

Date: November 13, 2023

Date Minutes Approved: 12/04/23

TOWN CLERK

2023 DEC -5 AM 10:14

DUXBURY, MASS.
OPEN SESSION MINUTES

SELECTBOARD

Present: Chair; Michael McGee, Vice Chair; Amy M. MacNab, Clerk; Fernando Guitart; and Brian E. Glennon, II

Absent: Cynthia Ladd Fiorini, Chair

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

Others: Mary MacKinnon, Finance Director

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 2 of the Acts of 2023, 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 YouTube, to watch replays and Video on Demand.

2. **PLEDGE OF ALLIGIANCE**

3. **OPEN FORUM**

Mr. Guitart mentioned that there will be another Duxbury Bay Management Commission meeting set up and hopes to provide an updated/finished report to the Selectboard in December.

Mr. Glennon expressed his thanks to the Duxbury American Legion, Corner Stone Lodge and the Senior Center for celebrating and recognizing our Veterans.

4. **NEW BUSINESS**

7:05pm Tax Classification Hearing – presented by Steve Dunn, Assessor

Open Public Hearing:

Ms. MacNab moved that the Selectboard open the public hearing regarding Tax Classification.

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

Mr. Dunn presented an overview of the tax values by class (residential, commercial, industrial and personal property), new growth, tax levy & debt, classifications and allocations, residential factors, open space discounts, residential and small commercial exemptions and a summary of the Fiscal 2024 values.

Note: his complete presentation can be found on the Assessor's page under Fiscal Year Data on the Town's website.

There were some questions as to how homes are assessed. Mr. Dunn answered that it is based on sales and if sales are higher in a neighborhood, then property values increase as well as taxes. Mr. Dunn encouraged people to call his office directly for a more in depth answer specific to their property.

Motion:

Ms. MacNab moved the Selectboard vote to adopt a single tax rate for FY2024 by setting a residential factor of one and to also authorize and allow Stephen Dunn, Director of Assessing, to sign the LA-5 online in the DOR Gateway system on the Selectboard's behalf.

Seconded by Mr. Glennon Roll Call Vote: Mr. McGee-Aye; Mr. Guitart-Aye; and Mr. Glennon-Aye (Ms. MacNab abstained since her husband is on the Board of Assessors)

Close Public Hearing:

Ms. MacNab moved the Selectboard close the public hearing regarding Tax Classification.

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

Discussion and Vote on Intermunicipal Agreement between the Towns of Duxbury and Marshfield for the Bay Avenue Beach Nourishment Project

Mr. Read stated that we have partnered with the Town of Marshfield and are working with the Woods Hole Group, which provides a cost savings and a better product. Funding for this will be from the \$3.2m Coastal Zone Management Coastal Resiliency grant for the beach nourishment project along the Bay Avenue and Gurnet Road beaches. Ms. MacNab asked if this had anything to do with the DBR's desire to get DPW sand (from new construction site), and Mr. Read said that they were not related. Mr. Glennon questioned if the term deadline of March 31, 2024 was enough time. Mr. Read replied yes. Mr. Read also confirmed that this contract was reviewed and drafted by Town Counsel and the Woods Hole Group. Mr. McGee asked if this would interfere with the new seawall construction. Mr. Read responded no as this was a condition of the seawall permitting. He also confirmed that Mr. Patrick Brennan (engineer) did not express any concerns.

Ms. Candace Martin, 59 Gurnet Road, asked who the point person would be on this project and also how the \$3.2m grant (\$2m Duxbury, \$1.2m Marshfield) would be reconciled during the bid process. Mr. Read answered that the point person was Leslie Fields of the Woods Hole Group, with Ms. Sgarzi as the local point person. He also stated that they will work out the bid process with Marshfield.

There were also resident questions regarding the type of sand being put down because when DBR put down sand last year, it was different. Mr. Read answered that the sand would have to be a compatible product and compatible material suitable for this project. Mr. Guitart added that he attended previous meetings in Marshfield and that Ms. Leslie Fields, WHG, answered those questions. He also mentioned that there will be another open public forum meeting. Ms. Sheila Sgarzi, DPW Director, confirmed that there was a plan to have a public outreach meeting, which she will get notices out to the residents.

Ms. MacNab moved that the Selectboard vote to approve and execute the Intermunicipal Agreement between the Town of Marshfield and the Town of Duxbury, acting by and through its Selectboard and Town Manager, for the Bay Avenue Beach Nourishment Project, as presented.

Seconded by Mr. Glennon Vote: 4:0:0

Joint Discussion with the Board of Library Trustees regarding filling a member vacancy

Mr. Lester Lloyd called the Board of Library Trustees meeting to order. Attending were: Lester Lloyd, Martha Dennison, Fleur Pang (remotely), Lalitha Krishnan (remotely), and Lucy Weilbrenner (remotely). Library Director, Denise Garvin, was also in attendance.

