

Date: October 17, 2016

Date Minutes Approved: October 24, 2016

TOWN CLERK

BOARD OF SELECTMEN MINUTES

OPEN SESSION 25 AM 10:59

Present: David J. Madigan, Chair; Theodore J. Flynn, Vice-Chair*; and Shaw Dahlen, Clerk, DUXBURY, MASS.

Absent: *Theodore J. Flynn was absent for Executive Session A only

Staff: René J. Read, Town Manager; John Madden, Finance Director; Nancy O'Connor, Executive Assistant; Jeannie Horne, HR Director; and Joe Grady, Conservation Administrator (Executive Session A only)

I. CONVENED IN OPEN SESSION

Mr. Madigan called the meeting to order at 6:30 p.m. in Open Session.

II. VOTE TO ENTER EXECUTIVE SESSION

Mr. Dahlen moved that the Board of Selectmen go into executive session:

- a) to consider the purchase, exchange, lease or value of real property, in accordance with Mass. General Laws Chapter 30a, Section 21, and
- b) to discuss strategy with respect to collective bargaining since an open meeting may have a detrimental effect on the bargaining or litigating position of the Town in preparation for negotiations with union personnel,

and to reconvene in open session immediately afterward, in accordance with Mass. General Laws Chapter 30a, Section 21.

As Chair, Mr. Madigan declared the necessity for Executive Session because discussions regarding:

- a. the purchase, exchange, lease or value of real property in open session could be detrimental to the Town's negotiating position and /or strategy; and
- b. because collective bargaining in open session may have a detrimental effect on the bargaining or litigating position of the Town if held in open session.

Mr. Madigan seconded the motion.

ROLL CALL VOTE: Mr. Madigan – Aye; Mr. Dahlen-Aye

ADJOURNED EXECUTIVE SESSION & RE-CONVENED IN OPEN SESSION

At approximately 6:55 p.m., after completing the business of the Executive Sessions A and B, Mr. Dahlen moved that the Board adjourn the Executive Session and immediately re-convene in Open Session. Mr. Flynn seconded the motion. ROLL CALL VOTE: Mr. Madigan-Aye; Mr. Dahlen-Aye; and Mr. Flynn – Aye.

III OPEN FORUM Nothing presented.

IV NEW BUSINESS

Discussion with Steve Dubuque, President of Duxbury Rotary Club and Fred L'Ecuyer, Treasurer, Duxbury Rotary Club, regarding proposed proclamation by the Board of Selectmen of Friday, November 4th, 2016 as "Razia Jan Day" in the Town of Duxbury

Mr. Fred L'Ecuyer spoke on behalf of the Rotary Club to petition the Selectmen to make November 4, 2016 "Razia Jan Day" in the Town of Duxbury. He stated that there will be a documentary film that day at the Performing Arts Center (the "PAC") honoring Razia Jan. He continued saying that Razia has quite a history in Town and around the world changing education for girls and the society in her native Afghanistan. He further mentioned that Razia has been recognized as a hero by CNN globally and received a Rotary award at the United Nations for her efforts, and would like the Town to recognize this great member of the community.

Mr. Dahlen moved that the Selectmen recognize Razia Jan and read the proclamation in her honor (see file for complete proclamation). Mr. Flynn seconded the motion. Vote: 3:0:0

Mr. Madigan commented that her efforts are impressive.

Discussion regarding Health Insurance Senior Plan Rate Setting

Jeannie Horne, HR Director, presented to the Selectmen information regarding the rate increase for BCBS supplemental retiree health insurance plans effective Dec 1, 2016 through Nov 30, 2017; \$5.22 per month for Medex II (new rate is \$154.22) and \$12.36 per month for Managed Blue for Seniors (new rate is \$147.36). She further stated that this increased cost will be borne by both the retiree and the Town of Duxbury, and this increase is driven by increased drug costs. Ms. Horne said that this information will be distributed at their annual insurance fair on Tuesday, November 15 from 4-6pm at the Senior Center. Representatives from BCBS will be there to answer any questions.

Mr. Dahlen moved that the Board of Selectmen accept the proposed Medex II and Managed Blue for Seniors rates effective 12/1/16 (for January premiums) through 11/30/17 as presented (or amended). Mr. Flynn seconded the motion. Vote: 3:0:0

Discussion regarding Senior Center Feasibility Study - presented by Joanne Moore, Director

Before Joanne Moore's presentation, Mr. Read took a few minutes and stated that he wanted to recognize all of the individuals who were instrumental in the first phase of building the Senior Center, but wanted to especially recognize one individual who has not been in the best of health recently and to share his appreciation with family members and the community.

