



Tuesday, December 6, 2022

Hanson Select Board

Select Board's meeting room, Town Hall

Open Session

Members Present: Laura FitzGerald-Kemmett, Ann Rein, James Hickey, Joseph Weeks, Edwin Heal

Members Absent:

Others Present: Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant, Denise Alexander, Lee Gamache, Town Assessors' Office; Katherine Feodoroff, Town Counsel, Antonio DeFrias, Town Planner; Charles Baker, Facilities and Maintenance

I CALL TO ORDER

Ms. FitzGerald Kemmett called the meeting to order and led the Pledge of Allegiance.

II PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS

Ms. Rein read the public announcements and upcoming meetings.

III NEW BUSINESS

1. Town of Hanson FY24 Classification Hearing

Ms. FitzGerald-Kemmett reminded the Select Board that during last week's Classification Hearing presentation that not all the information Ms. Alexander presented was finalized. The Select Board voted last meeting to approve but also voted to continue the hearing.

MOTION by Mr. Hickey, seconded by Mr. Heal, to continue the Classification Hearing. ***Voted 4-0***

Ms. Alexander thanked that the Select Board for continuing the hearing and presented the updated values for residential, commercial and industrial. The numbers are the same as the estimated values she presented previously, but now confirmed. She now has the updated numbers for the excess levy capacity for FY 2023 \$16,377.

As the Select Board voted to accept all motions during the previous meeting, and there were no additional questions nor other motions, the hearing closed.

MOTION by Mr. Hickey, seconded by Mr. Heal, to close the hearing. ***Voted 4-0***

MOTION by Mr. Hickey, seconded by Mr. Weeks, to adjourn to Executive Session. **Voted 5-0** **At 6:00pm**

2. Review updated DRAFT Administration policy for Public Records Access.

Ms. Green stated there is a policy but was not completed. The new version is updated for department heads, providing a detailed process for the request, all fees charged and the appeal process if needed. It also outlines exceptions that are not subject to law. Town counsel drafted a form letter to use for those requesting records, and allow charging fees for work and time put in, as the Town will need to provide a good faith estimate of cost for the recipient. All departments will use this letter; it will be a consistent policy across the town hall. Ms. Green will be available to provide guidance and instruction needed.

Ms. Green noted in updating the policy she discovered the Designated Public Records Access officers had not be updated either. She shared the new list with updated names.

Ms. FitzGerald-Kemmett suggested Ms. Green schedule a training session for department heads, and requested legal counsel be in attendance for any questions or concerns. Each department head needs to have a backup person in the respective department trained. Mr. Heal asked if the correspondence will be modified for each department. Ms. Green stated there will be a generic mockup as a sample, but yes, it will be modified to reflect each department.

MOTION by Mr. Weeks, seconded by Mr. Hickey, to approve the Administration policy for Public Records Access along with a Public Response Letter. **Voted 5-0**

3. Discuss EV charging stations at Town Hall

Earlier this year, Mr. DeFrias received a call from a Town resident who tried to use one of the EV charging stations located behind Town Hall, only it wasn't working. He reached out to Mr. Baker for assistance. Mr. Baker reached out to company and learned that the modem for the charging station used 3G technology, which no longer works and had been removed from the app. The company then forwarded to him a quote for parts and labor, totaling \$975. Mr. DeFrias is requesting the funds to make the repairs, if the Select Board would like to continue having the charging stations behind Town Hall.

As this was not addressed in the budget, Ms. Green will find money from one of the public property maintenance account. Mr. Hickey asked if the Town receives any revenue from those using it. Neither Mr. DeFrias nor Mr. Baker could find any documentation. Mr. DeFrias believed the Town is paid a percentage each time the app is used. Ms. Green will confirm with the Town Accountant regarding any revenue received, and if it is profit, loss or neutral gain to the Town. She will update the Board once she has the additional information.

If the Town decides to keep the stations they need to be repaired as well as updating the app. The Board would like more information before making any decisions, as it would like to be

certain it is not a cost to the Town. Once repaired an update will be announced on Facebook that the EV stations are again available for use.

