

## **MINUTES – SELECTMEN’S MEETING**

**Monday, February 7, 2022**

**Selectmen’s Hearing Room, Town Hall**

Participants: Christopher R. Rohland; Stephen R. Darcy; James J. Kilcoyne; Michael A. Maresco, Town Administrator

Mr. Rohland moved, seconded by Mr. Darcy, to open the meeting at 6:30 p.m. The vote was unanimous. Christopher Rohland announced that the meeting is being recorded by MCTV.

Town Administrator Report – Michael Maresco provided the Board with his brief as follows.  
Week of January 24, 2022:

- Call in to WATD to preview Selectmen’s meeting
- Breakfast meeting with Chairman Rohland
- Weekly PMA meeting on DPW and Police Station projects
- Meeting with Anne Bastille to review revolving accounts
- Met with Tom Reynolds and Danielle Kerrigan to review DPW personnel changes
- Meeting with James Marathas, Kerry Richardson and Greg Guimond to review and discuss affordable housing needs for the Town
- Weekly OAC meeting regarding Police Station project
- Meeting with Chief Tavares on some ongoing issues
- Bi-weekly meeting on DPW building project
- Storm prep meeting at EOC
- Meeting with Bay Avenue resident to sign easement
- Meeting with Fred Russell on building and ongoing maintenance issues with schools, Town and capital projects
- Attended Deputy Fire Chief Mike LaSelva’s graduation ceremony from Chief School at the Fire Academy in Stow, MA
- Storm prep meeting at EOC
- Picked up 10,000 COVID test kits at Plymouth County offices with MPD and MFD

Week of January 31, 2022:

- Welcome meeting for Lisa Clark, our new Treasurer/Collector
- Meeting with Anne Bastille, Lisa Clark, Chief Tavares and Captain McDonough regarding grants
- Weekly PMA meeting on DPW and Police Station projects
- Attended Police Station Building Committee meeting
- Vaccination Clinic/Testing center meeting with Chief Simpson, Todd Goodwin, Bill Hocking and Mike LaSelva
- Weekly meeting with Anne Bastille and Lisa Clark
- Meeting with Sheila Gagnon and Carol Hamilton regarding Senior Center project
- Participated in Interview of Dan Thompson for position of Assistant Director of Board of Health, with Danielle Kerrigan and Gary Russell
- Meeting with Chief Simpson on some budget issues
- Meeting with Susan Caron regarding Pratt Property issues
- Meeting with Harbormaster, DPW and Foth Consulting on Harbor dredge planning
- Conference call with Labor Counsel and Danielle Kerrigan regarding personnel issues
- Covid-19 Test Kit Event at Marshfield Fairgrounds on Sunday from 10AM-3PM

Michael Maresco gave an update on the Vaccination Clinic and said that 20,262 total vaccines have been administered since October 30, 2021, with a current average of 100-150 per day. Clinic is open 3 days per week, with 2 lanes open each day. Distributed 5400 test kits on Sunday. Starting this week both vaccination and testing will be done at the Fairgrounds on Tuesday, Thursday and Saturday from 9AM until 3PM.

Presentation of Checks for Non-Profit ARPA Funding – Christopher Rohland read through the list of recipients as follows: Kiwanis Club (\$5,000), Sowing Seeds (\$4,164.94), Drug Story Theatre (\$5,000), Marshfield Education Foundation (\$5,000), Talking Information Center (\$5,000), Magical Moon Foundation (\$5,000), Marshfield COA Boosters (\$5,000), Marshfield Lodge of Elks (\$5,000). Michael Maresco gave some details on how these groups were selected to receive funds. The Board presented representatives from each group with their funding award.

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PPI and Hazard Mitigation Plan Update – Joe Rossi appeared before the Board and said that approval of these plans by the Board of Selectmen is required annually for CRS certification. Mr. Rossi explained what a Plan for Public Information (PPI) is and said that the full report is available on the PPI Committee’s website. Mr. Rossi gave an overview of the updates to the PPI and Hazard Mitigation Plans. After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to approve the updated PPI Plan and Hazard Mitigation Plan for the Town of Marshfield as presented. The vote was unanimous.

