

**TOWN OF LAKEVILLE**  
**Selectmen's Meeting Minutes**  
**October 14, 2015 – 7:00 PM**

On October 14, 2015, the Board of Selectmen held a meeting at 7:00 PM at the Town Office Building in Lakeville. The meeting was called to order by Chairman Burke at 7:00 PM. 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. LakeCAM was recording the meeting. William Abrahamson from the Standard Times was also present.

**7:00 PM Meet with Superintendent of Streets to discuss:**

**Private Plow Driver Rates:**

*Jeremy Peck, Superintendent of Streets, was present for the discussion.* Mr. Peck had done a survey and spoken with other Superintendents of surrounding Towns regarding snow plow rates. Information was gathered on what other Towns are paying, and the increases that they are going to make. Right now Lakeville has approximately 25 plow contractors, which accounts for approximately 70% of Lakeville's snow plowing team. Insurance rates are increasing for contractors, despite the fact that gas/diesel prices are decreasing. In order to compete with surrounding Towns, it is being recommended that the Town increase its rates. Lakeville currently pays \$56 an hour for an 8 foot plow (4 x 4 pick-up), and he is proposing to increase this to \$69 per hour. The larger trucks (4 or 6 wheels) are currently paid \$63 per hour, and he is proposing to increase this to \$73 per hour. The increase in pay should ensure that the Town has the full force necessary for the upcoming winter. Mr. Peck stated that he would also like to add an additional plow rate for a larger truck with a larger plow, (trucks with 10'-11' plows) at a rate of \$95 per hour.

Selectman Powderly asked what the amount the insurance is increasing by. Mr. Peck responded that he does not know, since all rates will differ according to an individual's insurance company and insurance policy. Selectman Hollenbeck asked if the Town has enough contracted vehicles. Mr. Peck responded that last year was an unusual winter, and all municipalities were dealing with the same thing. At some point, the snow becomes too heavy and harder to push with the smaller vehicles. The Highway Department did lose one of its big trucks, and was down two (2) full time men and two (2) contractors last winter. Selectman Powderly stated that he would like to get together with both the Police and Fire Chiefs and the Superintendent of Streets to discuss the top 13-15 streets and outline what the Town can do better. Selectman Hollenbeck stated that she has no problem with the rates Mr. Peck is proposing, since it is to make sure that the Town is competitive with surrounding towns. Her concern was if there are enough contracted employees and the necessary trucks. Mr. Peck mentioned that Freetown has already lost 10 of their 30 contractors, and it is not even November. The contractors with the big trucks do not want to work for the small Towns due to the lower rates. If the proposed rate increases are set into place, the Town can hire a larger truck and put them on new routes. Selectman Powderly stated that he will make sure that a sub meeting takes place about the size of trucks, age of trucks and size of plows. If the trucks break down, it is not due to the rate of pay, it is due to their preparedness.

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

VOTED: To adopt the proposed rates as outlined in the Superintendent of Streets memo: 4 x 4 Pickup's to \$69.00 per hour; 4 or 6 wheel truck to \$73.00 per hour; trucks with 10' or 11' power angled plows at \$95.00 per hour.  
Unanimous in favor.

### **Increase of Transfer Station Rates**

Mr. Peck stated that the pricing sheet survey shows what other Towns are charging for bulky items. The Towns surveyed were; Middleborough, Freetown, Plympton, Plymouth and Berkley. It was noticed that Lakeville's fees are pretty similar. It is being recommended to increase furniture (sofa/love seats) to \$15 each, sleep sofas to \$20 each, and chair/ottomans to \$10 each. He would increase carpet (10' x 10' piece) to \$15 and a 10' x 10' piece of padding to \$10.

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

VOTED: To adopt the recommended changes as outlined in the Superintendent of Streets memo: Furniture (sofa/love seats) to \$15 each; Sleep sofas to \$20 each; Chair /Ottomans to \$10 each; 10' x 10' piece of carpet to \$15, and a 10' x 10' piece of padding to \$10.  
Unanimous in favor.

### **Letter to Private Road Associations regarding the plowing of Private Roads**

Mr. Peck stated that each year a letter is sent out to Private Associations letting them know that the Town is not responsible for plowing private roads. The letter explains that if the Superintendent is instructed by the Police or Fire Chief to plow, sand or salt a private road, the following rates will be charged: \$15 per ton for material (sand), \$40 per hour for driver/truck usage between the hours of 7:00 AM to 3:00 PM Monday through Friday and \$51 per hour for driver/truck usage outside of the listed workday hours or on weekends.

