

TOWN OF LAKEVILLE MEETING POSTING & AGENDA

Town Clerk's Time Stamp
received & posted:

48-hr notice effective
when time stamped

Notice of every meeting of a local public body must be filed and time-stamped with the Town Clerk's Office at least 48 hours prior to such meeting (excluding Saturdays, Sundays and legal holidays) and **posted thereafter in accordance with the provisions of the Open Meeting Law, MGL 30A §18-22 (Ch. 28-2009)**. Such notice shall contain a listing of topics the Chair reasonably anticipates will be discussed at the meeting.

Name of Board or Committee:	<u>Select Board</u>
Date & Time of Meeting:	<u>Monday, February 12, 2024 @ 5:30 PM</u>
Location of Meeting:	<u>Lakeville Police Station</u> <u>323 Bedford Street</u>
Clerk/Board Member posting notice:	<u>Tracie Craig-McGee</u>

Cancelled/Postponed to: _____ (circle one)

Clerk/Board Member Cancelling/Postponing: _____

PLEASE ASK IF ANYONE IS RECORDING THE MEETING AND ANNOUNCE THAT LAKECAM IS RECORDING

A G E N D A

1. Select Board announcements
2. Town Administrator announcements
3. Discuss and possible vote on Select Board Meeting Minutes of January 8, 2022, January 17, 2024 and January 22, 2024
4. 5:45 PM Joint meeting with the Planning Board to discuss the Housing Production Plan and possible vote on extension of contract with SRPEDD
5. Joint meeting with the Planning Board to discuss and possible vote to expand the Smart Growth Overlay District (40R)
6. Discuss and possible vote on establishing a Town Administrator Search Committee and discuss and possible vote regarding hiring a search firm
7. Discuss and possible vote to adopt Annual Town Meeting Calendar for June 10, 2024
8. Discuss and possible vote to open the Annual Town Meeting Warrant for June 10, 2024 and to close the Warrant on April 8, 2024
9. Discuss and possible vote on request from Fire Chief to apply for an Assistance to Firefighters Grant
10. Discuss and possible vote to approve the warrant for the Presidential Preference Primary-March 5, 2024
11. Discuss and possible vote to award SERSG DPW Services Bids
12. Discuss and possible vote to approve request from Council on Aging Director to designate items as surplus
13. Discuss and possible vote to send letter to Town of Raynham regarding contract with the Lakeville Animal Shelter
14. Discuss and possible vote to accept resignation of Gary Flaherty from Open Space Committee

15. Building Committee Updates:
 - a. Senior Center Feasibility
 - b. Fire Station Building Committee
 - c. Old Colony Regional Vocational Technical Building Committee
16. New Business
17. Old Business
18. Correspondence
19. Executive Session pursuant to M.G.L c.30A Sec. 21(a)(3) to discuss strategy with respect to collective bargaining, specifically with the PBA Local 185 if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares and pursuant to M.G.L c.30A Sec. 21(a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel and not to return to Open Session

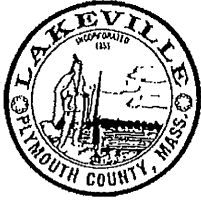
Please be aware that this agenda is subject to change. If other issues requiring immediate attention of the Select Board arise after the posting of this agenda, they may be addressed at this meeting.

**AGENDA ITEM # 1
FEBRUARY 12, 2024**

SELECT BOARD ANNOUNCEMENTS

**AGENDA ITEM #2
FEBRUARY 12, 2024**

TOWN ADMINISTRATOR ANNOUNCEMENTS



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

Interim Town Administrator's Report
January 19, 2024 – February 1, 2024

Meetings with Department Heads

- 1. Police Chief**
 - a. Union negotiations
 - b. FY25 Budget department review
- 2. Human Resources Director**
 - a. FY25 Budget department review
 - b. Personnel issues
- 3. Building Commissioner, Chairman of the Planning Board**
 - a. Staffing
 - b. Developments
 - c. Duties and responsibilities
- 4. Treasurer/Collector**
 - a. FY25 Budget department review
 - b. Collections
 - c. Tax title auction
- 5. Building Commissioner**
 - a. FY25 Budget department review
 - b. Department organizational chart
 - c. Permitting
- 6. Facilities Director**
 - a. FY25 Budget department review
 - b. Town buildings
 - c. Custodial
- 7. Public Works Director**
 - a. FY25 Budget department review
 - b. Department organizational chart
 - c. Capital requests
 - d. DPW facility
 - e. Snow & Ice
 - f. Transfer Station
 - Sticker/Permits
 - Fee structure
 - Solid waste
 - Recycling
 - Service contracts
 - g. Parks
 - h. Cemeteries

