

# Select Board

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January 25, 2021

Present:

- Select Board: Mr. Joseph Fisher (Chair) and Ms. Liz Klein, and Mr. Bill Ramsey
- Mr. Tom Mayo, Town Administrator
- Mr. Art Robert, Assistant Town Administrator for Operations

## **6:01 PM: Call to order**

Mr. Fisher called the meeting to order and read the following statement:

“This meeting is being held remotely as an alternate means of public access pursuant to an Order issued by the Governor of Massachusetts dated March 12, 2020 Suspending Certain Provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording. “

Mr. Fisher asked if any participants were recording the meeting. No one indicated they were recording.

He said that the Select Board members participating in the meeting were himself, Mr. Bill Ramey and Ms. Liz Klein.

## **Approval of Minutes**

**Vote: Mr. Ramsey made a motion to approve the minutes dated January 13, 2022. Ms. Klein seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

## **Burton's Grill: Change of Manager**

Mr. Richard Limberti explained that he is the new Manager, taking over for Ms. Elena Ford. Mr. Mayo reported that all associated paperwork was in order.

**Vote: Ms. Klein made a motion to approve the request of Burtons Grill LLC, d/b/a Burtons Grill, 94 Derby Street, Suite 279, Hingham, MA for a Change of Manager from Elena Ford to Richard Limberti in accordance with the Application for Change of Manager filed with the Town of Hingham on December 21, 2021; subject to the approval of the Alcoholic Beverages Control Commission. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

### **Approval of Updates to the General By-laws for Gender Neutral Changes**

Mr. Mayo explained that, in accordance with a Town Meeting vote on Article 21, the Town is required to update the Town of Hingham By-Laws with gender-neutral terminology. The changes were facilitated and reviewed by Ms. Davalene Cooper from the Advisory Committee, members of the Select Board, and Mr. John Coughlin, Town Counsel.

Select Board members were appreciative of all the work done to bring the By-Laws into conformity with the vote taken at Town Meeting.

6:37 PM: Ms. Julie Strehle called the Advisory Committee meeting to order and adopted the remote meeting language as stated by Chairman Fisher at the beginning of the Select Board meeting.

**Vote: made a motion to approve the revisions to the Town of Hingham General By-Laws in the form attached hereto and to file a copy of said revised General By-Laws with the Town Clerk all in accordance with Article 21 of the Town of Hingham 2021 Annual Town Meeting. Seconded.**

#### **Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

### **Joint Session with the Community Preservation Committee and Advisory Committee to discuss Warrant Article N: Community Preservation Committee (Larry Lindner)**

Larry Lindner, Chair of the Community Preservation Community, presented. He reported a FY22 budget of \$1,764,703, which included \$97,423 held over from the previous year. He explained the requirement that a minimum of 10% of CPC money shall be directed to each of three categories: affordable housing, historic preservation, and open space/recreation. Mr. Lindner reported the following amounts as voted by his committee:

<u>CPC Application</u>	<u>Debt Service</u>	<u>Request</u>	<u>Final Vote</u>	<u>member vote tally</u>
Administrative Fund		\$20,000	\$20,000	9/0
Lehner Land	\$3,203,765	\$303,246	\$571,320	5/4
Benjamin Lincoln House	\$229,478	\$114,739	\$166,728	9/0
Pool at Country Club		\$1,000,000	\$500,000	5/4
Habitat for Humanity, 302 Whiting Street		\$166,840	\$166,840	9/0
Fire door-open systems at Thaxter Street		\$38,430	\$0	8/1
Street hockey court at Cronin Field		\$289,815	\$289,815	7/2
Building envelope, 132 Scotland Street		\$29,980	\$0	9/0

Cronin Field basketball court	\$153,526	\$0	9/0
Hingham Affordable Housing Trust	\$100,000	\$0	8/1
Total:	\$3,433,243	\$2,216,676	\$1,764,703

There was some additional discussion regarding the CPC Committee's voting process, with special attention focused on the SSCC pool vote and the accelerated debt repayment of the Lehner Land. Mr. Ramsey asked what the rationale was for not giving money to some projects and for putting the excess money back into the General Fund. Mr. Lindner said that the committee felt that the unfunded projects were not as worthy as the others. Ms. Klein said that she would have liked to have seen more funding given to the SSCC pool. Several members of the Advisory Committee and Select Board expressed disappointment that more CPC money was not put towards projects or affordable housing. Mr. Lindner pointed out that there was only one project, the SSCC pool, where the vote was not unanimous or almost unanimous and that the committee was of the consensus that the unfunded applications were not worthy. Mr. Bob Curley of the Advisory Committee was of the opinion that CPC could use funds for debt reduction and that it could put the Town in a better position in the future, should an extraordinary project come along in the future. Ms. Sarah Melia of the Advisory Committee felt that the Town should only repay the percentage of debt repayment that was approved by Town Meeting, unless there is an extraordinary reason to pay down more principal. She felt that the pool project would have been a more compelling use of CPC funds. Matthew Goulet, Advisory Committee, asked if the way the pool project was presented factored into the CPC's decision. Mr. Lindner noted that the committee was split on this, citing the issue that the proposal contained two pools and Town Meeting had voted to advance a single pool. Ms. Davalene Cooper expressed disappointment that more money was not given to affordable housing. Ms. Judy Sneath noted that all members of the CPC were enthusiastic supporters of having a pool at the SSCC, but just did not agree on funding. Mr. Fisher concluded by saying that the Select Board takes the recommendations of the Community Preservation Committee

7:19 PM: The Advisory Committee entered into a recess and would reconvene separately.

