



Tuesday, July 25, 2023
Hanson Select Board
Select Board Meeting Room, Town Hall
Open Session

Members Present: Laura FitzGerald-Kemmett, Joseph Weeks, Edwin Heal, David George, Ann Rein

Members Absent:

Others Present: Lisa Green, Town Administrator; Lynn McDowell, Executive Assistant; Jamison Shave, Highway Director; Joseph Kenney, Animal Control Officer; Rosdhy Assad, Menha Assad, T-Stop Market; Adam Valachovic, Parks and Fields

I **CALL TO ORDER**

Ms. FitzGerald-Kemmett called the meeting to order.

II **PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS**

Ms. Rein read the public announcements and upcoming meetings.

Ms. FitzGerald-Kemmett also mentioned that Hanson Day will be on held on the Hanson Town Hall Green on September 16, 2023, 11am-2pm. If a nonprofit civic organization would like to participate, please email Ms. FitzGerald-Kemmett directly to her Town of Hanson email posted on the Select Board webpage. It is free both to participants and attendees. If interested to be a vendor, tables and chairs will be provided but will need to bring own popup tents.

With the large number of committee openings, Ms. Green will post in the Whitman-Hanson Express.

III **PUBLIC HEARING**

1. T-Stop Market, Inc., 1064 Main Street. New application for

Ms. FitzGerald-Kemmett opened the hearing for T-Stop Market, Inc., applying for a new retail sales license of wine and malt beverages. Ms. Green confirmed the Town did have an available license. The necessary paperwork for ABCC was completed and ready to be submitted, pending an approved vote from the Select Board.

The Market will be located on Main street, next door to Spiros, also owned by Mr. Assad. He was approved permitting for the market and is currently renovating the space, with the intention to open within the next few months. Next steps include purchasing inventory and shelving, and obtaining the license to sell malt beverages and wine.

The Board thanked him for thinking of expanding his business in Hanson, and appreciated him working with the Fire Chief and Building Inspector to ensure all codes were met. The Board noted a final report to the Board of Health needed to be submitted. Mr. Asaad’s attorney intends to forward that by week’s end.

MOTION by Mr. Weeks, seconded by Ms. Rein, to approve the application for retail sales of wine and malt beverages license for T-Stop Market, Inc., 1064 Main Street, Hanson, MA, under the ownership of Mr. Rosdhy Asaad. ***Voted 5 – 0***

MOTION by Mr. Weeks, seconded by Ms. Rein, to close the hearing. ***Voted 5 – 0***

IV **APPOINTMENT**

1. Appoint Stephen Smith as a member of the Conservation Commission for a three-year term

MOTION by Mr. Weeks, seconded by Mr. Heal, to appoint Stephen Smith as a member of the Conservation Commission for a three-year term. ***Voted 5 – 0***

V **NEW BUSINESS**

1. Highway Department update

Mr. Shave informed the Board he is working hard with his staff to keep a tight rein on budgetary expenses while still providing the residents of Hanson safe travels through the Town.

Over the past year, the Highway department addressed some of the outstanding and neglected needs of the Town:

- Replaced approximately 500 feet of burm
- Refilled over 30 catch basins as well as over 3000 potholes
- Completed the annual grading, this year utilizing a higher quality of materials to last longer
- Paved streets in most need
- Completed street sweeping, which is done biannually, and materials are disposed properly and timely.

Mr. Shave continued, noting the Winter Street project is nearly completed, and intend to update Route 58 along Gorwin Drive as well. The issue he is addressing is the price of paving materials increased about 43% over last year, thus limiting the amount of possible paving for roadways.

He reached out to the gas company for an update related to the gas line on East Washington Street. He was told it should be completed over the next few weeks. East Washington will be paved next year.

For the ongoing Route 27 paving, which is through Mass Department of Transportation funds he requested, he was able to push to project to complete much more along Franklin Street. This provided the Town up to \$2.5 million in repairs. He anticipated it should be completed within the next few weeks, as Route 14 still needs to be addressed. He is pleased with the work done as

it should provide another 10-15 years of service. He noted all work is preserving structures in place; there was no additional infrastructure added.

He informed the Board he will be submitting articles for October Special Town meeting. One related to annual stormwater management and MS4 permitting. The second for purchasing a 48-inch, 22 horse power, commercial Scag Zero Turn Mower. Finally, the third to request funding for the roadway surface crack sealing of Route 58, end to end, minus the newly repaved portion.

He noted with the high amount of rain, there was an increase of mowing and landscaping. For the retention areas, of the four only one still needs to be completed. He shared he is working with a small staff to complete on of the Town's largest needs. The Board suggested he meet with Ms. Green and present a compelling plan and forecast that could be addressed over the next few years.

