

Date: December 12, 2022

Date Minutes Approved: 01/09/2023

TOWN CLERK

2023 JAN 10 AM 10:57

DUXBURY MASS

SELECTBOARD

OPEN SESSION MINUTES

Present: Fernando Guitart, Chair; Michael McGee, Clerk; and Theodore J. Flynn

Absent: Cynthia Ladd Fiorini, Vice Chair; and Amy M. MacNab

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

CONVENED IN OPEN SESSION (*in-person and Via remote participation by Zoom*)

1. **CALL TO ORDER** This meeting was called to order at approximately 7:00pm. Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted in person and, as a courtesy, via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public and board members, the 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 for information about Duxbury programming including streaming on Duxbury You Tube, to watch replays and Video on Demand.

2. **PLEDGE OF ALLIGIANCE**
Police Honor Guard was present.

3. **OPEN FORUM**

4. **NEW BUSINESS**

Police Department – Swearing in of Lt. Friend S. Weiler, Jr.

Chief Steve McDonald read the following:

Friend, a native of Duxbury, has been promoted to Lieutenant. Friend grew up in Duxbury and graduated from Duxbury High School as a member of the class of 1990. He earned a Bachelor's Degree from Connecticut College in 1994. Friend began his law enforcement career as an appointed Permanent Intermittent Officer in 1995 and while working in such capacity earned his Master's Degree in Criminal Justice from Northeastern University. Friend attended the full-time Police Academy in 1999 and began working as a patrolman upon graduation. Friend was awarded the Mothers Against Drunk Drivers (MADD) Officer of the Year in 2000. In 2001 he became the Duxbury Police Department's Drug Abuse Resistance Education (DARE) Officer and after receiving his certification from the National Association of School Resource Officers (NASRO) became Duxbury's first and longest tenured SRO to date. As the SRO and Juvenile Detective, he created the Junior Police Academy, and has championed the Plymouth County District Attorney's Office Summer Program for the last 20 plus years. Additionally, Friend coached the Duxbury High School Girls' Varsity Ice Hockey team, won four state Championships and was named both the Massachusetts and National Coach of the year. Weiler was promoted to Sergeant in 2016. During his time as Sergeant, Friend has held numerous roles within the department including, but not limited to, the Firearms Licensing

Officer, Accreditation Manager and Beach Operations Division Supervisor. He attended the United States Secret Service National Threat Assessment Center (NTAC), The Rogers Williams University Command Training Center and Completed the FBI-LEEDA Leadership trilogy training program. Friend has held the role of acting Lieutenant since July 1st and was officially promoted to Operations Lieutenant on October 1st. Joining him tonight is his wife, Deirdre (who will be pinning him) and their three sons Friend, Luke and Cormac.

Chief McDonald congratulated Lt. Weiler. Town Clerk, Susan Kelley, performed the swearing in ceremony. Lt. Weiler's wife, Deirdre performed the badge pinning. The Selectboard congratulated Lt. Weiler on his achievements and promotion to lieutenant.

7:05pm – Public Hearing – Discussion regarding proposed fee changes for the following departments: Fire, Town Clerk, Harbormaster, Library

Today's fee hearing was advertised in *the Duxbury Clipper* on November 30 and December 7, 2022.

The proposed fee increases were reviewed by the Fiscal Advisory Committee at their meeting on December 6, 2022, and they unanimously voted in favor of the proposed fee increases. The only change by Fiscal Advisory was to increase the cost of address books requested by the Town Clerk from \$18 to \$20 per book.

Open Public Hearing:

Mr. McGee moved that the Selectboard open the public hearing regarding proposed fee changes for the following departments: *Fire, Harbormaster, Library, and Town Clerk*

Seconded by Mr. Flynn

Roll Call Vote: Mr. Guitart-Aye; Mr. McGee-Aye; and Mr. Flynn-Aye

Discussion

Fire Department: Fire Chief Rob Reardon stated that the burning permit fee would increase from \$10 to \$12.50 as they are moving to an online permitting process. That process has a user fee of \$2.50 (if paying by credit card) or \$.50 (if paying by e-check). This increase will help with covering the costs of the new system. People who wish to purchase the permits in person may still do so.

Harbormaster: Jake Emerson, Harbormaster, explained that mooring fees have not increased since 2014 and the money would go towards the Waterway Improvements Fund, which would assist with waterfront facilities and capital improvements. He confirmed that fees received for commercial and recreational shellfish go to the General Fund and that those fees have not increased since their inception in 1990. Mr. McGee suggested that this discussion/hearing be continued until the next Selectboard meeting on Monday, December 19.

Library: Denise Garvin, Director, stated that after the pandemic, Duxbury remains one of only four towns still collecting late fines. During the pandemic, towns took a pause on collecting late fees. She mentioned that there would still be a charge for lost or damaged books and late notifications would still go out. Ms. Garvin stated that the revenue for late fees goes to the General Fund and not to the Library. She also noted that as the other towns drop off, the fine revenue would continue to decrease as being part of the network. She did add that they charge fees for meeting room reservations. Ms.

Garvin said that towns have not seen an increase in books being returned late knowing there is no late fine.

Town Clerk: Susan Kelley, Town Clerk, stated that the price will be increased from \$10 to \$20 per address book as her actual cost last year was \$17.90 each. She said that this increased fee would cover her printing costs. Mr. Flynn asked if there would be an online version. Ms. Kelley replied no because Mass law requires a signature for those issued an address book.

