

**TOWN OF LAKEVILLE**  
**Selectmen's and Wage/Finance Committee**  
**Meeting Minutes**  
**July 13, 2016 – 6:30 PM**

On July 13, 2016, 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 Hollenbeck at 6:34 PM. Selectmen present were: Selectman Hollenbeck, Selectman Powderly and Selectman Burke. Also present were: Rita Garbitt, Town Administrator, and Tracie Craig, Executive Assistant. Matthew Ferreira of the Middleboro Gazette and LakeCAM were recording the meeting.

**6:30 PM Meet Lakeville Lions regarding One Day Liquor License – September 10, 2016**

*Chawner Hurd and Norman Orrall from the Lakeville Lions Club were present for the discussion.* Mr. Hurd stated that the Lions Club would like to start an annual community event and fundraiser. The Lions Club has applied for a one-day beer and wine license at their location on 170 Main Street for their first Fall Family Festival on September 10, 2016. Goodfellow Brewery will be on site providing the beer. The Lions Club has applied for a one-day insurance binder for the event. There will be TIPS certified servers on site to serve the alcohol. The event will include music and live bands, field games and other sports, a bouncy house, etc. The is a free family event. The event will start at 2:00 PM and end about dusk. The Lions Club is looking for approval on the one-day Liquor License and general endorsement of the event.

Chairman Hollenbeck stated that it is a great concept; the only concern for this event is the parking. Maybe it should include Police detail. Mr. Hurd stated that he has focused on the parking and met with the Police Chief to discuss that. The Lions Club will be hiring a safety officer to be at the event the entire time. The Police Chief will also be alerting the other two (2) officers that will be on patrol that day to make sure that they will be passing by and keeping an eye on the event. The Lions Club has built a great relationship with the Church of the Nazarene, and they will be letting people use their fields for activities and for parking. There will be a team of parking people who will try and make sure that people do not park out front. The area out front on Route 105 is a no parking zone. There may be some overflow that will come and go, but the parking team will be there address it so that it does not get out of hand. Selectman Powderly stated that he like to see no parking on Route 105. When people come out of that lot, it is very dangerous, since there is no line of visibility. Mr. Orrall suggested coning the area off. Selectman Powderly stated that it may be a long distance both ways to cone it off. Mr. Hurd stated that it can definitely be coned off for a reasonable line of site.

Chairman Hollenbeck asked about the need for a permit through the Board of Health. Mr. Hurd responded that Richard LaCamera has been working on that. The Lions Club has two (2) people who are Safe Serve Certified. Selectman Burke said that the Lions Club is a great organization and do a lot of good things in the community. Ms. Craig mentioned that they will need an Outdoor Entertainment Permit if they are going to have live music. Mr. Hurd said the event will conclude about 8:00 to 9:00 PM.

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

VOTED: To approve the One Day Beer and Wine License for the Lions Club Fall Family Festival to be held on September 10, 2016 from 2:00 PM to 9:00 PM.  
Unanimous in favor.

**7:00 PM Meet with Finance Committee to vote on FY16 End-of-Year Transfers and Schedule a Meeting to discuss Financial Policies**

Chairman Petruzzo called the Finance Committee to order at 7:05 PM. Members present included: Michael Petruzzo, Ryan Trahan, Joseph Flemming, Daniel Holland and George Vlahopoulos.

Ms. Garbitt said that she and Todd Hasett, Town Accountant, have done the end of year transfers. There will likely be more transfers that straggle in, however, this is the draft so far. Ms. Garbitt and Chairman Hollenbeck had discussed today about asking if the Board and Finance Committee would authorize a not to exceed dollar amount, so that the Chair of the Board and Chair of the Finance Committee could be authorized as the Representatives to sign anything else that may take place so that it would not be necessary for either group to have to meet again on the matter. Ms. Garbitt said the total transfer amount was \$55,833 as of today. Money was transferred from Highway Department Wages, Law Expense, Employee Benefits, ACO Expenses, and Fire Department Wages to Snow and Ice Deficit; Cable Advisory Law Expense; Street Lighting; Selectmen Expenses; ACO Wages; Wage & Personnel Expense; Veterans Benefits Expense; Veterans Agent Wages; Electrical Inspection Wages and Fire Department Expenses.

