



Tuesday, February 21, 2023

***Hanson Select Board***

Select Board's meeting room, Town Hall

Open Session

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

***Members Absent:***

***Others Present:*** Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant;  
Corinne Cafardo, Library; Kurt Tarvis; David Mansfield; Donald Howard,  
Antonio DeFrias, Town Planner

**I CALL TO ORDER**

Ms. FitzGerald Kemmett called the meeting to order and led the Pledge of Allegiance and a moment of silence for Gail C. Gronlund

**II PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS**

Ms. Rein read the public announcements and upcoming meetings.

**III NEW BUSINESS**

**1. Hanson Historical Update**

Tabled - Mr. Tarvis requested to reschedule for March as he was unable to attend tonight.

**2. Stormwater and Drainage Management Committee Update**

Mr. Howard shared the committee's PowerPoint presentation regarding the need for underground retention and detention areas. Several years ago, he spoke with the developer of the Christopher Lane properties about what may be done for the detention and retention areas for East Washington Street. There are two 2000-gallon water tanks under the road, one for each, containing three chambers for the water to transfer. It will collect silt to prevent any backup. They can be cleaned by a vacker truck.

Retention puts 100% of water in the ground; detention is similar except it can runoff into a storm drain. For a local example of both, on East Washington street, facing Christopher Lane, the left is a detention area and the right is a retention area. Both are created the same. For retention, it is filtered water that will flow out to Factory Pond. It is completed and have been working. Christopher Lane is private way; it has an HOA that is responsible for the maintenance. Mr. Howard confirmed with the developer that both the retention area and the detention area have been cleaned at least three times.

Mr. Howard would like add to the ballot the requirement that all new construction need to put both retention and detention areas underground as it does not interfere with land use, oppose to open face as the land is unusable.

The Board is supportive of this process but determination comes under the leadership of the Planning Board. Mr. Howard has had several conversations with the Town Planner.

Mr. DeFrias shared that he as reviewed the guidelines as this is one of many ways; the biggest issue is maintenance. He has reviewed the guidelines as this one of the type of systems; it comes with pros and cons. If areas are not maintained they will not function properly. And it is dependent upon site conditions. He understands the logic that unmaintained leads to standing water, and that detention areas designed properly will work for a long time with little maintenance. Retention areas will gather silt and impeded drainage, and eventually need to be replaced. He also noted they can be expensive to install as the regulations for installation may conflict.

The Board would also like to hear the opinion of the Highway Inspector, as that department will be responsible for the areas not on private ways. HOA, if in existence, fees cover costs for private, which include the landscaping plan and areas needing to be cleaned out. For public ways, the same process needs to happen, at the expense to the Town.

The Select Board suggested moving this conversation to the Planning Board, as drainage is included in its oversight. And include the Highway Inspector in conversations moving forward. It also noted that the Plymouth County Mosquito Control may have resources and literature. Mr. DeFrias stated they do come and spray annually.

The Select Board requested Ms. Green to send a formal request to the Planning board to add storm drainage to the agenda of its next meeting. Mr. DeFrias stated that would be March 13 and would welcome them to the meeting. The Board suggested including Mr. Shave as well.

### 3. Citizens Petition on Alden Way

Ms. Green shared the Citizen petition for three roads – Alden Way, Grey Lane and Stringer Lane – that are currently private and would like to be accepted by the Town as public ways. The petition will need to go before Town Meeting in May for citizens to vote upon to be accepted.

Ms. Green shared the process that needs to happen prior to Annual Meeting, starting with Massachusetts General Law Chapter 82, Section 21-24. This lays out the steps needed for private ways to become public. for the Select Board to vote its intention to lay out the ways as public. Since it is a citizen petition, it will be added to the warrant as the Select Board cannot prevent it. During Town Meeting, depending on vote taken by the Select Board, Town Counsel will address the status of Citizen petition.

The basic process includes –

- Select Board intention. If yes then
- Planning Board to work on its process, then

- Town meeting, then
- Legal Counsel to establish easements and deeds.

