

**TOWN OF DEDHAM
450 WASHINGTON STREET
DEDHAM, MASSACHUSETTS**

**MINUTES OF THE SELECT BOARD MEETING
VIA TELECONFERENCE
SEPTEMBER 24, 2020, 6:00 P.M.**

BOARD MEMBERS:

Dennis Teehan	Chair (from 6:25 p.m.)
Dimitria Sullivan	Vice Chair
James A. MacDonald	Member
Sarah MacDonald	Member
Kevin R. Coughlin	Member

TOWN OF DEDHAM STAFF:

Leon Goodwin	Town Manager, Town of Dedham
Nancy Baker	Assistant Town Manager, Town of Dedham
Paul Munchbach	Town Clerk, Town of Dedham (until 6:10 p.m.)
Jason Mammone	Town Engineer, Town of Dedham (from 6:21 p.m. until 6:50 p.m.)
John Sisson	Economic Development Director, Town of Dedham (from 6:51 p.m.)

Minutes prepared by Cassidy Civiero of Minutes Solutions Inc. from an audio recording.

1. CALL TO ORDER

The Board recited the pledge of allegiance. Vice Chair of the Select Board, Ms. Sullivan, called the meeting to order at 6:00 p.m.

2. DEDHAM CITIZENS – OPEN DISCUSSION

There were no Dedham citizens wishing to speak under the meeting's open discussion portion.

3. REQUEST FROM TOWN CLERK TO CHANGE POLLING LOCATION FOR PRECINCT 1

Mr. Munchbach stated that, in anticipation of old Town Hall being demolished, a new polling location must be determined for Precinct 1. An accessibility survey was completed to evaluate the proposed new location for public convenience, public health, and whether the new location has an adverse impact on access to polls based on race, natural origin, disability, income, or age. The Senior Center at the rear entrance of the new Town Hall meets these requirements. This report was posted on the municipality's website and outside the Town's Clerk office three days prior to this meeting, as is required. The Secretary of State's office approved the accessibility survey.

The Chairman of the Commission of Disability and the Chairperson for Precinct 1 was advised that the polling location will change upon approval of the Select Board. Notice of the new polling location must be sent to all registered voters at least 20 days prior to the election.

Early voting will take place from October 17 through October 30, 2020 at the new polling location. Parameters have been implemented to ensure the stairwells and elevators are cordoned off so that the public cannot access the entirety of the building. COVID-19 precautions have been taken.

A motion was made by Mr. MacDonald that, subject to issuing a temporary occupancy permit, the polling location for Precinct 1 be changed from the former Town Hall at 26 Bryant Street to the site of the new Town Hall at the Ames Building located at 450 Washington Street. The motion was seconded by Mr. Coughlin. A roll call vote was taken:

Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 4-0.

4. PROPOSED MANOR PLAYGROUND

Mr. Brandon Fitts, 63 Goshen Road, Dedham, MA, requested permission to move forward with the NOI process for the proposed playground at 96 Trenton Road. An engineering study will be undertaken to determine the efficacy of the playground. The surrounding neighborhood was surveyed and there was overwhelming support for the playground. 96 Trenton Road is owned by the Select Board and is not state-protected wetlands. A warrant article was prepared as a placeholder for the November 2020 Town meeting, at which time \$200,000 will be requested for construction of the playground. A few sizable donations have been received toward this effort.

Ms. MacDonald inquired whether an RFP would have to be issued as this will be a Town project on Town land. A builder was named on the proposal; however, this would likely have to be tendered. Mr. Fitts responded that the proposed contractor has undertaken several playgrounds; however, the project will still need to go out to bid.

Mr. MacDonald stated that any donations will need to be gifted to the Town and the Town would then pay the bills for the playground.

Mr. Coughlin requested confirmation that the playground will be ADA compliant. Mr. Fitts confirmed that the playground will go above and beyond ADA requirements, as the surfacing is high-grade and environmentally friendly.

Ms. Sullivan inquired whether any Select Board members wished to join the committee for the proposed playground. Mr. MacDonald confirmed his interest in sitting on this committee.

The Board granted the request to move forward with the NOI process for the proposed playground at 96 Trenton Road.

5. DISCUSSION WITH TOWN ENGINEER AND PUBLIC WORKS DIRECTOR

Order of Taking for Elm Street and Rustcraft Road Sidewalk Improvement Project

A motion was made by Mr. Coughlin that the Board adopt the Order of Taking acquiring interest in land to carry out the Elm Street and Rustcraft Road improvement project in the

form presented and award damages to affected owners as stated in the schedule provided. The motion was seconded by Mr. MacDonald. A roll call vote was taken:

Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 4-0.

