

MINUTES – SELECTMEN’S MEETING

Monday, June 1, 2020

Remote Meeting

Participants: Michael G. Bradley, Chairman; Christopher R. Rohland; Joseph E. Kelleher; Michael A. Maresco, Town Administrator

Mr. Bradley moved, seconded by Mr. Rohland, to open the meeting at 7:00 p.m. The vote was unanimous. Roll Call vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher - aye.

Town Administrator Report – Michael Maresco provided the Board with his brief as follows. Week of May 18, 2020:

- Attended COVID-19 Task Force Meetings on Monday, Wednesday and Friday.
- Participated in South Shore Managers Zoom meeting regarding COVID-19
- Met with Re-Opening Policy Committee on re-opening of municipal government
- Department Head Meeting – call-in, updates on fiscal close out and COVID-19
- Weekly conference call with Lt. Governor Polito regarding COVID-19
- MIIA Safety Meeting with DPW, School Department and General Government
- Weekly meeting with Fred Russell for update on ongoing projects
- Opening of On-Call contracts with Fred Russell
- Conference Call with Tom Scollins in preparation for Joint Meeting with Advisory Board and Board of Selectmen
- Weekly meeting with Collins Construction and Fred Russell regarding elevator project
- Zoom meeting with Plymouth County Commissioners regarding Cares Act
- Discussion with Patrick Dello Russo and City Base regarding kiosk to accept payments for residents who do not want to come in to Town Hall.

Week of May 25, 2020:

- Attended COVID-19 Task Force Meetings on Monday, Wednesday and Friday
- Zoom meeting with South Shore Managers regarding COVID-19 and related matters
- MIIA Meeting (Zoom)
- Met with Re-Opening Policy Committee
- Phone meeting with Lenny LaForest regarding drive-in theatre at Fairgrounds
- Weekly meeting with Fred Russell for update on ongoing projects
- Met with Patrick Dello Russo and Danielle Kerrigan on Health Insurance Budget
- Phone call meeting with Patrick Dello Russo and Recreation Department regarding fees for fields and expenses to maintain fields
- Mayflower Municipal Health Group meeting to review financials and bid process
- Discussion with Bob Galvin and outside counsel regarding the PPA
- Virtual demonstration from City Base with Patrick Dello Russo and IT Department
- Conference call with Cyndee Marcoux regarding reopening plan
- Weekly meeting with Collins Construction and Fred Russell regarding elevator project

Town Hall Reopening Plan – Michael Maresco said that the Reopening Policy Committee has met several times and is putting together a standard operating procedure for the reopening of municipal buildings, including a statement for employees to read and sign. Employees will self-certify each morning by answering a list of questions. The procedures to protect the public and employees will include:

- hand sanitizing stations
- everyone entering the building will be asked to wear a face mask
- signage encouraging social distancing
- Town Hall will be operating at 25% capacity with a flexible schedule where some staff are in the office and some are working from home
- Staff must wear face covering unless they have a private office or are 6 feet apart.
- Daily Cleaning and sanitizing
- Bathrooms will be equipped with touchless faucets, soap dispensers, and hand dryers
- Currently looking at system for swipe entry, but in the meantime there will be a policy for cleaning door knobs throughout the day
- Staff should not share phones and phones should be cleaned daily
- Unnecessary physical contact is prohibited
- Gloves should be worn when handling mail or payments
- No sharing of office supplies
- Fleet vehicles will be cleaned and sanitized after each use
- Meetings will continue with Zoom

