

**TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
March 10, 2021 – 6:00 PM
REMOTE LOCATION**

On March 10, 2021, the Board of Selectmen held a meeting at 6:00 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 and Todd Hassett, Town Accountant. LakeCAM was recording the meeting for broadcast.

Also present was Adam Lynch, Larry Kostant and Darren Beals from the Finance Committee. Mr. Beals called the Finance Committee to order at 6:05 PM.

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 March 10, 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.

Announcements

Chairman LaCamera spoke of the stimulus package. We have been told we will be receiving \$1,000 per person in Lakeville roughly 1.1 million. We can use the money for water and sewer; revenue that we did not receive in 2020 and broadband internet service. The money will be spread over three (3) years. Plymouth County will receive a significant amount of money, but we don't know how the money will be distributed. The Region and Old Colony will also receive significant money.

Meet with Finance Committee and Department Heads regarding FY22 proposed budget

Veterans' Agent

Wilford Corey, Veterans' Agent, was present for the discussion. Mr. Corey said there is a 1.3% increase in the budget. Chairman LaCamera said the expenses are pretty much the same as FY21. Mr. Hassett said much of Wil's budget is reimbursable. Of the total \$216,000 budget, \$108,000 is estimated to be paid by the State.

Library Director

Nancy LaFave, Ruth Gross and Richard LaCamera, members of the Library Board of Trustees, and Ms. Viveiros said Viveiros, Library Director, were present for the discussion. The Trustees called their meeting to order at 6:06 PM. Ms. Viveiros said a level funded budget was submitted. We are able to meet the requirements for the State Library Program. Certification will be based on the FY22

budget. Salaries are level and take into account step increases and contractual obligations. We had an adjustment to water service. We need to spend 16% of our total budget on new materials available, so that totals \$62,400 for FY22. We have \$48,100 in the budget and Friends contribute some money and we make up the difference from State Aid Grants. We will use approximately \$10,000 to make up the materials expenditure. Mr. Beals asked how Covid has affected the Library. Ms. Viveiros said we offer whatever services we can. The building is open regular hours for borrowing. We are at a 50% capacity level now. Visits are kept to one (1) hour. People are using copiers and fax machines and we are doing programming on line. Selectman Day asked if Covid has affected the book sales? Ms. Viveiros said there is an ongoing book sale room that people can look at. The Friends of the Library put on the book sale and they support programming and passes for the Library. There are less people visiting the book sale room and there is lost revenue in fines. Ms. Gross noted the Library is still offering curbside pickup. Ms. LaFave said 2020 would have been the 15th anniversary for the Library building. The celebration has been postponed until people can gather.

Upon a motion made by Ms. Gross and seconded by Mr. LaCamera, it was:

VOTED: To adjourn the Board of Library Trustees Meeting at 6:28 PM.

Roll call vote: Mr. LaCamera – aye; Ms. Gross -aye and Ms. LaFave – aye.

Police Chief

Matthew Perkins, Police Chief, is present for the discussion. Chief Perkins noted there is a 2.96% overall increase. The majority is salary contractual increases and an increase of 1.38% in expenses. He needed an increase in overtime. He is suggesting \$10,000 to target the problems on Long Pond. He has been asking people to take sick time if they are ill. This increase in overtime would allow him to pay a special or reserve officer for poll work, instead of an on-duty officer. There was a major reduction in heating fuel, which was cut in half. The irrigation was more expensive and was increased by \$2,000. Selectman Day asked if the increase would help with moving shifts. Chief Perkins said yes. However, he is not replacing shifts if someone calls in sick or takes a day off. Selectman Day asked if the irrigation can be tied into the Park irrigation system. Chairman LaCamera said the line is in place.

Chief Perkins said for the Capital Plan, the industry has changed the Ford Interceptor so you can't reuse equipment. Departments have moved to Dodge but you can't get them. The price for cruisers has gone up to \$50,000 per car. Chairman LaCamera said two (2) cruisers per year are on the five (5) year plan. Chief Perkins said they are still testing the new Ford Interceptor SUV to see how many miles we can get. When cruisers get to 150,000 miles, they aren't as good anymore. We are trying to find the best way to maximize the life of the cars we have. Chairman LaCamera noted that Police cruisers have to be traded in now, since they don't meet green community requirements for mileage. Mr. Beals asked how many cars are in the fleet at any one time. Chief Perkins responded 14. We are replacing 2017 models. Discussion occurred about the recommended choice of vehicles.

