



David Grishman, Chair
Catherine Phelan, Vice Chair
MaryEllen Fletcher
Peter A. Spellios
Douglas Thompson

*Select Board Regular Session Minutes
Swampscott High School
200 Essex Street, Room B129
January 24, 2024, 6:30 PM*

Received by Town Clerk
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SELECT BOARD MEMBERS PRESENT: MARY ELLEN FLETCHER, DAVID GRISHMAN, KATIE PHELAN, PETER SPELLIOS, DOUGLAS THOMPSON

MEMBERS ABSENT: NONE

OTHER TOWN OFFICIALS PRESENT: SEAN FITZGERALD, TOWN ADMINISTRATOR

OTHER: JARED LALIBERTE, TOWN CLERK, PETE KANE, ASSISTANT TOWN ADMINISTRATOR/HUMAN RESOURCES DIRECTOR, AMY SARRO, DIRECTOR OF FINANCE & ADMINISTRATION

MEETING CALLED TO ORDER AT 6:35 P.M.

A. TOWN ADMINISTRATOR'S REPORT:

- i. WE INTERVIEWED 7 RESPONDENTS TO THE HADLEY HOTEL RFP. THE SHORTLISTED RESPONDENTS WILL BE BEFORE THE BOARD NEXT WEEK, JANUARY 30TH.
- ii. MATTHEW DEIULIS HAS STARTED AT THE POLICE DEPARTMENT AS THE NEW ADMINISTRATIVE ASSISTANT TO THE POLICE CHIEF.
- iii. I AM CONTINUING WORKING WITH OTHER STAKEHOLDERS TO FIX ISSUES AT KING'S BEACH. THERE IS A MEETING ON FEBRUARY 2ND WITH THE EEA, EPA AND DCR TO DISCUSS THE DIFFERENT OPTIONS AVAILABLE.
- iv. WE RECEIVED NINE RESPONDENTS TO THE TOWN'S RFP FOR DEI A CONSULTANT. THE COMMITTEE IS REVIEWING THESE RESPONSES AND WILL HAVE A SHORT-LIST TO PRESENT TO THE SELECT BOARD SOON.
- v. THE ANNUAL BUDGET PROCESS FOR FY25 HAS BEGUN. DEPARTMENT HEADS ARE ASKED TO SUBMIT BUDGETS THAT ARE LEVEL-FUNDED AND REDUCED BY 10%.
- vi. THERE WILL BE A CONSTRUCTION JOB FAIR AT THE VFW FOR THE ELM ST. PROJECT; THE DONATION POLICY CRAFTED BY MARZIE GALAZKA FOLLOWS SUCH POLICIES IN THE TOWNS OF HANOVER AND NATICK AND HAS BEEN REVIEWED BY TOWN COUNSEL; THE PROCESS FOR UPDATING OUR MASTER PLAN HAS ALSO BEGUN. MARZIE WILL HAVE COMMITTEE MEMBER RECOMMENDATIONS SOON; LASTLY, WE HAVE RESTARTED MONTHLY REVIEWS OF POSSIBLE ECONOMIC DEVELOPMENT OPPORTUNITIES.
- vii. AARP WILL BE AVAILABLE TO HELP SENIORS WITH TAX RETURNS. REACH OUT TO THE SENIOR CENTER FOR INFORMATION; HEIDI IS PLANNING A COLLABORATIVE PROGRAM WITH SURE IN HONOR OF BLACK HISTORY MONTH. AS SOON AS INFORMATION IS AVAILABLE, I'LL SHARE IT WITH THE BOARD; LASTLY, THE 2ND ANNUAL CAREGIVERS CONFERENCE IS MARCH 23RD.
- viii. WE'VE MADE A CONDITIONAL OFFER FOR THE HUMAN RESOURCES MANAGER POSITION. PETE KANE WILL THEN MOVE INTO HIS POSITION AS DIRECTOR OF PLANNING.
- ix. THE RECREATION DEPT. IS HOLDING CLASSES AT REACH ARTS NOW THAT REACH ARTS HAS VACATED THE BUILDING; THEY ALSO HAVE STARTED A VERY SUCCESSFUL ROBOTICS PROGRAM AT THE HIGH SCHOOL. INFORMATION IS ON THE RECREATION DEPARTMENT'S WEBSITE; THEY'RE HOLDING A HEALTH & FITNESS EXPO AT THE HIGH SCHOOL ON MARCH 9TH. INFORMATION IS ON THEIR WEBSITE.
- x. THE LIBRARY IS BUSY AS EVER. 2023 SAW AN UPTICK OF 10% IN MATERIALS BEING CHECKED OUT, PARTLY DUE TO THE NEW SELF-CHECKOUT STATIONS AND THE NEW TEEN SPACE.
- xi. LASTLY, THERE WILL BE A HOLOCAUST REMEMBRANCE EVENT ON THURSDAY TO COMMEMORATE THE 79TH ANNIVERSARY OF THE LIBERATION OF THE AUSCHWITZ-BIRKENAU DEATH CAMP.

SELECT BOARD COMMENTS/QUESTIONS: NONE.

- B. PUBLIC COMMENTS:** JONATHAN LEAMON, PRECINCT 6, ON BEHALF OF THE HISTORICAL COMMISSION, ASKING IF THE TOWN WILL TRANSFER \$25,000 IN FREE CASH TO PRESERVE OR SAVE THE GLOVER HOUSE. THE \$25,000 IS FROM A FINE THE HISTORICAL COMMISSION LEVIED LAST YEAR AND HAS BEEN COLLECTED. THEY ARE REQUESTING THAT THIS ARTICLE BE INCLUDED IN THE UPCOMING TOWN WARRANT.

DOUG SCHMIDT, 45 ROCKLAND ST., DISCUSSED FISHERMAN'S PIER, THAT HAS SUSTAINED DAMAGE DUE TO RECENT STORMS.

CHRIS SWARTZ, 33 WINSHAW, DISCUSSED THE NEED FOR FIXING KING'S BEACH.

DEREK FARIAS, 17 BLANEY ST., DISCUSSED THE NEED FOR FIXING KING'S BEACH.

TED DOOLEY, 58 MAGNOLIA RD., DISCUSSED THE RESILIENCY OF OUR COASTLINE AND THE NEED TO DO SOMETHING TO PROTECT THE TOWN.

ANDREA AMOUR, 15 SHERIDAN RD., DISCUSSED THE NEED FOR COASTAL INFRASTRUCTURE, INCLUDING SEAWALLS

MAURA LAU, OUTLOOK RD., ASKED THAT THE HADLEY RFPs BE MOVED TO A BETTER LOCATION ON THE WEBSITE AND THAT TOWN MEETING MEMBERS ARE NOTIFIED SO THEY CAN READ THEM TOO; DISCUSSED A SUMMARY OF THE RFPs AND THE DIFFERENT USES MENTIONED IN EACH ONE, INCLUDING USE OF LINSOTT PARK, PARKING, RESTAURANTS, ADDITIONS; DISCUSSED MAINTAINING THE HIGH SCHOOL.

RYAN HALE, 270 PARADISE RD., ADVOCATES THAT A WARRANT ARTICLE THAT THE TOWN ADOPT A SPECIALIZED STRETCH CODE, ESPECIALLY WITH THE NUMBER OF FUTURE PROJECTS COMING UP.

LOUIS STRAZZOLO, 28 GARDNER RD., SPENDS SUMMERS ON THE BEACH AND ON HUMPHREY ST. BUSINESSES HAVE BEEN IMPACTED BY STORMS AND ASKS THAT THE TOWN BE MORE PROACTIVE IN COASTAL RESILIENCY.

AARON BERDOFE, 11 JUNIPER RD., URGES THE SELECT BOARD TO SEEK ACTION REGARDING COASTAL RESILIENCY; CONSIDER HOW HIGH THE SEAS RISE AND IMPACT THE COAST.

MR. GRISHMAN: WE'VE INVITED HARBOR & WATERFRONT COMMITTEE AND CLIMATE ACTION COMMITTEE TO JOIN US AND DISCUSS COASTAL AND CLIMATE RESILIENCY.

C. NEW AND OLD BUSINESS:

- 1. TOWN MEETING WARRANT OF 3/11/24:** MR. KANE: THE FIRST FOUR ARTICLES ARE FINANCIAL, AMENDING APPROPRIATIONS AND TRANSFER OF FREE CASH REQUESTS.

MR. SPELLIOS: THE FIRST THREE WERE SUPPOSED TO BE ON THE LAST SPECIAL TOWN MEETING WARRANT AND ASKED THAT WE FOCUS ON WHO SPONSORS EACH ARTICLE.

ARTICLE 4 – TRANSFER OF FREE CASH – GENERAL GLOVER: MR. JONATHAN LEAMON, HISTORICAL COMMISSION, WOULD LIKE TO SEE \$25,000 TRANSFERRED FROM FREE CASH FOR THE PURPOSE OF SAVING THE GLOVER HOUSE. THE HISTORICAL COMMISSION IS LOOKING INTO THEIR BYLAWS REGARDING THE REVOLVING FUND AND ARE DISCUSSING REINVESTING FINES INTO HISTORICAL PRESERVATION. THERE ARE A NUMBER OF EXPENSES DEPENDING ON WHAT HAPPENS WITH THE GLOVER INCLUDING A SCOPE OF WORK FOR \$29,000 TO PRESERVE ELEMENTS OF THE BUILDING. MS. FLETCHER ASKED ABOUT INCREASING THE REVOLVING ACCOUNT AND ASKED THAT IT BE PUT ON THE ANNUAL TOWN MEETING WARRANT. MS. SARRO STATED THAT FUNCTIONALLY THE APPROPRIATION WOULD ALLOW THEM TO SPEND IT FROM THE GENERAL FUND.

ARTICLE 5 – CAPITAL ARTICLE PLACEHOLDER: TA FITZGERALD WOULD LIKE TO SEE THE \$25,000 FOR THE GLOVER BE TAKEN FROM A CAPITAL ARTICLE.

ARTICLE 6 – PLACEHOLDER: HAWTHORNE: THIS IS A PLACEHOLDERS UNTIL IT'S DETERMINED WHETHER IT'S NEEDED. MR. SPELLIOS WOULD LIKE TO REMOVE THIS ARTICLE.

ARTICLE 7 – PLACEHOLDER: HADLEY: MR. SPELLIOS WOULD LIKE TO KEEP THIS ONE.

ARTICLE 8 – REMOVAL OF CHAPTER 61B: TA FITZGERALD DISCUSSED THE TAX RELIEF THE GOLF COURSE HAS RECEIVED UNDER CHAPTER 61B. THERE ARE A NUMBER OF COMMUNITIES THAT ARE ALSO FRUSTRATED. THIS WOULD BE \$133,000 LAST YEAR

WHICH IS BEING SUBSIDIZED BY SWAMPSCOTT RESIDENTS. HE WANTS TO URGE LEGISLATORS TO END THE SUBSIDY TO PRIVATE GOLF COURSES AND HAS SPOKEN TO REPRESENTATIVE ARMINI ABOUT IT. IT CAN TAKE UP TO ONE YEAR TO GET PASSED. MR. SPELLIOS DISCUSSED THAT THE TOWN HAS NOTHING TO TAX WHILE MARBLEHEAD CAN TAX THE CLUBHOUSE. HE APPLAUDS THE TOWN ADMINISTRATOR FOR BRINGING IT FORWARD. THE TOWN ADMINISTRATOR WILL SPONSOR THIS ARTICLE.