### **2022 Annual Town Meeting Warrant Article Discussion**

#### **Article C: Reports of Various Town Committees (Tom)**

**Vote: Ms. Klein made a motion to recommend favorable action of Article C. Mr. Ramsey seconded.**

#### **Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

#### **Article J: Elder Services Revolving Fund (Jennifer Young)**

Mr. Mayo reported that the Elder Services Revolving Fund typically generates approximately \$80,000 through user fees for classes, etc. and keeps annual balance of approximately \$5,000-\$7,000.

**Vote: Mr. Ramsey made a motion to recommend favorable action of Article J. Ms. Klein seconded.**

#### **Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

**Article M: Transfer Harbor Revenues to Municipal Waterways Improvement and Maintenance Fund**

Mr. Mayo explained that this Article allows for a transfer of harbor revenues, such as mooring fees, parking fees, etc. into the Harbor Maintenance Fund, ultimately for the purpose of dredging the harbor, which takes place every 10 years. Mr. Ken Corson, harbormaster, added that the 2019 Annual Town Meeting authorized the Municipal Waterways Improvement and Maintenance Fund. Under MA State Law, the Town is required to put 50% of its boat excise tax and mooring fees into this fund, along with any additional fees collected by the Harbormaster's Office, such as parking fees or transient moorings or slip fees. These funds would be reserved for dredging or other capital improvements

**Vote: Ms. Klein made a motion to recommend favorable action of Article M. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

**Lincoln School Apartments Calendar Year 2022 Budget (Amy Farrell, Crag Chisolm, Corcoran)**

Ms. Amy Farrell, Chair of the Lincoln School Board of trustees, presented their 2022 budget as follows:

**Budget  
Summary**

**Property Name:** Lincoln School Apartments

**Number of Apartments:** 60

**Date:** 12/02/21

	2021 Approved Budget	2021 Projected Year End	2022 Proposed Budget	2022 Proposed Budget /Apt.
<b>GROSS POTENTIAL INCOME</b>	\$1,681,850	\$1,685,248	\$1,722,168	28,703
Vacancy %	0.36%	1.90%	0.97%	
Vacancy	6,028	31,942	16,649	277
Rental Income	1,675,822	1,653,306	1,705,519	28,425
Miscellaneous Income	5,580	23,958	5,717	95
<b>TOTAL INCOME</b>	1,681,402	1,677,264	1,711,236	28,521
<b>EXPENSES</b>				
Renting	1,332	10,646	1,192	20
Administrative	26,104	25,716	23,971	400
Payroll	177,382	178,947	185,565	3,093
Operating	35,855	36,257	42,749	712
Utilities	78,426	79,108	88,100	1,468
Maintenance	79,466	119,121	97,171	1,620
Non Capital Replacement Purchases	28,412	116,715	63,200	1,053
<b>TOTAL CONTROLLABLE</b>	426,977	566,510	501,948	8,365
Management Fees	50,448	49,257	51,342	856
Additional Management Fee	0	0	0	0
Auditing	18,522	17,387	18,522	309
Bookkeeping	4,100	4,068	4,500	75
Professional Services	300	437	300	5
Insurance	47,211	43,987	49,594	827
<b>TOTAL NON CONTROLLABLE</b>	120,581	115,136	124,258	2,071
<b>TOTAL EXPENSES BEFORE TAXES, RENT, &amp; RESERVES</b>	547,558	681,646	626,206	10,437
Real Estate Taxes	73,560	68,740	77,246	1,287
Base Rent (Debt Service)	443,234	443,234	429,920	7,165
Additional Rent (Article 16 Funds - 7/1/2028)	0	0	0	0
Replacement Reserve Deposit (2016 C.N.A.)	0	66,576	67,908	1,132
<b>TOTAL TAXES, RENT, &amp; RESERVES</b>	516,794	578,550	575,074	9,585
<b>NON RECURRING EXPENSES</b>				
Non Operating Expenses	9,996	30,998	1,000	17
Window Project Expenses			163,400	
<b>TOTAL OPERATING EXPENSES</b>	1,074,348	1,291,194	1,365,680	20,038
<b>TOTAL CASH FLOW</b>	607,054	386,070	345,556	5,759
<b>CASH FLOW RENT (90% of Cash Flow)</b>	546,349	347,463	311,001	5,183

