

Select Board

January 13, 2021

Present:

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

6:00PM: 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 December 7, 2021. Ms. Klein seconded.

Roll Call Vote:

Mr. Ramsey: yes

Ms. Klein: yes

Mr. Fisher: yes

Vote: Ms. Klein made a motion to approve the minutes dated December 9, 2021. Mr. Ramsey seconded.

Roll Call Vote:

Mr. Ramsey: yes

Ms. Klein: yes

Mr. Fisher: yes

Vote: Mr. Ramsey made a motion to approve the minutes dated December 14, 2021. Ms. Klein seconded.

Roll Call Vote:

Mr. Ramsey: yes

Ms. Klein: yes

Mr. Fisher: yes

FY23 Department Budget Requests

Library

Ms. Linda Harper, Library Director, presented. She described the mission of the Library as follows:

- Provide physical and digital materials and services to contribute to and enhance the personal enrichment, enjoyment, and educational endeavors of its patrons
- Nurture personal growth, stimulate intellectual curiosity and encourage life-long learning
- Encourage early childhood literacy
- Enable individuals of all ages to explore their community and the world through cultural, artistic, historical and informational programs and displays
- Provide service on equal terms to all individuals in the community and work toward the development of the individual as a citizen
- Provide an open, accessible and collaborative environment supportive of equity, diversity, and inclusion
- Be a community center and destination where residents of all ages can meet to exchange ideas, discuss issues, and enjoy a non-partisan atmosphere
- Offer a diverse collection of print, media, and electronic materials that meets patrons' recreational and educational needs and interests by including both popular current titles and literary classics

Ms. Harper said that, in response to the ongoing pandemic and to safely meet the needs of patrons both in person and virtually, the Library adapted their offerings to include contactless holds pick-up; self-checkout; fine-free over dues; a variety of both digital and in-person programs, technology, and research help; and continued access to a wide variety of eBooks, eAudiobooks, and databases. These service responses have resulted in steady increases in at-home usage during FY21 for digital collections and strong attendance at virtual programs.

Key initiatives and primary goals over the next five years as identified in the Library's Long Range Plan FY2022 – FY2026 are as follows:

- Improvement of physical spaces
- Expansion of Communication and Marketing
- Growth as a Community Resource
- Enhancement of collections
- Developing of Funding Sources

For FY23, Ms. Harper requested \$1,770,602 for salaries of 13 full-time personnel and 21 part-time personnel. She requested \$411,134 for expenses, including repair and maintenance (based on a 3-year rolling average), utilities, books and materials, and an OCLN Network Assessment. Mr. Ramsey asked for more information on overdue fees. Ms. Harper said that they are still not collecting fees for overdue items. She said that it was a revenue stream that went into the Trustees' budget for books and materials. Ms. Harper said that the revenue from overdue fees was \$19,355 in FY2020 and \$32,150 in FY2019. She added that overdue fees have been declining with the implementation of online renewals and automatic renewals. The loss of this revenue stream has prompted the Trustees' initiative to increase funding.

Mr. Fisher asked for clarification on whether the budget that was presented was the entire Library budget. Ms. Harper clarified that the budget she presented is the Library's municipal budget. The Trustees of the Library do not formulate their FY2023 budget until May because they are on a different budget cycle than the Town. She reported that the Trustees' budget for this fiscal year was \$271,308, which is in addition to the municipal budget. She anticipated that a similar amount to be put towards the FY23 budget, which pays for programming, books and materials, along with some miscellaneous items. Ms. Harper said that the Trustees have an endowment that pays for their contribution and have committed to contribute no less than \$215,000 annually for books and materials. She noted that, of their FY22 contribution, \$14,000 was to be spent on programming. Ms. Harper said that she would ask for more money if she felt that the Library could do more programming. Trustee Ms. Lucy Hancock explained that they recently met with their financial advisor and their endowment is secure. They always have two years of contributions on hand in case something unexpected comes up.

Mr. Fisher asked Ms. Harper if the Library pursues grant opportunities and if the Select Board could assist them with this process. Ms. Harper reported that the last grant the Library has received was \$30,000 to be spent to digitize and organize the Governor Long letters. The Library regularly applies for grants as opportunities present themselves.