ARTICLE 9 -CHARTER & GENERAL BYLAW AMENDMENT: ELECTION: MR. SPELLIOS DISCUSSED HOLDING LOCAL ELECTIONS ON 2 CONSECUTIVE WEEKEND DAYS (SATURDAY & SUNDAY) WITH THE INTENT OF ENCOURAGING MORE PEOPLE TO VOTE. THIS WILL BE SPONSORED BY THE SELECT BOARD.

ARTICLE 10– CHARTER AMENDMENT: ELECTION AGE: AS DISCUSSED EARLIER, MR. SPELLIOS WOULD LIKE TO LOWER THE AGE TO VOTE TO 16 IN LOCAL ELECTIONS AS WELL AS TO ALLOW 16 YEAR OLDS TO RUN FOR LOCAL OFFICE (TOWN MEETING MEMBERS). THIS WILL BE SPONSORED BY THE SELECT BOARD.

ARTICLE 11 – GENERAL BYLAWS AMENDMENTS: SPECIALIZED ENERGY CODE: MR. THOMPSON DISCUSSED A PRESENTATION THAT WILL BE PRESENTED ON FEBRUARY 7TH AS WELL AS GRANTS THAT CAN BE APPLIED FOR BY AMENDING THIS BYLAW, INCLUDING UP TO \$500,000 LEVEL GRANTS FOR DECARBONIZATION.

ARTICLE 12 – APPROPRIATION FOR PARC GRANT: TRANSFER OF AVAILABLE FUNDS OF \$103,870 FOR PICKLE BALL COURTS. THE COMMENT AND MOTION IS TO APPROPRIATE FREE CASH RATHER THAN BORROWING, THE LOCATION OF THE PICKLE BALL COURTS WILL BE DETERMINED BEFORE THE ANNUAL TOWN MEETING. THIS HAS TO BE APPROVED IN MARCH SO WE CAN GET THE GRANT & PERMIT STARTED ON JULY 1ST. THIS WILL REQUIRE A MAJORITY VOTE RATHER THAN 2/3S VOTE. PHILIPS PARK IS REQUIRED AS PART OF THE GRANT. THERE WAS A DISCUSSION ABOUT THE LOCATION OF PHILIPS PARK (REQUIRED BY THE GRANT) AND WHETHER THERE’S BEEN PUBLIC ENGAGEMENT (THERE WILL BE IF IT STAYS ON THE WARRANT).

THE SPECIAL TOWN MEETING WILL BE HELD ON MONDAY (AND POSSIBLY TUESDAY) MARCH 11TH (& 12TH).

- 2. PROPOSED CHANGES TO MUNICIPAL ELECTIONS:** MR. SPELLIOS DISCUSSED PROPOSED CHANGES HE HAS FOR MUNICIPAL ELECTIONS, DISCUSSING OPTIONS THAT HAVE BEEN DISCUSSED IN THE PAST TO MAKE SOME CHANGES I.E. NEW SELECT BOARD MEMBERS HAVE TO ATTEND TOWN MEETING THREE WEEKS AFTER BEING SWORN IN. THERE ARE TWO WARRANT ARTICLES TO HELP INCREASE VOTER ATTENDANCE. CURRENTLY ONLY ONE OUT OF SIX REGISTERED VOTERS VOTE. HE DISCUSSED TECHNICAL CHANGES AS OUTLINED IN THE PRESENTATION FOR THE FIRST WARRANT ARTICLE INCLUDING MOVING THE ANNUAL TOWN ELECTION TO AFTER THE ANNUAL TOWN MEETING, CHANGING THE TOWN ELECTION DATE FROM TUESDAY TO TWO CONSECUTIVE WEEKEND DAYS (THE FIRST CONSECUTIVE SATURDAY AND SUNDAY IN JUNE), CODIFYING THE REQUIREMENT FOR LOCAL ELECTIONS IN THE TOWN CHARTER TO REQUIRE EARLY VOTING IN PERSON AND BY MAIL, REQUIRING 10 WRITE-IN VOTES FOR TOWN MEETING MEMBERS. THE SECOND WARRANT ARTICLE DISCUSSES ELECTION TURNOUT TRENDS, ALLOWING 16 & 17 YEAR OLDS TO VOTE IN LOCAL ELECTIONS AND TO RUN FOR TOWN ELECTED OFFICES, OTHER COMMUNITIES HAVE PETITIONED THE LEGISLATURE FOR THESE CHANGES, THE HIGH SCHOOL PRINCIPAL AND SUPERINTENDENT WILL BE TALKING ABOUT THIS IN SCHOOL IN FEBRUARY.

SELECT BOARD COMMENTS: MR. GRISHMAN DISCUSSED VOTER TURNOUT FIGURES, 16.3% AVERAGE VOTER TURNOUT OVER THE LAST SIX YEARS. WE’RE BRINGING VOTING TO THE FORE AND ENCOURAGES THESE OPPORTUNITIES TO MAKE IT EASIER TO VOTE EARLY, ON ELECTION DAY AND ENGAGING OUR YOUTH AND ENCOURAGING THEM TO VOTE.

MS. PHELAN AGREES WITH MR. GRISHMAN, THAT EVERYONE HAS A PERSONAL REASON WHY THEY RUN FOR OFFICE AND VOTE. SHE APPRECIATES THE SATURDAY AND SUNDAY VOTING AS WELL AS INCLUDING YOUNG CITIZENS IN VOTING AND BEING ABLE TO RUN FOR OFFICE. SHE ALSO DISCUSSED BEING AN EDUCATED VOTER, MAYBE VOTING GIVES THE VOTER MORE OWNERSHIP AND GIVES THEM THE INCENTIVE TO BE MORE ACTIVE AND ENGAGED.

MS. FLETCHER DISCUSSED HER INTEREST IN WHY PEOPLE ARE CHOOSING NOT TO VOTE, HAVING LIVED IN AREAS WHERE PEOPLE COULDN’T VOTE. SHE WORKS WITH 16 & 17 YEARS AND WOULD HAVE TO THINK ABOUT THIS ONE BUT WANTS TO KNOW WHY PEOPLE DON’T VOTE.

MR. THOMPSON FEELS THESE ARE GREAT IDEAS TO HAVE ON THE WARRANT BUT NEEDS TO THINK SOME MORE ABOUT SOME OF THEM. IS IN SUPPORT OF ALLOWING 16- & 17-YEAR OLDS TO VOTE.

MR. SPELLIOS AGREES WITH MS. PHELAN. WE NEED PEOPLE TO VOTE. WE'RE HERE BECAUSE WE WITNESSED OUR PARENTS VOTING AND BEING ACTIVE. HE WILL REPORT BACK AFTER THE CONVERSATIONS AT THE HIGH SCHOOL.

- 3. VOTES ACT REQUIREMENTS:** MR. LALIBERTE EXPLAINED CHANGES MADE BY FORMER GOVERNOR BAKER REQUIRING EARLY VOTING FOR 6 HOURS ON WEEKENDS AND BE OPEN ALL BUSINESS HOURS FOR THE GENERAL PUBLIC TO COME IN AND VOTE, INCLUDING SATURDAY. HE IS WORKING TO EXPAND HOURS AND ASKED THAT THE SELECT BOARD VOTE TO ALLOW EARLY VOTING AT TOWN HALL, SHOWING THREE OPTIONS, SUGGESTING OPTION 1 BECAUSE IT WILL ALLOW THE CLERKS OFFICE TO REMAIN OPEN AND BE FLEXIBLE WHICH HE FEELS WILL ALSO HELP INCREASE VOTERS.

SELECT BOARD COMMENTS: MS. FLETCHER: ARE YOU FORECASTING HOW MUCH OF AN INCREASE THERE WILL BE (OTHER CLERKS HAVE SUGGESTED THAT IT WILL INCREASE BY APPROXIMATELY A FEW PERCENTAGE POINTS). SHE ASKED ABOUT OPTION 3, KEEPING TOWN HALL OPEN LATER.

MR. SPELLIOS AGREES WITH MS. FLETCHER TO MAXIMIZE THE HOURS AVAILABLE FOR RESIDENTS TO VOTE AND FEELS THIS IS IMPORTANT.

MR. THOMPSON ASKED IF STAYING OPEN ADDITIONAL HOURS WILL HELP.

TA FITZGERALD AGREES WITH MR. SPELLIOS AND MS. FLETCHER AND WILL COVER THE FUNDS.

MS. PHELAN AGREES WITH OPTION 3 AND LOOKING AT HOW MANY MORE PEOPLE VOTE WITH EXTENDED HOURS. SHE ALSO ASKED THAT THESE HOURS BE PUT ON THE TOWN'S WEBSITE, IN THE NEWSLETTER AND ON FACEBOOK BEFOREHAND AS WELL AS WITH NOTIFICATIONS ON THE DAYS OF. MR. LALIBERTE WILL DO SO.

MR. GRISHMAN ALSO AGREES WITH OPTION 3 TO GIVE PEOPLE THE OPPORTUNITY TO VOTE.

UPON **MOTION**, DULY MADE BY PETER SPELLIOS, SECONDED BY KATIE PHELAN, IT WAS ANONYMOUSLY **VOTED** TO APPROVE OPTION 3, EARLY VOTING IN APRIL'S LOCAL ELECTION: ANY FOR: ALL. ANY AGAINST: NONE. MOTION CARRIES.

- 4. DPW COLLECTIVE BARGAINING AGREEMENT:** TABLED FOR A FUTURE MEETING.

- 5. VOTE ON INDEPENDENT BLASTING CONSULTANT:** EARTH REMOVAL ADVISORY COMMITTEE IS IN FAVOR OF BRIERLY ASSOCIATES. THE CHAIR OF ERAC ASKED FOR SOME TECHNICAL UPDATES EARLIER TODAY SO THE TOWN ADMINISTRATOR IS ASKING THAT THE BOARD GIVE HIM PERMISSION TO MAKE CHANGES TO THE SCOPE OF WORK.

UPON **MOTION**, DULY MADE BY DOUG THOMPSON, SECONDED BY MARYELLEN FLETCHER, IT WAS ANONYMOUSLY **VOTED** TO AUTHORIZE TA FITZGERALD TO PROCEED WITH MAKING TECHNICAL EDITS TO BRIERLY ASSOCIATES AS THE INDEPENDENT BLASTING CONSULTANT FOR HOLCIM, INC. UP TO THE \$10,000 IN THIS SCOPE OF WORK DOCUMENT IN ORDER TO COMPLY WITH THE EARTH REMOVAL PERMIT: ANY FOR: ALL. ANY AGAINST: NONE. MOTION CARRIES.

- 6. HADLEY HOTEL RFP UPDATE:** WE RECEIVED SEVEN SUBMISSIONS, THERE IS A NEWS LINK ON THE FRONT PAGE OF THE WEBSITE TO TAKE PEOPLE TO THE POSTED RESPONSES. WITH THE EXCEPTION OF TWO, ALL OF THEM PRELIMINARILY COMPLY WITH THE ZONING THAT THE TOWN MEETING PASSED. PINNACLE ADVISORS, KATIE PHELAN, PETER SPELLIOS, TA FITZGERALD AND MARZIE GALAZKA FORMED A COMMITTEE WHO REVIEWED ALL SEVEN PROPOSALS THEN MADE RECOMMENDATIONS TO SELECT THE TOP THREE PROPOSALS WHICH WILL BE PRESENTED AT 6:00 PM ON TUESDAY, JANUARY 30TH. THERE WILL BE OPPORTUNITIES FOR THE PUBLIC TO ASK QUESTIONS. QUESTIONS FROM PINNACLE INCLUDED ASKING RESPONDENTS WHAT THEIR EXPERIENCE IS RUNNING A BOUTIQUE HOTEL. NEXT STEPS WILL BE DISCUSSED ON FEBRUARY 7TH. MS. PHELAN ENCOURAGES PEOPLE TO LOOK AT THE PROPOSALS AND TO ATTEND THE PRESENTATION.

