

MINUTES – SELECT BOARD MEETING
Tuesday, May 9, 2023
Emergency Operations Center, 1639 Ocean Street

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

Stephen Darcy moved, seconded by James Kilcoyne, to open the meeting at 6:30 p.m. The vote was unanimous. Roll call vote: Mr. Darcy – aye; Mr. Kilcoyne – aye; Ms. Fidler – aye.

Board Reorganization – Stephen Darcy moved, seconded by Lynne Fidler, to appoint James Kilcoyne as Chair of the Select Board. The vote was unanimous. Roll call vote: Mr. Darcy – aye; Mr. Kilcoyne – aye; Ms. Fidler – aye. James Kilcoyne moved, seconded by Stephen Darcy, to appoint Lynne Fidler as Vice Chair of the Select Board. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye. Lynne Fidler moved, seconded by James Kilcoyne, to appoint Stephen Darcy as Clerk of the Select Board. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

James Kilcoyne thanked the Board for their support and said that he looks forward to serving as Chair of the Select Board for the upcoming year.

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

- Weekly call in to WATD regarding Town issues and programs
- Meeting with Woods Hole Group regarding flood warning response. The Town through our IT department will be implementing Rave Alert
- Participated in Advisory Board meeting with Lisa Clark and Anne Bastille to review last minute items for Town Meeting
- Participated in Marshfield Housing Partnership meeting to review presentation on the housing trust articles to be voted at Town Meeting
- Meeting with Craig Jameson to review Recreation Department programs for the spring and prepare for our summer programs
- Meeting with Matt Parent to review the heat pump survey
- Meeting with Marshfield resident who lives on Standish Street to discuss pedestrian safety issues on Winslow and Standish Streets
- Met with Narice Casper regarding an election issue to be addressed after the election
- Met with Capital Project Building Committee to update them on Police, DPW and Senior Center projects and review and vote on Town Hall and Dog Park projects
- Meeting with Labor Counsel regarding collective bargaining for Police and Fire
- Met with Craig Hannafin, Chair of Conservation Commission, to review expanded role of conservation consultant
- Meeting with Town officials to review nitrogen loading issues for 255 Furnace Street
- Meeting with Town Counsel, Building Commissioner and residents regarding 19 Pearl Street flood plain issues
- Meeting with Chief Tavares, Captain McDonough and Danielle Kerrigan on Police management roles
- Attended Revolutionary War Honor Roll Committee meeting to review potential sites for the honor roll
- Monthly Department Head Meeting
- Meeting with Marshfield Housing Partnership for final review on Housing Trust Fund presentation for Town Meeting
- Meeting with Vertex Environmental Consultant regarding 2160 Ocean Street
- Participated in DPW Building Committee meeting at the DPW to approve change orders and tour completed areas
- Meeting with Ed Perry and Tim Connors regarding land issues for potential expansion of WATD facility
- Phone call with Mike Biviano regarding 2160 Ocean Street property
- Weekly budget meeting with Anne Bastille and Lisa Clark to review FY23 budget and final review on FY24 budget presentation prior to Town Meeting
- Organized and participated in the Moderator's meeting to prepare for Town Meeting

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- Met with owners of The Jetty to discuss process for outside dining under legislature's extension through 2024 and the process to make it permanent through ZBA site plan approval
- Participated in Marshfield Community Media's taping of Town Meeting Preview with Town Moderator and Town Counsel
- Video meeting with Eversource Gas and various staff regarding modernization of gas depot
- Participated in two nights of Town Meeting
- Meeting with student "Superintendent for a Day" Evie Campbell and Superintendent Granatino
- Stopped by the Blood Drive at the police station
- Attended retirement luncheon for Firefighter Don Dixon
- Participated with Select Board in visit to see new pump truck that will be put into service
- Observed fire training program for Scituate and Marshfield Fire Departments at the Marshfield Fairgrounds
- Meeting with Labor Counsel and Chief Simpson to review issues for upcoming collective bargaining
- Meeting with Carin Paulette and Lisa Potts to review rollout of new veteran recognition program
- Participated in the Employee Health Fair organized by Donna Marcella
- Meeting with Susan Caron to discuss moving forward with 2160 Ocean Street
- Meeting with Fred Russell to review ongoing issues regarding school buildings, dog park, Town Hall project, Fire and Police stations and DPW project
- Meeting with Maryann Leonard from the North River Commission and Harbormaster DiMeo regarding patrols of the North River during the summer months
- Meeting with Cyndee Marcoux and Wally Coyle regarding procedure for spending funds from the Library Trust account
- Met with Jim Kilcoyne to discuss reorganization of Select Board and other issues
- Administered Oath of Office to newly elected and re-elected officials after being appointed "Acting Town Clerk" for this purpose by the Select Board
- Meeting with Lynne Fidler regarding issues of concern and Board reorganization
- Coordinated with Fire Chief the use of Town Hall for Fire Assessment exams on Saturday May 6, 2023
- Attended dedication of benches in memory of Danny Sheehan and David Moeykens at the Police station

