

**TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
August 31, 2020 – 6:30 PM
REMOTE LOCATION**

On August 31, 2020, the Board of Selectmen held a meeting at 6:30 PM remotely from various locations. The 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 August 31, 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](http://www.lakecam.tv/) (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/>**

Selectmen Announcements

Chairman LaCamera read the Selectmen announcements.

Town Administrator's Report

Ms. Candito said that notices for the Project Review Committee for 43D meeting will be coming out soon. Access to Town Hall is only by appointment only. She asked residents to call and speak to their respective Department prior to coming in. Residents must wear masks. The Library is open with a maximum capacity of 35 people. The Senior Center is performing most of their service by phone call, but hope to transition to outdoor drive-by events. There is still a need for Meals on Wheels Drivers. KP Law trainings will be done by Zoom this year. Chairman LaCamera said he would like to know in the past five (5) years what training has been provided. Also, are there videos of the previous training held in Lakeville and a catalogue for video trainings.

6:45 PM Hearing for Change of Officers/Directors/LLC Managers and Issuance/Transfer of Stock/New Stockholder for Retail Package Goods Store to sell all Alcoholic Beverages for 330 Bedford Street, Lakeville MA – Mahant Ne Sang Corp

Matthew Porter, Esquire and Bhumik Patel from Mahant NE Sang Corp. were present for the hearing. 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 hearing for Mahant Ne Sang Corp for the change of Officers/Directors/LLC Managers and Issuance/Transfer of Stock/New Stockholder for Retail Package Goods Store to sell all Alcoholic Beverages for 330 Bedford Street, Lakeville MA – Mahant Ne Sang Corp.
Roll call vote: Selectman Fabian – aye; Selectman Day – aye and Chairman LaCamera – aye.

Attorney Porter said this is a transfer of stock within the corporation doing business at Lakeville Liquors. The minority shareholder is selling his shares to another shareholder as a 40% minority shareholder and director of the corporation. There will be no change to the everyday business operation.

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

VOTED: To close the hearing.

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 approve the transfer for the change of Officers/Directors/LLC Managers and Issuance/Transfer of Stock/New Stockholder for Retail Package Goods Store to sell all Alcoholic Beverages for 330 Bedford Street, Lakeville MA – Mahant Ne Sang Corp.

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

7:00 PM Meet with Town Moderator to appoint a member to the Capital Expenditure Committee to fill current vacancy

Kathryn Goodfellow, Town Moderator, is present for the meeting. Ms. Goodfellow said she is recommending that Kevin Kelleher be reappointed to the Capital Expenditures Committee. He was not able to serve a full year on the Committee and indicated that he would like to be reappointed.

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

VOTED: To appoint Kevin Kelleher to the Capital Expenditures Committee for a term to expire July 31, 2021.

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

Discuss scheduling a Wage & Personnel Meeting

Chairman LaCamera said the Board did not have a request in our packets. Ms. Craig-McGee said the HR Director thought it might be Executive Session, so that is why it was not included. The Selectmen had previously received the letter. It was agreed to hold a Wage & Personnel Meeting at 6:00 PM on September 14, 2020.

Discuss and finalize process and set dates for Town Administrator's review

Chairman LaCamera said at the last meeting, we spoke about the Town Administrator's review. We did not receive the template for the review at that meeting, but have them now.

A motion was made by Selectman Fabian and seconded by Selectman Day to use the Selectmen's review form and the Self Evaluation for the Town Administrator's review.

Discussion: Selectman Day asked why are we not using the Department Head review form. Chairman LaCamera said at this time, we should not have the Department Heads do an evaluation. Selectman Day said it would give a full circle view, so the Town Administrator would get feedback from the Department Heads. It would be good for him to get the feedback also. Chairman LaCamera said it puts the Department Heads in a bad position. Selectman Fabian said a Department Head told her that since they directly report to the Town Administrator, they would not do it.

Roll call vote on the previous motion: Selectman Fabian – aye; Chairman LaCamera – aye and Selectman Day – nay.

Chairman LaCamera said the Board members will fill out the evaluation form and give them directly to Selectman Fabian. Ms. Candito will fill out the self-evaluation and give to Selectman Fabian. She will take the evaluations and consolidate them and do the review with Ms. Candito. Once completed, it is a requirement by law, that we provided a summary of the review to the Town Clerk's Office. Selectman Fabian asked to have the evaluations by September 8, 2020 and Ms. Candito's self-evaluation.