- 8. Library Director**
 - a. FY25 Budget department review
 - b. State Aid
 - c. State minimum appropriation requirements
 - d. Friends of the Library
 - e. Trustees
- 9. Police Chief**
 - a. Police negotiations update
- 10. Accountant**
 - a. FY25 Budget department review
 - b. FY25 Summary by Function Report review
 - c. FY25 Budget overview
 - d. Smart Growth
- 11. Council on Aging Director**
 - a. FY25 Budget department review
 - b. Friends of the COA
 - c. Personnel
- 12. Clerk**
 - a. FY25 Budget department review
 - b. Early voting/Vote by mail
- 13. Fire Chief**
 - a. FY25 Budget department review
 - b. Staffing
 - c. Call Fire
 - d. ARPA
 - e. Ambulance runs
- 14. Accountant**
 - a. FY25 Budget review of Select Board, Finance Committee, Reserve Fund, Legal Services, Public Building and Public Properties and Cable TV
- 15. Human Resources Director**
 - a. Non-union personnel
 - b. Testing
 - c. Wage and Classification Study
- 16. Building Commissioner, Select Board Member Lia Fabian**
 - a. Senior Center Feasibility Study
 - b. Next steps
- 17. COA Director, Select Board Member Lia Fabian**
 - a. Senior Center Feasibility Study
 - b. Needs assessment
- 18. Animal Control Officer, Executive Assistant to the SB**
 - a. FY25 Budget department review
 - b. Shelter
 - c. Fundraising
 - d. Capital requests

Meetings with Town Personnel (Non-Department Heads)

- 1. Planning Department Clerk**
 - a. Housing Production Plan

- b. Multi-Family Zoning Requirement for MBTA Communities
- c. Staffing
- 2. Chairperson of the Park Commission**
 - a. FY25 Budget department review
 - b. Clear Pond Beach
 - c. Loon Pond Lodge
 - Management
 - Fees
 - d. Revenues
 - e. Maintenance of parks
 - f. Capital projects
- 3. Chairperson of the Board of Assessors, Representative of RRG**
 - a. FY25 Budget department review
 - b. Staffing
- 4. IT Consultant**
 - a. FY25 Budget department review
 - b. Management contract

Meetings/Telephone Calls/Zoom Meetings with Non-Town Personnel

- 1. Telephone conversation with the project manager of Watermark Environmental on the Assawompset Elementary School window and door project
 - a. Project update
 - b. Change orders
 - c. Email to working group
- 2. Discussion with the Superintendent of the Lakeville/Freetown School District and Business Manager
 - a. FY25 Budget appropriation
 - b. Budget calendar

Collective Bargaining Negotiations

- 1. Police mediation session with representatives of the Department of Labor Relations, Police Union and Attorney Tim Zessin of KP Law
 - a. Union and town proposals
 - b. Next steps
- 2. Discussion with the President of the Police Association
 - a. Reviewed contract proposals
 - b. Arbitration
 - c. SB meeting

**AGENDA ITEM #3
JANUARY 22, 2024**

**DISCUSS AND POSSIBLE VOTE TO APPROVE SELECT
BOARD MINUTES OF JANUARY 8, 2024 AND JANUARY 17,
2024 AND JANUARY 22, 2024**

**TOWN OF LAKEVILLE
Select Board Meeting Minutes
January 8, 2024 – 6:00 PM**

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

On January 8, 2024 the Select Board held a meeting at 6:00 PM at the Lakeville Police Station Meeting Room. The meeting was called to order at 6:00 PM by Chairman Day. Members present were Chairman Day and Member Fabian; Member Carboni was attending remotely. Also present were Ari Sky, Town Administrator and Tracie Craig-McGee, Executive Assistant to the Select Board and Town Administrator. LakeCAM was recording the meeting for broadcast.