New Appointment to Airport Commission – Patrick MacAllister – Stephen Darcy said that Mr. MacAllister comes highly recommended. James Kilcoyne moved, seconded by Lynne Fidler, to appoint Patrick MacAllister to the Airport Commission for a term that expires on June 30, 2025. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Lisa Clark – Cash Handling and Turnover Policy and Procedure – Lisa Clark appeared before the Board and said that this policy is very concise and will make the process for departmental deposits more clear. Michael Maresco said that he met with Lynne Fidler and she wondered why there was no dollar limit for turnovers. Ms. Clark said that she does not feel that there needs to be a dollar limit if people follow the guideline to make deposits at least weekly. Michael Maresco said that he feels a dollar amount should be set because they have had departments turning over \$20-\$50,000 at a time. Lisa Clark said that these are "best practices" and are meant to enhance the Cash Handling and Turnover Policy, so the \$100 limit set in that policy would still be in effect. Mr. Maresco asked about the requirement that a single person in each department handle money. Lisa Clark said the auditors would prefer to have each employee who handles cash have their own locked cash box or drawer. Michael Maresco asked about the requirement to drop off deposits in person. Lisa Clark said that this is so there is no discrepancy in how much money was turned over. Mr. Maresco said that item 11 refers to the need for payment schedules to be printed in triplicate and noted that it states that the "bottom receipt portion" is returned to the Department making the deposit and suggested that this be changed to say

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“one copy of the payment schedule” to make it more accurate. Lisa Clark said she will make this change. Lynne Fidler read item #14 into the record because she feels that this is an important part of the policy. James Kilcoyne suggested tabling a vote on this policy so that Ms. Clark can come back with a clean version including the recommended changes. James Kilcoyne moved, seconded by Lynne Fidler, to table a vote on the Best Practices for Cash Handling and Turnover Policy and Procedure until May 22, 2023. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Annual Common Victualler License – Optimal Health and Nutrition – James Kilcoyne moved, seconded by Lynne Fidler, to approve an annual Common Victualler license for Alisha Tsimbidaros dba Optimal Health and Nutrition at the Train4Life gym, 41 Rockwood Road pending approval from the Board of Health and Collector. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

2023 Bike MS Cape Cod Getaway – James Kilcoyne moved, seconded by Lynne Fidler, to approve the request to route the 2023 Bike MS Cape Cod Getaway bike ride through the Town of Marshfield on June 24, 2023. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Approval of Spending from Gift Accounts – Michael Maresco said that this came up because some of the Department Heads were concerned about possible delays in getting funds to people who need them if they have to wait for a Select Board meeting to gain approval. James Kilcoyne moved, seconded by Lynne Fidler, to authorize the Town Administrator to approve spending out of Town gift accounts. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary Wine & Malt License – Marshfield Hills General Store – James Kilcoyne moved, seconded by Lynne Fidler, to approve a temporary wine & malt license for Tish Adams dba Marshfield Hills General Store for the North River Arts Festival on May 27 and May 28, 2023 from 12:00 p.m. until 5:00 p.m. pending receipt of liquor liability insurance. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Reappointment to Old Colony Elder Services Board of Directors – Maureen Saunders – Michael Maresco noted that Ms. Saunders has been representing the Town of Marshfield on this board for several years. James Kilcoyne moved, seconded by Lynne Fidler, to reappoint Maureen Saunders as the Town of Marshfield’s representative on the Old Colony Elder Services Board of Directors for Fiscal Year 2024. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Renewal of Fuel Storage Registrations – James Kilcoyne read through the list of applicants for renewal of fuel storage registrations as follows:

Shoreline Aviation Inc. dba Marshfield Municipal Airport
QuirkCars Inc.dba Quirk Chrysler, Dodge, Jeep, Ram
QuirkCars Inc. dba Quirk Kia South
G.A. Williams & Sons Inc. dba Williams Coal & Oil Company
Roht Marine LLC dba Roht Marine
Speedway LLC dba Speedway #2470
A.L. Prime Energy Consultants Inc. dba Prime Gasoline
Colbea Enterprises, LLC dba Shell
Ocean Street Auto Repair and Service Inc. dba Ocean Street Auto Repair and Services
Marshfield Country Club dba Marshfield Country Club
EM Realty Trust dba Public Petroleum
Rand Handy Oil Co. Inc. dba Rand-Handy Oil Co.
McDougall Bros. Enterprises LLC dba McDougall Bros.
Ocean Bluff Automotive dba Ocean Bluff Automotive
Turnpike Auto Service Center dba Cedarview Filling Station
Brewer Green Harbor Marina dba SHM Green Harbor Marina
John W. Taylor dba Taylor Marina

