

**AGENDA ITEM #4
NOVEMBER 29, 2021**

**MEET WITH MASTER PLAN IMPLEMENTATION COMMITTEE TO
DISCUSS AND POSSIBLE VOTE TO APPROVE THE MASTER
PLAN IMPLEMENTATION MATRIX**

The Master Plan Implementation Committee will be present. They have submitted a memo and the proposed matrix for the Board's review.

TO: Lia Fabian, Chairman
Board of Selectmen

FROM: Rodney Dixon, Chairman
Master Plan Implementation Committee

DATE: November 3, 2021

RE: Master Plan Implementation Chart

The Master Plan Implementation Committee (MPIC) voted unanimously to approve the revisions submitted by Town Administrator Ari Sky on the attached Master Plan Implementation Chart (revisions are highlighted in yellow). On behalf of the MPIC, I would like to request the Board of Selectmen review and approve the Implementation Chart.

If the Selectmen approve the revisions, we would like to have it distributed to other Boards, Committees, and Commissions; and have it posted on the Town's website. It is the intent of the Master Plan Implementation Committee to stay in contact with all of the lead parties on a quarterly basis to ensure they continue to work on achieving their goals.

Enclosure

STATUS	GOAL	STRATEGY	COMPLEMENTARY ACTIONS	MAIN STEPS	LEAD PARTY	OTHER RESPONSIBLE PARTIES	STATE AND FEDERAL SUPPORT PROGRAMS	NEEDED OR RECOMMENDED PARTNERSHIPS
DONE		<p>LAND USE STRATEGY 2-1-1: FOCUS ON FUTURE LARGE SCALE BUSINESS GROWTH TO KEY LOCATIONS ALONG ROUTE 18, ROUTE 44, AND ROUTE 105.</p>	<p>ECONOMIC DEVELOPMENT GOAL 4-1: FOCUS ON REDEVELOPMENT OPPORTUNITIES AT THE FORMER LAKEVILLE STATE HOSPITAL AND DEWEY'S BOWLING ALLEY SITES. <i>Rhino Dev. Project is on Hospital Site, and Lakeville Nurseries on Route 44 and the A Frame on Rte. 18 have been sold.</i></p>	<p>See COMPLEMENTARY Actions</p>	<p>Planning Board</p>	<p>Board of Selectmen Town Administrator</p>	<p>Chapter 43D</p>	<p>Business owners and affected property owners.</p>
	<p>LAND USE GOAL 2-1: MAINTAIN LAKEVILLE'S SEMI-RURAL CHARACTER BY ENCOURAGING GROWTH THAT MATCHES ITS SURROUNDINGS.</p>	<p>LAND USE STRATEGY 2-1-2: DEVELOP DESIGN GUIDELINES FOR THE COMMERCIAL ZONED AREAS TO ENSURE NEW DEVELOPMENT MATCHES THE COMMUNITY.</p>	<p>ECONOMIC DEVELOPMENT GOAL 4-2: SUPPORT THE LOCAL BUSINESS COMMUNITY AND FACILITATE NEW LOCAL DEVELOPMENT IN APPROPRIATE AREAS IN TOWN.</p>	<p>Research example guidelines Engage stakeholders. Develop and adopt new guidelines into Planning Board's Rules & Regs. at a Public Hearing.</p>	<p>Planning Board</p>			<p>Business owners and affected property owners.</p>
Done Funded 2022		<p>LAND USE STRATEGY 2-1-3: HIRE A TOWN PLANNER TO HELP GUIDE FUTURE DEVELOPMENT IN TOWN AND LEAD NEW, LONG-RANGE PLANNING INITIATIVES.</p>	<p>OPEN SPACE & RECREATION STRATEGY 6-1-1: HIRE FULL-TIME CONSERVATION AGENT TO HELP IDENTIFY AND PROTECT IMPORTANT AREAS IN LAKEVILLE.</p>	<p>Develop budget for position. Create job description and post job advertisement.</p>	<p>Planning Board</p>	<p>Town Administrator Town Meeting</p>		<p>Board of Selectmen</p>
	<p>LAND USE GOAL 2-2: UTILIZE EFFECTIVE ZONING PRACTICES TO SHAPE LAKEVILLE'S FUTURE GROWTH</p>	<p>LAND USE STRATEGY 2-2-1: CREATE ZONING DISTRICTS THAT ENCOURAGE MIXED-USE VILLAGE TYPE DEVELOPMENT IN SPECIFIC LOCATIONS.</p>	<p>HOUSING STRATEGY 3-1-1: MODIFY THE EXISTING ZONING BYLAW TO ALLOW MODERATE DENSITIES AND MULTI-FAMILY HOUSING IN APPROPRIATE LOCATIONS.</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>			
		<p>LAND USE STRATEGY 2-2-2: UPDATE THE TOWN'S SIGN BYLAW TO ENCOURAGE TYPES THAT COMPLEMENT THE RURAL, HISTORICAL AND NATURAL CHARACTERISTICS OF LAKEVILLE</p>	<p>LAND USE GOAL 2-1: MAINTAIN LAKEVILLE'S SEMI-RURAL CHARACTER BY ENCOURAGING GROWTH THAT MATCHES ITS SURROUNDINGS.</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>			<p>SRPEDD</p>

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Pursue 2021	LAND USE GOAL 2-2: UTILIZE EFFECTIVE ZONING PRACTICES TO SHAPE LAKEVILLE'S FUTURE GROWTH	<p>ECONOMIC DEVELOPMENT GOAL 4-2: SUPPORT THE LOCAL BUSINESS COMMUNITY WHILE ENCOURAGING NEW DEVELOPMENT IN APPROPRIATE AREAS IN TOWN.</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>			SRPEDD	
		<p>ECONOMIC DEVELOPMENT GOAL 4-3-1: 1. UTILIZE EXISTING MASSACHUSETTS DEPARTMENT OF AGRICULTURE RESOURCES (MDAR) PROGRAMS AND THE AGRICULTURAL PRESERVATION RESTRICTION (APR) PROGRAM</p> <p>OPEN SPACE STRATEGY 6-1-3: REKINDLE PARTNERSHIP EFFORTS BETWEEN PRIVATE LANDOWNERS, LAND CONSERVATION GROUPS, AND STATE AND LOCAL GOVERNMENTS TO ENABLE FUTURE OPEN SPACE ACQUISITIONS.</p> <p>LAND USE GOAL 2-1: MAINTAIN LAKEVILLE'S SEMI-RURAL CHARACTER BY ENCOURAGING GROWTH THAT MATCHES ITS SURROUNDINGS.</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>			SRPEDD	
Pursue 2021	LAND USE STRATEGY 2-3-3: INVESTIGATE A TRANSFER OF DEVELOPMENT RIGHTS (TDR) BYLAW	<p>LAND USE STRATEGY 2-2-4: ADOPT AN OPEN SPACE RESIDENTIAL DESIGN (OSRD) BYLAW SRPEDD drafted an OSRD Bylaw for the Planning Board approx. 4 years ago.</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>			SRPEDD	
		<p>HOUSING STRATEGY 3-1-1: MODIFY THE EXISTING ZONING BYLAW TO ALLOW MODERATE DENSITIES AND MULTI-FAMILY HOUSING IN APPROPRIATE LOCATIONS</p>	<p>Consult model zoning bylaws. Engage stakeholders. Create bylaw. Annual Town Meeting vote.</p>	<p>Planning Board Town Planner</p>				
	HOUSING GOAL 3-1: ENCOURAGE MORE VARIETY IN THE TOWN'S HOUSING STOCK TO MEET THE NEEDS OF FIRST-TIME BUYERS AND THE SENIOR POPULATION							

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	<p>HOUSING GOAL 3-1: ENCOURAGE MORE VARIETY IN THE TOWN'S HOUSING STOCK TO MEET THE NEEDS OF FIRST-TIME BUYERS AND THE SENIOR POPULATION</p>	<p>HOUSING STRATEGY 3-1-2: WORK IN PARTNERSHIP WITH LOCAL DEVELOPERS TO BUILD SENIOR HOUSING WITH A VARIETY OF HOUSING UNITS</p>		<p>Identify examples of housing developments that fit in Lakeville. Reach consensus on Town-owned land available for projects Reach out to affordable housing developers.</p>	<p>Planning Board Board of Selectmen</p>	<p>Town Planner Town Administrator Council on Aging Building Commissioner</p>		<p>Housing Advocates Housing Developers</p>
	<p>HOUSING GOAL 3-2: CONTINUE TO INCREASE THE NUMBER OF UNITS ELIGIBLE FOR THE SUBSIDIZED HOUSING INVENTORY (SHI) BY IMPLEMENTING THE 2017 HOUSING PRODUCTION PLAN</p>			<p>Review Housing Production Plan. Focus on initiating one or two goals in plan.</p>	<p>Planning Board Town Planner</p>	<p>Zoning Board of Appeals</p>	<p>Chapter 40B and 760 CMR 56.00</p>	<p>Massachusetts Department of Housing and Community Development (DHCD)</p>
EDC Activated in 2021	<p>ECONOMIC DEVELOPMENT GOAL 4-1: FOCUS ON REDEVELOPMENT OPPORTUNITIES AT THE FORMER LAKEVILLE STATE HOSPITAL AND DEWEY'S BOWLING ALLEY SITES.</p>	<p>ECONOMIC DEVELOPMENT STRATEGY 4-1-1: REFOCUS AND REINVIGORATE LAKEVILLE'S ECONOMIC DEVELOPMENT COMMITTEE (EDC) TO WORK WITH LAND OWNERS AND PRIVATE DEVELOPERS TO FIND A WAY FORWARD ON THESE CRITICAL SITES.</p>	<p>LAND USE STRATEGY 2-1-1: FOCUS FUTURE LARGE SCALE BUSINESS GROWTH TO KEY LOCATIONS ALONG ROUTE 18, ROUTE 44, AND ROUTE 105. Rhino Dev. Project is on Hospital Site, and Lakeville Nurseries on Route 44 and the A Frame on Rte. 18 have been sold.</p>	<p>Convene a meeting of the EDC. Redefine mission statement. Invite property owners to a meeting to discuss plans for area.</p>	<p>Board of Selectmen Economic Development Committee</p>	<p>Town Administrator Town Planner</p>		<p>Current property owners</p>

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	ECONOMIC DEVELOPMENT GOAL 4-1: FOCUS ON REDEVELOPMENT OPPORTUNITIES AT THE FORMER LAKEVILLE STATE HOSPITAL AND DEWEY'S BOWLING ALLEY SITES.	ECONOMIC DEVELOPMENT STRATEGY 4-1-2: EXPAND THE EXISTING CHAPTER 43D DISTRICT TO INCLUDE THE DEWEY'S BOWLING ALLEY PROPERTY.	LAND USE STRATEGY 2-1-1: FOCUS FUTURE, LARGE SCALE BUSINESS GROWTH TO KEY LOCATIONS ALONG ROUTE 18, ROUTE 18, ROUTE 44, AND	Reach out to Dewey's site owner to gauge interest. Share 43D information with current owner. Develop needed State paperwork to expand district.	Board of Selectmen Economic Development Committee	Town Administrator Town Planner	Chapter 43D	Current property owners
	ECONOMIC DEVELOPMENT GOAL 4-2: SUPPORT THE LOCAL BUSINESS COMMUNITY AND FACILITATE NEW LOCAL DEVELOPMENT IN APPROPRIATE AREAS IN TOWN.	ECONOMIC DEVELOPMENT STRATEGY 4-2-1: ENHANCE THE EXISTING ECONOMIC DEVELOPMENT GUIDE TO FACILITATE ALL TYPES OF BUSINESS DEVELOPMENT.		Choose template to model. Summarize and streamline information across all departments. Make attractive and user-friendly guide.	Town Administrator Board of Selectmen	Building Commissioner Town Coordinator Town Planner		Business community
	ECONOMIC DEVELOPMENT GOAL 4-3: CONTINUE TO SUPPORT, PROTECT, AND IMPROVE LAKEVILLE'S AGRICULTURAL ECONOMY.	ECONOMIC DEVELOPMENT STRATEGY 4-2-2: CREATE ZONING DISTRICTS THAT ENCOURAGE MIXED-USE VILLAGE TYPE DEVELOPMENT, COMPLEMENTED BY BICYCLE AND PEDESTRIAN AMENITIES IN SPECIFIC LOCATIONS. ECONOMIC DEVELOPMENT STRATEGY 4-3-1: UTILIZE EXISTING MASSACHUSETTS DEPARTMENT OF AGRICULTURE RESOURCES (MDAR) PROGRAMS AND THE AGRICULTURAL PRESERVATION RESTRICTION (APR) PROGRAM.	LAND USE STRATEGY 2-2-1: CREATE ZONING DISTRICTS THAT ENCOURAGE MIXED-USE VILLAGE TYPE DEVELOPMENT IN SPECIFIC LOCATIONS. LAND USE STRATEGY 2-2-3: INVESTIGATE A TRANSFER OF DEVELOPMENT RIGHTS (TDR) BYLAW	See Complementary Actions Identify local farmers in Town. Assemble program documentation and distribute.	Planning Board		Massachusetts Farm Energy Program (MIFEP), the Agricultural Energy Grant Program (Ag-Energy), Agricultural Environmental Enhancement Program (AEEP), and the Farm Viability Program	Business and affected property owners Massachusetts Department of Agricultural Resources (MDAR)

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	ECONOMIC DEVELOPMENT GOAL 4-3: CONTINUE TO SUPPORT, PROTECT, AND IMPROVE LAKEVILLE'S AGRICULTURAL ECONOMY.	ECONOMIC DEVELOPMENT STRATEGY 4-3-2 PROVIDE EDUCATIONAL PROGRAMS AIMED AT HELPING LOCAL FARMERS UNDERSTAND AND UTILIZE THE M.G.L. CHAPTER 61 PROTECTIONS.		Identify local farmers in Town. Assemble program documentation and distribute.	Agricultural Commission	Board of Selectmen		
	ECONOMIC DEVELOPMENT STRATEGY 4-3-3: ACTIVELY MARKET THE LOCAL FARMING COMMUNITY IN LAKEVILLE.			Encourage regular announcements at Town board/committees of farming activities in Town. Develop regular farmers markets.	Agricultural Commission	Board of Selectmen		Local farming community
	NATURAL & CULTURAL RESOURCES GOAL 5-1: UPDATE LAKEVILLE'S PRIORITY PROTECTION AREAS WITH PARTICULAR EMPHASIS ON HABITATS, AGRICULTURE, AND WATER RESOURCES			Assemble relevant and updated GIS data to create maps similar to those that informed the 2013 process. Convene public workshops to make designations.	Planning Board Town Planner	Conservation Commission Board of Selectmen Open Space Committee		Various Town Departments Lakeville residents Advocacy groups
In Process Funded	NATURAL & CULTURAL RESOURCES GOAL 5-2: COMPLETE AND IMPLEMENT A HISTORIC PRESERVATION PLAN.		Historical Commission is currently working with the Consultant on the Plan.	Use Town funds to secure consultant to develop plan. Refine and finalize Town-wide inventory.	Historical Commission Town Planner	Board of Selectmen Town Administrator Town Planner	Massachusetts Historical Commission Grants Program	Historical Society
In Process	NATURAL & CULTURAL RESOURCES GOAL 5-3: CONSIDER CREATING HISTORIC DISTRICTS WHERE APPROPRIATE.	NATURAL AND CULTURAL RESOURCES STRATEGY 5-3-1: Support the Historical Commission's efforts to designate the area around Res 18 & 105 Inters. Town's first District.	Historical Commission is currently working on this.	Promote the Historical Commission's efforts. Build consensus for area in question.	Historical Commission Town Planner	Board of Selectmen Town Administrator	Massachusetts Historical Commission Grants Program	Historical Society

