

*These minutes were revised May 16, 2016 to reflect accurate vote on Fee Changes for Temporary Alcohol and Entertainment Licenses. Addition of phrase "for events excluding those held at the Marshfield Fairgrounds".*

## **MINUTES – SELECTMEN’S MEETING**

**Monday, June 22, 2015**

### **Selectmen’s Hearing Room**

Present: Matthew J. McDonough; Stephen G. Robbins; Michael G. Bradley; Rocco J. Longo, Town Administrator

Matthew McDonough opened the meeting at 7:30 p.m. and announced that the meeting is being recorded by MCTV.

Mr. McDonough introduced William Cline from Boy Scout Troop 11 and asked him to lead the Pledge of Allegiance.

Town Administrator Report – Rocco Longo provided the Board with his weekly brief as follows:

- The Public Meeting regarding the Town Charter is scheduled for Thursday July 9, 2015 at the library, a press release has been distributed to local media.
- Mr. Longo also sent out a press release regarding the new Town Hall hours.
- Regina Porter, a long time historian in Town, has offered to help with the Pratt Property RFP. She will work with Rocco Longo and Bob Galvin to put together a package to bring back to the Board for approval. Steve Robbins has been organizing a clean-up of the property, putting together a team of volunteers.
- A proposed Social Media policy will be brought forward at the next meeting.
- Attending an economic development meeting hosted by the governor’s office at Cape Cod Community College tomorrow.
- Will have a Department Head meeting on Tuesday, negotiations on Wednesday, and Capital Assessment Project interviews on Wednesday and Thursday evenings.
- Town Planner has advised that the Planning Board received two checks that will go into the sidewalk fund: \$40,000 from Horse Farm Subdivision and \$12,000 from White Oak Realty Trust.
- Mike McNamara’s radio show this Saturday will highlight Town social service departments. Cyndee Marcoux, Carol Hamilton and Ned Bangs will be guests. The Veterans Agent was also invited, but was unable to attend.

Economic Development Report – Matthew McDonough gave an overview of the report prepared by Joe Markanian. Rocco Longo gave details on some of the results of the EDSAT survey and how they compare with the report. Mr. Longo noted that 90% of building permits were issued within 5 weeks, which contradicts what was reported in the survey. Steve Robbins questioned whether 5 weeks is too long and said that he feels that better communication between departments would expedite the process. Matthew McDonough said that this report is a great start in looking at how to make improvements. Mike Bradley said that he agrees that 5 weeks is too long to wait for a building permit.

Marshfield Agricultural & Horticultural Society – Temporary Licenses – Matthew McDonough read through the application for a temporary wine & malt license for the North Star Rodeo at the Fairgrounds on June 27 & 28, 2015. Steve Robbins moved, seconded by Mike Bradley, to approve this license. The vote was unanimous.

Matthew McDonough read through the application for a temporary common victualler license for Porky’s Concessions to serve food at the rodeo on June 27 & 28, 2015. Steve Robbins moved, seconded by Mike Bradley, to approve this license. The vote was unanimous.

Matthew McDonough read through the application for a temporary wine & malt license for the Levitate Music Festival at the Fairgrounds on July 11, 2015. Steve Robbins moved, seconded by Mike Bradley, to approve this license. The vote was unanimous.

Matthew McDonough read through the application for a temporary wine & malt license for the Greater Boston Wine Festival at the Fairgrounds on July 26, 2015. Steve Robbins moved, seconded by Mike Bradley, to approve this license. The vote was unanimous.

Marshfield Fairgrounds Event Policy – Matt McDonough gave some background on the reason for this proposed new policy. Mr. McDonough said that the Marshfield Fair began at the

## **MINUTES – SELECTMEN’S MEETING**

**Page 2 of 6**

**Monday, June 22, 2015**

fairgrounds in 1857. Since that time the fairgrounds has evolved into a much more active venue, hosting a wide variety of events throughout the year. The policy suggests having a meeting with representatives from the fairgrounds each year in mid-March to review planned events for the upcoming year. Steve Robbins noted that he spoke to Lenny LaForest and he apologized for being unable to attend tonight’s meeting, but said that he would be available for the next meeting. The Board decided to table this discussion until representatives of the Marshfield Agricultural & Horticultural Society could be present.

