief, we have agreed that because of the limitations in place for proper socially distant outdoor events, unfortunately we must cancel this year's 4th of July Parade.

Global Pandemics Bereavement Stone

PROCLAMATION

Welcoming the Global Pandemics Stone to Duxbury, Massachusetts

- WHEREAS: The Global Pandemics Stone is a touchstone for humanity that will make its way throughout the Commonwealth of Massachusetts and beyond; and
- WHEREAS: The Town of Duxbury's residents, in solidarity with the global community, have experienced the profound impact of the COVID-19 pandemic; and
- WHEREAS: This pandemic has deeply disrupted the economic, educational, and cultural life of our community and has taken a toll on the mental and physical well-being of our residents; and
- WHEREAS: Some of our residents have lost friends, neighbors, and loved ones to COVID-19 and were unable to fully and properly accompany and support their loved ones in their final time of need, including the ability to gather together and mourn their loss; and
- WHEREAS: Memorial Stones are a source of solace and consolation for those who grieve;

Now, Therefore, we, the Duxbury Board of Selectmen, do hereby welcome the Global Pandemics Stone - A Touchstone for Humanity, on Sunday, April 18, 2021, as it travels throughout the Commonwealth and beyond. May all who view and touch this stone find comfort in placing their loss in a global context, for the human family suffers as one and heals as one.

Mr. Read mentioned that there will be two locations to view the stone – first at First Parish Church with a blessing ceremony on Sunday, April 18 and then it will be pulled to Holy Family Church with a blessing ceremony on Sunday, April 25. One of the Selectmen will be attending one or both events to present the signed Proclamation.

Ms. Ladd Fiorini moved that the Board of Selectmen endorse the Proclamation Welcoming the Global Pandemics Stone to Duxbury.

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

V COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS None

VI ONE-DAY LIQUOR LICENSE REQUESTS None

VII EVENT PERMITS None

VIII MINUTES None

IX 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) Town Hall Offices Closed – Monday, April 19 – Patriot's Day Holiday

3) Next Scheduled Selectmen's Meeting will be on Monday, April 26, 2021 at 7:00pm.

X ADJOURNMENT

Ms. Ladd Fiorini moved that at approximately 8:55p.m., the Board of Selectmen adjourn.

Seconded by Mr. Guitart 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) *DYB Donation documentation*
- 3) *COA Hiring recommendations*
- 4) *ATM/STM Warrants*
- 5) *Finance Committee Presentation on Library*
- 6) *Library presentation*
- 7) *Announcements*