- 7. WATER & SEWER INFRASTRUCTURE COMMITTEE:** TA FITZGERALD SPOKE TO EVERYONE WHO APPLIED, FEELS EACH ONE OF THEM WOULD CONTRIBUTE GREATLY BUT ONLY HAVE SEVEN SEATS. HE IS RECOMMENDING LIZ SMITH, KELLY BEGIN, RALPH SOUPPA, CHRIS VOLKE, LAUREN FISCHER, CHARLIE PATSIOS, ADAM SMYTHE AS MEMBERS AND TERENCE DANSDILL, BRIAN DRUMMOND, JEFFREY KAPLAN AND MATTHEW PELLAND AS ALTERNATES. HE ALSO SPOKE ABOUT HAVING ALTERNATES AS SUB-COMMITTEE MEMBERS.

SELECT BOARD COMMENTS: MS. PHELAN WOULD LIKE TO SEE A HIGH SCHOOL STUDENT MEMBER ON THE COMMITTEE.

MR. THOMPSON AGREES. MR. SNITKOVSKY HAS BEEN ENCOURAGING HIS FELLOW STUDENTS TO BE MORE ENGAGED. HE IS EXCITED ABOUT GETTING THIS GOING.

MS. FLETCHER ASKED IF TERMS ARE STAGGERED. TA FITZGERALD WILL SET STAGGERED TERMS. SHE FEELS THE BOARD SHOULD VOTE ON TERMS TONIGHT AND ASKED WHEN THEY CAN HAVE THEIR FIRST MEETING AS WELL AS WHO THE SELECT BOARD LIAISON WILL BE.

MR. SPELLIOS FEELS THE SELECT BOARD LIAISON SHOULD BE DESIGNATED TONIGHT. THIS IS AN ADVISORY COMMITTEE. HE WANTS TO MAKE SURE IT IS BEING SET UP CORRECTLY AND THE NEW COMMITTEE IS SUPPORTED INCLUDING HAVING A CONSULTANT IF NEEDED. TA FITZGERALD STATED THAT THE COMMITTEE MEMBERS ARE PROFESSIONAL, WE DON'T WANT TO MICROMANAGE THEM BUT WILL DO OUR BEST TO SUPPORT THEM. THE NEED FOR ADDITIONAL FINANCIAL SUPPORT WILL MATERIALIZE. THERE WAS A DISCUSSION ABOUT WHO THE TOWN LIAISON WILL BE.

MR. GRISHMAN LISTED STAGGERED TERMS, EXPIRING JUNE 30TH. HE WILL BE THE LIAISON.

UPON **MOTION**, DULY MADE BY MARYELLEN FLETCHER, SECONDED BY KATIE PHELAN, IT WAS ANONYMOUSLY **VOTED** TO APPROVE THE LIST OF MEMBERS FOR THE WATER & SEWER INFRASTRUCTURE ADVISORY COMMITTEE WITH STAGGERED TERMS AS RECOMMENDED BY TA FITZGERALD & MR. GRISHMAN: LIZ SMITH (3 YEARS), KELLY BEGIN (3 YEARS), RALPH SOUPPA (2 YEARS), CHRIS VOLKE (2 YEARS), LAUREN FISCHER (1 YEAR), CHARLIE PATSIOS (2 YEARS), ADAM SMYTHE (1 YEAR) AS MEMBERS AND TERENCE DANSDILL, BRIAN DRUMMOND, JEFFREY KAPLAN AND MATTHEW PELLAND AS ALTERNATES WITH ONE YEAR TERMS: ANY FOR: ALL. ANY AGAINST: NONE. **MOTION CARRIES.**

D. APPROVAL OF THE CONSENT AGENDA

CONSENT AGENDA ITEMS:

1. DISCUSSION & POSSIBLE VOTE TO APPROVE SHAUNA VERA AS AN ALTERNATE MEMBER ON THE OPEN SPACE & RECREATION COMMITTEE WITH A 1-YEAR TERM EXPIRING IN 2025
2. DISCUSSION & POSSIBLE VOTE TO APPROVE RICHARD FRENKEL AS A MEMBER OF THE RENEWABLE ENERGY COMMISSION WITH A 3-YEAR TERM EXPIRING IN 2026
3. VOTE TO APPROVE MINUTES OF THE REGULAR MEETING OF 1/10/24

MS. FLETCHER ASKED THAT MINUTES BE REMOVED.

UPON **MOTION**, DULY MADE BY PETER SPELLIOS, SECONDED BY KATIE PHELAN, IT WAS UNANIMOUSLY **VOTED** TO APPROVE THE CONSENT AGENDA ITEMS 1 & 2 AS PRESENTED: ANY IN FAVOR: ALL. ANY AGAINST: NONE. **MOTION CARRIES.**

E. SELECT BOARD TIME

MS. FLETCHER: THERE'S A NUMBER OF ITEMS IN KLEINFELDER'S 2015 STUDY THAT THE TOWN SHOULD BE DOING, INCLUDING HOW TO PROTECT THE FISH HOUSE, FIXING THE SEAWALLS. 2) SOLID WASTE IS LOOKING TO FILL SOME SEATS. SHE WOULD LIKE TO HAVE THE TWO CANDIDATES WHO HAVE APPLIED GET VETTED AND ADVANCE BY 2/12.

MR. GRISHMAN: NOTHING TO ADD.

MS. PHELAN: NOTHING TO ADD.

MR. SPELLIOS: NOTHING TO ADD.

MR. THOMPSON: DISCUSSED BRINGING CLIMATE ACTION TO THE SELECT BOARD ON FEBRUARY 7TH. PEOPLE HAVE BEEN DIGGING OUT OLD REPORTS ABOUT RESILIENCY AND CONSERVATION.

UPON **MOTION**, DULY MADE BY MARYELLEN FLETCHER, SECONDED BY KATIE PHELAN, IT WAS UNANIMOUSLY **VOTED** TO ADJOURN AT 9:15 P.M.: ALL IN FAVOR: YES. ANY AGAINST: NO. **MOTION CARRIES.**

TRUE ATTEST,

Dianne Marchese

DIANNE MARCHESE, ADMINISTRATIVE ASSISTANT TO THE TOWN ADMINISTRATOR & SELECT BOARD

MINUTES APPROVED BY THE SELECT BOARD ON FEBRUARY 7, 2024

ATTACHMENTS:

TOWN ADMINISTRATOR'S REPORT

TOWN MEETING WARRANT OF 3/11/24

PROPOSED CHANGES TO MUNICIPAL ELECTIONS

PROPOSED MUNICIPAL ELECTIONS AND VOTES ACT REQUIREMENTS

DPW COLLECTIVE BARGAINING AGREEMENT PRESENTATION

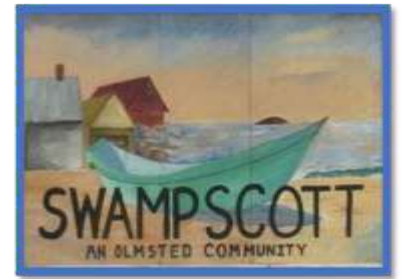
INDEPENDENT BLASTING CONSULTANT SCOPE OF WORK

LIST OF WATER & SEWER INFRASTRUCTURE ADVISORY COMMITTEE



Town of Swampscott

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Sean R. Fitzgerald

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Swampscott Select Board
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22 Monument Avenue
Swampscott, MA 01970

RE: JANUARY 24TH REPORT TO THE SELECT BOARD

Dear Select Board:

I am pleased to be able to offer the following report on programs and initiatives that are on-going in the Town of Swampscott, as well as some updates on a variety of things that have happened since my last report.

HADLEY HOTEL RFP

Last week, we interviewed all seven respondents that submitted proposals for the Hadley Hotel RFP. It was absolutely amazing to hear of all the extraordinary visions that these firms have for this property and the Town of Swampscott. The Review Committee (made up of myself, Pete Kane, Marzie Galazka, and two Select Board members – Katie Phelan and Peter Spellios) carefully reviewed the proposals and responses from the interviews. We're happy to have shortlisted the respondents to three very strong proposals. These three proposals will be presented to the Board and public on the night of Jan 30 at the high school.

SWAMPSCOTT POLICE DEPARTMENT

I am pleased to report that Matthew Deulis has started as the new Administrative Assistant for the Police Chief Quesada. Matthew worked in the Clerk's office during the pandemic and left to pursue other opportunities to work at a regional planning commission.

KING'S BEACH

I have been working with a group of stakeholders with Lynn and LWSC to discuss the agenda for the meeting on February 2nd with the EEA, EPA, DCR.

As of present, the agenda includes discussions on the following:

- I. Introductions
- II. UV Disinfection – plan is to perform sampling of Lynn and Swampscott stormwater during varying wet and dry weather conditions and work with the UV manufacturer to assess the efficacy of UV disinfection over those varying conditions. Since winter weather has hit and communities are likely using road salt, we will likely hold off starting this sampling for a few months.
- III. Outfall Extension – Kleinfelder's proposal for the pre-design modeling and evaluation is under consideration by Lynn and Swampscott.
- IV. Peracetic Acid – Kleinfelder is working with an environmental testing company, BlueLeaf, to design a bench scale test using PAA to determine appropriate PAA dose and contact time to disinfect stormwater for bacteria. The bench scale test will also measure residual PAA, which will be important information to have. The idea of setting up a pilot this summer will need to be discussed at greater length with the EEA, DEP, EPA and the communities. The bench scale test will inform the

parameters for the pilot. And we can ask BlueLeaf for a proposal for a pilot if the communities would like to proceed in that direction.

V. IDDE – Kleinfelder is planning to initiate Phase 2 activities for Swampscott.

VI. Next Steps

Many of our discussion points were included in the thank you letter to the Secretary and Undersecretary that we sent a few weeks ago.

DEI RFP REVIEW

The Town had an RFP open at the end of last year to solicit and select a Diversity, Equity, and Inclusivity consultant. We received nine responses from that RFP. The Review Committee (made up of myself, Pete Kane, Chief Archer, Chief Quesada, and two Select Board members – David Grishman and Katie Phelan) will kick off the review process of the submittals this week. The Committee will review the submissions as well as potentially follow up with questions and interviews of the respondents – with the final goal of bring a short list of recommendations to the Select Board for final selection.

FINANCE DEPARTMENT

The annual budget process for FY25 has begun. The Finance Team will be meeting with Department heads to review their budgets. This includes level-funding or reducing the budget by 10%.

COMMUNITY DEVELOPMENT

There is going to be a construction job fair at the VFW, 8 Pine Street, on Thursday, February 8th, from 1:00 – 5:00 PM for the Elm Place project. All trades are welcome to come in & apply!

As per the discussion on January 10th, the draft Donation policy created by Marzie Galazka is a compilation of such policies from the Towns of Hanover & Natick. This policy has been reviewed by Town Counsel.

The process of updating our Master Plan has begun. Marzie will have recommendations for committee members soon.

We have also restarted its monthly reviews of possible economic development opportunities. These meetings are made available to potential or recent applicants for development projects so that the applicants can receive feedback on their proposals from a wide range of departments (planning, building, police, fire, health, public works) all at one time. Applicants are encouraged to take part in these meetings prior to submitting the permit applications – so that they can ensure they applications are thorough and address/correct any issues before submission.

