

Date: June 29, 2015

Date Minutes Approved: September 28, 2015

BOARD OF SELECTMEN

Present: Theodore Flynn, Chair; and Shawn Dahlen, Vice-Chair

Absent: David J. Madigan, Clerk

Staff: René J. Read, Town Manager; Nancy O'Connor, Executive Assistant; and John Madden, Finance Director

TOWN CLERK
15 SEP 30 PM 2: 09
DUXBURY, MASS.

CONVENED IN OPEN SESSION –

I. CALL TO ORDER - The meeting was called to order at 6:30pm in the Mural Room.

II. 6:30PM EXECUTIVE SESSION

VOTE TO ENTER EXECUTIVE SESSION

Mr. Dahlen moved that the Board of Selectmen enter into an Executive Session for the purpose of discussing strategy with respect to collective bargaining (Settlement Agreement By and Between the Town of Duxbury and the Duxbury Public Safety Dispatchers MCOP Local 376A) since an open meeting may have a detrimental effect on Town's bargaining position, and to reconvene in open session immediately afterward, in accordance with Mass. General Laws Chapter 30A, Section 21. Seconded by Mr. Flynn.

As Chair, Mr. Flynn declared the necessity for an Executive Session to discuss the collective bargaining with the Settlement Agreement by and between the Town of Duxbury and the Duxbury Public Safety Dispatchers MCOP Local 376A as to do so in open session may have a detrimental effect on the Town's bargaining position.

ROLL CALL VOTE: Mr. Flynn -aye; Mr. Dahlen-aye

ADJOURNED EXECUTIVE SESSION & RE-CONVENED IN OPEN SESSION

Having completed the Executive Session business at approximately 6:45PM, Mr. Dahlen moved that the Board of Selectmen adjourn the Executive Session and re-convene in Open Session at 7:00 PM. Seconded by Mr. Flynn.

ROLL CALL VOTE: Mr. Flynn ---aye; and Mr. Dahlen---aye

III. OPEN FORUM Nothing brought forward.

IV. NEW BUSINESS

7:01 pm FEE HEARING for the following departments:

*Council on Aging
Board of Selectmen*

Mr. Dahlen moved that the Board of Selectmen open a public hearing regarding the proposed fees changes for the Council on Aging and the Board of Selectmen fees. Seconded by Mr. Flynn. Vote: 2:0:0

Mr. Madden stated that departments review their current fees and associated costs to determine if an increase is needed.

Mr. Flynn noted that the Council on Aging had no increase in their meal fees and small increases in their room rental fees.

Mr. Dahlen asked about the Common Victualler fee increase and questioned why the increase. Mr. Read stated that the fee has not been increased since 1990, and we are keeping in line with other towns.

Mr. Dahlen moved that the Board of Selectmen approve the fees as listed in the memorandum from Joanne Moore, Director of the Council on Aging, dated May 12, 2015, which includes further amended fees as noted, with the new fees to be effective on July 1, 2015. Seconded by Mr. Flynn 2:0:0

Mr. Dahlen moved that the Board of Selectmen approve the fees as listed in the memorandum from Nancy O'Connor, Executive Assistant, dated May 15, 2015, (amended June 25, 2015 to reflect corrected FAC reference from 2010) , and the accompanying spreadsheet, with the new fees to be effective on July 1, 2015. Seconded by Mr. Flynn 2:0:0

Mr. Dahlen moved that the Board of Selectmen close the public hearing regarding proposed fee changes for Council on Aging and Board of Selectmen fees. Seconded by Mr. Flynn. VOTE: 2:0:0

Discussion pertaining to year-end transfers

Mr. Madden said that under Chapter 44, Section 33B, from May 1 to July 15, departments are allowed to transfer money without Town Meeting action within their department. The transfer can be 3% or \$5,000, whichever is higher. These requests are unforeseen expenses and have the funds within their own departments.

Mr. Dahlen moved that the Board of Selectmen approve the Current Fiscal Year End Transfers as presented. Seconded by Mr. Flynn. VOTE: 2:0:0

Discussion pertaining to Amendments to the Purchase & Sale Agreement regarding Merry Properties

Mr. Dahlen stated that the amendments are for a 30-day extension due to more time needed to validate title. He further stated that the 2.7 acres has a valid title and is ready to close.

