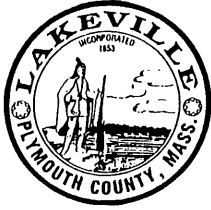


**AGENDA ITEM #5  
DECEMBER 11, 2023**

**DISCUSS AND POSSIBLE VOTE TO APPROVE ARPA  
FUNDING REQUESTS FROM THE PARK COMMISSION FOR  
THE GAMACHE PLAYGROUND AND NORTH FIELDS  
PARKING LOT PROJECT**

Attached is a memo from the Town Administrator with ARPA Projects Overview and memos from the Park Commission detailing their requests.



**TOWN OF LAKEVILLE**  
**Town Administrator's Office**

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

December 7, 2023

**TO:** Select Board

**FROM:** Ari J. Sky, Town Administrator *AS*

**SUBJECT:** Parks Commission ARPA Funding Requests

The Select Board approved initial funding allocations for the Gamache Playground and the North Fields Parking Lot projects on January 9 and April 24, 2023, respectively. Procurement on both projects is nearly complete, with experience to date indicating a possible need for additional funding to complete the projects, depending on pending decisions:

1. Gamache Playground: The current project balance is \$17,930.36. The attached memorandum indicates that remaining work includes purchasing signage and equipment, which would leave \$14,250 remaining. There is sufficient balance to pay for a \$7,500 concrete walkway, which is the approach preferred by DPW, however installing pavers would require additional funding.
2. North Fields: The current project balance is \$109,920, less the \$95,555 award to Clancy Construction, or \$14,365 net. The attached memorandum identifies \$50,000 in additional requests, which would require an additional \$35,000 net additional funding.

The Parks Commission has provided the attached memoranda to discuss these requests. The Town's unobligated ARPA balance currently totals \$910,488, along with a \$1,258,910 in Plymouth County funding, per attached.

Thank you for your consideration.

*Attachments*

**Direct Funding**

First Tranche	\$605,037 6/17/2021
<u>Second Tranche</u>	<u>605,037 9/29/2022</u>
Total Direct:	\$1,210,073

Allocations

Water Feasibility Study:	\$14,800 12/13/2021
COVID Vaccination & Testing:	100,000 1/10/2022
Outdoor Stage Cover:	20,000 6/13/2022
Ted Williams Tennis Courts:	44,785 8/29/2022
<u>New Fields Project</u>	<u>120,000 4/24/2023</u>
Total Allocation:	\$299,585

Direct Funding Balance: \$910,488

**Plymouth County Funding**

ARPA Restricted	\$1,714,966
<u>Revenue Replacement</u>	<u>\$362,329</u>
Total:	\$2,077,294

Pending Applications

Water & Sewer Projects	\$332,800 Restricted
Old Town Hall Restroom	\$183,700 Revenue Replacement
Gamache Playground	\$170,000 Revenue Replacement
Ambulance	\$572,410 Restricted
Total:	\$1,258,910



Town of Lakeville  
PARK COMMISSION  
346 Bedford Street  
Lakeville, Massachusetts 02347



November 29, 2023

From: Park Commission

To: Lakeville Select Board

Re: Playground Walkways

The Park Commission voted on November 16, 2023 to inform the Select Board of their preference to install a paver walkway to connect the old playground to the new playground. We also felt that since the playground is contained within the fence, a concrete walkway would be sufficient from the crosswalk to the playground entrance. We are not asking for more funding to complete the project in this manner, as long as you agree with our recommendation. We would not be opposed to installing a paver walkway from the crosswalk to the playground if you would like to add additional funding, we just feel it is not necessary. Below is a summary of our thinking.

Thank you for all of your help on this project, it truly was an interdepartmental project!

Melisa Turcotte, Chairperson

#### Playground Walkway information

Choosing a playground walkway has been more difficult than choosing the playground. I met with 5 companies because the quotes I received were very far apart. We would like to purchase an accessible table, new swing seats and more sign for the spring leaving us with \$14,250 left in the playground account. The Park Commission would like to keep the continuity of pavers throughout the playground, but would like a concrete walkway leading to the entrance. This will keep us under budget with some left for the crosswalk and any sign incidentals. Our walkway choice may not be the most popular one, which is why we decided to run it by the Select Board since it affects us all. We would not say no if the select board would like to allocate another \$12,000 to keep all of the walkways pavers.

Gates masonry & construction comes highly recommended by the DPW and I was impressed with his knowledge when I met with him. This would be our choice for both walkways, but I have attached all of the quotes.

Paver walkway from old to new playground (6'x30')

- Gates Masonry & Construction \*(highly recommended by DPW and is our choice) \$4800
- Kavanagh Landscaping \$5,250
- Greener Horizons \$8,000 - 10 % fall discount
- Spillane's nursery \$7,700



Town of Lakeville  
PARK COMMISSION  
346 Bedford Street  
Lakeville, Massachusetts 02347



Paver walkway from crosswalk to playground entrance (6'x80')

- Gates \$12,000
- Kavanagh \$12,500
- Greener Horizons \$\$19,500- 10% fall discount
- Spillane's \$18,900

Concrete walkway from crosswalk to playground.

- Gates \$7,500 reinforced concrete so it will last just as long as pavers.



