A Meeting of the Board of Selectmen was held on Thursday July 25, 2019, 6:30 pm, in the Francis O’Brien Meeting Room, Town Hall, 26 Bryant Street, Dedham, Massachusetts

Present were:

Dennis J. Guilfoyle - Chair

Dr. Dennis J. Teehan - Vice Chair

James A. MacDonald

Sarah E. MacDonald

Dimitria Sullivan

Mr. Guilfoyle called the Meeting to order at 6:32 pm

**Pledge of Allegiance**

Led by Mr. Guilfoyle

**Dedham Citizens – Open Discussion**

**None.**

**Discussion & Vote Re: Common Victualer License, Cathay Kitchen, 563 High Street**

Roger, representing the new management for Cathay kitchen, was present before the Board.

Roger explained that the only thing that would change is the management of the restaurant.

Ms. Sullivan asked Roger if she had ever run a restaurant before.

Roger explained that he started working in the restaurant at age 16 and his parents owned a restaurant in the Boston area. Roger added that he is never owned his own restaurant but he ran his parents for four years previously.

Dr. Teehan moved approval; seconded by Ms. MacDonald. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**~~Discussion & Vote Re: Change of Manager from John Balis to George Sparks, USS Jacob Jones Post 2017 VFW, 84 Eastern Ave.~~**

**Moved to next meeting.**

**FY’18 Exit Interview w/ Rene Davis of Powers & Sullivan**

Powers & Sullivan LLC

Presentation to the

Town of Dedham

July 25, 2019

Our Objective

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Introduction

 Overview of the 2018 Audit Process

 Results of the 2018 Audit

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Audit Objectives**

 The principle objective of our work during fiscal 2018

was the expression of our opinions on the Town’s basic

financial statements and on the Town’s compliance

with provisions of Uniform Guidance with respect to

federal grants.

 We performed our audit in accordance with auditing

standards generally accepted in the United States of

America and the standards applicable to financial audits

contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**­­­­­­­­Our Responsibility under U.S. Generally Accepted Auditing Standards and Government Auditing Standards**

 Our responsibility is to plan and perform our audit to

obtain reasonable, but not absolute, assurance that the

financial statements are free of material misstatement

and are fairly presented in accordance with U.S.

generally accepted accounting principles.

 Management is responsible for the preparation and fair

presentation of the financial statements in accordance

with U.S. generally accepted accounting principles.

**Audit Results**

 Unqualified Audit Opinion – financial statements

present the Town ‘s financial position in accordance

with Generally Accepted Accounting Principles.

 The 2017 CAFR received the GFOA Certificate of

Achievement for Excellence in Financial Reporting.

The 2018 CARF has been submitted for this award

prior to the December 31st deadline.

 No Significant Deficiencies or Material Weaknesses

were identified.

**CAFR**

 Introductory Section – Management’s Transmittal

 Financial Section

 Audit Opinion

 Management’s Discussion and Analysis

 Basic Financial Statements & Notes

 Required Supplementary Information

 Budget to Actual, Retirement Schedules, Pension Schedules, OPEB Schedules

 Other Supplementary Information –

Combining Schedules

 Statistical Section

**Financial Position Highlights**

 Management’s Discussion and Analysis – summarizes the results of operations and describes the Government – Wide (full accrual) and the Fund Based (modified accrual) financial statements and significant budgetary, capital and debt related highlights.

 General Fund Balance

 $113 million General Fund budget.

 Budgeted to use $9 million in Free Cash and

Overlay.

 Revenues came in over budget by $629,000.

 Expenditures were under budget by $3.5 million.

 Transfers In exceeded budget by $102,000.

 Transfers Out were over budget by $8,000.

 General Fund Balance=$30.5 million (includes

Stabilization).

 General Fund Balance=27% of General Fund

Expenditures.

 Unassigned General Fund Balance=$25.1 million.

**Financial Position Highlights**

 Stabilization Fund Balances – Included within

General Fund, unassigned $16.5 million.

 General Stabilization $6.4 million.

 Mitigation Stabilization $170,414.

 Robin Reyes Capital Facility $9.9 million

 OPEB

 Established OPEB Trust, Prefunded $17 million.

 Discount Rate 7.5%

 Unfunded Liability $52.6 million, last valuation

6/30/18.

 Implemented GASB 75 – revised beginning net

position.

 Liability in Statement of Net Position $65.1 million

(6/30/17) measurement date.

 Net Pension Liability

 Valuation dated 1/1/2018.

