

Select Board

July 27, 2021

Remote meeting via telephone conference call

Present:

- Select Board: Mr. Joseph Fisher (Chair), Mr. Bill Ramsey, and Ms. Liz Klein
- Ms. Michelle Monsegur, Assistant Town Administrator

7:00 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. There were no responses.

Mr. Fisher also noted that the Select Board members who were participating remotely were Bill Ramsey, Liz Klein, and himself.

Approval of minutes

Vote: Mr. Ramsey made a motion to approve the minutes dated July 20, 2021. Ms. Klein seconded

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Contract with E. Watson Excavating, Inc. for site work related to the new maintenance facility project at the South Shore Country Club

Mr. Kevin Whalen, Executive Director of the South Shore Country Club reminded the Board that this contract is for work related to the new Maintenance Facility at the SSCC. He noted that the project had previously been split into two sections, one section being the site work and the other being the actual building of the maintenance building. He said that the contract amount would not exceed \$637,900, which was \$200,000 under their estimate. They had been waiting for lumber prices to drop a bit before proceeding with this contract and he felt that their strategy had worked. Mr. Whalen reported that they had awarded the project manager the design services and now the site work as well. He also reported that they anticipate a shortfall of \$400,000 for the maintenance building. He said that the construction estimate would be about \$1,607,000. Their appropriation from Town Meeting was \$2.2 million. He said that he plans to ask the Select Board, at a future meeting, for additional funds to complete the maintenance building in the spring. He said that the project would be fully funded by revenues at the Country Club. Mr. Whalen said that they hope to start work immediately so that the project can be

completed by November. Mr. Ramsey asked if the Town has worked with E. Watson Excavating before. Mr. Whalen said that, while they have not worked with them before, they have received very good references and reviews of the company. Mr. Whalen felt that they were both qualified and reliable for purposes of this project.

Vote: Ms. Klein made a motion to authorize the Town Administrator or Assistant Town Administrator to sign the contract with E. Watson Excavating, Inc. for site work related to the new maintenance facility project at the South Shore Country Club in an amount not to exceed \$637,900.00. Mr. Ramsey seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Contract with COMSTAR for Ambulance Billing Services effective August 1, 2021 through July 30, 2024

Ms. Kathy Reilly, Procurement and Contracts Manager, explained that this contract is for the collection of ambulance funds through people's insurance or direct pay. She said that the Town received one bid for the contract and that was from Comstar, which has been the Town's contractor for many years. One change to the contract was that Comstar would cover the cost of the ambulance reporting software. This had previously been paid for by the Town's IT Department. Because of this change, the payment to Comstar would be 3.25% rather than the previous 3% of collections. Ms. Monsegur noted that the Town's estimated revenue from the ambulance service is \$1.4 million per year. Fire Chief Murphy explained that Comstar is responsible for everything to do with the collections, which he said is very standard in the industry. Mr. Fisher asked if Chief Murphy was satisfied with Comstar's work. Chief Murphy noted that Comstar has been excellent to work with, has great customer service, are HIPPA-compliant and has even provided some training for Fire Department employees. Chief Murphy also said that they receive monthly and annual reports from Comstar. Mr. Ramsey commented that the ambulance revenue was a large part of the Town's budget. Ms. Klein asked about the fee structure. Chief Murphy said that he recalls it always being a percentage of revenue. He noted that he has spoken with several of the Fire Chiefs who have confirmed that 3.25% is an excellent rate. Ms. Reilly added that Comstar services over 200 municipalities.

Vote: Mr. Ramsey made a motion to authorize the Town Administrator or Assistant Town Administrator to sign the contract with COMSTAR for Ambulance Billing Services effective August 1, 2021 through July 30, 2024. Ms. Klein seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Contract with Turf Products Corp. for a Groundsmaster 4010-D (T4) Mower and accessories for the Public Works Department

Mr. Randy Sylvester, DPW Superintendent, explained that they are hoping to replace their 2006 Groundsmaster with a new 2022 model. He said that their current mower is in need of a great deal of

work. He noted that the purchase has been approved by the Capital Outlay Committee and was part of his FY22 Capital budget. Mr. Fisher asked how the Town judges the reasonableness of the purchase price. Mr. Sylvester explained that the purchase is on State contract. Ms. Reilly added that the prices on State contract are typically less expensive than cooperative or local contracts because of the high volume of their potential and actual business. Mr. Sylvester anticipated that they would receive the mower this year. Mr. Fisher clarified that payment would not be made until the Town is in receipt of the vehicle. Ms. Klein reiterated that this request was part of the FY22 budget and not an additional request. Mr. Ramsey felt that the purchase was timely given the recent implementation of the new Field Maintenance Plan.