Administrative Fees for ABCC License Applications – Rocco Longo read through the list of surrounding towns and what they currently charge for administrative fees. Matthew McDonough noted that Marshfield has more licensed establishments than any of the Towns that are currently charging a fee. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to charge a \$100 administrative fee for any liquor license applications submitted to the ABCC. The vote was unanimous.

Proposed Fee Changes for Temporary Alcohol and Entertainment Licenses – After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to increase the fee for Temporary Liquor Licenses for events excluding those held at the Marshfield Fairgrounds from \$20 per day to \$50 per day. The vote was unanimous. Steve Robbins moved, seconded by Mike Bradley, to increase the fee for Temporary Entertainment Licenses for events excluding those held at the Marshfield Fairgrounds from \$10 per day to \$25 per day. The vote was unanimous.

Fire Chief Hiring Process – John Clifford, Labor Counsel, appeared before the Board and reviewed the options for selecting a permanent Fire Chief. Mr. Clifford noted that this position is not covered by the Civil Service process, and the decision is up to the Board with no State oversight. The options would be:

- 1) conduct an external search, which would involve recruiting and advertising in trade publications and forming a screening committee or hiring a professional consultant to narrow the candidates down to a few to bring before the Board for a vote;
- 2) conduct an internal search within the Marshfield Fire Department, which should be limited to the rank of Captain or above. Mr. Clifford noted that the Board has received a letter signed by all of the current Captains and the acting Deputy Chief supporting Bill Hocking for the position of permanent fire chief; or
- 3) consider Acting Fire Chief Bill Hocking for the permanent position, which would involve asking him to submit a detailed package to the Board outlining his qualifications and mission for the Fire Department. Follow up with an interview to determine if he is the right candidate. If the Board decides he is not, they would still have the option of an external or internal search.

Mr. Clifford reviewed some of the details of the information he submitted to the Board and recommended that they start with Option 3. Matthew McDonough reiterated the fact that Deputy Chief Hocking has the support of the senior command staff at the Fire Department, as well as the firefighters union, but it is still important to go through a process of reviewing his credentials and his mission statement for the Department. Steve Robbins said that he also agrees that the third option is the best. Mike Bradley said that after reviewing the package submitted by Labor Counsel he would also be inclined to go with Option 3. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to follow the recommendation of Labor Counsel as outlined in Steps 1-4 of the package he submitted. The vote was unanimous.

Appointment of Assistant Treasurer – Rocco Longo gave an overview of the process leading to the recommendation that Christine Cadorette be hired as Assistant Treasurer. Mr. Longo said that they received 8 applications, interviewed 5 candidates, and had 3 candidates take a treasury test. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to promote Christine Cadorette to the position of Assistant Treasurer. The vote was unanimous. Steve Robbins moved, seconded by Mike Bradley, to post the Grade 9 Clerical position currently held by Ms. Cadorette. The vote was unanimous.

## MINUTES – SELECTMEN’S MEETING

Page 3 of 6

Monday, June 22, 2015

Downeast Cider House LLC – Application to Sell at Farmers Market – Debbie Lalone of Downeast Cider House appeared before the Board and gave some details on her business. Steve Robbins moved, seconded by Mike Bradley, to approve this license. The vote was unanimous.

Reclassification of Council on Aging Director – Rocco Longo explained that this position was approved for an upgrade from Grade 13 to Grade 14 as part of the Wage and Classification Study, however due to an oversight Carol Hamilton never received the upgrade. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this upgrade. The vote was unanimous.

