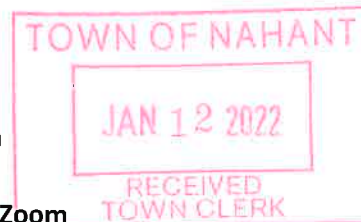


**Town of Nahant
Joint Meeting
Board of Selectmen and Board of Health
Meeting Minutes
Wednesday November 3, 2021 at 6:30pm via Zoom
Joshua A. Antrim, Chairman
Eugene Canty, Vice Chairman
Mark P. Cullinan, Recording Secretary
Antonio Barletta, Town Administrator**



Attendance: Joshua A. Antrim (JA), Eugene Canty (GC), Mark P. Cullinan (MC), Antonio Barletta (TA)

Motion:

JA: Opened the joint meeting of the Board of Selectmen and Board of Health at 6:31pm on Wednesday November 3 2021 via Zoom.

Coronavirus Update;

Deb Murphy (Health Nurse): October had 7 positive COVID cases which is less than last year. It was originally 9 cases however 2 of the people originally took a rapid test that showed positive but when they took a PCR test it came back negative. 4 of the cases we could not reach after multiple attempts and many communities in the surrounding areas are facing the same issue. Last 2 weeks from 10/17/21-10/30/21: 331 residents were tested and 7 were positive. Vaccine approved for 5 years and older.

2. Opening Comments:

- a. Compost area open on Wednesday and Saturdays from 9:00am-3:00pm. 2021 Nahant Resident Sticker required. Leaves and other yard waste must be in biodegradable bags only.
- b. Curbside Leaf pick up every Monday in the month of November. Leaves in Biodegradable bags only. Plastic bags will not be accepted. NO open barrels, NO roots, root balls or other branches bigger than 4" in diameter. Bags must be out to the curb by 7AM
- c. Annual Christmas Parade Fundraiser is Saturday December 11, 2021 at the Tides Restaurant starting at 6:00pm. Please consider a cash donation and/or items for the fundraiser. Funds collected go to the Tommy Hutton Christmas Parade Scholarship which is awarded to at least two graduating Nahant seniors each year.
- d. Annual Veterans Day Service will be Thursday November 11, 2021 at the Nahant Veterans Park.
- e. Nahant Town Hall will be closed Thursday November 11, 2021 in observance of Veterans Day
- f. Trash and recycle service the week of Veterans Day will not change. Trash and recycle service will run on its normal schedule.
- g. Job Opening: Council on Aging Executive Director. If you are interested send cover letter and resume to Kristin Taylor at ktaylor@nahant.org or Angela Bonin at acebonin@comcast.net. Or you can mail or drop off to the Nahant Town Hall at 334 Nahant Rd. Full job description listed at nahant.org

3. New Business

a. Declare Surplus Equipment

MC: "I move to declare ROSCO DELUXE ROLL PC111 (Paving Roller) as surplus equipment and that the equipment be placed on Municibid for auction per MGL Chapter 30b procurement law"

GC: second

Roll call vote:

MC: yes

GC: yes

JA: yes

b. Approve Appointment

GC: "I move that the Board of Selectmen approve the appointment of Glenn Sanphy as the Assistant Keeper of the Lockup at the Nahant Police Station effective November 3, 2021"

MC: second

Discussion:

Chief Furlong: Glenn has aspirations of becoming a Nahant Police Officer and this is a great start

Glenn Sanphy: Thanked the Chief and Selectmen for the appointment.

Roll call vote:

MC: yes

GC: yes

JA: yes

c. Approve Event Request

MC: I move that the Board of Selectmen approve the event request for the 25th Annual Tommy Hutton Christmas Parade on Saturday December 18, 2021 starting at 6:00pm

GC: second

Roll call vote:

MC: yes

GC: yes

JA: yes

d. Approve Event Request

MC: I move that the Board of Selectmen approve the event request for the Johnson School PTO Christmas Tree Sales at the Lowlands Parking Lot November 26-December 19, 2021 or until trees are sold out, on Thursdays and Fridays from 6-9pm and Saturdays and Sundays from 9am-9pm

GC: second

Roll call vote:

MC: yes

GC: yes

JA: yes

Sharon Hawkes Librarian gave an update on upcoming Library events

4. Ongoing Business

a. Authorize Town Administrator to sign Contract with P. Gioiso

MC: I move that the Board of Selectmen vote to authorize the Town Administrator to sign the contract with P. Gioioso and Sons for the Sewer Main Project"

GC: second

TA: The project will begin next week and the bypass should be up and running by the end of the month. The substantial completion date is sometime in April

Roll call vote:

MC: yes

GC: yes

JA: yes

b. TA 2021 Goals update

JA: We had four categories of goals for the TA goals and we reviewed two already. This is the 3rd and under general governance. There are 4 goals under the 3rd part.