Vote: Ms. Klein made a motion to authorize the Town Administrator or Assistant Town Administrator to sign the agreement with Turf Products Corp. for a Groundsmaster 4010-D (T4) Mower and accessories in an amount not to exceed \$84,328.44. Mr. Ramsey seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Contract with Gordon Chevrolet for a Chevrolet 14K GVW Dump Truck for the Public Works Department

Mr. Sylvester explained that this vehicle comes with a plow and is used on a daily basis for trash removal around Town and for snow plowing in the winter. He added that this purchase has been deferred for the past two years. Mr. Sylvester said that their current dump truck is a 2012 model and would either be traded in for value or given to a different department. The contract states that the new vehicle is required to be delivered no later than 16 weeks from the date of the factory order. Ms. Reilly felt that the price quote was very competitive and reported that it was \$900 lower than a previous quote from another cooperative.

Vote: Mr. Ramsey made a motion to authorize the Town Administrator or Assistant Town Administrator to sign the contract with Gordon Chevrolet d/b/a Colonial Municipal Group for a 2021 Regular Cab & Chassis, 4x4, 60" CA, 14,000 GVW Silverado in an amount not to exceed \$72,619.00. Ms. Klein seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

To approve the contract with CN Wood Enviro, LLC for an Elgin Pelican NP Dual Street Sweeper for the Public Works Department

Mr. Randy Sylvester explained that the street sweeper that they are hoping to replace is from 2006. He said that the normal lifespan of a street sweeper is usually 7 years. While they have taken very good care of the current sweeper, it has started to break down and parts are very costly. He said that the trade-in value has been estimated at \$25,000. Ms. Klein suggested that the Town look into the

possibility of purchasing hybrid vehicles in the future and whether it would fall within the budget. Mr. Fisher and Mr. Ramsey concurred that it would be good to check both options going forward.

Vote: Mr. Klein made a motion to authorize the Town Administrator or Assistant Town Administrator to sign the contract with CN Wood Enviro, LLC for an Elgin Pelican NP Dual Street Sweeper in an amount not to exceed \$225,100.00. Mr. Ramsey seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Appointments (for a list of Talent Bank Applicants, please visit <https://www.hingham-ma.gov/DocumentCenter/View/12343/Talent-Bank-Vacancies-Reappointments-and-Applicants---June-23-2021>)

Vote: Mr. Ramsey made a motion to reappoint Robyn McGuire to the Zoning Board of Appeals for a three-year term effective July 1, 2021 through June 30, 2024. Ms. Klein seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

Vote: Mr. Ramsey made a motion to appoint Carleton (AI) Chambers to the Fourth of July Parade Committee for a one-year term ending July 31, 2022. Ms. Klein seconded.

Roll Call Vote:

Ms. Klein: yes

Mr. Ramsey: yes

Mr. Fisher: yes

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

Ms. Monsegur reported that 13 new cases of Covid-19 have been reported in Hingham during the month of July. She said that Town officials are keeping an eye on the troubling uptick in cases that have been reported at the State and National levels over the past few weeks. As of last week, 69% of Hingham residents are fully vaccinated compared to 64% statewide. She also note that, if you look only at the vaccine-eligible Hingham residents (people age 12 and older), the percent of fully vaccinated eligible residents in Hingham rises to 81%.

Ms. Monsegur gave the following Green Communities update:

“We have finished out first round of Green Communities projects in Hingham. This is a State-run program through the Department of Energy Resources. The State mandated goal of the Green Communities Program is to reduce municipal energy use by at least 20% over five years. With our initial designation grant funds of about \$142,000, we were able to complete three projects. Two of those projects involved installing variable frequency drives the (FD’s) and new motors at both South Elementary School and the Broad Cove Pumping Station. Those should reduce electricity use and costs at both of those facilities. The third project involved enhancing the energy management system at Hingham High School to include demand control ventilation for the building’s common areas. That should allow for more efficient indoor temperature control at the High School. We are working to close out these projects with the State over the next month so that we can apply for the next Green Communities competitive grant this fall. I want to thank the School Department, the DPW, and the Energy Action Committee for working with us on this and for helping to make the green Communities Program successful thus far.”

Mr. Fisher added that part of being “green” is to make sure we are mindful of the environment as we consider future contracts and purchases. Ms. Monsegur suggested that the Town could look more closely at this as new purchases of vehicles and equipment are considered during the Capital process. She added that the Town purchased some hybrid Police cruisers this year and felt it would be a good idea to see what options are available for future purchases.

Ms. Klein announced that the downtown sidewalk sales start this Thursday, July 29 and run through Saturday, July 31.

Mr. Ramsey thanked Ms. Monsegur for her hard work this week.

Mr. Fisher reported that Dr. Gary Maestas who served as Superintendent of Plymouth Public Schools from 2008 through September 2020 was named the Interim Superintendent for the Hingham Public Schools in a unanimous vote by the School Committee last night. He congratulated the School Committee and the new Interim Superintendent.

Mr. Fisher also reported that, last week, the National Hockey League conducted its player draft and a Hingham resident, Matthew Beniers who attends the University of Michigan, was the number two pick in the entire NHL draft. He was selected by the Seattle Kraken. Mr. Fisher congratulated Matty and his entire family. He added that this was a very big deal for the Beniers family and the Town of Hingham.

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 7:42 pm.

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