Woodsy’s Walk – Matthew McDonough read the note from Leanne Woods requesting permission to hold the 4th Annual Woodsy’s Walk on July 12, 2015. Mr. McDonough noted that safety officer Kevin Feyler has recommended approval of this request. Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

William Raveis Ride+Walk – Matthew McDonough read the letter from Bob Roth requesting permission to route the bike portion of this event through the Town of Marshfield on August 22, 2015. Mr. McDonough noted that safety officer Kevin Feyler has recommended approval of this request. Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

Marshfield Girls Lacrosse 5K – Matthew McDonough read the letter from Anne Marie Winchester of South Shore Race Management requesting permission to hold this 5K on September 26, 2015. Mr. McDonough noted that safety officer Kevin Feyler has recommended approval of this request. Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

Run for the Rivers 5K – Matthew McDonough read the letter from Anne Marie Winchester of South Shore Race Management requesting permission to hold this 5K on October 4, 2015. Mr. McDonough noted that safety officer Kevin Feyler has recommended approval of this request. Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

South Shore Irish Festival – Matthew McDonough recused himself from this discussion and vote as there is a possibility that his wife’s Irish dance business may have a financial interest in this event. Mr. McDonough left the hearing room while the remaining members handled this application. Steve Robbins read through the application for an entertainment license for this event, which is scheduled for September 12 and 13, 2015 at the Marshfield Fairgrounds. Patrick McDonough appeared before the Board and gave some details on the event. Mike Bradley asked Patrick McDonough if he has been in contact with the Police Chief. Patrick McDonough said that he is in the process of setting up a meeting with the Chief. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this license contingent on positive recommendations from the Police, Fire and Building departments. The vote was 2:0 with one refusal.

Levitate Music Festival – Matthew McDonough read through the application for an entertainment license for this event, which is scheduled for July 11, 2015 at the Marshfield Fairgrounds. Steve Robbins noted that the application estimates 4,000 attendees, but he has heard that they are expecting closer to 10,000 attendees. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this license contingent on a positive recommendation from the Safety Officer. The vote was unanimous.

Gary Bannon – Application for Peddler’s License – Gary Bannon appeared before the Board and gave some details on his request for a license to operate a hot dog at the corner of North Street and Bryant Lane in Brant Rock. Matthew McDonough noted that the Beach Administrator has recommended against granting this license due to the small street layout, traffic and limited parking, but she did not give any details on the rationale behind this recommendation since the cart will be serving pedestrians. Mr. Bannon said that he did not expect any vehicular traffic and would be catering to people who have already parked and are walking to and from the beach.

## **MINUTES – SELECTMEN’S MEETING**

**Page 4 of 6**

**Monday, June 22, 2015**

After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this license contingent on a positive recommendation from the safety officer. The vote was unanimous.

Carley Dunphy & Carlie Maloof – Peddler’s License – Matthew McDonough read through the application for a license to sell healthy smoothies at the Town Pier. Mr. McDonough noted that Harbormaster Mike DiMeo supports this license. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this license contingent on the applicants working with the Harbormaster on location of the cart and hours of operation. The vote was unanimous.

Appointment to MBTA Advisory Board – After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to appoint Greg Guimond to represent the Town of Marshfield on the MBTA Advisory Board for a three year term that expires on June 30, 2018. The vote was unanimous.

New Appointment to Conservation Commission – Matt McDonough read the application from Bertram O’Donnell requesting appointment to the Conservation Commission. Mr. McDonough said that the Conservation Commission supports this appointment. Steve Robbins moved, seconded by Mike Bradley, to appoint Mr. O’Donnell to the Conservation Commission for a three year term expiring on June 30, 2018. The vote was unanimous.

New Appointment to Airport Commission – Steve Robbins said that he has spoken to both David Suffredini and Richard Pineo, and he supports this appointment. Mr. Robbins noted that Richard Pineo is a Lieutenant in the Marshfield Fire Department, and that Acting Chief Hocking endorses this appointment. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to appoint Richard Pineo to the Airport Commission for the remainder of a three year term that expires on June 30, 2016. The vote was unanimous.

Vote to Extend Contract for Acting Fire Chief – After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to extend the contract for Acting Fire Chief William Hocking for an additional 90 days. The vote was unanimous.

First Congregational Church – Permission to Use Town Hall Lawn – Matthew McDonough read the letter from Lillian Dashner requesting permission to use the Town Hall lawn on July 9-13, 2015 for the annual Church Fair. Steve Robbins moved, seconded by Matt McDonough, to approve this request. The vote was unanimous.

