

TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
December 30, 2019 – 6:30 PM
Lakeville Police Station – 323 Bedford Street

On December 30, 2019, the Board of Selectmen held a meeting at 6:30 PM at the Lakeville Police Station. The meeting was called to order at 6:30 PM by Chairman Fabian. Selectmen present were: Chairman Fabian, Selectmen Powderly and Selectman LaCamera. Also present were Maureen Candito, Town Administrator, Tracie Craig-McGee, Executive Assistant and Lorraine Carboni, Town Coordinator. LakeCAM was recording the meeting for broadcast.

Board of Selectmen Announcements

Selectman LaCamera read the Board of Selectmen announcements.

Public Input Session

Anthony Chiuppi from Vaughan Street asked about the reconstruction of the parking lot at Ted Williams Camp and the funding of Clear Pond. Selectman LaCamera said he would be giving an update later in the meeting.

Town Administrator's Report

Ms. Candito read the Town Administrator's Report. The Town received an ADA Grant to identify where grant funds can be used for ADA Accessibility. We are moving towards electronic paystubs for Town employees. Four (4) candidates were interviewed for the Health Agent position. Budget workshops are done, and the Capital Plan is being worked on. The Town Moderator will be submitting two (2) candidates for the Capital Plan Committee.

Meet with Police Chief Matthew Perkins to discuss:

Police Chief Matthew Perkins was present for the discussion.

Revised Job Description for Administrative Assistant for Police and Fire

Chief Perkins would like to change the Job Description for the Administrative Assistants for Fire and Police to include training them in dispatch and certifying them as Quality Assurance Reviewers. Chief O'Brien said he is in favor of the change. Discussion occurred regarding where the increase in salaries for the two (2) positions would come from. Selectman Powderly asked if there will be a specific schedule for dispatch? Discussion occurred on their role in the schedule. Chairman Fabian thanked the Chiefs for their work on combining the dispatch.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To approve the Revised Police Administrative Assistant Job Description, which shall go into effect after certification as Dispatcher and Quality Assurance Reviewer has been presented to the Town.
Unanimous in favor.

New Job Description for Police Captain Position and salary

Chief Perkins said there are two (2) Lieutenants that currently share second in command duties. He would like to have a true second in command. Discussion occurred regarding the position being eligible for overtime. Chairman Fabian asked if the Deputy Fire Chief is eligible for overtime. Chief Perkins said the Deputy Chief for Fire has always been an exempt position. Selectman LaCamera said he would like to look at the Chief's budget prior to adding a position. Chief Perkins said he would be looking at money already in the budget to fund the Captain's position, which would be \$3,556 to \$5,000 above the salary of the Lieutenant. Discussion occurred regarding the various salaries. Chairman Fabian said she would like to review the Deputy Fire Chief's Job Description. Selectman Powderly said the two (2) positions do not need to have parity. Chief Perkins said that the position will be posted internally.

Upon a motion made by Chairman Fabian and seconded by Selectman Powderly, it was:

VOTED: To approve the Job Description for a Captain in the Police Department as presented with an increase of \$5,000 over the current Lieutenant salary.
Unanimous in favor.

Discuss reducing grade level on Head Dispatcher position and change name to Dispatch Supervisor

Chief Perkins said he would like to change the title from Head Dispatcher to Dispatch Supervisor and the Grade Level from 1 to Level 2. This position has never had a Job Description. Chairman Fabian noted that this position is eligible for overtime.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To approve the Job Description title change from Head Dispatcher to Dispatch Supervisor and change the Grade Level from Grade 1 to Grade 2.
Unanimous in favor.

Announce Police Department Grants

Chief Perkins announced that the Police Department has received a \$40,804 grant from Massachusetts State 911 to be used to defray salaries for 911 dispatchers; \$12,332 to defray training costs and \$9,000 from the Massachusetts Executive Office of Public Safety & Security for traffic enforcement.

