

**TOWN OF LAKEVILLE
Selectmen's Meeting Minutes
May 25, 2016 - 2:30 PM**

On May 25, 2016, the Board of Selectmen held a meeting at 2:30 PM at the Town Office Building in Lakeville. The meeting was called to order by Acting Chairman Powderly at 2:30 PM. Selectmen present were Selectman Powderly and Selectman Burke. Selectman Hollenbeck entered the meeting at 2:37 PM. Also present were Rita Garbitt, Town Administrator and Tracie Craig, Executive Assistant. Matthew Ferreira of the Middleboro Gazette and LakeCAM were recording the meeting.

Vote to approve \$2.00 per hour differential for Highway Department Mechanic

Acting Chairman Powderly stated that this was talked about before that if the Highway Department Mechanic received his certification in air brake repair, he would receive a \$2.00 per hour differential.

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

VOTED: To approve a \$2.00 per hour differential for the Highway Department Mechanic for his certification in air brake repair, effective July 1, 2016.
Unanimous in favor.

Vote on Job Description for Council on Aging Outreach Worker

Acting Chairman Powderly said this is a Job Description for a temporary Council on Aging Outreach Worker. This position will be shared with the Town of Berkley and will be 15 hours per week, funded by a grant. The Job Description has been approved by the Department of Elder Affairs. Ms. Garbitt said she has checked with Town Counsel, and even though this has been approved by the Department of Elder Affairs, the Selectmen should give it their blessing, but should not add it to the Wage Scale due to it being a temporary position.

Upon a motion made by Selectman Burke and seconded by Acting Chairman Powderly it was:

VOTED: To approve the Job Description for the Council on Aging Outreach Worker with a classification of Level 9, effective July 1, 2016.
Unanimous in favor.

Request for renewal of Unregistered/Ungaraged Car Storage Permit-1 Fern Avenue

Acting Chairman Powderly stated that a request for the renewal of the Unregistered/Ungaraged Car Storage Permit for 1 Fern Avenue has been received from Affordable Auto Repair. The Building Commissioner has inspected the property and has not found any violations.

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

VOTED: To renew the Unregistered/Ungaraged Car Storage Permit for 1 Fern Avenue to expire June 7, 2017.
Unanimous in favor.

Request for Proclamation for the Lakeville Historical Society in honor of their 45th Anniversary

Acting Chairman Powderly said that the Lakeville Historical Society had requested that the Board of Selectmen issue a proclamation in honor of their 45th Anniversary. Selectman Burke read the proclamation into the record. Selectman Powderly said either he or Selectman Hollenbeck would attend to present the proclamation. Chairman Hollenbeck said the time is 10:00 AM on Saturday, June 11, 2016.

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

VOTED: To adopt the proclamation as read.
Unanimous in favor.

Meet with Nathan Darling, Building Commissioner, to discuss the Assawompset Elementary School Facilities Study Committee

Nathan Darling, Building Commissioner, was present for the discussion. Chairman Hollenbeck said Mr. Darling was present to give an update from the Assawompset Elementary School Facilities Study Committee (Committee). Mr. Darling said he has been working with the Committee, Jim Conant and Robert Sousa to identify repairs to the Assawompset Elementary School. The exterior repairs were estimated by Kaestle Boos at \$20,000, but he feels they are more in the \$60-\$80,000 range. They are looking at electrical panels, which are outdated and missing breakers, causing a significant danger to people working on it, so they will upgrade all the panels and add plugs in six (6) classrooms on the west side; and taking out carpet and putting in floor tiles to remediate asbestos concerns. Selectman Powderly said they want to phase in the repairs, assuming spending \$100,000 next year, and then receiving a \$250,000 energy grant the next year. Mr. Darling said the thermal audit done by Energy Solutions identified \$300,000 worth of work. We are allowed to put in for a competitive grant annually, but we are looking at a bi-annual schedule for the grant. We are looking at putting in a cap of \$250,000 for each cycle for 2017. Chairman Hollenbeck said this is similar to what has been done for other Town buildings. Mr. Darling said we have hit all the low hanging fruit in the other Town buildings. We must show a ten (10) year payback for the projects, so now we are back to the School. All of the \$300,000 improvements already identified, all are under a ten (10) year payback, so he anticipates receiving the \$250,000 grant.

Selectman Powderly said the Committee was somewhat disbanded, but the next meeting would be in the fall to receive an update of what has been done in the summer. He is hoping work on the building envelope, such as the power washing, re-grouting and fixing the drain pipes

could be done, along with some of the projects that Mr. Darling alluded to. Chairman Hollenbeck said she had spoken to Carolyn Gomes, who said that the School Committee is looking to put Assawompset into the SBA in the fall. Is that the reason why we are backing off on the Study Committee? Selectman Powderly said you can't have a study committee of 21 people; it does not function. The Members just put down the things that they believe to be important from the Kaestle Boos study. Chairman Hollenbeck asked if they discussed going to the SBA. Selectman Powderly said it was talked about. Selectman Burke asked if the School Committee voted on it. Chairman Hollenbeck said no. Selectman Powderly said he would not support an override for these items. Would the Board of Selectmen support moving forward with the SBA if it was approved; we need to decide that. If the Town had to pay a percentage, would the Town support an override?

