**\*ATTENTION: THIS MEETING WAS CONDUCTED TELEPHONICALLY.**

 **AN AUDIO RECORDING OF THE MEETING CAN BE ACCESSED IN REAL TIME BY LOGGING ONTO WHITMAN-HANSON CABLE ACCESS TV:**

**(http://whca.tv/watch/live-hanson)**

***Hanson Board of Selectmen***

Tuesday, June 23, 2020

 6:00 p.m.

***Virtual Meeting***

**I CALL TO ORDER**

At 6:00 p.m., Chairman FitzGerald-Kemmett called the meeting to order and led the

Pledge of Allegiance.

**II**  **PUBLIC ANNOUNCEMENTS & UPCOMING MEETINGS**

 Mr. Blauss read the public announcements and upcoming meeting dates.

**III NEW BUSINESS**

 ***Sean Kealy re: Town Meeting logistics***

 There was discussion concerning the Town Meeting location, with Town Moderator Sean Kealy expressing a strong preference that it be held outdoors for the most safety, at a time earlier than normal in consideration of sunset. It was observed by Mr. Mitchell that with the high school graduation on Friday, July 31, outdoors on the football field, its setup could be utilized for Hanson’s Town Meeting on the 29th (July 30 rain date).

 Superintendent Jeff Syzmaniak reviewed specifics of the district’s plans for the graduation on the field, commenting that there would be full ADA accessibility, with the construction of a ramp if necessary, cooling tents and plenty of room to accommodate a large group social distancing. He noted that the audio equipment is rented, so if the Town were to use their setup, it would incur a cost for an extra setup/breakdown.

 Mr. Dyer expressed reservations of an outdoor meeting citing weather concerns and potential extra costs if the meeting is delayed. He said that he feels they would have more control if the meeting were held indoors.

 Chairman FitzGerald-Kemmett noted in reference to facilitating a smooth flowing meeting, recent MMA (Massachusetts Municipal Association) advice suggesting that a comprehensive video program outlining all information about the articles to be discussed at Town Meeting be released publicly a full two weeks ahead of the meeting.

***MOTION*** by Mr. Mitchell, seconded by Mr. Hickey, to postpone the Hanson Town Meeting from July 20 to July 29 and to move the location to the Whitman Hanson High School pursuant to the Acts of 2020, Chapters 53 and 92. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

 ***MOTION*** by Mr. Mitchell, seconded by Mr. Dyer, that the Hanson Town Meeting on July 29, 2020 begin at 6:30 PM. ***Roll call vote Dyer aye, Mitchell aye, Hickey nay, Blauss aye and FitzGerald-Kemmett aye. Voted 4 – 1***

***Superintendent Syzmaniak re: Interim FY21 WHRSD Operating Budget***

Superintendent Jeff Syzmaniak reviewed that since the town meetings for both Whitman and Hanson will be after July 1, the regional school district is without a budget and was required to submit FY21 information to the state by June 1 explaining the delay. In the interim, Mr. Syzmaniak stated that the Commissioner of Education issues a 1/12 budget beginning July 1, which uses FY20 figures, to submit a monthly check to the school district until both towns approve a FY21 budget. He said that a 1/12 budget is allowed for every month without a budget until Dec. 1, at which time the Department of Education takes full fiscal control of the regional school district, utilizing the statutory method.

Mr. Syzmaniak said that if school resumes in August and the district is still operating on a 1/12 budget, they will be unable to pay the teacher’s salaries and will be required to implement a reduction in force.

In response to Mr. Dyer, Mr. Syzmaniak explained that a 2/3 majority of the school committee is needed to approve a budget to present to the towns. He stated that the committee’s approval of a budget amount carries with it an approval of the methodology by which it was calculated. Mr. Syzmaniak also stated to Mr. Dyer that there has been no discussion of a 1/12+ budget at the regional school district level, only a 1/12 budget.

Concerning fall school re-opening, Mr. Syzmaniak said to Mr. Dyer that the Commissioner of Education has indicated that directives for the schools will be outlined in the Governor’s message to the state Department of Education, which is scheduled for Thursday [June 25].

