



Tuesday, June 28, 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; Lucia Silveira, Executive Assistant, Robert Saveny, Ann Donner; Jack Dunn

I CALL TO ORDER

Ms. FitzGerald-Kemmett called the meeting to order and asked the Eagle Scout candidate Jack Dunn lead the Pledge of Allegiance.

II PUBLIC ANNOUNCEMENTS AND UPCOMING MEETINGS

Ms. Rein read the public announcements and upcoming meetings.

III NEW BUSINESS

1. Preparation for October Town Meeting
 - Ms. FitzGerald-Kemmett reviewed the timeline. The October Special town meeting warrant will open on July 19, 2022, which is the next scheduled meeting. If committees have issues wished to add to the articles, please reach out to the Select Board. The Board will be enforcing the due date this year to prevent any scrabbling to complete the Warrant.
 - Mr. Weeks asked to confirm the Select Board calendar, and forward out to the other stakeholders to get approval and vote to establish the calendar.
2. Town Owned Property Auction Process
 - Tabled.
3. Update from the Town Planner on current inventory municipal owned properties
 - Tabled.
4. Sprague Energy Electricity supply contract presentation and discussion to enter into contract for electricity supply contract

- Ms. Green shared that Sprague is a vendor working with providing gas savings. This presentation will review the possibility of electrical saving.
- Mr. Saveny gave a brief introduction of himself and Sprague Energy. He noted that due to the size of Sprague, have strong relationships with most of the large suppliers. While Sprague covers all possible energy sources, his focus is natural gas and electricity.
- Pricing is anticipated to increase in the near future. The current rate for is \$.88 per therm for natural gas; the contracted rate for the Town is \$.708. To date the Town has saved about \$3200, which will grow through the life of the contract.
- For electricity, the current rate is \$.103 per kilowatt hour; the Town's rate for all municipal buildings is \$.096 and is good through the end of 2022. The proposed contract offers lock in rates with various terms (12 months vs 24 months vs 36 months).
- For towns people interested investigating possible rate savings on their own, Mr. Saveny suggests searching alternative electric suppliers and type PCU. He will forward a tip sheet to Ms. Green for posting on the website.

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept Sprague Energy Electricity supply contract for 36 months. ***Voted 4 – 1***

5. Recognize Audrey Flanagan's resignation from the Recreation Commission

MOTION by Mr. Hickey, seconded by Mr. Weeks, to accept Ms. Flanagan's resignation. ***Voted 5 – 0***

6. Vote to adopt Electronic Posting Policy

- Ms. FitzGerald-Kemmett created an electronic posting policy to improve communication. She shared it with Town Counsel and Town Clerk for their review as well; both were comfortable with the language. Ms. Sloan requested that it not be only electronic posting as there are other issues surrounding that.
- Going forward, hard copies of posting still need to be manually time-stamped and posted by the Town Clerk's office. Electronic posting will be the secondary policy, commencing September 1, 2022.
- All elected committees are responsible to post their meetings within 48 hours. Each committee has a designated person to update the website. As

the Board has several questions regarding access, the IT Director needs to be included in the conversation.

MOTION by Ms. Rein, seconded by Mr. Heal, to adopt an Electronic Posting Policy. **Voted 5 - 0**

7. Vote to adopt Liaison Job Description

- Ms. FitzGerald-Kemmett reviewed what other towns define as liaison and drafted a job description. It is not to add another member or make active changes to the committees.
- Ms. Green will send copies of the job description with the list of updated liaison assignments to committee chairs and department heads. Policy will be posted to the Town Clerk's and Select Board's website pages.
- Ms. FitzGerald-Kemmett thanks everyone for stepping up last meeting and taking on liaison assignments. She understands the extra work involved and appreciates their commitment.

MOTION by Mr. Weeks, seconded by Mr. Heal, to accept the job description for the Town of Hanson Liaison. **Voted 5 - 0**

8. Recognize Lucia Silveira's resignation as the Executive Assistant for the Select Board. Discussion of staffing needs for Select Board office.