Mr. Dahlen moved that the Board of Selectmen execute the Record of Vote, Order of Taking, First Amendment to the Purchase and Sale Agreement for 264 acres, and First Amendment to the Purchase and Sale Agreement for 2.7 acres. Seconded by Mr. Flynn VOTE: 2:0:0

Discussion pertaining to selection of At-Large member of Town Planning Director Hiring Team

Mr. Read stated that there were three letters of interest in response to the ad seeking a member-at-large for the Planning Director Hiring Team. Mr. Read recommended to the Board that Ms. Pat Loring to serve as the member-at-large. Mr. Flynn agreed that she has a great background to help in that process. Mr. Dahlen asked who would be doing the appointing. Mr. Read said that the appointment would be made by the Planning Board, but as a function of HR, we run it through our office.

Mr. Dahlen moved that the Board of Selectmen recommend Ms. Pat Loring as the at-large member of the Planning Director Hiring Team. Seconded by Mr. Flynn VOTE: 2:0:0

Mr. Read also recognized Tom Broadrick, who was present, thanked him for his time and bid him well on his retirement.

Presentation of Recommendations regarding Hall's Corner Revitalization Priorities by Economic Advisory Committee

Mr. John Bear, Chair of the Economic Advisory Committee, was in attendance and presented information to the Selectmen regarding their recommendations on Hall's Corner Re-vitalization. Other members, Tom Tucker, Kurt Franke, Deb Bowman, and Clark Hinkley, were also in attendance. Mr. Bear thanked the Board and stated that the EAC has sorted through the comprehensive studies presented by state planning councils. Mr. Bear said that they want to outline the initiatives and that they don't have specific plans, but want put into timeframes.

At the start of the presentation, Mr. Bear introduced a bit of history. The EAC discovered a lot of information about a Hall's Corner revitalization effort between 1974-1978. The name of the committee was exactly the same and the issues were similar.

Mr. Bear continued to the next item discussing Halls Corner long term issues - lack of cohesive appearance, gaps of connecting areas, low occupancy on Standish Street, and traffic flow at the corners. He further stated that Hall's Corner is not a rotary, and not a circle, but rather five corners. He also mentioned the stop sign issues, and crosswalks, and being ready for the Plymouth 400, which will bring a number of people through Duxbury. Parking will be an issue as well as a number of visitors traveling to Standish shore.

Mr. Bear introduced Mr. Tom Tucker to speak on the next portion of the presentation to regarding their overview and recommendations from the studies. The town was presented with two studies - the OCPC Old Colony Planning council, did the first study which was primarily related to signage, parking and traffic at Hall's Corner rotary. They produced a large study with specific recommendations which should be seriously considered and implemented. For instance, there is basically no signage around the rotary so out-of-town cars don't know which way to go. OCPC suggested, and Mr. Tucker stated that they would probably support it, at least a directional arrow placed at the end of each street as it comes in so everyone knows to go right around. Mr. Tucker continued stating that the OCPC also recommended a bump out on Standish Street and the stop sign be moved there. Traffic on Standish tends to either disregard the stop sign completely or use it as a rolling stop. Mr. Dahlen asked if it was painted on the street as well. Mr. Peter Buttkus, DPW Director, replied that there is a sign indicating a stop as you approach the intersection, a stop sign at the intersection, and it is also painted on the street. Mr. Tucker further stated that there are parking initiatives that the OCPC suggested, that Kurt Franke will discuss, and items that should be addressed in the near future. There is also the OCPC suggestion about crosswalks and bikeways, which was also picked up by the MAPC study. Crosswalks could be more visibly marked and bikeways to be marked to show people a defined area as well as places to park bicycles which currently does not exist in Hall's Corner. The OCPC and MAPC also addressed streetscape façade and lighting approaches. Ideas from MAPC include installing plantings (street trees and furniture throughout Hall's Corner), ornamental street lighting, encourage restaurants to host outdoor seating, and consider underground utilities to remove wire clutter. The studies also determined that Hall's Corner is at the bottom end of the percentage of restaurant and that there are too many professional services. There is a lot of opportunity for more restaurants (casual and formal) including outdoor seating for the summer. Mr. Tucker continued discussion regarding pursuing redevelopment of the section between Standish Street and Bay Road. Specifically the Phillips Tree and Eagles Nest areas, which are non-conforming. They have had discussions with both businesses regarding the possibility of relocating their businesses in order to develop and enhance that area with commercial areas and residential rentals/condos on the second floor. Mr. Tucker said that shops would mean more traffic which would bring in more customers. We also need more destination shops to keep the spending in Duxbury. The studies have shown that Duxbury is losing money because within a 5 mile radius, 80% of the resident spending is outside of Duxbury. Another suggestion is to evaluate zoning overlay district for Hall's Corner because some of the designated zoning is not as flexible as it could be. He further stated that one of the studies suggested that if you want to attract more commercial businesses, you need to make it easier to operate within the zoning bylaws. Mr. Tucker stated that they may propose a zoning overlay for that district.

