

***Hanson Board of Selectmen
Selectmen's Meeting Room, Hanson Town Hall
Tuesday, August 20, 2019
7:00 p.m.
Regular Session***

Members Present: Wesley Blauss, James Hickey, Laura FitzGerald-Kemmett, Kenny Mitchell

Members Absent: Matthew Dyer

Others Present: Town Administrator Meredith Marini

I CALL TO ORDER

At 7:00 p.m. Chairman FitzGerald-Kemmett called the meeting to order and requested that Eagle Scout Candidate Zev Andruk lead the Pledge of Allegiance. Clerk Blauss read the Announcements and Upcoming Meetings schedule.

II NEW BUSINESS

Interview Executive Assistant Candidates

Mrs. Marini explained that the executive assistant position was posted both internally and externally. A current Town employee stepped forward, was interviewed and is being presented this evening, as well as two other candidates, she said. Mrs. Marini noted that all three candidates have great qualifications and bring a different dynamic and knowledge to the position—a current Town employee, a resident with Town Clerk and Treasurer experience and a former Board of Selectmen Executive Assistant/Assistant Town Administrator in another community.

Leanne Monaghan – Ms. Monaghan explained that she has worked for the Hanson Water Department part-time for the past six years and has learned a lot about town hall. In this position, she said that she can provide consistency and utilize her problem-solving skills. Ms. Monaghan says that her familiarity with the town is beneficial in that she has learned to work within Town timelines, adding that she was previously employed fifteen years in a regulatory laboratory environment. Ms. Monaghan wants to move to full-time work now that her children are older.

Linda Cole – Ms. Cole is a longtime resident of Hanson with two children. She has worked for the Town of Halifax for twenty-five years in different positions, presently in the treasurer/collector office. Ms. Cole is interested in this position in order to try something new and because it would be more favorable financially for her family. She said that she brings an extensive amount of experience from the Board of Health, Town Clerk and Treasurer offices. Ms. Cole cited her proven track record for high level confidentiality.

Greer Getzen - Ms. Getzen explained that she was educated in paralegal studies after which she worked in legal services assisting low-income clients who sought federal disability benefits. She later worked on the criminal law side for the Natick Police department as an administrative assistant, and then for the Town of Dover as an administrative assistant to the selectmen for

fourteen years, saying that her job title was eventually renamed to Assistant Town Administrator. Ms. Getzen said that she found town government intriguing and important.

Mrs. Marini stated that all three candidates bring different experiences to the table and could fit in well, but stated that she recommends Greer Getzen for the job as her work experience aligns best with the job. Mrs. Marini cited Ms. Getzen's broad range of skills, her previous performance of the duties required for this job and high recommendation.

The Board discussed the candidates, saying they were all excellent, but felt that Ms. Getzen's experience as a town administrator was most favorable.

MOTION by Mr. Mitchell, seconded by Hickey, to affirm Mrs. Marini's recommendation to hire Greer Getzen for the position of executive assistant. **Voted 4 – 0**

Interview Recruiting Firms

Mrs. Marini explained that she reached out to five consulting firms to solicit proposals concerning the hire of a new town administrator. She said that she received a response from two of them, GovHR USA and Municipal Resources Inc. (MRI), with MRI present this evening.

Municipal Resources Inc. – Alan Gould, president of MRI, explained that they have been in business for thirty years and specialize in New England. He was accompanied by Buzz Stapczynski. Mr. Gould reviewed area municipalities for which they have done work, some nearby to Hanson. He said that their technique is to actively recruit, citing specific past recruitments that they have facilitated. Mr. Gould explained that they will tailor the recruitment process to the needs of Hanson, which includes drafting and posting the job and comprehensive background checks that are comprised of a financial workup and a national criminal background examination.

In response to Chairman Fitzgerald-Kemmett, Mr. Gould said that all the individuals that they have placed in the last four years remain in those employments. He noted that if they are not pleased with the responses they receive, they will re-advertise.

Mr. Gould said that part of their process will involve the creation of an email address that anyone can use to provide input about the position, which MRI will utilize to gauge the atmosphere. They are agreeable to interviewing department heads, he said, conducting group meetings, and community sessions in order to solicit feedback. Mr. Gould stated that all of the information obtained will build a profile of what is wanted in a town administrator and will help them draft essay questions for the candidates.

