

**TOWN OF LAKEVILLE**  
**Board of Selectmen and Wage and Personnel Board as applicable**  
**Meeting Minutes**  
**July 10, 2017 – 6:30 PM**

On July 10, 2017, the Board of Selectmen held a meeting at 6:30 PM at the Town Office Building in Lakeville. The meeting was called to order by Chairman Burke at 6:30 PM. Selectmen present were: Selectman Burke, Selectman Powderly and Selectman Hollenbeck. Also present were: Rita Garbitt, Town Administrator, Tracie Craig-McGee, Executive Assistant and Christine Weston, Recording Secretary. LakeCAM was recording the meeting.

**Vote to close Verizon Ascertainment Hearing from June 26, 2017**

Chairman Burke explained that the Board had held the Verizon Ascertainment Hearing on June 26, 2017 and left the hearing opening for 14 days. A letter was received from the Executive Director of LakeCAM, Jose Invencio, relative to Verizon to the contract, and he has highlighted some of the needs that he would like to see come about as a result of negotiations. They are as follows:

- Installation of Pan-Tilt-Zoom (“PTZ”) remote-controlled cameras and audio systems in the Lakeville Senior Center and new Police Station. Also, high-speed private Internet-Protocol connections from the Lakeville Senior Center and the new Police Station to the LakeCAM headend at the Lakeville Public Library. Estimated cost: \$50,000 to \$100,000.
- Acquire, and build-out studio and office space to properly implement a Public Access Television operation. Estimated cost: \$300,000 to \$400,000.
- Replacement of Cameras and Tripods. This equipment, which dates back to the start of LakeCAM in 2012, is showing its age. Estimated cost: \$60,000 to \$80,000.
- Replacement of 2010-era high-end video encoding computer, which facilitates much of the editing and encoding of programs for LakeCAM. Estimated cost: \$12,000 to \$15,000.

Ms. Garbitt will forward the letter with the requests to the Cable Advisory Committee so that they are aware of the request/needs during negotiations.

Upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To close the hearing from June 26, 2017.  
Unanimous in favor.

**Revisit GATRA Contract for FY18**

Chairman Burke noted that he reviewed the contract and the changes. He did not see any substantive changes. The sections added were to comply with Federal law.

Upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: To approve the Contract between the Greater Attleboro-Taunton Regional Transit Authority and the Town of Lakeville for Transit Service to the Elderly and Disabled Commencing on July 1, 2017 through June 30, 2018.  
Unanimous in favor.

#### **Vote to sign Bond Anticipation Note (BAN) Renewal**

Chairman Burke provided an update about the Bond Anticipation Note (BAN) Renewal. The one (1) year BAN in the amount of \$725,000 matures on July 14, 2017. After the principal pay-downs of \$340,000 are applied, the balance is \$491,800. With the \$250,000 for the new ambulance, the new BAN is \$635,000. Selectman Powderly mentioned that only \$4,000 was going to be received for the trade-in of the used ambulance so instead it will be listed on the municipal website to hopefully receive more of what it is worth. Selectman Hollenbeck asked about paying down the \$80,000. Ms. Garbitt explained that it is on the next BAN. Also, the \$250,000 was not enough to cover the cost of a new type of stretcher which is now required, in the amount of \$16,000. The funds for the stretcher can be used from the Fire Department's Operating Budget.

Upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: To approve and sign the Bond Anticipation Note in the amount of \$635,000 for various purposes to be issued on July 14, 2017 and due July 13, 2018 payable to Eastern Bank with an interest rate of 1.25%.  
Unanimous in favor.

#### **Review and vote on contract for Field Engineering for extension of Taunton Water Line to new Police Station**

*Kenneth Motta from Field Engineering was present for the discussion.* Selectman Powderly asked if the amount would change depending on the amount of meetings attended by Mr. Motta. It was noted that it would.

Upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To approve the contract for Field Engineering Co., Inc., for the extension of the Taunton Water Line to the new Police Station and authorize the Town Administrator to sign it on behalf of the Town.  
Unanimous in favor.