SENIOR CENTER

AARP has confirmed that they will be available to help seniors with tax returns. Call the Senior Center after January 22nd to schedule an appointment.

They are hoping to have a collaborative program with SURE in honor of Black History Month. I will let the Board & public know as soon as information is available.

The 2nd annual Caregiver's Conference is March 23rd at the Senior Center. Last year's was wildly successful and we expect this year's to be even more so.

HUMAN RESOURCES

I am pleased to report that I have made a conditional offer to fill the Human Resources Manager position. Once the candidate has started, Pete Kane will move into his new position as the Asst. TA/Director of

Planning with the Community and Economic Development Department.

RECREATION

Now that Reach Arts has vacated 89 Burrill Street, the Swampscott Recreation Department is starting to hold classes in the building.

They've started a very successful robotics class at the High School. April vacation's class is already sold out! There will be indoor tennis and soccer also at the High School. Information is on the Recreation Department's website.

Lastly, be on the lookout for information on an upcoming Health & Fitness Expo at the High School on March 9th.

LIBRARY

In a quick review of the 2023 statistics, it looks like there was a 10% increase in materials being checked out. Part of this is due to the new self-check out stations and teen space. Roughly 5,200 of the 7,600 library cards are active. Marblehead Library users have been telling staff that they will continue visiting Swampscott's library even when theirs opens due to the variety of offerings.

HOLOCAUST MEMORIAL

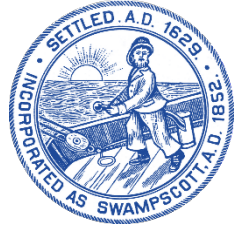
This Thursday at 10AM at Town Hall, we will gather with Rabbi Yoshi Lipsker and Rabbi Michael Ragozin will be present to share a few prayers and words of reflection on the tragic indifference that led to 6 million victims that lost their lives to inhumanity.

As we see hate, fear and intolerance rising locally, nationally and globally, we must take time to share a reflection on why we must build a community based on love, respect and a deep and abiding infinite value for every human life.

Respectfully Submitted,



Sean R. Fitzgerald
Town Administrator



**DRAFT –
DO NOT DISTRIBUTE**

2024 Special Town Meeting

WARRANT REPORT

Town of Swampscott

DRAFT

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2024 Special Town Meeting Warrant

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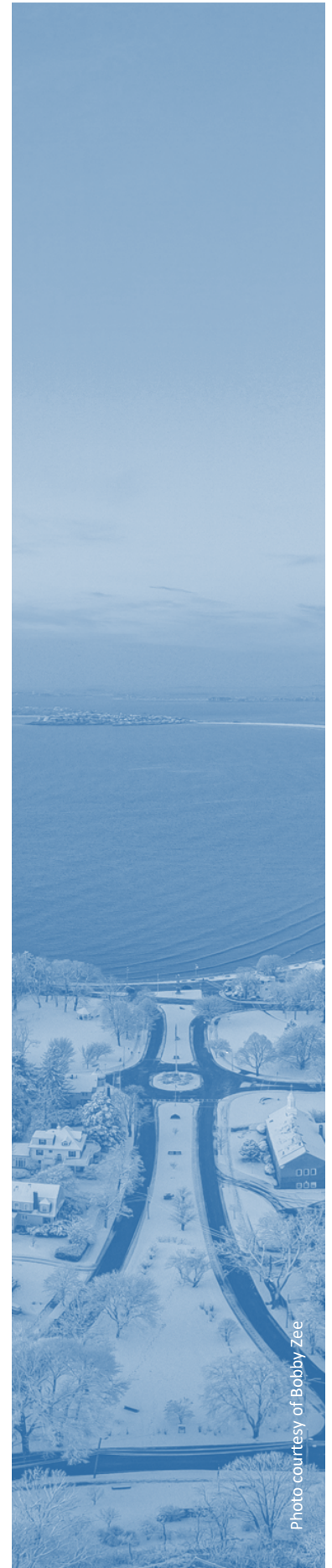


Photo courtesy of Bobby Zee

NOTICE OF SPECIAL TOWN MEETING

Monday, March 11, 2024, 7:00 PM

To Town Meeting Members:

Notice is hereby given in accordance with Article II, Section 2 of the General Bylaws of the Town of Swampscott that the Special Town Meeting will be held on Monday, March 11, 2024, beginning at 7:00 pm in the Swampscott High School Auditorium located at 200 Essex Street, Swampscott.

The required identification badge is to be picked up at the auditorium entrance when you check in.

Town Moderator Michael McClung will preside.

Respectfully,

Jared H. LaLiberte
Town Clerk

NOTICE OF PRECINCT CAUCUS MEETINGS

Caucus meetings for all Swampscott precincts have been scheduled for Monday, March 11, 2024, beginning at 6:45 pm in the Swampscott High School located at 200 Essex Street, Swampscott. Room assignments are as follows:

Precinct 1 – Room **TBD**

Precinct 3 – Room **TBD**

Precinct 5 – Room **TBD**

Precinct 2 – Room **TBD**

Precinct 4 – Room **TBD**

Precinct 6 – Room **TBD**

NOTES:

Please remember that it is YOUR responsibility to be recorded as being present with the door checkers prior to entering the auditorium for EACH session. Excessive absences are cause for removal from Town Meeting membership. Also, please remember the following:

1. You must wear (display) your Town Meeting identification badge at all times; and
2. Remember to use the microphones when speaking on any issue so that your comments may be recorded on the official transcript of the meeting and be heard by your fellow members in the hall and residents viewing the live cable telecast.

Respectfully,

Jared H. LaLiberte
Town Clerk

TOWN WARRANT | MARCH 11, 2024

Town of Swampscott

ARTICLE 1 AMEND APPROPRIATION FOR FISCAL YEAR 2024 OPERATING BUDGET / ALLOCATION OF CH. 70 FUNDS TO SCHOOL DISTRICT

To see if the Town will vote to amend various line items in the FY2024 budget as recommended by the Finance Committee as follows, and further, to transfer from available funds, or borrow a sum of money therefor, or take any action relative thereto.

Comment: This Article increases the Swampscott School Department Budget to reflect an increase of \$186,001 in additional Chapter 70 aid contained in the final state budget which passed the Legislature and signed by the Governor in July 2023 (after the Annual Town Meeting).

Sponsored by the Finance Committee

The Select Board recommends ...

The Finance Committee recommends ...

FY2023 APPROVED BUDGET	LINE ITEM NO.	ORG/OBJ	DEPARTMENTAL BUDGETS	RECOMMENDED AMENDMENTS	NEW FY2024 RECOMMENDED BUDGET AS APPROVED
		<u>TITLE</u>	<u>TITLE</u>		
\$31,008,713	57	0199202	TOTAL PUBLIC SCHOOLS	\$XXX	\$XXX
XXX	1	XXXXXXX	TITLE SUBTOTAL	XXX	XXX
XXX			TOTAL TITLE	XXX	XXX

ARTICLE 2 APPROVE TRANSFER OF FREE CASH – HOMELESS/FOSTER CARE TRANSPORTATION

To see if the Town will vote to transfer from Free Cash \$26,445 to the Fiscal Year 2024 school appropriated operating budget (line 57) to be used to offset the costs in the school appropriated budget for homeless and foster care transportation.

Comment: By law the McKinney-Vento Homeless children and youth program requires that children that attend the school assigned to them by their local school district are entitled to the same transportation that is offered to other children in the district. For pre-school aged children, the district must provide services comparable to those provided for non-homeless children. When a homeless child continues to attend his/her school of origin while staying in a different district, the districts must work together to determine how to share transportation costs and responsibilities. If an agreement cannot be reached, then responsibility and costs must be shared equally. In FY23 the school operating budget incurred a total of \$76,350 in costs for transportation, the state does reimburse for part of that cost. By law that reimbursement is a general fund receipt and must be received by the town. In FY23 the town received \$26,445 in reimbursements for the costs incurred by the school department for homeless/foster care transportation.

Sponsored by ??

The Select Board recommends ...

The Finance Committee recommends ...

ARTICLE 3 APPROVE TRANSFER OF FREE CASH – COLLECTIVE BARGAINING AGREEMENTS

To see if the Town will vote to transfer a sum of money from Free Cash to fund provisions of Collective Bargaining Agreements between the Town of Swampscott and AFSCME COUNCIL 93, LOCAL 2610, or take any action relative thereto.

Sponsored by the Town Administrator

The Select Board recommends ...

Comment: This Article will potentially fund provisions of Collective Bargaining Agreements that are under negotiation if negotiations are settled prior to Town Meeting, otherwise this article will be recommended for indefinite postponement.

The Finance Committee recommends ...

ARTICLE 4 CAPITAL ARTICLE PLACEHOLDER (IF NEEDED)

To see if the Town will ...

Comment: ...

Sponsored by ...

The Select Board recommends ...

The Finance Committee recommends ...

ARTICLE 5 PLACEHOLDER: HAWTHORNE

To see if the Town will ...

Comment: ...

Sponsored by ...

The Select Board recommends ...

The Finance Committee recommends ...

ARTICLE 6 PLACEHOLDER: HADLEY

To see if the Town will ...

Comment: ...

Sponsored by ...

The Select Board recommends ...

The Finance Committee recommends ...

ARTICLE 7 PLACEHOLDER: HOME RULE LEGISLATION OR OTHER SPECIAL LEGISLATION

To see if the Town will vote to authorize and request the Select Board to file Home Rule Legislation or other Special Legislation exempting the Town from the requirement to accept and grant applications for valuation, assessment, and taxation of land under the provisions of Mass. Gen. Laws Chapter 61B while maintaining the Town's first refusal option and ability to collect any and all application conveyance and roll-back taxes for applications previously granted under Mass. Gen. Laws Chapter 61B, or take any other action relative thereto.

Comment: ...

Sponsored by ...

The Select Board recommends ...

The Finance Committee recommends ...

ARTICLE 8 PLACEHOLDER: ELECTION

To see if the Town will ...

Comment: ...

Sponsored by ...

The Select Board recommends ...

The Finance
Committee
recommends ...

ARTICLE 9 *PLACEHOLDER: ELECTION AGE*
To see if the Town will ...

Comment: ...

Sponsored by ...

The Select Board
recommends ...

The Finance
Committee
recommends ...

APPENDIX A

Definition of Financial Terms Commonly Used at Town Meetings

Appropriation – An authorization by the Town Meeting to make expenditures and incur liabilities for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Assessed Valuation – A valuation set upon real estate or other property by the Assessors as a basis for levying taxes.

Available Funds – See free cash.

Bond – A written promise to pay a specified sum of money by a fixed date, and carrying with it interest payments at a fixed rate, paid periodically. A Note is similar, but issued for a shorter period.

Cherry Sheet – A State form which shows an estimate of all of the State and County charges and reimbursements to the Town.

Debt and Interest – The amount of money necessary annually to pay the interest and the principal on the Town's outstanding debt. Also known as "Debt Service."

Fiscal Year – The budget period used by the Town running from July 1 of one year to June 30 of the next year. At the end of this period, the Town closes its books in order to determine its financial condition and the results of its operation.

Free Cash – The amount of money left after all prior years' uncollected taxes have been deducted from surplus revenue. This amount may be used as available funds by vote of the Town Meeting.

Overlay – The amount, up to 5% of the tax levy, raised by the Assessors in excess of appropriations and other charges to cover abatements and exemptions.