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Pursue 2021	NATURAL & CULTURAL RESOURCES GOAL 5-4: CONTINUE TO SUPPORT THE EXISTING AND FUTURE HISTORIC AND CULTURAL EVENTS IN TOWN.	NATURAL AND CULTURAL RESOURCES STRATEGY 5-4-1: WORK WITH THE GROUPS SUCH AS THE ARTS COUNCIL TO DETERMINE ACTIONS THAT THE TOWN CAN UNDERTAKE TO SUPPORT MORE CULTURAL EVENTS.		Develop a working relationship with the Arts Council. Meet regularly to develop a list of supportive Town actions.	Town Coordinator Assistant to the TA	Board of Selectmen		
		NATURAL AND CULTURAL RESOURCES STRATEGY 5-4-2: SUPPORT EFFORTS TO INVESTIGATE THE POSSIBLE MERGING OF THE TOWN'S HISTORICAL COMMISSION AND HISTORICAL SOCIETY.	The merger is complicated. Looking at options.	Research process from other nearby towns. Develop strategy for merger. Implement combining groups.	Historical Commission Historical Society	Board of Selectmen		
Pursue	OPEN SPACE & RECREATION GOAL 6-1: INCREASE LOCAL EFFORTS TO PRESERVE OPEN SPACE AND HABITATS IN TOWN.	OPEN SPACE & RECREATION STRATEGY 6-1-1: HIRE A FULL-TIME CONSERVATION AGENT TO HELP IDENTIFY AND PROTECT IMPORTANT AREAS IN LAKEVILLE.	LAND USE STRATEGY 2-1-3: HIRE A TOWN PLANNER TO HELP GUIDE FUTURE DEVELOPMENT IN TOWN AND LEAD NEW, LONG-RANGE PLANNING INITIATIVES. Funded in 2022	Check financial feasibility of hiring a full-time employee.	Conservation Commission Town Administrator	Board of Selectmen Open Space Committee		
		OPEN SPACE & RECREATION STRATEGY 6-1-2: INITIATE EFFORTS TO ADOPT THE COMMUNITY PRESERVATION ACT (CPA) AS A WAY TO PROTECT PRIORITY AREAS IN TOWN.		Research implications to property owners. Develop informational materials to educate the public. Hold public meetings. Adopt at Town Meeting. Approve at ballot.	Board of Selectmen Town Administrator Conservation Commission Open Space	Board of Selectmen Town Administrator Planning Board Town Planner	Community Preservation Act Lakeville residents, business owners, and property owners	

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Pursue 2021	<p>OPEN SPACE & RECREATION</p> <p>GOAL 6-1: INCREASE LOCAL EFFORTS TO PRESERVE OPEN SPACE AND HABITATS IN TOWN.</p>	<p>OPEN SPACE & RECREATION</p> <p>STRATEGY 6-1-3: REKINDLE PARTNERSHIP EFFORTS BETWEEN PRIVATE LANDOWNERS, LAND CONSERVATION GROUPS, AND STATE AND LOCAL GOVERNMENTS TO ENABLE FUTURE OPEN SPACE ACQUISITIONS.</p>	<p>LAND USE STRATEGY 2-2-4: ADOPT AN OPEN SPACE RESIDENTIAL DESIGN (OSRD) BYLAW.</p> <p>LAND USE STRATEGY 2-2-3: INVESTIGATE A TRANSFER OF DEVELOPMENT RIGHTS (TDR) BYLAW.</p>	<p>See Complementary Actions.</p>	<p>Open Space Committee</p> <p>Conservation Commission</p>	<p>Planning Board</p>	<p>Massachusetts Department of Conservation Services (DCS)</p> <p>Executive Office of Energy and Environmental Affairs (EEA)</p>	<p>Local champions and regional partners</p>
In process	<p>OPEN SPACE & RECREATION</p> <p>GOAL 6-2: UPDATE THE TOWN'S 2013 OPEN SPACE & RECREATION PLAN.</p>	<p>Each OPC Member has been assigned a section of the Plan to update. SRPEDD will assist with finalizing it.</p>	<p>Open Space Committee (OSC) is currently updating sections of the Open Space Plan. SRPEDD has been contacted to assist the OSC.</p>	<p>Update the OSRP to reflect current conditions, management needs, and public action plans, and public comments.</p>	<p>Open Space Committee</p> <p>Conservation Commission</p>	<p>Planning Board</p>		<p>SRPEDD</p>
	<p>OPEN SPACE & RECREATION</p> <p>GOAL 6-3: CONTINUE EFFORTS TO PROMOTE THE VALUE OF AND ACCESS TO OPEN SPACES IN LAKEVILLE.</p>	<p>OPEN SPACE & RECREATION</p> <p>STRATEGY 6-3-1: EXPLORE THE CREATION OF MORE RECREATIONAL TRAILS WITHIN EXISTING PROTECTED OPEN SPACE, CONNECTING THEM TO EXISTING TRAILS IN TOWN.</p> <p>OPEN SPACE & RECREATION</p> <p>STRATEGY 6-3-2: ENHANCE THE OPEN SPACE COMMITTEE WEBPAGE TO PROVIDE RESIDENTS AND VISITORS A PLACE TO FIND AND ENJOY PUBLIC OPEN SPACES IN TOWN.</p>	<p>OPEN SPACE & RECREATION</p> <p>GOAL 6-2: UPDATE THE TOWN'S 2013 OPEN SPACE & RECREATION PLAN.</p>	<p>Identify current trail network. Develop areas where new trails would be beneficial. Create a strategy to connect the existing and future network.</p> <p>Gather information about open space and recreation areas and post on the Town's website. Work with the Town's hosting service to make that information easy to find.</p>	<p>Open Space Committee</p> <p>Town Planner</p> <p>Open Space Committee</p>	<p>Conservation Commission</p> <p>Town Coordinator</p> <p>Town Planner</p> <p>Conservation Commission</p> <p>Town Coordinator</p>	<p>Mass Trails Grant Program</p>	<p>Parks Commission</p> <p>SRPEDD</p>

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In process 2021	SERVICES & FACILITIES GOAL 7-1: CONTINUE EFFORTS TO MEET THE NEEDS OF LAKEVILLE'S FIRE DEPARTMENT	SERVICES & FACILITIES STRATEGY 7-1-1: INVESTIGATE AN EXPANSION OF/ UPGRADE TO THE EXISTING FIRE STATION. SERVICES & FACILITIES STRATEGY 7-1-2: CONSIDER PROVIDING ADDITIONAL FULL-TIME STAFF TO MEET INCREASING DEMANDS.	Selectmen are looking at options and will be hiring a Consultant. SERVICES & FACILITIES STRATEGY 7-1-1: INVESTIGATE AN EXPANSION OF/ UPGRADE TO THE EXISTING FIRE STATION.	Hire a consultant to update the 2007 Feasibility Study. Check financial feasibility of hiring more full-time employees. Ensure there is space for them in the existing or new building.	Fire Department Fire Chief Town Administrator	Town Administrator Board of Selectmen		Building Commissioner
Done Hired 2 Full-Time Staff in 2020		SERVICES & FACILITIES STRATEGY 7-2-1: SUPPORT THE COMMUNITY'S EFFORTS TO IMPROVE/UPGRADE THE ASSAWOMPSET ELEMENTARY SCHOOL. SERVICES & FACILITIES STRATEGY 7-2-2: SUPPORT THE HIGHWAY DEPARTMENT'S EFFORTS TO IMPROVE/UPGRADE THEIR ADMINISTRATION BUILDING.	Upgrades have been ongoing using Town funds and Green Community Grant Funds in the amount of \$600,000. SERVICES & FACILITIES STRATEGY 7-2-1: Plans have been finalized and construction will be completed Summer of 2021.	Explore other MSBA funding programs. Develop application for use of those funds. Continue ongoing efforts to replace building.	Freetown-Lakeville School Committee Superintendent of Streets	Town Administrator Board of Selectmen	Massachusetts School Building Authority (MSBA)	Lakeville Animal Control
In process Funding approved	SERVICES & FACILITIES GOAL 7-2: PROVIDE MUNICIPAL FACILITIES THAT MEET THE NEEDS OF THE ENTIRE COMMUNITY.	SERVICES & FACILITIES STRATEGY 7-2-3: INVESTIGATE THE POSSIBILITY OF EXPANDING THE CURRENT SENIOR CENTER TO PROVIDE ADDITIONAL SERVICES IN THE FUTURE. SERVICES & FACILITIES STRATEGY 7-2-4: CONSIDER WAYS TO SUPPORT THE HISTORICAL SOCIETY AND REMEDY ACCESSIBILITY ISSUES AT THE MUSEUM.		Work as a team to identify when the facility would need an expansion. Bring forward plans and secure funding. Asses the accessibility issues. Create improvement plan. Set aside local funds to implement improvements.	Council on Aging Director Historical Society	Town Administrator Board of Selectmen Historical Commission Board of Selectmen	Massachusetts Office on Disability (MOD)-only be used on municipally owned facilities.	Building Commissioner

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Done	SERVICES & FACILITIES GOAL 7-2: PROVIDE MUNICIPAL FACILITIES THAT MEET THE NEEDS OF THE ENTIRE COMMUNITY.	SERVICES & FACILITIES STRATEGY 7-2-5: PURSUE AN AMERICANS WITH DISABILITIES (ADA) TRANSITION PLAN AND MAKE NECESSARY IMPROVEMENTS TO MUNICIPAL FACILITIES.	Grant extended to 6/30/21	Create ADA Transition Plan. Identify improvement areas. Apply for State construction funds to make improvements. Check financial feasibility of hiring more employees during the busy seasons. Ensure there is a plan for their use.	ADA Coordinator/ Town Administrator Board of Selectmen Superintendent of Streets Park Commission	Building Commissioner	Massachusetts Office on Disability (MOD)	Various Town Departments SRPEDD
Done	SERVICES & FACILITIES GOAL 7-3: CONTINUE TO BALANCE EFFORTS TO PROVIDE COMMUNITY SERVICES WHILE MINIMIZING INCREASES IN THE RESIDENTIAL TAX BURDEN	SERVICES & FACILITIES STRATEGY 7-3-1: CONSIDER PROVIDING MORE STAFF TO SUPPORT MAINTENANCE NEEDS OF THE TOWN AND THE TED WILLIAMS Camp. SERVICES & FACILITIES STRATEGY 7-3-2: PURSUE ALL APPROPRIATE FEDERAL AND STATE GRANT OPPORTUNITIES SERVICES & FACILITIES STRATEGY 7-3-3: INVESTIGATE PARTNERING WITH LOCAL COLLEGES & UNIVERSITIES TO DEVELOP A REGULAR INTERNSHIP PROGRAM SERVICES & FACILITIES STRATEGY 7-3-4: SUPPORT THE COUNCIL ON AGING'S EFFORTS TO PROVIDE TRANSPORTATION OPTIONS TO THE TOWN'S ELDER RESIDENTS.	Hired 2 full-time Highway Department employees to support maintenance needs at the Parks.	Create a database of all state and federal grant programs. Identify and pursue likely programs that would help Lakeville. Develop a general job description. Research local institutions and any internship program requirements. Help the COA identify the specific needs. Contact the Regional Transit Authority (GATRA) for assistance. Reach out to other COAs for their experiences.	Assistant to the TA Town-Coordinator Town Administrator Town-Coordinator Assistant to the TA Town Administrator	Town Administrator Town-Coordinator	Many Federal & State grant programs-SRPEDD can assist with this process. Local Colleges and Universities	SRPEDD GATRA SRPEDD

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	<p>TRANSPORTATION STRATEGY 8-1-1: CREATE A TRAFFIC STUDY COMMITTEE THAT WOULD MEET REGULARLY TO REVIEW DOCUMENTED SAFETY ISSUES, CERTAIN TYPES OF PROPOSED DEVELOPMENTS AND OTHER TRANSPORTATION RELATED ISSUES IN TOWN.</p>	<p>TRANSPORTATION STRATEGY 8-1-1: CREATE A TRAFFIC STUDY COMMITTEE THAT WOULD MEET REGULARLY TO REVIEW DOCUMENTED SAFETY ISSUES, CERTAIN TYPES OF PROPOSED DEVELOPMENTS AND OTHER TRANSPORTATION RELATED ISSUES IN TOWN.</p>		<p>Identify possible committee members. Establish committee. Create rules and regulations for committee.</p>	<p>Town Coordinator Town Planner Town Administrator</p>	<p>Public Safety Committee Town Coordinator</p>		
<p>TRANSPORTATION GOAL 8-1: IMPROVE TRAFFIC SAFETY AND REDUCE CONGESTION THROUGH VARIOUS LOW-COST BEST PRACTICES.</p>	<p>TRANSPORTATION STRATEGY 8-1-2: WORK WITH MASSDOT TO CONDUCT ROAD SAFETY AUDITS (RSA) ON STATE OWNED ROADWAYS AND INTERSECTIONS THAT HAVE HIGH NUMBER OF CRASHES.</p>	<p>TRANSPORTATION STRATEGY 8-1-2: WORK WITH MASSDOT TO CONDUCT ROAD SAFETY AUDITS (RSA) ON STATE OWNED ROADWAYS AND INTERSECTIONS THAT HAVE HIGH NUMBER OF CRASHES.</p>		<p>Identify intersections. Contact MassDOT to schedule event.</p>	<p>Town Administrator Police Department Highway Department</p>	<p>Fire Department Town Coordinator</p>	<p>MassDOT Road Safety Audit Program</p>	
	<p>TRANSPORTATION STRATEGY 8-2-1: INVESTIGATE PARTICIPATION IN THE MASSDOT COMPLETE STREETS FUNDING PROGRAM.</p>	<p>TRANSPORTATION STRATEGY 8-2-1: INVESTIGATE PARTICIPATION IN THE MASSDOT COMPLETE STREETS FUNDING PROGRAM.</p>	<p>TRANSPORTATION STRATEGY 8-2-2: COMPLETE A TOWN-WIDE BICYCLE AND PEDESTRIAN PLAN.</p>	<p>Develop an understanding of the program (requirements, funding, etc.)</p>	<p>Highway Department</p>	<p>Town Coordinator</p>	<p>MassDOT Complete Streets Funding Program</p>	
<p>TRANSPORTATION GOAL 8-2: PROVIDE MORE BICYCLE, PEDESTRIAN AND TRANSIT FACILITIES WHERE APPROPRIATE.</p>	<p>TRANSPORTATION STRATEGY 8-2-2: COMPLETE A TOWN-WIDE BICYCLE AND PEDESTRIAN PLAN.</p>	<p>TRANSPORTATION STRATEGY 8-2-2: COMPLETE A TOWN-WIDE BICYCLE AND PEDESTRIAN PLAN.</p>	<p>TRANSPORTATION STRATEGY 8-2-1: INVESTIGATE PARTICIPATION IN THE MASSDOT COMPLETE STREETS FUNDING PROGRAM.</p>	<p>Work with a consultant to develop the plan. Implement strategies found in plan.</p>	<p>Town Coordinator Town Planner</p>	<p>Town Administrator</p>		<p>Parks Commission</p>
	<p>TRANSPORTATION STRATEGY 8-2-3: INVESTIGATE UPDATING THE TOWN'S SUBDIVISION RULES AND REGULATIONS TO REQUIRE MORE BICYCLE AND PEDESTRIAN FACILITIES.</p>	<p>TRANSPORTATION STRATEGY 8-2-3: INVESTIGATE UPDATING THE TOWN'S SUBDIVISION RULES AND REGULATIONS TO REQUIRE MORE BICYCLE AND PEDESTRIAN FACILITIES.</p>		<p>Review current rules and regulations. Research other model documents. Create changes. Adopt at Planning Board Public Hearing.</p>	<p>Planning Board</p>			

STATUS	GOAL	STRATEGY	COMPLEMENTARY ACTIONS	MAIN STEPS	LEAD PARTY	OTHER RESPONSIBLE PARTIES	STATE AND FEDERAL SUPPORT PROGRAMS	NEEDED OR RECOMMENDED PARTNERSHIPS
	TRANSPORTATION GOAL 8-2: PROVIDE MORE BICYCLE, PEDESTRIAN AND TRANSIT FACILITIES WHERE APPROPRIATE.	TRANSPORTATION STRATEGY 8-2-4: ENGAGE WITH GREATER-ATTLEBORO TAUNTON REGIONAL TRANSIT AUTHORITY TO INVESTIGATE FUTURE PUBLIC TRANSPORTATION OPTIONS FOR LAKEVILLE. TRANSPORTATION STRATEGY 8-2-5: CONTINUE COMMUNICATION AND COORDINATION EFFORTS WITH THE MBTA REGARDING THE FUTURE OF COMMUTER RAIL SERVICE.		Work with SRPEDD's Transit Planning Dept. to contact GATRA to initiate planning for potential service options. Work with SRPEDD to contact MBTA to initiate planning for future service changes.	Town Administrator Town Planner Town Coordinator Town Planner Town Administrator Town Coordinator	Town Administrator Board of Selectmen		SRPEDD
	TRANSPORTATION GOAL 8-3: ENSURE EFFICIENT AND SAFE FREIGHT MOVEMENT IN TOWN.	TRANSPORTATION STRATEGY 8-3-1: WORK WITH MASSDOT TO REGULARLY CONDUCT TRAFFIC COUNTS ON STATE NUMBERED ROUTES (ROUTE 18, ROUTE 44, AND ROUTE 105) IN TOWN.		Contact MassDOT District 5 Office to identify need. Develop areas that should be counted.	Town Planner Town Coordinator Town Administrator	Town Administrator Board of Selectmen		SRPEDD
	TRANSPORTATION GOAL 8-4: MAINTAIN AN ACTIVE ASSET MANAGEMENT PROGRAM	TRANSPORTATION STRATEGY 8-4-1: CONTINUE TO UPDATE THE HIGHWAY DEPARTMENT'S PAVEMENT MANAGEMENT PROGRAM. TRANSPORTATION STRATEGY 8-4-2: INVESTIGATE OTHER ASSET MANAGEMENT PROGRAMS TO IDENTIFY, INSPECT, REPAIR OR REPLACE TOWN EQUIPMENT.		Hire a consultant to update the current plan. Research companies that provide this service. Identify possible software options.	Highway Department Town Administrator Assistant to the TA Town Coordinator Town Administrator			

**AGENDA ITEM #5
NOVEMBER 29, 2021**

**BOARD OF SELECTMEN
ANNOUNCEMENTS**

The Middleboro Gazette will cease publication in paper. December 2nd will be their last issue. Going forward, legal notices will be published in the Standard Times.

