

**TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
September 14, 2020 – 6:30 PM
REMOTE LOCATION**

On September 14, 2020, the Board of Selectmen held a meeting at 6:30 PM remotely from various locations with the Planning Board. The Selectmen's meeting was called to order at 6:30 PM by Chairman LaCamera. Selectmen present were: Chairman LaCamera, Selectman Fabian and Selectman Day. 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 September 14, 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 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.

Town Administrator's Report

Ms. Candito said she is boxing up items for the item retention grant to get a quote. She spoke to the attorney for William Fuller and Mr. Fuller is amenable to extend the current contract until December 31, 2020. The annual MS4 meeting was today regarding stormwater management and they brought up the possibility of a stormwater management board to address issues. Town Hall is appointment only, and the Library is back on track. The only Department that is operating differently is the Senior Center, and we will have an update later in the meeting.

Meet with Finance Committee to discuss appointment of a member to fill vacancy and update on any budget issues

Members of the Finance Committee: George Vlahopoulos; Jennifer Sipiora, Daniel Beals; and Adam Lynch were present for the discussion. Chairman Vlahopoulos called the Finance Committee to order at 6:38 PM.

Chairman LaCamera said that one (1) letter of interest was received for the vacancy on the Finance Committee. Mr. Vlahopoulos summarized the applicant's experience.

Upon a motion made by Mr. Vlahopoulos and seconded by Mr. Lynch, it was:

VOTED: To recommend that Lawrence Konstant be appointed to the Finance Committee.
Roll call vote: Mr. Lynch – aye; Ms. Sipiora – aye; Mr. Beals – aye and Mr. Vlahopoulos – aye.

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

VOTED: To appoint Lawrence Konstant as recommended by the Finance Committee to the Finance Committee with an expiration date of April 4, 2021.
Roll call vote: Selectman Fabian – aye; Selectmen Day and Chairman LaCamera – aye.

Chairman LaCamera spoke about the FY21 Budget. There was a 10% reduction in the FY21 budget in State Aid, which was \$132,000 and new growth was reduced by \$104,000. The Assessors will be working on new growth soon. There will be very few budget adjustments at a Fall Town Meeting. We have submitted for reimbursement for anything regarding Covid 19, and are submitting another group this week. If we hold Town Meeting, it would be mid to late November. We would want Free Cash certified by then.

Chairman LaCamera would like the final June 30th budget vs. expense report to go to the Finance Committee and actual receipts vs. estimated receipts. Mr. Vlahopoulos said he will schedule a finance committee to review those.

Upon a motion made by Mr. Vlahopoulos and seconded by Mr. Beals, it was:

VOTED: To adjourn the Finance Committee Meeting at 6:47 PM.
Roll call vote: Mr. Lynch – aye; Ms. Sipiora – aye; Mr. Vlahopoulos – aye and Mr. Beals – aye.

Discuss request from Bond Counsel for certified statement regarding Route 79 Reconstruction Project

Chairman LaCamera said Bond Counsel has requested the Board to issue a certified statement regarding the Route 79 Reconstruction project borrowing.

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

VOTED: At a meeting held on September 14, 2020, the Lakeville Board of Selectmen hereby certifies that the Town of Lakeville does not currently anticipate that any property to be acquired with the proceeds of the Route 79 Rehabilitation Bonds will be leased, rented, managed or otherwise exclusively committed to a third party or sold for so long as by bonds or notes are outstanding.
Polled vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Discuss contract renewal with Civic Plus for the Town's website

Chairman LaCamera said the Town received the annual service contract for the Town's website.

A motion was made by Selectman Fabian and seconded by Selectman Day to accept the renewal of the license and service agreement with CivicPlus with a change that the agreement is for one-year only and not to automatically renew and authorize the Town Administrator to sign on behalf of the Town.

Discussion: Selectman Fabian said this is the website that crashed for three (3) days. Ms. Candito said they were migrating when the issues occurred. They are allowed to be out eight (8) hours a year. Selectman Day asked about having a conversation about what we are due since they did not meet the contract. Ms. Candito said the website company did communicate with us about the issues, but we can have a conversation regarding penalties if they don't meet their performance. Selectman Fabian said she was concerned about the outage happening again. Chairman LaCamera said we can amend the contract to only a one-year agreement. Selectman Day would like additional details on SLA and what do they do about reimbursement options for down time.