Update on Covid 19 Reimbursements

Ms. Candito said she is putting together another bundle of Covid 19 reimbursements. She has not heard back from the Region or Old Colony. Chairman LaCamera asked if the 25% from the hire of the temporary Firefighters has been submitted to Plymouth County. Ms. Candito said that should be part of the next reimbursement. Chairman LaCamera asked about the proposal from the Fire Chief regarding replacing the fire radios. Ms. Candito spoke to Tom O'Brien last week and he expressed mixed feelings on that request. He was going to speak to his counsel on it and get back to her. Chairman LaCamera said going forward, we want everything in writing from Plymouth County. We had agreed to that. Selectman Day asked could we also remind them that we did hire additional Firefighters that need equipment. Chairman LaCamera said the Board will talk about the phone system later in the agenda, but did we put a request in writing? Ms. Candito said she affirmed the request verbally. Chairman LaCamera said we need it in writing before we do anything on this. Selectman Day asked if we have an update from the Chief regarding the grant for the PPE through Bristol County. Ms. Candito said she did not receive anything on that. Chairman LaCamera said the Town's share \$14,000.

Continue discussion of staffing /job responsibilities for Board of Selectmen's office

Chairman LaCamera said the Town Administrator had proposed a grant writer/planner position, which was rejected by the Selectmen. We currently have an Executive Assistant that work 32 hours a week and a 12 hours a week clerk that is available to all Departments. Chairman LaCamera spoke of an email that was sent to all Boards, Committees and Commission regarding the Open Meeting Law. He felt that was the Town Clerk's responsibility. He also saw an email about someone being in violation of Open Meeting Law. That should go to the Town Clerk. Selectman Brian said he spoke to the Town Clerk and she felt that the emails were okay with any questions going to the Town Clerk. Selectman Day said he didn't see a problem with our office providing information to the Boards or Committees. Chairman LaCamera said if anyone is concerned about the Open Meeting Law, it should

go to the Town Clerk's Office. Selectman Fabian said she is okay with communication between the Selectmen's Office and Town Clerk to see who will be sending things out, but this is an example of work being done in the Selectmen's Office that could be done somewhere else. We need another clerical person to assist the Executive Assistant and Town Administrator. She noted that the Executive Assistant's job description was changed in the Spring of 2019 to include being the Town Administrator's Executive Assistant, yet there was no pay increase. Further discussion occurred regarding the need for clerical help.

The Board discussed the need for Town wide training initiatives. Chairman LaCamera felt it should come under HR Director, except for Fire and Police. Discussion occurred regarding the HR Portal and who would be responsible for that. The Board discussed the Town Administrator's responsibilities. Chairman LaCamera said the Board could increase the Executive Assistant's hours or have a dedicated clerk for our office. Selectman Fabian said that would free up the Executive Assistant to do the upper level work with the Town Administrator. Discussion occurred regarding how many hours for the clerk. Ms. Candito said she was not looking for a clerk to fill this role. She needed someone with a higher-level skill set. She would have liked to structure the Selectmen's Office like the other Department Heads get to do with their offices. Chairman LaCamera said the proposal she came forward with was for a planner/grant writer. You were not going to get someone to fill that position. We have problems that need to be addressed in the office since we don't have the necessary resources to do the job in the Selectmen's Office. Selectman Fabian said we have a good resource in the Executive Assistant we have. Selectman Day asked if there are any elements of the Planner/Grant Writer/Executive Assistant to the Selectmen & Town Administrator that could be added to the Clerk position. We can use the Executive Assistant's skill sets, but we can't throw more work at her until she has help. Chairman LaCamera said the Police Chief, Fire Chief and Library Director all file for all their own grants. Ms. Candito said she has written grants; the reporting responsibilities are different, like the MVP and Green Communities. Selectman Fabian said the grant writing responsibility is the Town Administrator. Why do we need an assistant to do grant writing? Chairman LaCamera said when we did the Senior Center and Library, we hired a grant writer to write the grants as they are complex. There may be circumstances where you would hire someone to do that. As far as Route 79, we would be hiring a separate person just to work on Route 79 project. Based on the schedule, we don't need this person until spring of 2021. This person would be paid out of the project and under the DPW Director.

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

VOTED: To hire a Full Time Clerk for the Board of Selectmen's Office, subject to a job description.