Mr. Motta said the location for the curb cuts on Bedford Street is still up in the air. It will be part of the permitting through MassDOT. Chairman Burke said the Building Committee hoped to get updated at their meeting tomorrow night.

### **Review and vote on Health Insurance Contributions for New Non-Union Employees**

Chairman Burke stated that the Board had increased the health insurance contribution rates for all new benefit-eligible Police Union Town employees. Does the Board want to change the health insurance contribution rates for new benefit-eligible Non-Union employees?

Upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: Effective July 1, 2017, any new Non-Union employee shall contribute 50% of the employee's HMO or PPO.  
Unanimous in favor.

Chairman Burke noted that the Police Union employees are eligible for a health insurance buyout for employees showing proof of alternative coverage. Does the Board want to do this for non-union employees?

Upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: To adopt the buyout of the health insurance premiums as defined in the Police Union contract for benefit eligible Non-Union employees, effective July 1, 2017.  
Unanimous in favor.

### **Review and vote on Opt-Out Health Insurance Policy**

Chairman Burke stated that Town Counsel has reviewed the Opt-Out Health Insurance Waiver Form and Policy. Revisions have been highlighted in yellow. The quarterly payment has been changed to monthly payments per the Police Union agreement. The Board discussed various times of the year for having the process take place, whether it should be at the beginning or the end of the month and if there should even be a date since it may be too restrictive. Ms. Garbitt suggested that it take place going forward on or about May 1<sup>st</sup> of each year. The Board felt that notification should be by the first of the month, with no restriction when someone opts out.

Upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: To approve the Opt-Out Health Insurance Waiver Form and Policy, subject to the changes made and provided to the Town Administrator.  
Unanimous in favor.

### **Review and vote to approve new Employment Application**

This item was moved to the Selectmen's July 24, 2017 agenda.

### **Discuss the Screening and Interview process for the Town Coordinator Position**

Chairman Burke explained that the Job Posting for the Town Coordinator position closed on Friday, June 30<sup>th</sup>. Eight (8) applications were received. Selectman Powderly noted that in the past, the Board has designated one (1) Selectman to participate in the process with key positions. He recommended that Selectman Hollenbeck be part of the interview team. Selectman Hollenbeck explained that she has reviewed all eight (8) applications. There seems to be a variety of criteria to consider. It may be necessary to interview at least six (6) of the applicants.

### **Request from Robert Poillucci to connect to Taunton Water – 32, 34, 35 and 36 Riverside Drive and 29/33 Riverside Drive**

*Robert Poillucci was present for the discussion.* Chairman Burke recused himself from the discussion and left the table. Selectman Powderly asked about the maximum number of gallons a day. Mr. Poillucci explained what is needed for the six (6) lots. He stated that he is working on a 40B, possibly 55 and over, similar to what was done at LeBaron with their apartment building. There is an 8" and 4" pipe on every lot, and the lots have already been approved for drainage. There are over 500 parking spots depicted on the plans, but there will probably only be about 200 spaces needed. This reduction in parking spots should provide less impact to the area.

Selectman Powderly asked how many units will not be age restricted. Mr. Poillucci responded that 52 units will not be age restricted and will be for sale. 72 units will be rentals and age restricted. More than 50% of the units will be affordable. The Town will benefit from this by receiving a 50% credit rather than a 25% credit. Mr. Poillucci has met with Selectman Hollenbeck and Attorney Michael O'Shaughnessy. SRPEDD has identified the area as a good place. It should be available for a Local Incentive Program (LIP) rather than having to go through the Zoning Board. Selectman Hollenbeck suggested that the Board work together with the Zoning Board to streamline the process. Mr. Poillucci stated that it should save a month or two off the permitting process. Selectman Powderly stated that he certainly supports building in that area and having age restrictions. Ms. Garbitt asked if the Town could extend its Smart Growth District in order to receive 40S money. Mr. Poillucci responded that it was set up by the Planning Board and will need to go to Town Meeting. Selectman Powderly stated that the tax benefit to the Town needs to be determined. Selectman Hollenbeck asked what may happen if the train station is not at that location anymore? Ms. Garbitt stated that everyone has been asking that question. It doesn't seem that the State could just take it away with an approved change and approved zoning of a Smart Growth District.

