

# Board of Selectmen

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August 13, 2020

Remote meeting via telephone conference call

Present:

- Board of Selectmen: Ms. Mary Power (Chair), Mr. Joseph Fisher and Mr. Bill Ramsey
- Mr. Tom Mayo, Town Administrator

## **Call to order: 7:00 pm**

Ms. Power 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.”

Ms. Power asked if any participants were recording the meeting. There were no responses.

## **Approval of Minutes**

**Vote: Mr. Fisher made a motion to approve the minutes dated July 7, 2020. Ms. Power seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

**Vote: Mr. Fisher made a motion to approve the minutes dated July 9, 2020. Ms. Power seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

**Vote: Mr. Fisher made a motion to approve the minutes dated July 14, 2020. Ms. Power seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

**Vote: Mr. Fisher made a motion to approve the minutes dated August 11, 2020. Ms. Power seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

### **Notre Dame Special Resource Officer Agreement**

Ms. Power said that Mr. Mayo had phoned her before the meeting to let her know that her colleagues had some questions regarding contract language in the agreement and suggested deferring this agenda item until their August 25 meeting. She also noted that Mr. Mayo has spoken with the Chief Jones who confirmed that deferring this item until August 25 would not present a problem.

### **Police Candidate Votes**

Ms. Power stated that the Board of Selectmen had interviewed the Police candidates at a prior meeting of the Board of Selectmen and asked Chief Jones to make a recommendation to the Board. Chief Jones was pleased to have the opportunity to present such highly qualified applicants to the Board. He explained that the application process for the candidates began in the spring of 2019 when they took the Civil Service Exam. He said that they also underwent a background investigation, a Police panel interview and a public interview with the Board of Selectmen. He noted that all three candidates performed admirably. He introduced the candidates and made the following recommendation to the Board:

“Griffin Moriarty is a 2020 graduate of the Massachusetts Maritime Academy, a Bourne firefighter, and an Explosive Ordinance Disposal Specialist in the Massachusetts National Guard. Kevin Nguyen is a 2017 graduate of Westfield State University where he initially became involved with the Hingham Police Department as an intern. He currently works for us as a part-time Records Clerk and as a Special Police Officer. Daniel Goldstein is currently enrolled at the University of Massachusetts, Boston, and is working towards completing his Bachelor’s Degree. He also works for the Department as an Assistant Harbormaster and a Special Police Officer. All of these candidates came highly recommended and have shown themselves to be true professionals during their backgrounds and interviews. I would like to recommend to the Board of Selectmen that conditional offers of employment be offered to Griffin Moriarty, Kevin Nguyen, and Daniel Goldstein. I am confident that these three candidates will be an asset to our team at the Hingham Police Department and the community as a whole. Thank you for your time and consideration.”

Mr. Fisher stated that he was impressed with the candidates’ composure, their excitement to be working for the Hingham Police Department, and their commitment to the community. He had no reservations moving forward with the appointment of the three candidates. Mr. Ramsey made some remarks to each of the candidates and stated how proud he was to be able to appoint them to the Police Department. Ms. Power was impressed with the selection process and the caliber of the candidates. Chief Jones added that, upon a successful vote by the Board of Selectmen, the candidates would start at the Police Academy in Braintree on September 27. He further explained that, prior to their start at the Academy, the candidates would be required to pass a medical exam, a psychological screening test, a physical abilities test, and an additional physical test by the Academy. They would be enrolled in the Police Academy for five months, living there from Monday through Friday with the option of going home on the weekends. After graduating from the Academy, the candidates would then complete a three-month field training program before being out in the field.

**Vote: Mr. Ramsey made a motion to extend a conditional offer of employment to Kevin Nguyen, Daniel Goldstein, and Kevin Moriarty as permanent police officer(s) for the Town of Hingham. This**

**offer is contingent upon the successful passing of all required medical and psychological screening examinations and all other requirements related to, but not necessarily limited to the following:**

- A. Successful passing of the required medical examination;**
- B. Successful passing of the required physical abilities test (PAT);**
- C. Successful passing of the required psychological screening process;**
- D. Successful passing of all other requirement for entrance into the police academy;**
- E. Entering into a satisfactory agreement with the Town of Hingham relative to repayment of the \$4,600 recruit training fee and cost of any initially issued police equipment, if you cease employment with the Town of Hingham Police Department within the first three years;**
- F. Successful completion of the police academy as determined by the Police Chief;**
- G. Any and all other requirements as mandated by law or regulation.**

**Should the candidate(s) fail to successfully complete all of these conditions, as determined in the sole discretion of the Town, then this conditional appointment shall be considered null and void and to the extent necessary any offer of employment shall be considered rescinded.**

**Mr. Fisher seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

Mr. Kevin Nguyen, 3 Melody Lane, thanked the Board and said he was looking forward to working for Hingham.

Mr. Daniel Goldstein, 85 Free Street, thanked the Board for the opportunity to work for the Hingham Police Department.