He stated his team has posted all private way signage and now are working on speed limit and new bicycle signage. The Board thanked him and his team, and also inquired about the process. Mr. Shave shared when his department is posting new signs, he coordinates with the Police Chief; the Highway department has no input on speed limits. He stated if it a new sign or a missing sign, please reach out to his department directly. It may take some time, but it will be addressed. Flashing speed limit signage is delegated to the police department; the Highway department can add flashing stop signs.

As previously mentioned, the Highway Building Committee voted to not move forward with the Hawks Avenue location as a possible building site for the new Highway department building. the survey for the site and boundaries occurred and will be presented to the Planning Board for approval. In late August there will be a site analysis. Once all this is completed, he forward to the Highway Building Committee for review, with presentation to the Select Board for September.

The Select Board queried how to best reach the Highway department with any issues. Mr. Shave said to either call the Highway department directly or use the online reporting tool posted on the Highway Department webpage.

The Select Board thanked him and his team for all their work. It appreciates the consistent and stellar work done during the winter season, ensuring road safety, as well as installing stop signs, improving traffic flow. Both Mr. George and Ms. Green shared anecdotes of highway staff; they each walked up to the teams and thanked them for their hard work.

Lastly the Board reminded him Hanson Day is coming up soon and suggested he host a table. He said there is a strong possibility, with some safety hats and bulldozers on the table as well as the vehicles, as he enjoys the day too.

**2. Discuss changing a section of the Canine Control bylaw, Article 3-4 section 7:
Kennel Licenses**

Ms. Green updated the Board of her conversation with Mr. George regarding possibly changing the Canine control kennel license bylaw to allow a resident to have up to six dogs instead of the current four, due to the number used during hunting seasons.

Mr. Kenney stated he understands the issues, and acknowledges since the Town is a hunting town several residents may have more dogs on their properties than are licensed. His only concern is related to the Chapter 140 laws that the State creates for kennel and licensing requires for any over three dogs. It states three dogs are legal; the fourth dog creates the requirement of a kennel license. He informed the Board that why the general population views kennels as a place for breeding or working dogs, if an owner has females used to breed, there is a possibility of having up to thirty or more puppies in the yard until they are moved to forever homes.

He also clarified the bylaw reads up to four dogs. And once an owner has a fourth dog, while it can be a gray area, three dogs should be the maximum. A fourth dog requires a kennel license. He also noted that while some towns allow four dogs, the state law overrides it to be three dogs.

He suggested making kennel licensing process simpler so those with more than four dogs for hunting it can accommodate the purpose of owning more than four dogs. Related to zoning issues, he stated currently the application starts with the Town Clerk's office, then to the Zoning Board of Appeals with correspondence from neighbors agreeing to protect the neighbors. And if the kennel license is consistently renewed it does not need to be reapproved; it can also be sold with the house. He reiterated that his preference is not to try superseding state law, as it will not be effective for the Town, but to streamline and standardize the kennel process to come from the Town Clerk's office, coordinated with the Zoning and Building signoffs before Mr. Kenney completes the final review. This would also encourage more residents to license and vaccinate all dogs in their homes. It would also protect the Town as well as the Town Clerk would not be chasing those hiding their dogs.

The Select Board suggested more some research as to what surrounding towns are doing as well as Town Counsel reviewing options. It would also like Ms. Green to schedule a meeting with Mr. Kenney, Mr. George and Mr. Buckley to create a proposal that streamlines the process but keeps the safety checks in place and then present to the Select Board

Mr. Kenney stated most laws have changed and animal control in several towns are not current with these changes or are vague, which makes enforcement challenging. The Board informed him that the Town hired a consultant to review town bylaws to state law to update as necessary; there should be an update soon. Ms. Green will share with department heads for review before finalized.

3. Adoption of MIIA Code of Conduct Guidelines for Town Boards and Committees

Ms. Green shared this is a best practice document created by the Town's insurance company, which developed from a case in Southborough, MA. While that town management believed to

conducting itself appropriately, it did not have a code of conduct, leading to some inconsistencies and legal repercussions. MIIA, as an affiliate of MMA, coordinated with MMA to create this document.

Ms. Green stated the document is straightforward to read and understand, providing general answers for most frequently asked board questions. It also addresses ethical matters as well. She considered it to be a great resource for all boards and committees. If the Select Board agrees to adopt, Ms. Green will post to the Town's website as well as forwarded to all committees and boards. She will make herself available for any questions or concerns once distributed. It must be noted, if adopted will be in effect for all committees and boards – including those that are elected, as the Select Board determines all policy; it will not be optional.