Molly Fitzgerald Fund – Permission to Use Town Hall Lawn – Steve Robbins said that the Molly Fitzgerald Fund would like to use the Town Hall lawn on June 26, 2015 to show a family movie as part of “Molly Movie Mania”. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

Historic Winslow House Association – Temporary Wine & Malt License – Matthew McDonough read through the application for a one-day license for “Tavern Night” at the Winslow House on July 11, 2015 from 7:00 p.m. until 9:00 p.m. Steve Robbins moved, seconded by Mike Bradley, to grant this license. The vote was unanimous.

Island Dawg & Shinetti’s Grill – Addition to Peddler’s Licenses – After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to add Rockwood Road Athletic fields to these peddler’s licenses as agreed to by Ms. Igo and Mr. Shine. The vote was unanimous.

Block Party – Leon Street – Matthew McDonough read the letter from Robert Edgerly requesting permission to hold a block party at 21 Leon Street on July 3, 2015 from 1:00 p.m. until 6:00 p.m. Mr. McDonough noted that the Safety Officer has recommended approval with conditions. Steve Robbins moved, seconded by Mike Bradley, to approve this request with the conditions set forth by the safety officer. The vote was unanimous.

## **MINUTES – SELECTMEN’S MEETING**

**Page 5 of 6**

**Monday, June 22, 2015**

Block Party – West End of Samoset – Matthew McDonough read the letter from Karen Lanoue requesting permission to hold a block party on the west end of Samoset Street on July 25, 2015 from 2:00 p.m. until 9:00 p.m. Mr. McDonough noted that the Safety Officer has recommended approval with conditions. Steve Robbins moved, seconded by Mike Bradley, to approve this request with the conditions set forth by the safety officer. The vote was unanimous.

Green Harbor Beach Association – Summer Events – Matthew McDonough read the letter from Daniel Burns requesting permission to hold their annual summer events, including the Sand Castle contest on July 4, 2015, movies on the beach on Saturdays in July and August, and Labor Day events on Saturday September 5 and Sunday September 6, 2015. Mr. McDonough noted that the Board has received positive recommendations from Police and Fire. Steve Robbins moved, seconded by Mike Bradley, to approve this request. The vote was unanimous.

Appointments to North River Commission – Matthew McDonough read the letters from Christopher Head and Maryanne Leonard requesting appointment to represent the Town of Marshfield on the North River Commission. After a brief discussion, Steve Robbins moved, seconded by Mike Bradley, to appoint Christopher Head to the North River Commission for a three year term that expires on June 30, 2018. The vote was unanimous. Steve Robbins moved, seconded by Mike Bradley, to appoint Maryanne Leonard as an alternate to the North River Commission for a three year term that expires on June 30, 2018. The vote was unanimous.

Permission to put Vending Machines at Peter Igo Park – Matthew McDonough read the letter from Bud Duksta requesting permission to place a “healthy hydrates” vending machine at the Peter Igo Park. Steve Robbins moved, seconded by Mike Bradley to approve this request. The vote was unanimous.

### Reappointments to Boards/Committees

Agricultural Commission: Steve Robbins moved, seconded by Mike Bradley, to reappoint Lorrie Gampp Dahlen, Sarah Garretson Lowry, and Carolyn Houseman for three year terms expiring on June 30, 2018. The vote was unanimous.

Airport Commission: Steve Robbins moved, seconded by Mike Bradley, to reappoint David Suffredini and Robert Reilly for three year terms expiring on June 30, 2018. The vote was unanimous.

Zoning Board of Appeals: Steve Robbins moved, seconded by Mike Bradley, to reappoint Mark Ford for a three year term expiring on June 30, 2018. The vote was unanimous.

Conservation Commission: Steve Robbins moved, seconded by Mike Bradley, to reappoint Frank Woodfall and Alison Cochrane for three year terms expiring on June 30, 2018. The vote was unanimous.

