

**MINUTES**  
**BOARD OF SELECTMEN**

**April 6, 2021**

**5:45 p.m.**

In attendance: Mark Russo, Chairman; Christine Joy, Vice Chairman; John Traynor, Clerk and Elizabeth Dennehy, Town Administrator.

5:45 p.m.

Chairman Russo called the meeting to order and made a declaration that pursuant to Governor Baker's March 12, 2020 Order suspending certain provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Plympton Board of Selectmen will be conducted via remote participation and all of the access information was posted on the Town's website in accordance with the Open Meeting Law.

Mr. Traynor inquired as to whether the meeting was going to be recorded to be posted on Area 58's website. Mr. Russo noted that the Notice of Meeting agenda was properly posted, giving the public an opportunity to participate and that based on past practice, working meetings of the Board typically were not filmed by Area 58. Ms. Joy said from her recollection, working meetings were never filmed in the past. Mr. Traynor requested a vote.

Voted: To not record the meeting for posting on Area 58's website and YouTube.

**Roll Call Vote: Joy: Aye; Russo: Aye; Traynor: Nay. The Vote passed 2-1.**

Chairman Russo addressed the draft document that was previously introduced at the March 22, 2021 meeting regarding Meeting Agendas and Meeting Conduct (Selected Plympton Board of Selectmen (BOS) Operating Principles) and also referenced suggested edits that Mr. Traynor proposed.

Discussion was held regarding the item pertaining to Open Meeting Law and deliberations amongst Board members and a hybrid of suggestions provided by both Chairman Russo and Mr. Traynor was agreed to.

Discussion was held on an item proposed by Mr. Traynor relative to rotation of the Chairman's role after annual Town elections. Mr. Russo proposed alternate language.

Voted: To proceed with Mr. Russo's proposed alternate language, as follows: *"At the first BOS meeting after annual Town elections, the first order of business will be the election of Chair, Vice Chair and Clerk for one-year terms by majority vote of the BOS. The Clerk will preside over the election of the Chair. The newly elected Chair will preside over the election of Vice Chair and Clerk."*

**Roll Call Vote: Joy: Aye; Russo: Aye; Traynor: Nay. The Vote passed 2-1.**

Discussion was held on an item proposed by Mr. Traynor relative to recording of all open session meetings for posting on Area 58's website and to the YouTube website. Mr. Traynor made the following motion: "All open session meetings will be video recorded and posted to the Area 58 website and onto the YouTube website". After discussion, Mr. Traynor amended his motion to read: "All open session meetings will be video recorded and posted". There being no second, Ms. Joy suggested alternate language and Mr. Russo made a new motion.

Voted: To proceed with Ms. Joy's proposed alternate language, as follows: *"Whenever possible, and as a courtesy to the public, open session BOS meetings will be recorded and posted. The Minutes of the meeting shall remain the official record of the proceedings."*

**Roll Call Vote: Joy: Aye; Russo: Aye; Traynor: Nay. The Vote passed 2-1.**

Discussion was held on an item proposed by Mr. Traynor relative to review of the operating principles after annual Town elections.

Voted: To proceed with Mr. Traynor's proposed language, as follows: *"These operating principles will be reviewed, discussed and revoted at the first BOS meeting after annual Town elections."*

**Roll Call Vote: Joy: Aye; Russo: Aye; Traynor: Aye. All in favor.**

Ms. Dennehy noted that the finalized document as voted by the Board could be attached to the Minutes for reference.

Chairman Russo introduced the topic of reviewing the Board's Projects and Priorities List and noted that Ms. Dennehy would provide a brief status update of each item and Board members were free to comment, if necessary.

Discussion was held regarding the Board's Projects and Priorities List and updates were made, accordingly. Ms. Dennehy noted that the revised version of the List could be attached to the Minutes for reference.

The Meeting was adjourned at 7:05 p.m.

**Roll Call Vote: Joy: Aye; Russo: Aye; Traynor: Aye**

Respectfully submitted,

Elizabeth Dennehy, Town Administrator



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## **MEETING AGENDAS AND MEETING CONDUCT**

### **Selected Plympton Board of Selectmen (BOS) Operating Principles**

**It is understood:**

1. Generally, a draft of the agenda is distributed to Selectmen for comment before posting.
2. Any Selectman can request the addition of an item to the Notice of Meeting agenda. Generally, a Chair will honor the request of any Board member to have an item included on the agenda. If such a request is denied, however, the member can call for a vote of the Board to instruct the Chair to include the item on the agenda of the next meeting.
3. Even after posting, an agenda item can potentially be changed or added by posting an amended agenda. Whenever possible, this should be a very rare occurrence.
4. It is the Chair's prerogative concerning what order agenda items are addressed at a BOS meeting.
5. The Chair chooses the order in which to recognize speakers.
6. The Chair will rule inappropriate comments out of order.
7. When necessary to maintain decorum during a BOS meeting, the Chair may call for a brief recess.
8. If an item is raised at a meeting that is not on the agenda, it is at the discretion of the Chair whether a brief discussion may be considered. Whenever possible, other than unanticipated time sensitive matters and emergencies, it is much preferred that discussion be delayed, and action taken only after item is listed on a future agenda.



