

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

**MINUTES OF THE SELECT BOARD MEETING
VIA TELECONFERENCE AND IN-PERSON
APRIL 13, 2022, 6:30 P.M.**

BOARD MEMBERS:

James A. MacDonald	Incoming Chair
Kevin R. Coughlin	Incoming Vice-Chair
Dennis Teehan	Member
Dimitria Sullivan	Member
Erin Boles Welsh	Member

TOWN OF DEDHAM STAFF:

Leon Goodwin	Town Manager (for part of the meeting)
Nancy Baker	Assistant Town Manager
Doreen LaBrecque	Administrative Assistant

Minutes prepared by Mary-Margaret Scrimger of Minutes Solutions Inc. from an audio/video recording.

1. CALL TO ORDER

The Board recited the pledge of allegiance. The Chair, Ms. Sullivan, called the meeting to order at 6:30 p.m.

2. SWEARING IN

Ms. Erin Boles Welsh was sworn in.

Ms. Sullivan thanked everyone for putting their name forward in the recent election. She thanked Ms. Boles Welsh for participating in public service.

Ms. Boles Welsh thanked her campaign team and her family for all their support, as well as the voters.

3. DEDHAM CITIZENS OPEN DISCUSSION

There were no comments at this time.

4. CONSENT AGENDA

A motion was made by Mr. Coughlin to accept the anonymous gift of \$20,000 for the Youth Commission. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes

Kevin R. Coughlin Yes
Dennis Teehan Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. Coughlin to approve the drain layers from JRF Corporation, A1 Pipe Restoration, and Hercules C&G Drain. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan Yes
Erin Boles Welsh Yes
James A. MacDonald Yes
Kevin R. Coughlin Yes
Dennis Teehan Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. Coughlin to approve the Massachusetts Run for the Fallen, on September 10, 2022. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan Yes
Erin Boles Welsh Yes
James A. MacDonald Yes
Kevin R. Coughlin Yes
Dennis Teehan Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. Coughlin to accept the request for filming the "Finest Kind" on May 5, 2022. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan Yes
Erin Boles Welsh Yes
James A. MacDonald Yes
Kevin R. Coughlin Yes
Dennis Teehan Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. Coughlin to approve the Moose Club Request for outdoor service on April 29, 2022, May 1, 2022, and October 21, 2022. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan Yes
Erin Boles Welsh Yes
James A. MacDonald Yes
Kevin R. Coughlin Yes
Dennis Teehan Yes

Motion passed unanimously, 5-0.

Ms. Sullivan thanked the anonymous donor for their large gift.

5. DISCUSSION AND VOTE: CREATION OF DEDHAM GREEN WORKING GROUP

A motion was made by Dr. Teehan to approve a town green working group consisting of six members, with five appointed by the Select Board and one member from the Dedham Square Planning Committee nominated by the DSPC and confirmed by the Select Board. The working group will be responsible for advising the town manager, for requests, for qualifications for the designer, participating in selecting the designer, and working with the town to ensure the core priorities of the Dedham Square Proposal be included in the final design. The motion was seconded by Mr. Coughlin. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

Dr. Teehan suggested that a working group be created to ensure a plan is put into place regarding the old police station and the town green. Dr. Teehan noted that he preferred a larger group with more representation, but will still vote in favor of this group. He noted the importance of compromise. Ms. Boles Welsh provided the same feedback. She also noted the considerable process that has been undergone in creating this project.

6. TOWN MANAGER'S REPORT

Mr. Goodwin noted that outdoor dining was voted upon a few weeks ago. Some establishments have requested that platforms be reevaluated, and Mr. Goodwin is investigating this. The pest plan must be approved by the health department. The ABCC has released new regulation. Mr. MacDonald noted that each establishment needs to be approved by the Select Board.

The relationship with MPS will be terminated in June 202, and a new plan will be presented soon. There is concern regarding the Keystone lot and how to maximize it for businesses. There is a permitting program that will move forward.

7. DISCUSSION AND VOTE: TAC RECOMMENDATIONS FOR UPLAND ROAD AND TOPHILL AVENUE

A motion was made by Mr. Coughlin to approve the recommendation from the Transportation Advisory Committee to keep the traffic calming measures in place. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

Mr. Mammone represented the Transportation Advisory Committee. He provided a summary of the speedbumps on Upland Road. There was a pre- and post-study to address speeding on Upland Road. After the study, there was a reduction in speed. Tophill Avenue has seen similar benefits where speedbumps were installed, as it is a secondary route to avoid Upland Road. The neighborhood has supported keeping the speedbumps, and it is recommended that the speedbumps remain in place.

8. PUBLIC HEARING: TRANSFER OF WINE AND MALT PACKAGE STORE LICENSE

A motion was made by Mr. MacDonald to close the public hearing. The motion was seconded by Mr. Coughlin. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. MacDonald to approve the transfer of the wine and malt package license from Vincenzo's Italian Deli Inc, 29 Bryant St, to Central Wine and Provisions, 384 Washing Street, and that by approving this license there will not be a negative impact on the house of worship. The motion was seconded by Dr. Teehan. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

A motion was made by Mr. MacDonald to approve Mr. Michael V. Sherlock as the manager of record for Central Wine and Provisions. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

Mr. Peter Zahka introduced himself and his clients. The request is to transfer the wine and malt package store license from Vincenzo's Italian Deli to Central Wine and Provisions and to approve Michael Sherlock as the manager. All abutters have been advised, and there is a church within 500 feet of the location. Central Wine and Provisions will focus on smaller wineries that are not sold in larger stores.

Mr. Zahka noted that Mr. Sherlock is the most experienced manager he has had the pleasure to present to the Select Board. He has never had an incident at any establishment he has managed.

