

**TOWN OF LAKEVILLE  
Board of Selectmen  
Meeting Minutes  
February 8, 2021 – 6:30 PM  
REMOTE LOCATION**

On February 8, 2021, the Board of Selectmen held a meeting at 6:30 PM remotely from various locations. The meeting was called to order at 6:00 PM by Chairman LaCamera. Selectmen present were: Chairman LaCamera, Selectman Fabian and Selectman Day. Also present was Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §20, relating to the 2020 novel Coronavirus outbreak emergency, the February 8, 2021 public meeting of the **Board of Selectmen** shall be physically closed to the public to avoid group congregation. **However, to view this meeting in progress, please go to [facebook.com/lakecam](https://www.facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>**

Chairman LaCamera then read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

**Selectmen Announcements**

Chairman LaCamera read the Selectmen announcements.

Fire Chief Michael O'Brien said we are waiting for the vaccine to be supplied to the Town for the clinic. He described all the steps taken to be ready for the vaccination clinic. We don't want people to have to travel to a mass dispensing site because that is not in our seniors' best interest. Chairman LaCamera said the clinic will be for residents 85 and over. We were supposed to have our clinic tomorrow and we put in our request a week ago Monday. We found out Saturday that we were not being given any vaccine. The Board of Health Agent has submitted another request, and we are supposed to hear tomorrow. Once the 85 and over seniors are done, we will move to the 75 and over. The Board Members thanked the Chief and all the employees for their hard work.

**Pole Hearing – TMLP and Verizon – Malbone Street**

Chairman LaCamera read the legal notice into the record.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To open the Pole Hearing for TMLP and Verizon.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Chairman LaCamera asked if the Board Members had any questions. Selectman Day said he was glad to see the pole being moved away from a corner. Selectman Day asked about why the number of wires are not filled in on the form. This will have to be filled out prior to recording.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To close the Pole Hearing for TMLP and Verizon.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To grant permission to TMLP and Verizon to locate a new pole, Pole EL3S and to move Pole EL3 and EL4 on Malbone Street.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

### **Meet with Josephine Ruthwicz from Middleboro Housing Authority to discuss housing lottery for Old Field Estates – Rhode Island Road**

*Josephine Ruthwicz was present for the discussion.* Ms. Ruthwicz said she wanted to announce the affordable housing lottery for Old Field Estates located on Rhode Island Road. The applications are available at Middleburgh Housing Authority or at middleboro.org. The applications are due by March 22, 2021. She summarized the description of the property and the income requirements. Selectman Fabian noted that assets on hand are limited to \$75,000. Chairman LaCamera spoke about the difficulty of finding the information on the website. Ms. Ruthwicz said she is working on having that changed.

### **Discuss response to Open Meeting Law Complaint from Patrick Higgins and Associates**

Chairman LaCamera said the Board received an Open Meeting Law Complaint regarding the listing of license renewals (Items 8-10) on the Selectmen's Agenda for December 28, 2020. We have always listed our license renewals this way and other Towns do it also. This person files these complaints frequently. Selectman Day said we had all the addresses in the packets, but didn't read them. Chairman LaCamera said going forward there will be an attachment to the agenda for license renewals.

### **Discuss health insurance/stipend policy**

Selectman Day said he was trying to understand why some elected Boards are eligible for health insurance. We have other elected Boards that do a lot of work and they don't qualify for the same thing. For the 9 seats eligible right now, it costs \$50,000 to \$182,000 to the Town. At the moment we have only a few people taking the insurance. If the other boards were given a small stipend, they would be eligible for stipends. At one time, the benefits were rescinded and then put back in. Chairman LaCamera said you can't get insurance unless you are a paid Town official. This would cost a fortune if we opened it up for everyone else. Selectman Fabian said the three (3) Boards that receive it is because these Boards were in charge of employees and Departments. The Board of Assessors act as a regular Department Head. The Board of Health was also in charge of their Department, but they are not anymore. We could re-visit that. Selectman Day said if we use the criteria of being a Department Head, Inspectional Services has taken over those responsibilities from the Board of Health. For the Board of Assessors, you can be elected, spend 2/3's of your term and not be certified, but still get your stipend and health insurance, but not vote. Selectman Fabian said if you are not certified in the two (2) year period, you lose the stipend and access to the health