Council on Aging: Steve Robbins moved, seconded by Mike Bradley, to reappoint Martine Anderson and Sheila Gagnon for three year terms expiring on June 30, 2018. The vote was unanimous.

Economic Development Committee: Steve Robbins moved, seconded by Mike Bradley, to reappoint Stephen Brait for a three year term expiring on June 30, 2018. The vote was unanimous.

Historical Commission: Steve Robbins moved, seconded by Mike Bradley, to reappoint Otis Carney for a three year term expiring on June 30, 2018. The vote was unanimous.

Open Space Committee: Steve Robbins moved, seconded by Mike Bradley, to reappoint Tom Whalen and Karen O’Donnell for three year terms expiring on June 30, 2018. The vote was unanimous.

## MINUTES – SELECTMEN’S MEETING

Page 6 of 6

Monday, June 22, 2015

Recreation Trails Committee: Steve Robbins moved, seconded by Mike Bradley, to reappoint Roger Whidden for a three year term expiring on June 30, 2018. The vote was unanimous.

Town Historian: Steve Robbins moved, seconded by Mike Bradley, to reappoint Cynthia Krusell for a three year term expiring on June 30, 2018. The vote was unanimous.

Waterways Committee: Steve Robbins moved, seconded by Mike Bradley, to reappoint Michael McNamara for a three year term expiring on June 30, 2018. The vote was unanimous.

Acceptance of Minutes – Steve Robbins moved, seconded by Mike Bradley, to accept the minutes of June 8, 2015 as written. The vote was unanimous.

The meeting was adjourned at 9:30 p.m. There was no executive session held.

Respectfully submitted,

Catherine Burke

*The following documents and exhibits were presented at the meeting: economic development report from Joe Markarian; liquor license applications from Carleton Chandler for North Star Rodeo, Levitate Music Festival, and Greater Boston Wine Festival; application from Porky’s Concenssions for temporary common victualler license for North Star Rodeo; information from Labor Counsel on Fire Chief hiring process; draft policy for Marshfield Fairground events; recommendation of Christine Cadorette for Assistant Treasurer position and copy of her resume; application from Downeast Cider House for license to sell at a Farmers Market and accompanying information; letter from Rocco Longo regarding reclassification of Council on Aging Director position and accompanying information; email from Leanne Woods requesting permission to hold the Woodsy’s Walk on July 12 and recommendation from Safety Officer; letter from Bob Roth requesting permission to hold the William Raveis Ride+Walk on August 22 and recommendation from Safety Officer; letter from South Shore Race Management requesting permission to hold the Marshfield Girls Lacrosse 5K on September 26 and recommendation from Safety Officer; letter from South Shore Race Management requesting permission to hold the NSRWA 4th Annual Run for the Rivers on October 4 and recommendation from Safety Officer; application for temporary entertainment license for South Shore Irish Festival from Patrick McDonough; application for temporary entertainment license for Levitate Music Festival from Daniel Hasset; application for peddlers license from Gary Bannon and accompanying information; application for peddlers license from Carley Dunphy and Carlie Maloof and accompanying information; note from Greg Guimond requesting appointment to the MBTA Advisory Board; application for appointment to Conservation Commission from Bertram O’Donnell and recommendation from Conservation Commission; application for appointment to Airport Commission from Richard Pineo and recommendation from Airport Commission; letter from First Congregational Church requesting permission to use Town Hall lawn; application from Kathleen O’Connor for one day wine & malt license for Tavern Night at the Historic Winslow House on July 11; requests from Laurie Igo and Bob Shine that the Rockwood Road athletic fields be added to their peddler’s licenses; letter from Robert Edgerly requesting permission to hold a block party on July 3 and recommendation from Safety Officer; letter from Karen Lanoue requesting permission to hold a block party on the west end of Samoset Street on July 25 and recommendation from Safety Officer; letter from Dan Burns requesting permission to hold annual summer events on Green Harbor beach and accompanying information; letters from Christopher Head and Maryanne Leonard requesting appointment to the North River Commission; letter from Bud Duksta requesting permission to place a vending machine at Peter Igo Park; list of annual reappointments and letters requesting reappointment.*