Mr. Bear also commented that with a zoning overlay, we could make a real downtown area and enable redevelopment of existing buildings. Mr. Bear then introduced Mr. Kurt Franke to cover the near term information.

Mr. Franke discussed near term, low cost initiatives that they could discuss with DPW to show improvement in the short term. He suggested better signage to indicate where to park. For example, the Girl Scout House has plenty of parking so it would be helpful to have signage for public parking. There is also a dangerous parking spot in front of the liquor store on the corner. It was suggested that this parking space should be eliminated and that could easily be done without a lot of anguish. Maintaining the sidewalks in the area to bring back to standard and getting the benches up to scape and maintaining the trees would enhance the area. Mr. Franke further recommended the Standish Street bump out because there is a stop sign but it is hidden behind a tree that you cannot see. It was suggested that there be a raised bump out on the right side of street – again not a huge capital commitment, but a reminder to people that there is a stop sign. Mr. Franke also suggested installing a highly reflective stop sign. He continued discussion about approaching the rotary from Chestnut Street because there is no stop sign. He mentioned putting stop on the road. Mr. Buttkus stated that highway safety has looked at that situation a number of times. There is no town property to physically put a stop sign or island so there would have to be a land taking to do that. Mr. Buttkus further stated that they cannot paint on the road without a stop sign there. Mr. Franke asked if you could put “slow.” Mr. Buttkus said they put a sign prior to approaching the intersection. Mr. Franke stated that is the most dangerous part of that intersection. Mr. Bear then stated that we have a rotary that is not a rotary and maybe get traffic safety committed to change and maybe buy one parking space from a property owner. Mr. Dahlen then stated that you might be able to negotiate that with the owner and enhance that area. You would need to get that owner’s permission for the bump out and at some point it would hit the town right-of-way.

Mr. Bear is now moving on to the medium term items. He stated that they already talked about the Chestnut Street stop sign. He mentioned that if they proceed with any kind of redevelopment, there should be financing options for owners. Mr. Bear stated that they did come up with a parking plan for the Plymouth 400, but have to keep in mind redevelopment areas. Maybe a lot not being used can be made into temporary parking. Pam Campbell Smith, from the Duxbury 400 Committee, will be working with them on a plan for this. They are also planning to bring in developers who live here in Duxbury just to get ideas. He further stated that as changes are made, they will include crosswalks and bikeways.

Mr. Clark Hinkley mentioned that the demographics of the town would be attractive to developers and retailers, and that the EAC have been looking at Scituate, Hingham and Concord as three towns with viable shopping areas.

Mr. Bear then stated that the concept of getting good retailers will provide more traffic to existing businesses.

Mr. Bear then introduced Mr. Tucker to discuss the long term items. Mr. Tucker began his discussion of the first item – establishing an agency for redevelopment. He further mentioned that Scituate used an economic development commission, and they completely turned around the harbor area. Mr. Tucker said that would be something on a long term basis to consider. Mr. Tucker then stated they would like to partner with Duxbury Business Association. He said that another option would be to create a main street organization in Hall’s Corner consisting of business owners as members. He mentioned again public parking and the need for signage such as a sign with a big blue “P” for parking at the Girl Scout House. He further suggested that connecting back parking lots could help. If further development, there would be a need for more parking which would be part of an overall plan. They would also implement any pedestrian and biking improvements, façade, lighting and appearance of the areas and involve the local merchants. Mr. Tucker further stated that in terms of a redevelopment plan, they will continue to talk to area owners to get them involved and informed. If they could get that done in the next 4-5 years, they could significantly revitalize this area.

