

**Date: January 10, 2022**

**Date Minutes Approved: 1/24/2022**

TOWN CLERK

2022 JAN 25 AM 9:28

DUXBURY MASS.  
OPEN SESSION MINUTES

## BOARD OF SELECTMEN

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

**Absent:** Fernando Guitart, Vice Chair

**Staff:** René Read, Town Manager; and Nancy O'Connor, Executive Assistant

**Others:** Peter Buttkus, DPW Director; Jeff Alberti, Weston & Sampson; Jake Emerson, Harbormaster; and Richard Brennen, Chair of Shellfish Advisory

## CONVENED IN OPEN SESSION (*Via remote participation by Zoom*)

**I. CALL TO ORDER** This meeting was called to order at approximately 7:00 pm. Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means in accordance with applicable law. Please note that this meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless required by law. A transcript or other comprehensive record of proceedings will be available as soon as possible after the meeting. Members of the public who wish to watch the meeting may do so by viewing the Duxbury Government Access Channels – Verizon 39 or Comcast 15. Viewers can visit [www.pactv.org/duxbury](http://www.pactv.org/duxbury) for information about Duxbury programming including streaming on Duxbury You Tube, to watch replays and Video on Demand.

## **II PLEDGE OF ALLIGIANCE**

## **III OPEN FORUM PUBLIC COMMENTS**

No comments from the public.

## **IV NEW BUSINESS**

### **7:01pm – Public Hearing – 2022 Aquaculture Float Renewals**

#### **Open Public Hearing:**

Ms. Ladd Fiorini moved that the Board of Selectmen open the aquaculture float license public hearing advertised in the *Duxbury Clipper* on December 29, 2021 regarding aquaculture float license renewal applications from the aquaculture grant holders named in the notice.

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

Mr. Jake Emerson, Harbormaster, said that these are the annual float applications, which allows the processing, sorting, and upwelling of shellfish product in designated areas. Mr. Richard Brennen, Chair of the Shellfish Advisory Committee, stated that the Shellfish Advisory Committee met on

12/15/2021 to discuss the applications and voted to recommend that the Board of Selectmen approve the applications.

Ms. Ladd Fiorini moved that the Board of Selectmen approve the float license renewal applications submitted by the following applicants:

Arthur Bennett, William Bennett, Mark Bouthillier, Brad Doyle, Scott Doyle, Michael George, Stephen Gilbert, Joseph Grady, Christian Horne, Robert Knecht, Benjamin Lloyd, Victoria Lloyd, John McCluskey, William McCormick, Donald Merry, Gregory Morris, Christopher Phillips, Joseph Pierce, Peter Prime, Charles White, and Brian Zec

and, as required by MGL 130 sec 57-68, grant permission to conduct activities as outlined by the Management Plan- (Designated Aquaculture Area, Federal Anchorage, DBMS Upweller–Aquaculture Float) pending all Federal, State, and local reviews and approvals.

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

Ms. Ladd Fiorini moved that the Board of Selectmen close the aquaculture float license public hearing.  
*Seconded by Mr. Flynn Roll Call Vote: Mr. McGee-Aye; Ms. Ladd Fiorini-Aye; Ms. MacNab-Aye; and Mr. Flynn-Aye*

***Discussion regarding Eagle Scout Adrian Kelly's request to build a shed for Train Baseball Field***

Adrian Kelly has been scouting since he was eleven (11) years old and it is now his desire to become an Eagle Scout. Adrian is proposing to build a 10'x12' Storage shed next to the batting cages at Train Field to provide storage of field equipment. Adrian has been working with Gary Williamson, President of Duxbury Youth Baseball, Jim Savonen and Jim Wasielewski to discuss details and placement of the structure. Adrian has estimated the project to cost approximately \$4,577.25, which he has already collected through donations from local businesses.

The Selectmen commended Adrian for his efforts and hard work on this project.

Ms. Ladd Fiorini moved that the Board of Selectmen approve, and accept with gratitude, the proposed installation of the Storage shed on Train Field by Adrian Kelly, subject to permitting, guidance and other conditions that may be required by Town officials, as presented.