Fire Chief (including Emergency Management)

Michael O'Brien, Fire Chief is present for the discussion. Chief O'Brien said salaries have been increased by contractual obligations and the second half fiscal year adjustment for manpower with the addition of two (2) firefighters. These positions have been funded by Federal dollars for almost 18 months. We are averaging a 10% increase in call volume. The expenses are level funded. Chairman LaCamera said the Fire Department has had an extremely difficult year. Chief O'Brien

said we utilized floaters and with additional firefighters were able to isolate our groups. We have a senior official ready to retire and he has increased the training. Chairman LaCamera said Chief O'Brien spent months putting together a vaccination clinic. And were ready to go February 8th for seniors and shut ins. The day before the State decided that local Boards of Health decided we would not get vaccines. Every week since we have submitted to try to get vaccines, but have been unable to get vaccines. We were told today that we may join up with a program at Bridgewater State University.

Regarding capital items, Chief O'Brien said he would like to purchase an additional ambulance. The ambulance service generates \$916,000 in revenue. It is important that we have two (2) ambulances at all times. We have had to borrow ambulances before. Chairman LaCamera said we are trying to establish a routine of replacing ambulances. Selectman Fabian said we are becoming a very reliable source for mutual aid. Mr. Beals asked about additional revenue based on a new ambulance. Discussion occurred regarding ambulance revenues. Chief O'Brien is also requesting a record management software. The existing software has bad reporting and it is hard to do queries. We have a separate management service for the ambulance and it does very well. They provide Fire records software that he would like to move to. The new system is able to speak to the Police Department computers and dispatch system. All that information gets downloaded into our records. Chief O'Brien said the inflatable boat would allow for rescue of people in the water for a quick response or ice rescues.

Department of Public Works

Franklin Moniz, Director of Public Works, and Nathan Darling, Inspectional Services Director, were present for the discussion. Mr. Moniz said we have made significant changes over the past years. He reviewed recent staffing hires. The laborers would take care of the Parks and free up his Highway staff to work on other things. He is looking to hire another laborer for the DPW as right now we have no laborers. We are looking for another full-time seasonal person for the Parks. The increase in manpower has allowed us to cover a lot of area on a larger scale. Chairman LaCamera said Mr. Moniz has taken over the maintenance of the Parks, outside of the buildings. There has been a lot of work cleaning up Clear Pond and the trail that hasn't been used in years and the trail at Ted Williams Camp. Selectman Day asked about snow removal expenses. Mr. Moniz said he is deficit spending. Mr. Hassett said the Town typically budgeted \$100,000 per year, but we increased it for FY21. We ended up spending \$201,000 over the last ten (10) years average. We need to supplement this budget.

Chairman LaCamera said regarding the we will have to put together a new contract for trash, which expire June 30th. The Transfer Station budget has a 5-6% increase from last year. Mr. Moniz said they are on a good track for revenue.

Chairman LaCamera said the money is already appropriated for the office building, so hopefully construction can start this summer. Mr. Darling said that the plans are being worked on. Selectman Day asked about the cost of construction. Mr. Darling said the pricing is double right now for plywood. Mr. Moniz said he has put in the same number for roadwork because the Chapter 90 money is not enough. Those funds would allow them to get an extra two (2) miles of roadway done. Mr. Hassett said we believe we can afford \$150,000 this year, unless there are items that can come off the capital plan. We can't maintain the roads with Chapter 90 funds. Selectman Day asked if Mr. Moniz will you be able to do roads to the level you want. Mr. Moniz said yes. He puts the number in, but doesn't expect to get it. We need to do more road maintenance rather than doing full

reclamation and mill and overlays. He is also looking to purchase a skid steer with equipment. This is a multi-use piece equipment that he doesn't have. He pulled it off his capital request last year. Chairman LaCamera said we have spoken with the Town Accountant about borrowing money up front for roadwork due to the low interest rates. Mr. Moniz said he is also requesting a mower with a 6' deck. The BUD Permit is for catch basins and sweeping material that has been stored in the rear of the Highway property. You are not supposed to store that on site. We have to pay to get rid of the material as it is deemed contaminated. Selectman Day asked about contracts for fertilizer. Mr. Moniz said he is going off one (1) quote. It will cover fertilization, mulch and irrigation for all Town Buildings.