insurance. Selectman Fabian said some Towns have done away with insurance and stipends for elected officials. She will defend the stipend for the Board of Selectmen, but this can be revisited. Chairman LaCamera asked if Selectman Day wanted to get rid of this or add other Town Boards. Selectman Day said to expand this to other Boards would be very expensive. If we are looking at what is fair, we should look at pulling it back. Chairman LaCamera said we won't be able to do anything at this Annual town Meeting.

Selectman Fabian said what would be ideal is for the Town to pay 75% on health insurance for new employees. Chairman LaCamera said during union negotiation it was discussed to come up with a high deductible plan to reduce the costs to the Town and employee and subsidizing some of that deductible amount. We are waiting on that from Gateway. Selectman Day said an employee plus 1 would be good. Chairman LaCamera said we are looking at contributing to an HSA plan also.

### **Revisit appointing an Interim Town Administrator per Section 2. (m) of The Act Providing for a Town Administrator in the Town of Lakeville**

Selectman Day said our act spells out if there is a vacancy of more than 30 days, we are supposed to install an interim for no more than 120 days. He is thinking it will be May or June until the new Town Administrator can be put in place. We should consider getting an interim to help us out day to day. Then that person can help the new Town Administrator. Chairman LaCamera said the training time is problematic. Selectman Fabian said she hopes that we can have someone on for April 1<sup>st</sup>. If we run into a snag with the process, she will bring this back up.

### **Request from Planning Board to review Site Plan for 475 Kenneth Welch Drive**

*Michael O'Brien, Fire Chief, was present for the discussion.* Chairman LaCamera said we have a site plan to review for the Planning Board for 475 Kenneth Welch Drive. There aren't really any major changes. Selectman Day said this is an existing building. Chief O'Brien said the fire code required access on all four (4) sides of the building. A change of use allows him to ask for compliance. Selectman Day asked if there is enough room. Chief O'Brien said they can put in a 20' wide fire lane that will provide access to two (2) more sides, making the building compliant. He has submitted those comments to the Planning Board. The Board of Selectmen had no comments.

### **Discuss and vote to renew Animal Shelter Contracts with the Towns of Carver and Rochester**

Chairman LaCamera said the Board received the Animal Shelter Contracts renewal with the Town of Carver and Rochester.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To approve and sign the contracts with the Towns of Carver and Rochester to use the Lakeville Animal Shelter.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

### **Discuss and vote to accept resignation letter from Gail Fish from the Lakeville Arts Council**

Chairman LaCamera said the Board had received a resignation letter from Gail Fish resigning from the Lakeville Arts Council.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To accept the resignation of Gail Fish from the Lakeville Arts Council.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

### **Discuss request from Police Chief to appoint Paul Hunt as a Special Police Officer**

Chairman LaCamera said the Police Chief has submitted a letter requesting that Paul Hunt be appointed as a Special Police Officer.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To appoint Paul Hunt as a Special Police Officer for a term to expire July 31, 2021.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

### **Discuss and vote to approve the Performance Review Form**

*Clorinda Dunphy, HR Director, was present for the discussion.* Chairman LaCamera said the Board has been provided with the draft Performance Review Form. The HR Director has drafted this for the Department Heads to use. We had been using the same forms since 2014 and every year she got feedback that they were not user friendly. Selectman Fabian said this will be for all employees. It is simple and easy to understand. It gives you a lot of information on the front page and she likes the consistency. Selectman Day said he liked how the sections are broken up and the flow. He would consider adding of an employee to give manager feedback. Selectman Fabian said she wouldn't mind seeing that. Ms. Dunphy said she could make it optional.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To approve the revised Performance Review Form and adding in edits as discussed.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

### **Discuss reuse of the Old Library – 241 Main Street**

*Nathan Darling, Building Commissioner, was present for the discussion.* Chairman LaCamera said Somethin's Brewin has gone out of business and will not be leasing the Historic Library. They will be out of the building on February 28, 2021. Selectman Fabian said she has spoken to members of the Historical Commission, who are trying to get the Historic Library on the Historic Register. They are also trying to get that area designated as a Historical District.