Town of Lakeville  
PARK COMMISSION  
346 Bedford Street  
Lakeville, Massachusetts 02347



November 30, 2023

From: Park Commission

To: Lakeville Select Board

Re: North Fields Project

As you know the North Fields project has been years in the making. It has run into many obstacles and unforeseen expenses. We have created a list, totaling \$50,000, for everything that needs to be completed before the fields can open. Given that we have \$15,000 remaining in the account, we would like to ask you for an additional \$35,000 to complete the North Fields project. This will allow us to provide everything we need to get teams on the fields. We are very excited to see the finish line for this project and are thankful for your support.

Thank you,

Melisa Turcotte, Chairperson

The \$50,000 would include:

- Fencing \$23,190 (South East Fence already won this bid)
- Entrance sign \$7,500
- 2 sets of bleachers \$2,500
- 4 picnic tables \$1,000
- Tree trimming at entrance \$3,500
- Parking lines \$5,000

**AGENDA ITEM #6  
DECEMBER 11, 2023**

**DISCUSS AND POSSIBLE VOTE TO APPROVE  
ADDITIONAL STAFFING FOR THE FIRE DEPARTMENT**

Attached is a memo from the Town Administrator; memo from the Fire Chief; financial analysis from the Town Accountant including benefits and an ARPA Funding summary.



**TOWN OF LAKEVILLE**  
**Town Administrator's Office**  
346 Bedford Street  
Lakeville, MA 02347  
(508) 946-8803

December 7, 2023

**TO:** Select Board

**FROM:** Ari J. Sky, Town Administrator 

**SUBJECT:** Fire Department Staffing Request

Attached is a proposal from Chief O'Brien to increase Fire Department staffing by one position per shift, or by four firefighters total. Assuming a January 1 implementation date, this proposal would require an additional estimated \$172,708 in FY 2024, \$348,651 in FY 2025, and \$372,156 in FY 2026, including benefits. Funding is currently unavailable in the existing budget and we do not anticipate identifying funding in FY 2025 within the Town's levy limit. There are therefore three options to fund this proposal if the Select Board decides to proceed:

1. Implement in FY 2025 with a Proposition 2 ½ override. This approach would require a Town Meeting vote and special election. If approved, funding would become available beginning July 1, 2024.
2. Assign up to \$893,515 in Town ARPA funding toward the enhancement. The Town's ARPA unobligated ARPA balance currently totals \$910,488; however, the Park Commission's request for a \$35,000 addition to the North Fields project is pending.
3. Direct staff to apply for a Federal SAFER grant during the next round, which will likely open in early 2024 for a Fall 2024 award. The Select Board could designate ARPA funding in the interim if it decides to proceed effective January 1, 2024.

Thank you for your consideration, and please do not hesitate to reach out to me or Chief O'Brien if you have any questions.

*Attachments*






MICHAEL O'BRIEN  
FIRE CHIEF  
mobrien@lakevillema.org

# Lakeville Fire Department

346 Bedford Street  
Lakeville, Massachusetts 02347

TEL 508-947-4121 FAX 508-946-3436

PAMELA GARANT  
DEPUTY CHIEF  
pgarant@lakevillema.org

To: Lakeville Select Board  
From: Michael P. O'Brien, Fire Chief   
RE: Staffing Enhancement Proposal  
Date: December 4, 2023

## Overview:

The Lakeville Fire Department provides emergency response to all medical, fire, and rescue incidents in and around the Town of Lakeville. This response deployment is supported through the employment of 12 full-time firefighters (divided into 4 work groups), approximately 20 on-call firefighters (divided into 2 work groups), and 2 command officers.

The Town of Lakeville has experienced a 122% increase in call volume over the last 20 years. Over the last 10 years, the average annual rate of increase in call volume is 9%; indicating an acceleration in call volume growth. The Department operates in compliance with all State requirements for EMS and fire response, as well as the expectations of our community. As the frequency and complexity of emergencies increases, the burden of functionality and compliance under the current staffing model is becoming unsustainable and unrealistic.

There are cause-and-effect factors that drive staffing needs and determine staffing adequacy. While the volume of calls has been mentioned, it must also be understood that emergency call responses cannot be triaged. Simply stated, we are not permitted to "stack" calls; we have an obligation to respond to each call at the earliest opportunity and must summon all available resources to meet this expectation.

There are many symptoms to an overburdened fire department. As a 31-year veteran of the fire service, I am able to recognize these signs of distress among responders associated with dysfunction

in operations. Overtasked / overcommitted Lakeville responders are showing the typical indicators of an untenable situation. The resulting dysfunction from this paradigm only serves to further create dysfunction within the workplace; a spiral of increasing problems.

Another indicator of dysfunction is increasing reliance on “call back” staffing to respond to even the most routine calls. The increased reliance on call back staffing comes at a time when the demographic of our on-call force has changed from mechanically inclined / commonsense adult firefighters to very young and inexperienced firefighters. These call back firefighters require constant supervision and training, another burden to the already over committed staff.

The Department transmitted a record 538 recalls for supplemental staffing in 2022, an average of 1.47 times a day. Our most dedicated members respond back to nearly all of these recalls; preventing proper rest and recovery during their off days. A staffing recall is like throwing out a fishing net, you may catch a dozen, or you may not get any. If too few respond back in a critical situation, we have failed in our mission. If we get too many firefighters, we will waste money and needlessly burdened responders. The uncertainty of the callback system makes overreliance on the system a barrier to the effective and efficient operation of the Department.