Mr. Gould explained that while preliminary background checks are performed on candidates, a comprehensive check is not done until there is a conditional offer to one candidate.

There was discussion of compensation for a town administrator, with Mr. Gould acknowledging that the current pay rate should be adjusted higher in order to attract the right person. He said that an ad that they post will cite the town's upper compensation limit to garner attention, and he said that salary expectations will be clearly determined during initial phone interviews.

Mr. Gould said that generally three or four candidates are brought before the Board of Selectmen.

MOTION by Mr. Blauss, seconded by Mr. Mitchell, to contract with MRI for hiring a Town Administrator. ***Voted 4 – 0***

Mr. Gould stated that a reasonable expectation is that they will have candidates for the Board to meet in 60-75 days' time.

Zev Andruk – Present Eagle Scout Project

Mr. Andruk began by saying that he is from Hanson Troop 68. He stated that his project entails clearing trees and structures on the portion of the Bay Circuit Trail that goes through the Town Forest, and the installation of markers. Mr. Andruk said that this portion of the trail is .68 miles and passes through two zones of wetlands. He anticipates the project's completion in a month or less.

Mr. Andruk said that Conservation Commission Chairman Phil Clemons walked the trail with him to assist in marking trees and has donated the four-inch Bay Circuit Trail markers and two larger signs for the parking lot.

Mr. Andruk stated that the work will provide access to the forest by town employees and the fire department. He confirmed to Chairman FitzGerald-Kemmett that all work being done is on town-owned property.

Mr. Andruk explained that it will be necessary to use a small ATV in order to transport equipment. He said that he has lined up about fifteen workers to help with the project, with five adults available for supervision. Most materials have been donated, Mr. Andruk said, and the project cost will be under \$200, for items such as gloves, tools, and gasoline. He added that money needed will come from the collection of scrap metal.

Chairman FitzGerald-Kemmett clarified that the Board's permission is required for this project because it will require the use of a motorized vehicle in a town-owned conservation area. Mr. Andruk said he will be securing a liability waiver that will release the Town of liability involving the project and also a waiver to protect troop members who are assisting.

MOTION by Mr. Hickey, seconded by Mr. Mitchell, to authorize the use of motorized vehicles in the Town Forest for Zev Andruk's Eagle Scout project. ***Voted 4 – 0***

Department Head Report

Bob Curran, Building Department Update - Mr. Curran detailed that since January, 172 building permits have been issued by the department, nine commercial permits, 132 electrical permits, 77 plumbing permits and 93 gas permits. He said that they have just finished the school inspections.

Mr. Curran said that Attorney General's office has been very helpful with the abandoned housing initiative, as they seek to attain occupancy of abandoned houses in town. Mr. Curran cited 5-10 abandoned properties that he is currently working on.

Mr. Curran noted new projects in various stages of progress—the 60-unit 40B near McDonald's, Cushing Trails subdivision that will have nine single family homes, the 45-unit 40B project off Phillips Street, three 2-family buildings to be built on Main Street near the Meadow Brook Restaurant and Station Landing on the site of the old ice cream shop, which is currently slated to be three fourplexes and a duplex. Mr. Curran said that on the commercial side is the cell tower and the marijuana growth facility, which the owner will commence construction soon.

Mr. Curran gave an update on 1011 Main Street, the old cranberry building, which is private property. He said that there are permits for the work that is currently ongoing, and approval by the ZBA for twenty-one residential units. Mr. Curran expressed some of the difficulties the developer is having with the property, much of which will be the expense involved to complete the work. He said that he is in regular contact with the developer and the town is very supportive of the developer's efforts to improve this property, perhaps in a combination commercial/residential configuration that will help build-up that area. Mr. Curran updated for Chairman FitzGerald-Kemmett that the nearby liquor store that has been for sale long-term is said to be under agreement, but he will be following up on that.

Vote to set Fee for Marijuana License Application

Mrs. Marini indicated that Town Counsel recommended setting the fee for a marijuana license application to the same amount as an all-alcohol package store license fee, which is \$1,500.00.