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9. The BOS is committed to open communications and transparency. However, notwithstanding that, Massachusetts Open Meeting Law does not allow deliberations amongst a quorum of Selectmen between meetings. This is not a guideline, nor a local custom, rather it is state law with significant penalties possible for violations.
10. Information and items of note arising between BOS meetings can be shared by a Selectman by way of communication with the Town Administrator. Information and items of note to be shared by a Selectman with fellow Selectmen should be shared by requesting an agenda item be added for discussion at a posted BOS meeting.
11. At the first BOS meeting after annual Town elections, the first order of business will be the election of Chair, Vice Chair and Clerk for one-year terms by majority vote of the BOS. The Clerk will preside over the election of the Chair. The newly elected Chair will preside over the election of Vice Chair and Clerk.
12. Whenever possible, and as a courtesy to the public, open session BOS meetings will be recorded and posted. The Minutes of the meeting shall remain the official record of the proceedings.
13. These operating principles will be reviewed, discussed and revoted at the first BOS meeting after annual Town elections.

# Board of Selectmen's Projects and Priorities

## **FY2022 Goals:**

- Work through the Board's Projects and Priorities List
- Foster healthy, cooperative and productive Town House and Town Government operations and working environment
- Nurture fiscally sound governance while maintain services and as moderate a tax rate as possible
- Protect Town's unique character
- Support the Town's Emergency Management Agency in their response to public health and public safety issues

## **Emergency Management:**

- Hazard Mitigation Planning Grant [TA] *(in progress)*
- COVID-19 Response [TA, Fire Chief, BOH Chair] *(in progress)*

## **Financial:**

- Financial Team – Refinement of budget and forecasting processes [TA, BOS, Town Acct, Fin Com] *(in progress – need new Town Acct on board)*
- 5-Year Capital Plan [Fin Com, TA, Town Properties Committee] *(in progress)*
- Strategy for Financial Reporting [Town Acct, BOS, TA] *(in progress – need new Town Acct on board)*
- Survey Software Options [Town Acct] *(in progress – need new Town Acct on board)*

## **Affordable Housing Opportunities:**

- Development of an Action Plan based upon Housing Production Plan
- Identification of Town-owned land that could be utilized
- Fostering public-private partnerships
- Town Partners: Town Properties Committee, Open Space Committee

## **Highway Department Functions:**

- Implementation of Pavement Mgmt. Plan *(in progress)*
- Intersection Maintenance: Main Street/Ring Road and Winnetuxet/Prospect Road
- Corduroy road and Main Street
- Heavy Truck Traffic Discussion

### **Fire Department:**

- Street Number Signs for Town Buildings

### **Natural and Recreational Resources:**

- Municipal Vulnerability Preparedness Action Grant [OS, Con Com] *(in progress)*
- Town-owned land - disposition process – *Review Town-owned land each year if requests to purchase are received, follow est. process (in progress)*
- Water Resources Working Group *(in progress)*
- Soule Homestead [BOA, BOS] *(in progress)*
- Solar Agreements [BOA] *(in progress)*

### **Senior Citizens:**

- Plympton Senior Citizens Issues [COA, BOS] *(in progress)*

### **Technology:**

- Fiber optic upgrade, including phones [PC, FC, TA] *(in progress)*
- Technology Master Plan and bolster website [BOS, TA, IT] *(in progress)*

### **Town Properties Committee:**

- Master Plan for Town Campus (Housing Choice Grant) *(in progress)*
- Plympton Hearse [w/Highway Supt]

#### Highway Department

Highway Barn roof and insulation *(in progress)*

#### Fire Department

Space Constraints

Building Apron

Septic System

Future Uses

#### Library

Plumbing fixture issues

Lighting issues and future plans *(in discussion)*

Roof issues *(in discussion)*

### Town Green

Town Green flag pole (*in discussion – funding for ATM*)

Cistern (needs replacement) (*in discussion – applied for grant*)

### Town House

Town House water/drainage problem [BOS, TA]

Town House septic system [BOS, TA, BOH] (*in discussion*)

Town House roof [BOS, TA] (*in discussion, assessment done*)

Ramp/accessibility project (*in progress*)

### Athletic Fields

Location and Overall Plans

Maintenance [w/Highway Supt.]

### **Volunteerism and General Government:**

- Volunteer recognition/outreach [BOS]
- Flags from center to Old Town House [BOS, TA]
- Flag and Decoration Policy [BOS]
- Internships [BOS]
- Cemetery Cleanup Events [BOS, Scouts]
- Educational Opportunities for Volunteers

### **Things to Follow for Long Term:**

Carver Urban Renewal Project

Rocky Harvest Settlement Compliance

Future Exploration of Shared Services/Opportunities

Grants – Federal/State/Foundations [Colleen Thompson]