Meet with Fire Chief Michael O'Brien to discuss authorization to apply for various Fire Department Grants and discuss revised Job Description for Administrative Assistant

Fire Chief Michael O'Brien was present for the discussion.

Discuss authorization to apply for various Fire Department Grants

Chief O'Brien spoke about various Fire Department Grants he would like to apply for, but would require some matching funds from the Town. The first grant is for a fire truck with a 5% match. He would like to replace Forest Fire 1, which is a 1997 International Brush Breaker. The

second grant is equipment to replace some equipment that is obsolete and is a 5% match, which should be around \$1,000. The SAFER grant helps defray the cost of hiring new firefighters. It is a three (3) year program, which would allow him to hire two (2) firefighters. He would be able to have three (3) firefighters on duty 24/7. Further discussion occurred regarding the SAFER Grant. Chief O'Brien said this is a very competitive grant, and he would like to try for it. The SAFER Grant is a 25% match for years 1 and 2 and 35% for year 3.

Selectman LaCamera said he is fine with the first two (2) grants, but is concerned about the funding for the third grant. Selectman Powderly asked why the Chief picked the brush breaker. Chief O'Brien said the breaker is not in compliance right now. Selectman Powderly agreed with all the grants, but would not hire the two (2) firefighters until we received the grant. We may be able to reduce the overtime callbacks. Chief O'Brien said they will send a notice out about the grant and he has to be ready to write it.

Upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: To authorize the Fire Chief to apply for the Assistance to Firefighters Federal Grant - Vehicles.
Unanimous in favor.

Upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: To authorize the Fire Chief to apply for the Assistance to Firefighters Federal Grant - Equipment
Unanimous in favor.

The SAFER Grant was tabled until the January 13, 2020 meeting.

Discuss revised Job Description for Fire Administrative Assistant

Chief O'Brien said he does not have the funding mechanism to cover the additional pay for the Administrative Assistant. Chief Perkins said that he has the funding to cover the cost for both Administrative Assistants. Selectman LaCamera asked why the start and finish times will not be consistent. Chief O'Brien said there are times when the Administrative Assistant works late and she is paid overtime. Ms. Candito said the wording can be revised in the Job Description.

Upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: To approve the Revised Fire Administrative Assistant Job Description, which shall go into effect after certification as Dispatcher and Quality Assurance Reviewer has been presented to the Town, subject to the revision of working hours.
Unanimous in favor.

Discuss Special and Annual Town Meetings

Selectman LaCamera pointed out that according to the General By-laws, the Annual Town Meeting is to be held on the second Monday of May, but that has not been done for several years. He would like to have it held in May and be able to provide the information earlier to residents.

The Town By-laws state that all Warrant Articles for Annual Town Meeting must be submitted by the second Monday in March by 4:00 PM. We need to let Department Heads and Boards, Committees and Commissions know about that deadline. Chairman Fabian would like the budget to be available on the Town's website earlier. Ms. Candito said that there will be a budget presentation available on social media for residents, as well as, definitions and procedures at Town Meeting.

Discuss FY21 Budget

Selectman LaCamera said for the next meeting, we should speak about the budget process. We want to get budgets to the Finance Committee in February. The Governor is announcing his budget on January 22nd. The School Committee has their preliminary numbers. Ms. Candito said the challenge is since it is a contract year. Selectman LaCamera said we spoke about no cost of living increases, but step increases should be included.

Update on Freetown/Lakeville FY21 Budget

Selectman LaCamera met with the Chairman of the F/L Regional Finance Committee, Superintendent of Schools and Business Manager to discuss the FY21 Budget. They were not planning on finalizing their budget until April 16th, but have agreed to do it earlier.