The roll call vote on the previous motion was: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Vote to approve and sign contract with the State for the MVP Grant

Chairman LaCamera said the Board needed to vote to approve and sign the contract with the State for the Municipal Vulnerability Preparedness Grant (MVP).

A motion was made by Selectman Fabian and seconded by Selectman Day to sign the contract with the State for the MVP Grant and have the Town Administrator sign the contract on behalf of the Town.

Discussion: Selectman Day asked where the funds would come for in regarding to the 25% match. Selectman Fabian said the 25% match has been promised by The Nature Conservancy and SRPEDD. We may have to make a match at some time, but this match is being covered for this one.

The roll call vote on the previous motion was Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Discuss update from Kelly Howley, Council on Aging Director, regarding Senior Center activities

Kelly Howley, Council on Aging Director, is present for the discussion. Selectman Fabian said she has been asking about the reopening of the Senior Center as seniors miss the interaction with their friends. She has called some Towns and some Senior Centers are open, some closed, some open by appointment only. She would like to have in person meetings as needed and events that can be held outside. Ms. Howley said senior centers around us are varied regarding opening. The building has been retrofitted inside and outside. We have the tent to accommodate outdoor events and the covered veranda to use outside space. She feels they can start outdoor events. The Health Agent is comfortable with outdoor programming. For indoor programming, we would need to follow the State protocols with Board of Health guidance. He is a bit uncomfortable with the ventilation system and

would like windows open for indoor events. Selectman Fabian was concerned about having the building open and then having to go backwards. Ms. Howley said they could start with groups of people that were already socializing together; under ten (10) people in the appropriate area socially distanced. There will be a lot of people that want to come in and some that may be hesitant. Selectman Day said with fall approaching, we will lose the opportunity to do events outside. He would support any thought-out plan to get activities going. Ms. Howley noted there is virtual programming available

Review and vote to approve job description for Full Time Clerk in Board of Selectmen's Office

Chairman LaCamera said the Board needs to review and approve the job description for the Full Time Clerk in the Selectmen's Office.

A motion was made by Selectman Day and seconded by Selectman Fabian to approve the job description for the Full Time Clerk in the Board of Selectmen's Office.

Discussion: Chairman LaCamera asked if this is a union position. Ms. Candito said non-union due to confidential nature of documents in the office. Selectman Fabian said the job description is vague. She would like to see more specific items in here. She would like to look at the job duties list done by the Executive Assistant and former Town Coordinator and put more specifics in. Chairman LaCamera said we can revisit this on the September 18th meeting. This item was tabled until Friday.

IT Update and Staffing Requirements

This will be discussed at a later meeting.

Review and vote to approve Temporary IT Desktop Support position

Selectman Day said he has reviewed a number of Towns for what they do for this position. There are a lot of variables as we don't know if they rely on employees or have contracted services also. Some Towns share IT with Schools; some have dedicated support just for public safety. There are a few towns that share other employees. He recommended going forward with this job description and hire a consultant.

A motion was made by Selectman Day and seconded by Selectman Fabian to approve the job description for the Temporary IT Desktop Support position

Selectman Day said the salary would range between \$28-\$33 per hour part time. They would not be working with the network infrastructure. Ms. Candito said she reviewed the MMA job postings for similar positions and the range was \$19 - \$28 per hour. They were not temporary; they were part time. Selectman Day said he estimates a salary of \$29,000 for a part time person, but he was concerned about finding someone. A lot of our end user issues can be fixed remotely. Some might go away with training. We almost need two (2) people and we don't have it in the budget right now. Discussion occurred on where to post the position. Selectman Day said there may be someone out there that we can share with another Town. He would suggest hiring a consultant as we won't find the breadth of technology needed at that pay scale. Selectman Fabian said the Board should approve the job description so we have something to start with. Ms. Candito said this is a temporary position. If it works out, we can change the job description.

A roll call vote was made on the previous motion of Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Discuss letter of interest from Niles Carter to serve on Town Forest Committee

Chairman LaCamera said there is a vacancy on the Town Forest Committee. The Board has received a letter of interest from Niles Carter to fill the vacancy.