Overlay Reserve – Unused amount of the overlay for previous years, which the Town may transfer to Surplus Revenue after all abatements for such fiscal year are settled.

Receipts – The cash, which is actually received by the Town.

Reserve Fund – A fund voted by the Annual Town Meeting and controlled by the Finance Committee for extraordinary and unforeseen expenditures incurred by Town departments during the year.

Stabilization Fund – Special Reserve Fund that can be used by a 2/3 vote of the Town Meeting.

Surplus Revenue – The amount by which cash, accounts receivable and other assets exceed the liabilities and reserves. Used in calculating free cash.

Transfer – The movement of funds from one account to another. Transfers between accounts (other than the Reserve Fund) can be made only by vote of the Town Meeting.

Unexpended Balance – That portion of an appropriation or account not yet expended. Any such balances left at the end of the fiscal year are generally used as Surplus Revenue in calculating Free Cash.

APPENDIX B

Table of Motions

Reprinted from **Town Meeting Time**, by Johnson, Trustman and Wadsworth.

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TABLE OF BASIC POINTS OF MOTION

Rank		Second Required	Debatable	Amendable	Vote Required	May Reconsider	May Interrupt
PRIVILEGED MOTIONS							
1	Dissolve or adjourn sine die	Yes	No	No	Maj.	No	No
2	Adjourn to fix time or recess	Yes	Yes	Yes	Maj.	No	No
3	Point of no quorum	No	No	No	None	No	No
4	Fix the time to (or at) which to adjourn	Yes	Yes	Yes	Maj.	Yes	No
5	Question of privilege	No	No	No	None	No	Yes
SUBSIDIARY MOTIONS							
6	Lay on the table	Yes	No	No	2/3	Yes	No
7	The previous question	Yes	No	No	2/3	No	No
8	Limit or extend debate	Yes	No	No	2/3	Yes	No
9	Postpone to a time certain	Yes	Yes	Yes	Maj.	Yes	No
10	Commit or refer	Yes	Yes	Yes	Maj.	Yes	No
11	Amend (or substitute)	Yes	Yes	Yes	Maj.	Yes	No
12	Postpone indefinitely	Yes	Yes	No	Maj.	Yes	No
INCIDENTAL MOTIONS							
*	Point of order	No	No	No	None	No	Yes
*	Appeal	Yes	Yes	No	Maj.	Yes	No
*	Division of a question	Yes	Yes	Yes	Maj.	No	No
*	Separate consideration	Yes	Yes	Yes	Maj.	No	No
*	Fix the method of voting	Yes	Yes	Yes	Maj.	Yes	No
*	Nominations to committees	No	No	No	Plur.	No	No
*	Withdraw or modify a motion	No	No	No	Maj.	No	No
*	Suspension of rules	Yes	No	No	2/3***	No	No
MAIN MOTIONS							
None	Main Motion	Yes	Yes	Yes	Var.	Yes	No
**	Reconsider or rescind	Yes	**	No	Maj.	No	No
None	Take from the table	Yes	No	No	Maj.	No	No
None	Advance an article	Yes	Yes	Yes	Maj.	Yes	No

* Same rank as motion out of which they arise.

** Same rank and debatable to same extent as motion being reconsidered.

*** Unanimous if rule protects minorities; out of order if rule protects absentees.

(Originally reprinted by permission of Richard B. Johnson.)

NOTES

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NOTES

NOTES

DRAFT

**TOWN OF SWAMPSCOTT
MASSACHUSETTS
2023 – 2024**

<u>SELECT BOARD</u>	<u>TERM EXPIRES</u>
David Grishman, Chair	2026
Catherine Phelan, Vice Chair	2025
MaryEllen Fletcher	2025
Doug Thompson	2026
Peter Spellios	2024

PROFESSIONAL STAFF

Sean Fitzgerald, Town Administrator
S. Peter Kane, Assistant Town Administrator (Administration)
Gino Cresta, Assistant Town Administrator (Operations)
Amy Sarro, Director of Finance & Administration
Patrick Luddy, Treasurer/Collector
Dianne Marchese, Administrative Assistant

<u>FINANCE COMMITTEE</u>	<u>TERM EXPIRES</u>
Eric Hartmann, Chair – At Large	2026
Joan Hilario – Precinct 1	2024
Gregory McDonald – Precinct 2	2024
Naomi Dreeben – Precinct 3	2025
Cinder McNerney – Precinct 4	2026
Erik Schneider – Precinct 5	2025
Suraj Krishnamurthi – Precinct 6	2026
Adrian Rodriguez – At Large	2026
Sunit Shah – At Large	2025



Town of Swampscott
OFFICE OF THE
Town Clerk
22 Monument Avenue
Swampscott, Massachusetts 01907-1940

Jared H. LaLiberte
Town Clerk

Tel: 781-596-4167
Fax: 781-596-8870

E-Mail: jlaliberte@swampscottma.gov

To: Select Board Members
Sean Fitzgerald, Town Administrator

January 4, 2024

Re: Election Law changes and yearly required votes

On June 22, 2022, Governor Baker signed chapter 92 of the Acts of 2022, which you may know as the VOTES Act. This new law changed some existing laws that impact the responsibilities of the Select Board in regards to elections.

Changes to early voting by mail and in-person early voting:

- According to Section 25B (a)(1) of the Votes Act: *Early voting by mail is now required for all local elections and preliminaries, unless the town opts-out. In order to opt-out of early vote by mail for a local election, the Select Board must hold a public hearing and public roll call vote to NOT allow early vote by mail no later than 45 days before the date of the election.*

With this, and in consideration of avoiding voter confusion, I am requesting the Board take no action which would permit early vote by mail for the upcoming April 30, 2024 Town Election.

- According to section 25(c)(1) for local elections, *towns may choose to have in-person early voting. To **opt-in** to in-person early voting for municipal elections, at least 2 registrars need to recommend it, and the Select Board must then vote to authorize in-person early voting no later than 5 days before early voting would begin, and must include the early voting schedule. A separate vote does need to happen in advance of each municipal election and a “blanket” vote for all future municipal elections is NOT acceptable.*

With this, and with the support of the Board of Registrars, I am requesting the Board vote to opt-in for in-person early voting for the following scheduled elections. For the April 30, 2024 election, Early in-person voting would take place in the Town Clerk's office April 15, 16, 18 and 19th from 9:00 am to 5:00 pm and May 17th 8:00 am to 7:00 pm.

Finally, it is now required that the Board of Selectmen authorize the Police Chief to assign Police details for Elections, a task previous under the pervue of the Police Chief. There are currently four elections this year and details will need to be

assigned, I am happy to discuss with you what I believe the necessary staffing should be given the current environment.

- Presidential Primary – March 5, 2024– 6:00 am – 9:30 pm
- Annual Town Election – April 30, 2024– 11:00 am – 9:30 pm
- State Primary Election – September 3, 2024– 6:00 am – 9:30 pm
- State (Presidential Election) – November 5, 2024 – 6:00 am – 9:30 pm

Thank you for taking this matter into consideration for action by your Board.

Respectfully,

Jared H. LaLiberte
Town Clerk



The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth
Elections Division

Election Advisory #22-01

Changes to State Election Laws

June 23, 2022

The purpose of this Advisory is to familiarize local election officials with changes to state election laws that will impact the 2022 State Primaries and State Election, as well as upcoming local elections.

This Advisory includes a first-glance summary of changes that will directly affect how you, as a local election official, will carry out your duties. Additional information and specifics will be provided in the coming weeks and months, as different aspects of the new law go into effect and as new regulations are promulgated.

The VOTES Act

On June 22, 2022, an election reform law titled “The VOTES Act” was signed into law. Among other things, the VOTES Act makes several of the temporary changes from the pandemic permanent, so many of these policies and procedures will be familiar to those of you administering elections in 2020. The new law also makes the absentee voting process and early voting by mail processes consistent.

Voter Registration Deadlines

Beginning July 22, 2022, the voter registration deadline for all elections and town meetings will be 10 calendar days before the date of the meeting or election.

Local election officials will still be required to hold in-person registration sessions on the last day to register to vote, which for any Tuesday election will now be a Saturday, but the registration session will end at 5 p.m. instead of 8 p.m.

For cities and towns with more than 1,500 voters, the registration session must be held from 9 a.m. until 5 p.m. For towns with fewer than 1,500 voters, the registration session must be held from 9 a.m. until 11 a.m. and from 3 p.m. until 5 p.m.

Poll Worker Appointments

Effectively immediately, there is additional flexibility for the appointment of poll workers.

If, six weeks before an election, it is determined that there are not enough election officers appointed, the appointing authority (board of selectmen, city council, board of election commissioners) may appoint poll workers without regard to political party affiliation, voter registration status, residence, or inclusion on a list from a local party committee.

If, three weeks before an election, there are still not enough poll workers appointed, the clerk will be able to fill vacancies by appointing any competent person, without regard to party, residence, or a list from a local party committee.

Further, you now have the option to eliminate the use of a check-out table if you choose to do so. If you do not use a check-out table, however, you must still have a poll worker stationed at the ballot box.

If poll workers are appointed without regard to party affiliation, the inspectors at the check-in table (and check-out, if used) cannot be of the same political party. If poll workers are appointed from lists from the parties, the inspectors must be of different political parties.

Police Officer Assignments

Effective immediately, the law regarding assignment of police officers at polling places is amended to require the board of selectmen, town council, or city council to assign police officers and constables to polling places. Previously, this was the responsibility of the chief of police.

Since this change is taking effect before the primaries, you will need to communicate with your selectmen or council to make sure they detail officers at a summer meeting before September.

Vote by Mail

Effective immediately, early voting by mail must be available for all state elections, state primaries, and presidential primaries.

Early voting by mail is also required for all local elections and preliminaries, unless the city or town opts out. In order to opt out of Vote by Mail for a local election, the selectmen, city council, or town council must hold a public hearing and public roll call vote to NOT allow Vote by Mail no later than 45 days before the date of the election. Cities and towns cannot opt out of Vote by Mail for a local election if the election is happening on the same day as a state election, state primary, or presidential primary.

Applications

As in 2020, the Elections Division will be mailing Vote by Mail applications at least 45 days before every regular state primary, state election, and presidential primary. The applications will be sent to everyone registered to vote by the 60th day before the election who has not

already applied for a ballot. The applications will be pre-addressed to the local election office and postage pre-paid.

Unlike previous years, family members are now allowed to request an early Vote by Mail ballot on a voter's behalf, as they currently can with absentee ballots. Similarly, family members are now permitted to return an early Vote by Mail ballot for the voter as well.

Applications to Vote by Mail must be posted every city and town website, as well as on the Secretary of the Commonwealth's website.

Any form of written communication requesting a ballot is sufficient. Applications may be signed electronically, as long as the signature is written in substantially the same manner as a hand-written signature.

Effective immediately, you are required to include Vote by Mail applications with all acknowledgement notices sent to any new voter or anyone who has changed their address. Note that unlike 2020, these applications must be sent all year round, and not only to voters who register or move after the statewide application mailing has been sent.

Online Portals

The Elections Division will also be required to establish an online ballot request portal for voters to use to request their ballots online. The law states that a wet signature cannot be required for this portal. Additional information on the portal will be provided after the Secretary's Information Technology Division is able to examine the requirements in the law.

A portal for UOCAVA voters to request their ballots and submit ballots electronically will also be required, though that part of the law does not go into effect this year. More information on that will be provided after the 2022 elections.