 Discount rate 7.5% (decreased from 7.75%).

 Net Pension Liability $943,000 (from $12.5

million).

 Deferred Outflows ($11.9 million)

experience, assumptions, proportion change.

 Deferred Inflows ($7.5 million) investment

earnings, and assumptions.

 Audit of Net Pension Liability

 Allocation between Town (70.32%) and Housing

Authority (29.68%).

 Allocation is detailed in a separate report “Audit of

specific elements, accounts and items of financial

statements”.

 Testing of Census Data used for Actuarial

Valuation.

 Testing of Total Pension Liability and Net Pension Liability.

 Governmental Debt $97.6 million.

 Sewer Enterprise Debt $1.2 million.

 Authorized and Unissued Debt $46.2 million.

 General Fund Debt Service 9% of Budget.

**Management Letter Status**

 No material weaknesses in internal control.

 Five Prior Year Comments

1. Holding Checks – Building Permits – Resolved

2. Audit of Student Activity Funds – Resolved

3. Credit Real Estate and Personal Property Receivables –

Partially Resolved

4. Deposit and Investment Policy – Unresolved

5. Documentation of Internal Controls – Unresolved

 Two Current Year Comments

1. Reconciliation of Escrow Accounts

2. Delay in Posting Board of Selectmen Meeting Minutes

**Single Audit**

 The Town is required to have a Single Audit which includes specific testing of Federal Expenditures.

 Total Federal Expenditures - $2.5 million

 Department of Education $1.4 million (58%)

 Major Grants = Special Education cluster of grants

 Audit Findings = None

Management Responsibilities

As part of the audit process, management is responsible for the following:

 The fair presentation of the Town’s financial statements in accordance with generally

accepted accounting principles;

 Establishing and maintaining effective internal controls over financial reporting to

ensure all significant transactions are properly reflected within the financial statements;

 Identifying and ensuring that the Town complies with the laws and regulations

applicable to its activities;

 Making all financial records and related information available to P&S;

 Perform procedures to ensure the appropriate valuation of the Town’s assets and liabilities;

 Identify contingent liabilities of the Town and ensure that they are assessed and appropriately reflected in the financial statements; and

 Adjusting the financial statements to correct material misstatements and affirming to the auditor in the representation letter that the effects of any uncorrected misstatements aggregated by the auditor, if any, during the current engagement pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

**P&S Responsibilities**

 Our responsibility is to express an opinion on the Town’s financial statements and compliance over federal programs;

 Conduct our audits in accordance with generally accepted auditing standards and Governmental Auditing Standards (Yellow Book). Those standards require that we obtain reasonable (rather than absolute) assurance about whether the financial statements are free of material misstatement, whether caused by error of fraud. An audit is not designed to detect error or fraud that is immaterial to the financial statements;

 An audit includes obtaining an understanding of internal control enough to plan the audit and to determine the nature, timing and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or to identify reportable conditions;

 We are responsible for ensuring that management is aware of any significant deficiencies and/or material weaknesses;

 Our responsibility is to communicate to management those matters that have come to our attention as a result of the performance of our audit; and

 Our responsibility with respect to other information in documents containing audited financial statements is to read such information and consider whether the information or the manner of its presentation is materially consistent with information appearing in the basic financial statements.

**Areas of Audit Emphasis**

 Ensuring that the financial statements are presented in accordance with

accounting principles generally accepted in the United States of America.

 Updating our understanding of internal control structure surrounding

significant accounting cycles, including treasury, investments, fixed asset

purchases and construction in progress, purchasing and payables, revenues and receivables, and payroll.

 Understanding any changes in key information technology systems and control areas, including the computer environment.

 Ensuring that the cash and investments are maintained in accordance with the Town’s investment policy and that they are presented in accordance with GAAP.

 Ensuring that the receivables from taxpayers and other governments exist, are collectible and are presented at their net realizable value.

 Identification of Component Units to be included in the financial statements.

**Areas of Audit Emphasis-Continued**

 Determining whether capital assets are properly capitalized and impairment of capital assets is considered and appropriately disclosed.

 Ensuring that certain significant accruals are calculated in accordance with the Town’s policies and GAAP.

 Assisting the Town in implementing new financial reporting requirements issued by the Governmental Accounting Standards Board.

 Ensuring that the Town’s OPEB Trust is appropriately calculated, valued and fairly stated in accordance with GASB Standards.

 Ensuring that the Town’s Net Pension Liability is appropriately calculated, valued and fairly stated in accordance with GASB Standards.