Ms. Klein asked if anything could be done to cut down on overtime. Ms. Harper said that the only thing they could do would be to cut down on Sunday hours and she did not recommend that. Ms. Harper said that Sunday is a very popular day at the Library. She noted that the Library is open on Sundays throughout the school year and closed in July and August. On Sundays, the Library is staffed by a minimal crew, including some high school volunteers. Ms. Harper said that the Library has about 100 volunteers who work a combined total of over 5,000 hours per year. Volunteers do a number of tasks including, mending books, assist with holds, shelving books, participate in the home delivery service, work in the used bookstore, etc. She thanked the volunteers and said that the Library could not run without them. There was some additional discussion about wifi at the Library. Ms. Harper said the wifi is heavily used and she is currently working with the IT Department to upgrade the wifi.

Recreation Department

Recreation Director, Mark Thorell presented. Also in attendance was Vicki Donlan, Chair of the Recreation Commission. The Recreation Department assists all Hingham residents in enhancing their physical, social and emotional well-being. They permit and schedule all Town fields and outdoor courts (37 fields at 16 locations, 28 tennis courts at 6 locations, 10 basketball courts at 7 locations.) They also manage and oversee 68 acres of athletic field turf maintenance including applications, irrigation, utilities, infield grooming and renovations, seeding, top dressing, aerating, and a variety of other field services. The Rec. Department provides and maintains safe and accessible athletic fields, playgrounds, basketball courts, tennis courts, and a street hockey court. They also manage a comprehensive range of 200+ self-funded recreational programs including

- An 11-week summer program – 3,300 enrolled
- more than 150 children's program offerings
- July 4th Road Race – 1,700 entrants
- Operate the Rec. Center, Rec Barn, and Fitness Room – 7 days per week

Mr. Thorell gave an update on the 68-acre field maintenance plan that began in July 2021. He noted that the maintenance plan has been well-received by the sports community. Mr. Thorell was

confident that they could continue to improve the overall playing conditions at the fields town-wide. He also provided the Board with some before and after photos of town fields.

Other than the Director's salary, the department is self-funded. It is the only South Shore Rec. Department to offer 11 weeks of Summer Programs. The Hingham Rec. Department offers more programs and produces more revenue than 90% of Hingham's comp Towns.

Key initiative for the department include

- The Athletic Field Study – advance the highest priority capital projects to better meet the needs of the Hingham community
- Significantly improve the turf maintenance and infield conditions at all of the athletic fields
- Improve accessibility at all athletic fields and playgrounds
- Help the South Shore Country Club with their potential future pool project.

Mr. Thorell requested \$189,908 for FY23 salaries, which includes the Director's salary and the payroll for the turf maintenance staff. Three additional administrators are fully funded by the revolving fund. The department also has an additional 12 summer administrators who help the manage all of the seasonal employees. Mr. Thorell reported that his administrative team excels at marketing, growing, and managing their very large and complex recreational offerings, which includes the hiring of 100-125 camp counselors and lifeguards. The total expenses for the FY23 Turf Maintenance Plan is \$181,319. All other department expenses are fully funded by the revolving fund. Mr. Thorell had an additional budget request of \$27,000 for a spring/fall seasonal landscaping of athletic fields, courts, and parking lots two times per year. Ms. Vicki Donlan thanked the Select Board for their support. Ms. Klein acknowledged and thanked Mr. Thorell for how creative he has been in enhancing and adding summer programs during the pandemic.

Mr. Carlos DaSilva, 5 Taurasi Road, member of the School Committee, thanked all the Rec. Department volunteers for everything they do and expressed his support for the field maintenance program.