REPLACEMENT RESERVE ANALYSIS	2021 Approved Budget	2021 Projected Year End	2022 Proposed Budget
Replacement Reserves	\$285,021	\$285,021	\$473,830
Contributions		\$188,809	\$67,908
Withdrawals			\$250,000
Ending Balance (12/31)	\$285,021	\$473,830	\$291,738
<b>WINDOWS PROJECT TOTAL BUDGET*</b>			\$1,413,400
Windows Project Available Resources:			

ATM 2016			\$1,000,000
Replacement Reserves			\$250,000
Operating Cash			\$163,400

\* See Window Project Development Costs Table below for more detail

Ms. Farrell fielded questions from the Board relating to Covid expenses, vacancies, the financial impact of unit turnovers, the windows project and potential future capital projects, such as a roof replacement and a refreshing of common areas. Mr. Craig Chisholm of Corcoran Management reported receipt of \$6,600 from Mass Housing to help pay for Covid-related expenses, such as additional cleaning and trash pick-up. Ms. Farrell explained to the Board that, as a condition of the Town's acquisition of the property, the Lincoln Apartments agreed to pay real estate taxes, even though it is Town-owned property.

### COVID-19 Update

Mr. Mayo gave the following update on the Covid-19 crisis:

"The DPH is reporting that the 7-day average of confirmed COVID-19 cases has declined substantially, from 15,593 on January 16, 2022 to 8,295 as of January 23. Hospitalizations have fallen, from 3,209 on January 16, 2022 to 2,894 on January 21. The latest data show the Hingham case count is roughly level. DPH is reporting 174 new COVID-19 cases in Hingham during the 14-day period ending on 1/15/2022, compared to 175 cases over the 14-day period reported two weeks ago on 1/8/2022. It is important to note that many residents are now taking home-based testing which is most often not reported and therefore not in these statistics. As a result, we are assuming that the actual number of positive cases is higher than these statistics show. The overall vaccination rate for Hingham is now 83% (for fully vaccinated individuals). Further, 47% of Hingham residents have received a booster dose. According to DPH, 65% of Hingham residents ages 5-11 are fully vaccinated.

Hingham continues to conduct a regional COVID-19 drive through testing site, in partnership with Cohasset, Hull, and Scituate, at 335 Lincoln Street in Hingham. The Testing Center will be open on Mondays, Wednesday, Thursdays, and Saturdays, from 7a to 4p. PCR tests are available at no cost to the public. Residents and employees of the four communities will continue to have priority appointment access from 7a – 11a daily. Online preregistration is required; no tests will be administered without an appointment. All participants will be notified of test results by email.

Please continue to take precautions to protect yourself and others from COVID-19. As we all know, vaccination, wearing face coverings, practicing social distancing, and frequently washing hands, among other measures, help protect us all from COVID-19. On January 7, 2022, the Hingham Board of Health issued a Health Advisory strongly recommending the use of face coverings by all patrons, visitors, and employees within any indoor space open to the public in Hingham. The Health Advisory is directed to all visitors and employees within any indoor space in all public places, public housing, assisted living facilities, membership associations, and workplaces in Hingham. The [CDC](#) and the [Massachusetts DPH](#) guidance on face coverings can be found on their respective websites. The Board of Health recommends the use of an N-95, KN-95, or a (non-woven, multi-ply) surgical mask. Woven cloth masks, gators, and bandanas provide significantly less protection against this airborne respiratory virus. Also remember that any face covering should be fitted closely to one's skin to prevent unwanted gaps and leaks."

Ms. Beth Rockoff, 36 Pleasant Street, asked the Select Board to look into extended wait times for test results that have been experienced at the testing site. Mr. Mayo said that his office would look into her concerns and would be in touch with her.

**Public Comment**

“The Hingham Select Board encourages community engagement and welcomes questions and comments as agenda items are discussed at the meeting. In addition, we have set aside up to fifteen minutes for public comment for items that fall under the purview of the Select Board and are not already on tonight’s agenda. If any guests wish to speak, please seek to be recognized. Once recognized, state your name and address and address your comments to the Chair. Comments will be limited to three minutes per speaker and must relate to topics within the scope of the responsibilities of the Select Board. Speakers are encouraged to present their remarks in a respectful manner and not to indulge in personalities. The Public Comment period is not a time for debate by members of the Select Board. The Select Board is not adopting or endorsing any of the comments made during the Public Comment period.”

There were no comments from the public.

**Town Administrator/Select Board Reports**

Mr. Fisher reported that the next meeting of the Select Board would be on Tuesday, February 1, 2022.

**Vote: Mr. Ramsey made a motion to adjourn. Ms. Klein seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Ms. Klein: yes**

**Mr. Fisher: yes**

**The meeting adjourned at 8:16 PM.**

**Documents:** A complete meeting packet of supporting documentation is on file and available for public review in the Board of Selectmen’s office