Chairman Burke stated that last year there had been discussion about having a meeting to discuss this with those who live on private roads, which is a good idea. Selectman Powderly agreed that it is a great idea, but he would want to have the discussion not with just the Associations, but also residents who live on private roads without associations, since they were more the problem. Ms. Garbitt explained that what spurred this was a few years ago there had been a very icy winter. Nelson Shore, with their small hill, had trouble with the ice and needed assistance. This system has worked well, since the Town has been sending out this letter. Selectman Hollenbeck stated that since the contractor rates were just raised and they want the Town to start doing the plowing, then the Town may be in a situation that it cannot do it at a rate that is reasonable for the Town. Selectman Powderly agreed. Selectman Hollenbeck asked what the feasibility is. Mr. Peck explained that the Town plows the Assawompsett School through a private contractor, and the cost is charged back to the schools. Selectman Powderly stated that he feels that the letter should have the contractor rates included with the per ton cost, etc.

Chairman Burke stated that if there is a private contractor that plows the street, then it should be indicated that those are the rates that will be charged. Mr. Peck stated that there may be a need to add in overtime rates. The majority of contractors have a 9' plow, so \$73 an hour can be charged and \$40 per ton for supplies.

### **Review and vote on awarding bids for Sand and Salt**

Chairman Burke said that the Board had received the bids for sand and salt for the Highway Department and needed to award the bids.

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

VOTED: To award the sand bid as recommended by the Superintendent of Streets to G. Lopes Construction at a rate \$11.24 per ton  
Unanimous in favor.

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

VOTED: To award the salt bid as recommended by the Superintendent of Streets to Eastern Minerals, Inc. at a rate of \$69.36 per ton.  
Unanimous in favor.

### **7:30 PM Meet with representatives from Mod Space regarding Modular Police Station**

*Police Chief Frank Alvilhiera and Alison Connor and Dave Scamon from Mod Space were present for the discussion.* Chairman Burke said that the Selectmen have visited a modular Police Station in Dartmouth. The Town of Lakeville has been talking about building a new Police Station since 1996. The representatives of Mod Space were invited in to discuss some of the options available. The buildings are not just temporary solutions, but permanent solutions as was seen in Dartmouth. They can be "dressed up" from there. Mr. Scamon stated that his company has done a lot of schools, a prison, police stations and hospitals. His job is to get involved with major projects. The building will be custom built for the purchaser. The finishes and fixtures can be spec'd out the way the Town wants them built in a controlled factory environment. Then they are shipped out on wheels and axles and set up. Mod Space can design the building from start to finish, since they have in house designers, engineers and architects.

Chairman Burke stated that the Selectmen had a great tour in Dartmouth and were able to see the potential for this type of a building. Nate Darling, Building Commissioner, went on the tour as well. Mr. Darling stated that his main thoughts were concerning the cost for upgrades with a pitched roof and different siding option. The base cost is \$800,000 for a 6,400 square foot building, and that can realistically increase up to \$1.6 million. Mr. Scamon stated that it will not go up that much with a pitched roof and full foundation. Some things are eliminated, while you pick up others. Chairman Burke said the discussion for a new Police Station had begun several years ago with Kaestle Boos designing a building that was way more than was needed, with a very expensive price tag. Retrofitting the present Police Station building will be just as costly as building a new building. This is a new idea, but we want to explore this some more and

understand the cost impact to see if we want to put this forward for the people to decide. Selectman Hollenbeck stated that from a design standpoint, she needs to see it done to conceptualize what it would look like. The Selectmen's job would be to locate the space, and if there is a need, to go for special legislation to put it on land in Ted Williams Camp. Chairman Burke stated that the Town doesn't necessarily want to build a Police Station where the present one is, but there is limited availability of where there is Town land. It needs to be determined where it should go, which is almost as important as what goes there.

