

TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
September 13, 2017 – 6:30 PM

On September 13, 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 6:34 PM. Selectmen present were: Selectman Burke, Selectman Hollenbeck and Selectman Powderly. Also present were: Rita Garbitt, Town Administrator, Tracie Craig-McGee, Executive Assistant, Lorraine Carboni, Town Coordinator, and Christine Weston, Recording Secretary. LakeCAM was recording the meeting.

Discuss scheduling the Special Town Meeting for November 13, 2017

Chairman Burke asked Ms. Garbitt to check with Town Counsel, the High School and the Town Moderator about the date of November 13, 2017 for the Special Town Meeting. Proposed Warrant Articles were reviewed.

The Board of Selectmen discussed the proposed Warrant Articles. The Selectmen were in favor of keeping the Capital Expenditure Committee in place so that it is available for other Boards, if they wish to utilize it in the future.

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

VOTED: To schedule a Special Town Meeting at 7:00 PM at the Apponequet High School Auditorium on Monday, November 13, 2017 and to open the Warrant.
Unanimous in favor.

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

VOTED: To close the Warrant on Tuesday, September 21, 2017, at 5:00 PM.
Unanimous in favor.

Review and vote on School Resource Officer Agreement

Chairman Burke went over the details of the School Resource Officer Intermunicipal Extension Agreement, which the Regional School Committee voted to sign on August 23, 2017. The Police Chief and the School Superintendent have also signed it. The Agreement will be extended to June 30, 2018. Selectman Hollenbeck stated that she would like to review the document before voting on it. Ms. Garbitt explained that this is the second year of the same Agreement. At this time only an extension is being done. Two (2) years ago there had been changes made to the Agreement. This item was tabled until the next meeting of the Board of Selectmen, so that it can be reviewed by Selectman Hollenbeck.

Vote to ratify the Town's Proposal for the Laborers' Union

Chairman Burke reviewed the details of the Town's Proposal for the Laborers' Union. Labor Counsel Albert Mason has advised that the Board of Selectmen vote to ratify the Proposal.

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

VOTED: To ratify the Town's Proposal for the Laborers' Union dated August 3, 2017 and to forward the document for signatures.
Unanimous in favor.

Review request from the Community Development Committee for transfer of funds for the 2018 Winterfest Fireworks

Chairman Burke reviewed the letter from the Community Development Committee (CDC) dated September 7, 2017. The CDC voted at their meeting on September 6, 2017 to forward a letter to the Board of Selectmen requesting an appropriation in the amount of \$5,000 be placed on the next Special Town Meeting Warrant to fund the 2018 Winterfest fireworks on January 28, 2018. Last year's fireworks had been very well received by all who attended the event. The appropriation is being requested since it took three (3) years of fundraising efforts to raise enough money to fund the fireworks display. Selectman Hollenbeck added that the CDC has \$2,000 in their budget for the upcoming Winterfest. The appropriation would help in the event that the CDC falls short of its fundraising. There is a backup date for the fireworks in place. Chairman Burke stated that the Selectmen do not have to vote on the appropriation today. When the transfer is done, it will be voted on.

Vote to Approve and Adopt the Layout of Cedar Pond Road, Quequechan Circle and Ron Circle

Chairman Burke stated that September 20, 2017 is the Public Meeting for the road layout of Cedar Pond Road, Quequechan Circle and Ron Circle. Once the Selectmen vote to approve and adopt the layouts, it will go before Town Meeting for acceptance. The Planning Board voted on September 7, 2017 to recommend approval, subject to the completion of the items listed in the Superintendent of Streets' letter dated July 26, 2017. Selectman Powderly asked who is making sure that the punch list by the Superintendent of Streets is complete. Chairman Burke responded that as the items on the punch list are done, Mr. Peck goes out to inspect them. It was noted that Mr. Peck had a question about the chain link fence and had attended the Planning Board meeting to speak about it. The Planning Board voted not to put up the fence. They included the statement that approval was subject to the Superintendent of Streets signing off on all items on the punch list.

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

VOTED: To approve and adopt the layouts for Cedar Pond Road, Quequechan Circle and Ron Circle.
Unanimous in favor.