The Town is holding a public meeting at the Lakeville Police Station on Saturday, December 4, 2021 from 9 AM to 11 AM regarding the drafting of the Natural Hazard Mitigation Plan. This plan will update its part in the 2004 Regional Hazard Mitigation Plan. Having an up to date Hazardous Mitigation Plan helps the Town plan and receive funding for projects that reduce the risk of injury or damage to property from future natural hazard events such as flooding and hurricanes.

The Lakeville Arts Council presents the **All That Glitters Holiday Shopping Event** at the Loon Pond Lodge located in the Ted Williams Camp, 28 Precinct Street, Lakeville, MA. On December 3rd, the event will be open from 5:00 PM to 8:00 PM. Lakeville's own Blake Gorman will entertain the crowds with live music on December 3rd. On December 4th, the event will be open from 10:00 AM to 3:00 PM. Bela Sarkozy will entertain shoppers with jazz guitar music, as well as, other holiday music. This is a great chance to shop locally and pick up hand-made items for gift giving and support local crafters/artisans and organizations.

On Saturday, December 4th at 6:00 PM, please join the Lakeville Lions at 170 Main Street for their Tree Lighting and Caroling. There will be a visit from Santa and refreshments served. The Lions Club is also collecting unwrapped toys for Toys for Tots and food items for the Sacred Heart Food Pantry.

**AGENDA ITEM #6
NOVEMBER 29, 2021**

TOWN ADMINISTRATOR ANNOUNCEMENTS

**AGENDA ITEM #7
NOVEMBER 29, 2021**

FY23 BUDGET OUTLOOK AND GUIDELINES

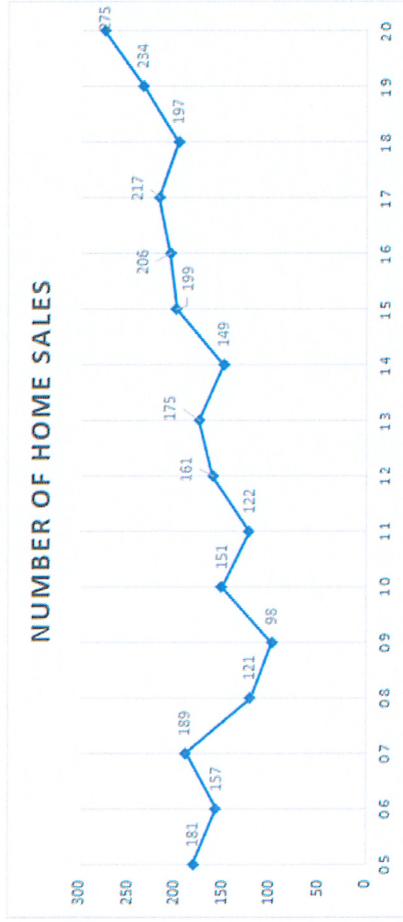
Attached is the FY23 budget outlook presentation.



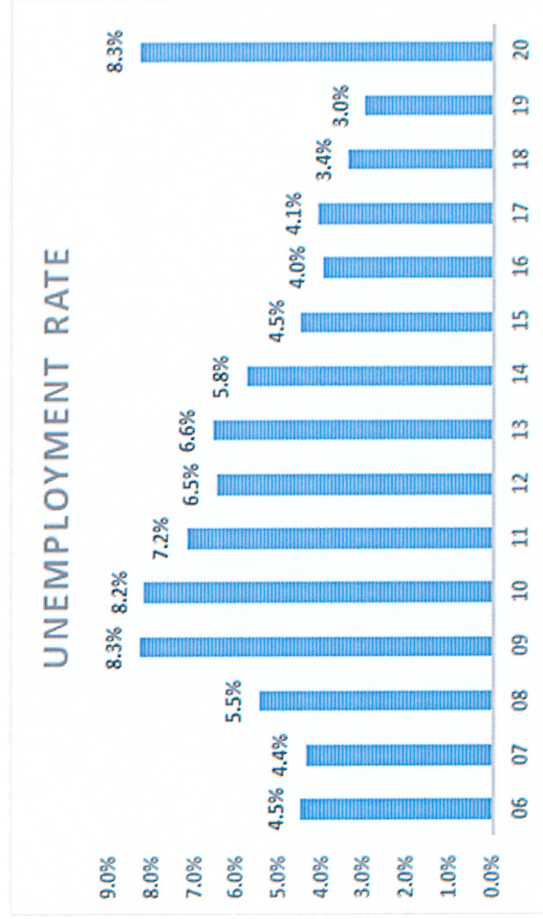
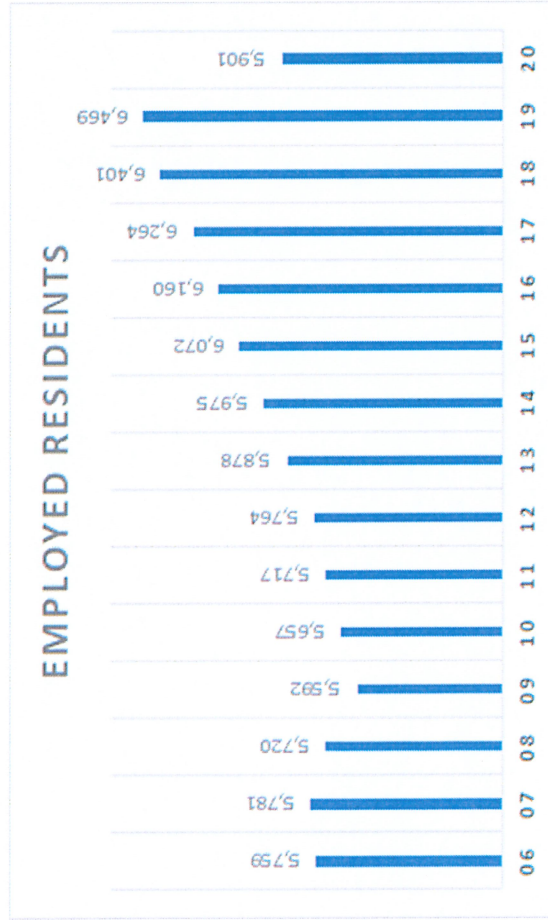
LAKEVILLE FY 2023 BUDGET OUTLOOK



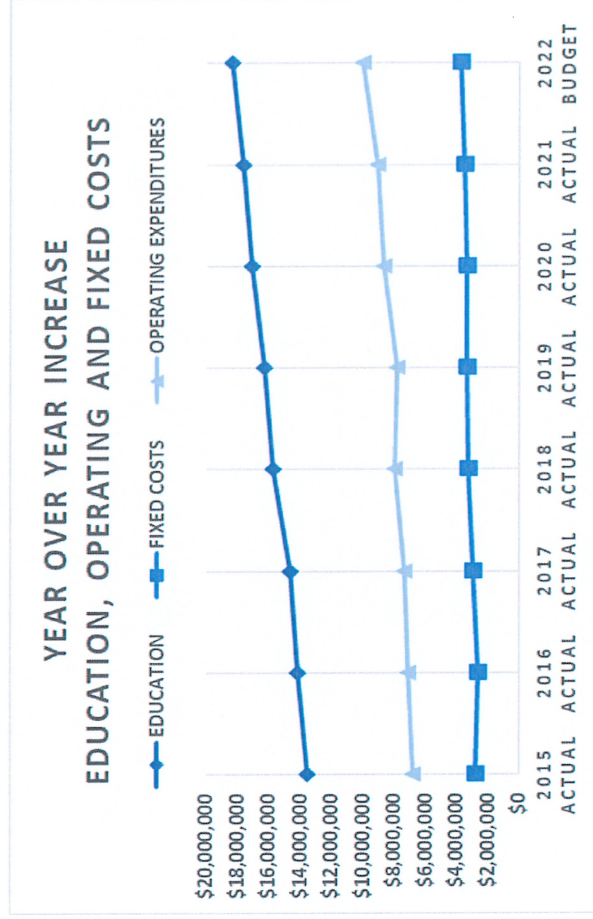
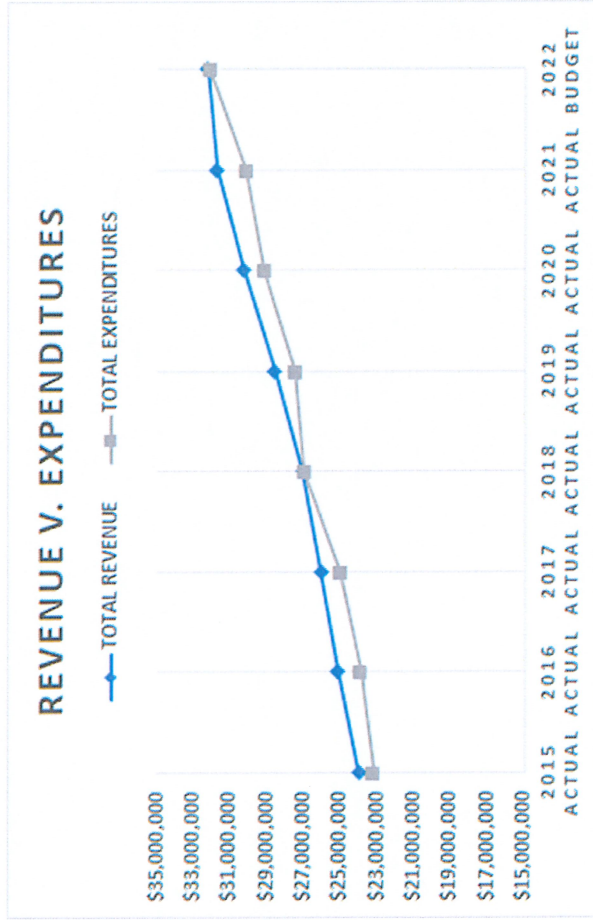
ECONOMIC INDICATORS: HOUSING



ECONOMIC INDICATORS:EMPLOYMENT



GENERAL FUND REVENUE AND EXPENDITURES HISTORY



NEW GROWTH - TAX LEVY



Budget Considerations

Compensation

- CBA Increases: 2% - will cost \$83,225 in FY 2023
- Non-Union
 - Department Heads
 - 3% in FY 2022 - would cost \$34,125 in FY 2023.
 - Staff
 - 3% FT/2% PT in FY 2022 - would cost \$26,430 in FY 2023.

New Position(s)

- Facilities Manager

Health Insurance

- Impact of Cost-Share Split on Recruitment
- High Deductible Plan
- Potential Cost Increases post-Pandemic

Budget Considerations (cont.)

Education

- Regional district assessments have historically outpaced levy growth.

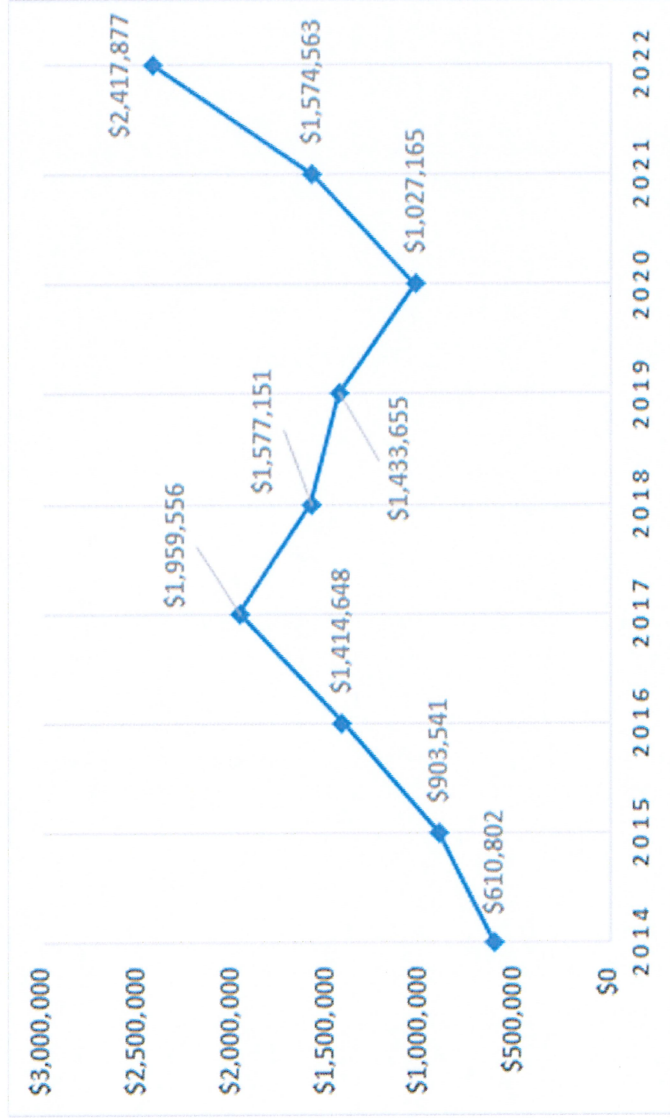
Marijuana Revenue

- \$150,000 budget in FY 2022 (\$191,480 FY 21 revenue includes \$16,657 for FY 20).

Snow Removal

- Budgeted at \$107,500
- Fiscal Year Annual Cost
- 2017 \$222,760
- 2018 \$265,554
- 2019 \$147,356
- 2020 \$126,042
- 2021 \$186,670
- 5 YR AVG \$189,676

FREE CASH



Budget Considerations (cont.)

FY 2022 Free Cash Certification: \$2,417,877.

Potential uses

- Stabilization: BOS Financial Management Policy targets 10% of GF operating revenue.
- Current balance: \$2,411,099/Target: \$3,173,822 (+\$762,723)
- OPEB: \$310,000 per Trust Contribution Schedule
- Capital Program
 - Department submissions due 12/6/21.
 - Recommended plan to Capital Expenditures Committee/BOS/Finance Committee.
- Retain portion of Free Cash for unanticipated expenditures (e.g. snow removal).