Order of Taking for Liana Lane

Ms. MacDonald stated that the last time this Order of Taking was discussed there was an issue with contacting some of the property owners on the parallel property. She inquired whether this has been resolved. Mr. Mammone responded that this has not been resolved for one owner. However, Town Council thought it was best to proceed with the Order of Taking at this time, and to reach out to that owner again once the drain easement in that area is finalized.

A motion was made by Ms. MacDonald that the Board adopt the Order of Taking acquiring interest in land to complete the layout and acceptance of Liana Lane as a public way in the form presented and award no damages to affected owners pursuant to the waivers of damages each such owner provided to the Town. The motion was seconded by Mr. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

Ms. Sullivan passed the role of Chair to Dr. Teehan.

Public Way Layout Petition for Wiggin Avenue

Mr. Coughlin inquired about the next step should the Board vote affirmatively on this item. Mr. Mammone responded that Phase 2 would be to develop a conceptual overlay of what the approved roadway would look like following Town standards. This would go back to the liaison, who would have to receive sign offs from all abutters that they approve of the conceptual overlay.

A motion was made by Mr. MacDonald to accept the public way layout petition as presented for Wiggin Avenue with zero cost. The motion was seconded by Ms. Sullivan. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

Amendment to Traffic Regulations

Ms. Sullivan inquired whether the traffic regulations amendment would reduce the size of the lanes for vehicles or is simply delineating a space for bicycles. Mr. Mammone responded that nothing will change for the section between the roundabouts, which will simply be re-stripped, and a restriction will be added to ensure no one parks in the area. From the roundabout to High Street, there will be a minimal reduction in travel lane width to accommodate a five-foot bicycle lane to the order of two to three feet on either side.

Mr. Coughlin inquired whether the bicycle lanes will be raised or striped and if they will be on either side of the street. Mr. Mammone responded that they will be striped, the bicycle lane symbol will be painted on them, and signs will be posted indicating that it is a bicycle lane and people cannot park. Mr. Mammone confirmed that the bicycle lanes will be on both sides of the street.

A motion was made by Ms. Sullivan to amend Part 1 Schedule 1 of the traffic regulations to eliminate the following restrictions: no parking on the westerly side of East Street from 239 feet north of Whiting Avenue to Whiting Avenue; no parking Monday through Friday 7:00 a.m. to 5:00 p.m. on the westerly side of East Street from Whiting Avenue to Jersey Street; and no parking either side on both sides of East Street from Hamilton Avenue to Grant Avenue. The motion was seconded by Mr. Coughlin. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

A motion was made by Ms. Sullivan to amend Part 1 Schedule 1 of the traffic regulations to adopt a no parking anytime restriction on both sides of East Street from the Dedham Westwood Town Line to High Street. The motion was seconded by Ms. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

Next Installment of the Road Program for 2021 Thru 2023

Ms. MacDonald inquired about the ability to add sidewalks, as the current pavement management plan only accounts for replacing and repairing existing sidewalks. Mr. Mammone responded that new sidewalks may be undertaken if much discussion were to take place. It is

important to focus on existing sidewalks, but new ones could be considered to improve walkability. New sidewalks garner a different unit cost than existing sidewalks and require public input and funding.

A motion was made by Ms. Sullivan to accept the pavement improvements for calendar years 2021 and 2022 as recommended. The motion was seconded by Mr. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

6. DISCUSSION WITH ECONOMIC DEVELOPMENT DIRECTOR

Dedham Square Parking

Mr. Sisson reported Phase 1 is nearing completion and Phase 2 is dependent on the Board's decision about public outdoor seating. Outreach to the community about the new meters is being undertaken. Mr. Sisson proposed draft language for the traffic regulations at the August 2020 meeting, and there was support for creating simple two hour parking zones: one for the county/courthouse zone and one for the square/Town Center zone. It might make sense to draft a new policy for all three off-street lots.

Ms. Sullivan requested confirmation that, although the keystone lot is being removed, it will be addressed at a later date. Mr. Sisson confirmed this.

Ms. MacDonald noted that there were previous discussions about reaching out to the County to gauge interest about bringing the County parking lot into the expansion. Mr. Sisson responded that the County is working with a separate vendor which may or may not be involved in Dedham. There may still be room for collaboration but in the form of an agreement or memorandum of understanding. Spaces could potentially be rented from the County at a reduced rate and provided to merchants and employees. Ms. MacDonald stated that Mr. Sisson should reach out to Mr. Goodwin to draft a more specific request to the County.