Ms. Green presented the plans of the ways to the Board as well as a study by Environmental Partners regarding the roads' conditions and drainage, and the any potential costs to the Town. She also included correspondence from the Highway Director highlighting some of the costs related to estimated upgrade and maintenance. There will be additional legal costs related to deeds, property lines, frontage and easements reviews. Ms. Green will reach out to Town Counsel for an estimate including all issues. The Board would like to have all estimates touching all departments be included with the Citizen petition when presented at Town Meeting.

Ms. Green stated there are also date restrictions, which creates a very tight timeline. The Planning Board will have 45 days to complete its process, which includes a public hearing and write a brief report.

When questioned why all this needs to be done completed prior to town meeting, Town Counsel shared it will need to notify the citizens present that proper legal process of changing private ways to public ways did not happen, and they should not consider the request valid. The Select Board suggests what is best for the Town; the citizens will make final decision during Town Meeting.

Mr. DeFrias reiterated that this is what is required by law, not formalities and need to be followed strictly. Once moved from the Select Board, the Planning Board will make recommendations either written or verbally. Then the next step will be for the Select Board to vote to add to articles for Town Meeting. Once at Town Meeting, the citizens will have the opportunity to vote Yay or Nay. If the article passes, the roads are now public ways of the Town of Hanson. Within 120 days of the Meeting closing, the Town will need to work to get titles, easements, which include those who have mortgages. This will all be part of Town Counsel's review.

Mr. DeFrias noted the 2019 report from Environmental Partners noted these three roads, while 30 years old, are all in good shape and do not anticipate large repairs. Once public will be added to Highway Department's list of priorities. Mr. Shave also shared with the Board that he is comfortable with the conditions of the roads, and doesn't expect any issues or additional expenses to the Town.

The Board questioned Mr. DeFrias as to what easements could be involved; he stated it would be drainage related. The Town would need easements from each homeowner to have right to pass. He also shared that if a homeowner had rights to the middle to road, a fee interest would be involved to the Town. Town Counsel will recommend the best option for the Town.

Regarding the current maintenance of the roads, the Town is plowing them as they are on the Highway Department's plow list. The Town has also done emergency repair to the roads previously. Mr. DeFrias suggested speaking with Mr. Shave for a more detailed answer.

Mr. Hickey encouraged the homeowners in attendance to invite other street residents as well as neighboring friends to attend Town Meeting to ensure a quorum is reached.

**MOTION** by Mr. Hickey, seconded by Mr. Weeks, to vote the Select Board's intention to lay out the way of the three private ways – Alden Way, Grey Lane and Stringer Lane – as public ways. **Voted 5 – 0**

**MOTION** by Mr. Hickey, seconded by Mr. Weeks, to refer the previous Motion to the Planning Board. **Voted 5 – 0**

4. Green Hanson to discuss a nip ban for the Town

Tabled - Ms. Twomey requested to reschedule for March.

5. Hanson Little League would like to reserve the Town Hall Green for Saturday, April 8th for the annual Little League Open Day Parade

**MOTION** by Mr. Hickey, seconded by Mr. Weeks, to allow Hanson Little League to reserve the Town Hall Green for Saturday, April 8, 2023 for the annual Little League Open Day Parade. **Voted 5 – 0**

6. Dollars for Scholars would like to use the Maquan Elementary School parking lot on Saturday, March 25, 2023 for the annual Spring Electronic Recycling Day.

**MOTION** by Mr. Hickey, seconded by Mr. Weeks, to allow Dollars for Scholars to use the Maquan Elementary School parking lot on Saturday, March 25, 2023 for the annual Spring Electronic Recycling Day. **Voted 5 – 0**

7. Discuss draft Fraud Risk Policy

Ms. Green presented the newly revised draft policy. She noted Town Counsel is still reviewing language. There was some concern with the structure of reporting in Section 2 may not be as transparent. The Board wanted to create a document that will have potential reporters not be fearful of termination. Or another contact if there were concerns related to the Town Administrator or Select Board member being compromised. It wanted to be certain it is creating an environment of safety in reporting and to whom. Ms. Green suggested adding Town Counsel as another option.