Budget Calendar

January 2022

- Preliminary Revenue Budget Completed (Governor's Budget)
- Monday, January 24, 2022, Board of Selectmen – Proposed FY 2023 Budget Presentation and Overview

February 2022

- Board of Selectmen – Budget Reviews and Recommendations

March 2022

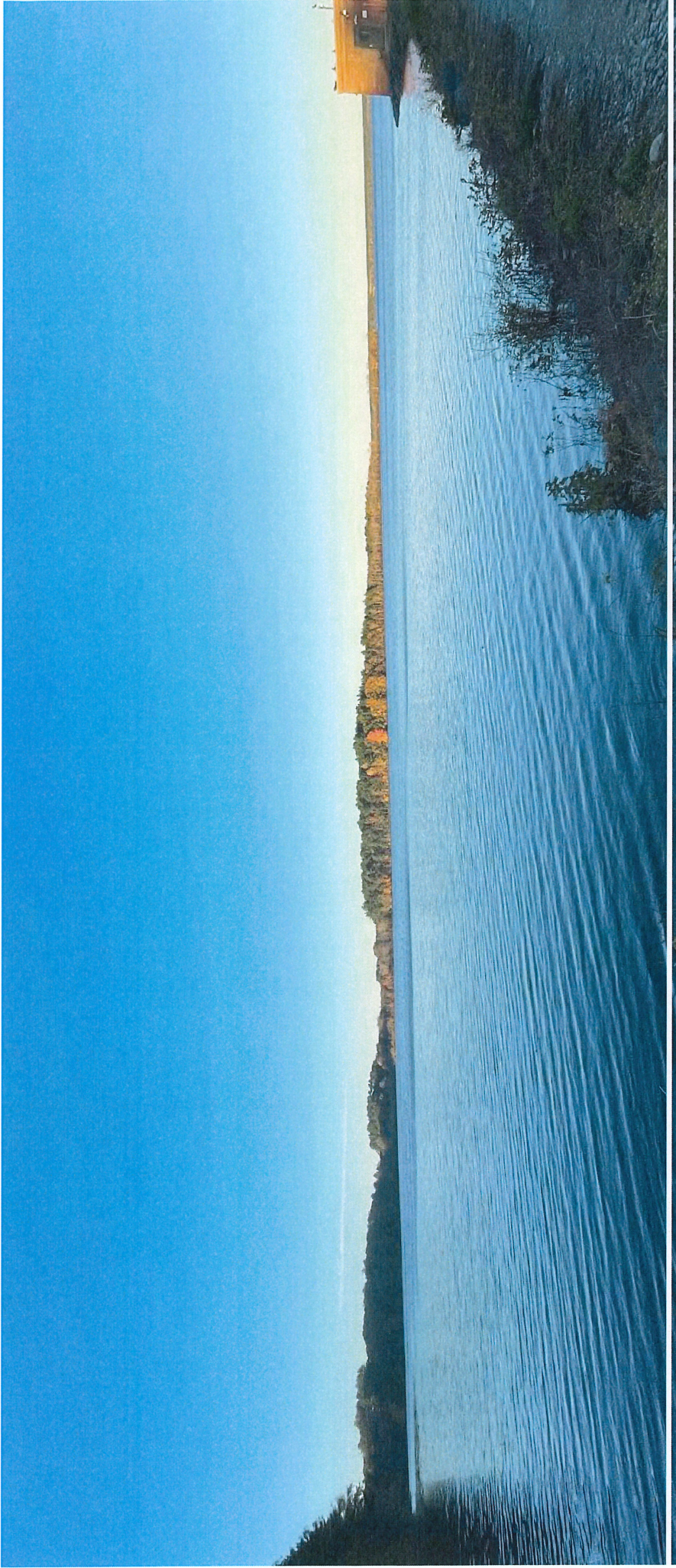
- Submission deadline for Articles
- Education Budget, approved by F-L RSD School Committee
- Finance Committee – budget reviews/recommendations

April 2022

- Finalize FY2023 Recommended Budget/Capital Plan
- STM/ATM Warrants published/posted

Monday, May 9, 2022

- Special/Annual Town Meetings



LAKEVILLE FY 2023 BUDGET OUTLOOK



**AGENDA ITEM #8
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE TO AUTHORIZE THE FIRE
CHIEF TO APPLY FOR THE ASSISTANCE TO FIREFIGHTERS
GRANT FOR THE REPLACEMENT OF ALL SELF-CONTAINED
BREATHING APPARATUS**

Attached is a memo from the Fire Chief regarding the Assistance to Firefighters Grant. If approved, he would be applying for a \$200,000 grant with a 5% Town match equaling \$10,000.



Lakeville Fire Department

346 Bedford Street

Lakeville, Massachusetts 02347

TEL 508-947-4121

FAX 508-946-3436

MICHAEL O'BRIEN
FIRE CHIEF
mobrien@lakevillema.org

PAMELA GARANT
DEPUTY CHIEF
pgarant@lakevillema.org

To: Ari Sky, Town Administrator

From: Michael O'Brien 

RE: Authorization to apply for grant

Date: November 15, 2021

This document has been written to request the opportunity to address the Select Board to request authorization to apply for an "Assistance to Firefighters Grant".

The Assistance to Firefighters Grants (AFG) program is a National Fire Administration program designed to enhance the health and safety of public and firefighting personnel and to provide support for emergency responders.

The program has been in existence for nearly 20 years and would be the Department's fourth AFG application. In 2020, the Fire Department received an award of \$14,800 to update our inventory of hose lines and adapters.

The proposed grant would request funds to replace the Department's aging breathing apparatus and air cylinder inventory. The approximate cost of the project would be \$200,000, with a 5% Town match or \$10,000. The Town required match would be paid through established appropriations and / or free cash.

The bulk of our SCBA inventory has been in use for 13 years. SCBA are considered obsolete after 10 years and non-serviceable after 15 years.

**AGENDA ITEM #9
NOVEMBER 29, 2021**

**DISCUSS DRAFT TASK ORDERS FOR THE DPW
ADMINISTRATION AND TOWN HALL/FIRE STATION PROJECTS
AND POSSIBLE VOTE TO ESTABLISH A BUILDING COMMITTEE
FOR THE TOWN HALL/FIRE STATION PROJECT**

Attached is a memo from the Town Administrator and draft scopes of work for the DPW and Town Hall Projects for your review.



TOWN OF LAKEVILLE

Town Administrator's Office

346 Bedford Street
Lakeville, MA 02347
(508) 946-8803

November 17, 2021

TO: Board of Selectmen

FROM: Ari J. Sky, Town Administrator

SUBJECT: Draft Scopes of Work – DPW & Town Hall Projects

As you know, the Town has engaged the services of several firms to function as Owner's Project Managers (OPMs) on major capital projects. The OPMs will facilitate the development of initiatives, coordinate the design phase and oversee construction activities.

Attached are draft task orders for the DPW Administration building and the Town Hall/Fire Station projects, which will be undertaken by Pomroy Associates and CBI, respectively. The Town's capital program contains funding for the DPW project and the Town Hall/Fire Station feasibility study. While the Board's formal approval is not required to proceed, I felt it important to ensure that the Board is aware of the status of these projects and is provided an opportunity to weigh in regarding the scope of work.

Given the potential scale of the Town Hall/Fire Station project, I believe it would be advisable to form a building committee to oversee the project's development. Building committees for projects of this type typically consist of a mix of senior staff and elected officials and occasionally a member of the public.

Discussion of the scopes of work and the building committee will be on the agenda for November 29th. In the meantime, please let me know if you have any questions. Thank you for your consideration.

Attachments



November 16, 2021

Ari Sky
Town Administrator
Town of Lakeville
346 Bedford Road
Lakeville, Massachusetts 02347
Telephone: 508 946 8803
Email: asky@lakevillema.org

RE: Proposal No. P211560.1

346 Bedford Street, Lakeville, Massachusetts 02347 – Town Hall and Fire Station (the “Project”)

Dear Mr. Sky:

CBI Consulting, LLC, a SOCOTEC Company (“CBI”) thanks you for the opportunity to provide Town of Lakeville (the “Client” or the “Owner”) with this proposal for Town Hall/Fire Station feasibility study consulting services for the Project. The Terms and Conditions of this agreement are governed by CBI’s existing On-Call Agreement dated September 17, 2021, CBI Job No. CB211560, and Proposal No. P211560.

PROJECT UNDERSTANDING

Based on the preliminary information provided by the Client, CBI understands that the existing building is a 100-year-old, two-story combined Town Hall and Fire Station building that previously underwent a feasibility study in 2007 by others. The Client’s needs have changed and the Police Department has since been relocated to the Ted Williams Camp located on Precinct Street. The Town has also indicated the potential to purchase an adjacent parcel of land, allowing further room for expansion at the current location. CBI understands the Project is to provide a Town Hall/Fire Station feasibility study to present options for the renovation, expansion or new construction to serve the needs of Town Hall and the Fire Station to suit the Client’s current needs.

CBI’s scope of services and fees include the following subconsultants: BLW Engineers, Inc. (the Mechanical, Electrical, and Plumbing (“MEP”) Engineer), Williams & Sparages Engineering, Inc. (the “Civil Engineer”), PM & C (the “Cost Estimating Consultant”) and C3 (the “Code Consultant”).

CBI will coordinate its services with the Client to minimize disruption to the buildings’ occupants and operations.

PROJECT SCHEDULE

CBI has based this proposal’s scope of work and level of effort on the schedules and durations established by CBI when not provided by the Client, as follows:

PHASE	DURATION	START DATE	END DATE
Town Hall/Fire Station Feasibility Study	4 Months	November 2021	March 2022

CBI’s level of effort set forth in this proposal assumes that the work will run continuously and be completed within the timeframes identified in the foregoing schedule. To the extent the Project incurs delays or scope changes, CBI will require an adjustment to the fee and/or schedule.

CBI CONSULTING, LLC – A SOCOTEC COMPANY

250 Dorchester Avenue, Boston, MA 02127
Tel.: +1 617 268 8977 – Fax: +1 617 464 2971
www.socotec.us



SCOPE OF SERVICES & FEES

A. EXISTING BUILDING:

1. Town Hall/Fire Station Feasibility Study:

a. **Initial Assessment & Evaluation:**

- i. Review the prior study completed by Kaestle Boos Associates.
- ii. Attend one (1) Kick-Off meeting with the Town Hall/Fire Station Building Committee and Town personnel to review the current space programs and challenges; this meeting will also include a review of the programmatic functions and adjacencies.
- iii. Perform a visual walkthrough to verify the information contained in the study and confirm general measurements of the existing building. This walk-through will be performed over a period of two (2) consecutive days.
- iv. This includes a visual review by the MEP Engineer.

b. **Preliminary Study Phase:**

- i. Prepare narratives of the existing and proposed MEP and fire protection systems and the site and how they must be modified to be incorporated into the preferred preliminary design.
- ii. Prepare a program narrative and space needs matrix (list of square footages).
- iii. Develop three (3) preliminary design options for:
 1. New Fire Station and retrofit existing building for Town Hall
 2. New Town Hall and retrofit existing building for the Fire Station
 3. Utilize current building/land with possible addition for both functions
- iv. Attend one (1) virtual meeting with the Town Hall/Fire Station Building Committee and Town personnel to review the three (3) preliminary options including concept level cost estimates by the Cost Estimating Consultant.
- v. Develop the preferred preliminary option.
- vi. Attend one (1) meeting with the Town Hall/Fire Station Building Committee and Town personnel to review the preferred option.

c. **Final Submission Phase:**

- i. Based on the feedback from the Town Hall/Fire Station Building Committee and Town personnel, CBI will make updates to the proposed plans and update the cost estimate.
- ii. Attend one (1) meeting with Town Hall/Fire Station Building Committee and Town personnel to present final feasibility study submission. The final submission will include a recommendation to proceed with the preferred option and budget numbers that may be used by the Town to secure funding for the next phase of the project which will be the design and bidding phases.

PHASE	Item	LUMP SUM
Town Hall/Fire Station Feasibility Study, includes:	A-1	\$69,500
<i>Initial Assessment & Evaluation</i>	<i>A-1.a</i>	<i>\$31,500</i>
<i>Preliminary Study Phase</i>	<i>A-1.b</i>	<i>\$36,000</i>
<i>Final Submission Phase</i>	<i>A-1.c</i>	<i>\$2,000</i>

NOTES

1. CBI's fees include \$12,800 for the MEP Engineer, \$3,000 for the Code Consultant, \$3,900 for the Civil Engineer, and \$3,000 for the Cost Estimating Consultant.
2. The following items are excluded from the scope of work and fees herein:
 - a) Schematic Design & Design Development.
 - b) Construction Documents and Specifications.
 - c) Bidding and Contract Administration.
 - d) Landscape Architecture.
 - e) Hazardous materials sampling, testing, abatement, specification and mitigation.
 - f) LEED Documentation & Energy Modeling.
 - g) Land Surveying.
 - h) Geotechnical Engineering.
 - i) Borings, or test pits.
 - j) Test pits or percolation tests for septic design.
 - k) Destructive Testing (Test Cuts, Masonry Test Cuts, Concrete Cores, Test Pits, Excavation, etc.).
 - l) Fixtures.
 - m) Furniture and Equipment.
 - n) Meetings unless noted in scope.



3. Testing, mitigation, filings, notifications, removal, or specifications related to contaminated soils are not included in this proposal. If contaminated soils are discovered, a separate proposal will be presented as additional services.
4. All lump sums are inclusive of reimbursable expenses.
5. Lump sums do not include an allowance for meetings or supervision except where specifically noted in the scope of services.
6. Unless modified in the scope above, provisions of the basic contract apply herein.
7. Payment Terms: Refer to the Agreement.
8. Reimbursable Expenses: Refer to the Agreement. The fee includes miscellaneous and out of pocket expenses for mail, travel, and in-house printing.

We look forward to discussing our proposal with you. Should you have any questions or if you would like further information on our services, please contact Wayne Lawson at 617.823.2553 or wayne.lawson@socotec.us.

Please indicate your acceptance of this proposal, which shall serve as our agreement, by executing and returning a signed copy to CBI's office or, in the alternative, by providing CBI with written confirmation (email) of your acceptance of this agreement.

Thank you,

Jeffrey Somerlot
President

CONSULTANT: CBI Consulting, LLC

CLIENT: Town of Lakeville

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: _____
Title: _____
Date: _____

Date: November 17, 2021
Project: DPW Office Addition, Lakeville MA
Service: Owner's Project Management Services ("OPM")

Project Sequence Description and OPM Scope of Services

Pre-Design / Programming: *(approx. 2 weeks)*

Project Research - Working in conjunction with key department personnel

1. Data Collection
 - a. Formulate space parameters and sizes for comparative analysis
 - b. Review any existing drawings & plans.
 - c. Prepare electronic baseline drawings for area to be impacted by proposed renovations / new construction.
 - d. Obtain all available information on existing utilities and infrastructure.
 - e. Scope of renovations will only pertain to work associated with DPW office and its associated program needs.

Program Space Needs and Site Needs

1. Inquire as to present and future space needs for the Department of Public Works:
 - a. Indicate desired adjacencies of functions
 - b. Personnel growth potential and equipment anticipated
 - c. Internal security needs and access control requirements
2. Inquire as to present and future site requirements for the department
 - a. Parking – staff vehicles
 - b. Security
 - c. Town & Public Access

Establish Space Parameters for Identified Needs

1. Give square foot dimensions to identified areas of the office area.
 - a. Indicate hierarchy of spaces
 - b. Indicate furniture/equipment requirements of spaces

Owner Review and Critique

1. Review space needs plan
2. Present conceptual budget estimate based upon Space Needs Assessment
3. Owner's approval to proceed to Schematic Design Phase

Schematic Design: *(approx. 4 weeks)*

Schematic Design Phase

1. Translate space needs into floor plans.
2. Schematic site plan.
3. Coordinate hazardous materials testing (Owner's vendor) to determine if any existing building materials contain hazardous materials.
4. Engineering trades to incorporate anticipated scope of work (Narrative) for electrical, mechanical, plumbing, fire suppression, and integrated technology.
5. Owner to identify preferred schematic design for further development.

Owner's Review and Critique

1. Review schematic floor plans and preferred floor plan for conformance with functional DPW requirements
2. Review documentation of professional cost estimate and project budget.
3. Owner's selection of scheme and approval to proceed to bid documents with preferred scheme.

Professional Cost Estimate: (approx. 1.5 weeks)

Professional Cost Estimate

1. Prepare anticipated costs for professional fees, testing and inspections, furniture and equipment, etc. (Projected soft costs).
2. Provide professional cost estimate of Owner's preferred scheme (projected hard costs).
3. Prepare Total Project Budget suitable for Owner's turnkey completion of the project as described.
4. Review Owner's approval process and funding sources to determine scheduled timeline for project completion

Owner's Review and Critique

1. Review documentation of professional cost estimate and project budget.
2. Owner's approval to proceed to Bid drawings and specifications based upon final deliverables.

Final Report and Recommendations: (approx. 2 weeks)

Final Report and Presentation

A Final Report of all work will be compiled and presented to the Owner. Final Report will include:

1. Executive Summary
2. Space Needs Assessment
3. Site Needs Assessment
4. Schematic Design Documents (site plan, floor plan, exterior elevations)
5. Professional Cost Estimate
6. Project Schedule / Timeline

The total number of meetings with the Owner or other Town bodies is not limited by our Agreement. Pomroy Associates, LLC will attend, as far as able and as necessary, all meetings of the Owner and other city bodies to fully explain our deliverables and to promote this project towards approvals and construction.

Time of Performance:

The Consultant shall carry out the project as specified as outlined above beginning on the date of the Owner's written Notice to Proceed, and shall complete all items as listed above according to the schedule of the Owner.

It is anticipated that the entire project will take approximately three (3) months to complete the final report and presentation as set forth herein. However, the Consultant and Owner acknowledge and understand that time is of the essence in regards to a placeholder number for January 2022 and Final by March 2022.

