

**TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
May 11, 2020 – 3:00 PM
REMOTE LOCATION**

On May 11, 2020, the Board of Selectmen held a meeting at 3:00 PM remotely from various locations. The meeting was called to order at 3:01 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera said. Also present were Maureen Candito, Town Administrator, and 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 May 11, 2020 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 Fabian then read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

Selectmen Announcements

Chairman Fabian read the Selectmen Announcements into the record. Selectman LaCamera asked about the request for the Absentee Ballot. Ms. Drane said the signature must be on the requests for the Absentee Ballot. Chairman Fabian said there is a formal application that can be used, but a letter is acceptable also as long as it is signed. Ms. Drane said the census captures who is residing at the address. We have 840 households that have not returned the census. Their names will have to be dropped from the voting list. In order to vote, they will have to fill out new paperwork with identification at the election. Assawompset School is sending out their kindergarten packets and residents won't receive them if they don't return the census. You can find the census form on the Town's website and get it back to the Town Clerk.

Ms. Candito said Governor Baker has outlined that next week we will receive the four (4) steps for reopening. First will be businesses with little face time and contact; second will be more face time and step 3 will be loosening some restrictions as long as numbers do not climb up and step 4 will be the new normal.

Discussion about Annual and Special with Town Moderator and Town Clerk, including possible vote on Annual Town Meeting Date and quorum requirements

Lillian Drane, Town Clerk and Kathryn Goodfellow, Town Moderator were present for the discussion. Ms. Goodfellow spoke about the requirements for Town Meeting Quorum. The proposed legislation calls for 10% of our quorum, which means 10 voters if the legislation goes through. If we did an abridged Town Meeting with the lower quorum, we are only allowed to do budget business and Federal business. Chairman Fabian said typically we have our Annual Town Meeting with all the business for the Town and a Special Town Meeting for housekeeping items and transfers within the budget. We are faced with trying to get 100 people for our quorum if we go

forward with a Special Town Meeting. Selectman LaCamera said Ms. Goodfellow recommended holding a Special Town Meeting after the Annual Town Meeting. The Special Town Meeting money articles can be put into the Annual Town Meeting. The proposed legislation has not been voted on yet, but there are only six (6) weeks to the Annual Town Meeting, which is not a lot of time. If we are going to vote to reduce the quorum, we need to notify the Attorney General's office and post it seven (7) days prior to the vote. If we don't go ahead with Annual Town Meeting, we will be going forward 1/12th of FY20's budget. We have to notify the State by June 1st if we are going to do that. Lakeville is part of two (2) Regional School Districts. They also have to notify by June 1st. We should go ahead with the warrant for the lower quorum, and a Special Town Meeting with a full quorum. Ms. Goodfellow noted if we did the abridged quorum, we can have as many voters that show up to the meeting; it is not limited to 10%. Ms. Drane spoke about the timeline for Town Meeting.

Chairman Fabian said we need to get our business done. We will try to make accommodations as best as possible. She would like to take public comment at the meeting when the Selectmen vote on the reduced quorum or ask people to send in comments. Ms. Candito said it appears that we can socially distance approximately 60 people in the auditorium. Chairman Fabian said the Special Town Meeting will still be 100 people for a quorum. Selectman LaCamera said the Board has time to make a decision on the reduced quorum, but the warrants need to be put together. We can vote on the articles and warrants on May 18th. Once we post these meetings and if they don't go forward, the Town Moderator and Town Clerk have to be there in case voters show up. It was agreed to have the Annual Town Meeting Warrant with money items and the FEMA map and then the rest of the articles go on the Special Town Meeting. Selectman LaCamera asked how will the logistics be worked out for Town Meeting with LakeCAM. Ms. Goodfellow said she already spoken with LakeCAM on how to spread out the Town Meeting between the gym, cafeteria, conference room and auditorium. Ms. Drane noted there needs to be an actual time for the Special Town Meeting. Selectman LaCamera asked what happens if the Annual Town Meeting is not done by the time of the Special Town Meeting. Would the moderator open the Special at the appointed time and then continue with the Annual? Ms. Goodfellow said traditionally we have continued with the meeting until business is finished.

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

VOTED: To schedule the Annual Town Meeting for June 23, 2020 at 7:00 PM at Apponequet Regional High School.

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

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

VOTED: To schedule the Special Town Meeting for June 23, 2020 at 8:00 PM at Apponequet Regional High School.