Animal Control

Animal Control Officer, Leslie Badger presented. The Animal Control Officer is responsible for all injured, sick, and deceased animals in the Town of Hingham. Her responsibilities include the following:

- Find and reunite loose/missing pets with their owners
- Capture/handle livestock, wildlife, and marine animals, and get them medical care or humanely put them down
- Capture sick and injured wildlife by hand or use of a trap. Transport them to the New England Wildlife Center or humanely put them down, if necessary
- Monitor coyote, fox, and fisher cat activity
- Patrol Bare Cove Park and monitor the off-leash program
- Handle animal hoarding cases
- Helped to cover 3 regional towns (Cohasset, Norwell and Hull) from January to August and continue to help with Hull emergencies until they hire a new ACO
- Help cover Rockland, Abington, Hanover and Pembroke
- Work with the Veterans' Department on their Vets and Pets program
- Work with the boys and Girls Scouts and the Schools on educational programs
- Work as the Animal Inspector for the Town of Hingham

- Work with the Town Clerk's Office to update and promote the dog license program
- Issue quarantines due to bites or contagious disease
- Perform barn inspections
- Perform kennel inspections

Key initiatives of the ACO include:

- Continue to promote the dog licensing program, residents have adopted many new dogs and puppies
- Continue to monitor the Bare Cove park off-leash program
- Work on updating the Animal Control truck and equipment
- Continue to work on a volunteer training program for HFD and HPD, with one of our local big barns and kennels and hold the trainings, once Covid has stopped
- More community outreach programs for children, adults, elders, and veterans
- Work on an Animal Control social media page
- Continue offering educational meetings with help from NEWC, EPOS, local veterinarians and fellow ACOS, to help address or educate our community regarding animal or pet concerns

Ms. Badger requested \$75,696 for salaries for one full-time Animal Control Officer and one part-time (5 hours/week) personnel and \$6,200 for expenses. She anticipates that her truck would be due for a trade-in in the next few years, which would be a considerable expense. Mr. Mayo said that a new truck is part of the FY23 Capital Outlay request. She thanked Police Chief Jones, Deputy O'Shea and the rest of the Police Department for always being supportive. She also thanked the Select Board and the Town for trusting her with their animal issues.

Mr. Ramsey asked about the decline in coyote activity that was reported by Ms. Badger. She attributed the abatement of activity to residents securing food sources. While activity was quieter in Hingham, more coyote activity has been reported in Cohasset recently. She said that the coyotes may have moved on to look for food sources and to seek out a quieter habitat. Ms. Badger advised that residents could obtain information regarding coyote protocols at <http://hpd.org/191/Animal-Control>.

Harbormaster

Harbormaster Ken Corson presented. He reported the mission of the Harbormaster as follows:

- Protection of the harbor
- Protection of life and property
- Educate and enforce laws and regulations regarding the governing of navigable waters, islands, and shorefronts
- Mooring management
- Harbor dredging
- Replacement of the boat ramp
- Act as custodian of Hingham's five islands
- Rentals of transient moorings
- Pump-out service
- Management of camping on Langley Island
- Implementation of Hingham's shellfish plan

Mr. Corson reported over 600 log entries for service, including 190 patrol calls for service in 2021. He also reported 487 hours of pump-out service during the 2021 season, including over 10,120 gallons of waste from 455 boats. Hingham Harbor contains 2,100 mooring/slip locations, with 3,300 vessels as of 2019 and 186 transient customers. Mr. Corson noted that there has been a rise in both permanent and transient moorings as well as a steady increase in overall revenue.

Key initiatives include:

- Town Wharf improvement
- Boat ramp replacement
- Marine II replacement (2020 PSG)
- Port security grant (approximately \$300,000) to refurbish Marine I and continued camera system build-out/rehab
- Coordination with the MBTA to use space at their new dock to house Harbormaster boats

Mr. Corson requested \$226,529 for FY23 salaries for 2 full-time personnel and 13 part-time personnel. He requested \$81,351 for FY23 expenses, including the following:

- Fuel - \$14,406
- R&M Grounds - \$22,300
- R&M Vehicles - \$14,500
- Online mooring renewals - \$12,000
- Use and occupancy - \$9,000
- Utilities - \$3,215

He also requested \$3,000 in additional funds for the annual installation and removal of Town landing floats and the added cost for repair and maintenance new boat ramp floats.

Ms. Klein asked what the useful life is for the Harbormaster's boats. Mr. Corson expected the Town would use the boats in excess of 20 years, with ongoing maintenance. Ms. Klein also asked if the pump-out service at the Town Pier would be interrupted by the upcoming construction project. Mr. Corson said that it was unclear at the moment, but he is working with the Town Engineer to make sure that services remain open for boaters in the upcoming season.

