

**Carver Select Board
Meeting Minutes
Town Hall
April 26, 2022 - 5:00pm**

In Attendance: Chair Mark Townsend, Vice-Chair Sarah Hewins, , Jen Bogart & Jim Hoffman,
Interim Town Administrator Robert Fennessy & Assistant Town Administrator Elaine Weston.

Via Zoom: John Cotter

The Chair led the Pledge of Allegiance and Bogart read the community prayer.

Re-organization of the Board: The Town Administrator led the meeting for this portion.

Motion by Bogart to nominate Hewins for Chair, second by Hoffman.

Motion by Hoffman to nominate Townsend for Chair, second by Cotter.

Discussion: Bogart would like to see a rotation of the Chair.

Roll call on Hewins as Chair- Affirmative: Bogart , Hewins

Roll call on Mark Townsend as Chair: Affirmative Cotter, Townsend, Hoffman

Townsend thanked all for their confidence in him.

Townsend requested nominations for Vice-Chair.

Motion by Bogart to nominate Hewins for Vice-Chair, second by Hoffman.

Vote: 5-0

Citizens Participation: None

Request for Civil Service List: Chief of Police Marc Duphily present to request this.

Motion to approve request for Civil Service List by Hewins, second by Hoffman.

Roll call- Affirmative: Hewins, Hoffman, Townsend, Bogart & Cotter

Town Administrator Update: King Richard's Faire Traffic Update:

Fennessy stated a traffic review plan committee was set up and a traffic study was suggested to be done by a professional firm. King Richard's Faire is currently contracting with a firm for this.

Chief of Police Duphily stated that the town requested quotes from three firms. There was success in coning off the road, however, this increases the risk for a traffic accident and the Town would like to reduce it's liability. The cones need to be placed according to a traffic plan based off of a traffic study. The Town would like to be reimbursed for the traffic study so the

plan is submitted to the Town for approval, not the Faire. The Faire has chosen Vanesse Associates. They did the traffic study for Gillette.

Cotter questioned if Public Safety Departments are the ones in charge of the layout and traffic flow of the road. Duphily stated that is correct and would like to base the best use of the road on a professional's opinion.

Openings on Committees and Boards: Bogart asked if positions are only open when there is a vacancy and questioned the odds of someone being appointed if they are applying for a position where another person is up for reappointment.

Fennessy stated some positions require specific knowledge. Sometimes it takes time to get up to speed on a committee and sometimes it is time for a change. He stated there is preference in someone who has experience on a committee and is bringing value and knowledge to a committee. Hoffman stated if someone has not applied for a committee, they may not bother applying if an existing member is up for reappointment. Townsend stated on the Finance Committee, there were times when they could not make a quorum. There are people who stay because they may be afraid that a committee won't be filled otherwise. Cotter stated a perfect combination is a committee with institutional knowledge and 'new blood'.

Ideas to increase awareness of board and committee openings:

Bogart stated that she feels some reasons are that they are unaware, don't have time, or are turned away from wanting to by town's actions. Bogart would like to see a Boards and Committee shortcut on the front page of the website. Bogart referred to the Duxbury website and noted that it is user friendly. Bogart would like to see it listed differently, the most well-known committees and then alphabetical after that along with links.

Cotter stated conceptually it makes sense, and likes the idea. Hewins stated the discussion of the website is important and would like to discuss further. Hoffman stated keeping things simple is best. People that go to the website and don't see it give up. Townsend agreed.

Bogart stated that social media is a good resource and would like to see it used more. Bogart would like to see something posted once a month. Bogart would like them listed individually with a link and also once a month, post something about citizen involvement that grabs people's attention. In addition, post about a different committee once a week. Bogart would like to see the content of the posts varied.

Cotter stated social media is great, but is wondering how we can reach out to seniors who may feel they can't get to meetings due to driving issues. He would like to see outreach to the Council on Aging, the 55 and over villages as well. Bogart would also like to see outdoor signage as well.

Bogart would like to see the Town try to make more awareness of the openings.

Townsend agrees, and stated that he would like to revisit this at a future meeting.

Drug & Alcohol Policy: Bogart stated that the Board has had to deal with things related to alcohol on Town property. Bogart would like to discuss on how to regulate this on paper.

Fennessy stated an initial draft should be received from Town Counsel in the next week.

Town-wide Yard Sale: Bogart stated that last year's yard sale was well-received. She has received interest from residents in having another one. Townsend stated there were issues with having it in the fall such as traffic issues with King Richard's Faire. Last year it was held June 26. June 25 is a possible date. Bogart stated feedback she received was to have it held for 2 days. Hewins would like to see a rain date of the following day. Townsend stated there could be ambiguity if there were to be a rain date and it may be difficult to communicate that to the town.

Bogart is willing to head up putting together the listing. Bogart would also like to have a map this year.

Motion to set the town-wide yard sale for June 25, 2022 subject to checking with the Police and Fire Chiefs for conflicts by Hoffman, second by Cotter.