Selectman Powderly stated that if a company moved into Lakeville and put in a building as was seen in Dartmouth as a store front, the Town would fight them tooth and nail. You cannot just put up a building up like that. A modular house would be a similar example. Ms. Connors stated that the company just did a DPW office building for the Town of Foxboro, which is a permanent building. You would never know it is a modular. Selectman Powderly said he would like to view the building. If the Board has the touch and feel of a real building, it might support what is being said. Selectman Hollenbeck expressed her concern of how long the building would last and what does the maintenance look like. Mr. Scamon stated that it would be the same as a stick building. It has steel columns to hold up the roof and trusses. Prison buildings were done in Hampshire County in 1986 and they have kept the building up. They were leasing them, and recently bought them. They were in decent condition, but they did take care of them. Of course they had normal wear and tear. There are finance companies that Mod Space works with and a lease to own contract can be drawn up. Selectman Powderly stated that he was looking for an approximate square footage cost that the Building Commissioner and the Police Chief would be happy with and the design. Chairman Burke explained that there are needs with a Police Station, such as a sally port, booking area and other features which will impact the cost. We need to have an understanding of the cost, so the Board can decide if it is worth moving forward. Selectman Hollenbeck mentioned that the project timeline is also a consideration.

Mr. Scamon stated that the timing is critical. In the summer his company competes with schools. In the winter they can do more, like building the buildings while it is snowing in this area. Selectman Hollenbeck asked what deliverables could be provided for Town Meeting. Mr. Scamon stated that there is a designer in Connecticut that works for Mod Space. Mod Space provides him with the necessary information, and then he does all the drawings. He lays it out in a conceptual drawing with a quick rendering of what it will look like. Chairman Burke stated that Mr. Scamon can coordinate this by getting together with Mr. Darling and Chief Alvilhiera and then get back to the Board with the details.

### **Review and vote on School Resource Officer Agreement**

Chairman Burke stated that the Board had reviewed the School Resource Officer (SRO) Agreement previously. The Board now has a redline copy that shows where and why changes were made and who made them. Selectman Hollenbeck asked if the agreement should include a timeline for payment. Chief Alvilhiera stated that the Department has never had an issue with payment when the School Department has been billed. Chief Alvilhiera stated that Section 2 regarding a Director Supervisor, there is a new SRO in place. She has some upcoming training and Officer Maltais can fill in while she is out. Chief Alvilhiera noted that Officer Maltais puts in a lot more hours than he is paid for. He is dedicated and wants to see the position flourish.

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

VOTED: To approve the School Resource Officer Agreement (Inter-municipal Agreement between Freetown/Lakeville Regional School District and the Lakeville Police Department for Placement of a School Resource Officer as presented and drafted. Unanimous in favor.

### **Discuss scheduling the Fall Special Town Meeting**

Chairman Burke stated that the proposed date for the Fall Special Town Meeting is Monday, November 30<sup>th</sup>. Ms. Garbitt stated that the Town Moderator is in agreement with the date. There will also be a housekeeping article, and it is hoped that the Federal Emergency Management Agency reimbursement will have arrived. There is also an article on using the funds set aside for the Police Station roof repair for other necessary Police Station costs. The Senate Ways and Means Committee has not voted on the 40S money yet. There is still an outstanding amount of \$116,000, but Representative Orrall said that there are other supplemental budgets that come about during the year that the Town might get funded the balance from. Selectman Hollenbeck mentioned that the Region is discussing matters this evening. Selectman Hollenbeck added that one of the subsequent budgets is for the Transportation money. Selectman Powderly stated that he does not want to incur new debt to pay down old debt. He does not want to miss out on the window of making payments. Ms. Garbitt stated that \$25,000 a year will be used from the Howland Road property. That will be for this year and next and \$50,000 will be applied. Selectman Hollenbeck added that there will be a meeting with them to make sure that they are balancing the outstanding debt, as well as, looking at the reserves for the Town. Chairman Burke mentioned that the Fire Department needs a ladder truck.

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

VOTED: To schedule the Fall Special Town Meeting on Monday, November 30, 2015 at 7:00 PM. Unanimous in favor.

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

VOTED: To close the Fall Special Town Meeting warrant on October 21, 2015 at 4:00 PM. Unanimous in favor.

### **Review and vote on Taunton Water Application-Twin Coach Estates and Edgeway Home Association**

Chairman Burke stated that the Board has a request from Twin Coach Estates and Edgeway Home Association to connect to the City of Taunton water supply. Prime Engineering will bring in the applications, the capital improvement fees and the plans to the City of Taunton for their approval. Right now Twin Coach Estates and Edgeway Home Association receive their water from wells on the property.

