

ADVISORY AND FINANCE COMMITTEE
Minutes
September 13, 2023, Hybrid Meeting

PRESENT **14 members of the committee were present:** Gail Butler, Louis Cabana, Brian Dunn, Daniel Green, Bruce Howard, Joe Lalley, Timothy Lawlor, Steve Nearman, Lorenzo Pizarro, Christine Richards, Ashley Shaw, Evelyn Strawn, Jim Young, and Robert Zupperoli.

ABSENT **1 member of the committee was absent:** Bethany Rogers.

Call to Order - The meeting was called to order by Chairman Steve Nearman at 7:00 PM.

Announcements

- **Hybrid Meeting:** This meeting is likely to be conducted in a hybrid format, with some participants attending physically and others attending virtually via a video conference application.
- **Ways to Watch:** The meeting will be airing on Comcast 15, Verizon 47, or on PACTV's YouTube channel which can be viewed at pactv.org/stream.
- **Public Comment:** Any speaker giving public comment is allotted up to 5 minutes in which to speak. Public Comment can be made at the beginning or end of each meeting, or in regard to a particular agenda item the speaker wishes to be heard on
- **Zoom Login Information:** Anyone who wants to attend the meeting virtually, including members of the public who wish to give public comment, can use one of the following methods in which to do so:
 - **Join via Zoom application:** Download the Zoom meeting application on your device, press/click on "Join", then enter Meeting ID: **995 2986 0638**, and then the Meeting Password: **100131**, or
 - **Join via website** (requires microphone): Go to www.zoom.us, click "Join A Meeting" on the top righthand side, and enter the meeting ID: **995 2986 0638**, and then the meeting password **100131**, or
 - **Join via Telephone (voice only):** Dial **929-205-6099** and Enter Meeting ID: **995 2986 0638** and enter Meeting Password: **100131**

Public Comment: None.

Agenda Items

Minutes: Approve August 30, 2023, meeting minutes – Ms. Butler motioned to approve the minutes as written. Mr. Lawlor second. Motion carried 12-0-1, Ms. Richards abstained.

Fall Town Meeting Articles

Article 4 Capital Improvements: Ms. Lynne Barrett, Finance Director, made some introductory remarks about the Capital process. She advised that fall capital requests have to meet certain criteria such as emergency in nature, timing requirement for a grant match or ordering of an item now due to the length of time for delivery, and the overall timing was better for Fall Town Meeting than waiting till Spring Town Meeting. She advised that the capital items were reviewed by the Capital Improvements Committee last week and ranked. The spreadsheet of the ranked requests was emailed to the A&F for review. She advised that Department Heads were available to answer any specific questions on the Capital items. Mr. Lalley asked a procedural question regarding if an item isn't recommended by the A&F could it be considered for the Spring Town Meeting. Ms. Barrett advised that the item could still be considered for Fall Town Meeting by a motion from someone other than the A&F.

Mr. Howard noted that on the ranking spreadsheet the last 3 items are Enterprise items and are self-funded from the Enterprise fund.

Ms. Strawn asked for an explanation on the CMOM program. Doug Pinard, Wastewater Superintendent, advised that CMOM is a requirement that the Town has with the EPA. It is on the 5 and 10-year Capital Plan and this request is for

Phase II. Mr. Pinard advised that in years 4 and 5 he has larger amounts to cover any substantial repairs that are identified during the inspection.

Mr. Lalley motioned to vote the Enterprise capital items separately. Ms. Butler second. Motion carried 10-3-0, Ms. Shaw, Ms. Strawn and Mr. Zupperoli opposed.

Mr. Young motioned to approve the Enterprise Fund Capital requests as presented. Mr. Lalley second. Motion carried unanimously (13-0-0).

Ms. Shaw asked for an explanation on the Town Wharf Extension – Mr. Chad Hunter, Harbormaster, briefed that they are requesting \$664,500 to extend the working length of the wharf from 220 feet to 295 feet. A 65-foot concrete floating dock and gangway would be added to the North end of the wharf. Due to increased demand for dock space from the visiting tall ships, commercial dockage, transient boaters, and short-term cruise ship berthing the extension is a prudent idea. They are requesting this now for two reasons the first is the hope that it can be completed by Spring for the 2024 boating season and the second there is construction at the boat ramp that will be utilizing similar equipment which they hope will save money. Ms. Shaw asked if this extension is just for cruise ships. Mr. Hunter said they used the cruise ship for the design since it is the biggest ship they will ever have in the port and therefore want to be sure that it can support that but it can be used for anything. Ms. Shaw asked for confirmation that the work could be done in the winter. Mr. Hunter replied yes. Mr. Lalley asked if there was a direct dockage fee for the wharf and would the expected revenue increase after the extension whether direct or indirect. Mr. Hunter advised that there is a direct dockage fee by everyone that uses the pier and any tourism by boats or ships would have an increase to indirect revenue. Mr. Lalley asked why this wasn't an Enterprise Fund. Ms. Barrett advised that there are certain criteria for Enterprise funds and this doesn't meet the requirements.