Ms. MacDonald asked whether the vendor working for the County is collecting payments for parking and ticketing. Mr. Sisson responded that it is for its lot in Quincy, but not in Dedham.

Further Parking Discussion Items

Mr. Sisson stated that the loading zone in front of the Community Center operates six days a week from 5:00 a.m. to 6:00 p.m. Other municipalities typically close loading zones in the early afternoon so they can be used for other purposes. The loading zone on High Street is a high-traffic area and could be used for other purposes earlier in the day and all day on Saturdays.

Mr. Sisson stated that a ride-share/taxi stand without meters could be created on Eastern Avenue on the side of Citizens Bank, as the two parking spaces currently in that area get some

use but are not in high demand. Alternatively, meters could be placed in the area with ride sharing hours at certain times.

Mr. Sisson stated that the municipal lot is currently not being regulated outside of removal of abandoned vehicles. Overnight parking could be regulated in the area with parking permits, or usage of the lot could be regulated during the weekdays when meters are working on the street.

Relocation of MBTA Bus Stop on Washington Street (Verizon Building)

Mr. Sisson stated that the traffic regulations will need to be amended to relocate the MBTA bus stop on Washington Street. The MBTA prefers the bus stops to be at either end of the block, and the bus stop in front of the Verizon Building is smaller than the standard. Mr. Sisson inquired whether the Board would oppose moving the bus stop.

Mr. MacDonald requested confirmation on where the bus stop will be moved. Mr. Sisson responded that the bus stop would be relocated to the corner nearest the police station. Mr. MacDonald opposed moving the bus stop to this area due to congestion.

Ms. Sullivan requested that Mr. Sisson provide photographs of the bus stop's proposed location.

Mr. Coughlin inquired how this project was initiated. Mr. Sisson responded that he initiated the project due to an issue with cars blocking the bus stop at its current location, the stop being too small, and the MBTA not being able to pull into the bus stop.

Mr. Coughlin inquired whether anything can be done in the area to improve accessibility without moving the bus stop. Mr. Sisson responded that a discussion would need to be held with the police chief about enforcement for those double parking near the stop.

Mr. Coughlin asked whether meters would go into the area where the bus stop currently is. Mr. Sisson responded that, if the bus stop were to be re-located, the meters closer to the police station would be moved down to the original location of the stop. Mr. Coughlin stated that he would need more information to determine whether he would be in support of this project.

General Dynamics Proposed Staff Expansion

Mr. Sisson clarified that the schedule proposed to the Board was aspirational and aggressive. The Economic Assistance Coordinating Council will not meet until December 2020 to discuss the economic development incentive program grants and tax credits.

Mr. Sisson stated that General Dynamics is proposing a \$9 million investment in its facility on Rustcraft Road, which would include the creation of eighty or more high-paying jobs. General Dynamics is seeking for the building permit fee, which would be about \$135,000 to be waived. General Dynamics does not directly pay property tax as they do not own the building where they currently work; however, the building is a very important part of Dedham's tax-base.

Dr. Teehan inquired what process had been undertaken to engage the community in the area. Mr. Sisson responded that there was a lot of concern in 2015 about traffic in the neighborhood; however, a lot of the concerns were resolved due to the engineers for General Dynamics arriving at irregular hours. Mr. Sisson added that outreach to the community can be undertaken now that discussions have begun with the Board. Dr. Teehan stated that there will be people concerned with this expansion and the Town must be proactive in addressing their concerns.

Mr. MacDonald stated that this is bad timing for the expansion due to decreases in incoming taxes from restaurants and hotels, and abatements that will be sought next year following the shutdown of many businesses during COVID-19. Mr. MacDonald inquired why General Dynamics is seeking for the waiver of the building permit fee rather than the three percent tax credit for \$270,000 and requested that this be addressed in the FAQ to be provided by Mr. Sisson.

Mr. Coughlin inquired about community outreach that has been undertaken by General Dynamics in the last five years and whether they plan to expand their outreach. Mr. Sisson agreed that there is an opportunity for General Dynamics to be a better neighbor and stated that they are involved in charitable organizations in other areas in which they operate.