Owner' Project Manager's Fee

1. **Fee** - The Fee for the OPM Services as described herein and attached shall be on a Not to Exceed Basis. Pomroy Associates will keep track of and bill for hours worked on the project. The proposed fee is as follows:

Pomroy Associates – Schematic Design Plans & MGMT	\$10,980.00
Garcia Galuska DeSousa (MEP Engineer)	\$2,200.00
ZCE (Civil Engineer)	\$2,750.00
Haz Mat – If required for adjacent building (Third Party TBD)	\$4,000.00
Professional Cost Estimate (Third Party TBD)	\$5,000.00

Total Fee (Not to Exceed) \$24,930.00*

*Billing will be submitted on a Monthly basis.

2. **Key Personnel** – The key personnel to be assigned to this project at this time are;
 - o Senior Project Manager - Taylor D. MacDonald
 - o Project Manager - Virgil Pacheco
3. **Hourly Rates:** the following rates shall apply for the project duration; these prices include travel time;
 - o Project Director \$150.00/Hour
 - o Senior Project Manager = \$135.00/Hour
 - o Project Manager = \$125.00/Hour

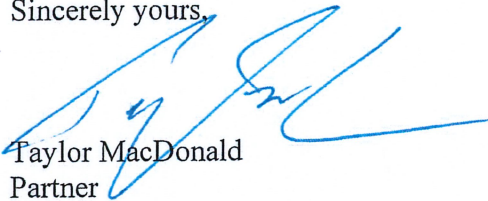
- Asst. Project Manager = \$90.00/Hour
- Project Clerk of the Works = \$85.00/Hour
- Project Administrator = \$75.00/Hour

4. Reimbursable Expenses – The Fee identified above includes normal expenses as they relate to traditional OPM Services for travel to and from meetings, copying, local telephone, internet, etc. Reimbursable Expenses are only as authorized by Owner and are considered as follows;

- Any special Sub-Consultant expense (1.10 x actual cost)
- Postage other than first class mailings (1.10 x actual cost)
- Reprographic work beyond traditional copying (1.10 x actual cost)
- Municipal Filing Fees

We sincerely appreciate the opportunity to provide you and the Town of Lakeville with this proposal, and if you should have any questions, please contact me at your earliest convenience.

Sincerely yours,



Taylor MacDonald
Partner

AGENDA ITEM # 10
NOVEMBER 29, 2021

DISCUSS AND POSSIBLE VOTE TO APPROVE ADDITIONAL FUNDING FOR PEACH BARN ROOF PROJECT TO INCLUDE ADD ALTERNATE BID

The Peach Barn Roof project includes \$33,787 total, which is sufficient to fund the base bid of \$32,000. However, the RFP included an add alternate which would reinforce the structure by installing 3/8" plywood over the entire deck prior to roofing. Funding the alternate would require an additional \$6,213, which is available in the gift fund referenced in the attached.

Tracie Craig-McGee

From: Nathan Darling, Building Commissioner & Zoning Enforcement Officer
Sent: Wednesday, November 17, 2021 7:15 PM
To: Tracie Craig-McGee
Cc: Ari Sky
Subject: RE: Peach Barn Roof & Haunted House Demo

Hello Tracie,

I have checked references for both JJS Universal Construction Company (Peach Barn Roof) and Cape Cod Builders, Inc. (Haunted House Demo). All references indicated they were satisfied to very satisfied with the work product and I feel comfortable to recommend awarding contracts for the above referenced projects to the associated low bidders pending funding verification.

- **Cape Cod Builders, Inc. – Award bid alternate for \$43,595 (Haunted House Demo)**
 - \$50,000 (Capital) - \$1,950 (Asbestos Survey) = \$48,050 available
- **JJS Universal Construction Company – Award base bid for \$32,000* (Peach Barn Roof)**
 - \$15,000 (Capital) + \$18,787 (Betty's Neck Account per 10/28/19 BOS vote) = \$33,787 available

*Awarding the bid alternate (\$40,000) would provide greater durability/longevity of the roof and is preferable if additional funding can be made available.

Respectfully,
Nate

Nathan Darling
Building Commissioner
346 Bedford Street
Lakeville, MA 02347
Phone: 508-946-8804
Fax: 508-946-8812



From: Tracie Craig-McGee
Sent: Wednesday, November 17, 2021 4:37 PM
To: Nathan Darling, Building Commissioner & Zoning Enforcement Officer <ndarling@lakevillema.org>
Subject: Peach Barn Roof

Hi Nate,

I received a call from the apparent low bidder regarding the status of the bid. I told him you were checking references.

Tracie Craig-McGee
Executive Assistant - Board of

Tracie Craig-McGee

From: Todd Hassett, Lakeville Town Accountant
Sent: Monday, November 22, 2021 11:30 AM
To: Ari Sky
Subject: Supplemental Funding for Peach Barn Roof

Hi Ari,

As a follow up to our conversation, we have an appropriation for \$15,000 along with \$18,887.07 Bettys Neck Gift Fund earmarked by the Select Board for the Peach Barn Roof project.

In addition, confirming that the Board has a general Gift Fund, not earmarked for any specific purpose, with an available balance of \$18,736.96. A portion of this fund could be voted (by the Board) to cover the "Add Alternate" costs related to this project.

Let me know if you need anything further.

Regards,
Todd

P.S. headed to another appointment shortly, so please call/email if you need anything

**AGENDA ITEM #11
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FROM POLICE
CHIEF TO OFFER EMPLOYMENT AS A POLICE
OFFICER/CONSTABLE WITH A SALARY LEVEL AT STEP 3 TO
ZACHERY MOSHER**

Attached is a memo from the Police Chief and a letter from the Police Union regarding the Chief's request to be able to offer the vacant Police Officer/Constable position to Zachery Mosher at Step 3 - \$26.41 per hour.

The Chief is not looking for an actual appointment at this meeting; just the ability to offer the position to Mr. Mosher at Step 3 instead of Step 1.



LAKEVILLE POLICE DEPARTMENT


323 Bedford St.
Lakeville, MA 02347



Matthew J. Perkins
Chief of Police

Phone: 508-947-4422
Fax: 508-946-4422

Memo

To: Wage and Personnel Board 

From: Matthew J. Perkins
Chief of Police

Date: November 8, 2021

Subject: Employee Personnel Handbook Section 4(e) Consideration

RECEIVED
NOV - 9 2021
SELECTMEN'S OFFICE

Many police departments in Massachusetts are facing problems with recruitment and retention. The Lakeville Police Department is not immune, we have taken steps to address the issue over the past few years. Currently, my ability to hire the most qualified and experienced police officer is hindered by the Lakeville Police CBA, which states "An officer in his first year of service shall be paid at the step 1 rate." Discrepancy exists between the Lakeville Police CBA and the Town's Employee Personnel Handbook, which allows Department Heads to request consideration from the Wage and Personnel Board to authorize entrance at a higher rate. The Lakeville Police Association has voted and agrees to waive CBA language, which allows me to bring it before you for consideration.

The candidate, Zachery Mosher, was selected to fill the open position of Police Officer. He has been a police officer for the Town of Berkley for 6 years. Mr. Mosher, regrettably and respectfully turned down the offer, as it would create a tremendous financial hardship for him and his family. His current hourly pay is \$30.27 with a health insurance contribution of 40%. Our offer at step 1, was \$24.45 and a 50% health insurance contribution. I respectfully request, with the approval of the Lakeville Police Association, your permission to offer Mr. Mosher step 3, \$26.41 per hour. Mr. Mosher would still take a pay cut to transfer to the Lakeville Police Department. This offer is available in the Lakeville Police FY22 budget.

Hiring a Police Officer with Mr. Mosher's level of experience would be a great addition to the LPD. Please consider authorizing him to start at step 3. If you have any questions or comments, please do not hesitate to reach out to me.

Thank you.

cc: Human Resources Director



LAKEVILLE POLICE ASSOCIATION

P.O. BOX 1203
Lakeville, MA 02347



Ryan M. Maltais
President

Phone: 508-989-1312
Fax: 508-946-4422

November 8, 2021

Matthew J. Perkins
Chief of Police
323 Bedford Street
Lakeville, MA 02347

RECEIVED
NOV - 9 2021
SELECTMEN'S OFFICE

Dear Chief Perkins,

On Monday, November 8, 2021, a meeting of the Lakeville Police Association (NEPBA Local 185) occurred regarding an amendment to Article V "Wages," specifically the sentence reading, *"An officer in his first year of service shall be paid at the step 1 rate. On the anniversary date of his appointment, the officer shall proceed to the next step increment, based on years of service."*

As a result of our meeting discussion, there was a majority vote to allow the above-quoted sentence modified for candidate Zachary Mosher in the interests of staffing and the operational needs of the Lakeville Police Department. The Lakeville Police Association agrees and understands that the submission of this letter will prohibit any grievance on the specific matter from the association or any members thereof.

Respectfully,

Ryan M. Maltais
President
NEPBA Local 185

**AGENDA ITEM #12
NOVEMBER 29, 2021**

DISCUSS AND POSSIBLE VOTE ON REQUEST FROM TOWN CLERK TO AUTHORIZE KIMBERLY DEGRAZIA'S EMPLOYMENT AS ASSISTANT TOWN CLERK AT A SALARY LEVEL OF GRADE C, STEP 4

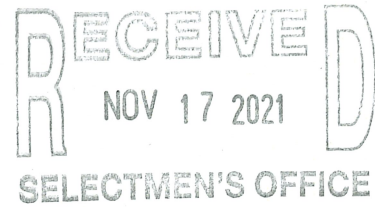
The Town Clerk has appointed Kimberly DeGrazia as the new Assistant Town Clerk. She is requesting the approval of the Board of Selectmen to start her employment at Grade C, 4th Step.



TOWN OF LAKEVILLE

OFFICE OF THE TOWN CLERK

346 Bedford Street
Lakeville, Massachusetts 02347
508-946-8814
ldrane@lakevillema.org



FROM THE OFFICE OF
LILLIAN M. DRANE
MMC/CMMC

TO: Board of Selectmen

FROM: Lillian M. Drane, Town Clerk/Chief Elections Officer/Board of Registrar

DATE: November 17, 2021

RE: Kimberly DeGrazia, Assistant Town Clerk

Under MGL c41, §19, I'm please to inform you, that I have appointed Kimberly DeGrazia to fill the position of Assistant Town Clerk. Her starting date is subject to starting later; approximately after December 20, 2021.

This is an Exempt, Union position, Grade C, and respectfully looking for the approval of 4th step with an annual salary of \$57,503.00.

Kim has worked for the Town of Lakeville since 2015, in the following departments: Human Resources, Administrative Assistant, Assistant Treasurer/Collector and Tax Collector Clerk. She brings a wealth of knowledge, along with organizational skills and strong customer service skills. She possesses the strengths and qualifications needed for this position.

During her tenure with the Town of Lakeville, she has built strong working relationships with her coworkers as well with the public.

Please note, she will still be processing the payroll until a new hire and will be available for the new HR Director, in which he is due to start on November 29th.

Thank you for your consideration. Please do not hesitate to let me know if you have any questions or would like to discuss this appointment.

**AGENDA ITEM #13
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FROM DPW
DIRECTOR TO HIRE HAYDEN TAYLOR AS EMERGENCY SNOW
PLOW DRIVER AT LEVEL 6 – STEP 5 WITH \$5.00 PER HOUR CDL
LICENSE STIPEND**

The DPW Director has requested to be allowed to hire Hayden Taylor as Emergency Highway Operator at Level 6 – Step 5 at \$24.45 per hour, plus the \$5.00 per hour stipend for having a CDL License. The stipend was approved at the Selectmen's Meeting on October 13, 2021.



Town of Lakeville
Town Office Building
346 Bedford Street
Lakeville, MA 02347

RECEIVED
NOV 22 2021
SELECTMEN'S OFFICE

TO: Board of Selectmen
Ari Sky, Town Administrator

FROM: Franklin Moniz, DPW Director

DATE: November 15, 2021

SUBJECT: Approval of Non-Exempt Step for Returning Employee

The Town has historically had difficulty in hiring Emergency Highway Operators to drive Town-owned trucks for snow removal. The current pay scale (See Level 6 below) has a range of \$20.99 per hour to \$24.45 per hour. Most snow plow operators would prefer to use their own truck and become hired as a contractor because they will be paid more.

FY22
CLASSIFICATION AND COMPENSATION PLAN
FOR NON EXEMPT AND NON-BENEFIT ELIGIBLE NON-UNION EMPLOYEES

EFFECTIVE July 1, 2021-June 30, 2022

NON EXEMPT STEPS	LEVELS						
	6	7	8	9	10	11	12
1ST	\$20.99	\$19.58	\$17.37	\$15.59	\$14.36	\$13.15	\$12.07
2ND	\$21.59	\$20.17	\$17.93	\$16.18	\$15.02	\$13.80	\$12.69
3RD	\$22.24	\$20.77	\$18.49	\$16.68	\$15.59	\$14.18	\$13.08
4TH	\$22.90	\$21.39	\$19.03	\$17.18	\$16.18	\$14.58	\$13.47
5TH	\$24.45	\$22.86	\$20.33	\$18.35	\$17.30	\$15.58	\$14.36
LEVELS	CLASSIFICATIONS						
6	Veterans' Agent, Seasonal Repair & Maintenance Laborer - Highway Department, Emergency Highway Operator						

Hayden Taylor worked as a Heavy Equipment Motor Operator/Laborer (HMEO) from August 2020 – April 2021 and resigned for higher wages. He is a skilled driver and is willing to drive the sander truck if he could be hired at the 5th step plus a \$5 stipend for holding his CDL license (\$29.45/hour). You will recall that at your meeting on October 13, 2021, you voted in favor of instituting a \$5.00 per hour stipend for CDL-Licensed Emergency Snow Plow Drivers.

The addition of having Hayden available to work during a storm would be a great help to the DPW during the winter season. We are still recruiting an HMEO, but unfortunately it is unlikely that we have someone in that before the first storm.

I ask your consideration to allow Hayden Taylor to be hired at the 5th step (subject to a standard CORI/drug screen).

Thank you in advance for your assistance.

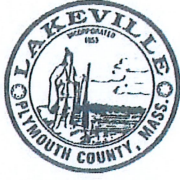
**AGENDA ITEM #14
NOVEMBER 29, 2021**

DISCUSS AND POSSIBLE VOTE ON REQUEST FROM DIRECTOR OF INSPECTIONAL SERVICES AND PERMITTING TO APPOINT JENNIFER POMBO AS TEMPORARY EMERGENCY ASSISTANT PUBLIC HEALTH NURSE AND RESCIND MEGAN MORAIS' APPOINTMENT AS TEMPORARY EMERGENCY ASSISTANT PUBLIC HEALTH NURSE

Attached is a memo from the Director of Inspectional Services and Permitting asking that Jennifer Pombo be appointed as Temporary Emergency Assistant Public Health Nurse as the current appointee, Megan Morais, is no longer able to perform the duties.

If appointed, Ms. Pombo's appointment expiration date would be July 31, 2022.

As Megan Morais' appointment term is valid until July 31, 2022, does the Board want to vote to rescind her appointment?



OFFICE OF
BUILDING COMMISSIONER

Town of Lakeville
346 Bedford Street
Lakeville, Massachusetts 02347
508-946-8804

RECEIVED
NOV 18 2021
SELECTMEN'S OFFICE

TO: Board of Selectmen

FROM: Nathan P. Darling, Director of Inspectional Services and Permitting ND

RE: Appointment of Temporary Emergency Assistant Public Health Nurse

DATE: November 18, 2021

I would like to respectfully ask the Board of Selectmen to appoint Jennifer Pombo as Temporary Emergency Assistant Public Health Nurse for the Town of Lakeville, contingent upon successfully satisfying the Town's pre-hiring requirements.

You will recall that Megan Morais was appointed Temporary Emergency Public Health Nurse on December 2, 2020. Ms. Morais assisted our Public Health Nurse with the influx of COVID-19 cases and all the associated contact tracing and data input, but she is no longer able to handle this for us.

Appointing Ms. Pombo in this role will provide much needed assistance and ensure we continue to provide an appropriate level of service to the Town of Lakeville. Ms. Pombo will be compensated at a rate of \$32.00 per hour which is consistent with other per diem inspectors/agents within this department.