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Mr. Maresco noted that the budget includes a \$200,000 increase in cleaning expenses, and added that Cyndee Marcoux is ready to start curbside pick-up and drop-off at the library and is seeking permission to start that service on Monday. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to approve this request. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Sajjan Enterprises LLC dba Jogi’s Liquors – Application for Change of Manager and Change of Corporate Name – Attorney David Nagle appeared remotely before the Board of Selectmen. Mr. Nagle noted that the Board previously approved these changes to Mr. Sajjan’s seasonal all alcohol license, but did not vote to approve the same changes to the Annual Wine & Malt License. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to approve the Change of Manager from Deborah Sajjan to Joginder Sajjan and Change of Corporate Name from Sajjan Enterprises LLC to Jogi Enterprises Inc. on the Annual Wine & Malt Package Store License as requested. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Marshfield Fair Association – Request for Permission to Operate a Drive-In Theatre – Lenny LaForest appeared remotely before the Board with Eugene Dean and gave a brief overview of the plans to put a drive-in movie theatre at the fairgrounds. Mr. Laforest said that they could accommodate up to 500 cars but would decrease that number to allow for social distancing. Mr. Laforest added that movies would be over by 11:00 p.m. and sound would be through FM radio so it would not impact the neighbors. Mike Bradley asked if this is a temporary request. Lenny Laforest said that a lot of events have been cancelled so they are asking to do this now, but they may ask to do it again sporadically in the future when there are no other events scheduled. Eugene Dean said that they could accommodate 210-240 cars with social distancing, but if regulations from the Governor change that number could either increase or decrease to remain in compliance. Chris Rohland asked about the security plan to enforce social distancing. Eugene Dean said that all customers will be asked to wear masks when out of their cars and all common areas will be set up for social distancing. Mr. Dean added that security staff will walk around to ensure that people are complying. Chris Rohland asked what the cost would be. Mr. Dean said it would be \$25 per car, they will encourage online sales which may include an additional service fee. Chris Rohland asked if people would be allowed to bring their own food and beverages. Eugene Dean said that all food and beverages must be purchased on site. Joe Kelleher asked when they plan to start. Eugene Dean said that they would like to start on June 18, and noted that it would be weekends only (Friday, Saturday and Sunday) to start. Joe Kelleher asked when the season would end. Mr. Dean said that right now they are looking at November 1, 2020 as an end date but could end sooner if demand is not there. Chief Tavares said that he has reviewed the plan and has no concerns. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to grant the Marshfield Fair Association permission to operate a drive-in movie theatre at the fairgrounds on Friday, Saturday and Sunday evenings from June 18, 2020 through November 1, 2020 ending no later than 11:30 p.m. each night, with one movie shown per night and no more than 250 cars unless restrictions from the State change. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

COSO Policy – Patrick Dello Russo gave some details on the purpose of this policy which will increase effectiveness and efficiency of operations, reliability of financial reporting and compliance with applicable laws and regulations. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to adopt the Committee of Sponsoring Organizations of the Treadway Commission (COSO) policy as presented by Mr. Dello Russo. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Changes to Fiscal Policies – Patrick Dello Russo noted that the Board previously voted to review and update the consolidated fiscal policies annually. Mr. Dello Russo said that the only recommended change this year is to reduce the reserve fund from \$100,000 to \$50,000 due to costs related to the COVID-19 crisis. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to adopt the revised Consolidated Fiscal Policy as presented by the Treasurer/Collector. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

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Maximum Useful Life of Equipment to be Financed with Bonds and BANS – Joseph Kelleher read the motion into the record as follows:

I, the Clerk of the Board of Selectmen of the Town of Marshfield, Massachusetts, certify that at a meeting of the board held 6-1-20 2020, of which meeting all members of the board were duly notified and at which a quorum was present, the following vote was unanimously passed, all of which appears upon the official record of the board in my custody:

Voted: that the maximum useful life of the disaster/recovery/capability equipment (i.e. patrol vessels, sonar, CBRNE equipment) to be financed with the proceeds of the \$76,124.25 Federal Port Security Equipment Bonds authorized by a vote of the Town passed October 15, 2018 (Article 9, Motion 1) is 20 years.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Patrick Dello Russo gave some details on the purpose of this vote. Mike Bradley moved, seconded by Chris Rohland, to adopt the motion as read by the Clerk. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Unplug and Be Mindful Yoga – Request to Teach Yoga at Rexhame Beach – Chief Tavares said that he has no issues with this request as long as social distancing protocols are met. Cindy Castro, Beach Administrator, said that there have been no issues in the past. Ms. Castro said that the yoga classes are early in the morning and do not interfere with regular beach use. Mike Bradley moved, seconded by Chris Rohland, to grant permission for Melissa McKim, Unplug & Be Mindful Yoga LLC, to teach yoga on Rexhame Beach. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Donation of Benches for Harborwalk – Michael Maresco reviewed the email from Harbormaster Michael Dimeo requesting permission to accept the donation of two benches from Steven and Lara Brait to be placed along the harborwalk near the Green Harbor Dyke. After a brief discussion, Mike Bradley moved, seconded by Chris Rohland, to accept the donation of two all-weather benches valued at \$2500 each. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Donation of Dog Watering Station at Peter Igo Park – Steve Darcy appeared before the Board remotely and gave some details on this request to accept the donation of a dog watering station in memory of Marion Duksta. Mike Bradley moved, seconded by Chris Rohland, to accept this donation. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland –aye; Mr. Kelleher – aye.