 Testing the Town’s compliance with requirements applicable to each major program and internal control over compliance in accordance with Uniform Guidance.

 Following up on the status of prior audit comments.

 Gathering the necessary information, charts, pictures, and schedules to be included in the CAFR.

**Action by the Board**

Minutes: 3-14-19, 4-8-19, 5-8-19, 5-20-19 and 7-11-19

Dr. Teehan moved approval; seconded by Ms. MacDonald. **On the Vote**: Ms. MacDonald, Abstained; Dr. Teehan, yes; Ms. Sullivan, Abstained; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**FOR THE RECORD** – Ms. Sullivan & Ms. MacDonald abstained from the vote on the 3-14-19 & the 4-8-19 votes

**Old/New Business**

Mr. MacDonald informed all that there are some National Nights Out coming up soon.

Monday 8-5-19, Riverdale Neighborhood Association is putting together their first National Night Out at the Riverdale School, starting at 6pm.

That same evening the Oakdale Square Alliance is having a National Night Out, at the Common in Oakdale Square, Taking place from 6;30pm to 7:30pm. The third one is the flashlight walk taking place in the Manor on Tuesday August 6, starting at 7:30pm. Movie Night in East Dedham at dusk.

Ms. MacDonald informed all that the openings for the Human Rights Commission and the new Active Transportation Committee have been posted with applications due August 5, 2019.

**Discussion & Vote Re: FY’20-FY’22 Recommended Pavement Improvements**

Jason Mammone, Town Engineer, and Joe Flanagan, DPW Director, were present before the Board, to give their Recommended Pavement Improvements for FY 2020 – FY 2022.

**PLEASE SEE THE ATTACHED MEMORANDUM**

Mr. Mammone and Mr. Flanagan stated that they would be happy to take questions from the Board.

Dr. Teehan asked what the timing is for turning a Private Way into a Public Way.

Mr. Mammone informed the Board that only 2 roads have been accepted to the Private way Policy since it has been enacted and those are Birch and Quarry. Mr. Mammone added that the process usually takes about 2 – 2.5 years

Ms. MacDonald quoted the following from the memorandum:

**The recommended improvements proposed in this document are associated with asphalt roadway pavement only. Sidewalks, curbing, drainage, and other geometric changes are not included in this proposal, however if during the design process these improvements are found to be necessary or desirable, we will work to incorporate those items within the available budget(s).**

Ms. MacDonald asked Mr. Mammone who deems improvements on the sidewalks, curbing., etc. necessary or desirable.

Mr. Mammone answered that he surveys all the Town’s sidewalks when they survey the roads.

Mr. Mammone informed all that the original intent and focus of the Pavement Management Program from day one was to rehabilitate roads.

Ms. MacDonald asked if it was possible to think about and prioritizing pedestrian access and what that would look like.

Mr. Mammone answered, it is hard to say and added that he has applied to the State under the Complete Streets Program. Mr. Mammone continued, saying that he can look at other methods to upgrade our sidewalks if/when the Complete Streets Program shows it is not working for us.

Ms. MacDonald asked Mr. Mammone if he could share the Complete Streets Program application with the Board.

Mr. Mammone stated that he believes it is on-line, but he will double check.

Mr. Flanagan informed all that the priority project according to the CSP is the sidewalks on Eastern Avenue from the Fairbanks House down to Route 1.

Mr. Flanagan added that they have submitted 31 projects to the State.

Dr. Teehan moved approval of the FY’20-FY’22 Recommended Pavement Improvements; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**Violation Hearing – Compliance Failure Re: PMA Beverage Services II d/b/a The Hilton at Dedham Place, 25 Allied Drive, Brian Patrick Smith, Manager**

Ms. Baker swore in those who would be speaking at the hearing.

Sargant Clements summarized Officer Holland’s report from April 11, 2019.

Mr. Guilfoyle asked Counsel for the Hilton, Atty. Patricia Farnsworth if she stipulated to the facts.

Attorney Farnsworth answered yes.

Attorney Farnsworth introduced General Manager Brian Smith.

Attorney Farnsworth informed the Board that the server is TIPS certified and did ask for ID but failed to do the math correctly.

Attorney Farnsworth informed the Board that the server felt so bad that she quit that evening.

Attorney Farnsworth stated that Mr. Smith has taken steps to make sure this does not happen again and has spoken to Sargant Clements as well.

Attorney Farnsworth informed the Board that Mr. Smith has since purchased a scanner which takes away the human air factor.