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

VOTED: To appoint Niles Carter to the Town Forest Committee for a term to expire July 31, 2022.

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

Discuss and vote to accept resignation letters from Donald Foster and David Curtis from the Zoning Board of Appeals

Chairman LaCamera said the Board had received letters of resignation from the Zoning board of Appeals from Donald Foster and David Curtis. He thanked them for their years of service to the Town.

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

VOTED: To accept the resignation of Donald Foster and David Curtis from the Zoning Board of Appeals.

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

Discuss and vote to accept resignation letter from IT Director Timothy Grabarz

Chairman LaCamera said the Board had received a letter of resignation from Timothy Grabarz, IT Director. Selectman Fabian said Mr. Grabarz has been important to the Town and she thanked him for all of his hard work.

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

VOTED: To accept the resignation of Timothy Grabarz as IT Director, effective October 1, 2020.

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

Discuss appointment of Economic Development Committee Members

Chairman LaCamera said the Board did not appoint the Economic Development Committee in July, but the previous members are interested in being re-appointed.

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

VOTED: To appoint M. John Olivieri, Jr., Timothy Fletcher, Robert Chestnut, Laurie Driscoll and Brian Day to the Economic Development Committee for terms to expire July 31, 2021.

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

Ratify the Board of Selectmen vote of September 9, 2020 for the appointment of M. John Olivieri, Jr. to the Project Review Committee for 43D as the Economic Development Committee representative

Chairman LaCamera said the Board needs to ratify its vote of September 9, 2020 appointing M. John Olivieri, Jr. to the Project Review committee for 43D as the Economic Development Committee's representative.

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

VOTED: To ratify the Board of Selectmen's vote of September 9, 2020 regarding the appointment of M. John Olivieri, Jr. as the Economic Development Committee representative to the Project Review Committee for 43D.

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

Request for appointment of Middleborough/Lakeville Herring Fishery Commission Wardens and Volunteer Observers

Chairman LaCamera said the Board has received a letter requesting appointment of wardens and volunteer observers for the Middleborough/Lakeville Herring Fishery Commission.

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

VOTED: To appoint the following to the Middleborough/Lakeville Herring Fishery Commission: William Orphan and David Cavanaugh as wardens with terms to expire September 30, 2023 and volunteer observers with terms to expire September 30, 2021: Allin Frawley; Cynthia Gendron; Janet MacCausland; Louise Dery-Wells Brian Holman and Dr. Bruce Chase.

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

Review letters of interest and possible vote to appoint a Full Member to the Zoning Board of Appeals and Associate Members

Chairman LaCamera said we have received three (3) additional letters of interest for the Zoning Board of Appeals vacancies. There is one (1) vacancy for a Full Member and two (2) for Associate Members.

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

VOTED: To appoint Chris Carmichael as a Full Member for a term to expire July 31, 2022 and Chris Sheedy and Fred Correira as Associate Members for terms to expire July 31, 2021.

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

A motion was made by Selectman Fabian and seconded by Selectman Day to have Town Counsel attend the Zoning Board of Appeals meetings to assist with decisions and questions.

Discussion: Chairman LaCamera said it would be a good idea to have Town Counsel attend a few meetings to help the Zoning Board of Appeals and perhaps write out the decisions. Ms. Candito said Amy Kwesel is available to do that if the Board would like to. Selectman Fabian said she spoke to Chris Carmichael who said he could help with writing the decisions, but she has no problem with Town Counsel support. When we get back to in person meetings, can Town counsel attend virtually. Ms. Candito said Town Counsel would charge less for virtual attendance.

A roll call vote was made on the previous motion of Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Review and vote to approve Board of Selectmen Meeting Minutes of August 13, 2020

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

VOTED: To accept the Board of Selectmen Meeting Minutes of August 13, 2020 as presented.

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

New Business

Chairman LaCamera said we have been asked to do a letter of support for the MS4 Grant by SERSG.

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

VOTED: To send a letter of support for the MS4 Municipal Grant Program.

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

Chairman LaCamera said at the Project Review Committee for 43D meeting last week, the Committee voted to hire Environmental Partners to do the peer review for 43D project. We need to put together a contract for this. Ms. Candito said Rhino needs to give us the scope of the project so we can speak about the contract. Chairman LaCamera said we need a contract for the Lakeville Hospital property and for peer review for the Planning Board so we need two (2) contracts.