Mr. Poillucci stated that the next meeting of the Zoning Board is July 20, 2017. Selectman Powderly said he will attend as a citizen in support of the project. A preliminary meeting is required prior to the filing. The possible LIP and zoning can be discussed. Selectman Hollenbeck noted that the Board does want to update its Housing Production Plan, which goes through the Planning Board. Ms. Garbitt offered to find out if SRPEDD is available to the Town on this. It was something that was discussed with the LeBaron project in the past. Selectman Hollenbeck suggested contacting Kopelman and Paige as well to discuss the project.

Upon a motion made by Selectman Hollenbeck; seconded by Selectman Powderly it was:

VOTED: To approve the request from Robert Poillucci for Taunton Water Connections for 32, 34, 35 and 36 Riverside Drive and 29/33 Riverside Drive.  
Unanimous in favor.

### **Review and discuss the Priority List for the Board of Selectmen for FY18**

Chairman Burke stated that the Board has before them a draft Priority List for FY18. Some considerations from the Town Administrator have been outlined in blue and completed items in red. The Board also has the Priority List from FY17, which was updated on December 19, 2016. An email has been received from Sean Powers, Director of Special Initiatives at the Department of Revenue outlining the Commonwealth's Community Compact Commitments, including the grant amount awarded for \$20,000 for Centralized Human Resources/Personnel Operations to improve service delivery and build efficiencies. There are also two (2) other commitments from the Commonwealth for Information Technology – Long-Term Financial Strategy to include capital and operating expenses and Information Technology – Develop a Comprehensive IT Strategy focused on better aligning technology investment with short and long term organizational priorities. Selectman Hollenbeck stated that Clorinda Dunphy will be working on the HR priorities with Ms. Garbitt. Her priorities will include performance reviews.

As the Board reviewed the draft Priority List dated June 26, 2017, the following changes were made due to completion: Board of Health Reorganization Special Legislation; hire new position approved for Town Coordinator; OPEB Trust Funding; consider the Governor's Community Compact; Land Survey – change lot lines Assessors/Historic Library; Order Appraisal of Assessors Office; Organizational Flow Chart for Inspectional Services; Research Horsley Witten Project Update 7.2 By-law Water Resource Protection Pending Construction Items; Highway Barn Roof and TO/FS Handicap Ramp Repairs.

Ms. Garbitt stated that she has the Request for Proposals for the Fire and Police Departments for the IT Director. She has not yet gone out for the Request for Proposals for the Assessors Building yet. A call has been made to Town Counsel for the final draft of the Request for Proposals and John Pink, Azor Land Sciences, has still not provided the final plan to the Zoning Board of Appeals. Selectman Hollenbeck noted that the \$40,000, which the Town received for the permitting software need to be kept in the forefront for follow up on. Selectman Powderly reminded the Board about the Beneficial Use Determination Permit, the property lines at the Highway Department and making use of the property there. At this time only about two (2) acres out of the six (6) are being used. The property lines have been defined, but the lines need to be brush cut for a better distinctness. Mr. Darling, Building Commissioner, had developed a schedule for accomplishing tasks at the Highway Department. Mr. Peck, Superintendent of Streets, had stated at a Capital Expenditures Committee meeting that he had no intention of doing any of them. Selectman Hollenbeck suggested that Mr. Peck be invited in before the Board to be asked about developing a timeline for the work to be moving forward.