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

Review and vote to place articles on Annual Town Meeting Warrant

Selectman LaCamera reviewed the four (4) traditional Special Town Meeting Articles to be placed at the beginning of the Annual Town Meeting Warrant. He asked why Article 4 is separate if it is included in the budget? Ms. Candito will check on that. Selectman LaCamera said we need to notify Freetown and the Regional School Committee that Town Counsel has revised the wording

on Article 5. Articles 1-4 on the draft Annual Town Meeting Warrant will be included. Ms. Candito said that Article 6 may be a vote of the Board of Selectmen instead of Town Meeting. Selectman LaCamera said to put Article 6 on and we can withdraw it. Regarding Article 7, the Treasurer said the Town has already borrowed \$1,000,000 for this and only used \$400,000 of it, so there is money available, so we won't include this as there is plenty of money to borrow. Also, the Department of Environmental Protection can now provide that funding with 0% interest. Article 13 should be on the Annual Town Meeting Warrant or we will lose the funding.

Selectman LaCamera said the Park Department is redoing their budget as they won't have much in Retained Earnings. For the Munis Modules, there is already \$14,476 appropriated at a different Town Meeting available to purchase software. Ms. Candito will check on this. She said that the Auditors recommended this. Selectman LaCamera asked about the money for the IT budget as there are funds that have not been used yet. Selectman LaCamera said there is \$18,000 in FY2020 Capital Items that have not been used yet. The phone system and Munis can be Capital items. Ms. Craig-McGee asked about the \$15,000 for the Park Department. Selectman LaCamera said this needs to be included in their budget; it would usually come out of retained earnings.

Selectman LaCamera reviewed articles for the Special Town Meeting Warrant. Article 8 will go on the Warrant. Regarding Article 9, the Selectmen have not had the opportunity to discuss this and understand it. It was decided to place this on a Fall Special Town Meeting. The Agricultural Commission will be asked if they object moving it to the Fall Special Town Meeting. Article #10 will be included. Ms. Candito said Article #11 had been approved at a previous Town Meeting, but there was an error on one (1) word, so this needs to be revoted. Ms. Drane noted that a public hearing was already held on February 13th. Selectman LaCamera said Article #12 should be on the Special Town Meeting Warrant. A public hearing was already held. This was supposed to be done last fall, but there was no Special Town Meeting. He asked that Town Counsel be asked if Article 13 can be on the Annual Town Meeting Warrant. Article #14 will be placed on the Special Town Meeting.

Discuss and possibly vote on Capital Plan Items to be funded at 2020 Town Meeting

Selectman LaCamera said at the April 27th meeting, the Selectmen discussed reducing the Capital Plan requests to conserve Free Cash in case of other issues. He asked what the IT Budget consisted of? Ms. Candito will supply him with a list of the different items. Items to be removed include: \$28,000 for unmarked Police Car; \$50,000 Fire Department pick-up truck; EMS small boat for \$13,000; Highway Roadwork of \$375,000; Skid Steer for \$92,000; Historical Survey for \$30,000; and the Senior Center flooring for \$22,000; based on the recommendation of the Building Commissioner. Storm Water Management was originally in for \$110,300, but based on the requirements, it can be reduced to \$42,800. Selectman LaCamera said the reductions do not mean these items won't be funded at a later date.

Selectman LaCamera said at a previous Town Meeting, approximately \$180,000 was funded for a new Highway Office. The Town has looked at different options and requested bids, which were too high. We looked at buying mobile units from Dartmouth, but they were sold elsewhere. Looking at the requirements, the Building Commissioner has suggested building a stick building similar to the current space with a basement. It is estimated that will cost approximately \$100,000 more. We should fund this at the Annual Town Meeting. They have been waiting almost three (3) years.

Discuss continuation of remote meetings for Boards, Committees and Commissions

Chairman Fabian said she is hearing that some Boards, Committees and Commissions are waiting until June to do business, but they can meet on Zoom. She encouraged groups to hold virtual meetings. There will still be some rules on social distancing going forward. Selectman LaCamera said the guidelines will be announced on May 18th and we should not be holding off on meetings to hold them in person. Chairman Fabian said there will be meeting space issues if everyone waits until June.

Discuss and vote to declare wooden tables at the Senior Center as surplus property

Chairman Fabian said the COA Director is requesting that 11 wood top tables being stored at the Senior Center be offered as surplus property.

Upon a motion by Chairman Fabian and seconded by Selectman LaCamera, it was:

VOTED: To declare the 11 wood top tables at the Senior Center as surplus property.
Roll call vote: Chairman Fabian – aye and Selectman LaCamera – aye.

Discuss sending a letter to Estate of Rose Nasuti regarding real estate taxes due on property donated to the Town at Evergreen Road - Map 41, Block 7, Lot 13

Chairman Fabian said a piece of property was donated to the Town, which we accepted in February of 2020. There are back taxes due on the property of \$31.40 at the time we accepted the property. The tax is now \$67.00. Selectman LaCamera said if we voted to accept the property on February 10th, they should not be responsible for any taxes after that. Chairman Fabian said she thought we had checked about outstanding taxes. Ms. Candito said typically when the vote is taken, there is a freeze on the taxes through the Treasurer and Assessors, but that didn't happen. The Estate will pay the \$31.40 and they are also paying for the recording of the deed.

