

**TOWN OF LAKEVILLE**  
**Selectmen's Meeting Minutes**  
**August 26, 2015 – 9:00 AM**

On August 26, 2015, the Board of Selectmen held a meeting at 9:00 AM at the Town Office Building in Lakeville. The meeting was called to order by Chairman Burke at 9:00 AM. Selectmen present were: Selectman Burke, Selectman Powderly and Selectman Hollenbeck. Also present were: Rita Garbitt, Town Administrator, Tracie Craig, Executive Assistant and Christine Weston, Recording Secretary. Matthew Ferreira of the Middleboro Gazette was recording the meeting and LakeCAM was recording for broadcast.

**9:00 AM Request from Police Chief to appoint Sean Joyce as Lieutenant and Ryan Maltais and Richard Pacheco as Sergeants**

*Frank Alvilhiera, Police Chief, was present for the discussion.* Chief Alvilhiera stated that discussions had taken place earlier in the month regarding Department promotions. By making some changes within the Department, it will provide additional organizational structure. Currently there are three (3) Supervisors who have all done an excellent job, and are well deserving of a promotion. Their promotions will allow Sean Joyce to oversee Patrol Operations, while Ryan Maltais and Richard Pacheco will provide good organization within the Department.

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

VOTED: To appoint Sean Joyce as Lieutenant/Constable, effective September 1, 2015, with a term to expire 7/31/18 contingent upon a one (1) year probationary period effective from the date of appointment.  
Unanimous in favor.

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

VOTED: To appoint Ryan Maltais as Sergeant/Constable, effective September 1, 2015, with a term to expire 7/31/18 contingent upon a one (1) year probationary period effective from the date of the appointment.  
Unanimous in favor.

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

VOTED: To appoint Richard Pacheco as Sergeant/Constable. effective September 1, 2015, with a term to expire 7/31/18 contingent upon a one year probationary period effective from the date of the appointment.  
Unanimous in favor.

The Board of Selectmen offered congratulations to all the Officers.

### **9:15 AM Meet with the Board of Assessors to discuss short term contract with Regional Resources Group**

*Members of the Board of Assessors present included: John Olivieri, Jr., Paul Meleedy and Evagelia Fabia.* The Board of Assessors called their meeting to order at 9:12 AM. Chairman Burke explained that the Assessors would like to enter into a short term contract with Regional Resources Group (RRG) to fill the needs within the office until the results of their Requests for Proposals (RFP) is determined. Mr. Meleedy stated that the end of the year is upon the Assessors, and they need to ensure that all the proper things are taken care of. While assessing the situation, it has been deemed that there is a need for additional help for about four (4) to six (6) weeks. Selectman Powderly asked if RRG might they be one of the bidders, after this short term support has concluded. Mr. Meleedy responded yes. He added that the awarding of the bid would terminate this short term contract to the new bidder. It is the responsibility of the Assessors to check the references of those who are submitting a response to the RFP.

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

VOTED: To approve the short term contract between the Town of Lakeville and Regional Resource Group, Inc. of Leominster, MA at a rate of \$4,000 per month, subject to adding a recommendation from Town Counsel that a termination clause be added to the agreement clarifying Section 2 “term of the Contract” and to authorize the Chairman of the Board of Selectmen to sign on behalf of the Board of Assessors. Unanimous in favor.

Upon a motion made by Mr. Olivieri; seconded by Ms. Fabia it was:

VOTED: To adjourn the Board of Assessors Meeting at 9:19 AM. Unanimous in favor.

### **Review and vote on updated Board of Selectmen Priority List**

Chairman Burke stated that the Selectmen had discussed the Priority List at the previous meeting. A lot of the items have been accomplished, so the focus has been shifted and priorities have been revised. Ms. Garbitt added that the Selectmen had also discussed forming a Study Committee for space needs. At this time, all Town Departments are being asked to purge any documents that they do not need. The Selectmen intend to go around taking a look at each individual Town Department and discussing the anticipated increase of the amount of employees over the next five (5) to ten (10) years. Chairman Burke stated that this could be done by the Selectmen or the Town Administrator. Ms. Garbitt mentioned that there is the Community Compact that has been formed with the Lieutenant Governor and Governor regarding Best Practices. If the Town of Lakeville could be a model community, it could gain points towards that, however, only a few communities have signed onto this at this time. It is hoped that they will construct a program that is beneficial, and people will want to be a part of.