Circling back to call volume, the average amount of time required to handle an emergency has increased in recent years. Ambulance crews must travel further to avoid overwhelmed / understaffed hospitals, and once at the hospital the crews are experiencing significant delays in patient transfers. The average out of service time for a medical transport is now more than 58 minutes. Increased call volume and increased out of service time have predictably resulted in a 27% increase in simultaneous calls in just the last 3 years. The Department has handled simultaneous calls on a record 350 occasions in FY 2023 alone.

### Problem Statement:

The Department’s current staffing complement lacks the capacity to handle current call volume and response requirements. This lack of staffing creates an overreliance on off-duty / on-call firefighters to answer even the most routine calls for service. The expense of excessive recalls to manage

increased call volume has significantly outpaced budgeted funding. The Department operates below sufficient staffing levels for our current situation, undermining any capacity to absorb temporary deficits in attendance due to leave, turnover, injury, or illness. Every hour of an employee's absence currently creates a corresponding overtime expense. Again, the pace of this escalating staffing issue and the related overtime expense has exceeded the limitations of the current budget.

Operationally, the product of reduced reliance on the recall of firefighters for routine operations is improved consistency and reliability of staffing. It is impossible to properly manage the response to an emergency when leadership has no way of knowing the staffing that may be available to respond at any given time. Decisions about mutual aid and apparatus response are based on assumptions of available staffing. A recall for staffing results in a very unpredictable response, making urgent staffing-related decisions very difficult to make.

Operationally, we lack the capacity to staff two ambulances simultaneously. A single firefighter will routinely respond out to an EMS call or accident by themselves on an ambulance. That firefighter's ability to provide care is dependent on recall firefighters coming in from home to assist. Assuming there are responders coming from home, those firefighters must travel to the fire station and then continue on to the scene. At best, we are providing a delayed response to a very frequent situation (the second call).

## Proposal:

The leadership of the Lakeville Fire Department proposes and recommends the addition of one (1) additional firefighter / paramedic to each work group, resulting in an on-duty complement of four (4) firefighter / paramedics assigned to each work group.

This proposal is intended to improve staffing and the related deficiencies for the Lakeville Fire Department. The goal of the proposal is to improve the Department's ability to achieve the public's expectations for emergency services, while maintaining a more sustainable and manageable work environment for our firefighters.

## Proposal Cost:

The addition of the proposed staffing provides scheduling options and flexibility for our Department leadership that will provide significant savings in overtime expense. Due to the ongoing volatility of staffing levels and other variables, predicting savings in overtime is extremely difficult and concrete estimations very challenging. Applying the proposed staffing levels and intended changes in leave policies to recent attendance records, we could see more than 40% of the cost of the proposal offset in overtime savings.

Please see the following table that does not include the reciprocal overtime expense savings.

<b>01/1/24 - 06/30/24 (FY24)</b>	Hourly rate	Pay Period	13 periods	4 firefighters	notes
Firefighter salary	\$ 23.81	\$ 2,000.04	\$ 26,000.52	\$ 104,002.08	Step 1
Medic Bonus	\$ 4.85	\$ 407.69	\$ 5,299.91	\$ 21,199.65	
Clothing Allowance				\$ 4,800.00	
FY24 total salary expense:				\$ 130,001.73	
<b>7/1/2024 - 12/31/2024 (FY25)</b>	Hourly rate	Pay Period	13.2 pay periods		
Firefighter salary	\$ 24.53	\$ 2,060.52	\$ 27,198.86	\$ 108,795.46	3% pay increase / Step 1
Medic Bonus	\$ 5.49	\$ 461.16	\$ 6,087.31	\$ 24,349.25	Medic bonus to \$12,000 annually
Clothing Allowance				\$ 4,000.00	
total salary expense:				\$ 137,144.70	
<b>1/1/2025 - 6/30/2025 (FY25)</b>	Hourly rate	Pay Period	13.1 pay periods		Step 2
Firefighter salary	\$ 24.96	\$ 2,096.64	\$ 27,465.98	\$ 109,863.94	
Medic Bonus	\$ 5.49	\$ 461.16	\$ 6,041.20	\$ 24,164.78	
Clothing Allowance				\$ -	
total salary expense:				\$ 134,028.72	
FY25 total salary expense:				\$ 271,173.42	
<b>7/1/2025 - 6/30/2026 (FY26)</b>	Hourly rate	Pay Period	26.3 pay periods		
Firefighter salary	25.71	2159.64	28507.248	114028.992	3% pay increase / Step 2
Firefighter salary	27.13	2278.92	29853.852	119415.408	Step 3
Medic Bonus	6.13	515.38	13554.494	54217.976	Medic bonus to \$13,400 annually
Clothing Allowance				4000	
total salary expense:				\$ 291,662.38	

### Notes:

Budgeted for 26.3 pay periods due to historically underfunded lines at 26.2 pay periods annually

Recommend 1 time increase in training overtime line to cover more employees of \$4000

Cost estimate accounts for pay raises

Cost estimate assumes we retain all hires and accounts for step increases

Cost estimate assumes all hires will be medics

## Proposal Benefit:

The enhancement in staffing will create an increased capacity to absorb short-term and unpredictable deficits to Department staffing without a reliance on overtime coverage. This improved stability will result in improved predictability in the management of the Fire Department operations budget.

Operationally, the Department will have 2 fully staffed ambulances immediately available for our ever-increasing demand for services. The Department will be able to provide an immediate response of two (2) fire apparatus to any fire without delay, versus one (1) fire truck currently. A response to a multi-family apartment building would include an engine and a ladder truck without any delay. An initial response to a fire in areas of the town without hydrants would include the immediate response of an engine and the tanker. Currently, the second piece of apparatus is staffed by the delayed arrival of recalled firefighters (if there are recalled firefighters available).