Inspectional Services Department Director (including Conservation Commission; Facilities Maintenance; Board of Health; and Board of Health Visiting Nurse)

Nathan Darling, Inspectional Services Director, was present for the discussion. Chairman LaCamera said the plan is to move all of Inspectional Services to the Historic Library building. The plans for the renovation of the Board of Health and current Fire Department space were discussed. Selectman Day asked about public interaction for the Fire Department. Chief O'Brien said there was a lot of people coming in for burn permits, but that is now online, so the foot traffic is less. Selectman Day said it would make more sense to have administration downstairs and day room upstairs. Further discussion occurred about the renovations and use of the Fire Department space. Chief O'Brien noted that the Department is slow getting out to a call; the goal is to get out in two (2) minutes. By putting the bunks and day room closer to the apparatus, it will shave time off the turn out time. Chairman LaCamera said the current Building Department will be a conference room. Additional discussion occurred regarding short- and long-term solutions for the Fire Department.

Mr. Darling said he has added a few more hours for the part time custodial staff. We have combined facilities maintenance into one (1) account for all buildings. Chairman LaCamera spoke of projects for 2019 that have been funded, but not completed and projects for Assawompset School. Mr. Darling has added \$7,000 to the hourly Assistant Building Inspector. Gas and electrical inspectors have been increased a little bit as the last few years we had to do a transfer. We should be at 66% spent, but he is at 85% for those. There is a large spike in construction supplied by natural gas. He noted for the Conservation Commission, the training education was supposed to be \$1,000 instead of \$100. Under Board of Health, the Visiting Nurse increased \$1,000.

Park Department

Present for discussion were members of the Park Commission: Michael Nolan; Joe Coscia; and Paula Houle. Mr. Nolan called the Park Commission Meeting to order at 8:13 PM.

Chairman LaCamera said this has been a difficult year for the Park Commission due to Covid. Revenues are pretty much nonexistent. The new stimulus money will allow lost revenue to be reimbursed over a two (2) to three (3) year period.

Mr. Nolan said he has met with Tim Malinosky from Boston Tavern. In the first year, the revenue should be close to what they estimated. Selectman Fabian said Selectman Day had questions on the revenue projections. People are already contacting them to discuss booking events. Mr. Nolan asked if they should be given a one (1) month contract while the final contract is being worked on. Selectman Fabian said Town Counsel felt that we should just do the contract. Boston Tavern is also waiting on a pending license from the State. She is waiting on the attorney to send a draft contract. Mr. Nolan said the martial arts business has been notified that they need to be out of their space by

April 1, 2021. Mr. Malinsky is planning on actively using the kitchen to cook. There is work that needs to be done there. Selectman Fabian said we should possibly meet with Nate Darling to discuss the work needed. Mr. Nolan said Mr. Malinsky indicated that he would be able to pay for some of the work needed. Chairman LaCamera said if we need funding, we need to figure that out soon. Selectman Day said he wants to make sure there is an agreement regarding the upgrading of the kitchen. Selectman Fabian said she has instructed the attorney to put some language in the contract regarding that. Chairman LaCamera said we should figure out who is responsible for what regarding improvements. Mr. Nolan said it seems like this is a bit open ended. There are two (2) classifications of improvements, like fixing the units over the stove. If he did that, it would stay if the vendor left. If they brought in an extra fridge, it would be theirs to take. Mr. Malinsky would like to use an office where the Park Department's Clerk is currently in and the storage part of our office building. Selectman Fabian said she has addressed the office space, but not the storage space.

Chairman LaCamera said the hall rental fee goes directly to the Town. Mr. Nolan said he doesn't know. Mr. Malinsky indicated that it was a whole package: hall rental, catering and bar and we would be getting a percentage of that. We need to address that. Chairman LaCamera said he thought the percentage would be based upon the catering service and bar service. Selectman Fabian said she will discuss that with Mr. Malinsky. Chairman LaCamera said it is estimated at \$85,000 for rental fees of the hall. Bar service is estimated at \$20,000 and food service is in the \$20,000's. The totals have been averaging \$145,000 and no management fees need to be paid. Mr. Nolan said the percentages have dropped to 12%. Chairman LaCamera said the volume of events should be higher. We will still be ahead by not paying management fees. Mr. Nolan said he doesn't believe that Mr. Malinsky knows that the Town will be getting the hall rental fees. Chairman LaCamera asked about the \$7,500 for cleaning service? Mr. Nolan said a cleaning service comes in after every event. We charge for the cleaning service. Chairman LaCamera said Boston Tavern would charge the cleaning fee and be responsible to do the cleaning. Further discussion occurred regarding the revenue projections. Selectman Day said there is \$300,000 projected for year 1. In FY20, we made \$35,000 minus the hall rentals. Mr. Nolan said Mr. Malinsky mentioned their prices would be higher than what is being charged now. Selectman Fabian said they will have a full-time person on for a while. Mr. Coscia said we aren't sure that the Park commission gets 100% of the hall rental. Selectman Fabian said she thought they were going to be charging per person; there may not be a hall rental fee.

