

# Select Board

May 23, 2023

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Present:

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

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

Ms. Klein 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 Chapter 2 of the Acts of 2023 and all other applicable laws temporarily amending 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.”

No one indicated that they were recording.

She announced that Select Board members participating in the meeting were herself, Liz Klein, Chair, Mr. Bill Ramsey, and Mr. Joseph Fisher. She also announced that today is Maddie’s Promise Day in Hingham.

## **Pledge of Allegiance**

## **Approval of Minutes**

**Vote: Mr. Fisher made a motion to approve the minutes dated May 16, 2023. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**Vote: Mr. Ramsey made a motion to approve the minutes dated May 18, 2023. Mr. Fisher seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

## **Pride Month Proclamation**

The members of the Select Board read the Hingham Pride Month Proclamation.

**Vote: Mr. Fisher made a motion to proclaim June 2023 as LGBTQ+ Pride Month in the Town of Hingham. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**Special (One-Day) Wine and Malt Beverage license: South Shore Conservatory's Year-End Celebration**

Ms. Eileen Puzo of the South Shore Conservatory requested approval for a Special One-Day liquor license for their year-end celebration for employees and their families. The event will take place on Friday, June 2 from 5:00 to 8:00 pm outside at the conservatory. They expect about 50 guests. Police Chief Jones has reviewed and approved the request.

**Vote: Mr. Ramsey made a motion to approve the issuance of a Special (One-Day) Wine and Malt Beverages license to South Shore Conservatory for South Shore Conservatory's Year-End Celebration to be held on Friday, June 2, 2023 from 5:00 pm to 8:00 pm. Mr. Fisher seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**Special (One-Day) Wine and Malt Beverage licenses: Boston Pedals Together Film Festival**

Ms. Lindsay Nelson of REI explained that their Experiences Team would like to host a film festival highlighting the bicycling community. They plan to hold the event inside the store on the second floor. The store will extend their operating hours on the day of the event until 8:00pm. The first floor will remain open to the public and the second floor will be closed to the public and open to event guests only. Untold Brewing will be onsite serving their beer. A registration link is available at [www.rei.com](http://www.rei.com). The Hingham Police Department has reviewed and approved this request.

**Vote: Mr. Fisher made a motion to approve the issuance of a Special (One-Day) Wine and Malt Beverages license to Recreational Equipment, Inc. for Boston Pedals Together Film Festival to be held at the Green at Derby Street Shops on Sunday, June 4, 2023 from 6:00 pm to 8:00 pm. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**Special (One-Day) Wine and Malt Beverage license: Pride Family Picnic**

Ms. Stephanie Aquino of Barrel House Z requested approval for a Special One-Day liquor license to serve alcoholic beverages at the Weir River Farm's Pride Family Picnic to be held on Sunday, June 4 from 12:00-2:00pm. The estimated attendance is expected to be 50-200. This is the first Pride Picnic held at the farm and it is being planned in conjunction with the Hingham Pride Project. Police Chief Jones has

reviewed and approved the request. Ms. Anne Smith-White of the Trustees of the Reservations was also present.

**Vote: Mr. Ramsey made a motion to approve the issuance of a Special (One-Day) Wine and Malt Beverages license to Barrel House Z for Weir River Farm's Pride Family Picnic to be held on Sunday, June 4, 2023 with a rain date of Sunday, June 11, 2023 from 12:00 pm to 2:00 pm. Mr. Fisher seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**Special (One-Day) Wine and Malt Beverage licenses: Summer Solstice**

Ms. Stephanie Aquino of Barrel House Z and Ms. Anne Smith-White of the Trustees of the Reservations were present. Ms. Anne Smith-White explained that this event has been taking place annually for about 15 years. They plan to have a couple of food trucks and a couple of beer trucks, including the Barrel House Z truck. The Aldous Collins band will perform. Ms. Smith-White expects it to be a great family event. Ms. Klein noted that the event has been successfully managed in past years. Tickets will be sold by vehicle. They will limit the number of cars to 350 and they expect approximately 1,000 total guests. Ms. White has been working on traffic management with Sgt. Kilroy and Officer Walden of the Hingham Police Department. She noted that there will be adequate parking on the Trustees property and no tickets will be sold at the event. They plan to have a couple Police Officers on bicycles patrolling the event as well as a cruiser at the entrance to World's End.

**Vote: Mr. Fisher made a motion to approve the issuance of a Special (One Day) Wine and Malt Beverages license to Barrel House Z for the Summer Solstice at World's End to be held on Saturday, June 24, 2023 with a rain date of Sunday, June 25, 2023 from 5:00 pm to 9:00 pm. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**LSF Hingham, LLC d/b/a Legal C Bar - Change of Manager**

Ms. Dorothy McCoy and Ms. Donna Cruz were present. Ms. Cruz, Paralegal with the licensee, explained that they plan to change the manager at Legal C to Dorothy McCoy. Ms. McCoy comes to the Hingham location from their restaurant in Braintree. Ms. Klein noted that the application was complete and all the documents seemed to be in order. There were no questions or concerns.