MOTION by Mr. Blauss, seconded by Mr. Hickey, to set the marijuana license application fee at \$1,500.00. ***Voted 4 – 0***

Review and approve the Special Permit Application Form for Marijuana Establishments and Special Permit Application Fee

MOTION by Mr. Blauss, seconded by Mr. Hickey, to approve the special permit application form for marijuana establishments. ***Voted 4 – 0***

MOTION by Mr. Blauss, seconded by Mr. Mitchell, to approve the special permit application fee as \$1,500.00 ***Voted 4 – 0***

Review Board of Selectmen Goals

Mrs. Marini reviewed and commented on the list of BOS Goals which were presented to the Board, as follows:

- Maquan reuse - Mrs. Marini and Chairman FitzGerald-Kemmett are working with Kelly Williams on this and discussions continue.
- Installation of cell tower – Mrs. Marini said that she, Mr. Mitchell and Mr. Dyer attended a very informative public hearing on August 6 regarding the cell tower. She said that the next hearing will be on September 10.
- Sale of town properties – Mrs. Marini said that the town property sale process is moving along with several completed recently and another auction likely to be organized fairly soon.
- Plymouth County Hospital ReUse Committee - Mrs. Marini commented that efforts of the committee are ongoing, with a recent change in that they have now hired Land Planning, Inc.
- Revitalizing Main Street – Chairman FitzGerald-Kemmett remarked that tomorrow they will be meeting with Mr. Marangiello and others concerning Main Street.
- Outreach to residents – Chairman FitzGerald-Kemmett said that outreach discussions are to include the creation of a town Facebook page as a way to disseminate information.
- Sidewalks – Mrs. Marini said that Town Planner Deb Pettey is working to get a conceptual plan along Main Street, which would include sidewalks, perhaps leading up to the eventual PCH park.
- Plastic bags and polystyrene - Mrs. Marini stated that there will be an article on the Oct. town meeting warrant, proposed by the Board of Health, regarding plastic bags and polystyrene.
- Recreational trails – Chairman FitzGerald-Kemmett is suggesting that town-owned conservation areas be identified so that the public will know where they are and how they can be accessed.
- Senior center study – Mrs. Marini said that the senior center study is ongoing and should be completed relatively soon.
- CivicPlus software – Mrs. Marini said that she, Chairman FitzGerald-Kemmett and Mr. Dyer met for a demonstration of CivicPlus software, which she said will allow, for one, residents to submit town-related information, such as the location of a fallen tree. Mrs. Marini said that Mr. McCue had made arrangements to obtain another software, Clear.gov, paid for with a grant. Mrs. Marini said that there is recent interest in CivicPlus and the state will allow them to use the grant money for any vendor software. She said she will be working on those arrangements.
- Town meeting workshop – Mrs. Marini said that she and Town Clerk Beth Sloan have discussed the need for a workshop that would educate both residents and town employees on the town meeting process. Chairman FitzGerald-Kemmett added that she is in favor of a cable broadcast just prior to town meeting that would provide information on the major warrant articles, presented in a neutral format.

Review Selectmen's Warrant Articles

- Mrs. Marini said that a proposed article submitted by Mr. Dyer is for a Mass Tree Planting 50/50 Grant that would be used to plant trees at Camp Kiwanee to replace those that were

taken down recently or at the school. She said that the grant is for \$20,000, with Hanson's share of the cost \$10,000.

- Mrs. Marini said that an article was proposed to increase the term for the town moderator from one to three years.
- Mrs. Marini said that monies will be required for the facilities manager position, to be determined after speaking with Town Accountant Hassett.
- Mrs. Marini said that money will need to be added to the salary line for the town administrator.
- Mrs. Marini stated that the Maquan School demolition cost needs to appear on the capital improvements matrix, with the figure verified before doing so.
- Mrs. Marini said that certain Wage and Personnel issues need to be addressed through a public hearing prior to town meeting.

Vote to waive right of first refusal 902 Main Street Unit 4 – owner Michaelleen Gustafson

Mrs. Marini explained that 902 Main Street Unit 4 is an affordable property that goes through the Housing Authority. She explained that before it can be put on the market, it must be presented to this Board to determine if the town wants to purchase it.