MOTION by Mr. Hickey, seconded by Mr. Heal, to approve repairing the EV charging stations, if the cost of running the unit is less than the cost to repair/maintaining. **Voted 4-0**

4. Acknowledgment of Disclosure statement from Frank Milisi.

In an effort to be upfront and transparent, as Mr. Milisi sits on several committees, he may be presented with motions that will have him approving a request from a family member, and thus presented a disclosure statement to the Select Board. To date, it has no concerns and appreciates his forethought.

MOTION by Ms. Rein, seconded by Mr. Hickey, to accept Mr. Milisi's disclosure statement. **Voted 4-0**

5. Discuss relocating the flag pole from Maquan to the Water Department

Ms. Green received an email from the Water Department requesting the flag pole for its location, prior to the Maquan building being demolished. The water and highway departments will work together to move the flag pole; there will be no cost to the Town.

MOTION by Mr. Weeks, seconded by Mr. Hickey, to approve relocating the flag pole from Maquan to the Water Department. **Voted 5-0**

6. Recreation Commission

Ms. FitzGerald Kemmett reminded the Select Board that if there is a fee waiver or change, the Recreation Commission meets and votes prior to forwarding to the Select Board for final approval.

- a. Discount for Polar Plunge after party at Needles Lodge, February 5, 2023. Voted to approve for a \$100.00 fee.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to approve the \$100 fee for the Polar Plunge after party at Needles Lodge, February 5, 2023. **Voted 5-0**

- b. Discount for Historical Commission turkey dinner on May 4, 2023. Voted to approve a \$20.00 per hour fee.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to approve the \$20 fee for the Historical Commission turkey dinner on May 4, 2023. **Voted 5-0**

- c. Discount for Hanson Community Christmas to use the lodge on December 15, 2022 from 1pm to 8pm to sort Christmas gifts. Voted to approve at no charge.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to approve waiving of fees for the Hanson Community Christmas to use the lodge on December 15, 2022 from 1pm to 8pm to sort Christmas gifts at no charge. **Voted 4-0; 1 abstain**

- d. Discussion on fees for Cranberry Cove for the 2023 season. Voted to approve \$5.00 resident fee daily pass, \$8.00 nonresident fee daily pass, \$100.00 resident season pass and \$165.00 non-resident season pass. (This is comparable to surrounding towns.)

MOTION by Mr. Hickey, seconded by Mr. Weeks, to approve the rates as listed. **Voted 5-0**

- e. Discussion on day rate for Bridal Cottage, for brides getting ready. Voted \$100.00 day rate. The current cost is \$200.00 for overnight; there is no day rate set.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to accept what the Recreation Commission proposes for day rate fees for the Bridal Cottage, for brides getting ready. **Voted 5-0**

- f. Discussion on filming an AMC TV show in January, 2023. Voted to approve

Ms. Green shared that Stalwart Productions will be filming two programs at Camp Kiwanee. The series, which will be a psychological thriller, is based on a book that occurs during the 1930s. It will be a local team using its own equipment. Ms. Green invited the production team to attend the next Select Board meeting to provide additional details. If the Town agrees to move forward, the possible revenue for the Town is estimated to be approximately \$27,000.

MOTION was passed over.

- g. Discussion on planting a pear tree and burning bush at Camp Kiwanee. These trees are currently at the Maquan School which is slated to be demolished.

MOTION by Mr. Weeks, seconded by Ms. Rein, to approve relocating the pear tree from Maquan School to Camp Kiwanee; and to not approve the relocating the burning bush as is it an invasive plant. **Voted 5-0**

- 7. Acknowledge resignation of Town Accountant, Todd Hassett as of December 31, 2022

Mr. Hassett informed Ms. Green he would not like to extend his contract and gave his thirty days' notice, ending on December 31, 2022. Ms. Green has reached through her network and received a recommendation for an interim Town Accountant. She shared the recommendation with Mr. Hassett and he thought it was worth pursuing. Ms. Green will be submitting a request of proposal for services. She is also developing an updated job description for the role and how it will reflect upon the Town.

