

**TOWN OF LAKEVILLE**  
**Board of Selectmen, acting as the Wage &**  
**Personnel Board as needed**  
**Meeting Minutes**  
**August 9, 2021 – 6:30 PM**  
**REMOTE LOCATION**

On August 9, 2021, the Board of Selectmen held a meeting at 6:30 PM remotely from various locations. The meeting was called to order at 6:30 PM by Chair Fabian. Selectmen present were: Chair Fabian, Selectman LaCamera and Selectman Carboni. Also present was Ari Sky, Town Administrator. LakeCAM was recording the meeting for broadcast.

In accordance with provisions allowed by Chapter 20 of the Acts of 2021, the August 9, 2021 public meeting of the Lakeville Board of Selectmen will be held remotely. **However, to view this meeting in progress, please go to [facebook.com/lakecam](https://facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>.**

**Meet with Master Plan Implementation Committee**

*Members of the Master Plan Implementation Committee present for the discussion were Rodney Dixon, Rita Garbitt, Joseph Chamberlain, II, Patrick Marshall, Jack Lynch and James Rogers.* Mr. Dixon said the Board of Selectmen had questions on the matrix that they wanted to meet with the Master Plan Implementation Committee (MPIC) on. Chair Fabian said there were questions on knowing who is responsible for doing certain things. Previously there was a Town Coordinator position, but that is no longer a Town position. She wouldn't mind anything that was the Town Coordinator's responsibility saying Town Administrator or his designee. Mr. Sky said the Town Planner will take on some of the items and the Town Administrator's Office will also take some. It might make sense to come back after the anticipated hires to review the matrix. Mr. Dixon said he agreed with that as he would rather do this once. He asked the MPIC if they wanted to wait to make the changes until after the hires. It was the general consensus of the MPIC to wait on the anticipated hires.

Selectman LaCamera said he would like to address some of the zoning changes, in particular, the Open Space Design Bylaw. The Planning Board needs to discuss that. Regarding economic growth, including identifying areas for growth, would require discussions with the Planning Board, MPIC and Board of Selectmen. In regards to the Economic Development Committee (EDC), Selectman Carboni has been appointed to the Committee to get it up and running. They have not met in a long time. Mr. Dixon asked who has the authority to get those committees that are responsible for their section of the master plan to do what they need to do according to the Master Plan? Vacancies on critical committees will delay the process. Selectman Carboni said even with vacancies, the Boards, Committee or Commissions will still have a quorum in place to be able to meet with the MPIC. Selectman LaCamera said there are items for the Agricultural Commission, which is appointed by the Selectmen. They have not met to discuss the matrix. Regarding the

Historical Commission, we have funded two (2) projects to do an evaluation of historic areas. We will bring it to the attention of the Historical Commission to move forward with these two (2) projects. There are things that Open Space Committee and Planning Board need to discuss. Services and facilities are being handled by the Town Administrator and the Selectmen. There are multiple projects that have been funded and Owner's Project Managers will be hired to get those projects going. Mr. Dixon asked if it is possible to get the Master Plan as a standing agenda item on the responsible Boards, Committee or Commissions agendas. The MPIC could meet with them quarterly or as needed. Mr. Lynch said he is on the Planning Board and they regularly review where they are on their items. He asked Selectman LaCamera about his concerns on zoning. Selectman LaCamera said zoning for commercial, business and industrial zoned areas need to be reviewed to see if the zones are where they need to be or if we need additional zoning. The industrial parks are completely full, and there is not a lot of space for industrial development. The Planning Board should review where commercial development should be. Another is to put together an Open Space By-law where green space would be required for development. There were questions about the Development Opportunities District. Ms. Garbitt noted the other item for the Planning Board was design guidelines.

Chair Fabian said it sounds like there is more work to do. Maybe it should be on everyone's agenda to make decisions in a timely manner. Perhaps MPIC would consider doing a workshop with the other Boards, Committees or Commissions. Mr. Dixon said in compiling the matrix, we found that there were a lot of goals that were accomplished, but we were not aware. Mr. Lynch said he will communicate this to the Planning Board and keep MPIC up to date. Mr. Rodgers said the MPIC has sent a copy of the matrix to the Boards, Committees and Commission. We should have meetings with them to talk about their responsibilities. Selectman LaCamera said he would like to follow up at the end of the month and have the Town Administrator update the Board. Chair Fabian said we need to get the other Boards, Committees and Commissions working on their items. We can meet again at the end of the month with Mr. Sky and Mr. Dixon keeping in touch about this.

