

**MINUTES – SELECTMEN’S MEETING –
MONDAY, JANUARY 8, 2018 AT 7:00 P.M.
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Michael G. Bradley, Chairman; James J. Fitzgerald, Vice-Chair; Joseph E. Kelleher, Clerk and Michael A. Maresco, Town Administrator

Mr. Bradley opened the meeting at 7:00 p.m. with the Pledge of Allegiance and announced that the Board would be going into Executive Session and return to open session in 10 minutes. The meeting was being recorded by MCTV and other local media outlets.

Executive Session – Mr. Kelleher moved, seconded by Mr. Fitzgerald to go into Executive Session at 7:02 p.m. for the purpose of pending litigation and that an open meeting may have a detrimental effect on the litigating position of the body and to reconvene into Open Session. The vote was unanimous. Roll call vote: Mr. Fitzgerald – aye, Mr. Bradley – aye, Mr. Kelleher – aye.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to return to open session at 7:20 p.m. The vote as unanimous. Roll call vote: Mr. Fitzgerald – aye, Mr. Bradley – aye, Mr. Kelleher – aye.

Citizens Group – Reduction of Single Use Plastic Bags – Jeanne Ryer appeared before the Board with Samantha Woods, Stephen Buckler, and other members of their Citizens Group to give a power point presentation on the Reduction of Single Use Plastic Bags. The group mentioned their concerns which included both human health as well as environmental. Ms. Ryer also noted that they are in the process of gathering signatures for a warrant article for the spring Town Meeting. Ms. Ryer stated that they have met with the Board of Health several times and the Board of Health still has a few questions as they would be the enforcing agent for their proposed bylaw should the Town vote to accept their warrant article. Mr. Fitzgerald noted that he wasn’t against the idea but they need to get support from the Board of Health and that they should think about penalties and warnings and how the bylaw will be implemented. Mr. Carriere, a volunteer at the Food Pantry stated that he did not think the Food Pantry should be included with the stores in not using plastic bags as the Pantry is not selling food. Mr. Bradley mentioned that if the group turns in an article for the warrant, the Board of Selectmen can decide whether or not to support the article. Mr. Bradley indicated that the Board of Selectmen would also like to know whether or not the Board of Health supports their article. The Board thanked the Group for coming in.

Harbor Fire Bar & Grill – Liquor License Violation Hearing – Attorney Steve Guard appeared before the Board of Selectmen and asked for a postponement. The Board agreed to a two week postponement of the hearing.

Town Clerk – New Voting Machines – Narice Casper, Acting Town Clerk, appeared before the Board to discuss the purchase of new voting machines. Ms. Casper gave an informational hand-out to each member of the Board on two different machines. Ms. Casper explained the differences between the two machines and indicated that she would like to purchase the DS200. Ms. Casper mentioned that she would like to keep some of the machines that she already has in case the Town has a secret ballot. Mr. Maresco indicated that Ms. Casper had done a great job with her research and that she will notify the Secretary of State’s office about the machines we are no longer using. Ms. Casper stated that she would like to start using the new machines in March. Mr. Kelleher moved, seconded by Mr. Fitzgerald pursuant to Mass General Laws Chapter 54, Section 34, the Town of Marshfield shall discontinue use of the Accuvote voting machines for all Primary, Preliminary elections and elections effective immediately and to use the DS200 voting equipment for all Primary, Preliminary elections and elections going forward from this date. The Board reserves the right to use the Accuvote voting machines for Special Town Meetings and Town Meetings where a secret ballot is called. The vote was unanimous.

Patrick Dello Russo and Michael Maresco – Budget Presentation – Mr. Dello Russo Treasurer/Collector and Mr. Michael Maresco Town Administrator appeared before the Board to give an FY2019 Budget Presentation. Mr. Maresco mentioned there will be another budget update on the 29th of January with the Advisory Board. The Board asked for copies of the presentation as well so they decided to move to the Town Administrator Report while waiting for the copies.