Ms. FitzGerald Kemmett spoke with Mr. Hassett; she noted he suggested to hire an individual who will be physically in the building more frequently. Ms. Green agreed. She is also creating a salary survey to determine what would be competitive and appealing to candidates. For the interim role, she completed the questionnaire with Mr. Hassett and plans to have a response as soon as possible, preferably for the next meeting.

MOTION by Mr. Hickey, seconded by Mr. Weeks, to accept, with regret, Mr. Hassett resignation as Town Accountant. ***Voted 5-0***

IV ***APPROVE OPEN SESSION MINUTES***

1. November 15, 2022
2. November 29, 2022

MOTION by Mr. Weeks, seconded by Mr. Rein, to approve the meeting minutes as presented. ***Voted 5 - 0***

V ***TOWN ADMINISTRATOR REPORT***

- Ms. Green is happy to announce that the Cell tower is now fully operational!
- 751 Main Street, the old gas station. Previously the Select Board voted to foreclose. The Town's tax title attorney has filed a motion with land court, but the court has not yet served any of the interested parties, and the Town needs to wait for this to happen. Also, will set a meeting in January 2023 for the tax title attorney to meet with the environmental attorneys to update the Board on DEP conditions of the property and any direction moving forward with possible contaminants. Ms. FitzGerald Kemmett asked if it's possible, in the interim prior to taking possession, to declare it a public safety issue and tear it down, then attach a lien if planning to sell. Ms. Green would most likely need to get a court order since the Town doesn't own the property. She will speak with Town Counsel for advice too. She would recommend proceeding with caution and wait for advice from the environmental attorneys.
- As a follow-up to the grants received from the OneStop Growth Program Ms. Green received the contract for \$60,000 to update master plan. It is now with the State for signature and go ahead. She will then reach out to Old Colony Planning Council to get a proposal from them. She will also reach out to other companies as for comparison.
- She also received notification for, and has forwarded to, the Cultural Council for an \$8000 grant.

- The Maquan demolition bid was canceled. During the walkthrough, several vendors requested any surveys for window and roof asbestos. The school could not find anything in addition to what had already been forwarded. The decision was made to hold the bidding until either one was located or done. In the meantime, Mr. DeFrias found the asbestos study in his office. It was recommended to have a pre-asbestos demolition survey to be certain there is nothing else to halt the bidding process. Ms. Green hopes to have the updated proposal shortly and then reschedule the bid by end of January 2023.
- In November she attended the Mass Municipal Management Association conference and found it to be very informative and educational. She also spoke with a consultant from Capital Strategic Solution who is well versed in ARPA in both Treasury and Plymouth County. She met with her and her associate via zoom discussing the best way to develop proposals for ARPA funds and increase the Town's community engagement and communication. All services will be paid with ARPA funds. She will have them present to the Board in January 2023.
- She also share that a production company is filming in Massachusetts and is interested in filming at Camp Kiwanee. It is a series called Invitation to Bonfire; they want to film episodes 5 and 6 there in the Frontier cabin. The production company will attend the next Select Board meeting. There will be revenue for the Town; estimated \$27,000 for three days of filming.
- She updated the Board about the Mass Trails grant, which is to relate parts of the Bates Circuit Trail. While a great deal of work has been done, Conservation requested a one year extension due to delays. Mass Trails agreed and it was accepted the request.
- The Auditors have reviewed the compensated absence documentation – unused vacation and sick time as of June 2021.
- The auction for 69 Woods Street, held on December 2, 2022, was successful and sold for \$180,000. The successful bidder has already given a deposit check, and the closing is anticipated for January 10, 2023.
- Thank you to Charlie Baker as well as the teams from police, fire and highway departments for their assistance at the Hanson Christmas festival. It was very well attended despite the threat of inclement weather.
- Lastly, Ms. Green shared a thank you note to the highway for repair work and improvements on a resident's road, making it safer travel.

VI

ADJOURNMENT

MOTION by Mr. Weeks, seconded by Mr. Hickey, to adjourn the meeting back to Executive Session. **Voted 5-0**

*Respectfully submitted,
Lynn McDowell*