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

VOTED: To approve the applications to connect to Taunton Water for Twin Coach Estates and Edgeway Home Association.  
Unanimous in favor.

**Review and vote on amended Job Description and Re-classification for Treasurer/Tax Collector Administrative Assistant to Assistant Treasurer/Tax Collector**

Chairman Burke stated that the Treasurer/Tax Collector, Debra Kenney, has requested that the Board, acting as the Wage & Personnel Board, reclassify the position of Treasurer/Tax Collector Administrative Assistant to Assistant Treasurer/Tax Collector. The idea is that it will go from Grade B to C and the job description has been changed to reflect the additional responsibilities.

Ms. Garbitt noted that the Superintendent of Streets and the Fire Chief will be requesting additional hours for their Clerks. Selectman Powderly asked when the Board will be meeting with them. Ms. Garbitt responded that it would be during the budget process. She said she is also looking at space needs to determine if it will be possible to bring the Assessors back into the building. Selectman Powderly stated that he would like to meet sooner rather than later with the Superintendent of Streets and the Fire Chief. Chairman Burke suggested scheduling to meet with one (1) Department at a time and ask them for information on their Department, such as space needs and personnel needs. A form can be created that is distributed to all Town Departments, which will ask them to provide information about their needs over the next 5-10-15 years and why. Selectman Hollenbeck suggested to also include if they have any ideas that technology could help the job to be more efficient. Ms. Garbitt mentioned that the GPS and permitting software has been looked at for several years now, and the costs have been coming down. The Technology Committee has not met since February and there have been a lot of major upgrades. The Town is trying to get everything in place, including the laptops that were approved a year ago at Town Meeting, which are now in the Police cruisers, but we have limited IT hours. Chairman Burke stated that the Town Departments can be scheduled to come before the Board to discuss their needs for personnel, space requirements and to explain their rationale. Ms. Garbitt stated that the Town Clerk is looking for \$20,000 for Record Storage, which is in the Technology Capital Budget. It is for permanent records that are required to be kept. If the Town Clerk can electronically store files, she will be able to clean out a lot of file cabinets

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

VOTED: To approve the amended Job Description and Re-classification for the Treasurer/Tax Collector Administrative Assistant to Assistant Treasurer/Tax Collector as drafted and to accept the level change from D to C.  
Unanimous in favor.

### **Discuss request from Mayor Carpenter regarding Santa Hat Challenge**

Chairman Burke noted that a letter had been received from Mayor Carpenter of Brockton to invite Lakeville to participate in the Santa Hat Challenge. Ms. Craig suggested forwarding the letter to the School Superintendent in case a School entity would want to participate. Chairman Burke agreed to forward the letter.

### **Request for Door to Door Sales Permit-Renewal by Anderson**

Chairman Burke stated that the Board had received a request for a Door to Door Sales Permit by Anderson Windows. Ms. Garbitt noted that he is claiming not to be selling anything, just distributing information. Selectman Powderly stated that he did not approve of canvassing or soliciting door to door, but the Town has a policy. Ms. Craig noted that if the Selectmen choose to issue a permit, then the applicant goes to the Police Station to provide their vital information. The sales people have to check in daily with the Police Department and say where in Town that they will be. Chairman Burke said that Anderson Window should seek a State Hawker/Peddler's License, and then they could go door-to-door in Lakeville. Ms. Craig suggested that perhaps the Board would like to entertain repealing the Door to Door Sales bylaw at Town Meeting.

### **Announce Press Release from MEMA regarding volunteers for Community Emergency Response Teams and Medical Reserve Corps**

Chairman Burke stated that the "starred" paragraphs in the memo provided has the primary information about MEMA looking for volunteers. The information has also been put on the Town's website. Chairman Burke read portions of the Press Release into the record.

### **Discuss Invitation to attend official opening and dedication ceremony of the Veterans' Cemetery – November 11, 2015**

Chairman Burke stated that the Board has been invited to attend the official opening and dedication ceremony of the Veterans' Cemetery on November 11, 2015 at 10:00 AM at the Thompson Hill Cemetery. All of the Selectmen will attend the event.

### **Review and vote to approve Board of Selectmen Meeting Minutes of May 11, 2015**

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

VOTED: To approve the Selectmen Meeting Minutes of May 11, 2015 as presented.  
Unanimous in favor.