Non-Resident Beach Parking – Mike Bradley said that members of the community have expressed concern about non-residents parking at Marshfield beaches. Chief Tavares gave some details on the revenue generated through beach parking fees and noted that day passes accounted for \$102,355 of the \$370,000 total revenue during the last beach season. Chief Tavares outlined the number of spaces in each lot and which lots allow day passes for residents and non-residents. Chief Tavares noted that there are also 46 spots available for daily parking at the Green Harbor Lobster Pound, this is a private lot that has an annual Commercial Parking Permit. Chief Tavares added that he spoke with the new operations manager at that lot and he said that he will do whatever he can to prevent overcrowding. Mike Bradley asked Chief Tavares to explain the revolving fund. Chief Tavares explained that the program pays for itself, all money that is raised through the sale of beach stickers goes toward beach operations. Chief Tavares noted that it is basically a break even

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business. Chris Rohland asked if social distancing is being enforced on the beaches. Cindy Castro said that some of the new employees will be walking the beaches to remind beachgoers about social distancing rules. Ms. Castro said that more signs will also be posted. Joe Kelleher asked how many resident permits are sold each year. Chief Tavares said that they average around 4,000 per year. Lara Brait, Chamber of Commerce, spoke briefly about the impact that visitors to Marshfield have on local businesses. Robert Galvin said that it would be difficult to impose a restriction on visitors. After further discussion, Mike Bradley moved, seconded by Chris Rohland, to table this issue and take no action at this time. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

New Beach Hires – Chief Tavares read the letter he sent to the Board of Selectmen and listed the recommended new hires as follows:

- Daniel Stack (lifeguard)
- John Riordan (lifeguard)
- Max Murphy
- Jake Murphy
- Brendan Finneran (lifeguard)
- Amanda White
- Brendan White
- Kylie Norelus
- Tyler Slate (lifeguard)
- Aidan Macadam
- Lauren Smith
- Rachel Murphy
- Dylan Ward
- Nicole Murphy
- Domenic Papalia (lifeguard)
- Norman Mcgilvary
- Megan Clougherty

Mike Bradley moved, seconded by Chris Rohland, to hire these seasonal employees as requested. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

Acceptance of Minutes – Mike Bradley moved, seconded by Chris Rohland, to accept the minutes of May 18, 2020 as written. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

Annual Reappointments – Mike Bradley read the list of annual reappointments as follows:

- Town Counsel – Robert Galvin
- Veterans Agent – William Dodge
- Deputy Veterans Agent – Carin Paulette
- Veterans Graves Officer – Peter Mandly
- Emergency Management Director – Lt. Arthur Shaw
- Animal Control Officer – Alyssa Ryan
- Wiring Inspector – David Comoletti
- Plumbing & Gas Inspector – Aldo Bertoni
- Town Historian – Cynthia Krusell

Mike Bradley moved, seconded by Chris Rohland, to reappoint these employees for one year terms expiring on June 30, 2021 contingent on receipt of requests for reappointment and background checks. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

Executive Session – At 8:45 p.m. Mr. Bradley moved, seconded by Mr. Rohland, to go into Executive Session to discuss strategy regarding collective bargaining and to conduct collective bargaining that if discussed in open session could have a detrimental effect on the bargaining position of the Town, not to return to open session. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

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Mr. Bradley moved, seconded by Mr. Rohland, to close the executive session at 9:50 p.m. and adjourn the meeting. The vote was unanimous. Roll Call Vote: Mr. Bradley – aye; Mr. Rohland – aye; Mr. Kelleher – aye.

Respectfully submitted,

Catherine Burke

The following documents and exhibits were presented at the meeting: application for permit for Drive-in Theatre from Marshfield Fair Association and accompanying information; documentation from Patrick Dello Russo on COSO policy, Consolidated Fiscal Policy, and maximum useful life of equipment to be financed with bonds and BANs; letter from Unplug & Be Mindful Yoga requesting permission to teach yoga on Rexhame Beach; email from Harbormaster requesting permission to accept donation of two benches; letter from Friends of Peter Igo Park requesting permission to accept donation of dog watering station; letter from Lt. Sullivan requesting approval of new beach hires..