Mr. Bear thanked the Board for listening, and further mentioned that they have a lot of information to support the opportunity.

Mr. Flynn stated that with the Plymouth 400, there is an immediate need for parking that should be addressed with something like the blue "P" signs for parking at the Girl Scout House. Mr. Flynn said that he would be interested in a redevelopment agency instead of an advisory committee.

Ms. Deb Bowman mentioned that the recent MS Bike ride went through the center of town and highly recommended that they not be allowed to go through Hall's Corner. She stated that the traffic was terrible on Saturday between 10am and 2pm. People couldn't get through Hall's Corner and couldn't get into the shops.

Mr. Read responded that the Board placed a moratorium on future road races, and going forward he will be compiling data as well as retailers concerns regarding Saturday and Sunday events. Mr. Read appreciates the input and will add to his data.

A new resident in Duxbury commented on young boy on a skateboard in Hall's Corner in front of the liquor store. The car door hit the boy on the skateboard and could have been a total tragedy. She is concerned about the safety of the parking space and asked that it be removed.

Mr. Flynn thanked the Economic Advisory Committee for their presentation.

V CONTRACTS

Review and approval of State 911 Department – Dispatch contract
(Contract was not presented at this time.)

Review and approval of contracts for vendors associated with the 4th of July Parade

Mr. Dahlen moved that the Board of Selectmen approve the contracts associated with the 4th of July Parade, as presented. Seconded by Mr. Flynn VOTE: 2:0:0

Review and approval of contract regarding Memorandum of Understanding for State Licensure of educational programs at the Senior Center

Mr. Dahlen moved that the Board of Selectmen approve and authorize the Chair to execute the Memorandum of Understanding and the Business Associate Agreement between Elder Services of the Merrimack Valley, Inc. and the Duxbury Senior Center as it relates to usage of the Massachusetts State License to implement programs and workshops at the Senior Center. Seconded by Mr. Flynn VOTE: 2:0:0

VI TOWN MANAGER'S REPORT

Mr. Read recited a message from the Town's Facility Director, Brian Cherry, to notify everyone that the parking lot near the Field House and the dirt parking lot next to new high school are now closed. He stated that there pedestrian access to the Field House, and that there is plenty of signage. He also asked that people do not park at the DSU or the Pool because those spaces are for their patrons. Parking is available behind Alden School and construction should be concluded by Labor Day.

Mr. Read stated that the consulting group, Simpson, Gumpertz & Heger, were conducting a review of the damage to the pilings of the Powder Point Bridge. MassDOT were also there to assess the damage. Mr. Read said that he is expecting a report from them too.

Mr. Read also extended a public safety announcement from fire department Chief Nord who wishes everyone a safe July 4th and wanted to remind everyone that fireworks are illegal. Mr. Read stated that if anyone wishes to obtain a bonfire permit, you can obtain one for \$25 from the fire department.

Mr. Read further mentioned that there are still restrictions in place at the beach, which they anticipate through mid-July. Currently they are allowing 100 vehicles (50 resident/50 non-resident) on the ORV beach. There is spillover parking near Blakeman's for both resident and non-resident oversand vehicles.

Mr. Read mentioned one last item. The dredging bid went out June 12 with a response deadline of July 7.

VII COMMITTEE APPOINTMENT/RE-APPOINTMENTS/RESIGNATION

Mr. Flynn moved that the Board of Selectmen appoint or re-appoint the following:

Community Preservation Committee (Holly Morris–Chair / BOS Liaison: David J. Madigan)

Tony Kelso Re-Appointment (as an At-Large rep.) to fill a term due to expire 6/30/2018

Comments: We understand that James Borghesani will be continuing as the Duxbury Housing Authority representative to the CPC. With the above appointments the CPC will be fully staffed for FY'16.

Duxbury Affordable Housing Trust (Diane Bartlett –Chair; BOS Liaison: Shawn Dahlen)

Tara Calabrese Appointment for a term to expire as of 6/30/18
George Wadsworth Re-appointment for a term to expire as of 6/30/18

Comments: With the above appointments the DAHT will be fully staffed for FY'16.