Request for Storage Trailer Permit-19 Kingman Street-Salvatore Cucinotti

Chairman Burke reviewed the details of the request for a Storage Trailer Permit. Mr. Cucinotti has submitted a letter from his neighbor at 17 South Kingman Street stating that he was in agreement with the location of the trailer. The previous neighbor was not. The Building Commissioner has been out to visit the site and has submitted a memo stating that the location is in compliance with zoning.

Chairman Burke stated that Storage Trailer Permits could be something that the Zoning Bylaw Review Advisory Committee could work on and then bring back recommendations to the Board of Selectmen. Under the current By-law, anyone could put a storage trailer in their yard.

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

VOTED: To approve the Storage Trailer Permit for the property located at 19 South Kingman Street with an expiration date of September 13, 2018.
Unanimous in favor.

Review and vote to approve Propane Bid-Jaysan Gas

This item was tabled.

Request from Columbia Gas-Road Opening – 1 Southworth Street

Chairman Burke stated that a request has been received from Columbia Gas for a road opening at 1 Southworth Street for a new gas service. Ms. Craig-McGee stated that she received the bond on Monday from Columbia Gas for the road opening. Mr. Peck, Superintendent of Streets, has performed an inspection and provided a letter of approval with conditions to the permit. Selectman Powderly stated that the Town may want to send a notice to everyone in that area about the possibility of connecting to natural gas soon, since Route 79 will not be opened again once it is done. The Town has a five (5) year policy in place for not opening up roads that have just been paved. Ms. Garbitt mentioned that she believes that Mr. Peck has done a mailing to residents in that vicinity about hooking up to Town Water as well. Selectman Hollenbeck suggested that another review be done of the project and then a mailing be sent out. Selectman Powderly proposed that the side roads off of Route 79 also be included in the mailing.

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

VOTED: To approve the request from Columbia Gas for a Road Opening Permit at 1 Southworth Street for a new gas service subject to the conditions set forth in the letter from the Superintendent of Streets.
Unanimous in favor.

Discuss the future IT needs of the Town including a new telephone system for 2019 and updating the Town website

Chairman Burke explained that since the design for the new Police Station is underway, the needs of the entire Town need to be looked at regarding the outdated telephone system and website. Selectman Hollenbeck stated that there is a Master Plan for IT. She would like to sit down and discuss it with John Barker. It is important not to lose sight of the money that has already been allotted in the amount of \$40,000. Selectman Powderly suggested that Mr. Barker be asked to find out the next quarter of the action plan. Chairman Burke suggested that the Board take a copy of the plan, review it, and then invite Mr. Barker in to discuss what has and has not been implemented. The Board can let him know where it wants to be and find out where it is presently. Selectman Powderly asked if there is money allotted for the new Police Station phone system. Chairman Burke responded that there was in the soft costs. Ms. Garbitt mentioned that meetings had taken place over the years with three (3) or four (4) vendors about various proposals. Earthtech's proposal was approximately \$100,000, but that was provided at least two (2) years ago. Other meetings have taken place were with Civic Plus and Virtual Town Hall. The permitting grant was done by Mr. Darling and Mr. Peck. They should also be included on any updates, as well as, making sure updates are done on a regular basis to make sure that everything is being worked on and nothing is missed. The Town has an IT grant for \$40,000 and a HR grant for \$20,000. Selectman Powderly stated that the Board will review the plan and revisit the topic at the next meeting of the Board.

Schedule October, November and December Selectmen Meetings

The meeting dates for October, November and December Selectmen's meetings were scheduled as follows: October 11, 2017, November 1, 8 & 29, 2017 and December 6 & 20, 2017. All meetings are tentatively scheduled for 6:30 PM.

New Business

Chairman Burke reviewed the details of the Bond Anticipation Note. The new borrowing is for the following three (3) Capital Items approved at the Annual Town Meeting held on June 6, 2016 after pay downs of \$130,000; \$440,000 for the new Pumper with equipment for the Fire Department, \$80,000 for the new backhoe with equipment for the Highway Department, \$400,000 Design for the new Police Station bringing the total to \$920,000. Unibank was awarded the bid.