There was some additional discussion regarding the three current Harbormaster vessels. Mr. Corson said that he has requested Capital Outlay funds to purchase an additional boat in the future.

Mr. Ramsey thanked Mr. Corson for bringing in significant grant money to the Town. Mr. Corson reported receipt of approximately \$300,000 in grant money over the past year.

Mr. Fisher asked for the cause of the 8% increase in expenses. Mr. Corson explained that their vehicles have had to change from 2-stroke to 4-stroke engines. Four-stroke engines, unlike 2-stroke engines, require periodic oil changes. He attributed the increase in expenses to the addition of oil changes, vehicle fuel costs, and streetlight costs. Mr. Fisher asked if Mr. Corson had accounted for in his budget any costs associated with communicating to the general public changes that could result from construction at the Town Pier. Mr. Corson felt that he had good communication with the boating public and yacht clubs. There was some additional discussion regarding how boats affect the Town's Carbon footprint. Mr. Corson said that it was being looked into at the State level.

Mr. John Borger, 53 Lafayette Avenue, commented that he was very happy with the online mooring renewal process. He noted that Mr. Corson has been advocating for a new boat ramp with docks for many years. He felt that the replacement of the ramp by the State would make a huge difference for many people. He also said that the Hingham Net Zero group would be happy to collaborate with the Harbormaster's office and to perform some outreach to Hingham boaters who still have 2-stroke engines. Mr. Borger commented that Mr. Corson and his staff are "unfailingly courteous" and that Mr. Corson is an "asset to the Town,"

Police Department

Mr. Bill Ramsey abstained from the discussion on the Police budget.

Police Chief David Jones presented. He said that the core values of the Hingham Police Department are "integrity, service, excellence and leadership." He reported a steady increase in calls over the past several years, with 30,053 calls in the past year, which is the highest number on record. Calls to 911 are the most frequent type of service calls. Chief Jones noted that the department has 53 full-time officers including the Chief of Police, the Deputy Chief of Police, 5 Lieutenants, 7 Sergeants, 39 Patrol Officers (4 School Resource Officers and 3 detectives), 3 civilian staff, 2 Police k-9s, 9 School Crossing Guards and 25 Special Police Officers. Key initiatives of the Police Department are as follows:

- Community Re-engagement through reintroducing community programs post-Covid
 - Citizens' Police Academies – Linden Ponds / HPD
 - National Night Out / Family Fun Day
 - Community Meetings – Boy/Girl Scouts, K-9 Demos, etc.
 - Partner with community groups to offer new programs
- Training
 - Comply with new training mandates due to police reform
 - Offer innovative new training opportunities for employees
 - Focus on regional training opportunities
- Outreach
 - Plymouth County Outreach – drug dependency / overdose
 - Domestic violence advocate
 - Mental Health Clinician

Chief Jones requested \$6,699,838 for FY23 salaries, which would include the following:

- Wages full time - \$4,713,442
- Clerical full-time - \$216,662
- Crossing Guards - \$103,946
- Overtime - \$489,210
- Contractual Benefits - \$1,176,578

He also requested \$497,600 for FY23 expenses including:

- Officer Equipment - \$110,000
- Fuel - \$108,500
- Continuing Education - \$35,000
- Vehicle Repair - \$45,000
- Training Supplies - \$26,400

Chief Jones made two additional budget requests:

- 3 full-time Police Officers - \$211,695
 - Chief Jones felt that this request would reduce overtime expenditures and would reduce forced double shifts for officers.
- Overtime - \$40,000
 - Overtime costs exceed the Police budgeted amount in excess of \$100,000 annually due to unfunded trainings, investigations, reports, court appearances, and special town events.

Chief Jones shared some data with the Board, which showed that the number of full-time officers in the department is down from the numbers in 1980 while the number of calls for service have gone up dramatically. Ms. Klein asked for the timing on hiring the Mental Health Clinician. Chief Jones reported that the Personnel Board has just approved the job description and classification and hoped to complete the hiring process soon. There was some additional discussion regarding overtime costs. Chief Jones said that the hiring of three officers would allow the department to put one additional officer on every shift thus bringing down overtime costs.