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

***Presentation regarding new DPW Facility***

Mr. Read began the discussion stating that three years ago, the Town discussed the idea of replacing our DPW facility with a new one. In fact, an article was presented at the March 9, 2019, Annual Town Meeting and was approved by the voters present to place the debt exclusion ballot question on the ballot, but unfortunately it did not pass at the ballot box.

Tonight, we are joined by Peter Buttkus, DPW Director, and our engineer, Jeffrey J. Alberti, LEED AP, Chief Operating Officer, Weston & Sampson. Mr. Read turned over the discussion to Mr. Alberti.



Mr. Alberti presented the Selectmen with a detailed Feasibility Study, which outlined the following in support of a new DPW Operations Center: Public Works Responsibilities, Why does the Town need a new facility, What is proposed and costs, and What are the benefits of a new/improved facility. He described the various operating divisions to include: Highway, Lands & Natural Resources, Water & Sewer, Vehicle Maintenance, Administration, Cemetery & Crematory, Transfer Station, Animal Control and Central Building. He stated that Public Works agencies are considered First Responders and that the facilities must support this important role.

**Public Works Responsibilities:** The DPW touches the lives of the residents everyday by maintaining the infrastructure that the community relies on including...

**Highway**

- 110 miles of road
- Sidewalks
- Stormwater (drainage) systems
- Town landings
- Catch basin cleaning & repair
- Street sweeping
- Roadway line painting
- Street signs

**Lands & Natural Resources**

- Urban forestry management & roadside mowing along 110 miles of road
- Athletic field maintenance (including 13 irrigation systems)
- Open space / conservation land
- Parks
- Trash removal at all open space
- Beach handicap access ramp
- Municipal building landscape maintenance (10 buildings)

**Water & Sewer**

- 130 miles of water mains
- 1,100 hydrants
- 5,700 service connections
- 12 water sources providing average 2 million gallons per day
- Two water storage tanks (1 M gallon and 2 M gallon)
- 50 homes on three (3) shared septic systems
- Operation and maintenance of collection and treatment for school campus
- 130 homes on Gurnet Road sewer system

**Vehicle Maintenance**

- Maintain Town owned vehicles and equipment for:
  - All DPW Divisions
  - Police
  - Harbor Master
  - Fire Department
  - Conservation
  - Facilities
  - Animal Control
  - Inspectional Services

**On call 24 hours a day to handle incidents & emergencies including:**

- Snow and ice removal operations
- Hurricane / windstorm cleanup
- Flooding
- Removal of road hazards
- Oil spills / accidents
- Emergency road repairs
- Emergency response / consequence management
- The support of other emergency departments

**Why does the Town need a New Facility:**

- Facilities are more than 50 years old (buildings have exceeded their useful life)
- Responsibilities have increased significantly over the years, but the facilities have not
- The facilities no longer serve the needs of the Town
- Facilities do not meet current codes
- Efficiency of operations and employee safety are negatively impacted
- Inadequate basic employee support spaces – lockers are located in the garage right next to equipment
- Inadequate basic employee support spaces – muster/training/storm event room
- Vehicle Maintenance area does not meet acceptable industry and safety standards, poor ventilation – antiquated mechanical system, poor lighting, non-code compliant shop clearances, maintenance bays and support spaces are undersized to safely and efficiently maintain and store vehicles and equipment
- Protection of Equipment: Unprotected storage due to an undersized facility resulting in a portion of a multi-million dollar fleet and equipment being stored outside ultimately decreasing their useful life
- Stormwater pollution control – vehicles stored outside have inadequate environmental control measures
- Cost Effective Operations – analyses show that it will cost 2-3 times more to store equipment outdoors over the life of a building (vehicles/equipment are removed from service earlier as they deteriorate faster due to the outdoor elements and would increase service life if stored indoors away from outdoor elements).

