

SELECT BOARD MEETING
Tuesday, October 10, 2023
Police Station, Emergency Operations Center

Participants: James J. Kilcoyne; Lynne E. Fidler; Stephen R. Darcy; Michael A. Maresco, Town Administrator

Mr. Kilcoyne moved, seconded by Ms. Fidler, to open the meeting at 6:30 p.m. The vote was unanimous. Roll Call Vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye. Mr. Kilcoyne announced that the meeting is being recorded by Marshfield Community Media.

Chairman's Comments – Select Board Chairman Kilcoyne said that he wanted to set the record straight on some comments made by a member of the Board of Public Works, Mr. Kilcoyne said the Select Board does provide funds for private streets with public access. Mr. Kilcoyne gave some details on the funding provided to the DPW for road maintenance. Mr. Kilcoyne also said that he would like to have a discussion regarding the new flood planning and stretch codes added to the next agenda of the Select Board. Mr. Kilcoyne said that he would also like the Town Accountant and Treasurer/Collector to give monthly updates at Select Board meetings to increase public awareness of the finances of the Town.

Town Administrator Report – Michael Maresco provided the Board with his brief as follows:

- Weekly call to WATD to discuss various issues and Select Board meeting agenda
- Met with Joe Hackett regarding application for appointment to Conservation Commission
- Met with Mike DiMeo regarding the harbor dredge project, moorings and other requirements
- Met with Ellen Callahan regarding some dead trees on her property
- Participated in ARPA training through the Inspector General's Office
- Met with Don McAleer, Advisory Board, regarding Town Meeting warrant
- Met with Chief Simpson to review some ongoing issues and facility improvements
- Participated in the CRS/PPI meeting
- Met with Friends of Peter Igo Park and Recreation Director to finalize MOU to replace Article 13 on the warrant
- Weekly meeting with Fred Russell to review ongoing projects
- Met with Airport Manager and Fred Russell regarding new sign for the airport
- Participated in meeting with CLA and Eric Kinsherf regarding ongoing closeout issues and Munis conversion
- Participated in meeting with Senator O'Connor and the Daniel Webster Trust regarding State assistance to fix the chimneys using State funds if possible
- Participated in Capital Budget Committee meeting
- Participated in meeting with the Collins Center and Danielle Kerrigan regarding a marketing piece for the Town Accountant position
- Met with Rosie Kaulbfliesch to review utility bills
- Participated in the opening of the Green Harbor dredge bids, AMG was the lowest, most qualified bidder
- Participated in a zoom meeting with Good Energy regarding update on DPU regulations and House Bill 3852 that will empower municipalities with existing electrical load aggregation programs
- Met with Recreation Director Craig Jameson and Chris Cunio regarding CPC request for repairs and improvements to the Skate Park
- Met with Lynne Fidler and Joseph Zambello regarding his application for appointment to the Capital Budget Committee
- Participated in Massachusetts Association of Conservation Commissioners Training
- Participated in a tour of the Alamo Building with Lynne Fidler
- Participated in luncheon with veterans with spinal cord injuries at the DAV
- Met with Mark Ford of the Advisory Board regarding an article in the STM warrant
- Met with Mike DiMeo regarding Green Harbor dredging project

Todd Goodwin – IT Update – Detective Todd Goodwin, MIS Director, appeared before the Board and gave an update on some of the work his Department is doing. Det. Goodwin

SELECT BOARD MEETING

Page 2 of 5

Tuesday, October 10, 2023

said that they are in the process of a much needed update to the servers and detailed some of the other ongoing projects. Det. Goodwin gave details on best practices used by the Town of Marshfield to increase cyber security, including online training for all employees. Michael Maresco said that these practices are required by MIIA in order to get cyber security insurance.