**Vote:** Mr. Ramsey made a motion to approve the request of LSF Hingham, LLC d/b/a Legal C Bar, 96 Derby Street, Unit 325, Hingham, MA for a Change of Manager from Mark Hayward to Dorothy M. McCoy in accordance with the Application for a Change of Manager filed with the Town of Hingham on May 1, 2023; subject to the approval of the Alcoholic Beverages Control Commission. Mr. Fisher seconded.

**Roll Call Vote:**

**Mr. Ramsey:** yes

**Mr. Fisher:** yes

**Ms. Klein:** yes

**Amendment to Agreement with Shrewsbury Landscape Inc. for Athletic Field Turf Maintenance**

Mr. Mark Thorell, Recreation Director, and Ms. Kathy Reilly, Procurement and Contracts Manager, were present. Ms. Reilly proposed an amendment to the current contract, which was approved two years ago. She noted that the vendor, Shrewsbury Landscape, Inc., is on the MA State Contract and specializes in-fields and field and turf maintenance. Mr. Thorell said that Shrewsbury Landscape performs the majority of the work in the Town's Turf Maintenance Program and that they have been extremely pleased with the quality of their work. Mr. Ramsey said that the Turf Maintenance Program has been tremendously successful and that he has gotten many emails from people involved in youth sports commending the program. Ms. Klein commended Mr. Thorell for his leadership of this program.

**Vote:** Mr. Fisher made a motion to authorize the Town Administrator to sign the Amendment to the Agreement with Shrewsbury Landscapes Inc. for Athletic Field Turf Maintenance in an amount not to exceed \$201,313.00 for a term ending May 25, 2024. Mr. Ramsey seconded.

**Roll Call Vote:**

**Mr. Ramsey:** yes

**Mr. Fisher:** yes

**Ms. Klein:** yes

**Assistant Harbormaster Appointment**

Harbormaster Ken Corson explained that the Select Board has already appointed four Assistant Harbormasters at a previous meeting and would like approval to appoint additional individual. Mr. Corson said that Ms. Meara Conley is a student at Hingham High School and aspires to attend the U.S. Coast Guard Academy. He said that she is a very good student and a sailing instructor at the Hingham Maritime Center. Ms. Conley grew up on the waters of Hingham Harbor and has obtained a Boating Safety Certificate. Harbormaster Corson recommended her for the position of Assistant Harbormaster/Harbor Attendant. Ms. Conley will take part in boat pump-out operations, mooring rentals, and other duties as assigned by the Harbormaster. Mr. Corson confirmed that this appointment would be covered by his approved budget.

**Vote:** Mr. Ramsey made a motion to appoint Meara Conley as a part-time Assistant Harbormaster for the Town of Hingham for a three-year term ending June 30, 2026. Mr. Fisher seconded.

**Roll Call Vote:****Mr. Ramsey: yes****Mr. Fisher: yes****Ms. Klein: yes****Mental Health Awareness Month Update**

Ms. Susan Sarni, Executive Health Officer, presented. She provided an overview of the activities of the Health Department's achievements of the past year, such as:

- The Mental Health Coalition began in November and consists of members from Veterans, Elders, Hingham Public Schools, the Hingham Police Department, and the Health Department.
- They began a series of "Wellness Wednesdays" flyers, which have been posted on the Town website and posted on social media.
- The Health Department held their first suicide awareness discussion on November 16, 2022 at the Senior Center, in conjunction with Aspire and Riverside Community Care.
- They created a flyer of mental health resources and support groups that is available on the Hingham website at <https://www.hingham-ma.gov/905/Social-Work-Resources>.
- Suicide Prevention Training, known as QPR training ("Question, Persuade, Refer"), was offered to employees in March.

The first of their new speaker series took place in April. It was a presentation on Suicide Post-

- vention from Riverside Community Care. A recording of the presentation will be shown on Harbor Media's local channels this month. The second speaker will be on June 19, 2023 at Town Hall and will address opioid awareness.
- A contract Social Worker was recently hired. He is available nights and weekends, including every Tuesday night at the Hingham Public Library from 5:30pm-8:30pm. He is also available by cell phone.
- A regional Social Worker is available to residents to assist with additional needs, paid for through a Department of Public Health grant. This individual is shared with Cohasset and Scituate.
- Ms. Sarni has created mental health business cards to assist residents. They contain emails and phone numbers for the Mental Health Coalition and mental health emergency numbers. These cards will be available at places of worship, the Veterans Office, the Police Station, Elder Services, the Health Department, the Hingham Food Pantry, the Hingham Public Library, and at the Hingham Public Schools.
- On Tuesday, June 6 at 6:30pm, in the Whiton Room at the Library, the Plymouth County Suicide Prevention Coalition will be offering free QPR training to all residents.
- Going forward, the Hingham Mental Health Coalition will give recommendations to the Town Administrator regarding potential uses for the Town's opioid settlement funds.