**What is Proposed:**

<b><u>Space Needs Assessment</u></b>	<b><u>Initial Needs</u></b>	<b><u>Rev 1</u></b>	<b><u>Rev 2</u></b>
• Office / Office Support	4,634 SF	3,833 SF	3,459 SF
• Employee Facilities	3,696 SF	3,279 SF	3,178 SF
• Workshops	5,566 SF	4,407 SF	3,703 SF
• Vehicle Maintenance	8,994 SF	8,497 SF	8,119 SF
• Wash Bay	1,550 SF	1,376 SF	1,376 SF
• Vehicle & Equipment Storage	19,950 SF	18,354 SF	18,354 SF
<b>Subtotal:</b>	<b>44,390 SF</b>	<b>39,746 SF</b>	<b>38,189 SF</b>
<b>Revised program represents a 14% reduction</b>			

The location of the proposed consolidated public works facility would remain the same.

Mr. Alberti also mentioned that there are green/sustainable opportunities for this new facility such as: photovoltaic ready roof system, natural daylighting, rainwater harvesting, superinsulation building envelope, high-efficiency mechanical/boiler/heat/water systems; and integral web-based building management system.



**Anticipated costs:**

**Duxbury DPW Estimated Costs Based on Historic DPW Cost Data**

- Duxbury DPW Operations Center (low end range)
  - Construction Cost: 38,189 SF @ \$506 / SF = \$19,300,000
  - Soft Costs: 25% of 19,300,000 = \$4,800,000
  - Total Project Cost: \$24,100,000
- Duxbury DPW Operations Center (high end range)
  - Construction Cost: 38,189 SF @ \$553 / SF = \$21,100,000
  - Soft Costs: 25% of 21,100,000 = \$5,300,000
  - Total Project Cost: \$26,400,000

**Total Project Cost Range: \$24.1 Million - \$26.4 Million**

**What are the benefits of an improved, new, code compliant facility:**

- Code and OSHA compliant and safe work environment for Town employees
- Protect the Town's multi-million dollar investment in vehicles and equipment
- More efficient work space and response times to better serve the public
- New stormwater management system improving overall water quality in the Zone II aquifer area
- Eliminates the need to invest money (band-aids) in the existing substandard facility
- Replaces a facility long past its useful life before it becomes a mandated emergency replacement

Mr. Flynn thanked Mr. Alberti for his great presentation and remarked that it was clear what we need to do. All Board members have toured the DPW facilities and all agree that the conditions are deplorable, and the new facilities are much needed.

Ms. Ladd Fiorini asked if Mr. Alberti could get a price for the installation of solar ready roofs. Mr. Alberti replied that he can get a square foot cost. Mr. McGee commented that it is very important that our DPW employees, as first responders, have a safe place for all that they do. He asked Mr. Alberti if there will be backup generators. Mr. Alberti answered that 100% standby/backup power is in the plans so that operations can run during any power outage.

Mr. Friend Weiler, Finance Committee, did ask if they had looked at other site locations. Mr. Buttkus responded that there were conversations years ago regarding the MassDOT facility on Summer Street; however, those discussions didn't go anywhere, and they didn't come up with another location. Mr. Weiler wanted assurance that the reduced facility size wasn't too much of a deep cut. Mr. Alberti confirmed that they looked at ways to make some spaces multi-use spaces and that they are comfortable with that. Mr. Weiler then asked about grant and/or Federal money possibilities that can be applied for. Mr. Alberti said that a lot of guidelines are still being developed regarding ARPA funds and the Infrastructure Investment & Jobs Act funds and that they are monitoring closely.

There was continued discussions regarding public awareness initiatives. Mr. Weiler is putting together a public group to encourage the public to support this project. Ms. MacNab commented that the more

public awareness the better. Mr. Read also mentioned that they are working with PACTV to create a video. The Selectmen all commended and thanked Mr. Alberti for his detailed presentation.

***Discussion regarding review of Warrant Articles, if available***

Mr. Read did not have information this evening and will briefly discuss same in his Town Manager's report to follow.

