

**MINUTES – SELECTMEN’S MEETING
MONDAY, FEBRUARY 10, 2020 AT 7:00 P.M.
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Joseph E. Kelleher, Chairman, Michael G. Bradley, Vice-Chair, Chris R. Rohland, Clerk, Michael A. Maresco, Town Administrator

Mr. Kelleher opened the meeting at 7:00 p.m. with the Pledge of Allegiance and stated that the meeting was being recorded by MCTV and other media.

Town Administrator’s Report - Mr. Maresco gave an oral report on the following:

Week of January 27, 2020 -

- met with Treasurer/Collector on draft articles for Town Meeting
- met with Danielle on personnel issues; Building Department, Benefits, DPW and MHP
- met with Chair of Conservation Commission Jim Kilcoyne on various issues
- met with Treasurer/Collector to review RFP for DPW Maintenance Dept
- met with resident Rob Mitchell on Rail bed/Bridal Path issue
- held 3 interviews for MHP Coordinator
- met with Facilities Director Fred Russell on elevator project, COA Final Design RFQ, ongoing projects including central Fire Station public restroom and kitchen, Harbormaster building pipes, police cells cleaned, Library new roof design, gas heater and new emergency door
- met with Cyndee Marcoux and Greg Guimond (Trustee) on staffing issues
- met with Bill Grafton on Draft NOI on DPW/police project
- met with NRAS on lease issue and modifications

Week of February 3, 2020

- attended Cyber training at Library
- held weekly meeting on roof project with Contractor and Facility team
- met with Jim Boudreau, Town Administrator from Scituate and Mike DiMeo on coordinating coverage on rivers
- met with Ann Pollard on some updates and equipment needs
- held elevator pre construction meeting with Bob Livermore and Fred Russell
- met with North River Arts Society on modified lease
- met with Fred Russell on weekly update including elevator project contractors, Town Hall Div 15 welding ductwork and piping under 2nd floor, Fire Headquarters paint quarters, Town Hall mandated nursing room, library- repair all gas igniters on RTU’s and Green Community Grant – Clean Act Report
- met with Kevin Cantwell of CPC on NRAS request
- out of office Thursday and Friday due to dental appointment
- met with Mayflower Health Insurance
- currently working on finalizing Verizon cable contract renewal with Clifford Kenny Law Firm
- toured NRAS property with Building Commissioner, CPC representative, Kevin Cantwell, Fred Russell and Tony Bullock
- reviewed wage study with Legal Department

Chief Tavares – Conditional Offer of Employment for Police Officer and Ice Cream Truck Vending Permits

– Chief Tavares appeared before the Board and indicated that he had requisitioned civil service for a list of eligible candidates to fill 2 full-time permanent police officer positions. Chief Tavares explained the process and stated that based on the top ranking list of candidates, he was recommending Abigail Clapp and Alexander Hunt to be given conditional offers of employment for permanent full-time Police Officer positions and noted that no candidate was bypassed for these recommendations. Chief Tavares then gave a brief history of their educations and experience. Mr. Kelleher moved, seconded by Mr. Bradley to offer conditional employment for full-time permanent police officer positions to Abigail Clapp and Alexander Hunt. The vote was unanimous.

Chief Tavares then discussed a possible draft By-Law for potential adoption for Special Town Meeting regarding finger printing of ice cream truck vendor permits. The Chief explained that it could also include other vendors. Mr. Kelleher said he thought it was a great idea and Mr. Rohland wanted to know if it was something that was done in other towns and the Chief said that

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it is being implemented by other towns. Mr. Kelleher mentioned that he thought the By-Law should include the word shall for discretion purposes. Mr. Kelleher moved seconded by Mr. Bradley to put an article in the Town Meeting warrant regarding finger printing for certain licenses. The vote was unanimous.

Authorization to Request Civil Service List for Position of One Police Sergeant – Chief Tavares mentioned that due to the retirement of Brian Gentry he would like to keep staff current and is therefore requesting the Board to authorize the Police Department to requisition Human Resources for a certified list for one (1) permanent full-time police sergeant. Mr. Kelleher moved, seconded by Mr. Bradley to authorize the Police Department to requisition Human Resources for a certified list for one (1) permanent full-time police sergeant. The vote was unanimous.