Mr. Smith informed all that they have hired a third-party to do weekly compliance checks.

Mr. MacDonald asked Mr. Smith why it took two violations in an eleven-month span to make these changes.

Mr. Smith answered by informing the Board they placed signage behind the bar and in the service areas, everyone was retrained.

Mr. MacDonald stated that he would probably feel differently if he hadn’t had this same conversation after the first violation.

Ms. MacDonald asked Mr. Smith if he is entertained the idea of enforcing the Fenway Park rule by carting all guests and scanning all IDs.

Mr. Smith stated that that’s a good idea and will investigate it.

Sgt. Clements informed all that at his follow-up visit he and Mr. Smith spoke about the protocols for the scanner that need to be set up.

Attorney Farnsworth clarified by saying that everyone under 30 is carded and every card is run through the scanner.

Sgt. Clements informed all that the Hilton’s paperwork is always readily available. Sgt. Clements stated that he believes Mr. Smith is doing a good job and is on top of the ID situation.

Mr. Guilfoyle asked Attorney Farnsworth that she feels this was a fair hearing.

Attorney Farnsworth answered yes.

Mr. MacDonald moved to close the hearing; seconded by Dr. Teehan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

Mr. MacDonald moved that the Board take this matter up at the next Board meeting to render whatever decisions have been made; seconded by Dr. Teehan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**Discussion & Vote Re: Recommendation for Crosswalk (Fox Meadow Lane)**

Ms. Baker stated that at the Board ‘s meeting on June 20, 2019 we had referred to the Engineering Department a request from the neighborhood of Fox Meadow Lane for the installation of a crosswalk. Ms. Baker added that the Board received a very comprehensive report from the Engineering Department and in the last paragraph of the recommendation, Mr. Mammone points out that most of the recommendations made could be done without a formal vote of the Board but for the fact that a yield sign exists where Intervale intersects Fox Meadow. Ms. Baker continued, saying that as a result, that yield sign is being recommended to be removed as the crosswalk would be unsafe with that yield sign in place and they are recommending that a stop sign and a stop bar be put in place of the yield sign.

Ms. Baker stated with that recommendation, should the Board be willing to pursue the recommendation Board would need to take a vote to amend part 1 of schedule 9 of the traffic regulations for the Town of Dedham, to eliminate the yield sign for the southbound travel lane of Intervale Road as it intersects with Fox Meadow Lane and amend part 1 schedule 8 of the traffic regulations for the Town of Dedham, to adopt stop sign for the southbound traveling Lane of Intervale Road at its intersection with Fox Meadow Lane.

Should the Board choose to pursue that amendment to the traffic regulations and after Mr. Mammone advertises them before the appropriate appeal period expires he will work with Public Works to remove the yield sign, put up the stop sign, paint the stop bar and paint the crosswalk.

Ms. MacDonald lead a discussion re: how and when neighborhoods are made aware of changes recommended by the Engineering Department.

Ms. MacDonald moved that the Board adopt the Engineering Departments recommendations with the understanding that Engineering will reach out to residents on the abutting streets, including residents on Intervale Road, furthermore, that the Board amend part 1 of schedule 9 of the traffic regulations to eliminate the yield sign for the southbound travel lane of Intervale Road as it intersects with Fox Meadow Lane and amend part 1 schedule 8 of the traffic regulations for the Town of Dedham, to adopt stop sign for the southbound traveling Lane of Intervale Road at its intersection with Fox Meadow Lane; seconded by Dr. Teehan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**Discussion & Vote Re: Request for Outside Service at Moose Lodge - 8/24 1-7 pm)**

Ms. Baker informed all that the Moose Lodge at 79 Lower E St. has requested consideration for outside service of alcohol for a fundraiser on August 24, 2019, from 1pm-7pm.

Dr. Teehan moved approval; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**Discussion & Vote Re: Request for Stop Sign at Trenton & Bonham Roads to be Referred to Engineering for Study and Report**

Dr. Teehan stated that, as a former resident of the Manor this is worthy of study.