MOTION by Mr. Blauss, seconded by Mr. Hickey, to waive the right of first refusal for 902 Main Street Unit 4. **Voted 4 – 0**

Vote & Approve donations

Mr. Blauss read the list of donations: \$25 from Alfred and Michelle Cappellini to the library; \$2,343 from various donors to the 200th Anniversary Committee and \$297 from the Hanson Public Library Foundation to the library.

MOTION by Mr. Blauss, seconded by Mr. Mitchell, to approve the donations as listed. **Voted 4 – 0**

Requests

- **MOTION** by Mr. Hickey, seconded by Mr. Mitchell, to authorize the Police Chief to trade in a surplus 2010 Ford Explorer, VIN 1FMEU7DE0AUA55272. **Voted 4 - 0**
- Kelly Carlini is requesting to hold a Rustic Bridal Show at Camp Kiwanee on March 29, 2020 at a reduced fee. Chairman FitzGerald-Kemmett explained that the Recreation Committee supports the event at a reduced fee with the expectation that it will encourage more wedding reservations.

MOTION by Mr. Mitchell, seconded by Mr. Blauss, to approve a request for a Rustic Bridal Show on March 29, 2020 at Camp Kiwanee at a reduced fee. **Voted 4 – 0**

- **MOTION** by Mr. Blauss, seconded by Mr. Hickey, to allow an Annual Electronic Recycling Day to be held at the parking lot of the Maquan School on Saturday, Sept. 21 from 9 a.m. - 1 p.m. to benefit Dollars for Scholars. **Voted 4 - 0**
- **MOTION** by Mr. Hickey, seconded by Mr. Mitchell, to send a letter of support to the Metro Chamber of Commerce on behalf of the Hanson Board of Selectmen. **Voted 4 - 0**
- **MOTION** by Mr. Blauss, seconded by Mr. Mitchell, granting permission for Netflix to use the Maquan School parking lot as a staging area for equipment from August 28-30. **Voted 4 - 0**

Appointments/Resignations

MOTION by Mr. Mitchell, seconded by Mr. Blauss, to reappoint Rosemary Sampson, 49 Buttercup Circle, to another term with the Cultural Council. **Voted 4 – 0**

MOTION by Mr. Mitchell, seconded by Mr. Hickey, to re-appoint election workers as named below. **Voted 4 – 0**

ELECTION WORKERS - Appointed 8/20/2019

Ernest Amado	Nancy Gaffey	Kimberly Newcomb
Dina Amado	Louise Grant	Patty Norton
Lee Baker	Sandra Harris	John Norton
Judy Bina	Diane Hillstrom	Sandra Nugent
Janice Black	Christine Huska	Denis O'Connell
Georgene Blight	Annemarie Hyslip	Maureen O'Neil
Maryanne Bray	Marie Johnson	Elvira Osso
Barbara Brunsell	Michelle Jones	Joseph O'Sullivan
Lisa Marie Carson	Jill Kelly	Marilyn Pendleton
Scott Cheney	Jeanne-Marie Kiely	Deborah Perkins
Deborah Clemons	Peg Kitchenham	Ann Pokaski
Patricia Concree	Barbara Larsen	Sue Robinson
Carol Connelly	Steven Lyons	James Rodick
Suzanne Davis	Kathleen Magee	Margaret Schneider
Arlene Dias	Jennifer Mann	Annette Stavro
Marianne DiMascio	Leanne Mann	Alexander Stewart
Jane Durante	Deborah McCarthy	Patricia Strait-McGrath
Linda Dymont	Marlene McGivney	Maureen Watson
Kathleen Ellis	Stephanie McSweeney	Marilyn Weber
Kathleen Ferrara	Jeanne Nadeau	Joseph Weeks
Ruth Fleming	Paul Nadeau	Margaret Westfield

III OLD BUSINESS

Discussion regarding Town Administrator Hiring process

This topic was discussed during the interview with MRI. There was no additional discussion.