The MPIC adjourned their meeting at 6:58 PM.

### **Meet with Michele MacEachern to discuss the Community Preservation Act**

*Michele MacEachern, Barbara Mancovsky, Joseph Chamberlain, II, Susan Spieler, and Martha Schroeder were present for the discussion.* Ms. MacEachern showed a PowerPoint presentation to the Selectmen regarding the Community Preservation Act (CPA). Ms. Mancovsky said these funds can actually be used to pay debt service, for example, to make a land acquisition. Ms. MacEachern said there are two (2) Towns have addressed the issue of milfoil with CPA funds. Chair Fabian said a question from the Facebook chat is what affordable housing entails? Traditionally in a 40B development, 20% of the units goes to buyers at a lower price that meet certain financial requirements. Chair Fabian said it looks like we need a Fall Special Town Meeting. Once the warrant is open, you can ask the Board to place the CPA article on the warrant. Ms. MacEachern said there is a Facebook page, Lakeville Community Preservation Act. They are

working on a website as well. Ms. Spieler said out of the 187 communities that presently have the CPA, not one (1) community has tried to remove it. Ms. Mancovsky said at communitypreservation.org it shows all the uses for the CPA funds. Ms. MacEachern said they would like the Selectmen to consider adding the CPA article to the Special Town Meeting Warrant.

### **Meet with Board of Registrars to discuss Absentee Ballot Voting & Early Voting Policies**

*Present for the discussion were the following members of the Board of Registrars: Lillian Drane, David Morwick and Waltraud Kling* Mr. Morwick called the Board of Registrars Meeting to order at 7:30 PM. Mr. Morwick said the Registrars voted on July 22, 2021 on these policies. Ms. Drane said Chapter 54, Section 65 states campaigning is only allowed outside of the polling place. The Secretary of State recommended that policies be put in place regarding this for early voting, which typically does not occur at the regular polling place. This will stop people from wearing something to early voting that attempts to persuade people to vote for a specific candidate. During early voting, there were a few instances of people coming in with hats, t-shirts or pins with candidate's names on them. 2024 will be another big election and she needs support for this. This would cover all municipal buildings that are housing early voting. Chair Fabian was concerned about freedom of speech. Mr. Morwick said people are free to express themselves, but not in the public building where the voting is taking place. They can be outside of the building. A number of surrounding Towns have these policies. Chair Fabian said it would treat whatever location we have for early voting the same way as the Loon Pond Lodge building on election day. Selectman LaCamera said this specifically states 346 Bedford Street. It only applies to early voting and absentee voting at the Town Hall. He thought other municipal buildings should be included for absentee voting.

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

VOTED: To approve the Lakeville Board of Registrars Absentee Ballot and Early Voting Policy dated July 22, 2021.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – abstain.

The Board of Registrars adjourned their meeting at 7:40 PM.

### **Board of Selectmen Announcements**

Chair Fabian read the Board of Selectmen announcements.

### **Town Administrator Announcements**

Mr. Sky read the Town Administrator Announcements.

### **Discuss scheduling of possible Fall Special Town Meeting**

Mr. Sky said reviewed eight (8) potential items and the proposed schedule. Selectman Carboni said besides budget items, everything else could wait until the Annual Town Meeting. Mr. Sky said budget items and the MSBA article cannot wait until the spring. Selectman Carboni asked what the budget items are? Mr. Sky said personnel items; Fire Department repairs on ladder truck and a few other small items. Selectman LaCamera said if the CPA doesn't get done in the fall, you can hold the election first, but it is best to get the approval at Town Meeting prior. Chair Fabian said the CPA Group is hoping to get on the Fall Special Town Meeting.