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

Discuss and finalize the process to hire an interim Treasurer/Tax Collector

Chairman LaCamera said he thought this would be on the agenda to finalize. The question is if you are going to hire a retired treasurer/collector or consultant firm and the hours worked. You won't get someone full time as an Interim. According to Ms. Kenney's letter, November 2nd is her last day. Discussion occurred regarding the Interim position and length of appointment. Chairman LaCamera said we are waiting for the Legislature to approve going from an elected to appointed Treasurer/Collector. It was agreed to post it as a minimum of six (6) months. Ms. Candito asked about a salary? Chairman LaCamera said salary is commensurate with experience.

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

VOTED: To approve the job description for the Interim Treasurer/Collector and post the position on the MMA website and the Treasurer/Collector Association website.

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

Discuss and review the changes to the Loon Pond Lodge management and bartending agreement

Selectman Fabian said she has reviewed the previous procurement documents. She is not sure why we pay \$3,000 a month to the management company. After speaking to the Park Commissioners, most of them feel \$3,000 a month is a lot of money. Do we want to extend the contract with the current management company? If we don't want to do that, we need to fine tune the procurement documents. We would have to go with the current contract if we extend. If we don't, going forward we need to discuss this \$3,000 a month. We could hire someone to do this for 18 hours a week. Chairman LaCamera said the term can be extended up to three (3) years by mutual agreement. Ms. Candito said we should extend it at least until December 31st to run concurrently with the liquor license. Discussion occurred regarding the employee that was previously managing the Loon Pond Lodge. Selectman Fabian said she would reach out to the current management company owner and speak to him to see if he is interested in extending his current contract. She would recommend having a management company rather than an employee.

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

VOTED: To extend the current contract with Southeast Event Management for the Loon Pond Lodge until December 31, 2020.

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

Update and discuss IT Plan

Chairman LaCamera said the Board received an update at our last meeting and we received another update today. Our current IT director is leaving as of October 1, 2020. He is concerned about the main things that need to be addressed: email servers; upgrading a laptop, hard wiring Ted Williams, updating the wireless network and Chromebook equivalent for the Selectmen and tablets for inspectors. Ms. Candito said we have not been able to get Chromebooks, but a lower equivalent with video capability and network access capability. Chairman LaCamera asked about screen size. Ms. Candito said 15" that can be hooked up to a monitor. Chairman LaCamera said we need a permanent PC in the conference room as a work station. Selectman Fabian said she and Chairman LaCamera had been asking for that for a while.

Discuss finalizing union contracts

Chairman LaCamera asked the Board if they wanted to review the Union Contracts first or send them to the Unions for review first. It was decided to send them to the unions first. Chairman LaCamera said the final review would be by the Board at a meeting and then we would sign them. He asked that there be a date in the corner for each contract.

Provide update on Marijuana Host Agreements

Chairman LaCamera said that Twisted Growers on Route 44 has requested to open a retail store in addition to their cultivation facility. Their current Host Community Agreement (HCA) is for both at the same location. Since it is in a different location, we need a separate HCA. Town Counsel has sent a new agreement to them for review. Each cultivation agreement is based on \$25.00 per pound, and retail is 3% of the sales. He has reviewed other Towns' HCAs and cultivation is by percentage, not poundage. The way we are paid is by the weight of the flower after it is harvested. Currently we get \$25.00 per pound. Marijuana is selling for \$3,400 per pound, which is .7% of the cost of a pound. If we switched to 3%, it would be over \$100 a pound. Once they harvest the flower, the remainder of the plant is processed and generates CDC oils, which are sold. They also manufacture edible products from that oil. Looking at all the HCAs we have, there is no provision to get paid from those products. We need to talk to Town Counsel and review the HCAs and modify them to be paid for these products. Selectman Fabian said she is not sure what the thought process was with the previous Board. Everything has changed in the marijuana business since this began. Perhaps amend each contract when they come up for renewal and change to 3%. Discussion occurred on who would be keeping track of the payments.

Update on Chapter 61, 61A and 61B process and policy

Selectman Fabian said she had not worked on this yet since she is working on the codification project. Selectman Day said he was just looking to see if there is anything new.