The health and wellness of our most engaged and dedicated employees will benefit greatly from our community's reduced reliance on off-duty staffing for routine situations. These employees will be more likely to rest and recover during off-duty time, indirectly providing a more productive and more effective on-duty staff.

## Financial Considerations:

The Lakeville Fire Department charges for services related to the response to medical and traumatic emergencies to help offset the cost of providing fire, medical, and rescue services to the Town of Lakeville. Additionally, the Town receives reimbursements of approximately \$50,000 annually from the Commonwealth of Massachusetts for expenses related to the Department's care of people with Medicaid / MassHealth insurance. The revenue created directly from Fire Department operations has increased by 115.1% over the last five years, topping \$1 million dollars in each of the last two years.

In **FY 2018**, Department EMS revenue indirectly offset only 38.4% of the Department's operational expenses, leaving **\$783,190.69** as taxpayer burden. In **FY 2023** (5 years later), Department EMS revenue indirectly offset 63.1% of the Department's operational expenses; leaving just **\$614,791.24** as taxpayer burden. Despite numerous enhancements to Department services and enhancements to

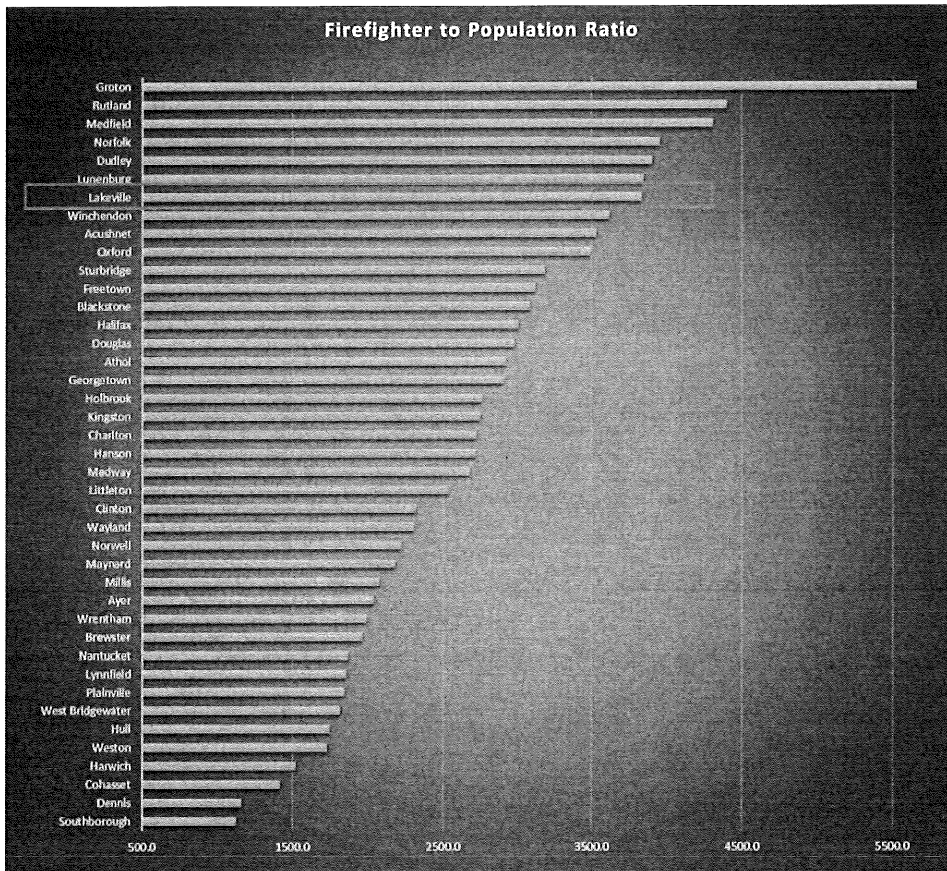
firefighter compensation, the Department's net operational budget burden to taxpayers has been reduced by 21.5% since FY 2018.

Looking ahead, the Town has adjusted EMS billing rates, the Commonwealth has made a 20% adjustment to Medicaid / MassHealth reimbursement rates, and we may have a second ambulance with more reliable staffing. All these measures stand to protect or improve revenue generated through Department operations. EMS revenue will remain a reliable means for indirectly supporting the operations of the Lakeville Fire Department.

### Comparable Communities:

Fire department staffing data has been collected for all Massachusetts municipalities with populations between 8,000 and 14,000 people. Only fire departments with combination full-time and on-call staffing were included in the analysis. The ratio of firefighters to the population served was calculated and communities were ranked best to worst.

The Town of Lakeville ranked 35<sup>th</sup> of the 41 communities reviewed for fire firefighter staffing levels. Additionally, Lakeville was ranked last among comparable Plymouth and Bristol County fire departments.



On behalf of the members of the Lakeville Fire Department, please know that we are aware of and appreciate the support provided by the Lakeville Select Board. We are grateful for this advocacy and we appreciate the consideration of this proposal.