**MINUTES – SELECTMEN’S MEETING
MONDAY, JANUARY 8, 2018 AT 7:00 P.M.
PAGE TWO**

Town Administrator’s Report – Mr. Maresco gave an oral report on the following: Mr. Maresco indicated that he had met with Jay Gallagher who wanted to talk about the opening in Building Department. Mr. Maresco then thanked the following departments for their cooperation during the storm: Police, Fire DPW, Schools and EOC. Mr. Maresco mentioned that they were able to take care of everyone who needed to be rescued. Mr. Maresco also thanked the National Guard personnel and Eversource. Mr. Maresco noted that flooding was the biggest issue and there were some people without power but Eversource quickly took care of the situation. Mr. Maresco also mentioned that Eversource had previously cut down some trees which helped with the power outages. Mr. Maresco also mentioned that people from Woods Hole came out and noticed that the places on the maps that should have had flooding did not have any flooding. Mr. Maresco indicated that this morning he met with Greg Guimond, Town Planner, Rod Procaccino and Charlie Swanson, Town Engineers to go through this information for Woods Hole to submit to FEMA. Mr. Bradley mentioned that he was at the EOC on the day of the storm and thanked everyone for their time and efforts during the storm. Mr. Bradley noted that people had to be rescued from their cars because they wanted to go down and look at the waves and then got stranded in the water and that there were some people who had to be rescued from their homes.

Mr. Maresco then gave a report on the Indirect Policy and thanked Tom Reynolds, Shawn Patterson and Dan Bowen for their work with the Treasurer/Collector and the Town Accountant. Mr. Maresco indicated that everyone was in agreement. Mr. Maresco mentioned that a copy was given to the Board of Public Works.

Patrick Dello Russo and Michael Maresco – Budget Presentation (continued) - The following were some of the highlights of the presentation: Fiscal Year 2018 updates, Revenues, Revenues State Aid, Fiscal Year 2019 Proposed Expenses, Fiscal Year 2019 Expense Update, Fiscal Year 2019 General Government, Fiscal Year 2019 Public Safety, Fiscal Year 2019 Education, Fiscal Year 2019 Public Works, Fiscal Year 2019 Health & Human Services, Fiscal Year 2019 Culture & Recreation, Fixed Cost Summary, Debt Service Fiscal Year 2019, Health Insurance Fiscal Year 2019, Closing Summary Budget Update Fiscal Year 2019 ,Proposed Revenue, and Proposed Expense. Mr. Maresco indicated that they will continue to update the Board for the meeting with the Advisory Board on January 29th.

Town Administrator Ethics Disclosures - Mr. Maresco said that he is filing additional disclosures as his wife works in the Treasurer/Collector’s office and his daughter has been a seasonal employee for the last 2 years in the Beach Department. Mr. Maresco said he needs to file 268A §23 (b) (3) and 268A § 19.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to accept Ethics Disclosure 268A § 19 with regard to his Mr. Maresco’s wife Kathleen working in the Treasurer’s office. The vote was unanimous.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to accept Ethics Disclosure 268A § 19 with regard to Mr. Maresco’s daughter Maggie working in the Beach Department. The vote was unanimous.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to accept Ethics Disclosure 268A §23 (b) (3) from Mr. Maresco with regard to favoritism as his daughter works for the Beach Department. The vote was unanimous.

Adoption of Debt Management Policy – Mr. Maresco mentioned that he had come across a few policies which he had shown to Patrick Dello Russo and Mr. Dello Russo has made a few changes. Mr. Dello Russo read from the summary of his Debt Management Policy.

**MINUTES – SELECTMEN’S MEETING –
MONDAY, JANUARY 8, 2018 AT 7:00 P.M.
PAGE THREE**

Mr. Kelleher moved, seconded by Mr. Fitzgerald to adopt the Debt Management Policy. The vote was unanimous.

Adoption of Receipt and Turnover Policy - Mr. Dello Russo read from his summary of the Receipt and Turnover Policy. Mr. Fitzgerald questioned the necessity of two signatures being required from a department if there is cash over the amount of \$100. The Board decided to table this vote for two weeks and Mr. Dello Russo agreed to clarify the policy.

Adoption of Investment Policy Statement – Mr. Dello Russo read from his summary and noted that the accounts were not receiving any interest. Mr. Kelleher moved, seconded by Mr. Fitzgerald to adopt the Investment Policy Statement. The vote was unanimous.