Discuss Selectmen's offices layout for offices, file storage and meeting space

Chairman LaCamera said as there is no conference room in Town Hall, one has been created in the Selectmen's Office area. We agreed for a work station in the conference room and a conference table. Ms. Candito thought that the floating Part Time Clerk would be stationed there. Chairman LaCamera said that employee works for HR and there is a desk upstairs near the HR employee in Accounting, where she can work. Selectman Fabian said she likes the table that is in there now for at least six (6) people. We should have a work station set up for the Selectmen. There are filing cabinets that need to go in there also. Selectman Day said he didn't remember discussing a work station. Perhaps we can get a screen in there for presentations. There are four (4) to five (5) cabinets out there to be brought in. The table is big if we put in file cabinets in there. Ms. Candito said it will be difficult if we put all the file cabinets in there. There is a lot to be purged in the pod files and the lateral files will hold more files. Chairman LaCamera said we can remove the large bulletin board in the hallway and put lateral file cabinets there. We have to get those files out. Discussion occurred on the file cabinet requirements. Chairman LaCamera asked for a plan to get the files in, even if we need to hire temporary help.

Discuss the replacement of the Assessors vehicle

Chairman LaCamera said the Assessors vehicle was in a car accident and was replaced by a Police cruiser, which does not conform to the Green Community Standards. The Town Administrator is proposing that we sell the existing Assessors vehicle and a Fire Vehicle as surplus. Is the Fire Chief okay with making that vehicle surplus? Ms. Candito said it should have been done a while ago. The new truck was supposed to replace that vehicle. Chairman LaCamera asked how will we fund the Assessors vehicle. Ms. Candito said there is approximately \$1,000 available in the Assessors vehicle line. We need an appropriation for a new vehicle to buy at auction. Selectman Fabian asked what

happened to the insurance money from the car? Ms. Candito said it went into the General Fund. Selectman Fabian said the Board approved the use of the car temporarily knowing that it did not conform to Green Communities. She was not sure what kind of vehicle we will get for \$1,000. Ms. Candito said it can wait. We assured the State that it was a temporary solution. Selectman Day asked if we can pay mileage instead of buying a car. Chairman LaCamera said some employees don't want to use their vehicles. Selectman Fabian said the Town has paid the Assessors' employee for mileage before, but the Police vehicle was sitting idle. She would like to buy them a used car three (3) or four (4) years old. Chairman LaCamera said it must comply to Green Communities standards. Selectman Fabian said the previous car did comply.

Discuss the proposed new telephone system for the Town Offices

Chairman LaCamera said the proposal for the new telephone system, about \$40,000, was not on the capital plan for FY21. It was not reviewed with the Board since he was elected for the Board's approval. The Town Administrator signed a contract for this in mid-July for the telephone system without the Board's approval. He has a copy of the contract from Accounting. In the contract it speaks to a proposal that is supposed to be attached, but there is no attachment to the contract. Selectman Day said he does not have a copy of what is being discussed. Chairman LaCamera said the Board did not approve the Town Administrator to sign the contract. Ms. Candito said it was part of the capital plan in the fall, but we didn't have Fall Town Meeting. We discussed putting it back on the capital plan, but had \$55,000 left over in the IT budget from one (1) of the projects and we were going to use that. She reached out to CARES staff after we started having problems with the phone system not being adequate and they approved the Voice Over IP. Chairman LaCamera asked if she had gotten that in writing? Ms. Candito said no, but she can get it. If it was on the capital plan, it would not be reimbursable.

Chairman LaCamera said the policy is that all capital items \$10,000 and more are to be included on our capital plan. In order to be funded, it needs to be on the Capital Plan, the funding source is then determined. Was the \$40,000 approved by the Board. Ms. Candito said no. Chairman LaCamera said it was never presented to the Board. Selectman Day asked about the heat and air conditioning for the Town House. Chairman LaCamera said we received a \$10,000 donation to purchase that. Ms. Candito said the heat and air conditioning is Covid 19 reimbursed. Chairman LaCamera asked if we have it in writing that we are getting the \$17,000 in CARES funds. We gave instructions that reimbursements must be put in writing. Ms. Candito said there is no policy in writing about contracts.