### **Discuss and possible vote to approve and sign the Right of Entry and License for 58 East Grove, Inc, for the Loon Pond Lodge – 28 Precinct Street**

Chair Fabian said this is required for the liquor license approval for the Loon Pond Lodge. The ABCC needs a right to occupy the premises because technically they do not have a lease with the Town. The investigator from the Alcoholic Beverages Control Commission (ABCC) is requesting some type of right to occupy documentation. Selectman Carboni said looking at the current agreement, it states that they would need to secure proper licensing. It has been almost five (5) months since we signed the agreement, it is breach of contract. How long do we wait until we address that? Chair Fabian said we did everything we thought needed to be in the Request for Proposals with Town Counsel's guidance, but the ABCC needs something different. The vendor has done everything we asked of them. This should satisfy the ABCC. Selectman LaCamera said the previous company did not have a license either. Town Counsel should have been aware that this needs to be addressed. This is not Boston Tavern's fault.

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

VOTED: To approve the Right of Entry and License for 58 East Grove, Inc., for the Loon Pond Lodge located at 28 Precinct Street.  
Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

### **Discuss and possible vote for appointment of Christina Cotsoridis as Assistant to the Town Administrator**

*Christina Cotsoridis was present for the discussion.* Mr. Sky said this is a new position authorized by the Board on June 12, 2021. Interviews were held and the interview panel unanimously recommended Christina Cotsoridis to fill the position.

A motion was made by Chair Fabian, (stepping down) and seconded by Selectman LaCamera, to appoint Christina Cotsoridis as Assistant to the Town Administrator at a salary of \$82,000 with three (3) weeks' vacation.

*Discussion:* Selectman Carboni spoke of her concern on the salary amount as it was not budgeted in the Board of Selectmen's budget. Also, the Board is the Wage & Personnel Board, it sets a precedent of going over budgeted salaries. Regarding vacation time, based on what is in our Wage & Personnel Handbook, it states two (2) weeks for the first year. If we want latitude to navigate with higher level positions, we need to update our policy. She does have an issue with the \$82,000 salary and three (3) weeks of vacation. Selectman LaCamera said the job description was \$80,000 +/- . We knew we had to add money into the Board of Selectmen's salary budget. As far as three (3) weeks, it is up to the Board to decide. Based on the requirements on this position, he does not feel this is an unreasonable request. Selectman Carboni said in our discussions in April, we as a Board never voted a salary for the position. Mr. Sky recommended that she review the meeting and nowhere was it said we would post at \$80,000 +/- . Mr. Sky stated around \$80,000. Chair Fabian said we need to assist Mr. Sky getting a team in place to evaluate lots of things in Town Hall.

The vote on the previous motion was: Selectman LaCamera – aye; Chair Fabian – aye and Selectman Carboni – nay.

Barbara Mancovsky asked if the salary funds are from the Town Planner budget. Mr. Sky said there will have to be additional funding to fund this position and the Town Planner salary. Chair Fabian said does not advocate for spending money that we don't have, but if we are to be successful, we need to put key people in place. Selectman LaCamera said Mark Knox, John Olivieri, Nate Darling and Mr. Sky have been interviewing people and hope to have a decision shortly on a candidate for Town Planner. We are committed to hiring a Town Planner.

**Discuss and possible vote for appointment of Clorinda Dunphy as Executive Assistant to Director of Inspectional Services and Permitting, Facilities Manager, and Building Commissioner/Zoning Enforcement Officer**

*Nathan Darling, Building Commissioner, was present for the discussion.* Chair Fabian noted that Mr. Darling's Executive Assistant had retired. He is recommending that Clorinda Dunphy fill the vacant position. Ms. Dunphy is a current Town employee. Several candidates were interviewed, and an interview committee of three (3) people chose Ms. Dunphy for the position.

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

VOTED: To appoint Clorinda Dunphy as the Executive Assistant to Director of Inspectional Services and Permitting, Facilities Manager and Building Commissioner/Zoning Enforcement Officer at a salary of \$67,525.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

**Discuss and possible vote to approve request from Richard Colletti to be reappointed as a Constable**

Chair Fabian said Richard Colletti has requested to be reappointed as a constable in Lakeville.