Select Board announcements

Chairman Day read the Select Board announcements. He thanked Department of Public Works for their work on the snow storm yesterday.

Town Administrator announcements

Mr. Sky read the Town Administrator announcements.

Discuss and possible vote on Select Board Meeting Minutes of December 4, 2023; December 11, 2023 and December 18, 2023

Member Carboni said on the December 4th minutes, page 5, 2nd paragraph ½ way down on the right “add Year before 2015”.

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

VOTED: To approve the Select Board Meeting Minutes of December 4, 2023 as revised.
Roll call vote: Member Carboni – aye; Member Fabian – aye and Chairman Day – aye.

Chairman Day said on the December 11th minutes, page 8 ½ way down under 43 Main change Rhino do own the parcel to Rhino does not own the parcel across from Bridge Street). Member Carboni said on page 8, a bit further down, on the left it should read “were having a conversation” instead of were had”.

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

VOTED: To approve the Select Board Meeting Minutes of December 11, 2023 as revised.
Roll call vote: Member Carboni – aye; Member Fabian – aye and Chairman Day – aye.

Member Carboni said on the December 18th minutes on page 1: Loon Pond Lodge, 2nd sentence, “the contract with Loon Pond Lodge management change to sent); at the bottom of the same paragraph – Park Chair Turcotte change to “asked” would the Board make the fee waiver decision. On Page 2 halfway down Park Chair Turcotte “said” are you going to do the league fees should be

changed to asked. On Page 3: under Common Victualler License for Aramark, the sentence should read Chairman Day said Aramark needs to do a better job on the renewal timing of these licenses. On Page 6: under Interim Town Administrator, the third sentence should read that Member Carboni made a motion. The next sentence should read Chairman Day asked Member Carboni if Member Fabian could speak to this.

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

VOTED: To approve the Select Board Meeting Minutes of December 18, 2023 as revised.
Roll call vote: Member Carboni – aye; Member Fabian – aye and Chairman Day – aye.

Discuss and possible vote to award SERSG Drug/Alcohol Testing Contract

Lacey Marshall, Human Resources Director, was present for the discussion. Ms. Marshall said the fees went up \$5.00 for a 3-year bid. Member Carboni said that on the 4th page under notices it gives Abington’s address. Ms. Craig-McGee said she had requested a corrected page for the contract, which is in the sign folder. Member Fabian said she is hoping we can address who gets tested. Ms. Marshall said we have done ten (10) in the last few months and ten (10) of them were part time. We could look at revising who needs this. Member Fabian said it started for a particular reason, but years later perhaps that reason does or doesn’t apply. At some point she hopes that Ms. Marshall Lacey will bring this the Board.

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

VOTED: To award the SERSG Drug/Alcohol Testing Contract to Advantage Drug Testing of Andover, MA and to authorize the Town Administrator to sign the contract from January 1, 2024 to December 31, 2026.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Discuss path going forward regarding Planning Department organization and staffing

Mark Knox, Planning Board Chairman and Cathy Murray, Planning Board Clerk were present for the discussion. Chairman Day said the Town Planner has left the Town and we need to discuss how to move forward. Mr. Knox said he would like to see no changes. Some really good things came out of the Town Planner’s presence that we can continue to use. Maybe we can convene again in three (3) months to discuss this. The Planning Board is in a good place to continue. He would like involvement of two (2) Planning Board members if the Board goes forward with filling the position and he would like some changes in the structure. Member Carboni asked Mr. Knox has the Planning Board met to discuss what their thoughts are moving forward with regards to the Town Planner position. Mr. Knox said he wants to put it on their upcoming meeting and send a vote from the full Board to the Select Board. Member Carboni said Mr. Resnick attended a lot of meetings and carried a lot of information from these meetings and did the work outside of the meetings. Who will be attending those meetings in his place to carry on the projects ongoing. Ms. Murray said she attends Zoning Board of Appeals and Community Preservation Committee meetings; the only one she doesn’t go to is Open Space. She would attend if necessary. Mr. Sky said the Assistant to the