In section 7, the Board questioned media issues. First, as a member of the Board, it doesn't want to remove first amendment rights through policy, hinder the use of media as an elected official nor funnel issues through a person who may be compromised. The Select Board would like to have the spokesperson for the Town be the Town Administrator. It would not want its actions as the elected board for the Town of Hanson be curtailed or limited. It suggests removing the "elected official" piece as it cannot be enforced and goes against why elected.

The Board would also like the Definitions section be very clear as to who is an employee of the Town of Hanson, as differing from the ethics definition.

The Whistleblower policy in this document is for fraud only. The Board would prefer the policy be written in a separate detailed policy.

Ms. Green will make the changes discussed and present the updated policy by the next Select Board meeting.

***MOTION*** by Mr. Weeks, seconded by Ms. Rein, to adopt the Fraud Risk Policy as written with the proposed changes. ***Voted 5 – 0***

#### **8. Discuss revitalizing the Cable Committee**

Ms. FitzGerald-Kemmett shared that while there were citizens applying to be members of the Cable Committee, there was not much prior activity of meetings actually occurring. Thus, the Board voted to disband the committee. During the last meeting reminded the Board of the why of the committee served a purpose to the Town, but it was not being utilized for its purpose, which included cable negotiations and general issues related to cable, including another possible option.

Mr. Hickey and Ms. Green pulled the 1998 contract for review and comparison. At that time, seniors automatically received 10% discount. The 2015 contract did not include the discount. Ms. Cafardo shared that now there is a 30% discount but it is only provided upon request. Mr. Hickey stated it should be added to the contract.

The Board discussed options to name the committee and possible activities committee members would oversee, including anything related to the contract. For composition, there will be three members at large with 2 alternatives, with a Select Board liaison. The Town Administrator should be part of the reestablishment of the committee to help create the vision and mission. Ms. Rein offered to be the liaison.

***MOTION*** by Mr. Weeks, seconded by Ms. Rein, to reestablish the Cable Committee, renaming it the Cable and Internet Committee. ***Voted 5 – 0***

***MOTION*** by Mr. Weeks, seconded by Mr. Hickey, to appoint Ms. Rein as the Cable and Internet Committee's liaison. ***Voted 5 – 0***

#### **9. Discuss use of \$18,900 ARPA funds to redesign the Town's website**

Ms. Green shared that Mr. Moberg reached out to website vendors for bid requests. After reviewing all that came in he chose the company Revize, a company that works primarily with government organizations, to partner with Capital Strategic Solutions to update the website.

The current platform is in need of a complete overhaul and is expensive to maintain. It is also complicated to update the current website to news, announcements, agendas and minutes. Revize's platform will run be less costly and user friendly for updating.

The Board wanted to know why this is a separate cost and not included in the package presented by Capital Strategic. It also wanted details why the planned online licensing and land marketing use were not completed. Ms. Green shared Mr. Moberg is working with PermitEyes on creating system. The focus right now is annual licensing from the Select Board office.

The \$18,900 will be a one-time cost, which is the purpose of the ARPA funding. Ms. Carfado stated it's a reasonable cost for creating the website. She also noted, for committees with webpages, it is part of their responsibilities to update regularly. The Board agreed with that, stating it is not the best solution for Town residents to be told to drive to town hall to learn of local activities. Everything should be made available online and posted timely.

The Board requested the remaining discussion be tabled as it would like to review both the Revize contract as well as Capital Strategic Solutions one for clarity on roles and responsibilities.

**10. Award Certificate for Eagle Scout John (Jack) Dunn**

Ms. Green reminded the Board of Mr. Dunn's Eagle Scout project was to create little libraries for Meeting House Lane to do a book exchange. Mr. Hickey saw then and applauded the work done by Mr. Dunn. Ms. Green has a citation for the Board to sign. Ms. McDowell will forward the details related to Mr. Dunn's award ceremony to the Select Board.