Application Deadlines

The deadline to receive a request for any ballot (early or absentee) to be mailed is now 5 business days before the election. A business day is any weekday that is not a legal holiday, so this will typically fall one week before Election Day.

For the September 6th State Primary, because Labor Day is not a business day, the deadline for you to receive vote by mail applications is 5 p.m. Monday, August 29th.

For the November 8th State Election, the deadline for you to receive vote by mail applications is 5 p.m. Tuesday, November 1st.

No ballots can be mailed to any voter whose application has not been received by 5 p.m. on the 5th business day before the election. Remember, however, that in-person early voting is still available until the Friday before the election for applicable elections and in-person absentee voting is still available until noon on the day before the election (if that day isn't a holiday).

Additionally, voters admitted to a health care facility after 12pm on the 7th day before the election can request a hand-delivered absentee ballot up until the close of polls.

Accessible Vote by Mail

Effective immediately, voters who have a disability which prevents them from being able to independently mark a paper ballot are allowed to request a reasonable accommodation. Additional information on accessible voting by mail will be forthcoming.

Ballot Envelopes

Return ballot envelopes (AV-8s) for state primaries, state elections, and presidential primaries are now pre-addressed and postage pre-paid.

This means that any AV-8 return ballot envelopes provided by this office need to be printed specifically for your community. It will be very important for you to be aware of your inventory and provide as much notice as possible to the Elections Division if you are running low.

Ballot Return

For most elections, all ballots will still have to be returned by close of polls on Election Day. Beginning with the 2022 State Election, ballots will be able to arrive up to 3 days after Election Day for biennial state elections only. This means that ballots mailed from inside the country can be counted if they are postmarked by Election Day and received by 5 p.m. on the Friday after Election Day. Again, this is only for biennial state elections, which are the November federal elections held in even-numbered years.

This year, because the Friday after the election is a holiday, the deadline for ballots to be received is 5 p.m. on Saturday, November 12th. We realize this deadline creates logistical issues and we are in the process of exploring our options. More information will be provided as soon as we have it.

Ballots returned by hand, to a drop box, or electronically still need to be received by your office by close of polls on Election Day for all elections.

Ballot Processing

Similar to 2020, you now have the option of advance removing ballots from their envelopes and advance depositing ballots into the tabulator or ballot box ahead of Election Day. All ballot removal and depositing before Election Day will still need to happen in public sessions. The Elections Division will be issuing regulations, likely similar to those used in 2020, on advance processing and more information will be provided when that happens.

Deceased Voters

Since ballots will begin to be processed before Election Day, the law prohibiting counting the ballot of anyone who dies before Election Day has been repealed. A voter's ballot can be counted as long as the voter was alive when it was cast, which means as of the postmark date or when it was hand-delivered or deposited into a drop box.

In-Person Early Voting

In-person early voting must now be offered for all regular state primaries, state elections, and presidential primaries. It must also be offered for special elections and primaries to fill vacancies for U.S. Senate or Congress. In-person early voting must also be held for any municipal elections being held on the same day as one of the above listed elections.

In-Person Early Voting Dates

In-person early voting for biennial state elections must be held from the 17th day through the 4th day before the election. In 2022, the early voting period for the November 8th State Election will begin on Saturday, October 22nd and end on Friday, November 4th.

Early voting for state and presidential primaries will begin on the 10th day before the primary and end on the 4th day before the primary. Early voting for the September 6th State Primary will begin on Saturday, August 27th (the same day as the voter registration deadline) and end on Friday, September 2nd.

In-Person Early Voting Hours

The requirements for early voting hours have changed to require weekend hours and set standards for weekday hours. Please note that these are minimum hours and you can always increase the in-person early voting hours.

On weekends, the number of hours you must be open depends on the number of registered voters in your community. The required minimum hours for weekends are:

Number of Voters	Required Weekend Early Voting Hours
0 - 4,999	At least 1 day per weekend At least 2 hours each day you are open At least 4 hours total each weekend
5,000 – 24,999	At least 1 day per weekend At least 3 hours per day you are open At least 6 hours total each weekend
25,000 – 39,999	At least 4 hours each weekend day
40,000 – 74,999	At least 6 hours each weekend day
75,000+	At least 8 hours each weekend day

For weekdays, the required minimum early voting hours will vary depending on the size of your community and at what point it is during the in-person early voting period. By default, the early voting hours are during your regular business hours; however, your city council, board of selectmen, or town council may have the option to limit early voting hours on certain days, if your community is small enough.

The required weekday early voting hours are:

Number of Voters	Required Weekday Early Voting Hours
0 - 4,999	At least 25% of regular business hours
5,000 – 39,999	Primary: Regular business hours State Election: Week 1: at least 50% of regular business hours Week 2: Regular business hours
25,000 – 39,999	At least 4 hours each weekend day
40,000 – 74,999	At least 6 hours each weekend day
75,000+	At least 8 hours each weekend day

In order to limit your early voting hours, your board of selectmen, city council, or town council will need to vote to do so at a public meeting held no later than 20 days before early voting begins. For the November 8, 2022 State Election, the deadline to take that vote is Sunday, October 2, 2022.

Early Voting Locations

Minor changes have been made to the law regarding the designation of early voting sites. As has been the case previously, your local election office is the default early voting site in your community. If your office is determined to be unsuitable or inaccessible, the registrars must vote to hold early voting in a different location. You can also designate additional early voting locations, which must also be accessible.

When assigning early voting sites, your city or town must now consider, to the extent feasible, diverse geographic locations and whether the sites would have an impact on access to the polls on the basis of race, national origin, disability, income, or age. Unlike the assignment of polling places in 2020, no written report on the impact of the early voting locations is required.

Your early voting sites must be designated no later than 2 weeks before early voting begins.

Notice Requirements

You will also need to publish notice of the locations and schedule for early voting at least 5 business days before early voting begins and at least once during the early voting period.

Notice must be posted: in your office or on the city/town bulletin board; in any other public building considered necessary; on the city/town's website; and on the Secretary's website. Remember, you need to enter your hours and locations into VRIS (or notify the Elections Division by email, if that VRIS screen is locked) for them to be posted on our website.

The deadlines for early voting posting for 2022 are:

State Primary

Designate Early Voting sites & schedule: Saturday, August 13, 2022

Post 1st Notice: Monday, August 22, 2022

Post 2nd Notice: August 27 – September 2

State Election

Designate Early Voting sites & schedule: Saturday, October 8, 2022

Post 1st Notice: Monday, October 17, 2022

Post 2nd Notice: October 22 – November 4

Local Elections

For local elections, cities and towns may choose to have in-person early voting. To opt-in to early voting for local elections, at least two registrars need to recommend it, and the board of selectmen, town council, or city council must then vote to authorize in-person early voting.

The vote to opt-in to early voting must take place no later than 5 days before early voting would begin, and must include the early voting schedule. Early voting can begin no earlier than the 17th day before the election or preliminary and can end no later than 2 business days before the election. Early voting for local elections default to your usual business hours, unless the vote specifies otherwise.

Sites for early voting for local elections will be designated by the clerk. The location(s) and early voting schedule must be posted no less than 48 weekday hours before early voting begins.

150 Foot Rule

Beginning with early voting for the September 6th State Primary, the 150 foot rule prohibiting campaigning around polling places will be extended to early voting sites as well. This means that there shall be no campaigning for or against a candidate or question on the ballot for that election within 150 feet of the entrance to the early voting site during voting hours. Signature gathering of any kind will also be prohibited during the voting hours.

Jail-Based Voting

While voters who are incarcerated for a reason other than a felony conviction can already vote by absentee ballot, the new law contains provisions to make voting easier for those who are incarcerated, including adding requirements to correctional facilities to distribute information. Changes to jail-based voting take effect at the beginning of 2023 and more information will be provided after the 2022 elections.

Automatic Voter Registration

Beginning on January 1, 2023, applicants at the RMV will no longer have the option to opt out of automatic voter registration. Instead, the RMV will be required to transmit the names and

addresses of all ***eligible citizen*** applicants to local election officials for voter registration purposes.

Applicants who are automatically registered to vote will now be allowed to decline registration only after receiving the acknowledgment notice you send to them.

2024 PRESIDENTIAL
PRIMARY
LOCAL ELECTION
EARLY VOTING

Update for the Swampscott Select Board

Jared LaLiberte, Swampscott Town Clerk

1/24/24



AGENDA

CHANGES DUE TO THE VOTES ACT

EARLY VOTING SCHEDULES AND COSTS

- Presidential Primary Schedule
- Options for Local Election Early Voting

DEADLINES

- Vote by Mail application deadline
- Over the counter voting deadline
- Deadline to set and post EV schedule and location

CHANGES DUE TO THE VOTES ACT

- **On June 22, 2022, Governor Baker signed chapter 92 of the Acts of 2022, which you may know as the VOTES Act**
- Major election changes include:
 - The new voter registration deadline will now be 5pm on the 10th day before any election (previously the 20th day)
 - Early voting by mail will now be consistent with absentee voting (family members can now apply and return ballots)
 - The deadline to apply for a vote by mail ballot will now be five business days before the election (previously four business days)
 - Advanced removal and advanced deposit of early and absentee ballots will now be permitted
 - Mail-in ballots postmarked on or before the biennial state election and received within 3 days will now be counted
 - **EARLY VOTING WILL NOW BE PERMANENT AND REQUIRED FOR ALL PRESIDENTIAL PRIMARIES, STATE PRIMARIES AND STATE ELECTIONS**
 - Early voting for state and presidential primaries will begin on the 10th day before the primary and end on the 4th day before the primary.
 - Early voting for the September 6th State Primary will begin on Saturday, August 27th and end on Friday, September 2nd
 - No electioneering within 150ft of Early Voting location
 - Police detail needs to be set by Select Board (this can be delegated)

EARLY VOTING FOR THE MARCH 5TH, 2024 PRESIDENTIAL PRIMARY

The requirements for early voting hours have changed to require weekend hours
and set standards for weekday hours

No requirements for Local Election

Guidance for weekend hours:

Guidance for weekday hours:

On weekends, the number of hours you must be open depends on the number of registered voters in your community. The required minimum hours for weekends are:

Number of Voters	Required Weekend Early Voting Hours
0 - 4,999	At least 1 day per weekend At least 2 hours each day you are open At least 4 hours total each weekend
5,000 – 24,999	At least 1 day per weekend At least 3 hours per day you are open At least 6 hours total each weekend
25,000 – 39,999	At least 4 hours each weekend day
40,000 – 74,999	At least 6 hours each weekend day
75,000+	At least 8 hours each weekend day

The required weekday early voting hours are:

Number of Voters	Required Weekday Early Voting Hours
0 - 4,999	At least 25% of regular business hours
5,000 – 39,999	Primary: Regular business hours State Election: Week 1: at least 50% of regular business hours Week 2: Regular business hours
40,000+	During your regular business hours

SCHEDULE FOR PRESIDENTIAL PRIMARY

Required Saturday hours,
regular hours on business
days

Schedule #1			
Day	Begin	End	Total Daily Hours
Saturday, February 24, 2024	9:00 AM	3:00 PM	6
Sunday, February 25, 2024	-	-	0
Monday, February 26, 2024	8:00 AM	5:00 PM	9
Tuesday, February 27, 2024	8:00 AM	5:00 PM	9
Wednesday, February 28, 2024	8:00 AM	7:00 PM	11
Thursday, February 29, 2024	8:00 AM	5:00 PM	9
Friday, March 1, 2024	-	-	0
Total Week Hours			44
Hourly Rate			\$15
# of Employees			3
Total Cost			\$1,980



