

Select Board Minutes

May 23, 2023

Town of Cohasset
Select Board Meeting
Tuesday, May 23, 2023
41 Highland Avenue

Select Board Members Present: Jean Healey Dippold, Chair
Paul Grady
Jack Creighton
Ellen Maher
Chris Plecs

Others Participating: Christopher Senior, Town Manager

Chair Dippold called the meeting to order at 6:02 p.m. Roll Call Vote; All present.

Chair Dippold asked for a motion to go into Executive Session for Exemption #3 to discuss strategy with respect to collective bargaining or litigation of the public body and the chair so declares and Exemption #6 to consider the purchase, exchange, lease, or value of real estate. The motion was moved by Select Member Grady, seconded by Select Member Creighton. Roll Call Vote; All aye.

The Board went into Executive Session at 6:02 p.m.

The Board came out of Executive Session and into Open Session at 7:00 p.m.

Public Comment-Christine Cooney-62 Cedar Street advised the Board she had spoken to the Board on May 24, 2020, about her situation trying to obtain an all facilities sticker. She and her sister inherited their parents' house, which they don't live in full time. She would like the Board to review the rules and regulations pertaining to the Sandy Beach parking lot.

Bond Anticipation Notes (BANs)-Authorization-Finance Director Jennifer Mullen and Treasurer/Collector Linda Cole were present. Ms. Mullen advised the Board last June that the Town issued BANs for the Town Hall Project (\$750,000) and Treats Pond Relief (\$200,000) for one year that are due June 1, 2023. There are other Capital Projects that require borrowing to cover expenses for the end of the fiscal year. The total amount is \$1,136,000 which consists of Treats Pond Flood Relief-\$200,000, Town Hall Design & Construction-\$600,000, Capital Equipment-\$26,000 and Border Street Bridge-\$300,000.

Select Member Maher read aloud the following.

I, the Clerk of the Select Board of the Town of Cohasset, Massachusetts, Certify that at a meeting of the board held May 23, 2023, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of a \$1,136,000 4.00 percent General Obligation Bond Anticipation Note (the "Note") of the Town dated June 1, 2023, and payable May 30, 2024, to Fidelity Capital Markets, a division of National Financial Services LLC, at par and accrued interest, if any, plus a premium of \$5,941.28.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 10, 2023, and a final

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Official Statement dated May 17, 2023, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Notes (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time, and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended. **Motion moved by Select Member Creighton, seconded by Select Member Plecs. Roll Call Vote; All aye.**

Updated Employee Guidebook-HR Director Kim Roy advised the Board the guidebook has been updated as it should be from time to time. She sent it to the Board and is asking for a vote to approve the updates. Mr. Senior advised the Board that this was another document that the Town never had and thanked the HR department for their hard work. Chair Dippold asked if there is a remote work policy in the guidebook. Mr. Senior stated that the town doesn't have a policy. The Board had a brief discussion and asked for a draft remote work policy to be created and brought back to the Board for discussion. Chair Dippold stated this would help determine space needs. **Motion by Select Member Creighton to approve the updated Employee Guidebook as presented, seconded by Select Member Plecs. Roll Call Vote; All aye.**

License/Permits/Events-One Day Liquor License-Feast of St. Anthony Festival-June 13, 2023-Motion by Select Member Grady to approve a one-day liquor license for St. Anthony's Festival on June 13th from 6-8 p.m., seconded by Select Member Plecs. Roll Call Vote; All aye.

One Day Liquor Licenses-Friends of Holly Hill-Farm to Table Dinner-Motion by Select Member Grady to approve a one-day liquor license for Friends of Holly Hill-Farm to Table Dinner on June 24th 6-9 p.m., seconded by Select Member Plecs. Roll Call Vote; All aye. Motion by Select Member Grady to approve a one-day liquor license for Friends of Holly Hill Farm to Table Dinner on August 4th 6-9 p.m., seconded by Select Member Plecs. Roll Call Vote; All aye.

Select Board Goals Review & Update-Chair Dippold advised the Board they had three goals last year and they need to review those goals and start to plan for new ones as well as goals relating to Special Town Meeting. This will help other committee members get their schedules developed and plan.

Roads & Sidewalks-Select Member Grady advised the Board he would like to invite the Chair & Vice Chair from the Sidewalk Committee to give the Board an update. He stated there were trees on Elm Street that were removed a few years ago because they were dead. They discussed getting donations to replant some trees and get the area back to the way it was. The committee has also been discussing if the area can handle the traffic once the harbor is redeveloped. Select Member Grady reviewed the paving schedule and said to get public roads up to date and in good shape (not including sidewalks) would cost about \$9.5 million. Chair Dippold stated the Board is also trying to decide if the Town needs more money annually for roads and sidewalks. They currently get \$300,000 and another \$200,000 from the state. Select Member Grady added that they are looking for \$1 million a year to property rebuild and maintain roads. The Board discussed changing the structure of the committee.