Mr. Glennon began by asking if there were any other candidates. Mr. Lloyd responded that Ms. Casey Seaman was previously on the ballot running for two empty seats, that were subsequently filled by Lucy Weilbrenner and Dora Bustos. He further explained that Ms. Bustos is now moving out of town and because the vacancy occurred suddenly, they thought it was the logical decision to appoint Ms. Seaman. Mr. McGee asked if this vacancy was posted. Mr. Lloyd said no.

There was an overall concern that this vacancy was not posted to solicit others who may be interested. Both the Selectboard and the Board of Library Trustees agreed to continue this once the proper process has been confirmed and established. No appointment to fill this vacancy was voted on. It was confirmed that the current vacancy does not cause a quorum issue.

Presentation by the Board of Library Trustees regarding an update to their strategic plan

The Trustees provided a summary of their strategic plan detailing what plans have been completed and what remains in progress in order to welcome all members of our community through informational tables, cultural awareness, lifelong learning, book clubs and story walks, and operational focus/library management – just to name a few of their plans and how to reach those objectives.

Ms. Dennison moved to adjourn. Seconded by Ms. Krishnan Vote unanimous

Discussion pertaining to the progress on the DPW Building Project

Mr. Brian McCusker, Weston & Sampson, and Mr. Joe Sullivan, OPM from CHA Companies, presented the updated/modified plan. Mr. McCusker's presentation showed the original floor plan along with the modified floor plan, showing the canopy as a bid alternate, and decreased bay space by deleting one maintenance bay. Ms. MacNab expressed concern about removing a bay. Mr. McCusker explained that all of this was discussed with Ms. Sgarzi and also Mr. Norm Smith, Highway Operations Manager, to make sure they had what they needed now and in the future. Mr. Read also confirmed that all modifications have been discussed at the building working group level (members include Town employees, resident (who is also an engineer), Weston & Sampson employees, and CHA Companies employees). Mr. Sullivan remarked that they looked at the efficiencies in order to keep Weston & Sampson and the Town on budget.

Mr. McGee asked if we had a buffer. Mr. Sullivan confirmed that this was priced out with a buffer and explained that bid alternates (such as the canopy) can be easily added back in. Mr. McCusker also provided a cost update (November 2022 meeting the cost variance was over \$4.4m) with the modifications showing an updated variance of \$338,118. He also confirmed that all required permits were granted (Zoning Special Permit and Planning Board permits). There was also discussion regarding the fact that this modified building was not what was presented at Town Meeting. Mr. Sullivan reiterated that they looked at the efficiencies, came up with a program design, and cost control measures to make sure that this building would grow with the Town and provide the services it needs. He also confirmed that with the increased materials costs, there was only so much money to work with.

Mr. Glennon asked if they anticipated electrifying any equipment. Mr. Sullivan explained that the infrastructure was being appropriately designed to put the conduits in place for those services. Mr. Glennon

also asked how the DPW will operate during construction. Mr. McCusker answered that the current, existing building is where the new parking lot will be and that they will use fencing and other buffers as it will be a phased in plan. Mr. Sullivan also added that they will be having coordinated meetings at each step.

Ms. MacNab asked where the price per square foot cost was now. Mr. McCusker replied that the market appears to be starting to level off. Mr. Sullivan added that no one thought that construction costs would increase almost 40% from 2019 when the pandemic hit through to 2022. He also said that they have full time estimators who monitor the cost trends. Mr. Sullivan also stated that as of 2023 they have seen some leveling and bidding has become more competitive as there are more supplies on the shelf.

5. TOWN MANAGER'S REPORT

Plymouth County Sheriff's Office Community Service update

Last week Nancy heard from the Sheriff's office about the idea of inmates cleaning up roadside trash. Unfortunately, they no longer provide the trash pick-up service as they don't have the capacity at this time. Further, it remains unclear when or if they will re-institute the program.

Removal of Kayaks, Dinghies and Paddleboards

It's that time of year again to remind anyone who may have a kayak, dinghy, or paddle board stored at Cove Street, Landing Road, or Shipyard Lane that the storage of these vessels is not permitted. Please note that any vessels in this area must be removed by Sunday, November 26, 2023.

Mr. Guitart asked about the status of finding a Planning Director. Mr. Read stated that there were seven applicants, six were not qualified and the one that was took a job elsewhere.

6. ANNOUNCEMENTS

1) Municipal Aggregation Meeting hosted by Alternative Energy Committee – Scheduled for Thursday, November 16, 2023 in the Mural Room, lower level of Town Hall, and remote access via Zoom from 7:30-8:30pm. Check the Town Calendar for Meeting agenda

2) Next Scheduled Selectboard Meeting will be on Monday, November 20, 2023 at 7:00pm in the Mural Room.

7. ADJOURNMENT

Ms. MacNab moved to adjourn at approximately 9:00pm.

Seconded by Mr. Glennon Vote: 4:0:0

Minutes submitted by Nancy O'Connor

List of documents in Selectboard file:

Selectboard Agenda

Tax Classification documentation

Draft Intermunicipal Agreement with Marshfield

Board of Library Trustees vacancy documentation

Board of Library Trustees handouts regarding strategic plan

Announcements