Health Circle Update – Michael Westort and Paul Jacobson appeared before the Board. Christopher Rohland said that the Host Agreement was signed in 2018 and asked about the delays in opening this business. Mike Westort said that it took about 18 months after the host agreement was signed to get the special permit. Mr. Westort said that the building permits have been approved and the current occupant should be out of the building in the next couple of days and they will be able to begin work on the building immediately. Christopher Rohland said that it is very important to have good communication and regular updates on the progress. Mr. Westort asked about delivery in Marshfield from their Rockland store. Christopher Rohland said that he feels that they should focus on getting their Marshfield store open before he would consider allowing delivery from the Rockland store. Stephen Darcy asked how much work needs to be done to the building and how long it would take. Paul Jacobson said that most of the work is in the interior of the building so weather should not be a factor, but there is a significant amount of work needed since it is currently a warehouse. Mr. Jacobson estimated that it would take about 4 to 5 months to complete the construction and then they will need to wait for final inspection from the State. Stephen Darcy asked for an explanation on the delays to this point. Mr. Jacobson said that they had their building permit in September but they do not own the building, their landlord is currently occupying the building and they cannot begin construction until he moves out. Mr. Darcy asked when they expect to open. Mr. Jacobson said that construction should be done by the end of the second quarter of 2022 and they hope to have final inspections completed and be open by the end of the year. Mr. Rohland reiterated the importance of keeping the Board updated through monthly communication with the Town Administrator.

New Appointment to Marshfield Housing Authority – Michael Maresco said that the rules for filling a vacancy on the Housing Authority have changed so it is no longer a joint appointment but an appointment by the Board of Selectmen. Christopher Rohland said that he has reviewed Cecelia Delgadillo’s application and resume and thinks she would be a great fit for the Marshfield Housing Authority. After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to appoint Cecilia Delgadillo to the Marshfield Authority for a term that expires on May 1, 2023. The vote was unanimous.

Request to Waive Permitting Fees – Conservation Commission – Christopher Rohland read through the request from Conservation Administrator Bill Grafton, and noted that this is a routine request to waive fees for Town entities. Christopher Rohland moved, seconded by Stephen Darcy, to waive the Conservation fees for the following municipal projects: Harbormaster order of conditions 6/9/2021, Agricultural Commission determination of applicability 3/8/21, Recreation Department determination of applicability 10/6/21, DPW determination of applicability 1/27/22. The vote was unanimous.

Request to Waive Permitting Fees – Fire Department – Christopher Rohland read the email from Chief Simpson requesting permission to waive the inspection fee for the underground propane storage tank at the Senior Center. Christopher Rohland moved, seconded by Stephen Darcy, to waive this fee as requested. The vote was unanimous.

Recycled Product Purchasing Policy – Michael Maresco said that Deb Sullivan, Solid Waste and Recycling Enforcement Officer, is requesting that the Board adopt this policy which is necessary to apply for State grants. Christopher Rohland read the proposed policy into the record as follows:

Whereas, the Town recognizes the need to make more efficient use of our natural resources and create markets for the materials collected in recycling program; and whereas, the Town can support recycling activities by purchasing more products made of recycled materials

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when such products meet quality requirements and are available at reasonable prices and terms; to the maximum extent practicable and consistent with the demands of efficiency and cost effectiveness, all Town employees with purchasing authority shall adhere to the following standards:

- 1) All purchases of paper products, including but not limited to copy paper, stationery, envelopes, notepads, and file folders, shall meet a minimum of 30% post-consumer recycled content to meet the current state and federal minimum standards.  
The decision not to procure recycled content paper products meeting this standard shall be based solely on a determination that the items are not available within a reasonable time period, or that items fail to meet reasonable performance standards, or are only available at an unreasonable price.
- 2) When purchasing office, custodial, and maintenance products or any other product(s) purchased by a Town employee for Town use, due consideration will be given to purchasing said product(s) in a form containing recycled-content material. Said recycled products must be competitively priced and of comparable quality, performance, and availability.
- 3) Town employees with purchasing authority shall become familiar with and utilize Massachusetts State Contracts for recycled products and make purchases through the state contract whenever feasible.