***7:30pm Water & Sewer Commissioners – Marshfield Water Commitment M-2022-01***

Ms. Ladd Fiorini moved that the Board of Selectmen adjourn the meeting as Selectmen in order to meet as the Water & Sewer Commissioners, with the intent of re-convening as Selectmen afterward.

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

This is the commitment to collect the amount billed to the Town of Marshfield for Marshfield Residents receiving Duxbury Water.

Ms. Ladd Fiorini moved that the Board of Water & Sewer Commissioners instruct the Treasurer to collect the total amount of \$21,837.40 for water charges for Commitment M-2022-1.

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

Ms. Ladd Fiorini moved that the Water & Sewer Commissioners adjourn and re-convene as the Board of Selectmen.

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

**V TOWN MANAGER'S REPORT**

**ATM/STM Warrant**

We are busy working on the warrants for both the STM and the ATM. The STM warrant is complete and the ATM warrant is in the process of being completed. I hope to have them both out and available later this week and that first draft will be emailed to you upon completion.

**Retirement**

Last week I was advised of the impending retirement of Fire Chief Kevin Nord which will occur in July of this year. I have been discussing Kevin's retirement with him for the past couple of years, and he was kind enough to stay on board. He revolutionized the department, developed and grew new departmental programs, installed and oversaw a tremendous staff, and created and built the ROCCC which is now the industry standard by which all other facilities are measured. His enduring legacy has left a strong, positive impression on the department and the Town that will serve us well for many years to come. He has my sincerest congratulations and deepest gratitude.

**COVID-19 Update**

There is an uptick in cases everywhere – globally, national, statewide and locally. Any Board or Committee can go back to remote on its own provided it follows the remote participation policy. With that, I would recommend and kindly ask that the BOS consider continuing with remote meetings until



further notice. (Note: all Board members were in favor to continue meeting remotely for the foreseeable future).

Mr. Flynn also mentioned following up on a letter (sent September 2021) to our State Senators and Representatives regarding concerns about the storage of spent fuel casks at Pilgrim Nuclear Power Plant.

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

Ms. Ladd Fiorini moved that the Board of Selectmen accept the resignation of Mr. Bruce Bradshaw from the Sidewalk & Bike Path Committee.

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

### **The following boards/committees have available seats:**

<i>Affordable Housing Trust</i>	-	<i>one seat</i>
<i>Design Review Board</i>	-	<i>one Alternate seat</i>
<i>Duxbury Bay Mgmt Commission</i>	-	<i>two seats</i>
<i>Duxbury Seawall Committee</i>	-	<i>one seat</i>
<i>Nuclear Advisory Committee</i>	-	<i>one seat</i>

*The Alternative Energy Committee may have two additional open seats – to be confirmed.*

*Comments: 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 Employment & Volunteering tab.*

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

## **VIII EVENT PERMITS      None**

## **IX MINUTES**

Ms. Ladd Fiorini moved to approve the 01/03/2022 Selectmen's Open Session Minutes, as presented.

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

## **X ANNOUNCEMENTS**

### **1) Waiting Lists for Commercial Mussel & Razor Clam Licenses:**

Just a reminder that individuals on the Waiting Lists for Commercial Mussel and Razor Clam Licenses must renew their application annually within the month of January. The sign-up sheets are posted in the Selectmen's office.

**2) Martin Luther King Jr. Holiday:**

The Town Hall will be closed on Monday, January 17 in observance of Martin Luther King Jr. Day.

**3) Next Scheduled Selectmen's Meeting** will be on Monday, January 24, 2022.

**XI ADJOURNMENT**

Ms. Ladd Fiorini moved that the Board of Selectmen adjourn at approximately 8:36pm.

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

*Minutes submitted by Nancy O'Connor*

**LIST OF DOCUMENTS**

- 1) *BOS Agenda*
- 2) *Aquaculture Public Hearing information*
- 3) *Eagle Scout project documentation*
- 4) *DPW Facility Presentation*
- 5) *Water & Sewer Commissioners Agenda, Motion, and Commitment M-2022-01*
- 6) *Committee Resignation*
- 7) *Minutes*
- 8) *Announcements*