MOTION by Mr. Hickey, seconded by Ms. Rein, to accept Ms. Silveira's resignation. **Voted 5 - 0**

- With this, Ms. FitzGerald-Kemmett noted the turnover in the Town Administrator's office. There was an open discussion of priorities, staffing and the true volume of work from the Town Administrator's office. She did request Ms. Green review surrounding towns for staffing comparisons.
- The office needs to be able to provide stability, consistency and accountability. Having volunteers is helpful but limiting due to confidentiality of the office. The current Board needs to build on the actions of the previous Board.
- Some next steps included:
 - Create a succession plan
 - Develop a job description and documentation for an article in the warrant

- Have a conversation with the Town Accountant for feasibility and cost
- Determine the roles of the Office and how the workload will be distributed.

9. Recognize Disclosure from Philip F. Clemons

- Mr. Clemons wanted to share with the Board his concerns as he is an abutter to a potential project coming to the Conservation Commission and would like some guidance. The Board cannot give an opinion for what he should do but he can reach out to the State Ethics Board and he will receive guidance there.

10. Jack Dunn presents Eagle Scout project – Reading kiosk at Meetinghouse Lane

- Mr. Dunn is a member of Boy Scout Troop 68. For his Eagle Scout project he will be building two local free libraries for the Hanson Housing Authority. He met and reviewed his plan with the Housing Authority and received approval from the Boys Scouts Council. The free libraries will offer those at Meetinghouse Lane the opportunity to take a book to read, keep it or return, as well as donate books others may enjoy to the program. He has fundraised for his own library at the Thomas Mill. He will be working with an experienced carpenter, as well as two other boys scouts assisting and three other adults supervising.

MOTION by Ms. Rein, seconded by Mr. Weeks, to accept allow the Eagle Scout project at Meetinghouse Lane. ***Voted 5 - 0***

IV

OLD BUSINESS

1. Committee Updates

- Ms. Rein has spoken with the Police Chief and the Highway Director, notifying them she is their new liaison. Ms. Green will forward Mr. Mitchell's contact information to Ms. Rein.
- Ms. FitzGerald-Kemmett has a meeting with the Economic Committee next week.
- Mr. Hickey stated that working to turn the lower baseball field to a girls softball field. The Senior Center Men's group meets Wednesday mornings.

2. Update on Strategic Plan

- Ms. FitzGerald-Kemmett reminded that last Town Meeting it was voted to develop a strategic plan; it would be the first for the Town. It will develop a list of priorities for the Town to use as guidelines moving forward. Ms. Donner has done this work in the past and has a previous professional relationship with Ms. Green.
- Ms. Donner shared her background and a short presentation of what the strategic process will look like for the Town of Hanson. Her belief is that the form fits the organizational needs and the results are clear for all to understand. It also needs to focus on the priorities of the Town and what can be done within a defined period of time.
- Her next steps include interviewing department heads and the Select Board as well as conducting a citizen survey. The data will lead to the overall themes, and what are the challenges and opportunities. This will lead to mission and vision.
- The Board would like Ms. Donner to come back for an update in August.

V

ONE DAY LICENCES

1. Vote to approve One Day Liquor License for Camp Kiwanee, Justin Ross, on July 10, 2022, between hours of 10:00am and 3:00pm for a bridal shower
2. Vote to approve One Day Liquor License for Camp Kiwanee, Alison Subda, on September 4, 2022, between hours of 5:30pm and 10:30pm for a wedding

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

VI

APPOINTMENTS

1. Appoint Patricia Wheeler to the Capital Improvement Committee

MOTION by Mr. Heal, seconded by Mr. Hickey, to appoint Ms. Wheeler to the Capital Improvement Committee for a three year term. ***Voted 5 - 0***

VII

APPROVE OPEN SESSION MINUTES

1. April 26, 2022

MOTION by Mr. Weeks, seconded by Mr. Heal, to approve April 26, 2002 minutes. ***Voted 5 - 0***

VIII

TOWN ADMINISTRATOR REPORT

- Ms. Green received the last two Cares Act checks this morning from the Plymouth County Commissioner's office. The first check was for \$64,540; the second check totaled \$29,215. Both checks represent expenditures from the South Shore Regional Vocational Technical High School, Whitman-Hanson Regional High School and Covid.
 - Ms. FitzGerald-Kemmett would like to discuss ARPA money spending to a meeting agenda during the summer.
- Ms. Green reminded the Board of the fireworks site discussion. She will be working with a consultant to file the application soon.
- She wishes everyone a happy and safe July 4. Be mindful of driving as children are out of school. And the classic car show will be again this October, this time at the Whitman-Hanson High School.

ADJOURNMENT

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

*Respectfully submitted,
Lynn McDowell*