There was clarification for Mr. Mitchell by Mr. Syzmaniak and Mr. Stanbrook that while the school is operating on a 1/12 budget (statutory method), and given Hanson’s school assessment of $11.4M, if there was no override, the regional school district would have to reduce staff and the Town of Hanson would have to reduce services because Hanson would be unable to meet its obligations.

Mr. Syzmaniak outlined for Mr. Hickey that this past February, a majority of the school committee approved the statutory method as the means for calculating a FY21 budget. He said that once the budget is calculated, a 2/3 vote is required to take the budget out of committee. Mr. Syzmaniak said that the committee ultimately voted 9-1 on the budget in the form of the amendment to the regional school agreement.

Chairman FitzGerald-Kemmett emphasized to Mr. Syzmaniak that Hanson is doing the best it can to respond to this situation in the short amount of time that it has been afforded to move to statutory. Mr. Syzmaniak noted for the Board that the 1/12 budget by the state does not take in to account any reduction of Chapter 70 monies going forward, which would create additional hardship.

***Kate Feodoroff re: Request by Impressed LLC to amend Community Host Agreement with Impressed LLC to include manufacturing license at 15 Commercial Way***

Town Counsel Kate Feodoroff stated that she spoke to Impressed LLC via Zoom today and expressed to them the Board’s interest in opening discussions with them in light of the revenue opportunity to the Town. Ms. Feodoroff said that she suggested to them that they first submit an HCA (Host Community Agreement) application to the Board inclusive of both the cultivating and manufacturing intents. She continued that in so doing, Impressed LLC would present their business plan, citing impact to the community and the anticipated additional revenue to the Town for the additional use.

Board members expressed agreement with Chairman FitzGerald-Kemmett suggesting that Impressed LLC be asked to appear before the Board at its June 30 meeting.

***Vote to approve July 2020 Town Operating Budget***

Mr. Stanbrook explained that Town Accountant Todd Hassett has prepared a 1/12+ budget that will be submitted to the Department of Revenue for approval to allow spending by the Town in July. He noted that in addition to a 1/12 portion of usual monthly expenses, this budget includes the full amount of certain debt that is normally due in July (i.e., pension assessment).

Mr. Stanbrook detailed the July 2020 budget as below. He said that the Board must vote affirmatively on the budget and the Town Clerk certify their vote before June 30.

|  |  |
| --- | --- |
| General Fund | $3,420,548 |
| Water Special Revenue | $196,374 |
| Recreation Enterprise | $21,962 |
| Solid Waste Enterprise | $24,523 |
| **Total 1/12 Budget for July 2020** | **$3,663,407** |

***MOTION*** by Mr. Hickey, seconded by Mr. Dyer, for the Board to adopt the July 2020 budget in the amount of $3,663,407.00. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

***Board of Health update on Phase 2 re-opening plans/Discuss re-opening of Camp Kiwanee & Cranberry Cove***

Health Agent Arlene Dias, Board of Health member Gil Amato, Recreation Director Bill Boyle, Recreation Commission Chairman Diane Cohen and Commission members were present virtually to express their viewpoints on the re-opening of Cranberry Cove. Chairman FitzGerald-Kemmett noted to the Board that the Recreation Commission is split on their recommendation of whether to open the Cove and has asked the Board to weigh an opinion.

Chairman FitzGerald-Kemmett asked Ms. Feodoroff to comment on Town liability in regard to the Cove opening and her knowledge of actions by other towns. Ms. Feodoroff stated that guidance for an inland beach concerning parking lots is not specific, with mentions of social distancing while loading and unloading, no tailgating and no loitering, interpreting it to advise monitoring of those activities. Ms. Feodoroff expressed opinion that bathrooms are needed if the Cove were to be opened, with emphasis on assuring that the special bathroom cleaning guidelines are consistently followed.

In terms of liability to the Town, Ms. Feodoroff said that efforts to post signage to prevent something from happening is no guarantee that there could be a civil lawsuit because some who visited a facility contracted the virus.