Adoption of OPEB Liability Trust Investment Policy Statement – Mr. Dello Russo read from his summary and Mr. Maresco explained that they want the Town to develop a funding stream for Liability Trust. Mr. Kelleher moved, seconded by Mr. Fitzgerald to adopt the OPEB Liability Trust Investment Policy Statement. The vote was unanimous.

Appointment of PPI Committee (Plan for Public Information) – Mr. Maresco explained that the Town Planner could not be here tonight so he read from Mr. Guimond’s memo which explained the necessity for having a PPI Committee as it helps with the Town’s Community Rating System. Doris Crary of 60 Macomber’s Way was in the audience and stated that she had been working on coastal zone committees since 1992. Joe Rossi of 41 Quail Run was also in the audience and mentioned that he had CRS training in September and Ms. Crary indicated that she had been in the first class for CRS training which focused on educating residents on how to protect their homes from flooding. Ms. Crary indicated that the Town is doing everything correctly there is just a requirement of keeping records.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to create a PIP Committee. The vote was unanimous.

Mr. Kelleher moved, seconded by Mr. Fitzgerald to appoint Greg Guimond, Joe Rossi, Doris Crary, Jeremy Devaney and Timothy Williams to the PIP Committee. The vote was unanimous.

Mr. Bradley moved, seconded by Mr. Fitzgerald, to appoint Mr. Kelleher as the Board’s liaison to the PIP Committee. The vote was unanimous.

Wellesley Public Schools Field Trip Request - Mr. Bradley read the letter from the Wellesley Public Schools for their field trip requests. Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the dates of the field trip requests from April through June of 2018. The vote was unanimous.

Cape Cod Getaway MS Bike Ride –June 30, 2018 – Mr. Bradley mentioned that the Cape Cod Getaway Bike Ride was an annual event. Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the Cape Cod Getaway MS Bike Ride June 30, 2018 contingent upon the recommendations of the Safety Officer. The vote was unanimous.

Ragnar Relay – May 11-12, 2018 – Mr. Bradley mentioned the Ragnar Relay to be held on May 11-12, 2018. Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the Ragnar Relay to be held on May 11-12, 2018 contingent upon the recommendations of the Safety Officer. The vote was unanimous.

Marshfield Fire Department – Permission to Accept Donation – Mr. Bradley thanked Mr. Phelps for the donation of \$100 to the Fire Department for needed equipment. Mr. Kelleher moved, seconded by Mr. Fitzgerald to accept the donation of \$100 to the Fire Department. The vote was unanimous.

**MINUTES – SELECTMEN’S MEETING –
MONDAY, JANUARY 8, 2018 AT 7:00 P.M.
PAGE FOUR**

New Appointment to Coastal Advisory Committee – Mr. Kelleher moved, seconded by Mr. Fitzgerald to appoint Jeremy Devaney to the Coastal Advisory Committee. The vote was unanimous.

Acceptance of Minutes – Mr. Kelleher moved, seconded by Mr. Fitzgerald to approve the minutes of December 28, 2018. The vote was unanimous.

Mr. Bradley mentioned that he is going to run for an additional term as a Selectman.

Mr. Bradley then motioned to adjourn the meeting at 9:10 p.m.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: email from Jeanne Ryer with attached information regarding a proposed bylaw for the reduction of single use plastic bags, email from Town Clerk with information on voting machines and vote for the Selectmen regarding Chapter 54, Section 34, information from Town Counsel with regard to possible vote on Harbor Fire violation hearing with copies of license for past two years, letter to Harbor Fire, copy of Manager approval and copy of Pouring Rules and Regulations, copy of FY 2019 Budget Power Point Presentation, copy of 4 Ethics Disclosures from the Town Administrator, copy of Indirect Policy, copy of Debt Management Policy, copy of Town’s Cash Handling Policy, copy of Town’s Investment Policy, copy of Town’s OPEB Policy, copy of letter from Wellesley Public Schools with attached emails, letter from Cape Cod Getaway MS Bike Ride with event notification form, list of streets in Marshfield and certificate of insurance form, copy of information on Ragnar Relay, letter from Marshfield Fire Department regarding donation, letter with application and resume from Jeremy Devaney for Coastal Advisory Committee, emails from Greg Guimond with resumes from Doris Crary, resume from Joe Rossi, resume from Jeremy Devaney, resume from Timothy Williams and copy of minutes of December 28, 2017.