**11. 2023 Annual Licensing**  
a. Common Victualler – Shaw's Supermarkets #1409

Ms. McDowell updated the Select Board that Shaw's Supermarkets was not on the December 13, 2022 agenda as the paperwork was incomplete.

***MOTION*** by Mr. Heel, seconded by Mr. Weeks, to vote to accept the Common Victualler for Shaw's Supermarkets. ***Voted 5– 0***

**IV APPOINTMENT**

1. Appoint Stephen Graham as a member of the Highway Building Committee

***MOTION*** by Mr. Hickey, seconded by Mr. Weeks, to appoint Stephen Graham as a member of the Highway Building Committee, for a period to expire on June 30, 2023. ***Voted 5 – 0***

**V COMMITTEE UPDATES**

1. Ms. Green to help schedule a Highway Committee meeting with Ms. Rein.
2. Mr. Hickey shared that the Senior Center, starting this Friday, will be closed for two – four weeks for renovation and cleanup. Most of the activities will be moved to Camp Kiwanee during this time. Thank you to Mr. Baker for his supervision and guidance through this process.

**VI ONE DAY LIQUOR LICENSES**

1. 03/24/23 – 5:00pm – 10:00pm – Fundraiser – Ashley Craig
2. 03/26/23 – 11:00am – 4:00pm – Baby Shower – Holly Ridge
3. 04/01/23 – 12:00pm – 5:00pm – Memorial Party – Jill Chapman
4. 05/06/23 – 10:00am – 3:00pm – Baby Shower – Deanna Hatch
5. 11/03/23 – 5:00pm – 10:00pm – Wedding – Cassandra Birch

*MOTION* by Mr. Hickey, seconded by Ms. Rein, to approve the one-day liquor licenses as printed on the agenda. *Voted 5 – 0*

**VII APPROVE OPEN SESSION MINUTES**

1. February 7, 2023

*MOTION* by Mr. Hickey, seconded by Mr. Weeks, to approve meeting minutes as presented on the agenda. *Voted 5 – 0*

**VIII TOWN ADMINISTRATOR REPORT**

- Ms. Green shared that Mr. Moberg received a cyber security grant that allows for training for cyber security. He has not yet received the funding but expect soon. She congratulates Mr. Moberg’s hard work.
- To follow-up her previous discussions related to Community Compact Grants, Ms. Green stated the Town as been awarded a grant for a wage classification study for the Town’s department heads. It will cover writing job descriptions as well as performing a salary survey to see how the Town currently ranks. In fiscal year 24 the Town will be eligible to again apply, hopefully for digitalizing older records and/or a study for elected official oversight.
- She again highlighted the dedicated and consistent work of Mr. Baker, continually going above and beyond his job description to keep activities moving forward seamlessly.
- For the Veterans Services officer, interviews are scheduled for March 3, 2023. Mr. White will be part of the interview process.
- For the Assistant to the Town Planner, there has been some interviews. She is still receiving resumes and will hold another round of interviews with Mr. DeFrias shortly.
- The Maquan pre-asbestos survey occurred this past week. Mr. Baker met with the engineers to assist as needed on site. The report should be delivered to Ms. Green shortly and she will begin the bid process.

- For budgeting, Mr. Kinsherf received all budget submissions and is now vetting them. It is early in the process; the governor's budget and the school numbers are not yet available. He is presently seeing a \$1.2M deficit. Adjustments will happen as needed.
- A draft for the Annual Meeting warrant has been created and being updated as changes are forwarded. The Annual Report is also in draft form and close to being finalized.

**IX**                    **ADJOURNMENT**

***MOTION*** by Mr. Weeks, seconded by Mr. Heal, to adjourn to Executive Session.

***Voted 5 – 0***

*Respectfully submitted,  
Lynn McDowell*