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

VOTED: To reappoint Richard Colletti as a constable with a term to expire August 12, 2022.  
Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

**Discuss and possible vote to appoint a representative from Lakeville to serve on the MBTA Advisory Board**

Chair Fabian said the MBTA Advisory Board is requesting confirmation of who is presently serving on the MBTA Advisory Board. As Chief Elected Officer, she is currently the representative.

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

VOTED: To appoint Evagelia Fabian to the MBTA Advisory Board as Lakeville's Representative.  
Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

**Review and vote to approve Office Supply and Paper Bid Awards for Southeastern Regional Services Group**

Chair Fabian said the Southeastern Regional Services Group has gone out to bid for office supply and copy paper bids. W.B. Mason has won both bids. For office supplies the Town will receive a 57.8% discount and for ink/toner a 32.8% discount.

A motion was made by Selectman Carboni and seconded by Selectman LaCamera to approve the bid for office supplies to W.B. Mason for a 57.8% discount on office supplies and 32.8% on ink/toner cartridges for period of July 1, 2021 through June 30, 2022.

*Discussion:* Selectman LaCamera said it is unfortunate that they did not go out to bid prior to July 1<sup>st</sup>. Do we have to go back and modify for the discount for everything that has been purchased between now and July 1<sup>st</sup>. Mr. Sky said it is his understanding that the discount is retroactive to July 1<sup>st</sup>.

The roll call vote on the previous motion is: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

Chair Fabian said for the copy paper bid, we have a list attached for the various types of paper.

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

VOTED: To not read the entire list of paper amounts and approve the bid for copy paper to W.B. Mason as presented for the period of July 1, 2021 through June 30, 2022.  
Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

**Request from Planning Board for comments from the Board of Selectmen regarding the Site Plan for 310 Kenneth Welch Drive**

*Nathan Darling, Building Commissioner, was present for the discussion.* Mr. Sky said the proposal is from Nature's Remedy, soon to be known as Jushi, to add 10,000 square feet on the second story to their operation for administrative purpose. That will allow them to use the entire first floor for marijuana operations. Mr. Darling said currently the second-floor space is being utilized by Cold Storage for office space. The Board Members asked that their concerns about having adequate parking space be sent to the Planning Board.

**Discuss and possible vote on request from Lakeville Arts Council regarding permission to place signs for the Annual Arts & Music Festival**

Chair Fabian said the Lakeville Arts Council has submitted a request for permission to place signs for the Annual Arts & Music Festival on October 2, 2021.

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

VOTED: To approve the request from the Lakeville Arts Council to place a 3' x 5' sign on the island on Precinct Street and Rhode Island Road and a 3' x 5' banner at the top of Dickran Diran Square.  
Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

**Review and possible vote to approve request for Outdoor Entertainment Permits: 76 Kingman Street – September 11, 2021 and 6 Mark Twain Lane – September 17, 2021**

Chair Fabian said the Board has received Outdoor Entertainment Permit requests for September 11, 2021 at 76 Kingman Street and on September 17, 2021 for 6 Mark Twain Lane.

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

VOTED: To approve the Outdoor Entertainment Permit for September 11, 2021 from 3:00 to 9:00 PM at 76 Kingman Street.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

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

VOTED: To approve the Outdoor Entertainment Permit for September 17, 2021 from 5:30 to 10:00 PM at 6 Mark Twain Lane.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

### **Review and possible vote on Board of Selectmen FY22 Goals for Town Administrator**

Chair Fabian said in the past, the Selectmen would vote on Selectmen goals. She is not sure if this needs to be done right now as the Selectmen run the Town through the Town Administrator, which can be addressed in the Town Administrator goals. However, we could look at the Board of Selectmen policies. Mr. Sky has presented a list of his own goals. Mr. Sky said his list was things that he has found early on. Selectman Carboni has submitted a list also. Regarding the MCPPO designation, the previous Board decided not to exclude applicants that did not have their MCPPO designation, so she did not want to add that. Some of the things, like professional development, are great, but you could keep up with Mr. Sky on a personal basis. Professional development training for Town Hall staff is important. Mr. Sky said he has been working with Department Heads to identify key staff to get a working knowledge of procurement. Chair Fabian said she would like Mr. Sky to concentrate on getting facility projects done. Another area of concern for here is evaluating health care insurance every few years. Legal fees are also something else to look at. She would like to get the Master Plan done. In six (6) months, she would like to be able to know if some of these things have been done. Selectman Carboni said Mr. Sky gave the Board Members an initial list, but it was then resent as Selectman LaCamera had added some items. She had sent in comments, but did not receive Chair Fabian's goals.