Update on Performance Contract proposal to replace boilers at Apponequet Regional High School and George R. Austin Intermediate School

Selectman LaCamera met with the Chairman of the Regional Finance Committee, Superintendent of Schools and Business Manager regarding the replacement of the boilers at both Schools. They are looking at a performance contract where they ask a company to make a proposal; it is like a lease payback. It has gone out and will be back in January. Discussion occurred regarding trying to fund this with the Green Community Grants next year. Selectman LaCamera said it will be approximately \$2,000,000 to replace the boilers. The High School boiler is failing and needs to be replaced immediately. Chairman Fabian asked about meeting with the School Committee and the Freetown Board of Selectmen. Ms. Candito will schedule a meeting.

Discuss meeting with Park Commission regarding FY21 Budget and reconstruction of parking lot

Jesse Medford from the Park Commission and Anthony Chiuppi were present for the discussion. Selectman LaCamera attended a Park Commission meeting where they discussed some budget issues they are having. One of the main areas is Clear Pond. He wanted to speak about providing some funding to keep Clear Pond open to Lakeville residents only. We want to look at the actual costs and get clarification on the revenues from residents versus non-residents. We would need to come up with approximately \$20,000. There is a lot of stress on the staff there, and it is crowded. Further discussion occurred on this.

Selectman Powderly asked if non-residents would be limited to just Clear Pond or various sports also at the Camp. Mr. Medford said bringing in people to the sports is okay, but there have been complaints about non-residents at Clear Pond. Selectman Powderly said you can increase the out of town user fees. Mr. Chiuppi asked if there is a capacity that the Pond can handle. Selectman

Powderly asked to have Mr. Berry speak to the Board about the pond capacity. Mr. Chiuppi was concerned about the water quality and amount of trash. Chairman Fabian said residents may not realize that the Park Department is an Enterprise Account and must support itself. Mr. Medford said he doesn't want to limit former residents who use Clear Pond. Discussion occurred regarding the various fees.

Selectman LaCamera said the Park Commission also discussed the parking lots at the Ted Williams Camp. The Park Commission would like to meet with the Superintendent of Streets to discuss this. The parking lots are dangerous and must be addressed. Discussion occurred regarding previous attempts to have the parking lots repaired. Chairman Fabian said we need to find a solution; Ms. Candito will schedule a joint meeting with the Park Commission to come up with a plan.

Selectman LaCamera said that the Park Department's maintenance person is retiring on March 31, 2020. He asked for this to be placed on the next meeting for discussion. Mr. Chiuppi said that the Park Budget is very confusing to residents. It needs to be clear and simple and laid out for residents. The parking lot is a big issue. Chairman Fabian said there was a person that wanted to fix the parking lots, but that option is no longer available so we must move forward. We can advise the Park Commission, but they are elected, and we cannot tell them what to do.

Discuss meeting with the Planning Board concerning Island Terrace Condominium project and Marijuana Moratorium

Selectman LaCamera attended the Planning Board meeting to notify them that the marijuana moratorium was extended until after the Annual Town Meeting. They will present the marijuana zoning by-law at the Annual Town Meeting.

Discuss appointment of Board of Selectmen's representative for the Master Plan Implementation Committee

Chairman Fabian said the list of the members for Master Plan Implementation Committee has been provided. Selectman LaCamera said according to the charge, there are seven (7) members, including the Town Administrator. Ms. Candito needs to be appointed to the Committee to replace Rita Garbitt, who has retired. Chairman Fabian asked about attendance. Ms. Candito said she has been attending the meetings since May and Mr. Beal has not had good attendance. Chairman Fabian said the previous Board had voted to allow Ms. Garbitt stay the designee of the Town Administrator. Perhaps she can be made an at large member. We have a member that does not have regular attendance.

A motion was made by Selectman LaCamera and seconded by Chairman Fabian to appoint Maureen Candito, acting as the Town Administrator, as a Member of the Master Plan Implementation Committee.

Discussion: Selectman Powderly asked why Ms. Garbitt is being removed as she wanted to finish this up in January/February. Selectman LaCamera said the Town Administrator is responsible for implementing the suggestions coming out of this Committee. The charge specifically states the Town Administrator is a member. She should have a vote. Discussion

occurred about this. Mr. Day asked if the person that has bad attendance should be removed and Ms. Garbitt appointed.