Dr. Teehan moved approval; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**The Dedham Midway Corp. d/b/a The Midway Steakhouse, 269 Washington St., Robert A. Jenks, Jr., Manager**

**THE MIDWAY STEAKHOUSE – FINDING(S)**

Ms. MacDonald moved to find that the licensee, The Dedham Midway Corp. d/b/a The Midway Steakhouse, 269 Washington St.,did violate Massachusetts General Laws Chapter 138, Section 34 and the Town of Dedham’s Rules & Regulations [sale or delivery of alcohol to a person under 21 years of age], 204 CMR 2.05 (2) [permitting any disorder, disturbance or illegality of any kind to take place in or on the licensed premises], and/or the rules and regulations for holders of Alcoholic Beverage Licenses in the Town of Dedham, #23 [sale or delivery to a person under 21 years of age] as outlined in the April 11, 2019 Police Report; seconded by Ms. Sullivan**. On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**THE MIDWAY STEAKHOUSE – SANCTION(S)**

Ms. MacDonald moved that a written warning be issued regarding the all Alcohol Restaurant License issued to The Dedham Midway Corp. d/b/a The Midway Steakhouse, 269 Washington St.; seconded by Dr. Teehan. **On the Vote:** Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**Discussion & Vote Re: Sanctions for Compliance Failure(s) for Shake Shack Legacy Place Dedham LLC d/b/a Shake Shack, 226 Legacy Pl. Michael David Tobins Manager**

**SHAKE SHACK – FINDING(S)**

Ms. MacDonald moved to find that the licensee, Shake Shack Legacy Place Dedham LLC d/b/a Shake Shack, 226 Legacy Pl.,did violate Massachusetts General Laws Chapter 138, Section 34 and the Town of Dedham’s Rules & Regulations [sale or delivery of alcohol to a person under 21 years of age], 204 CMR 2.05 (2) [permitting any disorder, disturbance or illegality of any kind to take place in or on the licensed premises], and/or the rules and regulations for holders of Alcoholic Beverage Licenses in the Town of Dedham, #23 [sale or delivery to a person under 21 years of age] as outlined in the April 11, 2019 Police Report; seconded by Ms. Sullivan**. On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**SHAKE SHACK – SANCTIONS(S)**

Ms. MacDonald moved that a written warning be issued regarding the all alcohol restaurant license issued to Shake Shack, 226 Legacy Pl; seconded by Ms. Sullivan. **On the Vote:** Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**High Street Dining, Inc. d/b/a Centre Deli/Market and Deli After Dark, 545 High St., Ziad Griege, Manager;**

**CENTRE DELI/DELI/MARKET AND DELI AFTER DELI AFTER DARK – FINDING(S)**

Mr. MacDonald moved to find that the licensee, High Street Dining, Inc. d/b/a Centre Deli/Market and Deli After Dark, 545 High St ,did violate Massachusetts General Laws Chapter 138, Section 34 and the Town of Dedham’s Rules & Regulations [sale or delivery of alcohol to a person under 21 years of age], 204 CMR 2.05 (2) [permitting any disorder, disturbance or illegality of any kind to take place in or on the licensed premises], and/or the rules and regulations for holders of Alcoholic Beverage Licenses in the Town of Dedham, #23 [sale or delivery to a person under 21 years of age] as outlined in the April 11, 2019 Police Report; seconded by Ms. MacDonald**. On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**CENTRE DELI/DELI/MARKET AND DELI AFTER DELI AFTER DARK – SANCTION(S)**

Mr. MacDonald moved that the All Alcohol Restaurant License issued to High Street Dining, Inc., d/b/a Centre Deli/Market and Deli After Dark, 545 High Street, be suspended for a period of (1) day, said (1) day originally imposed and held in Abeyance as the result of a compliance failure on May 29, 2018 and that an additional two (2) day suspension be imposed for the compliance failure on April 11, 2019, one (1) day to be served and one (1) day to be held in Abeyance for a period of twelve (12) months, said twelve (12) months to expire July 25, 2020. This action results in a suspension of the All Alcohol Restaurant License issued to High Street Dining, Inc., d/b/a Centre Deli/Market and Deli After Dark for a period totaling two (2) days, said two (2) days to be served on Wednesday, August 7, 2019 and Thursday, August 8, 2019; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**Halfway Café, Inc. d/b/a Halfway Café, 174 Washington St., Nikki David, Manager**

**HALFWAY CAFE’ FINDING(S)**

Mr. MacDonald moved to find that the licensee, Halfway Café, Inc. d/b/a Halfway Café, 174 Washington Street, did violate Massachusetts General Laws Chapter 138, Section 34 and the Town of Dedham’s Rules & Regulations [sale or delivery of alcohol to a person under 21 years of age], 204 CMR 2.05 (2) [permitting any disorder, disturbance or illegality of any kind to take place in or on the licensed premises], and/or the rules and regulations for holders of Alcoholic Beverage Licenses in the Town of Dedham, #23 [sale or delivery to a person under 21 years of age] as outlined in the April 11, 2019 Police Report; seconded by Ms. Sullivan**. On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**HALFWAY CAFE’ SANCTION(S)**