Selectman LaCamera said there is a lot of duplication in goals; we don't have to be very specific on certain things. Mr. Sky had provided high level goals, but some of Selectman Carboni's items come under the high-level goals. Chair Fabian spoke of the minimum three (3) grant goal from Selectman Carboni. She hopes he will apply for more than three (3). Selectman Carboni said it is advantageous to have the Town Administrator have direction and things to feel good about accomplishing. Chair Fabian asked the other Board Members if they wanted to make facilities as important item? Selectman Carboni and Selectman LaCamera agreed. Chair Fabian said is anyone else interested in doing a major analysis of health insurance offerings. Selectman LaCamera said #4 on Mr. Sky's list would cover that. Selectman Carboni said goals are meant to be measurable.



Mr. Sky said traditionally when a Board of Selectmen is putting goals together for administration, those goals are strategic in nature. He wrote the goals for his use to make sure that he was on the right track. Those were not meant to be strategic goals; they were his onboarding process. It is important for the Board to give the administration direction. The health insurance and legal fee analysis are good goals. Mr. Sky said we will have \$4 million in ARPA funds coming and we need to focus on how these will be used. Selectman LaCamera said we are all over the place. There are 40 items on the list. These are not goals. Chair Fabian said she would like to table this until another meeting. Mr. Sky said he can put together a strategic list and send to the Board as a starting point for conversation.

### **Review and vote to approve Board of Selectmen Minutes from July 12, 2021 and July 26, 2021**

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

VOTED: To approve the Board of Selectmen Meeting Minutes from July 12, 2021 and July 26, 2021.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

### **New Business**

There was no new business discussed.

### **Old Business**

There was no old business discussed.

### **Any other business that can properly come before the Board of Selectmen**

Selectman LaCamera spoke of the letter received from the Open Space Committee regarding questions that the Board of Selectmen had.

### **Executive Session**

At 8:42 PM, upon a motion made by Selectman Carboni and seconded by Selectman LaCamera, it was:

VOTED: To enter Executive Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining with the Firefighter Union if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chairman so declares and pursuant to M.G.L. c.30A, §21a (7) to comply with the Open Meeting Law, MGL Chapter 30A, §22(f): approval of Executive Session

Minutes for February 8, 2021; April 12, 2021; April 26, 2021; May 7, 2021, May 25, 2021 and July 12, 2021 and not to return to Open Session.  
Roll Call Vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian.

### **Other Items**

1. Letter from Open Space Committee

### **List of documents provided at the Board of Selectmen Meeting of August 9, 2021**

1. Agenda page
2. Agenda page; Master Plan matrix
3. Agenda page; spreadsheet and PowerPoint presentation on Community Preservation Act
4. Agenda page; memo from Town Clerk
5. Agenda page
6. Agenda page
7. Agenda page; memos from Town Clerk; MGL c41 s110A
8. Agenda page; emails from Town Counsel and ABCC; Right of Entry License
9. Agenda page; letter of interest and resume for Christina Cotsoridis; memo from Town Administrator
10. Agenda page; memo from Building Commissioner; email from Building Commissioner
11. Agenda page; letter from Richard Colletti; email from Police Chief
12. Agenda page; letter from MBTA Advisory Board
13. Agenda page; list of office supply and paper bid awards
14. Agenda page; site plans for 310 Kenneth Welch Drive
15. Agenda page; letter from Lakeville Arts Council
16. Agenda page; applications four outdoor entertainment permits for 76 Kingman Street and 6 Mark Twain Lane
17. Agenda page
18. Board of Selectmen Meeting Minutes of July 12<sup>th</sup> and 26<sup>th</sup>, 2021
19. Agenda page
20. Agenda page
21. Agenda page
22. Agenda page