**Review and vote to approve Board of Selectmen Executive Session Meeting Minutes of January 5, 2015 and September 9, 2015**

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

VOTED: To approve the Executive Session Meeting Minutes of January 5, 2015 as presented.  
Unanimous in favor.

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

VOTED: To approve the Executive Session Meeting Minutes of September 9, 2015 as presented.  
Unanimous in favor.

**New Business**

Ms. Garbitt mentioned that there were updates from Representative Orrall about the proposed Taunton Casino. Representative Orrall has a call into the Gaming Commission, so she has recommended holding off having the Casino Committee meeting, since tribal and commercial gaming is different regarding mitigation. The Committee has done its homework; however, this would be mitigation for surrounding communities regarding the process.

Ms. Garbitt stated that Representative Orrall has said that the Joint Committee on Municipalities is working on the specifics for the transfer of the water tower to the City of Taunton. Attorney Mark Reich has been consulted, and they are waiting to get information from the City Solicitor and specifics for the legislation.

Ms. Garbitt explained that Representative Orrall called and stated that a meeting will be held on October 20<sup>th</sup> at the State House at 1:00 PM to discuss House Bill 732, which is the legislation for the Assawompset Pond Complex Flood Management District Commission.

**Old Business – Discuss and vote on the Recommendation from the Board of Assessors to award the Bid for Principal Assessor Services to Regional Resource Group (RRG)**

Chairman Burke read a memo, dated October 1, 2015, into the record from the Board of Assessors recommending that the Selectmen award the contract for “Principal Assessor Services” to Regional Resource Group (RRG). The total value of the contract will be as follows: Balance of FY2016 - \$56,800 or \$4,733.33 per month; Fiscal Year 2017 - \$69,700 or \$5,808.33 per month (if renewed); and Fiscal Year 2018 - \$71,400 or \$5,950 per month (if renewed). The Selectmen had previously voted a temporary contract. Ms. Garbitt stated that the contract has to be drafted. Chairman Burke asked that Ms. Craig clarify the term dates with the Assessors Chairman and their expectations. It should not go beyond a full fiscal year.



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

VOTED: To approve the proposal with Regional Resource Group for one (1) year.  
Unanimous in favor.

### **Other Items**

1. Notice from Town Counsel regarding increase in rates
2. Letter from Joseph Scoturio regarding Assistant Animal Control Officer Darcy Lee
3. Thank you letters from the Lakeville Festival Committee regarding the October 3<sup>rd</sup> Festival
4. Notice from Verizon requesting commencement of Formal Renewal Proceedings
5. Notice from Comcast regarding Municipal Emergency Reporting Procedure
6. MassDEP Newsletter regarding award of \$1.4 million in Recycling Grants
7. Notice from MMA regarding the 2016 Annual Meeting and Trade Show – January 22<sup>nd</sup> and 23<sup>rd</sup>
8. Notice of Plymouth County Development Council Annual Meeting Luncheon – October 30<sup>th</sup>
9. Mass Interchange Newsletter
10. Notice from Verizon of change to FiOS TV
11. Comcast's annual submittal of Form 1240 and Form 1205

### **Adjournment**

At 8:37 PM, 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 October 14, 2015 Selectmen's Meeting**

1. Private snow plow driver rates, increase of Transfer Station rates, letter to private road associations regarding the plowing of private roads, bids for sand and salt
2. School Resource Officer Agreement
3. Date for Fall Special Town Meeting
4. Vote on Taunton water connection applications for Twin Coach Estates and Edgeway Home Association.
5. Amended job description and re-classification for Treasurer/Tax Collector Administrative Assistant to Assistant Treasurer/Tax Collector
6. Request from Mayor Carpenter regarding Santa Hat Challenge
7. Request for door to door sales permit - Renewal by Anderson
8. Press release from MEMA regarding volunteers for community emergency response teams and medical reserve corps
9. Invitation to attend official opening and dedication ceremony of the Veterans' Cemetery November 11, 2015.
10. Selectmen's Meeting Minutes of May 11, 2015
11. Information from Jeanine Knowlton Legislative Aide for Keiko Orrall regarding House Bill 732
12. Memo from Paul Meleedy regarding vote of Assessors for contract for principal assessor services to RRG