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James Kilcoyne moved, seconded by Lynne Fidler, to approve the aforementioned Fuel Storage Registrations through April 30, 2024. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary Common Victualler License – Circus Smirkus – After a brief discussion, James Kilcoyne moved, seconded by Lynne Fidler, to approve a temporary common victualler license for Nancy Belezos dba Marshfield Education Foundation for the Circus Smirkus Big Top Tour at the Marshfield Fairgrounds on July 21 and 22, 2023, pending approval from the Board of Health, Building Department and Collector. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary Entertainment License – Circus Smirkus – James Kilcoyne moved, seconded by Lynne Fidler, to approve a temporary entertainment license for Nancy Belezos dba Marshfield Education Foundation for the Circus Smirkus Big Top Tour at the Marshfield Fairgrounds on July 21 and 22, 2023, pending approval from the Board of Health, Building and Fire Departments. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary Wine & Malt License – James Kilcoyne moved, seconded by Lynne Fidler, to approve a one-day wine & malt license for Erica Dougherty, South Shore Cocktails LLC, for the Marshfield Chamber of Commerce event at the Marshfield Boys & Girls Club on June 22, 2023 from 5:00 p.m. until 7:00 p.m. pending approval from the Fire Department and submission of certificate of liquor liability insurance. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary Entertainment License – Levitate Music Festival – James Kilcoyne moved, seconded by Lynne Fidler, to approve a temporary entertainment license for Dan Hassett, Levitate Music Festival LLC for the 10th Annual Levitate Music Festival at the Marshfield Fairgrounds on July 7, 8 and 9, 2023 from 12:00 p.m. until 10:00 p.m. pending approval from Board of Health, Police, Fire, and Building Departments. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary All Alcohol License – James Kilcoyne moved, seconded by Lynne Fidler, to approve a one-day all alcohol license for The Historic Winslow House Association for their Murder Mystery Fundraiser at the Winslow House on July 22, 2023 from 6:00 p.m. until 10:00 p.m. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Application for Temporary All Alcohol License – James Kilcoyne moved, seconded by Lynne Fidler, to approve a one-day all alcohol license for Maureen Smith, North River Arts Society for the annual Festival of the Arts on Friday May 26, 2023 (7:00-10:00 p.m.) and Saturday and Sunday May 27 and 28, 2023 (10:00 a.m. – 5:00 p.m.). The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Request for Permission to Discourage Traffic on Old Main Street – James Kilcoyne said that this is an annual request to allow for pedestrian safety during the Festival of the Arts. Lynne Fidler asked if they still have the shuttle buses from Eames Way School. Michael Maresco said that he is not sure, but will find out and get back to the Board. James Kilcoyne moved, seconded by Lynne Fidler, to approve the request of Maureen Smith, North River Arts Society, for permission to discourage traffic on Old Main Street from Pleasant Street to Prospect Street, except for emergency vehicles, on Friday May 26, 2023 (7:00-10:00 p.m.) and Saturday and Sunday May 27 and 28, 2023 (10:00 a.m. – 5:00 p.m.). The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

Request for Permission to Hold Beach Yoga Classes on Burkes Beach – James Kilcoyne moved, seconded by Lynne Fidler, to approve the request from Bill Selvitelle to hold free yoga classes on Burkes Beach on Tuesdays, Thursdays, Saturdays and Sundays from 8:00 a.m. until 9:00 a.m. from June through September 2023. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy – aye.

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Acceptance of Minutes – James Kilcoyne moved, seconded by Lynne Fidler, to accept the minutes of April 24, 2023 and May 1, 2023 as written. The vote was unanimous. Roll call vote: Mr. Kilcoyne – aye; Ms. Fidler – aye; Mr. Darcy -aye.

At 7:20 p.m. James Kilcoyne moved, seconded by Lynne Fidler, to adjourn the meeting. The vote was unanimous. Roll call vote: Mr. Darcy – aye; Mr. Kilcoyne – aye; Ms. Fidler – aye. There was no executive session held.

Respectfully submitted,

Catherine Burke

The following documents and exhibits were presented at the meeting: copy of proposed “Best Practices for Cash Handling and Turnover Policies and Procedures”; application for appointment to Airport Commission from Patrick MacAllister; application for temporary Common Victualler license from Alisha Tsimbidaros, Optimal Health and Nutrition LLC; request for permission to route the 2023 Bike MS Cape Cod Getaway through the Town of Marshfield; application for temporary wine & malt license from Tish Adams, Marshfield Hills General Store; letter from Council on Aging recommending that Maureen Saunders be reappointed to represent the Town of Marshfield on the Old Colony Elder Services Board of Directors; list of Fuel Storage Registration renewals; application for temporary common victualler license from Nancy Belezos, Marshfield Education Foundation; application for temporary entertainment license from Nancy Belezos, Marshfield Education Foundation; application for temporary wine & malt license from Chamber of Commerce; application for temporary entertainment license for Levitate Music Festival; application for temporary all alcohol license from Winslow House Association; application for temporary wine & malt license from North River Arts Society; request for permission to hold beach yoga classes at Burkes Beach.