Thank you for your consideration.

cc: Board of Health
Human Resources

Attachment: 1 (Resume of Jennifer Pombo)

Jennifer Pombo

Lpn

73 Fawn Road
Somerset MA
774-208-6103

I am interested in the per diem hours to assist the Lakeville Town Nurse. I have been employed at the same facility for 26 years. I have done many different jobs. My current position as infection control nurse has giving me the training to perform different tasks which I find intriguing. I also feel the training that I have will help me in this current position. I enjoy taking on different tasks. I am eager to learn and look forward to learning more.

Please consider me for this position. I look forward to meeting you.

73 Fawn Road
Somerset, MA 02726
(774) 208-6103

Jennifer Pombo

OBJECTIVE

Dedicated and compassionate Licensed Practical Nurse seeking to utilize my education, experience, and passion to grow both personally and professionally.

EXPERIENCE

Clifton Rehabilitative Nursing Center, Somerset MA –

Infection Control – Staff Development Nurse

2020 – Present

- Track all residents and staff infections
- Track all residents and staff vaccines
- Administer vaccines
- Covid-19 testing per DPH
- Provide monthly line listing of tracked infections
- Communication with proper authorities of positive Covid test results and assisting with contact tracing
- Follow guidelines for resident isolation quarantine
- Educate all staff on up to date policies and procedures
- Provide orientation to all new hired staff
- Maintain staff competencies including inservice education on new policies/procedures

Nurse Manager

2017 – 2021

- Oversee unit staff
- Care plan and family weekly meetings
- Assist with discharge planning/teaching and patient discharges
- Active in Medicare weekly meeting
- Communicate with family for updates/care/concerns
- Actively communicate with medical doctors and team members daily

Charge Nurse

1996 – 2017

- Assessments/on-going monitory of rehabilitation/post acute patients and documentation of findings

- Medication administration (including via peripheral lines and G/J tubes)
- Maintaining an awareness of patient comfort and safety, effective non pharmacological redirection/reorientation of confused/disoriented patients
- Wound care
- Initiation and maintenance of foley catheters
- Maintenance of colostomies/ileostomies, G/J tubes, wound vacs
- IV insertion, as well as maintaining IV/PICC access
- Supervising/assisting certified nursing assistance with ADL's and general Care, including patient safety
- Patient and family teaching
- Receiving and transcribing telephone orders

Fall River Nursing Home

Licensed Practical Nurse, Charge

1995 - 1996

- Adhere to correct procedures, policies, and health/safety guidelines
- Oversee unit staff
- Medication administration
- Maintaining an awareness of patient comfort and safety, effective non pharmacological redirection/reorientation of confused/disoriented patients.
- Perform daily skin treatments

EDUCATION

Diman Regional School of Practical Nursing

Licensed Practical Nurse, 1995

SKILLS

Intravenous Certification

CPR

Infection Preventionalist

**AGENDA ITEM #15
NOVEMBER 29, 2021**

**DISCUSS EXTENDING CLOSING TIMES
FOR RESTAURANTS WITH LIQUOR LICENSES
ON NEW YEARS EVE**

The Board, acting as the Local Licensing Authority, is allowed to extend the “last call” hours on New Year’s Eve for restaurants with liquor licenses until 1:30 AM with all patrons out at 2:00 AM.

The Board did not do this last year due to Covid, but has done this in past years; does the Board want to allow this again this year?

**AGENDA ITEM #16
NOVEMBER 29, 2021**

**DISCUSS EXTENDING CLOSING TIMES
FOR PACKAGE STORE LIQUOR LICENSES
CHRISTMAS EVE AND NEW YEARS EVE**

The ABCC allows the Local Licensing Authority to extend the Christmas Eve and New Year's Eve package store closing hours until 11:30 PM.

Last year, the Board did not consider this due to Covid. However, in the past, the Board has kept with the standard 11:00 PM closing times.

Does the Board wish to continue with the 11:00 PM closing hours for Christmas Eve and New Year's Eve?

**AGENDA ITEM #17
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE TO WAIVE 2022 LIQUOR
LICENSE RENEWAL FEE FOR 58 EAST GROVE, INC., DBA
BOSTON TAVERN – 28 PRECINCT STREET**

Chair Fabian asked to place this on the agenda for discussion.

The Board received notice this month from the ABCC of the approval of the liquor license for 58 East Grove Inc., dba Boston Tavern. The license had been submitted in June for approval, but approval was not received until November.

Boston Tavern has picked up their license and paid the license fee of \$1,500. According to the ABCC, since their license was issued in November, they needed to apply for renewal, which they did. The renewal fee would be an additional \$1,500 fee to the Town.

**AGENDA ITEM #18
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FROM STUART
AND RITA BURNHAM TO CONNECT TO TAUNTON WATER FOR
95 PRECINCT STREET**

The Board has received a request from Stuart and Rita Burnham to connect 95 Precinct Street to Taunton Water.

RECEIVED
NOV 19 2021
SELECTMEN'S OFFICE

CITY OF TAUNTON

15 Summer Street * Taunton, MA. 02780 * Phone: 508.821.1045 * Fax: 508.821.1059

WATER CONNECTION APPLICATION

Application Date: 11-4-21
Owners Name: STUART + RITA BURNHAM
Mail Address: 95 PRECINCT ST.
City/Town: LAKEVILLE Zip Code: 02347
Telephone No.: 508-923-9438 Cell No.: 508-509-8060
Water connection request is for property located at: 95 PRECINCT ST.
Address: _____ Town: LAKEVILLE
Applicants name & address (if different from owner): _____

Assessor's Map: 18 Lot: 2 Plot: 6
Received Taunton Water Department Specifications? YES NO
Street opening permit? YES NO State Road? YES NO NA

Intended use of water: _____
Residential
Maximum gallons per day: 330 Peak demand: _____ Size of service: 1"
Commercial
Maximum gallons per day: _____ Peak demand: _____ Size of service: _____
Fire Service
Size: _____ Type of system: _____ Backflow device: _____
Irrigation system
Estimated gpm/zone: _____ No. of zones: _____ Backflow device: _____

The undersigned owner/applicant acknowledges and agrees to the following if the application is approved.
If usage is in excess of that approved, the City reserves the right to terminate the water connection.

Stuart Burnham Owners signature
STUART BURNHAM Owners Name (Print)

City of Taunton Approval

Lakeville Board of Selectmen (if applicable)

9/15/2006

Contractor
Bryan Hill
P.M. MARK ROGERS
508-858-8915

**AGENDA ITEM #19
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE TO RENEW AUTOMOBILE
STORAGE PERMIT FOR AFFORDABLE TOWING & AUTO
REPAIR, INC. – 1 FERN AVENUE**

The Board has received a request from Affordable Towing & Auto Repair, Inc. to renew their automobile storage permit for the property located at 1 Fern Avenue.

Conditions on the present license are: No more than 16 vehicles, registered or unregistered, including the owner's and employees' vehicles are allowed on the site at any one time.

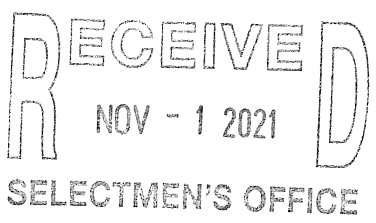
A drive by the site revealed one unregistered vehicle and three registered vehicles parked along the fence, but no access was gained to the fenced in rear area.

If the license is renewed, the expiration date would be June 7, 2022.

Date: 10/25, 2021

Affordable Towing and Auto Repair
(Name of Individual or Firm)

1 Fern Ave Lakeville, MA 02346
(Business Address)



(Mailing Address, if different from above)

508 923 1011
Business Telephone Number

Enclosed is a check payable to the Town of Lakeville or Commonwealth of Massachusetts (if applicable) in the amount of \$25.00. It is my desire to renew the following license (s) held by me: (place X in appropriate box or boxes)

- () Class I \$200.00
- () Class II \$200.00
- () Coin-operated amusement device \$100.00 per machine
- () Public Entertainment on Sundays (Town fee) \$ 50.00
- () Public Entertainment on Sundays (State fee) \$ 50.00 for music & dancing
- () Dancing on Weekdays \$ 50.00
- () Livery (provide proof of insurance & registration) \$ 35.00 (per cab)
- (X) Other (please state type) Unregistered/ungaraged vehicles \$ 25.00

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Paul [Signature]
* Signature of Individual or Corporate Name (Mandatory)

By: Corporate Officer
Mandatory if applicable)

84-4278346
** Social Security # (Voluntary) or Federal Identification Number

* Your license will not be issued unless this certification clause is signed by the applicant.
** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or renovation. this request is made under the authority of Mass. General Laws Chapter 62C, Section 49A.

**AGENDA ITEM #20
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FROM
MIDDLEBOROUGH/LAKEVILLE HERRING FISHERY
COMMISSION TO APPOINT WARDENS AND VOLUNTEER
OBSERVERS**

Attached is a memo from the Middleborough/Lakeville Herring Fishery Commission to make the following appointments:

FISH WARDENS for a three-year term ending September 30, 2024:

Reappointment	New Appointment
Thomas Barron-Lakeville	Bruce Chase – Middleboro
Brad Day-Middleboro	

VOLUNTEER OBSERVERS for a one-year term ending September 30, 2022:

Reappointment	New Appointment
Allin Frawley - Middleboro	Ronald Burgess-Middleboro
Cynthia M. Gendron – Wareham	
Janet MacCausland – Raynham	
Brian Holman – Middleboro	

RECEIVED
NOV 10 2021
SELECTMEN'S OFFICE



Bank Building, 20 Centre Street, Middleborough, Massachusetts 02346

November 12, 2021

Board of Selectmen
Lakeville Town Hall
346 Bedford Street
Lakeville, MA 02347

Dear Members of the Board:

On November 9, 2021, the Middleborough-Lakeville Herring Fishery Commission voted unanimously to recommend the following appointments:

FISH WARDEN for a three-year term ending September 30, 2024:

(reappointment)
Thomas Barron
6 Sassamon Circle
Lakeville, MA 02347

(reappointment)
Brad Day
14 Forest Street
Middleborough, MA 02346

Bruce Chase
40 Thomas Street
Middleborough, MA 02346

On November 9, 2021, the Middleborough-Lakeville Herring Fishery Commission voted in favor 4-2 to recommend the following appointments:

VOLUNTEER OBSERVERS for a one-year term ending September 30, 2022:

(reappointment)

Allin Frawley
719 Plymouth St
Middleboro MA 02346

(reappointment)

Cynthia M. Gendron
5 Woodville Way
Wareham, MA 02571

(reappointment)

Janet MacCausland
26 Lakeview Drive
Raynham, MA 02767

(reappointment)

Brian Holman
7 Wilder St.
Middleborough, MA 02346

Ronald Burgess

51 Summer Street
Middleborough, MA 02346

These dedicated volunteers have shown a continuing commitment to the operation of the Commission and the protection of the herring migration and habitat. We feel they will continue to be an asset to the Commission. We request that you consider them for reappointment at your earliest opportunity.

Sincerely,
For the Commission

Emily Ryan
Secretary

**AGENDA ITEM #21
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FROM WILLIAM
ORPHANOS TO BE APPOINTED TO THE TOWN FOREST
COMMITTEE**

Attached is a letter of interest from William Orphanos to be appointed to the vacancy on the Town Forest Committee.

If appointed, the term would have an expiration date of July 31, 2024.

11-02-21

RECEIVED
NOV - 3 2021
SELECTMEN'S OFFICE

Dear B/C/C

I am a Lakeville resident of 35 years. Previously I was employed by Taylor Freecer of New England as a Service Tech based in Norwood MA. I am now employed by Service Partners based in Lakeville as a truck driver. I'm a warden for the Middleborough-Lakeville Herring fishery Commission. I've been on the ~~ca.~~ MLFC as an observer and now warden for 15-20 years. As a family we enjoy the outdoors, camping, kayaking, hiking. I am working around 50 hrs a week, work around the house/yard and not busy with the herring Commission at this time. I would like to be involved with the Forest Committee helping out. I was unaware of the forest as maybe many Lakeville residents may be



OFFICE OF
SELECTMEN
TELEPHONE 508-946-8803
FAX 508-946-0112

Town of Lakeville

Town Office Building

346 Bedford Street

Lakeville, Massachusetts 02347

RECEIVED
NOV - 3 2021
SELECTMEN'S OFFICE

Board/Commission/Committee (B/C/C) Application

Full Name: William Orphanos Date: 11-02-2021

Home Address: 12 Staples Shore Road

Mailing Address (if different from above): _____

Email Address: bill.orphanos@gmail.com

Home Phone: 508-947-0233 Cell Phone: 508-212-9738

Please indicate how you would prefer to be reached by circling: Email - Phone(h) - Phone(c)

B/C/C Applying To:

- Agricultural Commission
- Zoning Board of Appeals
- Cable TV Advisory
- Conservation
- Energy Advisory
- Historical Commission
- Lakeville Arts Council
- Open Space Committee
- Master Plan Implementation
- Rent Control Board
- Zoning By-law Review Advisory
- Project Review for 43D
- Town Forest Committee

In addition to this application, please provide a detailed cover letter discussing your experience and skills relevant to the B/C/C to which you are applying and a resume with your current and prior work/volunteer experience. Please make sure to include any other special abilities or attributes that may benefit the town.

Please be advised that applicants being considered for appointment to a B/C/C in the Town of Lakeville, MA may be subject to background investigation and financial disclosure.

I understand that participation in a board or committee is strictly voluntary and is not subject to compensation. I further understand that the Town of Lakeville does not discriminate its selection process for committee members based on race, color, religion, national origin, disability, gender, age, military status, sexual orientation, or genetic history.

Signing below indicates my understanding of the above disclosures and certifies that the information provided above by me is true and accurate to the best of my ability.

William Orphanos
Signature of Applicant

11-02-2021
Date

Please return the completed application to Tracie Craig-McGee, Executive Assistant to the Board of Selectmen at 346 Bedford Street, Lakeville, MA 02347 or email: tcraig-mcgee@lakevillema.org

**AGENDA ITEM #22
NOVEMBER 29, 2021**

**DISCUSS AND POSSIBLE VOTE ON REQUEST OPEN SPACE
COMMITTEE TO APPINT GARY FLAHERTY TO THE OPEN
SPACE COMMITTEE**

The Open Space Committee currently has a vacant position. Gary Flaherty submitted a letter of interest and resume (attached) to fill the position.

Also attached is an email from the Open Space Committee Chairman recommending Mr. Flaherty's appointment.

If appointed, the term would have an expiration date of July 31, 2022.

Tracie Craig-McGee

From: Gary Flaherty <gflaherty56@gmail.com>
Sent: Friday, September 3, 2021 10:19 AM
To: Tracie Craig-McGee
Subject: Open Space Committee
Attachments: Lakeville BCC Application.pdf; Lakeville BCC Application Letter.pdf

Morning, please see the attachments pertaining to the open position we discussed yesterday on the 'Open Space Committee'. Have a good weekend.

Regards

Gary Flaherty

603.261.9388

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.



Town of Lakeville

Town Office Building

346 Bedford Street

Lakeville, Massachusetts 02347

OFFICE OF
SELECTMEN
TELEPHONE 508-946-8803
FAX 508-946-0112

Board/Commission/Committee (B/C/C) Application

Full Name: GARY FLAHERTY Date: 09-03-21

Home Address: 31 COUNTRY CLUB LANE, LAKEVILLE, MA

Mailing Address (if different from above): N/A 02347

Email Address: g.flaherty56@gmail.com

Home Phone: _____ Cell Phone: 603-261-9388

Please indicate how you would prefer to be reached by circling: Email - Phone(h) - Phone(c)

B/C/C Applying To:

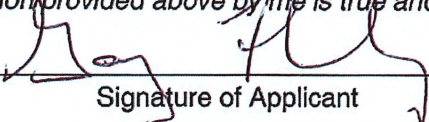
- Agricultural Commission
- Zoning Board of Appeals
- Cable TV Advisory
- Conservation
- Energy Advisory
- Historical Commission
- Lakeville Arts Council
- Open Space Committee
- Master Plan Implementation
- Rent Control Board
- Zoning By-law Review Advisory
- Project Review for 43D

In addition to this application, please provide a detailed cover letter discussing your experience and skills relevant to the B/C/C to which you are applying and a resume with your current and prior work/volunteer experience. Please make sure to include any other special abilities or attributes that may benefit the town.

Please be advised that applicants being considered for appointment to a B/C/C in the Town of Lakeville, MA may be subject to background investigation and financial disclosure.

I understand that participation in a board or committee is strictly voluntary and is not subject to compensation. I further understand that the Town of Lakeville does not discriminate its selection process for committee members based on race, color, religion, national origin, disability, gender, age, military status, sexual orientation, or genetic history.