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

VOTED: To vote and accept the FY16 End of Year Transfers as presented in the amount of \$55,833 and for the Board to authorize a not to exceed amount of \$10,000 for the Chair to approve of any other transfers that may come in after today.  
Unanimous in favor.

Upon a motion made by Mr. Vlahopoulos; seconded by Mr. Holland it was:

VOTED: To vote to accept the FY16 End of Year Transfers as presented in the amount of \$55,853 and the Finance Committee to authorize a not to exceed amount of \$10,000 for the Chair to approve with any other transfers that may come in after today.  
Unanimous in favor.

Chairman Hollenbeck asked to take a few of the annual appointments out of order, since the Finance Committee is present. Chairman Petruzzo stated that the Finance Committee is recommending that Ryan Trahan be appointed to the Capital Expenditures Committee as the Finance Committee's representative. Chairman Hollenbeck noted that there will be an at large

member opening now on the Capital Expenditures Committee with Chairman Petruzzo exiting the committee.

Chairman Hollenbeck stated that a meeting should take place with the Finance Committee to go over the financial policies. The meeting was set for August 25<sup>th</sup> at 6:30 PM. The discussion will be to set levels for the Debt and Stabilization Accounts. The recommendations will then be presented for the Selectmen for vote.

Upon a motion made by Mr. Trahan; seconded by Mr. Flemming it was:

VOTED: To adjourn the Finance Committee meeting at 7:15 PM.  
Unanimous in favor.

### **Discuss meeting dates for Strategic Planning and Board of Selectmen's Priority List**

Chairman Hollenbeck stated that she would like to have two (2) separate meetings with nothing else on the agenda so that Strategic Planning and the Selectmen's Priority List can be discussed. The meeting was set for August 4, 2016 at 2:30 PM.

### **Revisit Amended Job Description – Payroll Processor**

Chairman Hollenbeck stated that the Board had tabled the request for approval on the amended Job Description for Payroll Processor until further research was done. A meeting took place between herself, Ms. Garbitt and Ms. Kenney to discuss some of the ways to change the present position into something more strategic. At this time there are Human Resource duties being done by the Town Administrator, which may be able to be added to the present position when the position is vacated through retirement. It had been discussed to actually create a new position, instead of amending the present position of Payroll Processor. The new position would be the Payroll and Benefits Processor/Human Resources Assistant, which would be a non-union position. Chairman Hollenbeck said one (1) question is about experience and training requirements. Ms. Garbitt explained that currently the position requires just a High School diploma. When the amendment to the position was made, it was upgraded to a Bachelor's Degree. Ms. Garbitt noted that the position is Level 1 on the Wage Scale. Ms. Garbitt will post the position in house for a week. If no one applies, the position will be advertised.

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

VOTED: To approve the amended Job Description for the Payroll and Benefits Processor/Human Resource Assistant.  
Unanimous in favor.

### **Discuss the recommendation letter received from the Energy Advisory Committee regarding the Green Communities Energy Savings Program**

Chairman Hollenbeck stated that a letter had been received from the Chairman of the Energy Advisory Committee asking that a policy be established requiring any repairs or equipment

changes to be done with equal or better products. It is the intention of the Committee to ensure that the Town stays within the objective of the Green Communities Act. Selectman Powderly asked that the Board look at the Energy Advisory Committee Meeting Minutes of June 23, 2016, specifically the summary/recommendation by Chairman Velez and the discussion that the Committee had had. He stated that he is not in favor of creating a policy, but would suggest that a letter be written to those in charge of procurement for the Town to ask that they make sure that when items are replaced that they are done with equal or better products. Mr. Darling can also be asked to alert the School Department about the same. Chairman Hollenbeck stated that she was happy to just communicate that information.