**Select Board Goals and Objectives**

The Select Board members discussed the goals they would like to achieve during the upcoming fiscal year. Some of their main goals included:

- Drive Process Improvement (including communication)

- Implementing procurement software; evaluating and implementing budgeting software; updating Select Board policies; drafting a social media policy; implementing a Select Board monthly newsletter; etc.
- Identify Revenue/Cost-Saving Opportunities
  - Identifying economic development opportunities; implementing suggestions from the Sustainable Budget Task Force; creating a real estate transfer fee; creating the Naming By-law; identifying operational efficiencies; etc.
- Implement Master Plan (including climate resiliency and wellness for all ages)
  - Naming a Select Board liaison to the Master Plan Implementation Committee; scheduling presentations for the various planning committees such as the Climate Action Planning Committee, the Senior Center Building Committee, Harbor Development Committee, etc.
- Manage Large Capital Projects/Infrastructure Investments
  - Foster School Construction; Public Safety Building construction; the Senior Center Feasibility Study; harbor planning initiatives; wharf wall resiliency; etc.

The Select Board members engaged in a robust discussion about goals for the upcoming fiscal year. They all agreed that filling vacant Town positions and enhanced communication between the 2<sup>nd</sup> floor departments and the Select Board/Town Administrator's office is very important. Mr. Ramsey suggested that having one point person on the 2<sup>nd</sup> floor might be a way to enhance communication. With regard to large capital projects, Mr. Ramsey highlighted the importance of securing funding for and identifying a location for a new Senior Center. Mr. Ramsey also noted that he would like to make progress on Hingham's Climate Action initiatives, affordable housing goals, a town-wide economic plan, and the implementation of traffic calming measures in the downtown area. All Select Board members suggested that a timeline and metrics could help the Town stay on task and could help get things accomplished. The Select Board plans to have a more detailed discussion on goals and a timeline before the beginning of the next fiscal year.

### **Town Administrator Annual Performance Review**

Ms. Klein explained that the purpose of this agenda item is to formally review the performance of the Town Administrator. Evaluators include members of the Select Board, the Advisory Committee Chair, and three Department Heads. The Town Administrator has also be asked to provide the Select Board with a self-evaluation. The review period is from March of 2022 to March of 2023. Areas of review include leadership and decision-making, communication, community relations, job knowledge, financial management and evaluation of goals.

The members of the Select Board all noted that Mr. Mayo has had a very successful year and was able to accomplish some major goals such as the Foster School and Public safety building projects and the operating override. Areas for improvement could include enhanced communication and responsiveness to the public. Mr. Mayo noted that a goal of his is to improve diversity in the Town's workforce. Ms. Klein also highlighted his successful collaboration with the Superintendent of Schools and his overall dedication to the community. She also congratulated Mr. Mayo for his leadership of several award-

winning departments including the Weir River Water System, SSRECC, the Police Department, the Fire Departments and the Recreation Department.

### **Public Comment**

There were no comments from the public.

### **Town Administrator/Select Board Reports**

Mr. Mayo sadly reported the passing of a former Town employee, Donald Lincoln. He was a lifelong resident of Hingham and a member of the call Fire Department from 1960-1995. Mr. Lincoln also worked as a 911 dispatcher in Hingham for 10 years. He was one of the founding members of the Bare Cove Fire Museum and was a veteran of the U.S. Navy from 1956-1960 as a fire control technician. Mr. Mayo extended condolences to his family.

Mr. Fisher reminded the public that Monday, May 29 is Memorial Day. A Memorial Day event will take place in front of Town Hall, beginning at 11:00am and all residents are encouraged to attend.

Mr. Ramsey congratulated Katie Robertson on being named the permanent Assistant Superintendent of Schools.

Ms. Klein reported the following items: She recently met with the Library Trustees and reminded the public that there are two vacancies on that board. The Select Board is still accepting Talent Bank Applications for various boards and committees and she encouraged residents to volunteer.

A kickoff meeting for the Public Safety Facility took place last week and a contractor has been appointed.

She recently spoke with Senator Patrick O'Connor regarding some budget amendments that are relevant to Hingham (an increase to CPA funding, meals tax, and additional funds to be provided to municipalities for MSBA projects).

The lottery process is now open for two affordable condo units at 29 and 31 Rhodes Circle. Both are 3 bedroom units and are offered at \$220,000 each. The deadline to apply is July 28, 2023. More information is available online at <https://www.hingham-ma.gov/397/Housing-Opportunities>. Ms. Klein thanked Jen Oram, Zoning Administrator, and Jack Falvey of the Hingham Affordable Housing Trust for their work to get these units on the market.

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

### **Roll Call Vote:**

**Mr. Ramsey: yes**

**Mr. Fisher: yes**

**Ms. Klein: yes**

**The meeting adjourned at 7:20 PM.**

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