Selectman Fabian said this was supposed to be part of the capital plan for Fall Town Meeting, but we didn't hold Town Meeting. What happened with the Town Hall was an emergency due to Covid 19. This phone system was discussed, but we never did it. When Covid 19 happened, we said it would be nice to have that phone system realizing how deficient our phone system was. She doesn't remember voting on this; she has heard about it a lot, but did not know it was happening until a few meetings ago. We are benefiting because we made a mistake. We would have never done the Town House if early voting was not required. Selectman Day said we are going down a similar path with both projects. We agreed that it was necessary to do the Town House. He did not vote on a \$17,000 contract, but to accept a \$10,000 donation. Chairman LaCamera said the Board discussed the Town House, but not about doing the phone system. The Town Administrator already signed a contract without the Selectmen's approval. We need to see a plan; no one has discussed the installation, training, etc. Ms. Candito said the wiring is part of the Cat6 wiring in the IT plan. She will draw up

a plan on the phone system. Chairman LaCamera asked if the employees have been asked about what they need in a phone system. We have no information on their requirements. Ms. Candito said she will give them the information and move forward with the project.

Discuss and vote the approval authority for bids and Town contracts

Chairman LaCamera said this was discussed last November. The Selectmen must vote to approve all bids and either sign the contracts or give the Town Administrator authority to sign the contracts.

A motion was made by Chairman LaCamera and seconded by Selectman Fabian that all bids and contracts need to be presented and approved by the Board of Selectmen.

Discussion: Ms. Candito said that Federal contracts for reimbursement are a contract, State contracts when paperwork is submitted is a contract and Purchase and Sales Orders are contracts. Selectman Day said we should put a dollar value so that Department Heads don't have to wait for us to make small purchases. Chairman LaCamera said not if they have funding for the purchase.

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

Discuss the proposed King Systems Document Management System

Chairman LaCamera said the Board does not have any information on this proposal. He asked for information to be presented to the Board and for a contract or proposal be provided for review. Ms. Candito said there is no proposal yet; King Systems is creating it. This would be for all the records retention documents for the Town Clerk and complete documents for Building and Board of Health records. The records will be micro film as the State requires. Chairman LaCamera asked why we would consider doing that? Ms. Candito said it is a State requirement. Chairman LaCamera said we don't have to do what the State wants; we should use PDF records. Ms. Candito said we are doing both. King sent us boxes to prepare a sample box. The Town Clerk will do this after the election. They take the sample box and judge how long it is to scan a box. Then you figure out how many boxes you can fill for the amount of the grant.

Discuss Covid 19 Quarantine rules regarding employees going out of State

Ms. Candito said this is a policy from the Governor's policy starting August 1, 2020 regarding the quarantine for people that go out of state, especially in hot zone areas, which changes daily. Selectman Fabian asked if we heard from the unions on this. Ms. Candito said two (2) of them. One (1) union wanted to have it amended to have an employee use sick time as quarantine time, but that defeats the purpose. We don't want people to travel to hot areas to bring sickness back. This was tabled to get some questions answered.

Review/Update Selectmen Rules of Order Policy from March 2014

Selectman Day said he wanted to discuss the Selectmen Rules of Order Policy, in particular Items #6 and #8. Do these need to be updated? Chairman LaCamera said he has moved the requirement for items to be on the agenda to be received by 3:00 PM the Tuesday prior and any documentation for those items need to be supplied by Thursday morning to the Selectmen's Office.

Discuss and possibly vote on an interim IT services/staffing plan

Chairman LaCamera said at the last meeting, the Board spoke about an IT Director and asked the Town Administrator to come back with a salary survey. We received a list for Towns larger than us and not one (1) that abuts Lakeville. Ms. Candito said she can follow up on the survey. Discussion occurred on the requirements on the survey and going forward with IT Support. Selectman Day said he is concerned that we will not find one (1) person to fill all the needs of the Town. Ms. Candito said we may need to find a temporary person to just to do desktop service and farm out the larger issues to a firm that we have looked at previously. We could hire someone for 18 hours a week for desktop support. Selectman Day asked if employees have been filling out help request forms. Ms. Candito said the IT Director will provide a list to her by the end of the week. Chairman LaCamera said he would like to know what neighboring communities are doing. We can't spend \$200,000 a year for IT support. We need to consolidate the issues

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

VOTED: To have Selectman Day work with the IT Director to assess our needs going forward and report back to the Board.