<b>01/1/24 - 06/30/24 (FY24)</b>		Hourly rate	Pay Period	15 periods	4 firefighters
Firefighter salary	\$	23.81	\$ 2,000.04	\$ 26,000.52	104,002
Medic Bonus	\$	4.85	\$ 407.69	\$ 5,299.91	21,200
Clothing Allowance					4,800
FY24 total salary expense:					130,002
<b>7/1/2024 - 12/31/2024 (FY25)</b>		Hourly rate	Pay Period	13.2 pay periods	
Firefighter salary	\$	24.53	\$ 2,060.52	\$ 27,198.86	108,795
Medic Bonus	\$	5.49	\$ 461.16	\$ 6,087.31	24,349
Clothing Allowance					4,000
total salary expense:					137,145
<b>1/1/2025 - 6/30/2025 (FY25)</b>		Hourly rate	Pay Period	13.1 pay periods	
Firefighter salary	\$	24.96	\$ 2,096.64	\$ 27,465.98	109,864
Medic Bonus	\$	5.49	\$ 461.16	\$ 6,041.20	24,165
Clothing Allowance					-
total salary expense:					134,029
<b>7/1/2025 - 6/30/2026 (FY26)</b>		Hourly rate	Pay Period	26.3 pay periods	
Firefighter salary		25.71	2159.64	28507.248	114,029
Firefighter salary		27.13	2278.92	29853.852	119,415
Medic Bonus		6.13	515.38	13554.494	54,218
Clothing Allowance					4,000
total salary expense:					291,662

Estimated Benefits (1)

**TOTAL COST**

172,708 <--FY2024

42,706

175,877

38,732

172,774

38,745

348,651 <--FY2025

372,156 <--FY2026

80,494

Notes:  
(1) Health Insurance = 2 Family and 2 Individual plans



**Direct Funding**

First Tranche	\$605,037	6/17/2021
Second Tranche	<u>605,037</u>	<u>9/29/2022</u>
Total Direct:	\$1,210,073	

Allocations

Water Feasibility Study:	\$14,800	12/13/2021
COVID Vaccination & Testing:	100,000	1/10/2022
Outdoor Stage Cover:	20,000	6/13/2022
Ted Williams Tennis Courts:	44,785	8/29/2022
New Fields Project	<u>120,000</u>	<u>4/24/2023</u>
Total Allocation:	\$299,585	

Direct Funding Balance:	\$910,488
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**Plymouth County Funding**

ARPA Restricted	\$1,714,966
<u>Revenue Replacement</u>	<u>\$362,329</u>
Total:	\$2,077,294

Pending Applications

Water & Sewer Projects	\$332,800	Restricted
Old Town Hall Restroom	\$183,700	Revenue Replacement
Gamache Playground	\$170,000	Revenue Replacement
Ambulance	\$572,410	Restricted
Total:	\$1,258,910	

**AGENDA ITEM #7  
DECEMBER 11, 2023**

**DISCUSS PROCESS REGARDING APPOINTMENT OF AN  
INTERIM TOWN ADMINISTRATOR**

**AGENDA ITEM #8  
DECEMBER 11, 2023**

**DISCUSS PROCESS REGARDING APPOINTMENT OF  
PERMANENT TOWN ADMINISTRATOR**

**AGENDA ITEM #9  
DECEMBER 11, 2023**

**DISCUSSION ON ANYTHING LEARNED ABOUT THE  
POTENTIAL 43 MAIN STREET (LAKEVILLE HOSPITAL)  
PROJECT FROM THE DECEMBER 5<sup>TH</sup> INFORMATIONAL  
MEETING**

**AGENDA ITEM #10  
DECEMBER 11, 2023**

**DISCUSS DESIGNATING A MEMBER OF THE SELECT  
BOARD AS FY25 BUDGET LIAISON**

This item was brought up at the meeting on December 4<sup>th</sup>.

**AGENDA ITEM #11  
DECEMBER 11, 2023**

**REVIEW AND POSSIBLE VOTE TO APPROVE ANNUAL  
CLASS I AND CLASS II LICENSE RENEWALS**

6 Class II Used Car Dealers and 2 Class I Dealers have submitted their renewal applications for January 1, 2024 through January 1, 2025.

Attached is a memo from the Building Commissioner regarding the annual inspections for the renewals.

All licenses have a **January 1, 2025** expiration date.

**CLASS II LICENSE RENEWALS**

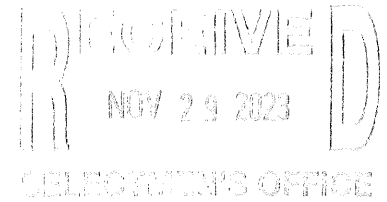
Chris Altieri, dba C&E Enterprises	43 Freetown Street	\$200.00
Leonardo Solana, dba Solana Auto Sales	18 Staples Shore Rd	\$200.00
Andrews Family Automotive	79 Main Street	\$200.00
Linda Bury & Jason Bury, dba Elite Auto Sales	431 Bedford Street	\$200.00
Grigis Automotive Services, Inc./Sha-nic Autobody & Repairs	35 Bedford Street	\$200.00
David Rose, dba Dave's Auto	67 Main Street	\$200.00
<b>TOTAL CLASS II RENEWAL FEES</b>		<b>\$1,200.00</b>

**CLASS 1 LICENSE RENEWALS**

Rousseau's Recreation Rentals, Inc	150 Bedford Street	\$200.00
Route 44 Collision Center RV's & Boats	8 Harding Street	\$200.00
<b>TOTAL CLASS 1 RENEWAL FEES</b>		<b>\$400.00</b>



**TOWN OF LAKEVILLE**  
346 BEDFORD STREET  
LAKEVILLE, MA 02347  
508-946-8804



**OFFICE OF  
BUILDING COMMISSIONER**

TO: Select Board

FROM: Nathan P. Darling, Building Commissioner (NR)

RE: Inspections – Class 1 & 2 Licensed Premises

DATE: November 29, 2023

I have inspected the properties listed on the attached memo from Tracie Craig-McGee dated October 24, 2023

At this time, all locations appear to be in compliance with the conditions set for each individual license. Also note, I have not received any complaints regarding the subject properties during this renewal cycle.