Duxbury Bay Management Commission (Sam Davenport –Chair; BOS Liaison: Shawn Dahlen)

Sam Davenport Re-appointment for a term to expire as of 6/30/18

Comments: Re-appointments regarding two other members are pending notification and will hopefully be done at the next meeting.

Duxbury Cultural Council

Helen L. Fowler Appointment to fill an unexpired term due to expire 6/30/16 (T-1)

Comments: The Duxbury Cultural Council does have a two term limit, but the rules do allow someone who has served to return to the Council for new terms after a year of being off the Council. Ms. Fowler served previously, but has been off the Council for the required year, and therefore is eligible to serve again. Her appointment comes at the request of the Duxbury Cultural Council Chair.

Highway Safety Advisory Committee (Paul Brogna & Jeff Lewis Co –Chairs; BOS Liaison: Shawn Dahlen)

Fred Von Barga Re-appointment for a term to expire as of 6/30/18
Deputy Chief Christopher West Re-appointment (Fire Dept. Rep.) for a term to expire as of 6/30/18
Peter Buttkus Re-appointment as an ex officio (DPW Rep.) for a term to expire as of 6/30/18

Comments: With the above appointments the Highway Safety Adv. Committee will be fully-staffed for FY'16.

Historical Commission (Terry Vose –Chair; BOS Liaison: Shawn Dahlen)

David L. Amory Re-appointment for a term to expire as of 6/30/18

Comments: With the above re-appointment the Historical Commission will be fully staffed for FY'16

Local Historic District Commission (Peter Smith –interim Chair; BOS Liaison: David Madigan)

William (Bill) McArdle *Appointment (as the DR&HS Rep.) for a term to expire as of 6/30/18*

Comments: The above nomination was received by email from Erin McGough, Executive Director of the Duxbury Rural & Historical Society, as the DR&HS's representative to the Local Historic District Commission.

Metropolitan Area Plan Council (MAPC) –South Shore Coalition (n/a–Chair; BOS Liaison: David Madigan)

David J. Madigan *Re-Appointment as the Bd. of Selectmen rep. for a term to expire as of 6/30/18*

Scott Casagrande *Re-appointment as the Planning Board rep. for a term to expire as of 6/30/18*

Comments: Regulations call for 1 Delegate + 1 Alternate (1 BOS Rep & 1 Planning BD Rep) for 3-year terms.

MBTA Advisory Board (n/a – Chair; BOS Liaison (Chair): Shawn Dahlen)

Jennifer Turcotte *Appointment as the Duxbury delegate for a term to expire as of 6/30/16*

Comments: Regulations call for one delegate per community for a 1-year term.

Nuclear Advisory Committee (Pixie Lampert & Becky Chin- Co –Chairs; BOS Liaison: Ted Flynn)

Nancy Landgren *Re-appointment for a term to expire as of 6/30/18*

James Lampert *Re-appointment for a term to expire as of 6/30/18*

Comments: With the above appointments the Nuclear Adv. Committee will be fully-staffed for FY'16.

Old Colony Planning Council [Planning]

George Wadsworth *Appointment as the Duxbury delegate for a term to expire on 06-30-18*

Comments: The OCPC [Planning] asks for a Delegate and an Alternate. Mr. Broadrick had been serving as the Delegate with Mr. Wadsworth as the Alternate. Given that Mr. Broadrick is leaving, Mr. Wadsworth has agreed to accept appointment as the delegate and an Alternate may be named at a later date.

Shellfish Advisory Committee (Alan Hoban –Chair; BOS Liaison: David Madigan)

John Brawley *Re-appointment for a term to expire as of 6/30/18*

Richard Brennen *Re-appointment for a term to expire as of 6/30/18*

Robert Loring *Re-appointment for a term to expire as of 6/30/18*

Comments: With the above re-appointments the Shellfish Advisory Committee will be fully staffed for FY'16

Seconded by Mr. Dahlen VOTE: 2:0:0

VIII ONE-DAY LIQUOR LICENSE REQUESTS

07/23 – 07/25/15 Marshfield Country Club Atwater Member Guest Tournament

Mr. Flynn moved that Mr. Daniel G. Hall, as a representative of the Marshfield Country Club, is granted a One-Day Wine & Malt License for their Annual Atwater Member Guest Tournament to be held at the Marshfield Country Club off Acorn Street, Duxbury, on Thursday, July 23, 2015 from 10:00am to 4:00pm, subject to the conditions of the license. Seconded by Mr. Dahlen VOTE: 2:0:0