Selectman Powderly stated that the Selectmen should do the tour of the Town Departments as a group. He did not mind it staying in the purview of the Selectmen, since that is where the

money will come from to be spent. It is hoped that the Town will not lose sight of the importance of where the money will be spent. There are some big ticket items. The Capital Expenditures should be in the purview of the Selectmen. Perhaps representatives from the Finance Committee could be invited for the tour. Ms. Garbitt suggested also inviting the Chairman of the Capital Expenditures Committee. Selectman Powderly agreed.

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

VOTED: To accept the draft Priority List dated August 26, 2015 as presented.  
Unanimous in favor.

### **Discuss new Charge for the Master Plan Implementation Committee (MPIC)**

Chairman Burke stated that the MPIC met on August 19, 2015 at 6:30 PM. It was determined that the charge is grossly inadequate for what the Committee needs to do and should be updated to provide a refreshed direction. Much of the Master Plan has either been done or cannot be done. There is an opportunity for the Town to receive grant money to update portions of the Master Plan. The grant money will not completely update the plan, but it may be able to do most of the larger items like the maps, since they are expensive. Much of the information in the plan will be consistent, but the entire plan will be reviewed to update it with the resources that are available. Some of the updates for the plan are being done outside of the purview of the Master Plan Committee through the Zoning By Law Review Advisory Committee. The updating of the plan has all taken place with a perceived need that has grown throughout the Town. The Town needs to get focused on renewing the plan to renew the direction of the Town. The MPIC does not necessarily render decisions. It is an Advisory Committee discussing topics to reach a consensus on how to implement various aspects that would be beneficial for the Town. A member of the Open Space Committee should also be included on the MPIC, so that those needs are also considered. Much of the plan is based on the rural nature of the Town and what the residents want to preserve. A member from the Conservation Commission should be included as well. The membership will increase from seven (7) members to nine (9) members, and the Building Commissioner will be eliminated, and the Town Administrator will be added. Chairman Burke asked for letters to be sent to the Open Space Committee and Conservation Commission to ask for representatives to the MPIC.

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

VOTED: To send letters to the Open Space Committee and the Conservation Commission asking for them to recommend a representative to serve on the MPIC.  
Unanimous in favor.

### **Vote to accept Hugh Rogers, Jr.'s resignation from the Conservation Commission**

Chairman Burke stated that a letter of resignation had been received from Hugh Rogers, Jr. resigning his position on the Conservation Commission. The Selectmen will follow procedure and advertise the vacancy on the Town's website and also in the newspaper.

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

VOTED: To accept the resignation of Hugh Rogers, Jr. and to send him a letter of thanks for the time he served on the Conservation Commission.  
Unanimous in favor.

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

VOTED: To post the vacancy on the Conservation Commission in the newspaper and on the Town's website for the normal period of two (2) weeks.  
Unanimous in favor.

### **Review and vote on Farm to Table Event on October 2, 2015 at Ted Williams Camp**

Selectman Hollenbeck reviewed the details of the Community Development Committee (CDC) Farm to Table Dinner event. The approximate cost is \$30-\$40 per ticket. The CDC is looking for sponsorships to lower the cost. If not enough tickets are sold, the CDC will cancel the event. This will be the fall event of the CDC. The Farmers' Markets have been going well. Elliot Farms and Freedom Food Farms have participated in the endeavor. Selectman Powderly asked about children's ticket prices for the Farm to Table Dinner Event. Selectman Hollenbeck responded that children's ticket costs will be approximately \$10-\$15, subsidized through the Gifts and Grants account. Selectman Hollenbeck explained that a wide reach of publicizing the event will be done to capture as much interest as possible. The event will take place at the Ted Williams Camp, and their building is available if the weather is inclement. It is hoped that the Selectmen will approve the request to hold this event.

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

VOTED: To approve the CDC Farm to Table Dinner event to be held at the Ted Williams Camp on Friday, October 2, 2015 from 5:30 PM to 7:30 PM.  
Unanimous in favor.