**AGENDA ITEM #12  
DECEMBER 11, 2023**

**REVIEW AND POSSIBLE VOTE TO APPROVE ANNUAL COMMON  
VICTUALLER LICENSE RENEWALS**

The Common Victualler Licenses for renewal, with an expiration date of December 31, 2024, are as follows:

Baldies Pizzeria, Inc.	40 Main Street
Royal Pizza	68 Main Street
Tand, Inc., d/b/a Subway	330 Bedford Street
Nexdine, LLC (for Ocean Spray)	One Ocean Spray Drive
B9 Club, Inc. dba The Back Nine Club	17 Heritage Hill Road
Poquoy Brook Golf Club, LLC d/b/a Poquoy Brook Pub	20 Leonard Street
Hawaii Corp., dba Orchid of Hawaii Restaurant	201 Bedford Street
Lakeville Aerie #3994 Fraternal Order of Eagles, Inc.	217 County Street
Lakeville Golf Club, Inc. dba Lakeville Golf Club	44 Clear Pond Road
Assawompset Golf Company, LLC/dba LeBaron Hill Country Club	183 Rhode Island Road
Ken & L Inc., dba Saga Sushi	9 Harding Street
Sandy LLC (Dunkin Donuts)	330 Bedford Street
J & J's Seafood Drive-in	197 County Street
MAJIT Properties LLC dba Fat Cousins	166 County Street



**AGENDA ITEM #13  
DECEMBER 11, 2023**

**REVIEW AND POSSIBLE VOTE TO APPROVE ANNUAL  
COMMON VICTUALLER LICENSE RENEWALS**

The following licenses are up for renewal:

Livery License (expires December 31, 2024)

JP's Limousine Service (1 vehicle)

**Dancing on Weekdays** (all licenses expire December 31, 2024)

Assawompset Golf Co, LLC, dba LeBaron Hills Country Club  
Hawaii Corp., dba Orchid of Hawaii Restaurant  
Lakeville Golf Club, Inc., dba Lakeville Golf Club  
Lakeville Aerie, 3994, Fraternal Order of Eagles, Inc.

Coin Operated Amusements (expires December 31, 2024)

Lakeville Aerie, 3994, Fraternal Order of Eagles, Inc. (2 machines)  
Lakeville Golf Club, Inc., dba Lakeville Golf Club (1 machine)

Public entertainment on Sundays (for Sundays during 2024 – licenses expire  
December 31, 2024)

Assawompset Golf Co, LLC., dba LeBaron Hills Country Club  
Hawaii Corp., dba Orchid of Hawaii Restaurant  
Lakeville Golf Club, Inc., dba Lakeville Golf Club  
Lakeville Aerie, 3994, Fraternal Order of Eagles, Inc.

**AGENDA ITEM #14  
DECEMBER 11, 2023**

**DISCUSS AND POSSIBLE VOTE ON REQUEST FOR A DANCING  
ON WEEKDAYS LICENSE AND PUBLIC ENTERTAINMENT ON  
SUNDAYS LICENSE – THE BACK NINE CLUB – 17 HERITAGE HILL  
DRIVE**

Attached are applications for a new Dancing on Weekdays License and new Public Entertainment on Sundays License for The Back Nine Club.

If approved, they would have an expiration date of December 31, 2024.

THE COMMONWEALTH OF MASSACHUSETTS

Town of Lakeville

APPLICATION FOR LICENSE (GENERAL)

X 11-30-23 2023

No. \_\_\_\_\_

TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto

X B9 Club Inc dba The Back Nine Club

(Full name of person, firm or corporation making application)

STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED

To have a License for Public Entertainment on Sundays throughout 2024 and ongoing after upon renewal

GIVE LOCATION BY STREET AND NUMBER

At The Back Nine Club located at 17 Heritage Hill Drive, Lakeville MA

in said City of Lakeville Town

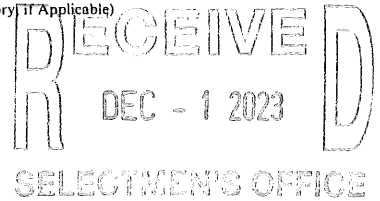
in accordance with the rules and regulations made under authority of said Statutes.

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.

B9 Club Inc dba The Back Nine Club

\*Signature of Individual or Corporate Name (Mandatory)

X [Signature] By: Corporate Officer (Mandatory if Applicable)



X 93-3087770

\*\*Social Security # (Voluntary) or Federal Identification Number

\* This 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 revocation. This request is made under the authority of Mass. G.L. c. 62C s. 49A.