 The Board were mixed in their opinions, with Mr. Dyer emphasizing that the Cove could be opened in reduced volume, following the Governor’s lead, and provide a relief area for the community. The Board largely cited financial significance for not opening the Cove, but also the challenges of enforcing guidelines to ensure that the public would be kept safe on Town property.

***MOTION*** by Mr. Blauss, seconded by Mr. Hickey, that Camp Kiwanee and Cranberry Cove not be opened at the present time. ***Roll call vote Dyer nay, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 4 – 1***

 ­***Request to open the Town fields, courts and parks***

 Discussion among the Board and Health Board member Gil Amato was generally supportive of opening Hanson fields, parks, etc. given adherence to the Governor’s guidelines, with agreement that in so doing, guideline signage be installed at all locations as soon as possible.

***MOTION*** by Mr. Mitchell, seconded by Mr. Dyer, to open all parks, fields, tennis courts, basketball courts, playgrounds and skate parks in the Town of Hanson effective immediately, with installation of guideline signage to follow. ***Roll call vote Dyer aye, Mitchell aye, Hickey nay, Blauss aye and FitzGerald-Kemmett aye. Voted 4 – 1***

***2020 Annual & Special Town Meeting warrants – Vote to place articles & make recommendations***

Mr. Stanbrook reviewed the eleven Special Town Meeting articles as they stand now, summarized below. There was agreement among Mr. Stanbrook, Ms. Feodoroff and Mr. Kealy that it would be appropriate for Articles 2 through 11 to be voted together using a consent agenda, with Mr. Kealy acknowledging that he will present the option for certain article(s) to be discussed and voted separately if there is Town Meeting interest in doing so.

1. Payment of unpaid bills from prior fiscal years, requiring a 9/10 vote
2. $35,000 supplemental appropriation to the budget for the Solid Waste Fund
3. $55,000 for the Town’s Master Plan by the Planning Board
4. $6,262 to reimburse the school district for an elevator repair
5. $25,000 to remove and replace sidewalks at Indian Head School
6. $3,750 by Highway for a walk behind blower
7. $11,250 for a Highway Department berm curber
8. $10,000 for improvements to private gravel roads
9. $65,000 for Stormwater Management Phase 2, required by the EPA
10. $9,000 to repair the parking lot at 228 High Street
11. Annual Wage & Personnel Bylaw updates for the increase of minimum wage to $12.75

The Board expressed agreement that their vote to place articles and make recommendations be postponed until after this week’s Town Election as its outcome and financial implications may affect the Board’s views on certain articles.

***Distribute Town Administrator 6-month performance review forms***

Mr. Stanbrook explained that his contract stipulates that he have a performance review after six months of employment, which will be July 6. He distributed to the Board copies of a review form that has been used in the past. Mr. Blauss said he will forward to Mr. Stanbrook the review form that he created for the last review performed by the Board performed.

***Accept May donations***

***MOTION*** by Mr. Dyer, seconded by Mr. Mitchell, to accept May donations as outlined in the Board’s packets. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

***Request from Parks &Fields to place a Conex box at Maquan/Indian Head field for storage***

Mr. Mitchell explained that Parks & Fields wants to replace the stairs at the old police station since they are pulling away from the building. He said that the plan is for Steve Graham from the Highway Department to do the work and Building Inspector Bob Curran will inspect them.

Mr. Mitchell also said that Parks & Fields wants permission to place a Conex box at Maquan and Indian Head fields for the soccer and football groups to use as storage. He added that the boxes will replace the sheds, which they will pay to remove, and that they will also be replacing a section of fence that was damaged by recent storms.

***MOTION*** by Mr. Dyer, seconded by Mr. Hickey, to allow Parks & Fields to place a Conex box at Maquan and Indian Head fields for soccer and football storage. At their expense, Parks & Fields will remove old sheds that were previously used there for storage and replace a damaged section of fence. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

***Appointments/Resignations***

Mr. Blauss remarked that the long list of committee/boards to which the Board annually reappoints members should be reviewed prior to reappointment for another year. He explained that certain committees no longer meet or have inaccurate membership listed. Mr. Blauss added that individuals interested in joining groups that have no vacancy should be interviewed. The Board agreed with Mr. Blauss’ comments but felt that some time is needed to accomplish this task and offered their assistance.