Motion:

Mr. McGee moved that the Selectboard approve the fee changes proposed by the Fire Department, Library, and Town Clerk, as presented or amended, and as recommended by the Fiscal Advisory Committee, with new fees starting effective January 1, 2023.

Seconded by Mr. Flynn

Roll Call Vote: Mr. Guitart-Aye; Mr. McGee-Aye; and Mr. Flynn-Aye

Recess and Continue the Public Hearing:

Mr. McGee moved that the Selectboard recess and continue the public hearing regarding proposed fee changes for the Harbormaster Department to Monday, December 19, 2022 at 7:05pm.

Seconded by Mr. Flynn

Roll Call Vote: Mr. Guitart-Aye; Mr. McGee-Aye; and Mr. Flynn-Aye

Presentation of Draft Warrant for March 11, 2023 Annual Town Meeting

Mr. Read provided a brief overview of the draft warrant articles. He confirmed that the Selectboard will be addressing each individual article at future meetings.

5. TOWN MANAGER'S REPORT Nothing additional presented.

6. COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

Mr. McGee moved that the Duxbury Selectboard appoint the following to the Coastal Resiliency Task Force for a term to expire on June 30, 2024.

<u>Board / Committee</u>	<u>Appointment/Re-appointment/Resignation</u>	<u>Term</u>
<u>Coastal Resiliency Task Force (created 10/24/22)</u>		
Kristin Rappe (Planning Board representative)	Appointment	06-30-2024
Daniel (Mickey) McGonagle (Conservation representative)	Appointment	06-30-2024
Cynthia Ladd Fiorini (Selectboard representative)	Appointment	06-30-2024
David Amory (At-Large Member)	Appointment	06-30-2024
Lenore White (At-Large Member)	Appointment	06-30-2024

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

The following boards/committees have available seats:

<i>Board of Appeals (Zoning)</i>	-	<i>one seat</i>
<i>Duxbury Seawall Committee</i>	-	<i>one seat</i>

Local Historical District Commission - one seat (alternate)
Sidewalk & Bike Path Committee - one seat

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.

7. **ONE-DAY LIQUOR LICENSE REQUESTS** None

8. **EVENT PERMITS** None

9. **MINUTES**

Mr. McGee moved to approve the 12/1/22 Selectboard Executive Session Minutes, with the contents to remain confidential until the need has passed. *Seconded by Mr. Flynn* *Vote: 3:0:0*

Mr. McGee moved to approve the 11/7/22, 11/14/22, and 12/5/22 Selectboard Open Session Minutes, as presented. *Seconded by Mr. Flynn* *Vote: 3:0:0*

10. **ANNOUNCEMENTS**

1. **2023 Dog Licenses** – 2022 Dog licenses expire December 31st. A mail-in renewal form will be included with the annual census for those wishing to renew a dog license by mail. Licenses may also be purchased in the Town Clerk's office or by using our on-line ordering system. A link to the Online Payment Center can be found on the Town's website at www.town.duxbury.ma.us. Dog licenses are \$17.00 for intact animals, \$12.00 for spayed or neutered animals and free to pet owners 70 years of age and older.

2. **2023 Duxbury Dog Walking Permits** - Dog walking permits are required to take your dog on Town of Duxbury / Conservation Land and the beach. Resident dogs must first be licensed with the Town in order to obtain a dog walking permit. Dog Walking Permits are currently \$10.00 per dog and free to pet owners 70 years of age and older.

3. **Census** – the 2023 Annual Town Census will be mailed in the coming weeks. Please take a moment to sign the form, making changes if necessary, and return it to the Town Clerk's office. This information will be used to compile the Annual Street List. No voter can be added to the voting rolls using the census. To register to vote, please visit the office to complete a voter registration card or register online at www.sec.state.ma.us

4. **Vote by Mail** – as of June 2022, Early Voting by Mail is available for all elections. If you would like to vote by mail for elections scheduled during this calendar year, please fill out an application and return the signed application to the Town Clerk's office. We will send you a ballot as soon as they are available. (Currently, the only scheduled election is the Annual Town Election on March 25, 2023)

5. **Nomination Papers for Town Election** – The following offices will be on the ballot for the 2023 Town Election:

two SELECTBOARD MEMBERS for a term of 3 years

one ASSESSOR for a term of three years

two SCHOOL COMMITTEE MEMBERS for a term of 3 years

two PLANNING BOARD MEMBERS for a term of 5 years

two LIBRARY TRUSTEES for a term of 3 years

one DUXBURY HOUSING AUTHORITY MEMBER for a term of 5 years

one DUXBURY HOUSING AUTHORITY MEMBER for an unexpired term of 4 years

Nomination papers are available in the Town Clerk's office and are due back to the Town Clerk by Saturday, February 4, 2023. A candidate must obtain 50 signatures, certified by the Town Clerk, to appear on the ballot.

6. Next Scheduled Selectmen's Meeting will be on Monday, December 19, 2022 at 7pm.

11. ADJOURNMENT

Mr. Flynn moved to adjourn at approximately 7:45pm.

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

Minutes submitted by Nancy O'Connor

List of documents in Selectboard file:

Selectboard Agenda

Bio of Friend Weiler

Fee hearing documentation

Draft 2023 Annual Town Meeting Warrant

Committee Appointments

Minutes

Announcements