### **Request from Historical Commission for Roof Replacement on Historic Town House**

Chairman Hollenbeck stated that a letter had been received from the Historical Commission, attached with information and a letter from the Building Commissioner. Mr. Darling gave a cost estimate of \$25,000-30,000 for the roof. Since it is a historical building, the shingle replacements would be red cedar shingles. The Historical Commission is asking for direction on the project. The roof was not brought up on the Capital Expenditures plan, since it was just recently discovered. Ms. Garbitt noted that through discussion with the Town Accountant, there may be Free Cash available to complete this project at the Fall Special Town Meeting. Selectman Powderly stated that if the Building Commissioner feels that the project needs to be done immediately, it should be done, otherwise there is an expense budget to do repairs. Ms. Garbitt stated that if the project is approved at the Fall Special Town Meeting, the project can be done in the spring.

### **Vote to approve and sign GATRA Contract**

Chairman Hollenbeck stated that the new GATRA Contract will go from July 1, 2016 to June 30, 2017. The contract is similar to what it has looked like in recent years. There is an audit for the drug and alcohol testing for the drivers. Ms. Garbitt stated that the Selectmen will need to vote on that and the new policy.

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

VOTED: To approve and sign the GATRA Contract for Demand Response Services from July 1, 2016 through June 30, 2017.  
Unanimous in favor.

### **Vote to Adopt Designer Selection Procedures**

Chairman Hollenbeck explained that the Designer Selection Procedure is related to the Police Station. Due to the law that is in effect, it requires municipalities to adopt the procedures and ensure that they are done when going through this process. Town Counsel recommends to approve the model as provided by the Attorney General. Ms. Garbitt said this is a new law and it was not in effect when the COA and the Library was being built. The Designer Selection Procedures will be put on the next agenda of the Police Station Design Review Committee to update everyone. Once it is determined if the building will be stick built or modular, or when it

is decided to move forward with building it, it will be necessary to appoint a Police Station Building Committee.

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

VOTED: To adopt the Designer Selection Procedures as presented by the Town Administrator.  
Unanimous in favor.

#### **Request for Pole Relocation-TMLP/Verizon – Pole 57 on Pierce Avenue**

Chairman Hollenbeck said the request was to relocate Pole 57 on Pierce Avenue to make way for the entrance of a new subdivision. She stated that Mr. Peck, Superintendent of Streets, has inspected the pole location and given his recommendation. He has no comments or concerns with moving the pole from one area to another area.

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

VOTED: To approve the request for the Pole Relocation of Pole 57 on Pierce Avenue.  
Unanimous in favor.

#### **Request for Road Opening Permit – 7 Main Street**

Chairman Hollenbeck explained that a request had been received from Marcus Baptiste for a Road Opening Permit for the property located at 7 Main Street. The location is based on the plan and is not a change. Mr. Peck has provided a letter with his comments and recommendations.

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

VOTED: To approve the Road Opening Permit for 7 Main Street with the work to be done based on the comments and recommendations in the letter from the Superintendent of Streets dated June 21, 2016.  
Unanimous in favor.

#### **Review and vote on Annual Reappointments**

*Norman Orrall was present for the discussion.* Mr. Orrall said, as Town Moderator, he appoints two (2) at large members to the Capital Expenditure Committee. One (1) appointment can be made this evening, and then it will be necessary to advertise the other opening. Mr. Orrall then reappointed David Morwick to the Capital Expenditure Committee with an appointment to expire July 31, 2017. Ms. Garbitt stated that letters of interest will be advertised for in the Gazette for the vacancy on the Capital Expenditures Committee. The deadline to submit the letters will be August 4<sup>th</sup>.

Chairman Hollenbeck stated that Ms. Craig had sent letters out to all Boards and Commissions about a month ago requesting that the Chairmen gather requests from their Members for reappointment. Responses have been received either through the Chair or directly from individuals.