Mike Westort – Update on Health Circle Inc. Medical and Recreational Marijuana Facility- Mike Westort and Attorney Valerio Romano appeared before the Board. Mr. Kelleher mentioned that in June of 2019 Mr. Westort had signed a Host Community Agreement with the Town and that recently there was an article in the Globe about Acreage and asked Mr. Westort if Acreage had interest in his company and Mr. Westort said yes, as he didn't have 8 million dollars and needed investors. Attorney Romano presented the Board with a hand-out with information on the company's filings with the state. Attorney Romano mentioned that Health Circle is a non-profit with no shareholders and that the article that was in the Globe was incorrect. Attorney Romano gave an update of where they are in the process and noted that their application has been submitted to the state and that they have not been told that anything has been slowed down because of their relationship with Acreage. Mr. Bradley mentioned that if CCC has issues with their application, they will have to have them back in. Mr. Bradley also noted that he would like updates periodically to the Town Administrator. Attorney Romano mentioned that when they know something is going to happen, they will notify the Town Administrator. Mr. Bradley mentioned that the money that comes to the Town will be used for the school resource officers. Mr. Kelleher told Mr. Westort and Attorney Romano to send emails to the Town Administrator with information.

Patrick Dello Russo – Vote to Accept Policies and Procedures Outlined in the Uniform Internal Control Manual for Federal Grants and Consolidation of Fiscal Policies and COSO Controls – Mr. Dello Russo appeared before the Board and mentioned that the Auditors had advised that the Town adopt the polices and gave a brief explanation of each. Mr. Kelleher moved, seconded by Mr. Bradley to adopt the Policies and Procedures Outlined in the Uniform Control Manual for Federal Grants, Consolidation of Fiscal Policies and COSO Controls. The vote was unanimous.

Vote to Authorize the School Superintendent to Submit Statement of Interest for Martinson Middle School Roof to the Massachusetts – Tom Miller appeared before the Board and mentioned that they need approval from the Board of Selectmen to submit the Statement of Interest for the Martinson roof. Mr. Miller also gave an update on the Furnace Brook Middle School roof. Mr. Kelleher moved, seconded by Mr. Bradley "Resolved: Having convened in an open meeting on February 10, 2020, prior to the SOI submission closing date, the Board of Selectmen of the Town of Marshfield, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 31, 2020 for the Martinson Elementary School located at 257 Forest Street, Marshfield, MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future for the replacement of roofing systems and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority." The vote was unanimous.

Discussion and Vote on Amended North River Arts Society GAR Hall Lease- Mr. Maresco mentioned that there are some issues with the GAR Hall building and that according to their

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lease the North River Arts Society is responsible for the improvements to the building while they hold the lease. Mr. Maresco mentioned that they have filed an application through CPC and Kevin Cantwell, Chairman of CPC, had concerns that they are not following the terms of the lease. Mr. Maresco explained that the building is in bad shape and also noted that they had had a fundraising campaign back in 2007 where they were able to raise approximately \$350,000 towards the changing of the old fire house to an ADA compliant art studio. Mr. Maresco mentioned that the Facilities Manager and the Building Commissioner are going to work with the North River Arts Commission on the work that needs to be done and in what order it needs to be done. Mr. Maresco also explained that he had met with North River Arts President and Vice President in November, December and January and so far they have raised \$8,500. Mr. Maresco indicated that Town Counsel is amending the lease from a 40 year lease to a 20 year lease with amounts to be raised starting at \$10,000 and increasing each year by \$2,000 until they reach \$25,000 which is the same amount as the lease for the Daniel Webster Estate. Mr. Maresco noted that Town Counsel will make the necessary changes and that a non-profit should not be responsible for structural repairs as that should be the responsibility of the Town. Mr. Brad White and Mr. Tom Whalen as well as Mr. James Parker were concerned that if the North River Arts has to do more fundraising it will mean more parking problems and that it would be a potential safety issue for the neighborhood. Mr. Maresco indicated that the Police Department will take care of the signage in the area and the parking. Mr. Maresco mentioned that he would ask to Town Counsel to amend the lease and put it in the lease that there will be a review every 5 years.