Selectman Powderly said next year there will be a \$100,000 warrant article and the third year will be \$68,000 to \$100,000 with another energy grant. Selectman Burke said doing the exterior is going to be more expensive than we thought. Mr. Darling said once we got involved, we realized it was more expensive than Kaestle Boos thought. Selectman Burke said what happens if the \$100,000 does not cover the exterior, electrical and flooring. Mr. Darling said we are doing as much as possible with \$100,000. Not much has been done with the exterior for a number of years. He recommended power washing and sealing the building every ten (10) years. Maybe we can phase it in over the years instead of doing it all at once. For the electrical work, we are doing six (6) rooms and the panels. We will see how that works; making sure it is adequate size for loading and service switches. We will do the same thing with the carpet; limit it to see what the scope of the asbestos abatement will be. If it is \$10,000 per room for asbestos removal and \$5,000 for floor tile, we may have to do fewer rooms. He is looking at an epoxy sealant right now for the floors. The abatement of the asbestos is very expensive. We have an environmental engineer check it each year, and it is deemed safe. Selectman Powderly said we can go after the side in the worst condition and secure the leaking.

Richard LaCamera said he has some concerns regarding the Assawompset School project. The Committee was made up of 21 people, and the makeup was not correct; it needed engineering and construction experience. There is a building project which comes before the Board of Selectmen, not the School Committee. The School Committee does have to recommend and approve a Statement of Interest, but the ultimate approval is the Board of Selectmen. It would be submitted in January of next year to the SBA. He expressed his concern with some of the items being done. For the electrical work, you need to look at Chapter 49 procurement law; if it is over a certain amount, an engineer must put together the specifications. You just can't say we are putting it out to bid. If you award the bid and don't do it right, it could be protested. For the asbestos in the classrooms, if you are going to have a contractor put in new tile floors in those rooms and it goes over the tile, it will not be warrantied. In the section being done, which was built in 1949, there are no vapor barriers in the floor. You must do moisture and humidity testing on the floors. Chances are there is moisture and humidity based on the age of the building. He recommended that the moisture test be done immediately. If there is moisture, the floor will need to be sealed. This will cost about \$4.00 per square foot on top of the abatement. Things must be looked at before we go out to bid. Selectman Powderly said we may end up carpeting the floors that have asbestos. Mr. Darling said we have to follow up on Mr. LaCamera's concerns. Mr. LaCamera said that he is not sure you can get it done by the end of summer due to procurement issues. Mr. Darling said we can try. The electrical component is

less than we anticipated. Mr. LaCamera said there is no danger in that school from the asbestos; it is all encapsulated. It is not the tile; it is the mastic that they put the tile down with.

Mr. Darling said he met with Prism Energy Solutions, who are doing the grant funding work. For the Town Office Building, we looked at the boiler. For \$6,000 we can get a boiler with higher energy efficiency. We received approval to wrap that boiler into the grant, since we are significantly under the grant award. It makes sense to get it. We received \$145,000, and we are at \$117,000 approximately. We also received an \$8,000 grant from Middleborough Gas & Electric. Chairman Hollenbeck asked that this be placed on the next agenda for a vote.

Discuss preparations for Selectmen's Priority List for FY17

Chairman Hollenbeck said for the Board to pick a date for a meeting to discuss the Priority List and Strategic Plan going forward. We have the Priority List, but we need succession planning for those employees who may be retiring in the next few years. We have a Priority List to discuss on what we want to do in the next year. This should go on a July meeting. Selectman Burke said he would like to have a meeting to just discuss the Priority List and what we want to accomplish. Selectman Powderly said the Police Station is not on here.

Review Final FY17 Budget

Chairman Hollenbeck said she and Ms. Garbitt had met last Thursday to do the budget and we have a surplus of \$141,000. This could pay for the SoftRite financial software outright, which is \$140,000, or leave it in the BAN or do something else with it. Selectman Powderly said he would like to pay down debt. Chairman Hollenbeck said we would be paying out of Free Cash as opposed to bonding. Chairman Hollenbeck said one of the articles is for the Police Station amount of \$400,000, which would be borrowing for an additional debt for five (5) years. Chairman Hollenbeck said all the changes have been made. We changed the Regional Transportation to the amount listed on the assessment sheet from the Region. All changes were related to what we discussed at the meeting. Ms. Garbitt said the Park Commission had not met about increasing revenues for the Highway employee, so she left what they voted. She will give it to the Finance Committee tomorrow night and finalize the budget for Town Meeting. She will adjust the estimated receipts. She is not sure if the Finance Committee is voting tomorrow night or at Warrant Review.

Invitation from Historical Commission to attend the Memorial Day Event – May 30, 2016

Chairman Hollenbeck said the Board of Selectmen had received an invitation from the Historical Commission to attend the Memorial Day Event being held on May 30, 2016. All three (3) Selectmen are planning on attending the event.