Special recognition in honor of Bill Campbell:

Mr. Read stated that it was his distinct honor to recognize Ronald William Campbell for his service and commitment to the Town of Duxbury. As a resident he has been fiercely supportive of senior issues. This has been clearly evident by his involvement on the Council on Aging Board, the local housing partnership, and serving on the Senior Center Building Committee. As a member of the

Building Committee, Bill volunteered his time as the “Clerk of the Works” when the new Senior Center was built in 2001. His commitment to that effort ensured that the building was done per architectural drawings and specifications. With his leadership the project was completed on time and under budget. At the completion of the project, Bill stayed active on the Board and frequently submitted letters to the editor about issues affecting seniors locally, regionally, and nationally. On behalf of the Board and the Town of Duxbury and himself, Mr. Read expressed sincerest thanks to Bill Campbell for all that he has done for the Town of Duxbury, the Senior Center and the seniors in this community.

Joanne Moore, Director of the Senior Center, provided a power point presentation to the Selectmen regarding the Duxbury Council on Aging Feasibility Study. She started by thanking the members of this committee for their time on this project. Ms. Moore said that the Senior Center is where everyone comes together and there is a need for additional space.

Ms. Moore stated that there are three key reasons for the need of an addition.

1. Growing Senior Population – the number of seniors (60 and older) in Duxbury will comprise 36% of the population by 2020 and grow to 53% by 2030.
2. Services are Expanding – over 41,000 participants attended 3,560 programs and activities offered; attendance for the respite and supportive day program for Alzheimers has increased; attendance for lifelong learning courses has increased; and the demand for meals, rides and the need for volunteer services has increased.
3. Need for Additional Community Meeting space – The Senior Center provides meeting space for 47 Boards and Committees for meetings and trainings during both days and evenings; and the Center was rented by community members for private and community events.

Ms. Moore continued to describe the layout of the proposed additional space. The first floor would provide an additional 2,450s.f. of space, which includes more classroom and conference space, more gym space, nurses office and a restroom near the respite area. The second floor would provide an additional 1,050 s.f. of space, which includes additional meeting spaces as well as a space for the veterans’ agent.

Ms. Moore further described the estimated costs of this project as follows: architectural drawings estimated at \$182,029 (to be requested in FY18); construction costs estimated at \$2,273,628 (to be requested in FY19); and other related costs would include increases to heat, electric, and staffing.

Mr. Madigan asked how long this addition will last before another addition is needed? Ms. Moore replied that based on the available land, this would be the maximum addition on this space. Mr. Madigan thanked Ms. Moore for her presentation.

Call for State Election

Susan Kelley, Town Clerk, was present and mentioned that for this election there will be early voting, which begins October 24, 2016. All voting dates and times are listed on the Town Clerk’s page on the town website.

Mr. Dahlen moved that the Board of Selectmen directs either of the Constables of the Town of Duxbury to notify and warn the inhabitants of Duxbury who are qualified to vote in the State Election to vote at Precincts One through Six at the Lt. Timothy J. Steele Athletic Building, 130 Saint George Street, Duxbury, Massachusetts on Tuesday, the 8th Day of November, 2016 from 7:00 A.M. to 8:00 P.M. Mr. Flynn seconded the motion. Vote: 3:0:0

Declaration of Surplus Property – Library Chairs and DPW Plotter

Mr. Dahlen moved to declare as surplus 110 chairs at the Duxbury Free Library in order to allow these chairs to be disposed of as further detailed in Scott Lambiase's memo of October 14, 2016. Mr. Flynn seconded the motion. Vote: 3:0:0

Mr. Dahlen moved to declare as surplus the DPW Department's Hewlett Packard Design Jet 500 Plotter, Model #C7770B, in order to allow this item to be sold or disposed of, as further detailed in Peter Buttkus' memo of October 11, 2016. Mr. Flynn seconded the motion. Vote: 3:0:0

MOTION TO ADJOURN AS SELECTMEN & CONVENE AS WATER & SEWER COMMISSIONERS:

Mr. Dahlen moved that the Board of Selectmen adjourn the meeting as Selectmen in order to meet as the Water & Sewer Commissioners, with the intent of re-convening as Selectmen afterward. Mr. Flynn seconded the motion. Vote: 3:0:0