7. REQUEST FOR JULIA CHILD FILM PROJECT

Mr. Ryan Cook stated that this film project was slated to begin in Spring of 2020 in Dedham but was shut down due to COVID-19. The film crew is looking to return to continue with the project. The project is a television pilot produced by Lionsgate for HBO about the life of Julia Child. Mr. Cook stated that he is a local and most of the crew is also local. The hope is to film the pilot in the area and return in the Spring/Summer of 2021 to film the rest of the series should HBO green light the project. There is potential for this series to shoot in the area over the next five years.

The proposed shooting location is on Marsh Street, meant to be the exterior of Julia Child's house and the interior will be built on a sound stage. State-mandated COVID-19 protocols will be followed by the cast and crew.

Mr. MacDonald inquired whether the shoot is daylight dependent. Mr. Cook responded that all filming would take place during the day.

Mr. MacDonald stated that this is a busy street and traffic may be a concern, as both street traffic and an MBTA bus regularly drive down the street. The production manager will need to be made aware that the Town could receive complaints and there must be consideration of traffic involved. Mr. Cook responded that he does not expect for traffic to be held for more than two minutes at a time, and as a local he wants to maintain a positive relationship with the Town.

Mr. MacDonald inquired whether the neighborhood would receive leaflets with contact information regarding the filming. Mr. Cook confirmed that the neighborhood would receive leaflets and some driveways in the area would be rented for parking.

A motion was made by Mr. MacDonald to approve the request for the Julia Child film project to film at the location outlined. The motion was seconded by Ms. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

8. EXTENSION OF OUTDOOR DINING

Mr. Goodwin stated that COVID-19 has significantly impacted restaurant owners and workers. Initially, the Select Board authorized outdoor dining through November 15, 2020; however the State declared that local authorities can extend outdoor dining and alcohol service for up to 60 days following the declaration of emergency. FDA-compliant heaters can be used as it gets colder.

Mr. Coughlin inquired whether tents can be used with the heaters. Mr. Goodwin responded that both can be used but must have ventilation, with no more than two walls.

Mr. MacDonald stated that outdoor seating will be challenging and weather dependent. The safety of those dining inside the tents must be considered and clearing the snow may be an issue.

The Board discussed potential extension dates for outdoor dining.

A motion was made by Mr. MacDonald to extend outdoor seating to November 30, 2020. The motion was seconded by Ms. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0.

Mr. MacDonald commended restaurants in Dedham for following COVID-19 rules and providing a good experience for their customers. Mr. MacDonald recommended that permanent relief be sought to expand service areas.

9. UPDATE ON STATUS OF ANNUAL TOWN REPORTS

Mr. Goodwin stated that the 2017, 2018, and 2019 Town reports will be posted online prior to the November 30, 2020 Town meeting. The reports are a great resource for residents who want to see where their tax dollars are going.

10. TOWN MANAGER'S REPORT

Mr. Goodwin stated that September 25, 2020 will be the last day of free COVID-19 testing at the Endicott and commended everyone who assisted in managing the program and traffic in the area. The Town has moved from the red zone into the yellow zone.

Mr. Goodwin stated that the Dedham Housing Authority would like to attend a Select Board meeting to present again on the proposed conversion before they go to the Federal government. Mr. Goodwin stated that the Town is working with an electrical contractor to finalize the inspection of the Ames Building. This will be the first step to having a functioning senior center at Town Hall.

11. **APPROVAL OF MINUTES**

A motion was made by Mr. MacDonald to approve the minutes of May 14, May 21, and June 21, 2020. The motion was seconded by Ms. MacDonald. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Abstained

Motion passed, 4-0.

12. **OLD/NEW BUSINESS**

Ms. MacDonald stated that she has received several questions about Halloween and how the Town can safely celebrate the holiday. At the September 23, 2020 Public Health meeting, CDC guidelines were acknowledged surrounding Halloween. Halloween and safety protocols will be further discussed at an upcoming meeting of the Department of Public Health.

Mr. MacDonald thanked the crews that have been in Dedham performing COVID-19 testing, as residents have been treated extremely well during this process.

Dr. Teehan stated that a meeting will soon be held about the Public Safety Building.

13. **ADJOURNMENT**

A motion was made by Mr. MacDonald to adjourn the meeting at 8:02 p.m. The motion was seconded by Ms. Sullivan. A roll call vote was taken:

Dennis Teehan	Yes
Dimitria Sullivan	Yes
James A. MacDonald	Yes
Sarah MacDonald	Yes
Kevin R. Coughlin	Yes

Motion passed unanimously, 5-0. The meeting was adjourned.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting of the Select Board. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director

Date

Date