

Date: March 27, 2023

Date Minutes Approved: 04/10/2023

TOWN CLERK

2023 APR 11 PM 12:06

DUXBURY, MASS.

SELECTBOARD

OPEN SESSION MINUTES

Present: Fernando Guitart, Chair; Cynthia Ladd Fiorini, Vice Chair; Michael McGee, Clerk; Amy M. MacNab; and Brian E. Glennon, II (newly elected)

Re-organized – *Cynthia Ladd Fiorini, Chair; Michael McGee, Vice Chair; Amy M. MacNab, Clerk, Fernando Guitart and Brian E. Glennon, II*

Absent: None

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

Others:

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**

3. **OPEN FORUM** - Nothing brought forward

4. **NEW BUSINESS**

Swearing in of Elected Officials

Ms. Susan Kelley, Town Clerk, began the swearing in of Mr. Michael McGee and Mr. Brian E. Glennon, II – both for the Selectboard.

Selectboard Re-Organization

Ms. MacNab thanked Mr. Guitart for his time as Chair and mentioned that she liked the tradition of rotating positions.

Ms. MacNab nominated Ms. Ladd Fiorini as Chair. *Seconded by Mr. McGee Vote: 5:0:0*

Mr. Guitart nominated Mr. McGee as Vice Chair. *Seconded by Ms. MacNab Vote: 5:0:0*

Mr. Guitart nominated Mr. Glennon as Clerk.

Seconded by Mr. McGee Vote: 2:3:0

Ms. Ladd Fiorini nominated Ms. MacNab as Clerk.

Seconded by Mr. McGee Vote: 3:2:0

Discussion pertaining to Health Insurance Rates

Before discussion began, it was noted that members who received health insurance benefits should recuse themselves. Ms. MacNab and Mr. Glennon recused themselves and left the room.

Mr. Read described the changes as follows:

The Insurance Committee recommends the following effective June 1, 2023:

- 2% rate increase for Blue Cross Blue Shield HMO and PPO health insurance plans (Town pays 75% of the rate for employees and 50% for retirees).
- No rate change for Blue Cross Blue Shield Medex or Managed Blue for Seniors retiree health insurance plans (Town pays 50% of the rate for retirees). *Note: These plans run on a calendar year, so rates are set in October.*
- No rate change for Boston Mutual Basic Life Insurance (rates are set by the carrier, Town pays 75% for employees and 50% for retirees).
- No rate change for Delta Dental Premier Voluntary Enhanced Table or Delta Dental PPO Plus Premier Voluntary Enhanced dental insurance plan (rates are set by the carrier, employees and retirees pay 100% of the rate).

Mr. Read also mentioned that the annual enrollment period is from May 1 – 31, 2023 and the in-person annual enrollment and benefit fair is on Wednesday, May 17 from 2-5pm at Alden School, Room 104. All benefit eligible employees, retirees, spouses, dependents, and COBRA participants are encouraged to attend.

Mr. McGee moved that the Selectboard accept the proposed group health, life and dental insurance rates effective June 1, 2023 as presented (or amended).

Seconded by Mr. Guitart Vote: 3:0:2 (Ms. MacNab and Mr. Glennon – recused)

Update on DPW Building – presented by Weston & Sampson and CHA

Mr. Read introduced Mr. Jeff Alberti, LLED AP and President/COO of Weston & Sampson, along with Mr. Brian McCusker of Weston & Sampson, Mr. Kevin Sullivan and Mr. Jonathan Beder – both of CHA.

Mr. Alberti's presentation to the Selectboard is summarized as follows:

At the November 2022 Selectboard meeting, they presented an updated project cost based on current market conditions in the amount of \$30.8m, which is a cost variance of \$4.4m from the original authorized appropriation of \$26.4m. At that time, the Selectboard asked them to review ways to reduce this cost variance.

Mr. Alberti provided the following cost control measures:

- Reduce the size of the building/consider using bid alternates

- This included eliminating the storage canopy, eliminating one bay area, eliminating the front/administrative offices, and a reduction in shop space (bid alternate).
- Defer a portion of the industrial equipment for vehicle maintenance operations – using a portable lift instead of an in-ground.
- Evaluation of early site development packages to increase competitive bids by specialty contractors.
- Alternate/cost effective salt storage structure (from a timber structure to a tension membrane structure).
- Reduction in site development area to reduce site costs.

This results in a new cost estimate in the amount of \$26,692,000 (variance of \$292,000). Mr. Alberti noted that the bid alternates can be added if bids come in lower. He mentioned that the project team will continue to identify cost control measures as the design is advanced and adjust the contingencies as necessary (current amount of contingencies is \$1,250,000) to reflect current market conditions to meet the approved authorization amount.

Mr. Guitart asked if there have been any reductions in market costs. Mr. Alberti responded that he has seen it stabilize, but that it is still a volatile market. He added that he has seen more attention from bidders, which he would equate to more competitive bids.

There was also discussion as to whether the reduction would negatively impact the new facility. Mr. Alberti said that the design was not significantly scaled back as it is a much needed facility, and that they worked closely with the committee and DPW so the reduction did not overly compromise the intent of the project. He also confirmed that the cost is driving the need to make these adjustments to offset the costs without compromising operations.

Mr. Glennon asked about the savings on the salt shed and what it's useful life would be. Mr. Alberti responded that the savings was \$200,000 by replacing the timber structure with a tension membrane structure. He added that the lifespan was just as good with a 20 year warranty and actually a bit more storage.

Mr. McGee asked what drove the costs to increase. Mr. Alberti replied that every product was impacted by supply chain issues, slow production, factories closing, labor shortages – which has also impacted the number of bidders.

