

**TOWN OF LAKEVILLE
Select Board Meeting Minutes
September 5, 2023 – 6:00 PM**

**Lakeville Police Station Meeting Room
323 Bedford Street, Lakeville, MA**

On September 5, 2023, the Select Board held a meeting at 6:00 PM at the Lakeville Police Station Meeting Room. The meeting was called to order at 6:00 PM by Chairman Day. Members present were Chairman Day, Member Fabian and Member Carboni. Also present were Ari Sky, Town Administrator and Tracie Craig-McGee, Executive Assistant to the Select Board and Town Administrator. LakeCAM was recording the meeting for broadcast.

Select Board Announcements

Chairman Day read the Select Board announcements.

Town Administrator Announcements

Mr. Sky read the Town Administrator Announcements.

Discuss and possible vote to approve Select Board Minutes of August 21, 2023 and August 29, 2023

Member Carboni noted two corrections to the August 21, 2023 minutes: 1st page last paragraph, 3rd to last sentence, add “work” and on page 11, last paragraph, add at the end that “there was consensus to add the positions into the study that were excluded” . Chairman Day said on page 2, sentence 8 – asked to revise the sentence to include “he forgot that we were not including the positions outside of”. Member Carboni said she had one revision to the August 29, 2023 minutes: page 2, third paragraph 6th line – add in that filing has not been done in the office for two (2) years.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To approve the Select Board Meeting Minutes of August 21, 2023 and August 29, 2023 as amended.
Unanimous in favor.

Meet with Middleborough Gas & Electric representative to discuss and possible vote to enter into a License Agreement with Middleborough Gas & Electric Department regarding installation/operation of Electric Vehicle Supply Equipment in Lakeville

Kevin Boyle from Middleborough Gas & Electric and Melissa Turcotte and Paula Houle from the Park Commission were present for the discussion. Mr. Sky said he has been working with Middleborough Gas & Electric (G&E) for a while about installing Electric Vehicle (EV) chargers in Town. We have come up with a license that does not cost the Town anything and will allow residents to charge their cars. Mr. Boyle said the G&E will incur all the costs. Member Carboni asked about the EV chargers’ usage at Middleborough Town Hall. Mr. Boyle said typically it is the same users.

EV users are apt to charge at home due to the rates. Member Carboni asked about the typical length of use time. Mr. Boyle said it is 3 to 10 hours to charge an empty battery. Our pricing structure is \$1.00 an hour, but at hour 5, it jumps up to \$6 per hour. Mr. Sky said all the rules of Town facilities will apply with no overnight parking. Member Carboni said the Police will have to enforce that. She asked if there was a reason why the locations were chosen. Mr. Boyle said there are transformers that will support the use, so minimal digging will occur. Member Carboni asked about not using the spaces identified at the Ted Williams Camp due to the functions and elections held at the Loon Pond Lodge and the fact that we have many elderly residents that utilize those spaces during elections. Mr. Boyle said those spaces were identified due to the traffic of sports activities. Chairman Day asked if the chargers could be disabled remotely. Mr. Boyle said we could disable them, but they would still be identified as EV chargers. That would fall to the licensor to say we don't want them functionable during certain times. If someone wants to park there, we will deal with the person saying they were unable to access it. Member Carboni asked about moving the spots to the gravel side of the parking lot. Mr. Boyle said Lakeville would have to pave those spaces.

Mr. Boyle said the intent of the program is to make people less fearful of going on a road trip with an EV. There is a private EV charging station being built on Route 44. Middleborough has secured Level 3 chargers for Jackson Street, Pearl Street and Town Hall. John Gregory asked how many EVs are in Lakeville. Mr. Boyle said in the hundreds, but it is hard to know because people charge at home. Chairman Day asked if there is a reason not to do Level 3 chargers. Mr. Boyle said that Lakeville is not an Environmental Justice Community, so they could only apply for a Level 2 Grant. Mr. Sky said the license allows for upgrades to Level 3's. Mr. Boyle said it would be easy to put a Level 3 charger at the Bedford Street location. Discussion occurred about current and future adaptors for EVs.

Ms. Turcotte said that the Park Commission wants to save the end parking spot as a handicapped spot for the playground and push the EV chargers down two (2) spaces. Chairman Day asked if the DPW has weighed in on whether it can be a handicapped spot. Ms. Turcotte said yes. Mr. Boyle said that is not a huge deal. Chairman Day asked about signage for user problems. Mr. Boyle said it is the responsibility of the EV charger installer. Ms. Drane expressed her concern about parking being taken away for elections and asked about the location. Chairman Day said it is the lined spots where it says no polling beyond this spot. Mr. Sky said we can make adjustments during election time. Member Carboni asked if the Park Commission voted to approve this. Ms. Turcotte said they did not vote; we were asked for any concerns. Mr. Boyle reviewed the construction timeline.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: That the Town of Lakeville enter into a license agreement with Middleborough Gas & Electric regarding the installation and operation of electric vehicle supply equipment in Lakeville.
Unanimous in favor.