Water & Sewer Commitment:

Mr. Dahlen moved that the Board of Water & Sewer Commissioners instruct the Treasurer to collect the amount of \$1,237,371.62 for Water and Sewer Commitment #1 of FY17. Mr. Flynn seconded the motion. Vote: 3:0:0

MOTION TO ADJOURN AS WATER & SEWER COMMISSIONERS & RE-CONVENE AS SELECTMEN

Mr. Dahlen moved that the Board adjourn their meeting as Water & Sewer Commissioners and re-convene as Selectmen. Mr. Flynn seconded the motion. Vote: 3:0:0

TOWN MANAGER'S REPORT

Mr. Read stated that the Winter Street roundabout project is almost complete.

He further mentioned that budget season is in progress and there will be a joint meeting between the Board of Selectmen, the Finance Committee, and the Fiscal Advisory Committee at 7pm on November 14, 2016 in the Ellison Room at the Senior Center.

Mr. Read reminded everyone that there will be a celebration to honor retired harbor master Don Beers on Thursday, October 20, 2016 from 5-7 p.m. at the Senior Center. This event is open to the public.

VI COMMITTEE APPOINTMENTS/RE-APPOINTMENTS/ RESIGNATION

Mr. Dahlen mentioned that Marischka Dopp has resigned from the Nuclear Advisory Committee, which will leave an open seat.

Mr. Dahlen also mentioned that Gerry Thomson has resigned from the Council on Aging and Old Colony Planning Council –Area Agency on Aging.

VII ONE-DAY LIQUOR LICENSE REQUESTS

11/06/16 The Jon Jarvis Trio - concert Brunch

That Mrs. Maureen Connolly, as a representative of the Friends of the Duxbury Council on Aging, is granted a One-Day Wine and Malt License for their Jon Jarvis Concert event at the Duxbury Senior Center, 10 Mayflower Street, on Sunday, November 6, 2016 from 11:30AM to 2:00PM, contingent upon the conditions of the license. Mr. Flynn seconded the motion. Vote: 3:0:0

VIII EVENT PERMITS *None presented*

IX MINUTES

Executive Session Minutes: none presented

Open Session Minutes: Mr. Dahlen moved that the Board of Selectmen approve the 9/26/16 Selectmen's minutes as presented. Mr. Flynn seconded the motion. Vote: 2:0:1 (Mr. Madigan abstained from voting as he was not present at that meeting.)

X ANNOUNCEMENTS

1) Last Day to Register to Vote:

Wednesday, October 19th is the last day to register to vote or change your party enrollment for the November 8th Presidential Election. The Town Clerk's office will be open until 8 PM on Oct. 19th to accommodate last minute registrations.

2) Early Voting for Presidential Election:

For the November 8th Presidential Election you can vote early starting next Monday, October 24th and continuing through November 4th. Early Voting is done at the Town Clerk's office and the extended hours the Town Clerk's office will be open are posted on the Town Clerk's webpage and on the Town Calendar.

3) Retirement Reception:

There will be a Retirement Reception for Harbormaster Don Beers on Thursday, October 20th at the Duxbury Senior Center from 5 PM- 7 PM. All are welcome to stop by and wish Don well.

4) Annual Town Meeting Warrant Articles

The Annual Town Meeting Warrant is now open. The deadline for citizens to submit articles for Town Meeting consideration is **noon on Friday, December 2, 2016**. Please submit article language with a brief explanation of the purpose / intent of the article to the Town Manager's office by the deadline.

5) Next Scheduled Selectmen's Meeting is on: Monday, October 24, 2016.

XI ADJOURNMENT

At approximately 7:33 p.m. Mr. Dahlen moved to adjourn.

Mr. Flynn seconded the motion. Vote: 3:0:0

Prepared by: Nancy O'Connor

LIST OF DOCUMENTS (Documents to be kept in Selectmen's files)

1. *Agenda*
2. *Suggested Motion for Executive Session*
3. *Razia Jan proclamation*
4. *Documentation regarding health insurance increase*
5. *Sr. Center Feasibility Study binder and presentation*
6. *Election Warrants*
7. *Documentation regarding surplus property declarations*
8. *Water Commitment documentation*
9. *Committee Resignations*
10. *ODLL*
11. *Minutes*
12. *Announcements*