Received \_\_\_\_\_ 20 \_\_\_\_\_ Hour A.M. \_\_\_\_\_ P.M. \_\_\_\_\_

X [Signature] Signature of Applicant 1 Business Park Dr 20 Lakeville MA Address

Approved \_\_\_\_\_ 20 \_\_\_\_\_ License Granted \_\_\_\_\_ 20 \_\_\_\_\_

Town of Lakeville  
APPLICATION FOR LICENSE  
(GENERAL)

No. \_\_\_\_\_

X 11-30 2023

X TO THE LICENSING AUTHORITIES:

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto

B9 Club Inc. dba The Back Nine Club

(Full name of person, firm or corporation making application)

STATE CLEARLY  
PURPOSE FOR  
WHICH LICENSE  
IS REQUESTED

To have a license for Dancing on Weekdays

GIVE LOCATION  
BY STREET  
AND NUMBER

At The Back Nine Club located at 17 Heritage Hill Drive, Lakeville MA

in said City of Lakeville  
Town

in accordance with the rules and regulations made under authority of said Statutes.

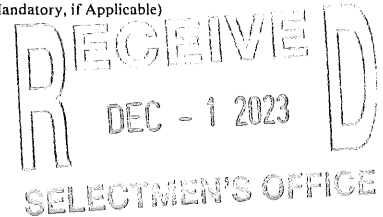
I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

B9 Club, Inc. dba The Back  
Nine Club

\*Signature of Individual  
or Corporate Name (Mandatory)

X [Signature]

By: Corporate Officer  
(Mandatory, if Applicable)



X 93-3087770

\*\*Social Security # (Voluntary)  
or Federal Identification Number

\* This 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 revocation. This request is made under the authority of Mass. G.L. c. 62C s. 49A.

Received \_\_\_\_\_ 20 \_\_\_\_\_  
Hour A.M. \_\_\_\_\_  
P.M. \_\_\_\_\_

X [Signature]

X 1 Business Park Dr 2A Lakeville MA  
Address

Approved \_\_\_\_\_ 20 \_\_\_\_\_ License Granted \_\_\_\_\_ 20 \_\_\_\_\_

**AGENDA ITEM #15  
DECEMBER 11, 2023**

**DISCUSS AND POSSIBLE VOTE TO APPROVE A CHANGE  
OF MANAGER FOR THE BACK NINE CLUB**

Attached is an application for a change of manager for The Back Nine Club.

**cmedeiroslaw@gmail.com**

---

**From:** customerservice@nCourt.com  
**Sent:** Tuesday, November 28, 2023 12:00 PM  
**To:** cmedeiroslaw@gmail.com  
**Subject:** Receipt from nCourt

YOUR RECEIPT >>

Please include the payment receipt with your application. Thank you.

Paid To	
Name:	Massachusetts Alcoholic Beverages Control Commission - Retail
Address 1:	95 Fourth Street, Suite 3
City:	Chelsea
State:	Massachusetts
Zip:	02150

Payment On Behalf Of			
First Name:	Robert	Last Name:	Poilucci, III
Address 1:	17 Heritage Hill Drive		
City:	Lakeville	State/Territory:	MA
Phone:	(774) 766-7129	Zip:	02347

Description	ID	Service Fee	Amount
FILING FEES-RETAIL	00024-RS-0584	\$4.70	\$200.00

**Receipt Date:** 11/28/2023 12:00:19 PM EST

**Invoice Number:** ea77e9e4-4733-4c82-b034-fe99b5d18c99

**Total Amount Paid:** \$204.70

Billing Information	Credit / Debit Card Information
First Name: Craig	
Last Name: Medeiros	Card Type: Visa
Address 1: 98 E. Grove St., Ste. 201	Card Number: *****1815
City: Middleboro	
State/Territory: MA	
Zip: 02346	
Email: cmedeiroslaw@gmail.com	

IMPORTANT INFORMATION >>

Please include the payment receipt with your application. Thank you.

Please verify the information shown above. Your payment has been submitted to the location listed above.

## Payment Confirmation

### YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully.

INVOICE #: ea77e9e4-4733-4c82-b034-fe99b5d18c99

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	00024-RS-0584	\$200.00
		<b>\$200.00</b>

Total Convenience Fee: \$4.70

Date Paid: 11/28/2023 12:00:19 PM EDT

Total Amount Paid: \$204.70

#### Payment On Behalf Of

**License Number or Business Name:**  
00024-RS-0584

**Fee Type:**  
FILING FEES-RETAIL

#### Billing Information

**First Name:**  
Craig

**Last Name:**  
Medeiros

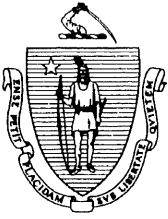
**Address:**  
98 E. Grove St., Ste. 201

**City:**  
Middleboro

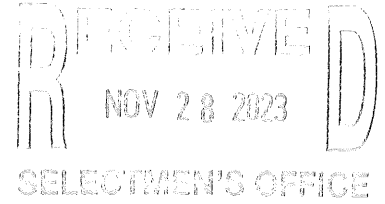
**State:**  
MA

**Zip Code:**  
02346

**Email Address:**  
cmedeiroslaw@gmail.com



The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc



RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION  
 MONETARY TRANSMITTAL FORM

**AMENDMENT-Change of Manager**

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN

STATE

ZIP CODE

For the following transactions (Check all that apply):