Mr. Moriarty, 89 Strathmore Road, Boston, thanked the Board and said he was looking forward to working for the Hingham Police Department.

### **Contract with Kaestle Boos in connection with the feasibility study for the proposed public safety building**

Mr. Mayo recalled that, in June, Town Meeting authorized funding for a feasibility study and preliminary design effort at 335 Lincoln Street, which is the proposed location for a joint Public Safety Facility that would house the Police Headquarters and the North Fire Station. He stated that a Request for Qualifications was issued a few months ago and the Town received eleven proposals. The proposals were reviewed by a team consisting of Mr. Mayo, Real Estate Attorney for the Town Susan Murphy, General Counsel for the Town John Coughlin, Assistant Town Administrator Michelle Monsegur, Town Engineer J.R. Frey, Selectman Fisher, Interim Police Chief Jones, Police Lt. Ryan O'Shea, and Hingham Fire Chief Steve Murphy. After reviewing the proposals Mr. Mayo, acting as Chief Procurement Officer for the Town, recommended that the Board enter into a contract with Kaestle Boos in connection with the feasibility study.

Mr. Fisher added that the applicants were all of high quality, but Kaestle Boos rose to the top. He noted that Kaestle Boos has previously worked on Public Safety building projects in Plainville, Mansfield,

Needham, and Cumberland, RI. He said that Kaestle Boos demonstrated that they would be responsive to the needs of the community, the needs of the Police and Fire Departments, and committed to the tight schedule. He explained that this part of the process must be completed in time for a Special Town Meeting in the fall, which would authorize the Town to purchase the property and to build the Public Safety building. Mr. Mayo added that the recommendation to contract with Kaestle Boos was unanimous amongst those reviewing the proposals.

Ms. Power asked Mr. Mayo to elaborate on the scope of activities that will take place between now and the Town Meeting in the fall. Mr. Mayo explained that it would be a two-part process. The first part will be the feasibility study, which will determine if it is feasible to build the structure at the proposed site. The size and shape of the lot, the condition of the soil, and additional Engineering-related considerations will be analyzed. He said that the second part of the process would be a preliminary building design by the architectural firm. Kaestle Boos would interview all stakeholders and gather data to determine necessary requirements for the building. Mr. Fisher added that the preliminary design would include the following: a site plan, location, parking, access, landscaping concepts, preliminary building plans, sections, elevations, cost estimates for construction and project costs, an updated project schedule, a work plan, updating permitting issues and a checklist of milestones.

Mr. Ramsey asked for confirmation that Kaestle Boos have previously worked on similar joint Public Safety facilities of a similar nature. Mr. Mayo said that Kaestle Boos has worked on similar projects, including:

- Mansfield, MA: Joint Public Safety/DPW
- Hudson, MA: Joint Police Headquarters/DPW
- Needham, MA: Joint Public Safety (Police/Fire)
- Cumberland, RI: Joint Public Safety (Police/Fire)

Mr. Fisher noted that the fee for the Phase 1 Feasibility Study by Kaestle Boos is \$175,000, which is under the total of \$200,000 allowed in the RFQ.

**Vote: Mr. Fisher made a motion to authorize the Town Administrator to execute the attached Agreement between the Town of Hingham and Kaestle Boos Associates, Inc. for design services. Mr. Ramsey seconded.**

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

### **Appointments**

The Board members discussed appointing residents to the Public Safety Building Committee. Mr. Fisher noted that the Selectmen may appoint three people to the committee. He suggested that the following residents be considered for appointment:

- Robert Garrity is a retired lawyer, former member of the South Shore Country Club Development and Management Committee, former Chair of the Hingham School Building Committee for the Hingham School and South School, and former Chair for the Building Committee for the new DPW Building Facilities and the new athletic fields

- Donna Smallwood holds a MBA in Urban Planning, is a retired transportation Planner, member of the Master Plan Committee, member of the Advisory Committee (2013-2019), and Chair of the Advisory Committee (2018-2019)
- Andy Touchette holds a degree in Civil Engineering, is a Senior Project Manager, and is an Associate member of the Zoning Board of Appeals

He felt that these three people would bring talent and skill to the project. While he felt that all three were strong candidates, Mr. Ramsey asked for more time to consider the matter. Ms. Power was inspired by the number of residents who continue to come forward, offering their time and expertise to volunteer on Town Committees. She suggested that the Board have another discussion regarding these appointments at their next meeting.

### **COVID-19 Update**

Mr. Mayo gave the following update on the COVID-19 Crisis:

#### “COVID-19 Cases

Massachusetts remains in Phase 3 - Step 1 at this time. As of Wednesday, August 12, the Department of Public Health was reporting 291 COVID-19 cases in Hingham. There have been less than five new cases reported in the last 14 days. Starting this week, the DPH released a new map, color-coded by town, which shows the average daily incident rate per 100,000 people. Hingham is currently in the white category because the Town has had less than five reported cases in the last 14 days.