**Police Department – One year appointments expire July 31, 2017**

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

VOTED: Unanimously to make the following appointments for the Police Department with terms to expire July 31, 2017:

Emiliann Melo – Police Officer & Constable  
Johnathan Pare – Police Officer & Constable  
Erik McNeice – Police Officer & Constable  
Andrew Sederquist – Police Officer & Constable  
Heather Syrett – Police Officer & Constable  
Patrick Curneen – Special Police Officer  
Thomas Robinson – Special Police Officer  
John McGinn - Special Police Officer  
John Vickery – Special Police Officer  
David McGinn – Special Police Officer  
Scott McDaniel – Special Police Officer  
Juanna Adesso – Special Police Officer  
Thomas Higginbotham – Special Police Officer  
Raymond Meleski – Reserve Police Officer, Constable  
Anthony Keaney – Reserve Police Officer, Constable  
Nicholas Wade – Reserve Police Officer, Constable  
Harold Marshall – Reserve Police Officer, Constable  
Robert Stephanian – Reserve Police Officer, Constable  
Kristen J. Campbell – Matron  
Judith DeMoura – Matron  
Lori Wrightington – Matron  
Jaunna Adesso – Matron  
Robin Bellows – Matron  
Karen Lima – Matron  
Amy Dowler – Matron  
Amanda Correia – Matron  
Rebeckah Caylor – Matron  
Frank Alvilhiera, Jr. – Keeper of the Lockup  
Unanimous in favor.

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

VOTED: To appoint Steven Leanues and James Bowles as Surveyor of Wood, Bark & Lumber, Fence Viewer & Field Drivers with terms to expire July 31, 2017.  
Unanimous in favor.

### **Police Department Three year appointments**

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

VOTED: To appoint Richard Pacheco and Michael Dwyer as Sergeant, Constable with terms to expire July 31, 2019.  
Unanimous in favor.

### **Fire Department One Year Appointments**

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

VOTED: To make the following appointments for the Fire Department with terms to expire July 31, 2017:

Ryan Barratt – Call Firefighter  
Charles Bunker – Call Firefighter  
David DeBest – Call Captain  
Thomas Donahue – Call Captain  
Nicholas Drew – Call Firefighter  
Patrick Dunlevy – Call Firefighter  
Christopher Emswiler – Call Firefighter  
Joshua Faherty – Call Firefighter  
Michael Farias – Call Firefighter  
Samuel Finney – Call Firefighter  
Hunter Gomes – Jr. Call Firefighter  
Lindsey Hopkins – Call Firefighter  
Brandin McClay – Call Firefighter  
Michael McCullough – Call Captain  
Joseph McGreevy – Call Firefighter  
Brien Perkins – Call Firefighter  
Patrick Perkins – Call Firefighter  
Caleb Savard – Call Firefighter  
Zachary Trocki – Call Firefighter  
Justin Wilber – Call Firefighter  
Nathanial Young – Call Firefighter  
Unanimous in favor.

## **Miscellaneous Appointments**

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

VOTED: To appoint Robert Whalen, Jr. as Alternate Building Inspector for a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Nancy Yeatts as Assawompset Pond Complex Representative for a term to expire July 31, 2017.  
Unanimous in favor.

Selectman Burke stated that he would like to make Janice Swanson a Full Member of the Zoning Board of Appeals (ZBA) and move Joseph Urbanski to an Associate Member. Selectman Powderly stated that he would like to hear from the Chairman of that Board about that. A letter had been received from Ms. Swanson indicating that she no longer wanted to be an Associate Member. The letter did not indicate that she wanted to be a Full Member. Typically the Board looks for letters on that. John Olivieri, Jr., ZBA Member, spoke of changes that are taking place on that Board. Selectman Burke stated that Ms. Swanson is a huge asset to the Town in that position with her knowledge and present position. She is also on the Planning Board and is very helpful to applicants. Ms. Garbitt explained that Ms. Swanson had originally been going to resign. After speaking to Mr. Foster, she said that she would stay on as an Associate, but if a Member moved on or resigned, she was hoping that she would be moved up to a Full Member. Selectman Powderly stated that that should put this in writing so that it is on file. That way when the Selectmen are looking to appoint people it will be available in the file.

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

VOTED: To appoint John Olivieri, Jr. and Janice Swanson as Members of the Zoning Board of Appeals for terms to expire on July 31, 2019 and appoint Joseph Urbanski and James Gouveia as Associate Members with terms to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Waltraud Kling and Yvonne Capella as Members of the Board of Registrars for terms to expire July 31, 2019 and Jennifer Jewell and Elaine Couto as Assistant Registrars for terms to expire on July 31, 2017.  
Unanimous in favor.