Mr. Green asked how the Dark Orchard Trail fit the criteria Ms. Barrett discussed for Fall Town Meeting. Mr. Gould advised that by doing the design work over the winter we would be setting ourselves up for grant funding in the spring for the construction.

Mr. Cabana asked if the source of the phosphate had been identified at Herring Pond. Mr. Gould advised that a few years back a watershed study of Little and Great Herring Pond revealed that the majority of phosphorus was coming from Little Herring Pond by way of private septic systems from homes. Mr. Cabana asked if other evaluations of ponds in town would be done. Mr. Gould advised that in addition to two at this Town Meeting, Herring Pond and Savery Pond, a half dozen evaluations have been done on ponds in town.

Mr. Lawlor asked for an explanation on the new fire engine. Chief Foley said the costs have been out of control so the earlier the engine is ordered the sooner the price is locked in and saves money. They are requesting \$925,596 to replace engine 5 out of Manomet. The current build time is 24 to 30 months on new fire engines and he said that an opportunity may be available to "jump the line", due to a redesign of the diesel engine causing shortages of availability, and by locking in the cost this fall to avoid future price increases. The national standards support the replacement.

Mr. Zupperoli motioned to approve Article 4 all items except the Enterprise fund items. Mr. Cabana second. Mr. Lalley commended Mr. Hunter for planning the design of the extension now while other construction was being done. Motion carried unanimously (13-0-0).

Article 16 Harbormaster Petition – Police Chief Dana Flynn advised that the Town Manager reorganized the Harbormaster employees under the Police Dept. Chief Flynn said that he was concerned with the liability of two departments carry firearms and following different rules and training standards and as a result they were assigned to the Police Dept. The reorganization resulted in a request to reclassify the full-time employees to Group 4, sworn special police officers, due to their completion of the Police Officer Standards and Training which provides them with the full law enforcement authority throughout the town. He said that they are not civil service employees. Mr. Young supports this legislation. Mr. Lalley asked if there is a hire and retention issue with these employees. Chief Flynn replied no. Ms. Richards asked if the employees are supportive of this reclassification. Mr. Hunter, Harbormaster, advised that they are a unique group and have fought to be reclassified statewide. Ms. Richards asked if they have authority on the ponds. Mr.

Hunter replied yes.

Mr. Lalley motioned to approve Article 16 to Town Meeting. Mr. Zupperoli second. Motion carried unanimously (13-0-0).

Article 23 Opioid Settlement – Mr. Derek Brindisi briefed the committee on the class action lawsuit against the national opioid manufacturers. Since that settlement the town has been awarded 4 million dollars over a 15-year period. The town received the first allocation this year for \$239,092.09. This special purpose article is to appropriate \$239,092.09 from free cash to administer the opioid funds. The goal is to issue the money in mini grants through an application process that will be led by the new Health and Human Services Department, seek applications, and redistribute these funds back to these organizations so they can continue to provide these services.

Mr. Green noted that the amount on the memo was missing a digit and should be corrected for accuracy.

Ms. Richards asked if there is a listing of the programs that would be getting these funds. Mr. Brindisi advised that they are working with organizations that provide these services to the public to make them aware of the application process and encourage them to apply. The applications will be reviewed and if their services meet the goal of the grant an award will be made. Ms. Richards asked if the organization that provides the co-response support to the Police Dept could apply for this grant. Mr. Brindisi said the Chief is in regular communications with the organization to ensure the program continues. Mr. Pizarro asked if all of the funds have to be transferred from the General Fund to the special account. Mr. Brindisi said no but they must be used for those specific purposes such as drug addiction prevention and mental health services.

Mr. Cabana motioned to approve Article 23 to Town Meeting. Mr. Dunn second. Ms. Richards has done research on opioid addiction and is supportive. Motion carried unanimously (13-0-0).

Article 17 Holtec Pilot – Postponed.

Mr. Brindisi told the committee that they are negotiating, through counsel, some additional details with Holtec and that is why it is being postponed. Mr. Nearman asked if this would be done for Fall Town Meeting. Mr. Brindisi said they hoped to have this agreement executed for Town Meeting.

Public Comment: None.

Adjournment: Mr. Lalley motioned to adjourn. Mr. Pizarro second. Motion carried unanimously 13-0-0. The meeting adjourned at 7:58 PM.

Submitted by
Jeanette White
Budget Analyst