Chairman LaCamera said we can utilize that space for a Town use. We need a handicapped ramp, no matter if we use it or someone else does. We also need a handicapped restroom in there. Looking at the money we need to invest, it is better for us to use it. Selectman Day said do we know if we

move forward with those upgrades, does that cause a problem for the Historical designations. Mr. Darling confirmed that ADA upgrades do not take away for Historic properties. Mr. Darling said over the years there have been small partitions on the main floor, which can be removed. There are rotten window sills to be repaired. The masonry repairs need to be done. Selectman Fabian said our records should remain downstairs. Adding in the restroom makes even less space for lease. She would prefer to have the Town occupy the space. Mr. Darling said we do have to condition the place or there would be more damage and repairs. We could have people in there working to keep an eye on things. Selectman Day said he is leaning towards the Town occupying the space. Selectman Fabian said we need to have the ramp and restroom in before it is occupied. Chairman LaCamera said we are going to put some money in the capital plan for the ramp and restroom. It will be funded at the May 8<sup>th</sup> Annual Town Meeting.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: That the Town of Lakeville will not entertain any external tenants at the Historic Library and the Town will occupy that space itself.

Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

#### **Discuss the options to update the Town Offices/Fire Station and discuss updating the 2007 Feasibility Study**

*Nathan Darling, Building Commissioner, and Michael O'Brien, Fire Chief, were present for the discussion* Chairman LaCamera said we need to consider a short term, medium- and long-term decision. Now that we will be occupying the Historic Library, in the short term we can consider moving all of inspectional services from the Town Office Building into the Historic Library. That frees up space for the Fire Department to have space for offices, day room, areas for bunking, but that doesn't solve the problem. When the renovations were done in the current configuration, we lost conference room space. We can use the Building Department as a conference room. It is handicapped accessible and small committees can meet in that room, instead of the large meeting rooms. Selectman Day asked how often do residents need to visit the Treasurer, Clerk, Board of Health, Building and Conservation together? Mr. Darling said it should not be problematic. Selectman Fabian said it was it worse when the Assessors were in a different building. Selectman Fabian said there is less need of people visiting multiple offices with Inspectional Services. Discussion occurred regarding the former Assessors building.

Chairman LaCamera asked Chief O'Brien what he would do with this space. Chief O'Brien said he would be able to turn the current deputy's office in a bunk area. The administrative assistant would be downstairs and he would expand into that room to create a separate day room to put the dining room away from the equipment. He would be able to distance people and be able to relax and eat away from potentially contaminated equipment. He would put the deputy into the Conservation Office for privacy. The area upstairs could be a training area. Selectman Day asked is there enough space to get the female bunk room down there. The office area has enough room to separate the firefighters and provide privacy. Selectman Fabian asked about the technology room upstairs. Chairman LaCamera said the servers had been moved to the Police Station, but we need that space for switches and routers. Selectman Day said the new phone system is in there also

Chairman LaCamera said in 2007 there was a Feasibility Study done for a new public safety and town office study. We should consider updating or redoing the feasibility study. Some of the

alternatives that the study would look at would be to renovate the existing Fire Station and build an out building for equipment; build a new Fire Station on site where we are, or building a new one beside the Council on Aging or consider building a new Town Hall there and take the whole building for a Fire Station. We will hire a consulting firm to do an analysis of the requirements for each of the buildings and projected costs. Chief O'Brien said if a substation was built, he doesn't have enough firefighters to staff both stations. Chairman LaCamera said the study should cost between \$50,000 to \$75,000. Discussion occurred regarding the issue with the fire bay doors and the size of the trucks.