IV TOWN ADMINISTRATOR'S REPORT

Mrs. Marini presented the town administrator's report, specifically referencing the following:

- The Economic Development Report has been received.
- Monies have been collected from the auctions have been received as well as the recorded deed for Hawks Ave.
- Department head reports are coming in.
- The generator at Camp Kiwanee will be functioning as soon as the gas line has been run from the street. After that work is complete, the fence will be installed.
- Approval from the state for the Complete Streets County Road work has been extended through December 31, 2020. As significant time has passed since the project originally went out to bid, it will likely need to be re-bid again. Costs will likely be higher than before, but unused Chapter 90 funds from last year can be added to this year's funds and will cover the cost increase.
- The Treasurer/Collector and the Recreation Director are talking to Century Bank about getting credit card access at various points.
- The Conservation Agent position has been posted, with applications due this Friday. Conservation Secretary Becky Nehiley will be retiring in early October.
- Eversource will be trimming trees for power lines on Birchbark, Woodbrook, Winter, Brook Bend and State Streets Monday through Friday between the hours of 7 a.m. and 5 p.m. from now through November.
- Mrs. Marini participated in a conference call with the Department of Public Health regarding EEE. She said they have broadened the spraying region and the DPH reports that the spray is safe with no health effects, but advises staying indoors during the spraying time. Threat of EEE remains until the first hard frost.

V APPROVE MINUTES

MOTION by Mr. Mitchell, seconded by Mr. Blauss, to approve the minutes from the June 4, June 18, July 16, July 23 and August 6 meeting minutes. ***Voted 4 – 0***

VI ONE DAY LIQUOR LICENSES – Camp Kiwanee

Kiersten Shontz, Weymouth, Sunday, Sept. 1st 5:00 to 10:00 p.m. – Wedding
Rae Courtney, Pembroke, Fri., Sept. 6th 6:00 – 11:00 p.m. – Wedding
Rebecca Cuscaden, Newton, Sat., Sept. 7th 4:00 – 9:00 p.m. – Wedding
Jennifer Traniello, Reading, Sun., Sept. 8th 1:00 – 5:00 p.m. – Anniversary
Hilary Goguen, Abington, Fri., Sept. 13th 4:00 – 9:00 p.m. – Wedding
Shannon Curry, Pembroke, Sat., Sept. 14th 4:00 – 9:00 p.m. – Wedding
Bri Meehan, South Dennis, Fri., Sept. 20th 4:00 – 10:00 p.m. – Wedding
Amy Franklin, Hanson, Sat., Sept. 21st 5:00 – 11:00 p.m. – Wedding
Anita Lewin, Braintree, Sun., Sept. 22nd 2:00 – 6:00 p.m. – Family Party

Ernie Foster, Hanson, Sat., Sept., 28th 5:30 – 9:30 p.m. – Meeting
Terry Bell, Whitman, Sun., Sept. 29th 1:00 – 5:00 p.m. – Shower

MOTION by Mr. Mitchell, seconded by Mr. Hickey, to approve one-day liquor licenses at Camp Kiwanee as listed. ***Voted 4 – 0***

VII COMMITTEE REPORTS

200th Anniversary Committee – Chairman FitzGerald-Kemmett stated that the Wampanoag Museum is open Tuesdays, Thursdays and Saturdays through the month of August [at the Nathaniel Thomas Mill] and there is no charge.

Final Plymouth County Hospital Reuse Committee (FPCHRC) – There was no report from the FPCHRC

Maquan School Reuse Committee (MSRC) - There was no additional information to report from the MSRC.

Hanson School Repair Committee (HSRC)– Bill Garvey explained that the HSRC only has five members at the moment, previously seven, and they are unable to reach quorum in order to conduct a meeting. Mr. Blauss said that he spoke with Bob Hayes who has suggested that Mr. Garvey join the Whitman-Hanson Facilities Committee and that the HSRC disband. Mr. Garvey was agreeable to doing so. Chairman FitzGerald-Kemmett noted this as an interim solution as efforts are in process to create an all-encompassing facilities committee to oversee all Hanson facilities.

Highway Building Committee – Mr. Mitchell said there is nothing to report and they will be meeting after Labor Day.

VIII ADJOURNMENT

MOTION at 9:25 p.m. by Mr. Hickey, seconded by Mr. Mitchell, to adjourn the meeting. ***Voted 4 – 0***

Respectfully submitted,

Shirley Schindler, Minutes Clerk