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

VOTED: That real estate taxes of \$31.40 be collected as of February 10, 2020 when the Town accepted the property.
Roll call vote: Chairman Fabian – aye and Selectman LaCamera – aye.

Request from Police Chief for appointment of a Police Officer/Constable – Harold Marshall

Matthew Perkins, Police Chief and Harold Marshall were present for the discussion. Chief Perkins said there are two (2) vacancies currently at the Police Department based on a transfer and retirement. Mr. Marshall has been a Reserve Officer since 2011 and has worked as a dispatcher for Lakeville and the State Police. He is currently a court officer, as well as, a Reserve Officer. He lives in Town and is well known.

Upon a motion made by Chairman Fabian and seconded by Selectman LaCamera said, it was:

VOTED: To appoint Harold Marshall as Police Officer/Constable for a term from June 1, 2020 to June 1, 2021, subject to the approval of a temporary waiver granted by the Municipal Police Training Committee and successful enrollment and completion of an approved M.P.T.C. Academy.

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

Review and vote to accept resignation letter from Harold Marshall as Reserve Police Officer and Assistant Animal Control Officer

Chairman Fabian said due to Mr. Marshall's appointment as a Police Officer/Constable, he needs to resign as Reserve Police Officer and Assistant Animal Control Officer. She read the letter into the record.

Upon a motion made by Chairman Fabian and seconded by Selectman LaCamera said it was:

VOTED: To accept the letter of resignation from Harold Marshall as Reserve Police Officer and Assistant Animal Control Officer.

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

Review and vote to issue Warrant to Animal Control Officers

Chairman Fabian said a warrant is issued annually to allow them to pick up loose dogs. She read the warrant into the record.

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

VOTED: To approve the Warrant to Animal Control Officers.

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

Discuss Southeastern Massachusetts Metropolitan Planning Organization Selectman Position

Discussion occurred regarding what the Southeastern Massachusetts Metropolitan Planning Organization does and if either Selectman wanted to submit their name for a vacancy. Neither Selectman wanted to submit their name.

New Business

Selectman LaCamera spoke about the preliminary plan for reopening functions in Town. The Transfer Station is the one we are getting complaints about. We need to think about Town Hall. Do we bring back the employees first? Ms. Candito said she has a tentative plan to share with the Selectmen. Chairman Fabian said the Board of Health has some ideas on this. We can look at this closely next week. Ms. Candito said we are working on things that can open in stages. The Senior Center will probably open last. Chairman Fabian said we don't want a lot of people at the Transfer Station the first day. Ms. Candito said the problem is getting the word out to people not on social media regarding having one day specific for plastic, yard waste, cardboard, etc. There will be inconvenience to some, but we need to protect the public and our staff.

Selectman LaCamera said people accessing town hall is a concern. We need signage for masks. Employees need to be protected with plexi-glass. Ms. Candito said Town Hall will be by appointment only for a while. There are only a small amount of things that need to be conducted in person. Chairman Fabian said Ms. Candito, Ms. Craig-McGee and other employees have been going to work every day, even though Town Hall has been closed to the public. Ms. Candito said there are very few things that we have not been able to accomplish during this time with people working at Town Hall and at home.

Old Business

Update on former Lakeville Hospital property

Selectman LaCamera said he received an email from the proposed developer; they are going to be getting something together for presentation in June.

Update on sale of Lakeville Country Club

Selectman LaCamera said the Assessors sent the information out to the owner regarding the back taxes, but we have not received a response.

Any other business that may properly come before the meeting

Chairman Fabian asked about the time for the May 18th meeting. It was decided to keep it at 3 PM.

Adjourn

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

VOTED: To adjourn the Board of Selectmen's Meeting at 5:00 PM.

Roll call: Chairman Fabian – aye and Selectman LaCamera – aye.

OTHER ITEMS

1. Letter from MassDOT regarding Bridge Repair

List of documents provided at the Board of Selectmen Meeting of May 11, 2020

1. Agenda cover page
2. Agenda cover page
3. Agenda cover page; draft Special Legislation Bill #2680; eUpdate from KP Law; email from Town Counsel
4. Agenda cover page; proposed Articles for Annual Town Meeting Warrant
5. Agenda cover page; draft Capital Plan
6. Agenda cover page
7. Agenda cover page; letter from Council on Aging Director
8. Agenda cover page; information from Treasurer/Tax Collector
9. Agenda cover page; letter from Police Chief and Municipal Police Training Committee waiver
10. Agenda cover page; resignation letter from Harold Marshall
11. Agenda cover page; draft Warrant to Dog Officers
12. Agenda cover page; information from SRPEDD regarding vacant position on Southeastern Massachusetts Metropolitan Planning Organization
13. Agenda cover page
14. Agenda cover page
15. Agenda cover page