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To update the Feasibility Study of 2007 for the Fire Station/Town Office Building.  
Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

**Review and vote to approve Board of Selectmen Meeting Minutes of July 20, 2020, December 28, 2020, January 4, 2021 and January 11, 2021**

Upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To approve the Board of Selectmen Meeting Minutes of July 20, 2020, December 28, 2020, January 4, 2021 and January 11, 2021.  
Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

**New Business**

Chairman LaCamera said he has spoken to SRPEDD about the ADA Survey and they have the resources to do it. The State will give us until September 30, 2021 to have it done. The paperwork is all ready to go.

**Old Business**

**FY22 Budget**

Chairman LaCamera said the budget is compiled and the goal is to put together the budget books this week, as well as, the Capital Plan. Chairman LaCamera said Wednesday night there is a Regional Finance Committee Meeting to review the Region's budget. Every member of the Board will be getting the School Budget as well. Old Colony is meeting the same night and that budget will be available.

Chairman LaCamera said the Loon Pond Lodge responses will be in on the 15<sup>th</sup> and then we can meet on the 17<sup>th</sup>. The budget meetings with Finance Committee can be on March 9 and 10. A meeting will be planned with the Capital Expenditures Committee.

**Search Committee for Town Administrator**

Selectman Fabian said the Search Committee has received the essays and resumes from the search consultant. There is a meeting on the 16<sup>th</sup> to decide who to interview and semifinalists' interviews will be on February 24<sup>th</sup>. March 1<sup>st</sup> is for the finalist interviews. We will have at least four (4) with an alternate for the Selectmen to interview. There is talk about doing the interviews with the Board

of Selectmen in person and airing the meeting live. We want to make the decision quickly so that we don't lose candidates to other towns. We have said that we don't want to hold in person meetings, so the Board will need to discuss this. The Health Agent is okay with an in-person meeting. Discussion occurred regarding the timeline for making the decision. Chairman LaCamera said we can vote at that meeting to appoint the Town Administrator if it is on the agenda. Or the Board can take a day or two to review the resumes and speak to people. Selectman Day asked about the information on the semifinalists.

#### Assawompset Pond Complex

Selectman Fabian said there is going to be a public information meeting to explain the things that are going on in the Complex.

#### Any other business that may properly come before the meeting

There was no other business discussed.

At 8:48 PM, upon a motion made by Chairman LaCamera and seconded by Selectman Fabian it was:

VOTED: To enter Executive Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining with the Laborers', Police and Firefighter Unions if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chairman so declares and pursuant to M.G.L. c.30A, §21a (7) to comply with the Open Meeting Law, MGL Chapter 30A, §22(f): approval of Executive Session Minutes for August 18, 2020; September 9, 2020; September 22, 2020; September 29, 2020 and December 14, 2020 and not return to open session.  
Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

#### **OTHER ITEMS**

1. Letter from Comcast regarding Form 500 for 2020

**List of documents provided at the Board of Selectmen Meeting of January 25, 2021**

1. Agenda page
2. Agenda page
3. Agenda page; quarterly financial statements
4. Agenda page
5. Agenda page; 2020 Master Plan
6. Agenda page; memo from Fire Chief; MGL Chapter 148, Section 10A
7. Agenda page; Host Community Agreements – Twisted Growers
8. Agenda page; Host Community Agreement – Boston Botanical
9. Agenda page; email from SERSG; memo from KP Law; SERSG Inter-municipal Agreement; original SERSG Inter-Municipal Agreement
10. Agenda page; memo from Planning Board
11. Agenda page; Board of Selectmen Meeting Minutes December 9, 2020 and December 14, 2020
12. Agenda page
13. Agenda page; draft Request for Proposals – Loon Pond Lodge
14. Agenda page
15. Agenda page