Signing below indicates my understanding of the above disclosures and certifies that the information provided above by me is true and accurate to the best of my ability.


Signature of Applicant

09-03-21
Date

Please return the completed application to Tracie Craig-McGee, Executive Assistant to the Board of Selectmen at 346 Bedford Street, Lakeville, MA 02347 or email: tcraig-mcgee@lakevillema.org

Gary C. Flaherty

31 Country Club Lane, Lakeville, MA 02347 603.261.9388 gflaherty56@gmail.com

RE: Town of Lakeville, MA Board/Commission/Committee (B/C/C) Application

EXPERIENCE SUMMARY

Mr. Flaherty has over thirty years of experience in various segments of the environmental and land planning fields as follows:

- Currently employed full-time as the Conservation Officer for the Town of Dartmouth, MA as a full time employee. Duties include, but not limited to, logging and reviewing MassDEP NOI, RDA and ANRAD Filings; performing Town of Dartmouth 'Wetland Site Assessments (Form A-1); prepping & attending Conservation Commission meetings.
- Prior Employment with ROI/Tilton & Associates Inc. in North Attleborough, MA as a full-time employee. Duties include wetlands permitting, stormwater report writing team, writing MA 310 CMR PSNC, LSI and RAM status reports; USEPA ESA and TSA reports; marketing; witness environmental sampling; groundwater and soil sampling, AutoCAD drafting, attend planning board and conservation commission meetings.
- Operating a successful business from March 2000 to present, currently part time, performing land use consultation in NH, performing all technical, marketing, computer and office management; technical aspects as follows: Wetland restoration plans; USACOE jurisdictional wetland delineations; wetlands function and value index reports & permitting; developing soil maps; land planning for residential and commercial applications; Effluent disposal system design using AutoCAD and creating topography for them; attend planning board, zoning board of adjustment and conservation commission hearings.

ADDITIONAL EXPERIENCE

- Managed field lab, sampling programs and personnel for hazardous waste sites per SW-846 & ASTM protocol, writing standard operating procedures & lab reports at the Baird & McGuire Superfund Site in Holbrook, MA for OHM Corp;
- QA/QC via data validation on both organic and inorganic fractions per USEPA "Functional Guidelines", environmental sampling for ABB Environmental Services;
- Land surveying including deed research, party chief and computations for Kimball Chase Inc.;
- USEPA Storm Water Protection (SWPPP) phase I & II plans and inspections;
- Facilitate adult education workshops in soil/ wetland science, erosion and septic system design;

PROFESSIONAL CERTIFICATIONS and LICENSES

- PWS #3153 from the Society of Wetland Scientists Professional Certification Program, current;
- CPSS from ARCPACS #3435, current;

- Massachusetts Title V Soil Evaluator #SE 13259, current;
- Certified CPESC Erosion/ Sedimentation Control Professional #2011, current;
- Certified Wetland Scientist, #002, New Hampshire, current;
- Certified Soil Scientist #49, New Hampshire, current;
- Certified Waste Water Designer, #582, New Hampshire, current;

EDUCATION

- Bachelor of Science in Environmental Conservation-Wildlife and Forestry, School Of Life Science and Agriculture, University of New Hampshire;
- Associate in Applied Science/ Civil Engineering and Land Surveying, Thompson School of Applied Science, University of New Hampshire;
- Master of Arts in Education/Adult Education & Distance Learning, University of Phoenix.

ADDITIONAL COURSEWORK

- Land Formation during deglaciation of the last glacial episode - ENSR/ AMWS;
- OSHA 29CRF 1910.120 (Hazwhopper) 2011, 8-hour Refresher, current;
- Wetland Delineator Certification Program Training, UNH;
- Massachusetts Title V Soil Evaluator Training;
- Vernal pool workshop;
- Environmental Applications of GC/MS, Indiana University, Bloomington, IN.

ADDITIONAL PROFESSIONAL EXPERIENCE

- Member of the AMWS, SWS, SSSNNE and SSSA;
- Former Member of the Board of Directors for Cranberry Grove Condominiums, resigned 2020;
- ITRAC Board for Nashua Regional Planning Commission, board dissolved 2016;
- Former member of the Monson Village Commission, resigned 2018;
- Has held a position on the boards of NHANRS and GSDIA.
- Former member of the Town of Hollis, NH Conservation Commission.

Tracie Craig-McGee

From: Adam Young <adamyounghd@gmail.com>
Sent: Tuesday, November 9, 2021 9:31 AM
To: Tracie Craig-McGee
Subject: New appointee to Open Space Committee

Hi Tracie, we voted to approve Gary Flaherty to the Open Space Committee last week. What are the required steps to confirm his appointment?

Thanks, Adam

Sent from my iPhone

**AGENDA ITEM #23
NOVEMBER 29, 2021**

**REVIEW AND VOTE TO APPROVE BOARD OF SELECTMEN
MEETING MINUTES OF OCTOBER 25, 2021 AND NOVEMBER 8,
2021**

TOWN OF LAKEVILLE
Board of Selectmen, acting as the Wage &
Personnel Board as needed
Meeting Minutes
October 25, 2021 – 6:30 PM
REMOTE LOCATION

On October 25, 2021, 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 Chair Fabian. Selectmen present were: Chair Fabian, Selectman LaCamera and Selectman Carboni. Also present was Ari Sky, Town Administrator, and Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

In accordance with provisions allowed by Chapter 20 of the Acts of 2021, the October 25, 2021 public meeting of the Lakeville Board of Selectmen will be held remotely. **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/>.**

Warrant Review for Special Town Meeting November 8, 2021

Present for the discussion were Kara Lees and Richard Medeiros, Superintendent of Schools, from the F/L Regional School District; Darren Beals, Katie Desrosiers, Adam Lynch, and Brian Day, members of the Finance Committee, Lillian Drane, Town Clerk, and Michelle McEachern. The Finance Committee opened their meeting at 6:33 PM. Chair Fabian began the warrant review for the Special Town Meeting on November 8, 2021.

Chair Fabian read Article #1.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day it was:

VOTED: To recommend approval of Article #1.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #2. Mr. Day asked if line item #1 will be rolled into the Selectmen's budget next year. Mr. Sky said yes. Mr. Day asked about the balance on the WPAT account. Mr. Sky responded he would get back to Mr. Day with that.

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

VOTED: To recommend approval of Article #2.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #3.

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

VOTED: To recommend approval of Article #3.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #4. Mr. Sky said this article is for a feasibility study for windows and doors for Assawompset School. The Massachusetts School Building Assistance Board (MSBA) is meeting tomorrow, and we believe it will be approved. This article is contingent on the approval from MSBA. This amount represents the Town's share of the feasibility study. Even though this article was received from the MSBA and reviewed by Town Counsel, the MSBA has made a small change to the article. Ms. Lees said she had not heard back from the MSBA on the change. Mr. Sky said it is a minor change that may need to be made on the floor. Ms. Drane asked if the Town would be going out to borrow. Mr. Sky said we will most likely use Free Cash. Mr. Day asked about the cost for the entire project and what the Town would be reimbursed. Mr. Sky said the MSBA will reimburse 70%, and the cost to the Town will be approximately \$500,000. Mr. Beals asked about the language "and any other sum". Mr. Sky said this came from MSBA and if they award any different amount, the Town would be responsible for our share. Ms. Lees said it would be \$15,000 for the Owner's Project Manager and \$75,000 for the designer. MSBA would cover 53.53% for reimbursement of the feasibility study. Mr. Day asked if we now have the \$90,000 figure, does the "any other sum" need to remain in there or can it be changed on the floor. Mr. Sky said he would need to ask MSBA. If the language is not as they want, they will send us back to get the language correct. Selectman LaCamera said we assume that we will receive notice of approval this week and right now the price is \$90,000. Mr. Sky said once MSBA makes the award, then we can determine if we can drop the "any other sum". Chair Fabian said if this does not get approved by the MSBA, the article will be tabled indefinitely. Mr. Sky said we have to adopt the order within 60 days of the MSBA meeting.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To recommend approval of Article #4.

Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #5. Chairman Beals said the Finance Committee can either recommend approval on non-financial articles or waive our approval. Ms. Desrosiers asked if there would there be any overtime needed in regards to this article. Ms. Drane said no. Mr. Day asked if this is a new statute. Ms. Drane said the statute has to do with us treating Saturday as a holiday so she would not have to stay open for filing deadlines on a Saturday.

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

VOTED: To recommend approval of Article #5.

Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #6. This would require that anyone presenting an article for Town Meeting would have to get the language to the Town Clerk seven (7) days prior to the Annual Town Meeting and 14 days prior to the Special Town Meeting.

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

VOTED: To recommend approval of Article #6.

Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #7 regarding the Community Preservation Act. Ms. Desrosiers asked for clarification on the 1% assessment. Ms. McEachern said it is 1% of the tax rate, which is approximately \$38.00 per year for the average assessed valued home in Lakeville. Any residents with questions can email lakevillecpa@gmail.com and there is a Facebook page – Lakeville Community Preservation Act. Chair Fabian said if this article is approved, it will be on the spring of 2022 election ballot. It must pass Town Meeting and the Election. Selectman LaCamera asked if anyone will be speaking to the article at Town Meeting. Ms. McEachern will have a presentation for Town Meeting.

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

VOTED: To recommend approval of Article #7.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #8. Once the article is approved by Town Meeting and the Election, the Community Preservation Act Committee language (Section #6) that is in the by-laws will need to be updated.

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

VOTED: To recommend approval of Article #8.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Ms. McEachern noted that if the Community Preservation Act is adopted, we will need to go to Town Meeting in the Spring to address some outdated language in the by-law.

Chair Fabian read Article #9. Mr. Day noted a typographical error in #1: “tile” instead of “title”. Mr. Sky will check on this.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To recommend approval of Article #9.
Ms. Desrosiers - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #10. Mr. Sky said the Council on Aging has said that there has been an attendance issue, and this will help with quorum issues.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To recommend approval of Article #10.
Ms. Desrosiers, - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian read Article #11. Mr. Sky said this is a clarification suggested by the Attorney General.

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

VOTED: To recommend approval of Article #11.
Ms. Desrosiers, - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chair Fabian summarized Article #12. Mr. Sky read a summary of the revisions to the Earth Removal By-law. Chair Fabian said these changes were suggested by Town Counsel. Mr. Day asked how many earth removal permits would be 5,000 cubic yards. Mr. Sky said not many. Mr. Day asked if the fees were addressed. Chair Fabian said no. Selectman LaCamera agreed that the fees should be updated

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To recommend approval of Article #12.
Ms. Desrosiers, - aye; Mr. Day – aye; Mr. Lynch -aye and Chairman Beals – aye.

Chairman Beals noted that the Finance Committee had two (2) sets of minutes to approve.

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

VOTED: To approve the Finance Committee Meeting Minutes of September 14, 2021.
Ms. Desrosiers, - aye; Mr. Day – abstain; Mr. Lynch -aye and Chairman Beals – aye.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To approved the Finance Committee Meeting Minutes of October 12, 2021.
Ms. Desrosiers, - aye; Mr. Day – aye; Mr. Lynch -abstain and Chairman Beals – aye.

Upon a motion made by Ms. Desrosiers and seconded by Mr. Day, it was:

VOTED: To adjourn the Finance Committee Meeting at 7:20 PM.
Ms. Desrosiers, - aye; Mr. Day – aye; Mr. Lynch -abstain and Chairman Beals – aye.

Presentation from SRPEDD regarding Lakeville Americans with Disabilities Act Facilities Study

Lizeth Gonzalez from SRPEDD was present the for discussion. Ms. Gonzalez said this is an introduction to the project. It is a work in progress and changes can be made. She presented a PowerPoint presentation on the Americans with Disabilities Act (ADA) and SRPEDD's process for the facilities study. A grant was received for the self-evaluation and transition plan. Ms. Gonzalez said that SRPEDD did an overview of the Town's communication process; surveyed municipal properties and the walkshed. Surveys and feedback were received regarding communication practices and ADA policies. Site visits were conducted to all facilities. Buildings built within the past 20 years are mostly compliant. Buildings with little public use lack accessible restrooms. Drone flights were used to take pictures of the walksheds. There were common needs for repaving sidewalks, tactile warning panels and crosswalks. Recommendations were made for Priorities 1-4. #1 is facility access; #2 is interior navigation; #3 is restroom access and #4 is additional amenities. She reviewed three (3) examples for high, medium and low compliance. The Public Library has high compliance with minor improvements needed. Loon Pond Lodge is medium compliance. There were significant improvements needed in the parking lot due to lack of a continuous route from the parking lot to the main entrance. The Department of Public Works is low compliance. The offices are only accessible by stairs; there is no employee or handicapped accessible restrooms available and no accessible parking. One of the ¼ mile walksheds looked at was the beginning of Precinct Street at Route 18 and

Ms. Gonzalez showed photographs of the area. The next steps are taking in comments through November 8, 2022. There is a grant round in 2022 that allows the Town to apply to make improvements outlined in the plan. Chair Fabian said we are working to try to correct some of these items. Being able to apply for grant money will help with other changes going forward.

Presentation by BETA Group on the Lakeville Hazardous Mitigation Plan

Emily Slotnik from BETA Group and Michael O'Brien, Fire Chief, are present for the discussion. Ms. Slotnik presented a PowerPoint presentation regarding the Hazard Mitigation Plan. She reviewed what hazard mitigation is. Natural hazards mean different things to different communities. Hazards for Lakeville include flooding, dam failures, and brush fires. She spoke of the Hazard Mitigation Grant and the BRIC Grant. Ms. Slotnik reviewed the Emergency Management Cycle and Hazard Mitigation that could be done, preparedness and the planning process. They are hoping for a return draft from FEMA in early 2022. She would like to schedule a public meeting in November. Municipalities are required to have active participation, so a local mitigation planning team has been proposed. She explained the components of the mitigation plan and the requirements of the plan. The public survey showed Lakeville's top hazards for residents were snow storms, hurricane/tropical storms and flooding. An inventory was done on Town assets and critical facilities and an existing mitigation evaluation was completed. Ms. Slotnik noted that 325 surveys were received from Lakeville residents for the public survey. Discussion occurred regarding holding the public meeting.

Board of Selectmen Announcements

Chair Fabian read the Selectmen announcements. Selectman LaCamera noted that the Sacred Heart Food Pantry is offering Thanksgiving dinners to Lakeville residents in need. Selectman Carboni noted that the Council on Aging Coat Drive is still ongoing.

Town Administrator Announcements

Mr. Sky read the Town Administrator announcements.

Discuss and possible vote regarding whether to exercise Chapter 61A Right of First Refusal for the purchase of the property located at Assessors Map 18, Block 1, Lot 2B (corner of Barstow and Montgomery Streets, Harold B. Card owner)

Robert Marshall and Melissa Root were present for the discussion. Chair Fabian said Mr. Card has requested that this land has come out of Chapter land, which triggers a right of first refusal for the Town to purchase. Recommendations have been received from the Open Space Committee, Planning Board and Conservation Commission. All three (3) have recommended that the Town not exercise its right of first refusal to purchase. Mr. Marshall said that Barstow Street has had significant flooding over the years. He has lived there 48 years and has seen water come from the back property behind him down to the end of the street to the land we are discussing tonight. He is asking that the Selectmen take a strong look at the drainage plans for this property. He spoke of drainage and water run off issues on Barstow Street that already occur.

A motion was made by Selectman Carboni and seconded by Selectman LaCamera that the Board of Selectmen not exercise the Town's right of first refusal for the property identified as Assessors Map 18, Block 1, Lot 2B (corner of Barstow and Montgomery Streets).

Discussion: Melissa Root noted that there is legal action that is occurring that may change the lot's dimensions that would affect the lot's buildability.

The vote on the previous motion was Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

Discuss and possible vote to appoint John Viarella as Human Resources Director

John Viarella was present for the discussion. Mr. Sky said the Town advertised widely for the position and received 76 resumes with 2 withdrawals. The Interview Committee unanimously recommended John Viarella as the Human Resources Director.

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

VOTED: To appoint John Viarella as the Human Resources Director at an annual salary of \$87,000 with three (3) week's vacation.
Selectman Carboni – aye; Selectman LaCamera- aye and Chair Fabian – aye.

Discuss and possible vote to appoint Jasmin Farinacci as Town Planner

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

VOTED: To table this item.
Selectman Carboni – aye; Selectman LaCamera- aye and Chair Fabian – aye.