The vote on the previous motion was two (2) in favor and one (1) in opposition (Selectman Powderly).

A motion was made by Selectman Powderly and seconded by Chairman Fabian to rescind the membership of Frederick Beal on the Master Plan Implementation Committee.

Discussion: Selectman LaCamera said we should contact Mr. Beal prior to his removal.

The vote on the previous motion was two (2) in favor and one (1) in opposition (Selectman LaCamera).

A motion was made by Selectman Powderly and seconded by Chairman Fabian to appoint Rita Garbitt as a Member at Large to the Master Plan Implementation Committee.

Discussion: Selectman LaCamera said we should have given Mr. Beals the opportunity to state his interest.

The vote was two (2) in favor and one (1) abstention (Selectman LaCamera).

Discuss update on interest in the former Lakeville Hospital property

Selectman LaCamera said he was designated to meet with Mr. Maksy, along with Ms. Candito and the Building Commissioner, but the meeting has not happened yet. He would like to reach out to Mr. Maksy again on this. Ms. Candito said Mr. Maksy wanted to meet after the holidays.

Review request from Town Clerk to appoint Election Officers

Chairman Fabian said the Town Clerk has requested appointment of Election Officers.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To appoint Karen Donnelly; Viola Fairweather; Robin Marques and Elizabeth Nash as Election Officers with terms to expire August 15, 2020.
Unanimous in favor.

Review request for renewal of Class II License for Sha-Nic Auto Body - 35 Bedford Street

Chairman Fabian said Sha-Nic Auto Body has submitted their renewal for the Class II License for 35 Bedford Street.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To approve the renewal of a Class II License for Shanic Auto Body for 35 Bedford Street to expire January 1, 2021.
Unanimous in favor.

Review request for renewal of Common Victuallers Licenses for K&L Inc. dba Saga Sushi and J&J Seafood

Chairman Fabian said K&L Inc., dba Saga Sushi and J&J Seafood have requested renewal of their Common Victualler Licenses.

Upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: To approve the renewal of the Common Victualler Licenses for K&L Inc., dba Saga Sushi at 9 Harding Street and J&J Seafood at 197 County Street to expire December 31, 2020.
Unanimous in favor.

Request from Kenneth Upham, Sr. for reappointment as Constable

Chairman Fabian said a request has been made by Kenneth Upham, Sr. to be reappointed as a Constable. The Police Chief has reported no issue with the reappointment.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To reappoint Kenneth Upham, Sr. as a Constable for a term to expire on January 15, 2021.
Unanimous in favor.

Request from Herve Vandal, Jr. for reappointment as Constable

Chairman Fabian said a request has been made by Herve Vandal, Jr. to be reappointed as a Constable. The Police Chief has reported no issue with the reappointment.

Upon a motion made by Selectman LaCamera and seconded by Selectman Powderly, it was:

VOTED: To reappoint Herve Vandal, Jr. as a Constable for a term to expire on January 28, 2021.
Unanimous in favor.

Discuss \$1,500 donation from Sun Multisports for Patriot Triathlon

Chairman Fabian said the Board needs to vote to decide where the donation from Sun Multi-Sports should go. Selectman Powderly had suggested DECA at the High School. Selectman LaCamera felt it should be broken up into three (3) donations.

Upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: For the \$1,500 donation from Sun Multi-Sports to be distributed as follows: \$500 to the DECA Program at the High School; \$500 to the Senior Center and \$500 to the Park Department.
Unanimous in favor.

New Business

Chairman Fabian said she was appointed to the Zoning By-law Review Advisory Committee to replace former Selectman Aaron Burke, but is unsure of the need for the Committee. She has tried to schedule a meeting to discuss this, but has not been successful. The membership was discussed. Ms. Candito said that we are going to recodify the Zoning By-law and this may be redundant. Chairman Fabian will continue to try to schedule a meeting.