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

VOTED: To approve and sign the Bond Anticipation Note in the amount of \$920,000 for various purposes to be issued on September 19, 2017 and due December 19, 2017 payable to Unibank for Savings with an interest rate of 1.30%.
Unanimous in favor.

Ms. Garbitt provided a handout about the 27th Annual Rodman Ride for Kids Charity Cycling event, which is planned for Saturday, September 23, 2017. MassDOT has requested that an

Event Notification Form be signed by the appropriate Town Officials, since the 100-mile route crosses over Route 44 in Lakeville, and they will also be crossing over other Lakeville roads. The Police Chief is not yet aware of the event, since the information was just received last evening. Ms. Craig-McGee stated that Rodman has not asked for permission to use Lakeville roads since 2008. It is not known if they have a Police Detail in place. They have a water stop planned at Apponoquet Regional High School.

Selectman Powderly stated that Chief Alvilhiera needs to look at the route right away. Ms. Craig-McGee stated that she spoke with Ms. Rossman, Director of Events & Communications, today and explained that the Town needs Event Notifications at least 30 days in advance. Selectman Powderly noted that their route goes through some very, very busy places. Chairman Burke asked that Fire Chief Hopkins and Police Chief Alvilhiera review the event plans. If they are in approval, then a meeting can be set up for the Board to approve it. He stated that he was not comfortable approving the event at this time. Ms. Rossman can be told that the Board will do its best for the event to take place; however, there is coordination which needs to take place with the Chiefs. Their feedback is necessary before the Board renders a decision.

Ms. Garbitt stated that she met with the Community Compact representatives for the HR Grant yesterday. They were provided with all the personnel policies, and they will provide and follow up on the payroll system going paperless. They will develop a Scope of Services of what they will do for the Town.

Old Business

There was no old business provided for discussion.

Any other business that may properly come before the meeting

There was no other business provided for discussion.

Other Items

1. Memos from ZBRAC to the Planning Board regarding re-zoning of Staples Shore Road properties and Zoning By-Law Amendments regarding Accessory Apartments
2. Notice from MMA regarding the F/L District participating in the Statewide 8th Grade Essay Contest and 3rd Grade Poster Contest
3. Invitation from Cardinal's Office to attend a Thanksgiving Mass October 1st for Public Safety Personnel
4. The Voice of the Retired Public Employee Newsletter
5. Notification that Town Clerk Lillian Drane has qualified to be designated a Certified Massachusetts Municipal Clerk

Ms. Garbitt stated that it took several years for the Town Clerk to become a Certified Massachusetts Municipal Clerk, which is a big achievement. Chairman Burke stated that Ms. Drane does a great job as Town Clerk.

Executive Session

At 7:27 PM, upon a motion made by Selectman Burke; seconded by Selectman Powderly on a unanimous roll call vote, the Board:

VOTED: To enter Executive Session and not return to Open Session pursuant to M.G.L. c.30A, §21a (2) to conduct strategy sessions in preparation for negotiations with non-union personnel; 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 August 21, 2017 and September 6, 2017.
Polled vote: Selectman Hollenbeck-Aye, Selectman Powderly-Aye, and Selectman Burke-Aye.

List of documents provided at the September 13, 2017 Board of Selectmen Meeting

1. Proposed warrant articles for the November 13, 2017 Special Town Meeting.
2. School Resource Officer Agreement Extension
3. August 3, 2017 Town's Proposal for the Laborers Union
4. Request from the Community Development Committee for a transfer of funds for the 2018 Winterfest Fireworks.
5. Layout Orders for Cedar Pond Road, Quequechan Circle and Ron Circle, memo from Planning Board dated 9-8-17, Mr. Peck's project completion/punch list dated 7-26-17 and memo to the Planning Board dated 8-16-17.
6. Request for storage trailer permit by Salvatore Cucinotti for 19 South Kingman Street.
7. Propane Bid Award – tabled
8. Request from Columbia Gas for road opening at 1 Southworth Street
9. Topic for discussion, Future IT needs of the town including a new telephone system for 2019 and updating the Town website.
10. Dates for the October, November and December Selectmen Meetings.
11. Bond Anticipation Note (BAN) to be awarded to Unibank for Savings.
12. 27th Annual Rodman Ride for Kids Charity Cycling Event request through Lakeville.