LOCAL ELECTION OPT-IN

- Select Board must vote at least 5 days before the start to authorize
- Opt-In Vote must include the EV Schedule:
 - Early Voting cannot start more than 17th Days before the election
 - Must end at least 2 business days before the Election
 - Hours Default to normal business hours unless specified in the motion
- Locations are designated by the Town Clerk
- Location(s) and schedule are posted at least 48 hours before the start of the Early Voting
- Vote by Mail now required for all Elections by Commonwealth

LOCAL ELECTION OPTION #1

Saturday hours,
regular hours on
business days, ½
Day Friday

Schedule #1			
Day	Begin	End	Total Daily Hours
Saturday, April 20, 2024	11:00 AM	5:00 PM	6
Sunday, April 21, 2024	-	-	0
Monday, April 22, 2024	8:00 AM	5:00 PM	9
Tuesday, April 23, 2024	8:00 AM	5:00 PM	9
Wednesday, April 24, 2024	8:00 AM	7:00 PM	11
Thursday, April 25, 2024	8:00 AM	5:00 PM	9
Friday, April 26, 2024	8:00 AM	12:00 PM	4
Total Week Hours			48
Hourly Rate			\$15
# of Employees			3
Total Cost			\$2,160

LOCAL ELECTION OPTION #2

Saturday hours,
regular hours on
business days, extra
late hours Monday
and Wednesday, 1/2
Day Friday

Schedule #2			
Day	Begin	End	Total Daily Hours
Saturday, April 20, 2024	11:00 AM	5:00 PM	6
Sunday, April 21, 2024	-	-	0
Monday, April 22, 2024	8:00 AM	8:00 PM	12
Tuesday, April 23, 2024	8:00 AM	5:00 PM	9
Wednesday, April 24, 2024	8:00 AM	8:00 PM	12
Thursday, April 25, 2024	8:00 AM	5:00 PM	9
Friday, April 26, 2024	8:00 AM	12:00 PM	4
Total Week Hours			52
Hourly Rate			\$15
# of Employees			3
Total Cost			\$2,340

LOCAL

Saturday ho

Schedule #3			
Day	Begin	End	Total Daily Hours
Saturday, April 20, 2024	11:00 AM	5:00 PM	6
Sunday, April 21, 2024	-	-	0
Monday, April 22, 2024	8:00 AM	8:00 PM	12
Tuesday, April 23, 2024	8:00 AM	8:00 PM	12
Wednesday, April 24, 2024	8:00 AM	8:00 PM	12
Thursday, April 25, 2024	8:00 AM	8:00 PM	12
Friday, April 26, 2024	8:00 AM	12:00 PM	4
Total Week Hours			58
Hourly Rate			\$15
# of Employees			3
Total Cost			\$2,610



COST VARIANCES

- Note:
 - There may be some EV staff that choose to work for credit hours in the senior work off program rather than for pay. This would reduce the payroll costs down from what is shown
 - The Town Clerk's office is able to request a reimbursement of a portion of costs (for the mandated early voting hours only) from the Secretary of State's Office



DEADLINES

- VOTE BY MAIL APPLICATION DEADLINE
 - The deadline to received a request for any ballot to be mailed is now 5 days business days before the election, typically this is one calendar week
 - Presidential Primary 5:00 pm February 27th, 2024
 - Local Election 5:00 pm April 23rd, 2024
- Over the counter ABSENTEE voting deadline: 12 pm the day before the election (excuse needed).
- Deadlines to set and post EV schedule and location:
 - Primary
 - Location Designated: 2 Weeks prior, defaults to Town Clerk's Office
 - Posting of Hours: 5 days before the start of Early Voting and once during Early Voting
 - Local Election

QUESTIONS

VOTE



Voting Matters !

Local Election Turnout – Swampscott

YEAR	TURNOUT %
2023	13.8%
2022	16.25%
2021	19.12%
2020	16.9%
2019	22.11%
2018	9.45%
2017	13.22%

Voting Matters !



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 - currently Town Election is 3 weeks prior to Annual Town Meeting



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 - Early Voting in Person for 7 days prior to election days



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 - Vacancies filled by vote of each Town Meeting Members of each Precinct
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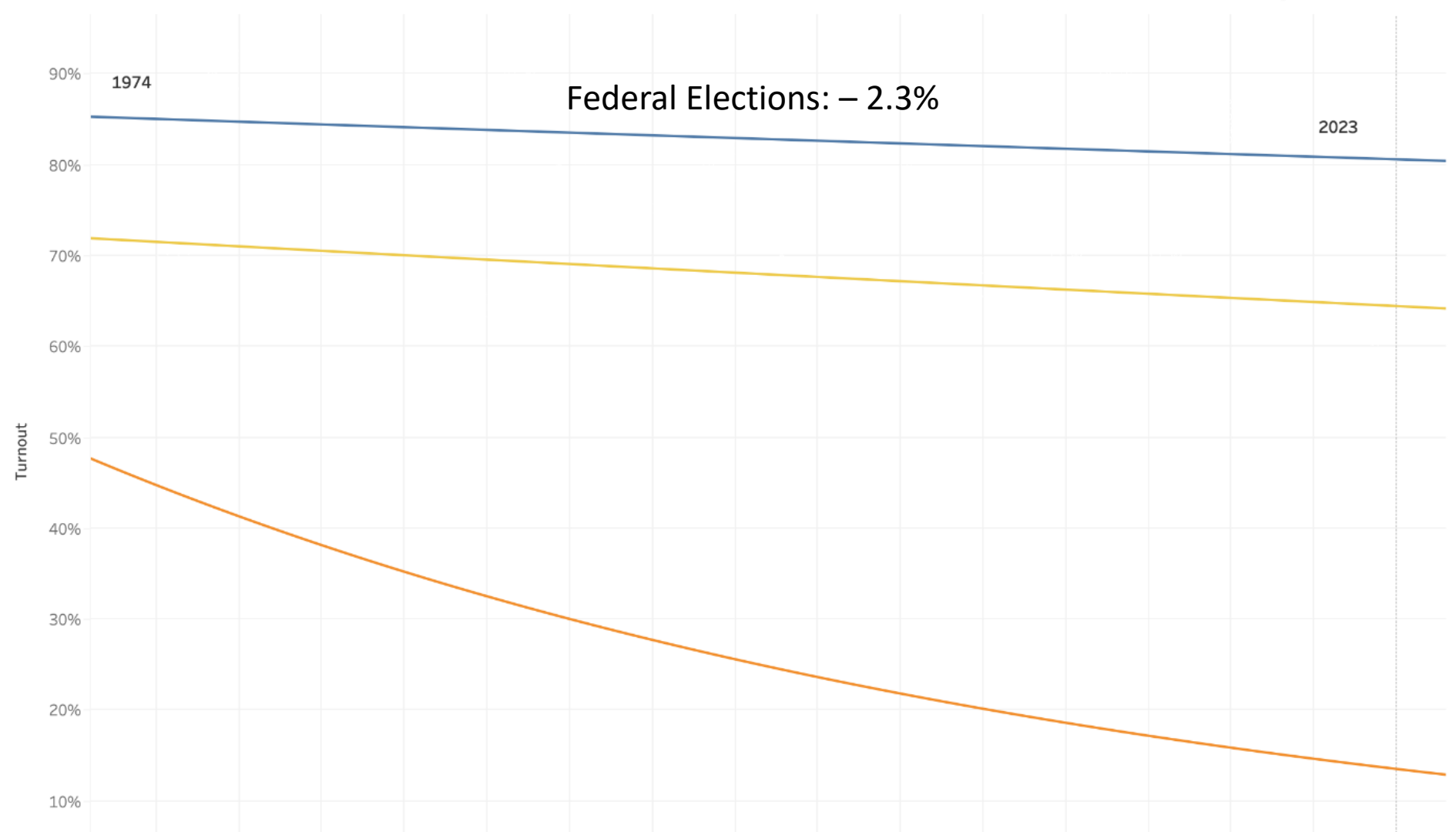
-
- Charter Change – Requires Town Meeting Approval and Home Rule Petition approved by Legislature and signed by Governor

- Effective Date later of January 1, 2025, and approval of Home Rule Petition

- Does not impact 2024 local election

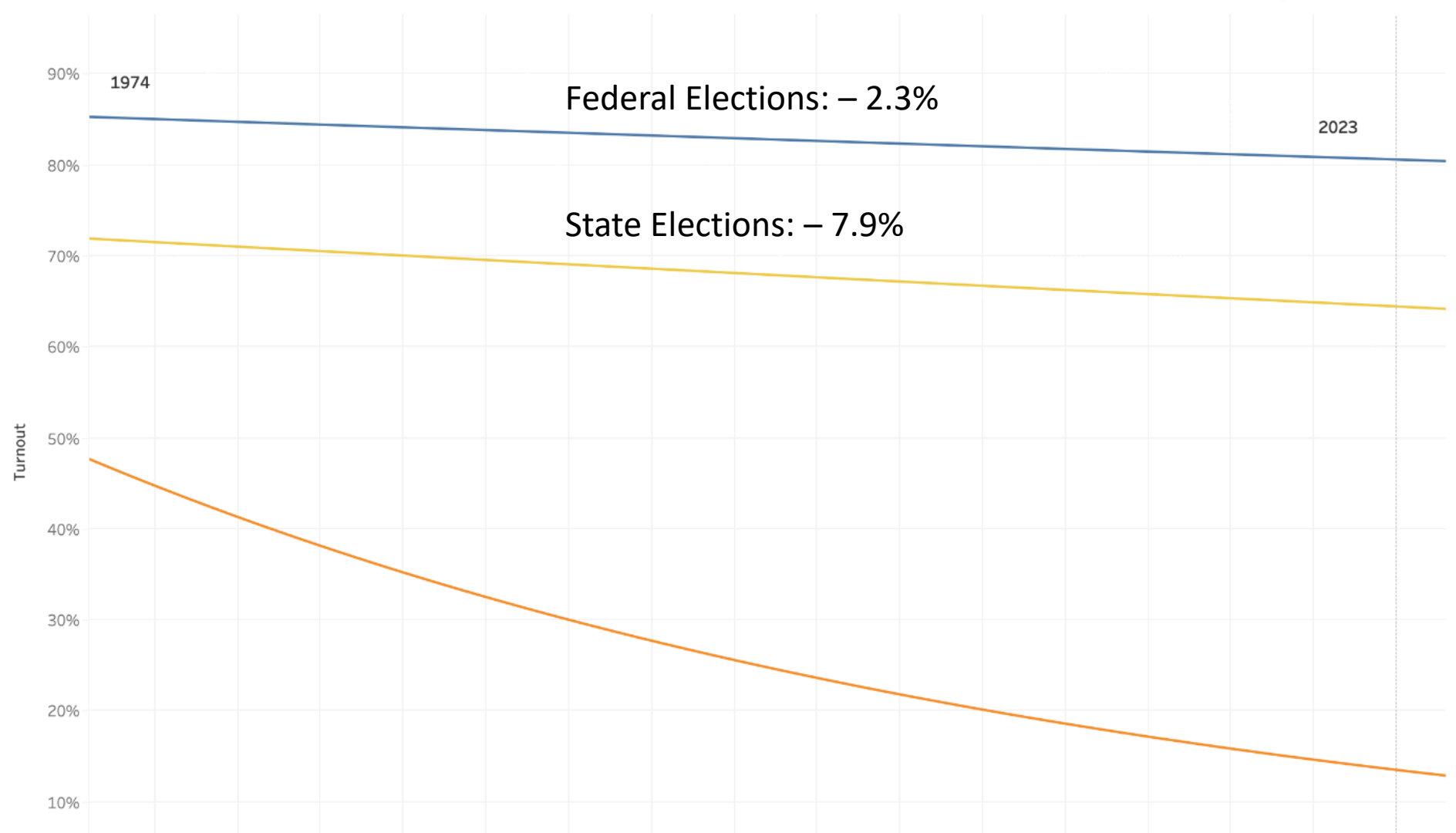
Voting Matters !