Chairman LaCamera said in looking at other revenue numbers, you have field rentals of \$33,000; is that the leagues. Mr. Nolan said yes; we raised the fees 30% last year. This year we voted for any groups there for a longer period of time, rather than charging them one (1) \$20 a head fee, we are breaking that up into two (2) 16-week seasons. Those revenues should double. Mr. Hassett said the last full year in 2019 was at \$28,000. Mr. Nolan said we added the 30% increase for 2020. He feels good about the \$33,000. Group outing fees for Ted Williams Camp is at \$5,000. Discussion occurred regarding the fees for the Cranberry Trifest. Ms. Woodburn said the \$5,000 is their per participant fee. Mr. Nolan said their per participant fee will be higher, but they anticipate less participants. Ms. Woodburn noted that they do food and beverage one day of the event.

Chairman LaCamera said going forward, we want the contracts and deposits to go to Accounting for recording. Discussion occurred how payment would be made. Mr. Hassett said the Town would want custody of the funds instead of it to a third party. Mr. Nolan said the company would expect to keep the funding and we should talk to them. We can tell them that the Town wants the deposit. Mr. Beals asked who keeps the deposit if a party backs out. Mr. Nolan said the previous company returned it to the Town. Mr. Beals said the Town should get the deposit money. If the renter backs out, we are relying on the vendor to return the money. Selectman Fabian said she will have Mr. Hassett put

together some sort of language on this to discuss with the vendor. Chairman LaCamera said the budget is out of balance by \$57,000. You can use some of your retained earnings, but we are trying to protect that. If we don't get the rental fees, we have a big problem. Scott Holmes joined the meeting at 9:16 PM.

Regarding Clear Pond, Chairman LaCamera said the Selectmen never said that the Town would pick up the cost of Clear Pond 100%. We need to discuss the season pass revenues and gate fees. You are projecting \$2,500. How did that happen? Selectman Fabian left the meeting at 9:22 PM. Mr. Nolan said it was reduced by considering that it will be Lakeville residents only. Mr. Holmes said we thought the Town would fund it so we didn't have out of town people there. Chairman LaCamera said residents must pay a fee. Mr. Nolan said we have to re-evaluate the numbers. Mr. Nolan said the number floated out for Clear Pond was \$25,000. Ms. Woodburn said in 2019, there were 97 resident passes and 42 out of town passes sold. It is \$130 for out of town passes and \$80 for resident passes. Chairman LaCamera said a season pass could be issued to a Lakeville household and then they buy a guess pass and that is assigned to the particular residence to be used. Discussion occurred regarding the season pass system. Mr. Coscia said the Park Commission has not voted on Lakeville residents only. Ms. Houle said it is hypothetical only as we don't have the money for the pond. Selectman Day asked if costs remain the same based on the number of people let in. Mr. Holmes said the staff is the same, regardless of the amount of people there. Mr. Nolan said he thought the Park Commission agreed if we got funding, it would be residents only. Discussion occurred regarding estimating revenue for Clear Pond if it is limited to residents only and staffing at Clear Pond. Selectman Day asked about tennis court repairs. Ms. Houle said they are sending a letter to Pickleball about it. Mr. Coscia said the Park Commission received an estimate of \$28,000. Chairman LaCamera said we need to get the DPW Director involved in these repairs.

Discussion occurred regarding meeting with the Park Commission again. Mr. Coscia said the Parking Commission needs to meet alone prior to meeting with the Board of Selectmen. Chairman LaCamera said we have a meeting on March 22nd so we can shoot for that. Mr. Nolan said we need the meeting on the 22nd to work on this. It was agreed to meet at 8:00 PM on March 22nd.

Upon a motion made by Mr. Nolan and seconded by Mr. Coscia, it was:

VOTED: To adjourn the Park Commission meeting at 10:07 PM.

Roll call vote: Mr. Holmes – aye; Mr. Coscia – aye; Ms. Houle – aye and Mr. Nolan – aye.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 10:07 PM.

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

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

VOTED: To adjourn the Finance Committee Meeting at 10:08 PM.

Roll call vote: Mr. Kostant – aye; Mr. Lynch – aye; and Mr. Beals – aye.

List of documents provided at the Board of Selectmen Meeting of March 10, 2021

1. FY22 proposed budget