Roll call- Affirmative: Hoffman, Hewins, Townsend, Bogart & Cotter

Bogart would also like to see perhaps the town sell yard signs for people to purchase. Fennessy stated that would be problematic. He suggested coordinating with a sign maker and the resident can choose to purchase a sign if they would like. Bogart also suggested using Town property as an option for people to use. Townsend stated there could be liability and conflicts with use of the space. Hoffman stated there could be an issue if people left their goods behind and the Town was left to clean it up.

Bogart would like more Town promotion for the yard sale.

SRPEDD Appointments: Discussion postponed

Technology Upgrades in Town Hall: Townsend requested for Fennessy to put together a working group to determine what the needs are to bring Town Hall technology up to current needs.

Hewins stated her and her husband own a technology company and she sent her husband to the Town Hall to check out some things. The website has no 'double opt in'. When you sign up for e-alerts, anyone can put in anyone else's email address. A better way would be to send an email to the requester to confirm they want to receive emails. They would like to see an option for text alerts as well. Hewins stated there are 'too many clicks' to get to things you are looking for and would like to see more 'one click' items. Hewins would like to see the youtube link on the website that goes to the Area 58 channel with the meetings, and in the meeting room, linking the computer to the camera for presentations.

Townsend stated the first step is to put a group together that understands how all of these things work. Townsend would like to see someone from Area 58 included in this group so everyone can be included.

Cotter stated there is an annual item on the Town Meeting Warrant for Town-wide IT upgrades and he would like to make sure that efforts aren't being duplicated.

Petitions to State Senator and State Representative:

Motion to approve the submissions of petitions of Cranberry Village Wells, removal of the Carver Police Department from Civil Service and the Amended Town Administrator Bylaw by Hewins, second by Hoffman.

Roll call- Affirmative: Hoffman, Hewins, Townsend, Bogart & Cotter.

Habitat for Humanity application support: Hewins stated this is related to transferring the care and custody of 11 Green Street, as well as the Community Preservation Committee articles of the Annual Town Meeting warrant. A letter of support is needed for contracting the new grant program. Hewins read the requirements and inclusions of the funding from an email from Amy Belmore of Habitat For Humanity. Hewins stated mostly rehabilitation will be done to the property and the grants can cover soft costs which can help fill funding gaps. In order for the Town to sell this property, an RFP is needed.

Motion to approve the support of Habitat for Humanity's application for funding through the Department of Housing and Community Development Neighborhood Stabilization Program for the 11 Green St. project by Hoffman, second by Cotter.

Roll call- Affirmative: Hoffman, Hewins, Townsend, Bogart & Cotter.

Town Administrator Update:

Outdoor Dining: The state extended the outdoor dining approval until April 1, 2023. Beer, wine and cocktails can remain being sold to go as long as the price remains the same as it is being sold on premises.

Plymouth Airport: The Master Plan process is having a public meeting with a forecast and initiatives approved by the FAA. It is anticipated that the Master Plan document will be completed by this summer.

FEMA blizzard reimbursement: On April 18, 2022 a Disaster Declaration for the January 28-29 storm. Funding is available for reimbursement for emergency work and damaged facilities due to the storm. Tom Walsh, Emergency Management Director is heading this process with the assistance of Shelby Roy from the Select Board's office. Fennessy thanked Tom Walsh for heading up the application process.

Director of Planning: Interim Planner Tom Bott has accepted the position of Director of Planning, effective May 1, 2022. He will also coordinate the Green Community Grant program.

Next Meeting: 5/3/2022

Minutes:

Approval of Minutes of April 5, 2022 by Bogart, second by Hewins.

Motion amended to approve minutes of April 5, 2022 with amendments by Bogart, second by Hewins.

Roll call- Affirmative: Bogart, Townsend & Hewins

Abstain: Hoffman & Cotter

Motion to approve minutes of April 8 by Bogart, second by Hewins.

Roll call- Affirmative: Bogart, Townsend & Hewins

Abstain: Hoffman & Cotter

Select Board notes:

Select Board Community Announcements:

Hoffman: Thanked all that came to the Annual Town Meeting; welcomed John Cotter to the Board; thanked Bob Belbin for his work on the Board and thanked his fellow Select Board members for getting the budget passed.

Hewins: Thanked all that came to the Annual Town Meeting and all those that voted and to John Cotter.

Cotter: Looking forward to working with the Select Board; thanked Bob Belbin for his years of service and thanked all those that voted.

Bogart: Welcomed John Cotter to the Board; thanked Bob Belbin. Townsend: Welcomed John Cotter to the Board, thanked Bob Belbin for his service to the Town; thanked the Town Clerk's office and staff for their work on the election; thanked all that came to Town Meeting. He would also like to invite people to apply for open positions on committee and board. He thanked the Select Board office staff for their work preparing for Town Meeting.

Motion to adjourn by Hewins at 6:45pm, second by Hoffman.

Roll call- Affirmative: Hoffman, Hewins, Townsend, Bogart & Cotter.

Vote 5-0