Selectman Powderly stated that even though the Board did establish some great financial policies to protect stabilization accounts, it did not work at Town Meeting. What should the

Board do differently? Selectman Hollenbeck stated that the Board put forth the best possible budget for the Town, with consideration to long term needs; however, those at Town Meeting were not in agreement with it. Selectman Powderly stated that he would like to take an opportunity to address paying the debt down further and schedule it all for April 1<sup>st</sup> of next year. If the set aside money is going to be pilfered, then it should instead be used to pay down debt. Selectman Hollenbeck suggested that this be an exercise done each year in the fall. It is a good objective to look at the financial aspects and see what may have popped up. Selectman Powderly added that he would also like to have Mr. Darling and Mr. Peck schedule some of the projects before winter sets in. Selectman Hollenbeck suggested that the Board might even schedule a public forum budget meeting in the fall or at least a financial meeting. The Strategic Planning meeting was scheduled for Tuesday, August 2, 2017 from 3:30 PM - 4:30 PM.

#### **Request from Planning Board for comments regarding the proposed Subdivision on Cross Street**

The Board stated that it is preferable if the owners own the easements rather than the Town. This is something that needs to be communicated to the Planning Board. Ms. Garbitt mentioned that the Planning Board will be meeting this week, and she will provide them a memo regarding this. Chairman Burke asked that it be included that the Board would like to ask that drainage lots do not stand alone, and if the Planning Board could please require the developer to put in common ownership of the easements among the neighborhood.

#### **Request from Planning Board for comments regarding the proposed Subdivision for Red's Road**

Ms. Garbitt explained that the revised Subdivision Plan for Red's Road was originally for a four (4) lot subdivision, but an abutter appealed the decision due to the wetlands on the property. The owners have decided to do a two (2) lot subdivision. It has a 50' road layout, so the owners may want it to be accepted as a Town road at some point. Selectman Powderly noted that a Town way road includes sidewalks and drainage and with only two (2) lots, it will be expensive.

#### **Request from Town Clerk for appointment of Election Workers**

Chairman Burke stated that the Town Clerk is requesting the appointment of Election Workers with appointments expiring August 15, 2018.

Upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To approve the following people as Election Workers with terms expiring August 15, 2018: Marilyn Hunt; Frederick Beal; Joseph Chamberlain, II; Evelyn Bumpus; Susan Lynch; Jonathan Drane; Margaret Gross; Mary Fronzaglia; Beverly Ingraham; Donald Bernier, Jr; Marion Bollesen; James Gouveia, Jr.; Pauline Ashley; Rita Gouveia; Joan Morton; Kenneth Grillo; Jean Douillette; Deborah Danforth; Kristen Main; Janet Tracy; Robert Brady; Robert Marshall; Joan Newcomb; Mary Sylvia; Gary Mansfield; Jennifer Abbaticola; Debra Martin; Maria Perrone-Martin; Patrick Fitzgerald; Peter Chiuppi; Joanne Corrieri-

Upham; Judith Gibbs; Stephanie Annichiarico; Barbara Hadsell; Kathy Medeiros; Cynthia Sousa; Gail Evirs; Susan Murray; Francis Kenney, IV; Margaret Bethune; Judy Roberts; James Leonard; Julie Ketler; Robert Buckley; Karen Keohane; Kathleen Fuller; JoAnn Chiuppi; Mary Zakarian; Karen Regas; Leanne Cataldo and Melissa Fitzgerald.  
Unanimous in favor.

#### **Request from SRPEDD for Joint Transportation Planning Group appointments**

Chairman Burke stated that SRPEDD has submitted its annual request for appointment of a delegate and alternate delegate to the Joint Transportation Planning Group.

Upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To appoint Jeremy Peck as Town Delegate and Rita Garbitt as Alternate Delegate with both appointments to expire May 25, 2018.  
Unanimous in favor.

#### **Request from Ian Daley to be reappointed as Constable**

Chairman Burke stated that Chief Alvilhiera has reported that there are no issues with Mr. Daley and he can be reappointed as Constable.

Upon a motion made by Selectman Burke; seconded by Selectman Hollenbeck it was:

VOTED: To reappoint Ian Daley as Constable with an appointment to expire July 25, 2018.  
Unanimous in favor.