Memorandum of Understanding with Friends of Peter Igo Park – Michael Maresco gave some details on the MOU and how the park will operate under this agreement. Michael Maresco said there will be no changes to current operations, this MOU serves as written documentation that thoroughly explains policies for maintaining the core services that are in place now. Mr. Maresco said that this will negate Article 13 on the STM warrant. Mary Chambers, Elderberry Lane, asked if this means there will not be a lease. Mr. Maresco said yes there will be no lease, the MOU will serve in its place and keep the park in the care and custody of the Recreation Department. Mark Vogel, Ridge Road, asked how long the MOU will last. Michael Maresco said it is for a 3 year term. Adrienne Michael, Sea Street, asked if this MOU is between FOPIP and the Town and does not involve Marshfield Tennis. Michael Maresco said yes. Ann Gillespie, Statesman Terrace, thanked the Board and the Recreation Department for their work on this MOU. James Kilcoyne moved, seconded by Lynne Fidler, to approve and sign the Memo of Understanding between the Friends of Peter Igo Park and the Town of Marshfield. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

New Appointment to Capital Budget Committee – Joseph Zambello – Lynne Fidler said that she met with Mr. Zambello and feels that he would be a great addition to the Capital Budget Committee. Joseph Zambello appeared remotely before the Board and said that he is excited about the opportunity to join this committee. James Kilcoyne moved, seconded by Lynne Fidler, to appoint Joseph Zambello, to the Capital Budget Committee for the remainder of a three year term expiring on June 30, 2025. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Surplus Equipment – Fire Department – Chief Simpson appeared remotely before the Board to answer any questions. After a brief discussion, James Kilcoyne moved, seconded by Lynne Fidler, to approve the request of the Marshfield Fire Department to declare as surplus the following items: 6 chairs, 1 table, 1 damaged particle board desk, 1 large container of obsolete radio parts, wires and antennas, 2 containers of obsolete firefighter training manuals, 4 obsolete particle board file drawers, and 8 lengths of hose that failed pressure testing during inspection. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Purchase & Sale Agreement – 2160 Ocean Street – Michael Maresco gave some details on this parcel of land that abuts the South River Park and noted that the South River is a designated National Natural Landmark. James Kilcoyne said that this parcel will be purchased with CPC funds and will be voted on at Town Meeting. James Kilcoyne moved, seconded by Lynne Fidler, to approve and sign the Purchase and Sale Agreement for the purchase of 2160 Ocean Street. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Contract for Green Harbor Maintenance and Improvement Dredging – James Kilcoyne gave some details on this contract. After a brief discussion, James Kilcoyne moved, seconded by Lynne Fidler, to award the Green Harbor Maintenance and Improvement Dredging contract to AGM Marine Contractors Inc. in the amount up to \$1,104,010, which includes alternates #1 and #2. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Treasurer/Collector Contract – James Kilcoyne gave some details on this contract with Shaun Strobel. James Kilcoyne moved, seconded by Lynne Fidler, to approve and sign the employment contract for Shaun W. Strobel our newly hired Treasurer/Collector who will start on October 30, 2023. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

SELECT BOARD MEETING

Page 3 of 5

Tuesday, October 10, 2023

H.3852 Legislation – James Kilcoyne said that he spoke to our State Representative and State Senator and they both support this bill. Michael Maresco said this bill would empower Towns with existing programs to more effectively update and operate their programs. James Kilcoyne moved, seconded by Lynne Fidler, to authorize the Town Administrator to sign the Town of Marshfield on for efforts relating to House Bill 3852: An Act Supporting Electric Load Aggregation Programs in Marshfield. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Determination Granting Consent to KP Law, P.C. – Michael Maresco gave some details on this document and said that this is a procedural issue since KP Law will be representing a neighboring town. James Kilcoyne moved, seconded by Lynne Fidler, to approve and sign the Determination of Consent for KP Law to represent the Town of Pembroke with respect to the Inter-Municipal Agreement for the Public Health Excellence for Shared Services Grant. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Town Meeting Date – Stephen Darcy asked Michael Maresco to explain why the item regarding potential change to the date of Town Meeting was on the agenda. Michael Maresco said it was added because conversion of accounting software from the antiquated Softright system to Munis has been very cumbersome. Mr. Maresco said that they were able to overcome the challenges and avoid the need to postpone Town Meeting.