***MOTION*** by Mr. Dyer, seconded by Mr. Mitchell, to extend the appointments presented to the Board until August 31, 2020. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

***MOTION*** by Mr. Blauss, seconded by Mr. Dyer, to accept the resignations of Josh Singer and Anne Merlin from the 200th Anniversary Committee. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

**IV OLD BUSINESS**

 ***State of outreach on override ballot question***

Mr. Stanbrook said that he and Finance Committee Chairman Kevin Sullivan recorded a piece for the cable channel, broadly describing concepts concerning the upcoming ballot question. He said that the program will be available on-demand tonight.

 ***Regional School Agreement update***

 Chairman FitzGerald-Kemmett said that there was no news to report concerning the regional school agreement.

**V TOWN ADMINISTRATOR’S REPORT**

Mr. Stanbrook updated the Board on recent activities, as follows:

1. Mr. Stanbrook itemized warrants that he has signed on behalf of the BOS:

|  |  |  |  |
| --- | --- | --- | --- |
| 6/11 | Warrant 42-V6.11.2 | ($1,944.68) | Vendor Warrant (Reissue of checks greater than 90 days old) |
| 6/11 | Warrant 50 | $58,224.65 | Vendor Warrant |
| 6/11 | Warrant 50-PR | $162,223.03 | Payroll Warrant |
| 6/11 | Warrant 50-WH | $32,543.77 | Payroll Withholding Warrant |
| 6/18 | Warrant 51 | $63,181.47 | Vendor Warrant |
| 6/18 | Warrant 51-PR | $151,711.98 | Payroll Warrant |
| 6/18 | Warrant 51-WH | $29,773.40 | Payroll Withholding Warrant |
| 6/18 | Treasurer Collector Void Resissue Warrant | $210.00 | Reissue of checks greater than 90 days old |
| 6/18 | Treasurer Collector Void Resissue Warrant #2 | ($1,357.00) | Reissue of checks greater than 90 days old |

1. Mr. Stanbrook reported end-of-the year transfers that he has authorized on behalf of the Board, as follows:

|  |  |  |
| --- | --- | --- |
| FY20-01 | $27,500.00 | Transfer from Water Expenses to Water Indirect Costs (additional staff participating in group insurance program not budgeted) |
| FY20-02 | $5,000.00 | Transfer from Communications Salaries to Communications Expenses (required dispatcher training not budgeted) |
| FY20-03 | $2,048.00 | Transfer from Norfolk Agricultural School Tuition to South Shore Regional Vocational Assessment  |
| FY20-04 | $10,000.00 | Transfer from Public Building Expenses (($7,000) and Planning Board Salaries ($3,000) to Town Administrator’s Salary ($7,000) and various other departments ($3,000)) |

1. Mr. Stanbrook said that they had hoped that a scheduled voter registration period at the Town Hall would help to evaluate the social distancing guidelines that have been put in place. He said that no residents came in to register and they will consider other options for testing.
2. Mr. Stanbrook said that he attended the grand opening of the new Regional Old Colony Communications Center (ROCCC) in Duxbury on June 10. He stated that more information about the center can be found online at: www.town.duxbury.ma.us/regional-old-colony-communications-center.

**VI MINUTES**

***MOTION*** by Mr. Hickey, seconded by Mr. Dyer, to approve the minutes from the May 22 and May 26 meetings. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 – 0***

**VII ADJOURNMENT**

***MOTION*** at 8:31 p.m. by Mr. Dyer, seconded by Mr. Mitchell, to adjourn the meeting. ***Roll call vote Dyer aye, Mitchell aye, Hickey aye, Blauss aye and FitzGerald-Kemmett aye. Voted 5 - 0***

Respectfully submitted,

Shirley Schindler

Minutes Clerk