1. Make timely appointments to all boards and committees as specialized in the special act and/or directed by Town Meeting

JA: Progress has been made with the Clerk and intern

TA: We made about 20 appointments in the last year for committees and elected boards, employees. We have worked in a timely fashion to fill vacancies whether it is an elected board or appointed. I have made about 5 or 6 of my appointments this year. Our intern has been working with the clerk to see where there are vacancies. We had to look at boards/committees to see when they met last, have they been sworn in, have they completed their conflict of interest etc. The clerk invested in a new software program to help us maintain the master list of the boards/committees and will show vacancies and it has helped us maintain and update information. I have completed six interviews with residents who want to be part of the Short Term Rental Committee and next step will be to make the two appointments.

2. Develop and maintain annual goals and objectives for dept. heads and perform annual performance evaluations.

TA: I have 5 full time dept. heads that report to me, police, fire, DPW, Accountant and Treasurer and 3 of those were brand new this year. One of their main goals I set forth for them was to learn their position asap. What we do is performance evals. in January of each year. A lot of DPW goals are set around infrastructure and projects. Treasurer are also somewhat in line with my goals. Some of the goals I set for dept. heads are centered around the goals you set for me and then there are others I set for them. Twice a month we meet with all 12 dept. heads for a meeting.

3. Provide a safe and cordial work environment for all employees

TA: When I started as TA I had a staff mtg. and the number one thing I said was is we respect each other and we have a healthy work environment and residents feel welcome and helped and it is a zero tolerance. We have had a lot of change over the last 3 years but the environment in the Town Hall is great and has been improved.

4. Continue COVID 19 action plan

TA: When we made this goal we were in the middle of COVID. We have remained low in positive rates and high in vaccination rates. We have followed guidelines during public events. The school hasn't had one case that was transferred in the school as well as the town hall.

c. Northern Strand Bike Lane Lynnway Project Discussion

TA: Since the last mtg. we have been invited to do a site walk to see the proposed plan. We talked with our website developer to have a page for this project

d. Review of 2021 Town Meeting articles

Reviewed Town Meeting Articles

5. Preserving East Point

JA: There are 3 things to mention, Eminent Domain Conservation Restriction Action, The Chapter 97 suit and the actions with the town committee. They are all separate things. The town has filed a conservation restriction on 12.5 acres at east point as authorized by Town Meeting, they have requested that action be laid until the chapter 97 suit is settled. The town has filed a request that this proceed with a 90 time frame on it. By the end of the month a judge will make a decision with a schedule of actions. Northeastern has applied NOI's committees and boards for their projects of the seawater intake and the coastal sustainability institute. They were rejected by the concom and the planning board and NE is appealing.

6. Town Administrators Report

TA: Spoke about the MBTA bus stop project in Little Nahant that is starting next week. Showed a picture/plan of the project. Bid docs for the Library/TH envelope work will be posted this week and will awarding a contract mid December. The short beach dune project funded by FEMA, survey work is happening this week and the project should be done this winter. We got a community compact regional grant a while back to combine HR resources with Swampscott and I have been working with our consultant group and Swampscott on an action plan. We are doing an FMLA/conflict of interest training next week. Through Green Communities Grant the Weatherization is happening at the library, TH, DPW, Fire and police stations. COA has installed 2 new fridges all energy star rating and a convection oven, energy star rating. Police/Fire dept. raised 8500\$ for breast cancer awareness and we will do a formal check presentation next week. We spoke to Tewksbury Police about how they use/operate drones and we are going to do a coastal drone assessment to have for our records for storms, the assessor etc. Flash Rd park will be done next few weeks.

7. Citizens Forum

No Residents/public had any comments

8. Adjourn

MC: Moved to adjourn the meeting at 8:39pm.

GC: second

Roll call vote:

GC: yes

MC: yes

JA: yes

Meeting minutes prepared by Administrative Assistant, Kristin Taylor on December 15, 2021.

Meeting minutes approved by the Board of Selectmen on the ____ 5th ____ day of ____ January ____ 2022.

****Meeting minutes approved by the Board of Selectmen via Zoom Video**