Vote to Declare Equipment and Vehicles as Surplus for Auction or Destruction – Mr. Dello Russo read the following list of items to be declares surplus for auction or destruction: 2006 3500 Silverado with utility body, 8 ft. Fisher Power Angle Plow, 1993 P & H Rough Terrain 22 Ton Crane Model CH-115, Frontier Mower, 1987 John Deere Tractor, Kelly Back Hoe Attachment, 2010 International Work Star Model 700SER Dump Truck, 10FT Baker Power Angle Plow, Flink Sander and 2005 Ford Crown Victoria. Mr. Kelleher moved, seconded by Mr. Bradley to approve the above read items as surplus for auction or destruction. The vote was unanimous.

Applications for Annual Peddlers Licenses: Ellie’s Treats, Kono Pizza and Smiles by the Mile – Mr. Kelleher moved, seconded by Mr. Bradley to approve Ellie’s Treats Peddler’s License contingent upon receiving all necessary approvals. The vote was unanimous. Mr. Kelleher moved, seconded by Mr. Bradley to approve Kono Pizza Peddler’s License contingent upon receiving all necessary approvals. The vote was unanimous. Mr. Kelleher moved, seconded by Mr. Bradley to approve Smiles by the Mile Peddler’s License contingent upon receiving all the necessary approvals. The vote was unanimous.

Reappointments to Recreation Field Committee – Mr. Kelleher read from the email the request for reappointment to the Recreation Field Committee. Mr. Kelleher moved, seconded by Mr. Bradley to reappoint Steve Hocking and Tony Pina to the Recreation Field Committee. The vote was unanimous.

New Appointment to Recreation Field Committee—Mr. Kelleher read from the applications received for the Recreation Field Committee. Mr. Kelleher moved, seconded by Mr. Bradley to appoint Kevin Cantwell and Lara Brait to the Recreation Field Committee. The vote was unanimous.

Board Discussion – Change “Board of Selectmen” to “Select Board” - Mr. Rohland mentioned that he had recently attend a meeting and that Selectmen’s Association for the Commonwealth is being changed to Select Board Association and thought that the Board should consider it as many other Towns have changed the name. Mr. Maresco noted that it would be a By-law and Charter change so it would have to go on the Special Town Meeting warrant. Mr. Maresco also mentioned that Town Counsel could draft it and if it cannot be done in time for this Town Meeting, they can do it later. Mr. Kelleher mentioned that he would not like to rush it.

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Acceptance of Minutes- Mr. Kelleher moved, seconded by Mr. Bradley to approve the minutes of January 27, 2020. The vote was unanimous.

EXECUTIVE SESSION - Mr. Kelleher moved at 8:29 p.m., seconded by Mr. Bradley to go into Executive Session, for the purpose of collective bargaining and that an open session would have a detrimental effect on the bargaining position of the body, and not to return to open session. The vote was unanimous. Roll call vote: Mr. Rohland – aye, Mr.Kelleher – aye, Mr. Bradley – aye.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: copy of letter and roster certification from Chief Tavares, copy of proposed warrant article and emails from Chief Tavares, copy of Background & Application of Intent Review, copy of Host Community Agreement with Health Circle, Articles of Incorporation with the state, email from Town Counsel, copy of email from Treasurer with copies of Policies and Procedures Outlined in the Uniform Internal Control Manual for Federal Grants and Consolidation of Fiscal policies and COSO Controls, copy of letter from Police Chief regarding request for certified list for one full-time sergeant, copy of email from Police Department and copies of Peddler’s Applications for Ellie’s Treats, Kono Pizza, and Smiles by the Mile, copy of email from Tom Miller regarding Martinson Roof MSBA Statement of Interest Vote, copy of list of equipment and vehicles to be declared surplus for auction or destruction, copy of email from Town Counsel regarding North River Arts Lease, copies of emails from Steve Hocking and Tony Pina regarding reappointment to Recreation Field Committee, copies of applications from Kevin Cantwell and Lara Brait for appointment to Recreation Field Committee, and copy of minutes from January 27, 2020.