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

Review/Update Selectman Policy from January 2017 on appointments to Town Boards, Committees, and Commissions

Selectman Day asked who reaches out to people that are appointed. Chairman LaCamera said the Selectmen's Executive Assistant notifies them of their appointment by mail. Selectman Fabian said sometimes appointments are contentious, so she would rather that notification come from the Selectmen's Office. Selectman Day asked that Item #9 under New Appointments to be modified to include that the applicant that was appointed would be notified through the Selectmen's Office. He asked if applicants not chosen receive an actual letter. Ms. Craig-McGee said that she sends a letter and if there are other vacancies, will put that in the letter as well. It was agreed to modify the policy and bring back for an official vote.

Discuss potential staffing requirements for Rhode Island Road project

Chairman LaCamera said that we will need a person to do the clerical work associated with the Rhode Island Road project. He suggested that this person be in the Department of Public Works.

Discuss the possibility of a Harbor Master in the future

Selectman Day said this year has been challenging on Long Pond. The Police are on the pond, but when they aren't there, people are coming from all over. He questioned if we should have someone out there enforcing the speed limit. People are asking us to do more. Ms. Candito said any position would be a prime candidate to be shared with Freetown to have jurisdiction over the entire pond. Selectman Fabian said the Police are doing a good job on the pond. We do share the water with Freetown. She would like to see if the activity continues next year. If it does, we may have to look at a harbormaster. Lt. Maltais said Freetown police have been ticketing people at the boat ramp, but there are so many boats out there. She has spoken to people on the pond and at first, people didn't

see a need for a harbormaster, but now they have changed their mind. There are rumors that people on the water are renting boat slips to others. We have no enforcement on that.

Discuss timeline for re-opening of the Senior Center

Selectman Fabian said she asked for this to be on the agenda. She has spoken to the Town Administrator and the Senior Center Director, so we will have an update or next meeting.

Review and vote to sign Municipal Notice and Application for Twisted Growers, LLC for property located at 415 Millennium Circle

Chairman LaCamera said the Town needs to sign the municipal notice for Twisted Growers, LLC, which certifies that the property is located in a properly zoned area.

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

VOTED: To authorize the Town Administrator to sign the application on behalf of the Board.
Roll call vote: Selectman Fabian, - aye; Selectman Day – aye; and Chairman LaCamera – aye.

Request from Michael Shaughnessy, Esquire for the Selectmen to approve the transfer of Lot D from Riverside Lakeville, LLC to Riverside Crossing, LLC for The Residences at Nemasket River

Chairman LaCamera said he would like Town Counsel to review the agreement so the Board can understand what they are doing. We need to be sure MassHousing and DHCD are in approval. Ms. Candito said she reached out to Bill Rynalt at DCHD and he was waiting for more documents from Attorney O'Shaughnessy before he approved it. This item has been tabled until September 14, 2020.

Discuss and possible vote to exercise one (1) year renewal of contracts for Propane Gas and Heating Oil

Chairman LaCamera said the contracts form Propane Gas and Heating Oil can be extended for a year. The Town has used these companies for a while. The costs of the oil and propane are based on market price; the only change is the delivery fee per gallon.

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

VOTED: To extend the contract for Standish Oil for one (1) year and have the Town Administrator sign the contract.
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 extend the contract for Jaysan Gas Service, Inc. for one (1) year and have the Town Administrator sign the contract.
Roll call vote: Selectman Fabian, - aye; Selectman Day – aye; and Chairman LaCamera – aye.

Discuss and vote to reappoint Richard Coletti as Constable for Lakeville

Chairman LaCamera said the Board received a request from Richard Coletti to be reappointed as a Constable. The Police Chief has no issues with the reappointment.

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

VOTED: To approve the reappointment of Richard Coletti as a Constable with a term to expire August 1, 2021.

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

Review and vote to approve SERSG bid for Cape Sealing and Thermoplastic Traffic Line Painting and vote to authorize Town Administrator to sign contract

Chairman LaCamera said the Board was being asked to approve the SERSG bid for Cape Sealing and Thermoplastic Traffic Line Painting.

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

VOTED: To approve the SERSG bid for Cape Sealing and Cape Sealing with Crack Sealing to Indus, Inc. at a price of \$7.29 per square yard and \$7.70 per square yard and Thermoplastic Traffic Line Painting to Markings, Inc. at \$.0429 per linear foot and authorize the Town Administrator to sign the contracts.

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

Review and vote to approve Board of Selectmen Meeting Minutes of June 1, 2020; June 3, 2020; June 8, 2020; June 12, 2020; June 15, 2020; June 17, 2020; June 22, 2020 and July 6, 2020

Upon a motion made by Selectman Fabian with Chairman LaCamera stepping down to second, it was:

VOTED: To approve the Selectmen Meeting Minutes of June 1, 2020; June 3, 2020; June 8, 2020; June 12, 2020 and June 15, 2020.