Chairman Fabian said three (3) letters of interest were received for the vacancy on the Finance Committee.

Chairman Fabian asked about the status of the renovation of the Selectmen's Office. Ms. Candito said it will be a few months. That renovation will be similar to her office.

Old Business:

Discuss FY20 Budget

Selectman LaCamera provided the minutes from the Annual Town Meeting for clarification of a statement made previously by Selectman Powderly regarding the Overlay Money. Selectman Powderly said that the Board voted at their April 18, 2018 meeting to use the \$225,000 for OPEB. We met with the Board of Assessors and Town Accountant to let them know what we were doing. Selectman LaCamera said there was no funding for OPEB in the budget; the money was used for wages and expenses for the Operating Budget. \$183,000 in Free Cash was used to balance the budget, so now we will need to use at least \$183,000 in Free Cash for FY21 budget to balance the budget. Discussion occurred regarding the FY20 budget.

Revisit Various Selectmen Positions for Reorganization

Chairman Fabian spoke about the reorganization of the Board. This will be placed on the January 13th Selectmen's meeting. Selectman LaCamera said that Economic Development Committee can be disbanded. The Project Review Committee for 43D was discussed. Selectman Powderly said this is only needed if someone has plans that we want to expedite.

Any other business that may properly come before the Board of Selectmen

Selectman LaCamera said the pond levels are high and the wetlands are full. A plan must be discussed. Discussion occurred regarding the Nemasket Dam Management Committee and grants that have been received to do studies. Ms. Candito said Representative Orrall is looking at the culvert from the Snake River, which was replaced with a smaller pipe. Chairman Fabian said the Boards are down, except for the last board keeping the silt in Assawompset Pond.

Executive Session

At 9:13 PM, upon a motion made by Selectman Powderly and seconded by Selectman LaCamera, it was:

VOTED: To enter into Executive Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining, specifically the Firefighters'

Union, Police Union and Laborers' Union, if an open meeting may have a detrimental effect on the bargaining position of the Board, and the Chair so declares; and pursuant to M.G.L. c.30A, §21a (5) to investigate charges of criminal misconduct or to consider the filing of criminal complaints and pursuant to M.G.L. c.30A, §21a (6) to consider the purchase, exchange, lease or value of real estate, if the chair declares than open meeting may have a detrimental effect on the negotiating position of the public body, and the Chair so declares and not to return to regular session.

Polled vote: Selectman Powderly – aye; Chairman Fabian – aye; and Selectman LaCamera – aye.

OTHER ITEMS

1. Letter from Board of Health regarding 57 Long Point Road
2. List of donations to the Animal Shelter for FY20

List of documents provided at the Board of Selectmen Meeting of December 30, 2019

1. Agenda page
2. Agenda page
3. Agenda page
4. Memo from Police Chief; Proposed Job Descriptions for Police Administrative Assistant; Police Captain and Dispatch Supervisor; Memo from Police Chief on Grant Funding; Grant Award Documents
5. Email regarding proposed grants; memo from Fire Chief; Proposed Job Description for Administrative Assistant to the Fire Chief
6. Agenda Page
7. Agenda Page
8. Agenda Page
9. Agenda Page
10. Agenda Page
11. Agenda Page
12. Charge for Master Plan Implementation Committee
13. Agenda Page
14. Request from Town Clerk to appoint Election Officers
15. Application for renewal of Class II Used Car Sale License-35 Bedford Street
16. Applications for renewal of Common Victuallers License for Saga Sushi and J&J Seafood
17. Letter from Kenneth Upham Sr. requesting reappointment as Constable
18. Letter from Herve Vandal, Jr. requesting reappointment as Constable
19. Agenda Page
20. Agenda Page
21. FY20 budget summary from Town Meeting; list of Selectmen Positions for reorganization