

**Carver Select Board
Meeting Minutes
Town Hall - 108 Main Street
February 28, 2023 - 6:00pm**

In Attendance: Chair Mark Townsend, Vice-Chair Sarah Hewins, John Cotter, Jim Hoffman, Town Administrator Robert Fennessy and Assistant Town Administrator Elaine Weston.

Absent: Jen Bogart

Chair led the Pledge of Allegiance and Cotter read the community prayer.

Citizens Participation: None

ARPA Proposals:

Fennessy stated there is \$2,114,308 in Plymouth County ARPA funds and \$1,129,051 in the non-entitlement funds which is less restrictive than the Plymouth County funds. There is also \$208,707 being repaid to the Town from the North Carver Water District. The total amount of ARPA funds available is \$3,452,066.68. The categories for approving the Plymouth County funds are under water, sewer, broadband and public safety response to the pandemic.

Townsend asked if there should be a cap on the funds being requested. Fennessy recommended that the motion to say at the discretion of the Town Administrator. The money has to be spent by the deadline of December 31, 2024.

Discussion on if items need to be approved at Town Meeting if town is funding items. Fennessy will follow up on this.

Council on Aging (COA) Restructuring of Refrigerator, Freezer and Generator Support System:

Motion by Hewins to approve the COA request and source of ARPA funding at the discretion of the Town Administrator, second by Hoffman.

Cotter asked why this and a few other smaller items are not on a capital request. Fennessy stated that once Cares Act funds were released and then ARPA, these items were being looked at through this type of funding. Fennessy stated this also helps take the burden off of the capital plan and the goal is to use ARPA and not leave any money that would be returned to the County. Cotter stated that he felt that if capital plan was being funded correctly there wouldn't be a need to use ARPA funds for these items. Townsend stated that when the ARPA funds came available, some of the needs a few years out on the capital plan were requested by the departments.

Vote 3-1 (Cotter)

Town Hall IT/Technology Conference Room Upgrades:

Townsend requested confirmation that the quotes are for both large conference rooms in the Town Hall. Fennessy confirmed that it is.

Motion by Hewins to approve the Town Hall IT/Technology conference room requests and the ARPA funding to be done at the Town Administrator's discretion, second by Hoffman.

Vote 4-0

Codification of Bylaws:

Townsend stated that when he called the Plymouth County Commissioners, that this would need to be paid for by the Town and then be reimbursed by Plymouth County.

Town Clerk Cara Dahill presented information on the codification of the bylaws. Townsend asked how this would benefit the Town. Dahill stated that the codification of the bylaws would be an 'encode' system that anyone in the public would be able to access.

Hoffman asked to clarify the total amount being requested which is \$11,864.50 (through 2022). Hewins and Townsend would like to see the codification go through either 2023 or 2024. Dahill said that it will be approximately \$3,000-\$4,000 additional each year. This estimate is based on the size of the community. An additional \$1,000 per year in subscription fees will be included to total \$22,000.

Motion by Hewins to approve codification of bylaws to be ARPA funded at the discretion of the Town Administrator, second by Cotter.

Vote 4-0

Habitat for Humanity- Affordable Housing Units:

Amy Belmore from Habitat for Humanity was available to answer questions from the Board.

Motion to approve the Habitat for Humanity request to be ARPA funded at the discretion of the Town Administrator by Hewins, second by Hoffman.

Hewins stated that she thinks this is a great one-time opportunity. She reminded the Board that a 40B proposal had already come to the Board and she does not think the way that 40B as proposed was the way to do it. Habitat's will take longer and it is more respectful to those in need of affordable housing and to the Town.

Cotter asked if there was \$200,000 to be coming from the Community Preservation Committee. Hewins stated this is the plan that was submitted. Fennessy stated that it was too late for Habitat to apply for CPC funding this year.

Cotter asked if the properties have been decided yet. Hewins stated 149 Main St. is too wet, and there are other locations available for options. Cotter asked if 157 Plymouth St. was

already in tax title. Hewins stated Habitat looked at the current lots first, but that there are others available.

Cotter asked if the Town is gifting the value of the properties plus what's being requested for ARPA funds to Habitat. Hewins stated that Habitat would pay the back taxes and we would be giving up a lot. Hewins stated the Town is not in the business of building homes. Fennessy stated that any property that is considered would need to go out to bid, and not just transferred to Habitat.

Townsend stated he believes there are Community Preservation funds available of up to approximately \$600,000 for affordable housing. He questioned why we wouldn't use those funds for affordable homes instead of using the ARPA funds.

Townsend asked if two of the three homes could have a local preference. Belmore stated of the three homes being considered, two can have local preference and the third cannot per guidelines of the DHCD. She stated that this is a state requirement, not a Habitat for Humanity guideline.

Vote 1-3 (Townsend, Cotter, Hoffman)

Motion fails

Emergency Operations Center Modernization:

Fennessy recommends for the Board to hold for the next round of allocation of funds until a firm quote is given.