Mr. MacDonald moved that the All Alcohol Restaurant License issued to Halfway Café, Inc. d/b/a Halfway Café, 174 Washington Street, be suspended for a period of (1) day, said (1) day originally imposed and held in Abeyance as the result of a compliance failure on May 29, 2018 and that an additional two (2) day suspension be imposed for the compliance failure on April 11, 2019, one (1) day to be served and one (1) day to be held in Abeyance for a period of twelve (12) months, said twelve (12) months to expire July 25, 2020. This action results in a suspension of the All Alcohol Restaurant License issued to Halfway Café, Inc. d/b/a Halfway Café for a period totaling two (2) days, said two (2) days to be served on Wednesday, August 7, 2019 and Thursday, August 8, 2019; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

Ms. Baker informed the Board that Town Planner, Jeremy Rosenberger asked her to ask the Board of Selectmen, who have a seat on the Dedham Square Committee, to consider appointing a member to that committee this evening, as well as a Board member to sit on the Master Plan Committee.

Mister Guilfoyle pushed this request to a future meeting.

Ms. Baker informed the Board the she had an item not on the agenda.

Mr. MacDonald moved to take an item not on the agenda; seconded by Ms. MacDonald. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

Ms. Baker stated that the Board received a request from the American Legion for outside service on Sunday July 28, 2019, from 12pm – 9pm.

Ms. MacDonald moved approval; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**Acceptance of Report from Town Manager Search Committee**

Ms. Baker informed the Board that they have received a report from the search firm Community Paradigm Associates, who helped in the Town Manager search. Ms. Baker added that the firm worked with the search committee, which was appointed by the Selectmen, has issued its report to the Board and has recommend three finalists.

**Melissa Goff** Deputy Town Manager of the Town of Brookline

**Bill Keegan** Town Manager for the Town of Foxboro

**Leon Goodwin** State Department, Washington D.C. Foreign Service Officer

Formerly own Manager Salem, N.H.

Ms. MacDonald moved that the Board accept the Search Committee’s report; seconded by Mr. MacDonald. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. Yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

**Public Hearing Re: Grant of Location from Extenet Systems, Inc. for 80 Bridge Street**

Keenan Brin – Extenet Systems, a provider of wireless infrastructure for indoor stadiums and small cell deployment for the wireless carriers, such as, AT&T, T-Mobile and Verizon. Mr. Brin stated that this technology keeps the wireless networks from getting overloaded. Mr. Brin continued explain how the Technology helps.

Mr. Brin informed all that these small cells project to a radius of about 250 feet. Mr. Brin continued, saying that these small cells are found at beaches, universities parks and in busy areas where everybody is trying to access data.

Mr. Brin informed the Board that there is an application before them for 80 Bridge Street, a pretty significant commercial zone. Mr. Brin stated that they have an agreement with the local utilities, Verizon, National Grid and Eversource to utilize the wooden poles. Mr. Brin stated that the installation will consist of a small 2x3 box, along with an antenna, 20” – 22” that sits on the pole at about 20’.

Mr. MacDonald asked Ms. Baker where the abutter’s notices went.

Ms. Baker answered that the area covered was Dixon, Reed, Arbor and Bridge.

Ms. MacDonald moved to close the hearing; seconded by Dr. Teehan. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

Ms. MacDonald moved approval of the applicant’s request; seconded by Ms. Sullivan. **On the Vote**: Ms. MacDonald, yes, Dr. Teehan, yes, Ms. Sullivan. yes, Mr. Guilfoyle, yes, Mr. MacDonald, yes.

Ms. MacDonald moved that the Board enter Executive Session: Pursuant to M.G.L. Ch.39, Sec. 23B Exemption 3 (potential litigation/Ames) and Exemption 6 (real property/Striar); seconded by. Ms. MacDonald. **On the Vote**: Ms. MacDonald, yes; Dr. Teehan, yes; Ms. Sullivan, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

Mr. Guilfoyle stated that the Board will exit Executive Session only to adjourn the meeting.

The next Meeting is scheduled for Thursday August 8, 2019. This is to certify that the above is a true and accurate record of the minutes of the Selectmen’s Meeting held on July 25, 2019, which minutes were approved on September 26, 2019.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dennis J. Guilfoyle. – Chairman