MOTION by Ms. Rein, seconded by Mr. Weeks, to adopt the best practices Code of Conduct Guidelines as set forth before the Select Board and created by MIIA Risk Management for Town Boards and Committees. **Voted 5 – 0**

4. Accept resignation of Board of Health Chair Melissa Pinnetti

The Select Board enjoyed working with Ms. Pinnetti, finding her to be a collaborative partner with great ideas. It thanked her for her service and wish her well in her future endeavors. Also, the Board noted the acceptance of her resignation is a courtesy; this is to recognize her value as chair to that board. The Board of Health will formally accept her resignation.

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept Melissa Pinnetti's resignation as the Town of Hanson Board of Health chair, with regret. **Voted 5 – 0**

Moving forward, the Town will be accepting applications for the position. There will then be a joint meeting of the Select Board with the Board of Health to determine her replacement.

5. Accept resignation of Melissa Pinnetti from the Transfer Station Committee

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept Melissa Pinnetti's resignation from the Transfer Station Committee, with regret. **Voted 5 – 0**

6. Accept resignation of Town Planner Antonio DeFrias

As with the Board of Health's resignation, the Select Board's acceptance of Mr. DeFrias's resignation is a courtesy, recognizing his value to the Planning Committee. The Planning Committee formally accepted his resignation last week.

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept Antonio DeFrias's resignation as the Town of Hanson Town Planner, with regret. **Voted 5 – 0**

7. Accept resignation of Jonathan Hopfgarten as a Town of Hanson firefighter

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept Jonathan Hopfgarten's resignation from the Town of Hanson Fire Department, with regret. **Voted 5 – 0**

8. Accept resignation of Andrew Glynn as a Town of Hanson call firefighter

MOTION by Mr. Weeks, seconded by Mr. Heal to accept Andrew Glynn's resignation from the Town of Hanson Fire Department, with regret. **Voted 5 – 0**

9. October Special Town meeting update

a. Select Board articles

Ms. Green noted the articles for the Select Board to date.

- The Alden Way article is under review with Town Counsel. It will be available for review when it is reviewed by the Select Board, as individual articles are not available for review.
- Wage and Personnel bylaws will be updated. There are some employees who have reached the upper level of the salary range and they need to be expanded.
- Capital items from the District will be included. Ms. Green received the required backup and has forwarded to the Capital Improvement for its review.
- Prior fiscal year invoicing included.

Articles from other departments and committees are still expected. Ms. McDowell is inserting as she receives them. Please forward to her as soon as possible, as the deadline is approaching. She is awaiting on –

- Highway Department
- Police Department
- Parks and Fields, as discussed earlier this evening
- Community Preservation Commission
- High Street Park Committee. The Select Board requested an updated presentation.

b. Parks and Fields article

Mr. Valachovic shared Hanson hosted its first baseball tournament two weeks ago, the first time in seven years, and it was very successful. He publicly thanked all involved – Board of Directors, sponsors, volunteers, parents, the umpires as well as Mr. Shave and the Highway department. Teams from all over eastern Massachusetts participated and it was a great experience for all attending.

He will be presenting an article in the October Special Town meeting warrant, requesting for dirt for the fields. He stated the surrounding towns generally use a product that consists of a higher compound of infield mix (Native Premium), which prevents weeds from growing and allows for

easy raking. He noted it is pricier than the average product, but he believes it will make Hanson competitive with the surrounding communities as well as improve the cosmetic view of the fields.

He met with Ms. Green several weeks back to discuss the possibility of using ARPA funds for this expense for all six fields in town. He estimated the cost not to \$125,000. He noted that the materials are transferrable. If the Maquan project moves forward with the creation of new fields on that site, the dirt compound can be moved, making it a one-time expense.

When questioned about using CPC funding instead, Mr. Valachovic stated he is certain this is an eligible project as it is not creating but refurbishing.

As there are only six fields, all experiencing high use throughout the season, he concluded it would be cost efficient to do all at the same time.

Fields are rented by the game, which is \$65. With a smaller budget, most of it goes to watering and fertilization of the fields. The compound mix lasts forever. While some will need to be added annually it will not be as much as the initial installation.

Ms. Green stated, at this time, there is approximately \$172,000 remaining in ARPA funds. Mr. Valachovic will draft the article and have his committee approve prior to forwarding to the Select Board office.

10. Strategic Planning update

No additional updates.

11. Goals for Town Administrator

The Board discussed Ms. Green compiling a list to determine the Town's priorities and major projects for the next meeting. It will also compile its own list. From this, the Board and Ms. Green will determine her goals for fiscal year 24.