Mr. Fisher pointed out that there was an 11% increase in salaries and a 23% increase in expenses. Chief Jones said that the increase in salaries were due to contractual increases. The increase in expenses was due to increasing costs across the board, especially in electronics. He pointed out that the department's fuel costs have decreased with the purchase of the new hybrid police vehicles. In the six months since their purchase, the HPD had a savings of 6,245 gallons of gas, totaling approximately \$17,300. The greenhouse gas emissions saved during that 6-month period was 55.5 tons of carbon dioxide. Mr. Fisher asked about body cameras for the department. Chief Jones said that both Police unions have approved a body cam policy and the cost is in the Police capital budget; however, they will be applying for funding grants when available. Chief Jones also touched on the need for more space and modern amenities in the Police Department and the urgency for moving ahead with the proposed Public Safety Facility. Mr. Fisher said that the Select Board is committed to moving forward with the Public safety facility.

Select Board

Town Administrator Tom Mayo presented. The mission of the Select Board and Town Administrator's office is:

- Manage the day to day operations of the Town of Hingham and manage approximately 250 employees, including 6 public employee unions across 23 municipal departments in 8 buildings
- Support over 400 elected and appointed official across 70 board and committees
- Support 50+ Select board meeting annually and implement policy decisions by the Select Board
- Prepare the annual budget, Town Meeting warrant, and Annual Town Report
- Handle procurement, citizen inquiries, and public records requests
- Manage licensing process and requests
- Liaise with federal, state and local officials
- Coordinate legal activities

Mr. Mayo reported that Hingham is one of 15 Massachusetts communities with a Aaa bond rating. Benefits of this distinction include a lower cost of borrowing, better access to the market, and it helps to attract business to the community leading to economic development.

Key initiatives of the department include:

- Ongoing town-wide Covid -19 response
- New dual Assistant Town Administrator structure (Finance and Operations)
- Sustainable Budget Task Force – long-term financial planning
- Public Safety facility and Senior Center projects
- Water system transition and operation
- Promote economic development
- Promote predictable and coordinated permitting process
- Maximize use of technology to increase efficiency
- Enhance communications and procurement functions for the Town of Hingham green Communities program coordination
- Grant opportunities

Mr. Mayo requested \$678,852 for FY23 salaries for 6 full-time personnel and 3 part-time personnel. He also requested \$116,340 for expenses. Major expenses include \$35,000 for a communications consultant, \$27,000 for miscellaneous property and consulting needs, \$15,825 for Recording Clerks and miscellaneous expenses. Additional requests included:

- PT Sustainability Coordinator - \$48,000
 - He proposed to co-fund a Sustainability Coordinator in conjunction with the Town of Cohasset to lead the Town's sustainability and emergency efficiency initiatives, with a 2/3 split. Mr. Mayo anticipated that grant money could offset some of the cost during the first year.
- PR Grant Writer - \$40,000
 - Mr. Mayo proposed funding of a Grant Writer to help the Town realize private, State, and Federal funds for Town projects.

Ms. Klein felt that the addition of a second Assistant Town Administrator has increased the capacity of the Town Administrator's Office. She also felt that the addition of a Sustainability Coordinator would be an important element of the Town's Climate Action Plan. She felt that the addition of this position and the Grant Writer would help the Town do its job better and could possibly generate revenue for the Town. There was some additional discussion regarding the Town's use of consulting services. Mr. Mayo felt that the Town has been getting great, professional support. Mr. Mayo said that he hopes to improve communications with the public going forward.

Mr. Ramsey echoed Ms. Klein's comments on the addition of a second Assistant Town Administrator. He felt that it has increased the office's ability to respond to the needs of Town Hall and citizens. He said that he was looking forward to the redesign of the website and hoped it would increase communications with residents. Mr. Ramsey expressed much interest in the position of Sustainability Coordinator. He hoped that the Grant Writer could help fund the Sustainability Coordinator position with grants.

Mr. Fisher pointed out that there has been a decrease in the office's expenses. Ms. Monsegur attributed it to a decrease in travel, more remote trainings and a decrease in stationery supplies. Mr. Fisher acknowledged Mr. Mayo and others' efforts at keeping the local restaurants and businesses open during the Covid pandemic. He also applauded Mr. Mayo's coordination with the Town of Cohasset on the potential Sustainability Coordinator.