Christopher Rohland moved, seconded by Stephen Darcy, to adopt this policy as written. The vote was unanimous.

Appointment of Permanent Full Time Police Officer – Christopher Rohland read through the recommendation from Chief Tavares that Kevin McDougall be appointed as a permanent full time Police Officer. Mr. Rohland noted that there were no bypasses and Mr. McDougall was the highest ranked applicant. After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to give a conditional offer of employment to Kevin McDougall for the position of Permanent Full Time Police Officer. The vote was unanimous.

Request to Use Town Hall Parking Lot – Christopher Rohland read the email from Virginia Callahan requesting permission to use the Town Hall parking lot on Sunday February 13, 2022 from 11:00 a.m. until 4:00 p.m. for a drive thru Girl Scout cookie sale. After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to approve this request. The vote was unanimous.

Permission to Accept Donation – Veterans Agent – Christopher Rohland read the note requesting permission to accept a donation of \$500 from an anonymous donor. Christopher Rohland moved, seconded by Stephen Darcy, to accept this donation. The vote was unanimous.

New Appointments to DPW Building Committee – Michael Maresco said that Patrick Dello Russo and Christine McCarthy had been serving on this committee but are now working for other municipalities. Mr. Maresco suggested appointing Danielle Kerrigan and Tony Bullock to replace them. Christopher Rohland moved, seconded by Stephen Darcy, to appoint Danielle Kerrigan and Tony Bullock to the DPW Building Committee for the remainder of three year terms expiring on February 24, 2023. The vote was unanimous.

Amendment to Memorandum of Agreement with Marshfield Fairgrounds – Michael Maresco gave some details on this amendment to the agreement allowing the Town of Marshfield to use the Fairgrounds for the COVID vaccination and testing clinic. Christopher Rohland moved, seconded by Stephen Darcy, to approve the amendment to the Memorandum of Agreement with the Marshfield Agricultural & Horticultural Society for use of the fairgrounds for the Regional Vaccine Distribution and Inoculation Center effective January 2, 2022. The vote was unanimous.

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Ethics Disclosure – Bertram O’Donnell – Christopher Rohland read through the Disclosure of Appearance of Conflict of Interest submitted by Bert O’Donnell relative to his membership on both the Conservation Commission and Community Preservation Committee and his wife’s membership on the Open Space Committee. James Kilcoyne said that he feels a recusal would be better than an ethics disclosure. Michael Maresco said that Mr. O’Donnell could still recuse himself from any votes where there would be a perceived conflict. After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to accept this Disclosure of Appearance of Conflict of Interest. The vote was unanimous.

Change of ZBA Associate Member Larry Keane to Full Membership – After a brief discussion, Christopher Rohland moved, seconded by Stephen Darcy, to appoint Larry Keane as a full member of the Zoning Board of Appeals. The vote was unanimous.

Acceptance of Minutes – Christopher Rohland moved, seconded by Stephen Darcy, to accept the minutes of January 24, 2022 and January 29, 2022 as written. The vote was unanimous.

The meeting was adjourned at 7:30 p.m. There was no executive session held.

Respectfully submitted,

Catherine Burke

*The following documents and exhibits were presented at the meeting: email regarding Health Circle update; copies of PPI and Hazard Mitigation Plan updates; application from Cecilia Delgadillo for appointment to Marshfield Housing Authority; list of non-profits receiving ARPA funding; request from Bill Grafton to waive permitting fees; request from Fire Chief to waive underground propane storage tank inspection fee at Senior Center; copy of Recycled Product Purchasing Policy; recommendation from Police Chief for Permanent Full Time Police Officer; email from Virginia Callahan requesting permission to use Town Hall parking lot for Girl Scout cookie sale; letter from Veterans Agent requesting permission to accept donation; list of DPW Building Committee members; amendment to MOA with Agricultural & Horticultural Society for use of Fairgrounds for vaccination/testing clinic; ethics disclosure from Bert O’Donnell; email from ZBA regarding designating Larry Keane as full member.*