Election Turnout Trend (1974-2023) - Swampscott



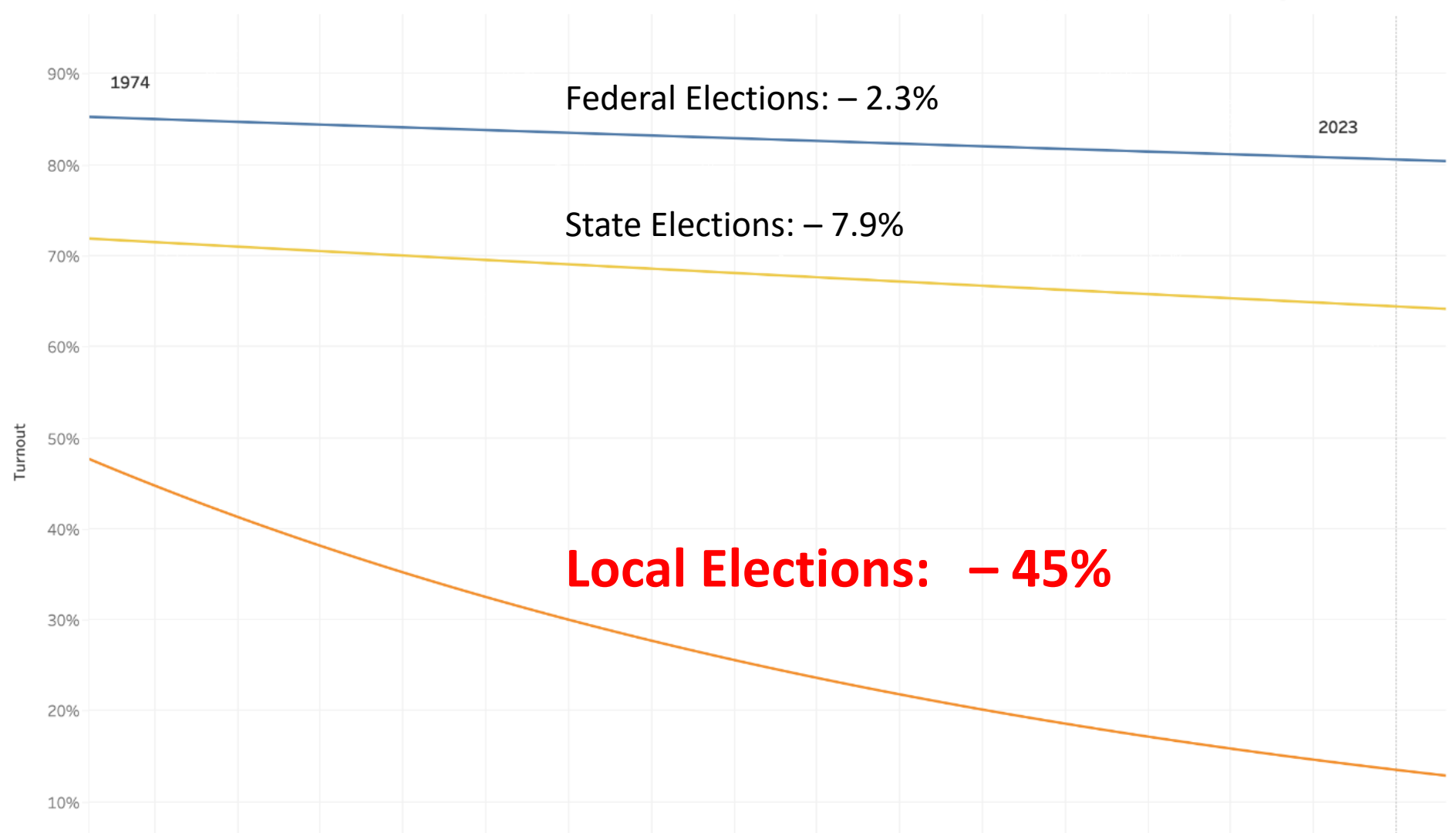
Voting Matters !

Election Turnout Trend (1974-2023) - Swampscott



Voting Matters !

Election Turnout Trend (1974-2023) - Swampscott



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 - 18–20-year-olds allowed to vote by 1972 referendum



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 - Charter Change – Requires Town Meeting Approval and Home Rule Petition approved by Legislature and signed by Governor
 - Effective Date upon approval of Home Rule Petition

VOTE Like democracy Depends On It !

January 9, 2024
Revised January 12, 2024
Town of Swampscott
Office of Community & Economic Development
22 Monument Avenue
Swampscott, MA 01907

Attention: Marzie Galazka, Director

RE: Blasting Consulting Services
2023 Post Blast Data Evaluation
Swampscott-Salem Quarry 30 Danvers Road
Swampscott, MA

Brierley Associates (Brierley) offers this proposal to provide blasting consulting services associated with the on-going blasting activities at the Holcim-NER, Inc. (H-NER) Swampscott-Salem quarry in Swampscott, MA. Specifically, we will review any Blast Plans, post blast reports, and complete a blasting impacts assessment on the surrounding area. In our review process, we will follow the NFPA Explosive Materials Code, 527 CMR 1.00: MA Comprehensive Fire Safety Code, 527 CMR: Board of Fire Prevention Regulations, 13.00: Explosives, and Aggregate Industries' Blast Permit.

BACKGROUND

The quarry has been in operation for the past 100 years mining hard rock by drill and blast methods. In 2009 the quarry shut down and re-opened in 2011 and since then has completed up to 46 blasts per year since 2022 with the highest occurring at that year. We understand there has been recent complaints of higher-than normal ground vibrations and noise in the area, and subsequent residential property damage claims from Andrew Road and Nichols Street residents. We also understand that because of these complaints, the Town has imposed additional restrictions on Aggregate Industries' blast permit.

SCOPE OF SERVICES

Based on the above information and the Town's recent response to the blasting activities, Brierley will complete the following scope of work for the estimated budgeted hours indicated:

1. Analyze the 2023 blast data and post blast reports. We have assumed up to 50 blasts have occurred at the quarry during 2023. We anticipate the report will include the type and amount of explosives, powder factor, type of initiation system used, geometry of blast design, recorded ground and air vibration levels, distances to nearest critical structures, seismograph locations, atmospheric/weather conditions, and the other components of the blast design to assist with recommendations to lower PPV, air blast overpressure and dust plume from the blast. It is understood that 2023 data and post blast reports will be provided to us (Brierley) by H-NER. **Budgeted 8 hrs.**

2. Summarize the blast data in tabular form including all pertinent blast design and monitoring data for each blast performed during 2023. **Budgeted 8 hrs.**
3. Plot the PPV versus frequency data against the compliance report from USBM RI8507 Appendix B of all blasts occurring in 2023. **Budgeted 4 hrs.**
4. Evaluate the cause for any PPV and air blast exceedances if any and provide recommendations to modify the blast designs to come in compliance with the limits. **Budgeted 4 hrs.**
5. Review and provide comments on the proposed 2024 Blast Plan and present the results of our evaluation in person or via zoom call to the ERAC members. If in person, an additional 4 hours will be added to the budget. **Budgeted 8 hrs.**
6. Project management and general administration. **Budgeted 4 hrs.**

For Brierley to complete the scope of work indicated above, please provide all post blast reports for 2023 and the proposed 2024 Blast Plan and H-NER Blast Permit with Town's additional restrictions.

ESTIMATED FEE

For your present budget purposes, we recommend carrying a budget of \$10,000.00 for services under item Nos. 1 through 6 above, with a breakdown of hours needed to complete each item. Jay Perkins' billing rate is \$280/hr and A.J. McGinn's is \$330.00.

SCHEDULE

Brierley is prepared to begin work immediately upon your acceptance of our proposal and upon receiving the necessary information. Our current workload allows for no probable scheduling constraints or limitations to complete our evaluation and subsequent report no later March 30, 2024 as requested by the Town.

We appreciate the opportunity to be of service to you. If this Agreement meets with your approval, please sign, date and return the original of this Letter Agreement to this office.

Sincerely yours,

BRIERLEY ASSOCIATES

Jay Perkins, P.E.
Geotechnical and Blasting Consultant

Arthur J. McGinn, Ph.D., P.E.
President and CEO

Attachments: Standard Terms and Conditions (Jan. 2024)

This proposal and the attachments are understood and accepted:

TOWN OF SWAMPSCOTT

By: _____

Date: _____

Infrastructure Committee

Sean Fitzgerald <sfitzgerald@swampscottma.gov>

Wed 1/24/2024 2:57 PM

To:David Grishman <dgrishman@swampscottma.gov>;Doug Thompson <dthompson@swampscottma.gov>;Katie Phelan <kphelan@swampscottma.gov>;Mary Ellen Fletcher <mefletcher@swampscottma.gov>;Peter Spellios <pspellios@swampscottma.gov>

Cc:Dianne Marchese <dmarchese@swampscottma.gov>;Pete Kane <petek@swampscottma.gov>

 1 attachments (5 MB)

2024 STM Warrant Report - WORKING DRAFT.docx;

Board:

Here are my recommendations for the Infrastructure Committee:

Proposed Committee:		Term/expiration date
1 Liz Smith	Business and Deep Knowledge	3 years/6/30/27
2 Kelley Begin	X (Env. Eng - air pollution - 23 yrs)	3 years/6/30/27
3 Ralph Souza	Civil/Sanitary Engineer and Rate Setting Experience	2 years/6/30/26
4 Charlie Patsios	Rate Committee	2 years/6/30/26
5 Chris Vockley	Molecular Biologist	1 year/6/30/25
6 Lauren Fisher	Business/PM	1 year/6/30/25
7 Adam Smyth	Oceanography	1 year/6/30/25
8 Brian Drummond	Alternate	1 year/6/30/25
9 Jeff Kaplan	Alternate	1 year/6/30/25
10 Matt Pelland	Alternate	1 year/6/30/25
11 Terry Dansdill	Alternate	

I reached out to all and was absolutely inspired by the passion and skills each possessed. I also had a long discussion with Andrea Amour about how she can help with social media. I will be meeting with her next week to discuss some strategies for the upcoming beach season.

I have also attached the draft STM warrant and after a discussion with the Finance Team and the Chair, we will NOT be presenting the financials for the DPW contract tonight.

Please reach out with any questions.

-Sean

Sean Fitzgerald
Town Administrator
Town of Swampscott
22 Monument Avenue
Swampscott, MA 01907
(o) 781-596-8850

(c) 781-710-3760

(e) sfitzgerald@Swampscottma.gov

<http://www.SwampscottMA.gov>

NOTICE: SWAMPSCOTT IS CHANGING ITS EMERGENCY & COMMUNITY NOTIFICATIONS! **Even if you are signed up on our current system, you must sign up on the new system.** Please stay informed and up to date on the latest Swampscott news, events, and emergency alerts by signing up to our NEW SYSTEM HERE: <https://www.swampscottma.gov/subscribe>

Please be advised that the Massachusetts Secretary of State has determined that any electronic message to/from this email address may be considered a public record.