Discuss and vote to sign SERSG Contracts for Paper and Office Supplies and Department of Public Works Supplies

Chairman Day said this is the second step of a two (2) step process.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To award the following SERSG contracts as follows: Paper – WB Mason to expire June 20, 2024; Office Supplies – WB Mason to expire June 30, 2025; DPW Supplies to expire June 30, 2024: TL Edwards – hot mix; Lorusso Corp – dense grade crushed stone and ¾” stone; Dennis K. Burke – mid-grade unleaded gasoline and ultra low sulfur diesel; Ferguson Waterworks – catch basin extension rings and John Hoadley and Sons, Inc. – catch basin frames including grates and catch basin square grates. Unanimous in favor.

Discuss and possible vote to approve one-day beer and wine license for Decanted, Inc. on September 23, 2023 for Angers Conway Farm Festival

Chairman Day said we have a request for a one-day beer and wine license.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To approve the one-day Beer and Wine license for Decanted, Inc. for the Angers Conway Farm Festival on September 23, 2023 from 11:00 AM to 4:00 PM. Unanimous in favor.

Discuss and possible vote to appoint John Lucey to the Community Preservation Committee

John Lucey of 43 Stetson Street was present for the discussion. Mr. Lucey said he has lived in Town approximately 20 years, but has not been active in Town matters. He was approached by a member of the Community Preservation Committee (CPC) to see if he was interested in serving as a member. Mr. Lucey summarized his background, which included municipal and real estate law and residential and commercial real estate financing and development. Member Carboni said the position at large has a housing component. Where Mr. Lucey has some background in real estate, that checks that box. Chairman Day said the CPC is a trustee of the Community Preservation Act funding. It doesn't specifically define policy on land use and development.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To appoint John Lucey to the Community Preservation Committee for a term to expire July 31, 2025. Unanimous in favor.

Discuss and possible vote to accept the resignation letter of David Kraemer from the Lakeville Arts Council

Chairman Day said the Board had received a letter of resignation from David Kraemer from the Lakeville Arts Council. Member Carboni said Mr. Kraemer has been on the Council for quite a long time.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To regretfully accept David Kraemer's resignation letter from the Lakeville Arts Council.
Unanimous in favor.

Discuss and possible vote on request from Daughters of the American Revolution to issue Constitution Week Proclamation

Chairman Day said the Daughters of the American Revolution have requested the Board to issue a proclamation for Constitution Week. Member Fabian read the proclamation into the record.

Upon a motion made by Member Fabian and seconded by Member Carboni, it was:

VOTED: To issue the Constitution Week Proclamation for the week of September 17-September 23, 2023.
Unanimous in favor.

Discuss operating hours for Town Hall

Lillian Drane, Town Clerk and Erika Correia, Treasurer/Tax Collector, were present for the discussion. Member Carboni said she wanted to take a look at the current hours in each of our Departments available for our residents for service. She thought maybe there was an opportunity to align hours so it is the same across the board. She put together a spread sheet of each Department and tallied the hours available for each day and week. We have 9:00 AM, 8:00 AM and 7:00 AM start times. There are some Departments, like the Senior Center, DPW, Transfer Station and the Library that are specialty Departments. The Administrative Departments are all over the place. Our Town Clerk and Treasurer's Offices used to have extended hours for residents to come in. We have had conversations before about safety, which she understands. COVID came along and we realigned our hours. She brought this forward for the Board to look at how can we better service our residents and have the Town Administrator take a look at it. Chairman Day asked when were we open late pre-pandemic? We have moved a lot of functions on-line. Member Fabian said she understands where Member Carboni is coming from as far as the hours. The Assessors have their own hours, but we can suggest that they try to be in line with us. As far as Monday nights, we had a conversation in 2019 about having late hours. There is so much more being done online now. She has never heard anyone ask about Town Hall being open late. We found that there was like one (1) person that came in. Ms. Drane would make appointments with residents at night if needed. Member Carboni said other municipalities work on the schedule where everyone works one (1) day late. She doesn't want to say just the Town Clerk and Treasurer would have extended hours.

Chairman Day said there was a good amount of alignment except for Assessors, who are their own Board. Human Resources and Accounting don't see much public traffic. Member Carboni said we should create consistency across the Departments to make life easier for the residents. Looking at the chart, the Board of Health, Town Clerk and Treasurer work from 8:00 AM to 4:30 PM.