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

VOTED: To appoint the following Members to the Cable Television Committee with terms to expire July 31, 2017: David J. Curtis; James Longo; Robert Marshall; Paul Meleedy and Frederick Beal.  
Unanimous in favor.

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

VOTED: To appoint the following Members to the Capital Expenditures Committee with terms to expire July 31, 2017: John Powderly; Rita Garbitt; and Ryan Trahan.  
Unanimous in favor.

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

VOTED: To appoint the following members to the Casino Advisory Committee with terms to expire July 31, 2017: Joseph Chamberlain; Linda Grubb; John Powderly; Nelson Pratt; Robert Dunn; Mark Downing; Maureen Candito; Daniel Cooney; and Michael Ellis.  
Unanimous in favor.

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

VOTED: To appoint Joseph Flemming to the Casino Advisory Committee as the Finance Committee Representative with a term to expire July 31, 2017.  
Unanimous in favor.

Discussion took place regarding the members on the Community Development Committee regarding attendance of some Members.

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

VOTED: To appoint Miriam Hollenbeck, Sarah Kulakovich Marybeth MacKay, Maria Perrone-Martin and Stephen Allard as Members of the Community Development Committee with terms to expire July 31, 2017 and Jessica Bradley and Sandra Martini-Gamache as Associate Members with terms to expire July 31, 2017.  
Unanimous in favor.

Chairman Hollenbeck explained that the Conservation Commission has both Members and Associate Members. Peter DeFusco has indicated that he is moving and does not wish to be reappointed. Ms. Goodrow Robinson has requested to become a full Member. A letter of interest has also been received from Keith Jensen asking to be appointed a full Member. Discussion took place regarding the membership of the Conservation Commission; the vacancies available and the type of individuals that the Board typically looks for to be appointed to Town Boards and Committees. Selectman Powderly suggested that Ms. Goodrow Robinson move into a Member position. Ms. Garbitt stated that she will send a letter to the Conservation Commission

about this and also ask for letters of interest be placed in the newspaper with the deadline of August 4<sup>th</sup> for one (1) full Member and one (1) Associate Member for the Conservation Commission.

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

VOTED: To appoint Joseph Chamberlain, II; Derek Maksy and Katherine Goodrow Robinson as Members with terms to expire July 31, 2019 and Sarah Kulakovich as Associate Member for a term to expire July 31, 2017.  
Unanimous in favor.

Discussion took place regarding the new number of Members for the Council on Aging. Ms. Garbitt mentioned that as of August 1<sup>st</sup>, Joan Moran has indicated that she does not want to remain on the Board. They do have a letter of interest regarding their Alternate Member becoming a full Member, and they will provide their recommendation to the Selectmen.

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

VOTED: To appoint the following Members to the Council on Aging with terms to expire July 31, 2019: Vivian Lee; Margaret Gross; Robert Brady; Arlene Bowles; and Charlene Montleon as an Alternate Member with a term to expire July 31, 2017.  
Unanimous in favor.

Selectman Powderly asked about the attendance of the members on the Economic Development Committee. He stated that he would like to continue to stay on top of attendance for Boards, Committees and Commissions throughout the year in order to be consistent during the appointment process. Chairman Hollenbeck mentioned that she was interested in being a member of the Committee; however, would she have to be an At-Large member, since it would require the meeting to be posted for the Selectmen as well. She also mentioned that the Charge of the Committee may need to be changed.

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

VOTED: To make the following appointments to the Economic Development Committee with terms to expire July 31, 2017: Robert Chestnut; Aaron Burke; Laurie Driscoll; John Olivieri, Jr.; Timothy Fletcher; Joan Moran, Associate Member and Sharon Christian, Associate Member.  
Unanimous in favor.

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

VOTED: To make the following appointments to the Emergency Planning Committee with terms to expire July 31, 2017: Daniel Hopkins; Frank Alvilhiera, Jr.; Jeremy Peck; Rita A. Garbitt; Robert Souza; John Powderly; Nathan Darling; Vicki Souza; Richard May; David Goodfellow; and Richard Medeiros.  
Unanimous in favor.