Roll call vote: Selectman Fabian, - aye and Chairman LaCamera – aye. Selectman Day abstained.

Selectman Day said that in the June 17, 2020 minutes, he was not listed as being present. Also, on the June 22, 2020 minutes, he asked that in the conversation regarding the Sysco project, that the zoning was voted down at Town Meeting.

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

VOTED: To approve the Selectmen Meeting Minutes of June 17, 2020; June 22, 2020 and July 6, 2020 as amended.

Roll call vote: Selectman Fabian, - aye and Chairman LaCamera – aye. Selectman Day abstained.

New Business

Selectman Fabian spoke about some charges on the most recent legal bill regarding the role of the Wage & Personnel Board. Selectman Day said he was speaking to the HR Director and Town Counsel happened to call and he spoke to them about the Wage & Personnel Board. Selectman Fabian said she would like to see the legal bills more often.

Old Business:

Update on former Lakeville Hospital property

Chairman LaCamera said the 43D guidelines are being worked on. They will be distributed when finished. Rhino Capital would like to meet with the 43D Committee on September 15th. This meeting will be held in person, so we need to make sure the number of people is limited for social distancing. Abutters will be notified of the meeting to watch on Facebook. Rhino expects to submit final plans to the Planning Board in October, which will be the public hearing. We will have to allow people to access that meeting. The Planning Board will hire an engineering firm to do peer review. Selectman Day asked if Rhino will have environmental impact results by then. Chairman LaCamera said they are 99% done; they have one (1) more test this week.

Update on sale of Lakeville Country Club

Chairman LaCamera said the Town has been reviewing the documentation associated with the land put into the Purchase and Sale Agreement. It has come to our attention that at least three (3) of those parcels are not in 61A/61B. Town counsel has drafted a letter notifying them that the agreement is invalid and they need to present another agreement to the Town.

Any other business that may properly come before the meeting

There was no Other Business discussed.

Adjournment

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

VOTED: To adjourn the Selectmen's Meeting at 9:57 PM.

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

OTHER ITEMS

1. Letter from Old Colony regarding alternative posting method for Regional School District Committees
2. Letter from Comcast regarding changes to Xfinity TV services
3. Verizon PEG Grant Report 2nd Quarter 2020

List of documents provided at the Board of Selectmen Meeting of August 31, 2020

1. Agenda page
2. Agenda page
3. Agenda page
4. Agenda page; legal ad wording; letter to Attorney Matthew Porter; application package for ABCC
5. Agenda page; letter from Town Moderator; resumes and letters of interest from David Morwick and Lawrence Konstant
6. Agenda page
7. Agenda page
8. Agenda page
9. Agenda page
10. Agenda page; letter of retirement from Debra Kenney; proposed job description for interim Treasurer/Tax Collector
11. Agenda page
12. Agenda page
13. Agenda page
14. Agenda page
15. Agenda page
16. Agenda page
17. Agenda page
18. Agenda page
19. Agenda page
20. Agenda page
21. Agenda page; Governor's Order regarding Mandatory 14-day quarantine requirements for travelers arriving in Massachusetts; Quarantine Order and Guidance sheet; Quarantine Requirement and Testing Options; Massachusetts Municipal Association Bulletin article
22. Agenda page; Rules of Order of the Lakeville Board of Selectmen Policy Statement
23. Agenda page
24. Agenda page; Board of Selectmen Appointments to Town Boards, Committees and Commissions Policy and Procedures
25. Agenda page
26. Agenda page
27. Agenda page
28. Agenda page; Cannabis Control Commission Municipal Notification of a Marijuana Establishment
29. Agenda page; letter and email from Attorney Michael O'Shaughnessy; letter from Nathan Darling, Building Commissioner; Assignment of Rights and Obligations of Plan Approval Pursuant to MGL c.40R and Affordable Housing Restriction Agreement
30. Agenda page; current propane gas and heating oil contracts
31. Agenda page; letter from Richard Colletti; email from Police Chief
32. Agenda page; award notice from SERSG
33. Agenda page; Board of Selectmen Meeting Minutes
34. Agenda page
35. Agenda page
36. Agenda page