Fields & Recreation-Chair Dippold stated she and Michelle Leary having been working on fields for a while. They have hired a consultant to do an intense study of the town's fields and recreational needs. Following that they looked at some plans and proposals. Ms. Leary advised the Board that all the playgrounds in town have been inspected. They got two prices from companies for Beechwood Playground based on longevity of equipment and being ADA compliant. One price was high \$300,000 the other was \$225,000 including fencing and drainage work. They have not put this out to bid yet, these were just solicited quotes. Ms. Leary reviewed the other potential projects in town. A lacrosse wall complete with turf surround would be approximately \$100,000, Tennis courts would be approximately \$1.8 million which would include reconstructing 6 courts and the reconstruction of the retaining wall. The Deer Hill School project came in at about \$1 million with the largest component being the lights. These items would be Phase 1. Phase 2 would consist of additional parking at Milliken Field as well as restructuring some of the field in order to expand the field. Select Member Maher stated there was money allocated from Capital Budget and CPC in the past and hasn't been used. She asked if the money could be repurposed for these projects. Ms. Leary stated Capital Budget provided \$30,000 which is being used to repairs and upgrades to Beechwood in the interim. The funds from CPC were returned. Chair Dippold suggested the Select Board appoint a liaison for Fields & Recreation. Select Member Plecs stated he was interested. **Motion by Select Member Grady to appoint Select Member Plecs as Fields & Recreation liaison, seconded by Select Member Maher. Roll Call Vote; All aye.**

School Facilities Committee-Chair Dippold reminded the Board that right before town meeting the School Facilities Committee was looking for \$400,000 for a feasibility study and money for repairs from stabilization. This is a big project that will take a while. The Board needs to appoint a liaison. **Motion by**

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Select Member Plecs to nominate Select Member Maher to School Facilities Committee as Select Board liaison, seconded by Select Member Creighton. Roll Call Vote; All aye.

Town Hall Update-Ms. Leary stated she has been working with Building Inspector John Hallin and Facilities Director Nick Berardi on repairs. The list is not complete. They should have more concrete information by the end of the week including a list of things that need to be addressed immediately including space needs.

Long Term Financial Planning Update-Chair Dippold asked the Board to think about how they want this to move forward. She thinks they need to reconsider the structure of the board as well as the charge for STM. They are too large of a committee and cannot get a quorum. Capital Stabilization fund has been at a flat \$2million. She asked the Board to think about priorities going forward into the future. They can discuss further at their Goals meeting.

Select Board Goals Meeting-Discussion and Set Date-The Board agreed to June 13th at 6 p.m. for their goals meeting.

Board/Committee Appointments & Communication-Chair Dippold stated they are going into Board/Committee appointment season. She asked members to get the word out there about open appointments. She asked Justin Shrair to socialize and encourage residents to get involved. Select Member Maher stated there are inconsistencies on the website. Some positions have length of term while others don't. Tracey Connors will send an updated list to the Board.

Select Board Handbook-Chair Dippold thanked Select Member Maher for creating the document. After some discussion the majority of the Board agreed that the document wasn't necessary.

Town Manager Update-Mr. Senior advised the Board he included a FY24 draft meeting schedule. He asked everyone to look at it so it can be finalized. He also asked that the Board think about the proposed dates for STM and ATM and Elections. Mr. Senior reviewed the schedule for the Memorial Day events. Mr. Senior advised the Board a couple of months ago when he heard on the radio that Cohasset Native Stephen Bowen was going up to space again. He asked Justin Shrair to look into and Justin began working with NASA to set up a call. Tomorrow there will be a live call from the Cohasset Schools with Stephen Bowen. It should be very exciting.

Select Board Comments-Select Member Grady welcomed new members Ellen Maher and Chris Plecs. Chair Dippold stated they have their work cut out for them, but she is excited to have Ellen Maher and Chris Plecs on board.

Approval of Minutes-Motion by Select Member Grady to approve the minutes of 5/16/2023, seconded by Select Member Plecs. Roll Call Vote; All aye.

Motion by Select Member Grady to adjourn, seconded by Select Member Plecs. Roll Call Vote; All aye.

The meeting adjourned at 9:38 p.m.

Respectfully submitted,

Jean Healey Dippold, Chair