9. DISCUSSION AND VOTE: APPROVAL OF GRANT SEWER EASEMENT

A motion was made by Mr. Coughlin approved the recommendation to grant sewer easements to 2 Prevett Terrace and 6 Prevett Terrace. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

Mr. Zahka noted that the property on Prevett Terrace has been divided and a new house will be built. An easement is needed, as per town legislation. The Town Council and engineer have approved this.

10. DISCUSSION AND VOTE: DEDHAM WESTWOOD WATER DISTRICT APPOINTMENT

A motion was made by Mr. MacDonald to approved Mr. Healy and Mr. Miller as nominees for the Dedham Westwood Water District. The motion was seconded by Dr. Teehan. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Abstain
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 4-0.

A motion was made by Mr. MacDonald to approve the reappointment of Mr. Healy on the Dedham Westwood Water District for a term of three years to expire in 2025. The motion was seconded by Ms. Boles Welsh. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Abstain
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 4-0.

11. PRESENTATION AND DISCUSSION: FY 2021 AUDIT

Ms. Renee Davis of Powers and Sullivan presented and explained are three parts to the audit: 1. The town's financial statements, 2. A management letter, and 3. Schedule of expenditures. The auditors do audit tests before the end of the financial year and document processes and changes.

A risk assessment is also carried out, which occurred in May 2021. The year-end audit occurs near the end of August.

The auditors receive the final documents and work to produce the final audit documents. Cash balances, debt, and liabilities, specifically pensions, are checked. The auditors' responsibility is to provide an opinion on the financials.

The auditors provided a clean, unmodified opinion. The town has submitted the annual financial report for an award in excellence in financial reporting, an award that has been received for many years.

There were no material weaknesses that were identified. There is a deficiency reported, which is the timing of cash reconciliation. Cash reconciliations were not done monthly due to staff changes. This has been addressed and there are processes in place to ensure cash reconciliation are done monthly.

Dr. Teehan asked for an explanation of the difference between a material weakness and a significant deficiency.

Ms. Davis noted that a significant deficiency is less severe.

The report on federal awards is in compliance with uniform guidance over federal grants. Any entity that spends over \$750,000 of federal grants must have a single audit that investigates the financial controls over finance reporting. There are specific compliances that are reviewed, and there is follow up from the government when there are deficiencies.

The final general fund was approximately \$118 million. This includes approximately three million in free cash that was used for the budget. Revenues were \$1.4 million above budget. Expenditures were below budget by \$3.9 million. The ending fund balance, including the stabilization fund, was \$25 million, which illustrates that this was a strong financial year.

The general stabilization fund was \$7.4 million and is healthy. The Robin Reyes fund has been used appropriately and had approximately six million at the end of the fiscal year. There are no issues with the reserves. Pensions are being funded more adequately than most comparable townships. Pension liabilities have been decreasing but this is tied to the market. The OPEB liability is a long-term liability that has been prefunded. The town is on a good track regarding this.

Within the manager's letter, there are ten other comments outside of cash reconciliation; these are from prior years and the town is working with the auditors to ensure they are resolved. There are credit balances in property balances that are outstanding. Balances generally mean there was a mistake or overpayment. This is approximately \$116,000 and is lower than previous years.

The deposit and investment policy is unresolved, and must be written to assess deposit and investment risk. Escrow accounts have been reconciled but they need to be cleaned up. Delay of posting Select Board minutes has been resolved. Purchase orders are not always in place before the purchase. Invoice approvals need to be carried out, and a new system is being put in place to resolve this.

Outstanding cheques need to be resolved, although a portion have been addressed. This issue is frequently due to people not cashing their cheques in a timely fashion. Retirement withholdings were tested and showed issues. The information is provided by the manager and then spot tested to ensure accuracy.

12. SELECT BOARD REORGANIZATION

A motion was made by Mr. Coughlin to nominate Mr. MacDonald as Chair of the Select Board. The motion was seconded by Dr. Teehan. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

A motion was made by Ms. Welsh Boles to nominate Mr. Coughlin as Vice-Chair of the Select Board. The motion was seconded by Ms. Sullivan. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

Ms. Sullivan read a statement thanking the Select Board and citizens for the last year with her as the Chair of the Select Board. She noted that she is proud of the work that she has done in the last year, and that there have been successes but also missteps. Committee appointments are on schedule and parking is being addressed. There is a new policy that is allowing executive session meeting minutes to be released. Green space is being prioritized and developed.

Ms. Sullivan asked the Board to continue to engage regarding MTBA projects. While the AAA rating has been maintained, she asked that the town work to ensure this is retained for future years. She noted that the Select Board, and any Board, cannot resolve all issues and community engagement is needed. She asked that citizens engage and be part of the solution.

13. NEW BUSINESS

Dr. Teehan noted that they are working on finalizing a flag raising date for gay pride. He noted that April 2022 is Arabic-American heritage month.

Ms. Sullivan reminded everyone that this Saturday is cardboard recycling day.

Mr. MacDonald reminded everyone that it is Passover this weekend.

14. ADJOURNMENT

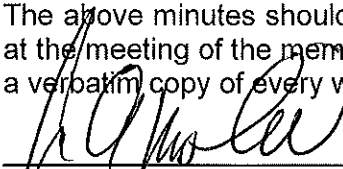
A motion was made by Ms. Sullivan that the meeting be adjourned. The motion was seconded by Dr. Teehan. A roll call vote was taken:

Dimitria Sullivan	Yes
Erin Boles Welsh	Yes
James A. MacDonald	Yes
Kevin R. Coughlin	Yes
Dennis Teehan	Yes

Motion passed unanimously, 5-0.

DISCLAIMER

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



Director
Sept. 7, 2022

Date

Director

Date