Discuss and possible vote regarding Employee Holiday Schedule for 2022

Chair Fabian said the Board had the Employee Holiday Schedule for 2022 before them for approval.

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

VOTED: To approve the Employee Holiday Schedule for 2022 as presented.
Selectman Carboni – aye; Selectman LaCamera- aye and Chair Fabian – aye.

Review and possible vote to approve Board of Selectmen Minutes of October 12, 2021

Selectman Carboni noted that she attended the meeting, which needed to be added to the minutes.

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

VOTED: To approve the Board of Selectmen Meeting Minutes of October 12, 2021 with the correction as noted.
Selectman Carboni – aye; Selectman LaCamera- aye and Chair Fabian – aye.

New Business

Selectman Carboni said she would like to begin talking about the need for affordable housing for senior citizens in Lakeville and the methods to make this happen. She has spoken to Town Counsel regarding land use for affordable senior housing. Discussion occurred regarding creating a committee to investigate this. Selectman LaCamera asked if Selectman Carboni was considering Town owned land? Selectman Carboni said that is something that we can discuss. We can investigate how other Towns have done this. She could work with the Town Administrator on this. Selectman LaCamera asked if the Town would be building the affordable units? Selectman Carboni said this is just exploratory.

Selectman Carboni said sometimes the Board of Selectmen are liaisons to other things happening in Town. She asked if there could be a list developed. The owner of Lakeville Country Club mentioned that there was a meeting with the Town Administrator and Selectman LaCamera, but we have not received an update. Selectman LaCamera noted that he was the liaison for the Lakeville Country Club. Mr. Sky said sometimes these informal meetings take place with no product coming from them. Selectman Carboni said the Board should get an update of projects that are still happening.

Old Business

There was no Old Business discussed.

Any other business that can properly come before the Board of Selectmen

There was no Other Business discussed.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 8:49 PM.
Selectman Carboni – aye; Selectman LaCamera- aye and Chair Fabian – aye.

Other Items

1. Information from Town Administrator regarding Coronavirus Local Fiscal Recovery Fund Program Resources

List of documents provided at the Board of Selectmen Meeting of October 25, 2021

1. Agenda page
2. Agenda page; warrant; list of motions
3. Agenda page; PowerPoint presentation
4. Agenda page; PowerPoint presentation

5. Agenda page
6. Agenda page
7. Agenda page; letter from Harold Card; Purchase & Sales Agreement; Form A plan; memos from Conservation Commission; Planning Board and Open Space Committee; Chapter 61 Decision of the Board of Selectmen
8. Agenda page; memo from Town Administrator; letter of interest from John Viarella and resume
9. Agenda page; memo from Town Administrator; letter of interest from Jasmin Farinacci
10. Agenda page; proposed holidays for 2022
11. Agenda page; Board of Selectmen Meeting Minutes of October 12, 2021
12. Agenda page
13. Agenda page
14. Agenda page

TOWN OF LAKEVILLE
Board of Selectmen, acting as the Wage &
Personnel Board as needed
Meeting Minutes
November 8, 2021 – 6:00 PM
Apponequet High School
100 Howland Road, Lakeville, MA

On November 8, 2021, the Board of Selectmen held a meeting at 6:00 PM at Apponequet High School Auditorium. The meeting was called to order at 6:00 PM by Chair Fabian. Selectmen present were: Chair Fabian, Selectman LaCamera and Selectman Carboni. Also present was Ari Sky, Town Administrator, and Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

Public hearing for Special Permit for Tattoo Shop – 12 Harding Street, Suite 102 – Anthony Valentin

Chair Fabian said that there was supposed to be a public hearing for the property located at 12 Harding Suite, Suite 102 for Anthony Valentin for a special permit for a tattoo shop. However, the certified mail notices were not sent out, so they will get back to the Board to set another hearing date.

Board of Selectmen Announcements

Chair Fabian read the Board of Selectmen announcements.

Discuss and possible vote to approve and sign the Conservation Restriction for Robert Poillucci, Trustee of 39 Cross Street Realty Trust and Lakeville Nursery Development, LLC in favor of Wildlands Trust for the property located at 5 Harding Street and 39 Cross Street

Michael O’Shaughnessy, Esquire and Jamie Bissonnette of Zenith Engineers were present for the discussion. Chair Fabian said the Board received a letter from Attorney O’Shaughnessy on behalf of Robert Poillucci, Trustee of 39 Cross Street Realty Trust and Lakeville Nursery Development, LLC, regarding the proposed Conservation Restriction to Wildlands Trust. Chair Fabian read the memo from the Conservation Commission.

A motion was made by Selectman Carboni and seconded by Selectman LaCamera to approve the Conservation Restriction in favor of Wildlands Trust for the property located at 5 Harding Street and 39 Cross Street.

Discussion: Selectman LaCamera noted that in the October 22, 2019 Conservation Commission Minutes, there was a public hearing held for wetlands and flooding concerns for this property, but the Conservation Restriction was not approved by them. When this was brought to the Board two (2) weeks ago, we received a note asking that the Selectmen approve the Conservation Restriction, subject to Conservation Commission approval. Looking at the actual map and plan presented, it could not have been approved by the Conservation Commission on October 22, 2019 as the plan was dated December 3, 2020. The memo said they have been waiting for the Board of Selectmen approval, but that is not true.

The vote on the previous motion was as follows: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian – aye.

Review and possible vote to approve a sign at the intersection of Precinct Street and Rhode Island Road for Lakeville Arts Council advertising the All That Glitters Event December 3 and 4, 2021

Chair Fabian said a request has been requested from the Lakeville Arts Council to place a sign at the intersection of Precinct Street and Rhode Island Road for the All That Glitters Shopping Event on December 3, 2021 and December 4, 2021.

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

VOTED: To approve the request of the Lakeville Arts Council to place a sign at the intersection of Precinct Street and Rhode Island Road for the All That Glitters Shopping Event.

Roll call vote: Selectman Carboni – aye; Selectman LaCamera – aye and Chair Fabian - aye.

New Business

Chair Fabian said Friday afternoon after staff had left Town Hall, a request from The Back Nine Club was received for an Outdoor Entertainment Permit on November 13, 2021 from 6:00 PM to 9:00 PM.

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

VOTED: To approve the application for Outdoor Entertainment on November 13, 2021 from 6:00 PM to 9:00 PM for The Back Nine Club at 17 Heritage Hill Drive.

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

Old Business

Chair Fabian said the Board had a meeting scheduled for November 22nd, but she is not available. She is proposing November 29th, December 13th and December 20th (in case there is business that needs to be done prior to January). The next meeting in January would be January 10th. Selectman LaCamera was concerned about not having two (2) regular meetings in December. Chair Fabian noted that a schedule for January and February will be on the next meeting. We will try to get another meeting in between December 13th and January 10th.

Any other business that can properly come before the Board of Selectmen

There was no other business discussed.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 6:15 PM.

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

List of documents provided at the Board of Selectmen Meeting of November 8, 2021

1. Agenda page; email from Anthony Valentin
2. Agenda page
3. Agenda page; email from Michael O'Shaughnessy, Esquire; memo from Conservation Commission; Conservation Restriction for 5 Harding and 39 Cross Street;
4. Agenda page; letter from Lakeville Arts Council
5. Agenda page; application for Outdoor Entertainment from The Back Nine Club
6. Agenda page;
7. Agenda page

**AGENDA ITEM #24
NOVEMBER 29 2021**

NEW BUSINESS

**AGENDA ITEM #25
NOVEMBER 29, 2021**

OLD BUSINESS

Review proposed meeting dates for December 2021; January, February and March 2022

December 13 (regular meeting)
December 20 (if needed)

January 10 (regular meeting)
January 24 (regular meeting includes presentation of Town
Administrator's proposed budget)

February 8, 9 and 10 – Budget Review Meetings
February 14 (regular meeting)

March 7 (regular meeting)
March 21 (regular meeting)

The Capital Improvement Plan will be presented to the Board on January 24th along with the operating budget. We will be setting up a subsequent date to meet with the Capital Expenditures Committee, probably in early March. Finance Committee consideration of both the operating budget and capital program will follow.

Vote to ratify vote taken at the Board of Selectmen's Meeting on November 8, 2021 regarding approval of request for Outdoor Entertainment Permit – Back Nine Club – November 13, 2021

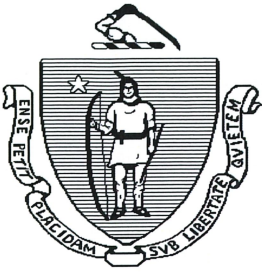
**AGENDA ITEM #26
NOVEMBER 29, 2021**

**ANY OTHER BUSINESS THAT CAN PROPERLY COME
BEFORE THE BOARD OF SELECTMEN**

OTHER ITEMS

1. Notice from Department of Public Utilities and Department of Telecommunications and Cable
2. Letter from Comcast regarding price changes

emailed to MAH
Mike + Frank
11/22/21



The Commonwealth of Massachusetts

DEPARTMENT OF PUBLIC UTILITIES DEPARTMENT OF TELECOMMUNICATIONS AND CABLE

REGULATORY BULLETIN
November 17, 2021

Massachusetts is experiencing more frequent and more extreme weather events. As a result, in addition to the strengthening of Massachusetts' network of utility poles, wires, cables, and attachments against storms, Massachusetts communities will increasingly rely on utility pole owners, pole attachment owners, and first responders to work together to both prepare for and recover from downed poles, wires, and related equipment. The Massachusetts Department of Telecommunications and Cable ("DTC") and the Massachusetts Department of Public Utilities ("DPU") issue this Regulatory Bulletin as a reminder of stakeholders' obligations to prepare for and respond to weather-related outages and downed wires across the Commonwealth, and to encourage stakeholders to work together to mitigate any resulting damage.

The DTC and the DPU ("Departments") remind owners of utility poles, piers, fixtures supporting wires, conduit, and cross arms or other appliances for the support of wires or cables of their obligation to mark each such item with their name or initials. G.L. c. 166, § 31. Similarly, the owners of wires attached to a pole or structure owned by another must also mark said pole or structure with the name or initials of the owner of the wire or of the person maintaining or operating the wire. G.L. c. 166, § 36. These requirements help first responders and repair personnel know the nature of the equipment they encounter in an emergency and whom to contact about fallen equipment.

Electric distribution companies must help the communities in which they operate prepare for weather-related downed poles and wires by, among other responsibilities, meeting with state and local officials annually to ensure effective communications and cooperation between the companies and local public safety officials in the event of weather emergencies. 220 C.M.R. § 19.03. The Departments remind electric distribution companies that some state and municipal agencies provide telecommunications service in Massachusetts and, as a result, attach wires to utility poles.

The Departments further remind all parties that utility poles often house infrastructure from multiple services. Therefore, while restoring service after an outage, all efforts should be made to be mindful of the impact restoration activities will have on other services attached to affected poles. The Departments encourage electric distribution companies to communicate as soon as possible with attachers when the companies receive notice of downed wires or poles affecting their attached equipment and to work cooperatively with attachers to maintain attachers' services when possible.

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In the event of downed wires or equipment, the Departments expect that public officials, including municipal officials and first responders, will immediately contact each of the parties whose name appears on the utility pole or other downed fixture. Electric distribution companies are required to maintain a priority phone number to be used for such calls. D.P.U. 11-85-A/11-119-A (2012) at 51.

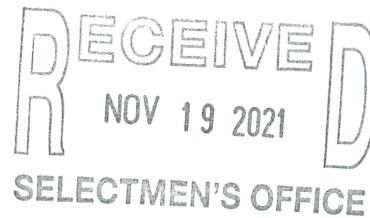
Massachusetts consumers and businesses rely on the services provided via utility poles and attachments, and interruptions can have a substantial impact on our homes, businesses, and essential services. The Departments encourage pole owners, attachers, and public officials to work cooperatively to help minimize unnecessary service interruptions and keep Massachusetts served.

Thank you for your attention, and please contact us with any questions at the Department of Telecommunications and Cable, attention Lindsay DeRoche (617) 305-3580 lindsay.deroche@mass.gov; or the Department of Public Utilities, attention Sandra Merrick (617) 519-1760 sandra.merrick@mass.gov.



November 18, 2021

Board of Selectmen
Town of Lakeville
346 Bedford Street
Lakeville, MA 02347



RE: Important Information—Price Changes

Dear Chairman and Members of the Board:

At Comcast, we are always committed to delivering the entertainment and services that matter most to our customers in your community, as well as exciting experiences they won't find anywhere else. We are also focused on making our network stronger in order to meet our customers' current needs and future demands.

As we continue to invest in our network, products, and services, the cost of doing business rises. Rising programming costs, most notably for broadcast TV and sports, continue to be the biggest factors driving price increases. While we absorb some of these costs, these fee increases affect service pricing. As a result, starting December 20, 2021, prices for certain services and fees will be increasing, including the Broadcast TV Fee and the Regional Sports Network Fee. Please see the enclosed Customer Notice for more information.

In addition to the price changes noted on the enclosed Customer Notice, customers subscribing to Performance Starter Internet at \$54.95, which is no longer available for new subscriptions, will receive additional notice of a price change to this service from \$54.95 to \$59.95 per month as part of the letter accompanying their Customer Notice.

Lastly, effective December 31, 2021, NBC Sports Network (NBCSN) will cease operations.

We know you may have questions about these changes. If I can be of any further assistance, please do not hesitate to contact me at Michael_Galla@cable.comcast.com.

Very truly yours,

Michael Galla

Michael Galla, Sr. Manager
Government & Regulatory Affairs

Enclosure: Customer Notice

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Important information regarding your Xfinity services and pricing

Effective December 20, 2021

Xfinity TV	Current	New
Limited Basic		
Easton, Lakeville, Stoughton	\$11.00	\$11.50
Holbrook	\$8.75	\$9.00
Raynham	\$10.00	\$10.25
Broadcast TV Fee		
Easton, Raynham	\$14.70	\$18.65
Holbrook, Lakeville, Stoughton	\$18.60	\$22.25
Franchise Costs		
Easton	\$.70	\$.76
Holbrook	\$.58	\$.64
Lakeville	\$.62	\$.63
Raynham	\$.57	\$.59
Stoughton	\$.34	\$.37
Regional Sports Fee		
Easton, Raynham	\$10.75	\$13.65
Holbrook, Lakeville, Stoughton	\$10.75	\$14.10
Expanded Basic		
Easton, Lakeville, Stoughton	\$53.25	\$52.75
Holbrook, Raynham	\$53.25	\$53.00
Choice TV Select	\$30.00	\$32.50
Choice TV Select - with TV Box	\$37.50	\$41.00
Entertainment	\$15.00	\$17.00
TV Box and Remote	\$7.50	\$8.50
TV Box	\$7.10	\$8.10
HD TV Box Limited Basic	\$7.10	\$8.10
HD TV Box and Remote Limited Basic	\$7.50	\$8.50

Xfinity Internet	Current	New
Service to Additional TV with TV Adapter	\$7.50	\$8.50
Performance - Xfinity Internet Service Only		
Performance Pro - Xfinity Internet Service Only	\$80.95	\$83.95
Performance Pro - Xfinity Internet Service Only	\$95.95	\$98.95
Blast! - Xfinity Internet Service Only	\$100.95	\$103.95
Extreme Pro - Xfinity Internet Service Only	\$105.95	\$108.95
Gigabit - Xfinity Internet Service Only	\$110.95	\$113.95

MUNICIPAL - EMERGENCY/TROUBLE REPORTING PROCEDURES

In our effort to better assist our municipal customers, we are writing once again to provide you with the **emergency reporting procedures** for certain outside plant and service problems.

In the event any **municipal building** experiences problems with downed cable drops, signal transport issues with I-NET or Video Return Lines, Public, Education and Government (PEG) Access channels or to have our technical or construction staff on-site during an emergency, please follow the steps detailed below:

MUNICIPAL - EMERGENCY/TROUBLE REPORTING PROCEDURES

*(Please note the XOC telephone number listed below **IS NOT** for public dissemination)*

- **STEP 1** Call **1-877-359-1821** (24/7 – XOC)
- **STEP 2** Select **Option # 1** - Municipalities, Utilities, Police & Fire
- **STEP 3** Prompted for Reason for call:
 - Option # 1 - Down Wires (will be prompted to enter zip code)
 - Option # 2 – Pole hits, pole transfers or all other Municipal Issues
- **STEP 4** Speak with Rep. and **obtain job reference #**

The above steps will put you in touch with our Excellence Operations Center (XOC), 24-hours a day, and seven days a week. **Once again, please note this telephone # IS NOT for public dissemination.**