Townsend requested that this item be put on hold and revisited at a future meeting.

EMS HVAC Upgrade:

EMS Chief Ryan stated there are window units now and are not efficient.

Motion to approve EMS HVAC upgrade by Hewins and ARPA funding to be determined by the Town Administrator, second by Hoffman.

Townsend questioned why this item was not on the capital plan. Ryan stated this is something that has always been in need and he did not put it on the capital plan and when the ARPA funds became available, he thought it would be a good time to request the funding.

Vote 4-0

EMS Security System:

Chief Ryan stated there is currently a code on the doors. Upgrading to a swipe card access will allow the Town to deactivate access when an employee resigns. In addition, cameras would be installed for monitoring ambulances which carry prescription medicine.

Motion to approve EMS security system and ARPA funding to be determined by the Town Administrator by Hewins, second by Cotter.

Fennessy stated this item may be more of a challenge to get approved as cameras are not covered, but since narcotics are in ambulances, it is possible it could be covered.

Vote 4-0

EMS Cardiac Monitors:

According to Chief Ryan, the cardiac monitors need to be replaced. There is currently no spare monitor.

Motion to approve EMS cardiac monitors by Hewins and funding to be determined by the Town Administrator, second by Cotter.

Vote 4-0

Middle-High School Renovation of Culinary Kitchen and Community Café:

Motion to approve Middle High School culinary request by Hewins and ARPA funding determined by the Town Administrator, second by Hoffman.

Hoffman asked if Fennessy would check with the Commissioners to see if this would be approved. Fennessy stated funding for this may be from the direct non-entitlement funding, but he will verify that with the County Commissioners.

Cotter asked about the timeline. School Chief Finance Officer Ron Griffin stated that the project would begin this summer and be completed for the start of school. Cotter asked about what the \$745,000 would be funding. Griffin stated it is for the culinary HVAC and some equipment, and noted that there is an upgrade on the capital request which is for the main kitchen in the school which is located in the cafeteria and serves breakfast and lunch.

Vote 4-0

5-minute break

Fire HVAC:

Motion to approve Fire HVAC ARPA request and funding source to be determined by the Town Administrator by Hewins, second by Hoffman.

Fennessy stated this is for upgrades in the north and south stations.

Vote 4-0

Fire Dispatch and Information Technology Upgrades:

Fennessy stated this is for an IT upgrade in the north and south stations

Motion to approve Fire Dispatch and Information Technology Upgrades request and ARPA funding source to be decided at the discretion of the Town Administrator by Hewins, second by Hoffman.

Cotter confirmed that these upgrades are not for the new fire station. Fennessy stated this will connect the north and south stations to the new central station.

Vote 4-0

Fire Security Access Controls in North and South Stations:

Motion to approve Fire security access controls request and funding source to be determined by the Town Administrator by Hewins, second by Hoffman.

Vote 4-0

Public Safety Dispatch Software Upgrades:

Motion to approve public safety dispatch software upgrades ARPA request and funding source to be determined by the Town Administrator by Hewins, second by Hoffman.

Vote 4-0

Public Safety Fiber Network Completion to all Town Buildings:

Motion to approve public safety fiber network completion to all Town buildings ARPA request and funding source to be determined by the Town Administrator by Hewins, second by Hoffman.

Vote 4-0

Public Safety Receiving Sites, Radio Infrastructure, Mobile Repeaters and IT Upgrades:

Motion to approve public safety receiving sites, radio infrastructure, mobile repeaters and IT upgrades ARPA request and funding source to be determined by the Town Administrator by Hewins, second by Hoffman.

Vote 4-0

Police Integrated Records Management System:

Fennessy recommended to put a hold on this item to a future meeting.

Discussion:

Townsend requested that Fennessy look to see if there is anything else the Council on Aging needs for a future ARPA agenda item.

Approval of Minutes:

Motion by Hoffman to approve minutes of January 28, 2023, second by Hewins.

Vote 4-0

Motion by Hoffman to approve the minutes of February 7, 2023, second by Hewins.

Vote 3-0-1 (Cotter abstained)

Cotter commented that on page 4 of the February 7 minutes that “David Burnes stated that Edaville did not pay their taxes” is an incorrect statement, and stated that Edaville was current in taxes. Hewins stated that because the statement was made at the meeting, it would need to stay in the minutes. However, Fennessy noted that Cotter’s corrective statement will be noted in the current minutes.

Select Board Community Announcements:

Cotter: None

Hewins: Asked people to remember Shane Gives thanks located in Carver Square Blvd.

Hoffman: None

Townsend: None

Next Meeting:

March 7, 2023

Motion to adjourn at 8:00pm by Cotter, second by Hoffman.

Vote 4-0

Listing of Exhibits: Listing of ARPA request estimates, Email on codification of bylaws, minutes of January 28, 2023, minutes of February 7, 2023, Assessing property cards for parcels of potential affordable housing locations.