Mr. Flynn moved that Mr. Daniel G. Hall, as a representative of the Marshfield Country Club, is granted a One-Day Wine & Malt License for their Annual Atwater Member Guest Tournament to be held at the Marshfield Country Club off Acorn Street, Duxbury, on Friday, July 24, 2015 from 10:00am to 4:00pm, subject to the conditions of the license. Seconded by Mr. Dahlen VOTE: 2:0:0

Mr. Flynn moved that Mr. Daniel G. Hall, as a representative of the Marshfield Country Club, is granted a One-Day Wine & Malt License for their Annual Atwater Member Guest Tournament to be held at the Marshfield Country Club off Acorn Street, Duxbury, on Saturday, July 25, 2015 from 10:00am to 4:00pm, subject to the conditions of the license. Seconded by Mr. Dahlen VOTE: 2:0:0

08/06/15 Friends of Duxbury COA Summer Fun Concert

Mr. Flynn moved that Ms. Maureen Connolly, as a representative of the Friends of the Duxbury Council on Aging, is granted a One-Day Wine & Malt License to hold a "Summer Fun Concert" on Thursday, August 6, 2015 at the Duxbury Senior Center on 10 Mayflower Street, from 6:00 PM to 9:30 PM, contingent upon the conditions of the license. Seconded by Mr. Dahlen VOTE: 2:0:0

09/28/15 Friends of Duxbury COA Golf Tournament

Mr. Flynn moved that Mr. Chris Barry, as a representative of the Friends of the Duxbury Council on Aging, is granted a One-Day Wine & Malt License for a Golf Tournament Reception on Monday, September 28, 2015 at the Duxbury Senior Center, 10 Mayflower Street, from 4:30 PM – 9:00 PM, subject to the conditions of the license. Seconded by Mr. Dahlen VOTE: 2:0:0

IX EVENT PERMITS None presented.

X MINUTES

Executive Session Minutes: None were presented
Open Session Minutes: 06-22-15 Selectmen's Minutes –DRAFT

Note: Minutes were not approved at this meeting because Mr. Dahlen was not in attendance for that meeting. Minutes will be presented at next Selectmen's meeting.

XI ANNOUNCEMENTS

1. Duxbury 4th of July events:

For information please visit www.duxbury4thofjuly.com.

Donations should be made payable to the "Margery Parcher Fund" and sent to:

Margery Parcher Fund
P.O. Box 1743
Duxbury, MA 02331

2. Duxbury Senior Center Hours: Effective July 1, 2015 the Duxbury Senior Center hours are changing to Monday through Friday from 8:00 AM to 4:00 PM.

3. The Town Hall offices will be closed on Friday, July 3, 2015 (in observance of July 4 Holiday)

4. Next Scheduled Selectmen's Meeting is on: Monday, July 13, 2015.

XII BONUS SHELLFISH SEASON (for July, 2015)

Mr. Dahlen moved that the Board of Selectmen declare a temporary Bonus Shellfish Season for the commercial harvesting of quahogs for the month of July, 2015 in accordance with posted Attachments A & B. Seconded by Mr. Flynn. VOTE: 2:0:0

XIII ADJOURNMENT

At approximately 8:15pm Mr. Dahlen moved that the Board adjourn. Seconded by Mr. Flynn. Vote: 2:0:0

Minutes submitted by Nancy O'Connor

LIST OF DOCUMENTS (documents are kept in the Board of Selectmen files)

- 1) Agenda – Board of Selectmen*
- 2) Documents related to Fee Hearing*
- 3) Documents related to Year End Transfers*
- 4) Documents related to Merry purchase*
- 5) Documents related to at-large member applicants for Planning Director Hiring Team*
- 6) EAC Presentation handout*
- 7) Contracts – related to 4th of July*
- 8) Contracts – related to Sr. Center*
- 9) Committee Appointments*
- 10) ODLLs*
- 11) Draft Minutes*
- 12) Announcements*
- 13) Bonus Shellfish*