Mr. McGee then asked Mr. Buttkus how he felt about the changes. Mr. Buttkus answered that there are changes in every project and this facility would be more efficient, practical and functional, which is what they wanted for the DPW.

Ms. Ladd Fiorini asked if any of the environmental designs had changed. Mr. Alberti responded that no sacrifices have been made to energy recovery, natural daylighting, smart controls, high efficiency mechanical systems, better insulation, and being solar-roof ready.

Mr. Alberti stated that he estimates that they will be back in July with a more advanced drawing and updates. Mr. Adams also mentioned that the plan is to go out to bid in the July-August timeframe.

7:30pm Water & Sewer Commissioners – Water Commitment #3 – FY23

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

Seconded by Mr. McGee Vote: 5:0:0

Ms. MacNab moved that the Board of Water & Sewer Commissioners instruct the Treasurer to collect the following amount for water and sewer usage charges totaling **\$534,390.54** and for water service charges totaling **\$475.00** for Water and Sewer Commitment #3 of FY23.

Seconded by Mr. McGee Vote: 5:0:0

Ms. MacNab moved that the Board adjourn their meeting as Water & Sewer Commissioners and re-convene as the Selectboard.

Seconded by Mr. McGee Vote: 5:0:0

5. TOWN MANAGER'S REPORT

Mr. Read congratulated both Mike McGee and Brian Glennon on being elected to the Selectboard.

Mr. Read reported as follows:

As the result of the Seawall ballot question being passed this weekend, I have reached out to CZM to determine our next steps in moving forward with the seawall project and the permitting, and I have also reached out to Leslie Fields of the Woods Hole Group with regards to assistance in applying for a number of grants related to both the seawall and beach nourishment. As you know, this is a project looming on the horizon, which would be a partnership with the towns of Duxbury and Marshfield. As I receive further information, I will share it with you. Mr. Adams and I have also met with Chris Ryan, Planning Director.

Mr. McGee asked if the State's \$100,000 grant (for coastal infrastructure) has been set aside for a grant writer and if that had gone out to bid. Mr. Read replied no (not out to bid) as he may be using that for Leslie Fields at the Woods Hole Group if she is going to do our grants for us. He also said that he reached out to Judi Barrett for her recommendations.

Ms. MacNab asked if an update of the Partridge Well and filtration system can be added to a future agenda.

Ms. MacNab also commented that the Town has voted to do the seawall project at an expense to everyone and asked that we start conversations with both the Finance Committee and Fiscal Advisory to talk about how we are going to move forward budget wise and financially for the Town – keeping in mind that she was very concerned for the resident tax payers and the concern over the 2 ½ override and that we should do whatever we can to avoid that.

6. **ONE-DAY LIQUOR LICENSE REQUESTS**

4/28/23 Friend of the Duxbury Free Library – Battle of the Books

Ms. MacNab moved that Ms. Kim Leckie, as a representative of Friends of the Duxbury Free Library, is granted a One-Day Wine & Malt License to hold the Battle of the Book Clubs on Saturday, April 28, 2023 from 6:30 PM to 9:30 PM at the Duxbury Free Library, 77 Alden Street, Duxbury, contingent upon the conditions of the license.

Seconded by Mr. Glennon Vote: 4:0:1 (Mr. McGee abstained)

7. **MINUTES**

The 3/20/23 Selectboard Open Session Minutes were not voted on and will be presented at the next meeting.

8. **ANNOUNCEMENTS**

1) **2023 Beach & Transfer Station Stickers**

New 2023 Beach and Transfer Station stickers (effective April 1, 2023-March 31, 2024) are available to purchase. Stickers can be purchased online on the Town of Duxbury's website by visiting: www.town.duxbury.ma.us under the Treasurer/Collector's webpage, by clicking on Online Payments on the home page, by calling City Hall Systems at 508-381-5455, or by mailing in or dropping off an application and supporting documents to Stickers Department, Duxbury Town Hall, 878 Tremont Street, Duxbury, MA 02332. Applications are available on the Town website and inside lobby of Town Hall for your convenience. If you are dropping off an application, please drop off in the black secure lockbox behind Town Hall with a self-addressed stamped envelope.

2) **Recreational Shellfish** License applications are available on the Town's website under online payments. The current season expires 3/31/2023.

3) **Commercial Shellfish License Applications:**

Commercial Shellfish License Applications are available in the Selectboard's 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 Selectboard's office at 781-934-1100 x5402.

4) **2023 Dog licenses are available.** Reminder: All dogs over the age of 6 months must be licensed annually. There will be a late fee in the amount of \$25 assessed for each unlicensed dog as of April 1st.

5) There will be a workshop on Tick Biology on April 27th @6pm at the Duxbury Senior Center, 10 Mayflower Street.

6) **Next Scheduled Selectboard's Meeting** will be on Monday, April 10, 2023 at 7:00pm.

9. BONUS SHELLFISH (*Month of April*)

Ms. MacNab moved that the Selectboard declare a temporary Bonus Shellfish Season for:

- 1) The commercial harvesting of softshell clams for the month of APRIL. Regulations as attached. (Please see Attachment B & C)
- 2) The commercial harvesting of quahog clams for the month of APRIL. Regulations as attached. (Please see Attachment A & C)

10. ADJOURNMENT

Ms. MacNab moved to adjourn at approximately 8:00pm.

Seconded by Mr. McGee *Vote: 5:0:0*

Minutes submitted by Nancy O'Connor

List of documents in Selectboard file:

Selectboard Agenda
Health Insurance Rates Documentation
Weston & Sampson Presentation
Water & Sewer Commissioners Agenda – Water Commitment #3
ODLL
Open Session Minutes
Announcements
Bonus Shellfish (April)