Town Administrator Contract – James Kilcoyne said that the Select Board met in Executive Session regarding this contract. Mr. Kilcoyne reviewed some of the details of the process and the terms of the contract. Lynne Fidler thanked Mr. Maresco for committing to the Town of Marshfield for another 3 years and said that the term of the contract is October 1, 2023 through September 30, 2026. James Kilcoyne moved, seconded by Lynne Fidler, to approve and sign the new three year contract with Michael A. Maresco, Town Administrator. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

New Appointment to Conservation Commission – Corey Miles – Lynne Fidler said that she had a few conversations with Corey Miles and her resume is great for the Conservation Commission. James Kilcoyne moved, seconded by Lynne Fidler, to appoint Corey Miles to the Conservation Commission for the remainder of a three year term expiring on June 30, 2026. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

New Appointment to Waterways Committee – William Sullivan – James Kilcoyne said that he has spoken to Bill Kerrigan and he supports this appointment. James Kilcoyne moved, seconded by Lynne Fidler, to appoint William Sullivan to the Waterways Committee for the remainder of a three year term expiring on June 30, 2026. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Annual Peddlers License – Shine Coffee – James Kilcoyne moved, seconded by Lynne Fidler, to approve an annual peddler's license for Katherine Ridl, Shine Mobile Coffee, with hours of operation from 8:00 a.m. until 10:00 p.m. daily. Applicant is subject to the Commonwealth of MA motor vehicle laws and the Town of Marshfield's zoning bylaws, pending sign off from the Board of Health, Police and Fire Departments. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Common Victualler License – Christmas Place Fudge – James Kilcoyne moved, seconded by Lynne Fidler, to approve a common victualler license for Jessica Sulprizio of Marshfield, Christmas Place Fudge, to sell fudge between the hours of 8:00 a.m. and 10:00 p.m. at farmers markets and other events in Town, pending sign off from the Board of Health, Police, Fire and Building departments. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

SELECT BOARD MEETING

Page 4 of 5

Tuesday, October 10, 2023

Temporary Liquor Licenses – James P. Harrington Organization – James Kilcoyne moved, seconded by Lynne Fidler, to approve a one day indoor all alcoholic license for Diana Scolponeti, James P. Harrington Organization, for a fundraising event at 76 Ferry Hill Road on October 14, 2023 from 5:30 p.m. until 9:30 p.m., pending sign off from Police and Fire and a copy of liquor liability certificate of insurance. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

James Kilcoyne moved, seconded by Lynne Fidler, to approve a one day indoor wine and malt license for Katie Sheerin, James P. Harrington Organization, for a fundraising event at 76 Ferry Hill Road on October 27, 2023 from 7:00 p.m. until 10:00 p.m., pending sign off from Police and Fire and a copy of liquor liability certificate of insurance. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

Temporary Liquor License – The Family Crest Catering – James Kilcoyne moved, seconded by Lynne Fidler, to approve a one-day all alcohol license for David Crest, The Family Crest Catering, for the Friends of the Marshfield Animal Shelter Fundraiser at the Daniel Webster Estate on October 14, 2023 from 5:30 p.m. until 10:30 p.m., pending sign off from Police and Fire and a copy of liquor liability insurance certificate. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

Revision of Temporary Liquor License – Duxbury Food Festival – James Kilcoyne moved, seconded by Lynne Fidler, to amend the one day wine and malt license previously approved by the Board on August 8, 2023 for the Duxbury Food & Wine Festival to change the date of the event from September 23, 2023 to October 28, 2023 from 3:00 p.m. until 8:00 p.m. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

Permission to Accept Donations – Veterans Services – James Kilcoyne read through the list of donors as follows:

- \$150.00 from Pemcon Inc in memory of Jake Bonney
- \$25.00 from Mr. & Mrs. Gregg Connelly in memory of Jake Bonney
- \$100.00 from Mr. & Mrs. Robert Widener in memory of Jake Bonney
- \$100.00 from Gare, Inc., Ms. Susan Rogers in memory of Jake Bonney
- \$25.00 from Ms. Lisa Antonelli
- \$20.00 from Ms. Nancy Kessinger
- \$25.00 from Mr. Mrs. Jon Chandler
- \$25.00 from Ms. Dorothy Curtis
- \$100.00 from Applied Systems Consulting and the Gaynor Family in memory of Jake Bonney
- \$100.00 from Ronald and Grace Holland in memory of John Francis

James Kilcoyne moved, seconded by Lynne Fidler, to accept these donations to be used to provide assistance for health, welfare, morale and financial needs of veterans and their dependents. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

Surplus Equipment – Library – James Kilcoyne moved, seconded by Lynne Fidler, to approve the request of the Ventress Memorial Library to declare as surplus 212 music CDs to be removed from their inventory. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Request for Permission to Use Training Green and Town Hall Parking Lot – Michael Maresco gave some details on this event. James Kilcoyne moved, seconded by Lynne Fidler, to approve the request of Regina Porter, Historic Winslow House Association, to use the Town training green and Town Hall parking lot for the historic reenactment of Marshfield's burning of the tea on Sunday, November 26, 2023 from 2:00 p.m. until 5:00 p.m. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

SELECT BOARD MEETING

Page 5 of 5

Tuesday, October 10, 2023

Acceptance of Minutes – James Kilcoyne moved, seconded by Lynne Fidler, to accept the minutes of September 25, 2023 and September 29, 2023 as written. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy - aye.

James Kilcoyne noted that there was an Executive Session for collective bargaining strategy on the agenda, but there is no update so the executive session will not be held.

Stephen Darcy asked Michael Maresco to give an update on the Treasurer/Collector and Town Accountant positions. Michael Maresco said that 8 other communities on the south shore are currently looking for a Treasurer/Collector and we were very lucky to get Shaun Strobel who has impeccable credentials. Mr. Maresco said that they are having a very difficult time attracting people for the Town Accountant position and said that he is working with the Collins Group to develop a marketing tool. Kathleen Maresco, Interim Treasurer/Collector, said that she and Sue Flynn, Interim Town Accountant, are working very well together to keep the day to day operations moving along without any issues. Ms. Maresco noted that outside consultants are working on certifying free cash from last year and gave some details on the Munis conversion.

Mr. Kilcoyne moved, seconded by Ms. Fidler, to adjourn the meeting at 7:55 p.m. The vote was unanimous. Roll Call Vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye. There was no executive session held.

Respectfully submitted,

Catherine Burke

The following documents and exhibits were presented at the meeting: list of projects and best practices for cyber security from Todd Goodwin; purchase and sale agreement for 2160 Ocean Street; Memorandum of Understanding with Friends of Peter Igo Park; information on dredging bid and copy of bid documents from AGM Marine Contractors Inc.; copy of Shaun Strobel Employment Contract; draft letter regarding House Bill 3852; letter from KP Law regarding determination of consent to represent the Town of Pembroke; application for appointment to the Capital Budget Committee from Joseph Zambello; application for appointment to Conservation Commission from Corey Miles; application for appointment to Waterways Committee from William Sullivan; application for peddlers license for Shine Mobile Coffee; application for Common Victualler License for The Christmas Place Fudge; application for temporary all alcohol license from Diana Scolponeti; application for temporary wine and malt license from Katie Sheerin; application for temporary all alcohol license for David Crest; information regarding change of date for Duxbury Food & Wine Festival; requests for permission to accept donations to Veterans Services; request from Cyndee Marcoux for permission to declare music CDs as surplus; request from Chief Simpson for permission to declare obsolete items as surplus; request for permission to use training green and Town Hall parking lot from Regina Porter.