Ms. Drane said the Town Clerk and Treasurer's Offices were working late because we didn't have the online services as we do now. Now with online payment, we don't have demand for late night hours. Since COVID she has not had anyone complain about not being open late. Member Fabian asked how long has someone been able to register to vote when you get your license. Ms. Drane said since 2022, it is automatic voter registration when you get your license. You can also register through the Secretary of State. Member Carboni said we don't need to extend evening hours if there is not a call for it. She would like to have consistency across all the Departments. Chairman Day said the Library has to have a certain number of hours. Mr. Sky said it is the number of hours that frontline employees work a week. Member Carboni said it is trying to align the hours to support the residents and have the hours consistent. Chairman Day asked Mr. Sky if there is a way to add two (2) hours to our office, but if there is a number of hours that employees work, there may not be a way to squeeze that out. Assessors is the real outlier, but they are in the field a lot and that may be the reason they are available as much. Ms. Drane said if you are changing the hours, be consistent. Everyone should be there at 8:00 AM and close at 4:30 PM. If you want evening hours, everyone should stay open. Her office does not need late night hours. The services are there and we have improved services. If late night hours happen, it should be all. Chairman Day said he would be curious about what residents would like. He is not ready to ask for late nights yet based on the data. Ms. Drane said late night would affect her budget in regards to early voting as those hours have to reflect office hours and that would affect her budget. Ms. Correia said we have the online services and drop box. She has never heard anyone needing to come in after 4:30 PM. If someone was in a traffic jam, she would stay. Member Fabian said in the past people wanted to go to the Treasurer's office to get the paid stamp. Ms. Correia said payments have shifted to more credit card payments.

Chairman Day asked if accounting interacts with the public. Mr. Sky said usually staff people or vendors. Chairman Day said Human Resources sees mainly employees. Member Fabian said the first excise tax commitment is usually huge. In that case, the Department Heads would note if more hours are needed. Ms. Correia said they have not had a problem with people getting their bills paid. She has told people to bring their bills in if they want them stamped paid. Member Carboni said there are contracts or positions with hours worked, the hours that we would be open to public don't support the hours that people would be working. This is hours open to the public versus staffing for the Department. Chairman Day said Select Board and Assessors are the two (2) Departments that hours could be aligned. Mr. Sky said Planning Department's hours are 9:00 AM to 5:00 PM as they support a lot of boards and sometimes come in late due to night meetings. Chairman Day asked Mr. Sky to see what it would take to align our Department and ask the Assessors about their hours. Member Fabian said our office does not have a lot of foot traffic. Member Carboni said she would like to see all Departments with the same hours. Chairman Day said it may have a budget impact. Member Carboni said we can ask the Town Administrator to show the implications for that. Chairman Day said we need two (2) more hours in the Select Board and the Assessors need eight (8) hours. Mr. Sky said they only have 1.5 employees. Member Carboni said we do have a contractor. Mr. Sky said he does not come in every day. Member Fabian said the assessing specialist usually works until 4:00 PM on Fridays. Mr. Sky said that is because he is in the field a lot. Member Fabian said he needs that time to catch up. Chairman Day asked Mr. Sky if this is feasible. Mr. Sky said with enough money. Would this be all offices? Member Carboni said all offices 8:00 AM to 4:30 PM. Mr. Sky said Accounting only has one (1) full time person.

Discuss and possible vote on revisions to Annual Town Meeting Article 14 (Recall of an Elected Official) as requested by Senate Counsel

Mr. Sky said there was just one (1) change. Chairman Day read the change. Mr. Sky said there is a provision requiring that the Select Board set the recall election within 90 days of the date the Board met to schedule the election.

Upon a motion made by Member Fabian and seconded by Member Carboni, it was:

VOTED: To accept the Senate Counsel's change.
Unanimous in favor.

Building Committee Updates:

Senior Center Feasibility Study

Mr. Sky said the next meeting is September 13, 2023. The subcommittee has met and discussed the needs and wants with the Owner's Project Manager. Lori Fahey invited them to attend the next Feasibility Study Committee meeting.

Fire Station Building Committee

Member Carboni said four (4) responses to the Request for Qualifications for Design Services were received. We will meet on September 20, 2023 and discuss how to set up the interviews and whether each candidate will be interviewed or will the list to be interviewed be cut down.

Old Colony Feasibility Study

Chairman Day said he learned today that on August 30th the MSBA did formally invite Old Colony into the feasibility process. They will be focusing on what their needs are. He will reach out to Mr. Polansky to see what the next step is.

New Business

There was no New Business discussed.

Old Business

There was no Old Business discussed.

Correspondence

There was no Correspondence received.

Adjourn

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To adjourn the Select Board Meeting at 7:13 PM.
Unanimous in favor.

List of documents provided at the Select Board Meeting of September 5, 2023

1. Agenda page
2. Agenda page
3. Agenda page; Select Board Meeting Minutes of August 21, 2023 and August 29, 2023
4. Agenda page; memo from Town Administrator; proposed License Agreements
5. Agenda page
6. Agenda page; application; insurance certificate; SERV Safe certification; ABCC Caterers License and Transportation Certificate
7. Agenda page; letter of interest from John Lucey; application form
8. Agenda page; email from Joanne Corrieri-Upham
9. Agenda page; letter from Daughters of the Revolution; proposed proclamation
10. Agenda page
11. Agenda page; revised Recall Article and associated emails