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

VOTED: To appoint Daniel Hopkins as the Emergency Response Coordinator with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To make the following appointments to the Energy Advisory Committee with terms to expire July 31, 2017: James Kenney; John Powderly; Donald Foster; Nathan Darling; Richard Velez; Joseph Chamberlain, II; and Larry Simpson and Richard Benard as Ex Officios.  
Unanimous in favor.

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

VOTED: To appoint John Powderly as the Gas and Electric Commission Ad Hoc Representative with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To make the following appointments to the GATRA Advisory Board with terms to expire July 31, 2017: James Gouveia and Robert Brady as Delegates.  
Unanimous in favor.

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

VOTED: To appoint Daniel E. Hopkins as the Hazardous Waste Coordinator with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Brian Reynolds and Geraldine Taylor as Members of the Historical Commission for terms to expire on July 31, 2019 and Kathleen Barrack as Associate Member for a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint C. Robert Canessa as Inspector of Wires and Melio Gazza as Assistant under M.G.L. Ch. 166 Sec. 32A with terms to expire July 31, 2017.  
Unanimous in favor

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

VOTED: To appoint Albert Mason as Labor Counsel with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint the following to the Lakeville Arts Council with terms to expire July 31, 2019: Robin Fielding and Richard Tripp.  
Unanimous in favor.

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

VOTED: To appoint Daniel Hopkins as Director and Nancy Yeatts as Deputy Director of the Lakeville Emergency Agency with terms to expire July 31, 2017.  
Unanimous in favor

Discussion took place regarding the attendance of the Master Plan Committee Members. Since Mr. Bunn has been unable to attend, it was the consensus of the Selectmen not to reappoint him to the Committee and advertise for letters of interest to be provided with a due date of August 4, 2016.

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

VOTED: To make the following appointments to the Master Plan Implementation Committee with terms to expire July 31, 2017: James F. Rogers, II; Rita Garbitt; Rodney Dixon; Fred Beal; Aaron Burke; Sylvester Zienkiewicz; Patrick Marshall; and John LeBlanc.  
Unanimous in favor.

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

VOTED: To appoint Daniel E. Hopkins as the Municipal Coordinator Right to Know with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Frank Alvilhiera, Jr. as the Municipal Hearings Officer with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Daniel Hopkins as the NIMS Coordinator with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint James Gouveia as Delegate and Robert Brady, Alternate Delegate to the Old Colony Planning Council Area Agency on Aging Advisory Committee with terms to expire July 31, 2017.  
Unanimous in favor

Ms. Garbitt mentioned that Michael Levrault has not been able to attend the Open Space Committee meetings. The Park Commission will be designating another representative. There is also an additional opening, which will be advertised with a deadline of August 4, 2016.

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

VOTED: To make the following appointments to the Open Space Committee with terms to expire July 31, 2017: Brian Reynolds; Martha Schroeder; Linda Grubb; Patrick Marshall; and Joan Gladu Morton.  
Unanimous in favor.

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

VOTED: To appoint Aaron Burke as Parking Clerk with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Jon Catalano as the Plumbing and Gas Inspector with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To make the following appointments to the Police Station Design Review Committee with terms to expire July 31, 2017: Tim LaChapelle; Aaron Burke; Thomas Robinson; Frank Alvilhiera, Jr.; Nathan Darling; Pauline Ashley; Michael Bois; Richard LaCamera; Ryan Trahan; and Michael Forth.  
Unanimous in favor.

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

VOTED: To appoint Marybeth MacKay as Production Liaison with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To make the following appointments to the Project Review Committee for 43D with terms to expire July 31, 2017: Brian Hoeg; Robert Poillucci; David Goodfellow; Matthew Perkins; Nathan Darling; Aaron Burke; John Olivieri, Jr.; and Joseph Chamberlain, II.  
Unanimous in favor.

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

VOTED: To make the following appointments to the Rent Control Board with terms to expire July 31, 2017: Maureen Candito; Donna Glidden; and Miriam Hollenbeck.  
Unanimous in favor.