### **Review and vote to approve Board of Selectmen Meeting Minutes for March 9, 2015, April 27, 2015 and April 29, 2015**

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

VOTED: To accept the Board of Selectmen Meeting Minutes of March 9, 2015, April 27, 2015 and April 29, 2015 as presented.  
Unanimous in favor.

**Review and vote to approve Board of Selectmen Executive Session Meeting Minutes for April 27, 2015 and August 12, 2015**

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

VOTED: To accept the Board of Selectmen Executive Session Meeting Minutes of April 27, 2015 and August 12, 2015 as presented.  
Unanimous in favor.

**New Business**

Ms. Garbitt stated that the Lakeville Animal Shelter received the balance of funds from the Estate of Geraldine Moskoff. The Animal Shelter received in excess of \$23,000, which will be put into the Gifts and Grants account. Selectman Powderly asked how the funds are appropriated when needed. Ms. Garbitt responded that quotes for work at the shelter are solicited by the Animal Control Officer and she would sign off on appropriating the funds. All funds that are donated to the Animal Shelter are deposited into the appropriate account with the Town Treasurer. Recently some loaming and seeding has been done at the facility, along with installing some fencing.

Selectman Hollenbeck provided an update regarding the interpretation of the Regional Agreement as has been provided by Lisa Dickinson of Unibank and George R. Austin Intermediate School (GRAIS) debt allocation. Selectman Hollenbeck and Ms. Garbitt have met with Superintendent Rick Medeiros and the Director of Business & Finance Fred Baker to discuss the different interpretations that have been brought forward. During FY14 to FY16 there was an incorrect allocation, which is clear. The Town has double the amount than what Unibank is proposing. Within the language, something is missing, maybe even just a comma. However, that may make the difference on how the calculations are being done. There is no real method to resolve this, but to have a discussion with the Town of Freetown. It is hoped to put the matter into the hands of the Regional Finance Budget Sub-Committee to discuss the allocations of the GRAIS debt. There may be the need for a legal interpretation. One point is if the amounts are being calculated on a per pupil basis or is it excluding some or all without regard to the 109 students. There seems to be a difference in opinion on how the calculations are being arrived at. It is suggested that the Finance Committee representatives from both Towns come together to discuss that at a Regional Finance Budget Sub-Committee meeting. Selectman Powderly asked if there anyone still around that could interpret the language and provide a background. Ms. Garbitt responded that both Towns have had Kopelman & Paige as Legal Counsel, but Independent Counsel may be needed now. Chairman Burke stated that it would appear that there is the need for an objective third party to determine what it really means, not the intent.

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

VOTED: To send the letter as drafted by Selectman Hollenbeck to the Superintendent of Schools, Richard Medeiros, with the changes as proposed (the word *board* to *committee*) in the second paragraph.  
Unanimous in favor.

### **Other Items**

1. Letter from Sarah Kulakovich regarding various issues
2. Copy of reviewed Duties and Responsibilities for Lakeville Cemetery Commission
3. Notice of Customer Service Series for Municipalities-Massasoit Community College
4. Notice from Verizon regarding 2<sup>nd</sup> quarter PEG payment
5. Woodard & Curran Directions Newsletter
6. The Voice of the Retired Public Employee Newsletter
7. List of Animal Shelter donations

At 10:00 AM, upon a motion made by Selectman Powderly; seconded by Selectman Hollenbeck it was:

VOTED: To adjourn the Selectmen's Meeting.  
Unanimous in favor.

### **List of Documents provided at the August 26, 2015 Selectmen's Meeting**

1. Letter from Police Chief recommending appointments effective September 1, 2015
2. Letter from the Board of Assessors requesting to enter into a short term contract with RRG
3. Contract between the Town of Lakeville and RRG
4. Priority List for the Board of Selectmen FY16
5. Revised charge for the Master Plan Implementation Committee
6. Resignation letter from Hugh Rogers, Jr. from the Conservation Commission
7. Update from Mitzi Hollenbeck regarding the CDC Farm to Table event
8. Selectmen Meeting Minutes of March 9, April 27 and April 29, 2015 for approval
9. Letter to Richard Medeiros from the Selectmen regarding the GRAIS Debt Allocation.
10. Correspondence from Mitzi Hollenbeck regarding the interpretation of the Regional Agreement