#### **Schedule Board of Selectmen Meetings for August and September**

The Board of Selectmen Meetings for August and September were scheduled as follows: August 21, 2017, September 13, 2017 and September 27, 2017 beginning at 6:30 PM.

#### **Review and vote to approve Board of Selectmen Meeting Minutes of March 21, 2017, April 11, 2017, May 1, 2017 and May 11, 2017**

Selectman Hollenbeck pointed out that Dan Holland's name needs to be corrected on the May 1, 2017 Selectmen Meeting Minutes from Patrick Holland. Ms. Garbitt pointed out that the heading needs to be correct for each meeting.

Upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To approve the Board of Selectmen Meeting Minutes of March 21, 2017 as presented, April 11, 2017 as presented, May 1, 2017 with amendments, and May 11, 2017 as presented.  
Unanimous in favor.

## **New Business**

There was no new business presented for discussion.

## **Old Business**

Ms. Garbitt asked if the Board was going to submit a warrant article for the Fall Town Meeting to do away with the Capital Expenditures Committee. Selectman Hollenbeck offered that when the annual appointments are made, the Selectmen can appoint themselves if the Committee is needed. Chairman Burke agreed with that. Ms. Garbitt stated that the Board would have to make an amendment to the Bylaw, since a Finance Committee Member is to be on the Committee. Also, the Town Moderator appointed two (2) members. Selectman Powderly stated that he agreed with appointing the Selectmen as members of the Committee as needed.

## **Any other business that may properly come before the meeting**

There was no other business presented for discussion.

## **Other Items**

1. Letter from Lori Weeden regarding class Project for Cameron Roberts  
Selectman Powderly stated that the letter is a political statement. Chairman Burke suggested that the group be referred to meet with the Conservation Commission, since the matter is about environmental problems.
2. Notification regarding Conservation Commission Public Hearing on August 8, 2017 for Clark Shores Water Corp.
3. Notice from Board of Health regarding Annual Appointments
4. The Voice of the Retired Public Employee

## **Executive Session**

At 8:25 PM, upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: To enter Executive Session and not return to Open Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining, specifically the Fire Union, if an open meeting may have a detrimental effect on the bargaining position of the Board, and the Chair so declared; and pursuant to M.G.L. c.30A, §21a (7) to comply with the Open Meeting Law, M.G.L. c.30A, §22(f): approval of Executive Session Meeting Minutes for June 26, 2017.  
Polled vote: Selectman Hollenbeck-Aye, Selectman Burke-Aye, and Selectman Powderly-Aye.



**List of documents provided at the Board of Selectmen's July 10, 2017 Meeting**

1. Letter from LakeCAM Executive Director, Jose Invencio, dated July 10, 2017 regarding the needs of the LakeCAM studio.
2. GATRA Contract for transit service to the elderly and disabled
3. Bond Anticipation Note Renewal in the amount of \$725,000
4. Contract for Field Engineering for the extension of Taunton Water Line to the new Police Station
5. Health Insurance Contribution Rates for new Non-Union Employees
6. Opt Out Health Insurance Waiver Form and Policy
7. Screening and Interview process for the Town Coordinator Position, Job Posting and Job Description
8. Requests for Taunton Water Connections from Robert Poillucci for 32, 34, 35 and 36 Riverside Drive and 29/33 Riverside Drive
9. Priority List for the Board of Selectmen for FY18, email from Sean Powers at DLS regarding the implementation of chosen best practices, Strategic Planning Notes from Selectman Hollenbeck from September 12, 2016
10. Request from Planning Board for comments on proposed subdivision plan on Cross Street
11. Request from Planning Board for comments regarding proposed subdivision plan for Red's Road, off Lakeside Ave
12. Request from Town Clerk to appoint Election Workers with an expiration of August 15, 2018
13. Request from SRPEDD for Joint Transportation Planning Group Appointments with an expiration date of May 25, 2018
14. Request from Ian Daley to be reappointed as Constable with an expiration date of July 25, 2018
15. Selectmen Meeting Minutes of March 21, 2017, April 11, 2017, May 1, 2017 and May 11, 2017 for approval