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

VOTED: To appoint David Enos as the Sealer of Weights & Measures with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Rita Garbitt as the Smart Growth Reporting Officer with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Linda Grubb to the Southeast Massachusetts Commuter Rail Task Force with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To make the following appointments as Special Assistant Health Agents with terms to expire July 31, 2017: James Romano and James Aguiar, Jr.  
Unanimous in favor.

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

VOTED: To appoint Linda Grubb to the SRPEDD Regional Open Space Committee with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Jeremy Peck as Storm Water Management Coordinator with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint KP Law as Town Counsel with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint Linda Grubb to the Town Forest Committee with a term to expire July 31, 2019.  
Unanimous in favor.

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

VOTED: To appoint Jeremy Peck as Tree Warden with a term to expire July 31, 2017.  
Unanimous in favor.

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

VOTED: To appoint the following to the Zoning By Law Review Advisory Committee with terms to expire July 31, 2017: Aaron Burke; Peter Conroy; Nathan Darling; Derek Maksy; Robert Mather; John Olivieri, Jr.; and Robert Poillucci.  
Unanimous in favor.

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

Chairman Hollenbeck said that Ian Daley had sent in a letter requesting to be reappointed as a Constable.

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

VOTED: To approve the reappointment of Ian Daley as Constable with a term to expire July 25, 2017.  
Unanimous in favor.

## **Review and vote to approve Board of Selectmen Meeting Minutes of May 12, 2016**

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

VOTED: To approve the Selectmen's Meeting Minutes of May 12, 2016 as presented.  
Two (2) in favor, One (1) abstention (Chairman Hollenbeck).

## **New Business**

Ms. Garbitt provided an update regarding the transfer of the Liquor License for Poquoy Brook Golf Club. The Town will need to advertise this in the newspaper for a hearing on August 10, 2016. The transfer should take place prior to that meeting of the Board, but the business will still be able to operate under their present license until the transfer is in place.

## **Old Business: Update from Selectman Hollenbeck regarding the Regional Finance Subcommittee and the discussion with the Auditors regarding the GRAIS Debt**

Chairman Hollenbeck provided a brief update regarding the George R. Austin Intermediate School Debt. It is hoped to have information about this matter for the next meeting of the Board, since no progress has been made recently.

## **Other Items**

1. Report from LEC Environmental Consultants regarding Ted Williams Camp Athletic Fields
2. Notification to Abutters Under the Massachusetts Wetlands Protection Act regarding LeBaron Boulevard
3. Notice from TEC Associates regarding 2016-2020 Vegetation Management Plan
4. Notice from Comcast regarding Cable Changes

At 8:24 PM, upon a motion made by Chairman Hollenbeck; 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 discuss contract negotiations with non-union personnel (Fire Chief and Assistant Treasurer/Assistant Collector); and pursuant to M.G.L. c.30A, §21(a) (3) to conduct a strategy session in preparation for negotiations with the Laborer's Union, if an open meeting may have a detrimental effect on the bargaining position of the Board, and the Chair so declared.  
Polled vote: Selectman Powderly-Aye, Selectman Burke-Aye, and Selectman Hollenbeck-Aye.



**List of documents distributed at the July 13, 2016 Selectmen's meeting**

1. One day Liquor License application from the Lakeville Lions Club
2. FY16 End-of-Year Transfers dated July 13, 2016.
3. Job Description for Payroll Processor
4. Recommendation letter received from the Energy Advisory Committee regarding the Green Communities Energy Savings Program.
5. Request from the Historical Commission for roof replacement on the Historic Town House.
6. GATRA Contract for July 1, 2016 through June 30, 2017 for Demand Response Services.
7. Designer Selection Procedures as per Designer Selection Law requirements for municipalities.
8. Pole relocation request from TMLP and Verizon of Pole 57 on Pierce Avenue
9. Request for Road Opening permit at 7 Main Street.
10. List of Annual Appointments
11. Request for reappointment of Ian Daley as Constable.
12. Meeting Minutes of the Board of Selectmen/Finance Committee of May 12, 2016.