Ms. Candito said she has reached out to Tom O'Brien and he would like to attend the next Board of Selectmen Meeting to answer any questions about the CARES Act reimbursement. Chairman LaCamera asked if we have received their decisions in writing yet. Ms. Candito said that is why he

wants to attend. Selectman Day asked if the Board requested Ms. Candito to request particular items in writing from Plymouth County. Ms. Candito said he wants to discuss the reason why they will not put it in writing to the Town.

Old Business

Update on former Lakeville Hospital property

No further update.

Update on sale of Lakeville Country Club

Chairman LaCamera said the Board has received a response regarding the Purchase & Sale Agreement and we will discuss this on Friday.

Former Island Terrace Nursing Home Project

Michael Milanoski and Jon Delli Priscoli were present for the discussion. Chairman LaCamera said Mr. Delli Priscoli wanted to give an update on the former Island Terrace Nursing Home project. Mr. Delli Priscoli said the project is called Lake Point Village. He gave a presentation on what is happening on site and showed renderings of what the project will look like. This is a 55+ community. Once the first building is ¾'s sold, they will begin the second building. Selectman LaCamera asked when the first building would be done. Mr. Delli Priscoli said in the spring with owners moving in during the summer. Selectman Fabian asked if all the units have the garage space under and if there is common parking. Mr. Delli Priscoli said every unit has one (1) space under with surface spaces outside. There were two (2) appeals to resolve that had to be done and then the pandemic happened, so that accounts for the delay. He noted that 80% of the site will be left in its natural condition.

Interim Town Treasurer/Tax Collector

Chairman LaCamera said that the Town has receive six (6) letters of interest for the Interim Town Treasurer/Tax Collector. We need to decide how to do the interview process. We want this person in place for mid-October. The Board will discuss the interview team at their meeting on September 18th.

Old Colony Meeting

Chairman LaCamera said he was concerned about the number of attendees at the Old Colony meeting on September 23, 2020. Ms. Candito said it will be a Zoom meeting.

Host Community Agreements

Chairman LaCamera said he spoke to Town Counsel and Ms. Candito today about some of the Host Community Agreements (HCA) today. Town Counsel will be drafting the HCA for Twisted Grower's amended agreement. We should have that in a few days. He expressed concerns with some of the existing agreements. Town Counsel will be drafting a letter to Nature's Remedy because their agreement calls for retail and needs to be revised. We need clarification on how we are getting paid. Then we will meet with Nature's Remedy to discuss the issues.

Any other business that may properly come before the meeting

There was no other business discussed.

Executive Session

At 8:23 PM, upon a motion made by Selectman Fabian and seconded by Selectman Day, it was:

VOTED: To enter into Executive Session, acting as the Wage & Personnel Board, pursuant to M.G.L. c.30A, §21a (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions of contract negotiations with non-union personnel and not to return to Open Session.
Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Other Items

1. Letters from Joyce Walsh regarding truck traffic on Pierce Avenue
2. Memo from Planning Board regarding 2020 Master Plan
3. Letter from Xfinity regarding Programming Changes

List of documents provided at the Board of Selectmen Meeting of September 14, 2020

1. Agenda cover page
2. Agenda cover page; letter of interest from Lawrence Konstant
3. Agenda cover page
4. Agenda cover page
5. Agenda cover page; letter from Locke Lord LLP;
6. Agenda cover page; Civic Plus contract
7. Agenda cover page; information regarding the MVP Grant
8. Agenda cover page; memo from Senior Center Director
9. Agenda cover page; draft job description
10. Agenda cover page
11. Agenda cover page; draft IT Desktop Support Position
12. Agenda cover page; letter of interest for Town Forest Committee
13. Agenda cover page; letters of resignation from David Curtis and Donald Foster from Zoning Board of Appeals
14. Agenda cover page; letter of resignation from Timothy Grabarz
15. Agenda cover page
16. Agenda cover page
17. Agenda cover page; letter from M/L Herring Fishery Commission
18. Agenda cover page; letters of interest for the Zoning Board of Appeals
19. Board of Selectmen Meeting Minutes of August 13, 2020
20. Email from SERSG; proposed letter of support for MS4 Grant