#### New Guidance

As of August 7, Governor Baker has reduced maximum occupancy levels of indoor and outdoor events in Massachusetts due to concerns over an uptick of COVID-19 cases in some communities. Occupancy for indoor events has been reduced to a maximum capacity of 25 people and outdoor events have been reduced to a maximum capacity of 50 people.

#### Continued Vigilance

Even though the vast majority of communities in Massachusetts are experiencing low COVID-19 case numbers, we encourage everyone to continue following the guidelines set forth by the CDC and the DPH regarding social distancing and the wearing of face coverings.”

### **Public Comment**

Ms. Power read the following statement:

“The Hingham Board of Selectmen encouraged 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 on items that fall under the purview of the Board of Selectmen and are not already on tonight’s agenda. If any guests wish to speak, please seek to be recognized. Once recognized, please 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 responsibility of the Board of Selectmen. 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 the Board of Selectmen. The Board of Selectmen is not adopting or endorsing any of the comments made during the public comment time.”

There were no comments from the public.

### **Selectmen/Town Administrator Reports**

Mr. Mayo read the following correspondence from Hingham Housing Authority Executive Director Mark Marathas regarding the Thaxter Street housing facility:

“Dear Residents,

As you are aware, we have been working extremely hard to ensure your safety and to reduce exposure to COVID-19. This pandemic has created a health emergency throughout the entire world. Our decisions are difficult and not always popular, but they are made with every resident’s health, safety, and welfare as my highest priority. We are extending the closing of the community rooms and common spaces until September 1, 2020, or until further notice. Administration offices will begin to be staffed at full occupancy on August 3, 2020, but will continue to remain closed to the public until October 5, 2020, or until further notice. I appreciate all you have done to maintain social distancing by continuing to adhere to State and local guidance requiring face coverings whenever in public areas and common spaces. I urge you to continue frequent hand washing and limit your attendance at any gatherings, which could expose you to COVID-19.

I am pleased to announce that the Hingham Housing Authority has been selected by the Department of Housing and Community Development to receive a \$100,000 Place Making Grant, which was submitted in May 2020. This grant will enable Hingham Housing to create outdoor community space for cooking and gathering, as well as to install gazebos for shaded outdoor seating, to install new computers for residents to have internet access and make it possible to continue the improvements to our community building. We are extremely fortunate to receive this award and look forward to working with you to create an improved living environment for all residents. We intend on seeking additional funding from the Community Preservation to cover any budget shortfall. We will be hosting a residents meeting on September 22 to review new policies presented to the Board of Housing Commissioners, as well as implement a new schedule to establish a new tenants association.”

Mr. Fisher reported that the Hingham Farmer’s market would be live and in-person at the Station Street parking lot, starting on Saturday, August 15 and continuing through November. He stated that they will be following very strict Covid-related guidelines. Mr. Mayo added that this reopening is compliance with the Massachusetts Department of Public Health guidelines.

Mr. Ramsey thanked Board of Selectmen employee, Heidi Gaul, for stepping up while the office was shorthanded this week.

Ms. Power hoped that residents were aware that, effective August 8, the Weir River Water System has enacted a water ban, which is not unusual around this time in the summer. She added that the most important part of this ban is that the use of irrigation systems are not allowed during this time. She asked for cooperation from the public. Ms. Power acknowledged that it has recently been very hot and there has been greater than normal water use in Town, partly due to the large number of residents

working from home at this time. She also reported that Water Superintendent, Russell Tierney, is looking into completing water main replacement projects prior to this winter.

Ms. Power also noted that two interns from the Kennedy School of Government who were working on a Capital Study for the Town have completed their project. She added that their study has been shared with the Advisory Committee and the Capital Outlay Committee and said that the purpose of the study was to compare how Hingham approaches Capital projects relative to our benchmark communities. She said that the result of the study would be very helpful with respect to Capital projects that are funded by Warrant Articles.

Ms. Power also reported that the State of Massachusetts kept State aid flat for the first quarter of the year because the State does not yet have a FY21 budget yet. She suggested to her colleagues and to the Town that State aid will most likely not remain flat and that cuts in Q2 and Q3 may be deep. She said that the State is still trying to determine whether there will be any reimbursements related to Covid, which will drive their State budget.

Ms. Power also commented on mail-in voting. She said that Town Clerk Eileen McCracken and her team have been receiving a large number of applications for mail-in voting for both the Primary and the General Election. She said that the Town Administrator has allowed them more help to process the large number of applications. She said that it was nice to see so many people interested in voting and engaging in the process. Mr. Mayo added that Ms. McCracken and her team have processed over 3,000 applications and will continue to do so as they come into the office.

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

**Roll Call Vote:**

**Mr. Fisher: yes**

**Mr. Ramsey: yes**

**Ms. Power: yes**

**Meeting adjourned at 7:56 pm**

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