Mr. Carlos DeSilva, School Committee member, felt that both additional positions would eventually become self-funded. He thanked the Board for considering both.

Mr. Brad Moyer, 36 Wanders Drive, Chair of the Climate Action Planning Committee, thanked the Select Board for their continued support of Hingham's Climate Action Plan and felt that the addition of a Sustainability Coordinator would help fulfill Hingham's mission of achieving net zero by 2040.

John Borger, 53 Lafayette Avenue, was pleased with the public support for a potential Sustainability Coordinator and pointed out that there were a number of supporters attending the meeting as well.

Deborah Emmett Pike, 104 Fogg Way, also expressed her support for the Sustainability Coordinator.

COVID-19 Update

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

“Across Massachusetts, according to DPH, we are continuing to experience a large COVID-19 surge. DPH is reporting that the 7-day average of confirmed COVID-19 cases has recently started to come down from a peak of over 22,800 on January 8, 2022 to over 13,000 as of yesterday. However, other indicators like hospitalizations and deaths continue to rise. As of yesterday, the 7-day average number of COVID-19 hospitalizations was 2,870, up from 522 two months ago on November 12, 2021. DPH is reporting 589 new COVID-19 cases in Hingham during the 14-day period reported on 1/13/2022, compared to 234 cases over the 14-day period reported two weeks ago on 12/30/2021. 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 much higher than these statistics show. The overall vaccination rate for Hingham is now 82% (for fully vaccinated individuals). If you look at only vaccine-eligible individuals in Hingham (people age 5+), the percent of fully vaccinated eligible residents is 88%. According to DPH, about 61% of Hingham residents ages 5-11 are fully vaccinated at this point.

Today, Hingham in partnership with Cohasset, Hull, and Scituate, conducted a regional drive-in COVID-19 booster clinic at South Shore Baptist Church. The clinic provided 90 doses of Moderna booster vaccine to eligible residents of these communities aged 18 or over. Thanks are due to the Health, Fire, and Police Departments from all communities who executed a successful event.

Today, a regional COVID-19 drive through testing site, supported by Hingham, Cohasset, Hull, and Scituate, completed its second day of operation at 335 Lincoln Street in Hingham. Clinic operations have improved substantially over two days, with reduced wait times. Thanks are due to the many teams supporting the site, including the Hingham Building, DPW, Health, IT, and Police Departments, for their work in preparing the site. Going forward, the Testing Center will be open on Mondays, Wednesday, Thursdays, and Saturdays, from 7am to 4pm. PCR, rapid antigen, and rapid antibody tests are available. PCR tests are provided at no cost to the patient and will be billed to a person's insurance provider or, if uninsured, will be free. Rapid antigen and rapid antibody tests cost \$129 and \$75, respectively. Residents and employees of the Town of Hingham, Hull, Cohasset, and Scituate will continue to have priority appointment access from 7am – 11am 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."

Mr. Mayo said that he would be happy to host another booster clinic if a need is expressed. Mr. Ramsey was happy to see the Covid testing site up and running. Mr. Fisher extended thanks to the South Shore Baptist Church for hosting the vaccination clinic. Mr. Robert added that the primary means of communication for information regarding the booster clinic and the testing site were through the Town's website, Facebook and through the channels that were developed by the communications consultant. He added that seniors could contact the Senior Center with transportation needs.

Lynn Anderson, 8 Water Street, asked for the definition of fully-vaccinated. Mr. Mayo said that the CDC has recently changed the definition to include two primary shots and a booster, if the second shot was received over 6 months ago.

Loni Cutler, 86 Central Street, said that she would like the residents of the Lincoln School to receive notification on the locations of local booster clinics and testing sites. She also encouraged residents to wear masks in the Lincoln School building.

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. Klein said that she would follow-up with the Chair of the Lincoln School Apartments regarding Ms. Cutler's comments.

Mr. Ramsey thanked the DPW for their clean-up efforts after the recent storm.

Mr. Fisher reported that there was a recent water main break in the South Pleasant Street area and thanked the Weir River Water System for their prompt attention to the matter.

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 9:03 PM.

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