Request from Old Colony Elder Services to appoint Vicki Souza as the Town's Representative to their Board of Directors

Chairman Hollenbeck stated that the Board received a request from Old Colony Elder Services to appoint Vicki Souza as the Town's representative to their Board of Directors.

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

VOTED: To appoint Vicki Souza as the Town's Representative to the Old Colony Elder Services Board, expiring June 30, 2017.

Two (2) in favor, one (1) abstention (Chairman Hollenbeck).

Review and vote to approve Selectmen Meeting Minutes for March 30, 2016 and April 13, 2016

Chairman Hollenbeck said the Selectmen Meeting Minutes of March 30, 2016 and April 13, 2016 were available for approval.

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

VOTED: To approve the Selectmen Meeting Minutes of March 30, 2016 and April 13, 2016.

Unanimous in favor.

Review and vote to approve Selectmen Executive Session Meeting Minutes for May 11, 2016

Chairman Hollenbeck said the Selectman Executive Session Minutes of May 11, 2016 were available for approval.

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

VOTED: To approve the Selectmen Executive Session Meeting Minutes of May 11, 2016.

Unanimous in favor.

New Business

Ms. Garbitt said the compressor at the Library is in need of repair, and they don't have funding for that in their repair and maintenance budget, so it will come out of her \$70,000 repair budget.

Chairman Hollenbeck said Nate Darling, Dan Hopkins, Rita Garbitt and she had a meeting on Monday with individuals working on the Algonquin gas pipeline project. They are looking at a site in Lakeville, which is privately owned. They need to contact Mr. Francescon if he is interested in selling his property. If so, that is when we can talk about safety concerns and impacts to Lakeville.

Old Business:

Ms. Garbitt reviewed the Departmental Transfers for Article 1 of the Special Town Meeting.

Ms. Garbitt updated the Board on her meeting with the Taunton Assistant City Solicitor, Dan DeAbreu, and the City Treasurer. Attorney DeAbreu has promised to finish his review, but they had questions on the Debt Schedule. She is not sure if it will be approved by the Clean Water Trust by June 1st. The Treasurer had the City Council approve the two (2) payments to Lakeville for FY16 and FY16. She might have to go back to the City Council to include FY17. Attorney DeAbreu will make the changes to the Transfer Agreement and bring it back to me and then it will go to Town Counsel and the Clean Water Trust. The City Treasurer is concerned that there are a lot of late water customers in Lakeville. However, we can't lien water customers for Taunton. Attorney DeAbreu asked if the Board would support special legislation allowing Lakeville to lien these water users. Chairman Hollenbeck said we discussed this as a separate issue. We want to get the Water Tower sold first, and then we can discuss that.

Update from Selectmen Hollenbeck regarding the Regional Finance Subcommittee and the discussion with the Auditors regarding the GRAIS Debt

Chairman Hollenbeck said she has been in touch with the Auditors, but has not heard back.

Update from Selectman Burke on the Police Station Design Review Committee

Chairman Hollenbeck said she had a great visit to the Marion Police Station and was impressed with it. The Police Chief was open to discussions on what he did that he would do differently if he were to build another building. They are pleased with the facility, which is six (6) years old. It showed the attention to detail needed for a Police Station with the engineers that they hired. Selectman Burke said it is a requirement under Massachusetts Law to hire a Project Manager. We should put forward the best design we can, but we need to spend a chunk of money to get it created. Chairman Hollenbeck said the station was night and day compared to the modular building in Dartmouth. Selectman Powderly asked if the Members of the Police Station Design Review Committee visited the Marion Station. Aaron said a good number have. He and Michael Bois have not. Selectman Powderly said it is an impressive building. He would vote in the affirmative of that type of a building.

Chairman Hollenbeck said we have received a Conflict of Interest Disclosure from Conservation Commission member Derek Maksy.

At 3:15 PM, upon a motion made by Selectman Powderly and seconded by Selectman Burke, it was:

VOTED: To enter Executive Session and not return to Open Session pursuant to M.G.L. c.30A, §21a (2) to conduct contract negotiations with non-union personnel, specifically the Fire Chief.
Polled vote: Selectman Hollenbeck – aye; Selectman Powderly – aye and Selectmen Burke – aye.

List of Documents

1. Memo from Building Commissioner regarding repair work to Assawompset School
2. Copy of Draft Selectmen's Priority List for FY17
3. Memo from Superintendent of Street's regarding pay differential for Highway Mechanic; copy of job description
4. Proposed Job Description for Council on Aging Outreach Worker; copy of Wage Scale
5. Final FY17 Budget
6. Application for renewal of Unregistered/Ungaraged Car Storage Permit; copy of existing permit for 1 Fern Avenue; memo from Building Commissioner regarding inspection
7. Request for Proclamation from the Lakeville Historical Society in honor of their 45th Anniversary
8. Invitation from Historical Commission to attend the Memorial Day Event – May 30, 2016
9. Letter from Old Colony Elder Services regarding appointment of the Town's Representative to their Board of Directors
10. Draft Selectmen Meeting Minutes for March 30, 2016 and April 13, 2016
11. Draft Selectmen Executive Session Meeting Minutes for May 11, 2016