- |                                                                        |                                                                                                   |                                                                           |                                                                       |
|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <input type="checkbox"/> New License                                   | <input type="checkbox"/> Change of Location                                                       | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal)         | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License                           | <input type="checkbox"/> Alteration of Licensed Premises                                          | <input type="checkbox"/> Change of License Type (i.e. club / restaurant)  | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock)    |
| <input checked="" type="checkbox"/> Change of Manager                  | <input type="checkbox"/> Change Corporate Name                                                    | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement               |
| <input type="checkbox"/> Change of Officers/<br>Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest<br>(LLC Members/ LLP Partners,<br>Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder       | <input type="checkbox"/> Change of Hours                              |
|                                                                        |                                                                                                   | <input type="checkbox"/> Other <input type="text"/>                       | <input type="checkbox"/> Change of DBA                                |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

**Alcoholic Beverages Control Commission**  
**95 Fourth Street, Suite 3**  
**Chelsea, MA 02150-2358**





The Commonwealth of Massachusetts  
 Alcoholic Beverages Control Commission  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**AMENDMENT-Change of Manager**

**Change of License Manager**

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
B9 Club, Inc.	Lakeville	00024-RS-0584

**2. APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Craig Medeiros	Attorney	cmedeiroslaw@gmail.com	(774) 766-7129

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	Holly Mello	Date of Birth	8/31/1971	SSN	
Residential Address	454 Sconticut Neck Road, Fairhaven, MA 02719				
Email	hollyjmello@gmail.com	Phone	(508) 951-0335		
Please indicate how many hours per week you intend to be on the licensed premises	40	Last-Approved License Manager	Karen Donahue		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?  Yes  No \*Manager must be U.S. citizen  
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
 Have you ever been convicted of a state, federal, or military crime?  Yes  No  
 If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
8/2021	Current	Bartender	Back Nine Pub	Karen Donahue/Robert J. Poillucci, II
7/2007	7/2020	Bar Manager	Ice House Bar & Grill	Lars Vinjerud

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action?  Yes  No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature  Date

**ENTITY VOTE**

The Board of Directors or LLC Managers of   
Entity Name

duly voted to apply to the Licensing Authority of   
City/Town and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on   
Date of Meeting

For the following transactions (Check all that apply):

Change of Manager

Other

“VOTED: To authorize   
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted.”

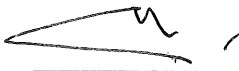
“VOTED: To appoint   
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.”

A true copy attest,

For Corporations ONLY


A true copy attest,

  
\_\_\_\_\_

Corporate Officer /LLC Manager Signature

Robert Poillucci

(Print Name)

  
\_\_\_\_\_

Corporation Clerk's Signature

Robert Poillucci

(Print Name)

## APPLICANT'S STATEMENT


I, Robert J. Poillucci, II the:  sole proprietor;  partner;  corporate principal;  LLC/LLP manager  
Authorized Signatory  
of B9 Club, Inc.  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature:



Date:

11-28-23

Title:

This card certifies satisfactory completion of training  
in the S.T.O.P. Alcohol Awareness Server Program.

Issued: **05/20/2023**

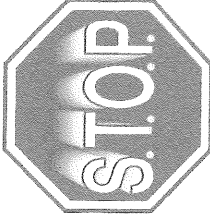
Code: **2023 - 115**

Name:

**Holly Mello**

**454 Sconticut Neck Road**

**Fairhaven, MA 02719**



**SERVER TRAINING ON PREMISE**

Expiration Date: **05/20/2026**

Instructor: **Frank J. Faubert 401-943-5454**

**AGENDA ITEM #16  
DECEMBER 11, 2023**

**BUILDING COMMITTEE UPDATES:**

- A. SENIOR CENTER FEASIBILITY STUDY**
- B. FIRE STATION BUILDING COMMITTEE**
- C. OLD COLONY FEASIBILITY STUDY**

**AGENDA ITEM #17  
DECEMBER 11, 2023**

**NEW BUSINESS**

**AGENDA ITEM #18  
DECEMBER 11, 2023**

**OLD BUSINESS**

**AGENDA ITEM #18  
DECEMBER 11, 2023**

**CORRESPONDENCE**

1. Letter from Lakeville Arts Council to Zoning Board of Appeals regarding a variance to move the stage from its current location to another location on site



RECEIVED  
DEC - 4 2023  
SELECTMEN'S OFFICE



November 1, 2023

Zoning Board of Appeals  
346 Bedford Street  
Lakeville, MA 02347

Dear Zoning Board of Appeals Members,

The Arts Council voted at our October 16 meeting to write the ZBA in support of the Historical Commission's request with Nate Darling's assistance, for a variance to move the stage from it's current location, with the intent of having a structure built over it, within the setback from the property line of Sampson Cemetery. Water pipes recently discovered located under the stage in its current location could cause future issues for the stage and makes it unfeasible for a structure to be built over it.

The stage was built by the Arts Council with the Historical Commission approval in 2014. Since then it has been used for our annual Arts & Music Festival and summer concert series in July, as well as by the children's librarian for several programs throughout the years.

Moving forward with a permanent structure over the stage, it will give a greater number of community groups the ability to also make use of this "Pavilion" such as COA programs, Historical Commission programs, and additional library programs besides children programs. The Arts Council would like to hold more summer concerts, radio plays and who knows what else.

When the structure is added over the stage it will give Lakeville a real center with a purpose of community for all.

Thank you for your thoughtful consideration in the matter.

Sincerely,

  
Joanne Corrieri-Upham  
Arts Council, Chair

Cc: Nate Darling, Building Commissioner & Zoning Enforcement Officer  
Ari Sky, Town Administrator  
Mark Resnick, Town Planner  
Select Board  
Historical Commission  
Library Trustees