One focus the Board would like Ms. Green to address is improved communication with the Board as well as her direct reports within Town Hall. The Board like the internal newsletter and would like to see that continue, and create a similar version that can be posted on the website for residents. And to create a bullet update within her Town Administrator report on reoccurring items.

VI OLD BUSINESS

1. Vote to approve FY23 budgetary transfers

Ms. Green notified the Board that Mr. Kinsherf reviewed and updated one of the line items, reducing it to \$9,608.46 from the initial \$20,000. The total request is now \$74,344.40.

MOTION by Mr. Weeks, seconded by Ms. Rein, to have the Select Board Chair execute the document Town of Hanson year end line transfer request a total of \$74,344.40 between departments appropriations in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B(non-expiring), of the Massachusetts General Law, as printed in the year end line transfer request sheet provided this evening, changed from last meeting of \$84,735.94, due to the change in the Firefighters salaries line item. **Voted 5 – 0**

VII **ONE DAY LIQUOR LICENSES**

1. 08/03/2023 – 6:00pm – 11:00pm – Cathy Emery – Anniversary/Renewal
2. 08/12/2023 – 4:00pm – 9:00pm – Jaime Maguire – Party

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

VIII **COMMITTEE UPDATES**

1. Economic Development Committee

No additional updates, but will have an update for the next Select Board meeting.

2. High Street Park Committee

Mr. Weeks shared the committee is meeting tomorrow as it intends to finalize drafts and submit three articles for the October Special Town meeting. The first is funding to test the well for a possible irrigation system, the second for the potential creation of a park, and lastly for funding to clear trees and stumps to create the park. The committee is working to get quotes to create a budget for Capital Improvement and Mr. Kinsharf to approve. It is experiencing challenges finding a municipal irrigation system company. The Select Board suggested the committee reach out to the Parks and Field's chair as he may have a contact. The committee is reviewing funding options, including CPC and grants, to secure funding for all three article requests.

1. Highway Committee

Ms. Rein shared the presentation will happen during a September meeting.

2. Maquan Property Reuse Committee

The Select Board discussed, for now, leading all discussions related to this committee until the building is demolished and plans to rebuild move forward. All agreed conversations and planning need to stay forefront. It will be discussed further at the next Strategic Planning session, scheduled for Tuesday, October 17, 2023. The Board also suggested placing an advertisement for volunteers in the Whitman-Hanson newspaper.

3. Recreation Committee

No additional updates.

4. Transfer Station Taskforce

Mr. Weeks announced the next meeting will occur on August 2, 2023. The Taskforce will ask the Board of Health for another representative to sit on the committee.

5. Other Committee updates

No additional updates.

IX APPROVE OPEN SESSION MINUTES

1. July 11, 2023

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

X TOWN ADMINISTRATOR REPORT

Regarding open staff positions, Ms. Green stated interviews for the IT Assistant and Select Board/Town Administrator Administrative Assistant positions are scheduled for this week. Mr. Moberg will do an initial phone screen. She will then meet with his top picks in person and they will select the final candidate together. She and Ms. McDowell will be interviewing candidates and hope to have a final candidate very soon.

She has also posted for the Town Planner position with the Whitman Hanson Express, Old Colony Planning Council newsletter, and several related websites. She received one resume to date.

With Mr. Moberg and Ms. Sullivan working together, she anticipates the transition to electronic leave requests with Harpers should be implemented by summer's end. She noted they are reviewing union contracts to ensure leave balances reconcile to union contract allotments.

Two weeks ago the elevator broke down. Mr. Baker coordinated with the company the Town utilizes for inspections, however they were not as responsive as hoped as the Town did not have a maintenance contract. He reached out to other companies for assistance as well as quotes for elevator maintenance and inspections. She will review them with him to get the best agreement for the Town.

Ms. Green attended Massachusetts Municipal Management Meeting on Thursday, July 20, 2023. The main topic of discussion was housing. Ed Augustus, Secretary of the Executive Office of Housing and Livable Communities, spoke of the State's focus addressing the housing crisis and the challenges facing all demographics with housing. He also noted how State agencies do not

always working together to create solutions. And there was discussion of senior housing issues as often seniors cannot afford to sell and move.

On a final note, Ms. Green reminded those committees and boards who are recipients of State earmarks need to generate a scope of work, project and budget to comply with the earmarks. And, as most earmarks are reimbursable, committees and boards must spend the money, then submit all related invoices for reimbursement. Ms. Green is always available for guidance and support.

XI ADJOURNMENT

MOTION by Mr. Weeks, seconded by Ms. Rein, to adjourn to Executive Session.

Voted 5 – 0

Roll call – George-Aye; Rein-Aye; FitzGerald-Kemmett-Aye; Weeks -Aye; Heal-Aye

*Respectfully submitted,
Lynn McDowell*