Town Administrator was Mr. Resnick's back-up so we can speak to Ms. Cotsoridis about filling that role. Mr. Knox said maybe the Select Board can reach out to the Chairs of all those Boards and Committees for feedback on their needs or support. Member Fabian said we need to decide on budgeting the position. Ms. Cotsoridis was supporting Community Preservation Committee at the beginning; now Ms. Murray is there. Mr. Sky said it's not realistic to expect the same level of staff support with 50% of the staffing. There needs to be an understanding that Ms. Murray cannot attend every meeting. Member Carboni asked about the reporting structure for Ms. Murray. Would that be the Town Administrator? Chairman Day said yes. Mr. Sky said the Planner reports through the Town Administrator to the Select Board. Chairman Day said we will discuss that on the 22nd. Mr. Sky said Ms. Murray and he have spoken about going to the Town Administrator with issues. Chairman Day asked Ms. Murray if she had any concerns. Ms. Murray said it is a bit slow and we will see how this plays out. If any of the larger projects come in sooner, if not a Planner, than a consultant is needed. Member Fabian said prior to a Planner, who did the communication with peer review. Ms. Murray said she would do some. Planning Board Chairman Knox said he communicate with them also. Mr. Sky said it's the question of enough hours in the day. Mr. Resnick spent a fair amount of time working on the Community Preservation Committee. Chairman Day said if you need help with anything speak up early. Member Carboni asked who is receiving Mr. Resnick's emails. Ms. Murray said she is getting them.

Mr. Sky said he would like to discuss a stipend for Ms. Murray. He has checked with the union and they need the work detailed. He recommended having Chairman Knox and Ms. Marshall put something together.

Discuss and possible vote on designee for Union Matters

Chairman Day asked if the Board wanted to give this to the Interim Town Administrator the ITA or change it. The only union matter is JMLC. Member Carboni said she would like to keep it with the Interim Town Administrator. Member Fabian said we always had the Select Board position for a Union representative. Chairman Day said Member Fabian has been that person already. Member Fabian said that the Town Administrator has always worked on Union matters and a Select Board was a liaison. She assumed that the Town Administrator would continue. Did we formally appoint the Town Administrator? Mr. Sky said there was a discussion after the last election and the Board directed him to continue working on the JMLC. Member Fabian said she believes there was a decision not to involve the Select Board Member going to the JMLC. Why would we change it? She assumed the Interim Town Administrator would be involved in this. Chairman Day said this is his opinion also. Member Fabian said there is a conversation for a different day on what we should be doing and should be done in Executive Session. She doesn't know why the Interim Town Administrator wouldn't be involved. Chairman Day said no vote is necessary; we can just carry on. Member Carboni said it was worth having the discussion so we were not leaving something hanging out there. Member Fabian said we should have an Executive Session to discuss the JMLC matter as soon as possible.

Discuss and possible vote to authorize Town Administrator and Town Counsel to discuss various matters with Interim Town Administrator designee prior to execution of employment agreement

Chairman Day said this is to give Town Counsel and Mr. Sky comfort to have conversations with the Interim Town Administrator. Member Fabian said Mr. Nunes needs to be able to hit the ground running.

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

VOTED: To authorize Town Administrator and Town Counsel to discuss various matters with the Interim Town Administrator designee prior to execution of employment agreement.

Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Discuss and possible vote regarding Site Plan Review for the property located at 2 & 4 Bedford Street

Chairman Day said this property is the old A-Frame Restaurant location. He did not have any questions regarding water allocation or curb cuts. Member Carboni said the property has a well right now. Chairman Day said we do not have a water allocation request in front of us. Member Fabian said this has not been seen by the Planning Board yet. Member Carboni said it will be on their January 25th meeting. Member Fabian said the plan states it will be four (4) contractor bays. Chairman Day said the plan shows the well location. Ms. Craig-McGee noted that the plan shows the removal of two (2) of the existing curb cuts and creating a new curb cut in the middle of the property, but that would be MassDOT. The Board did not have any comments at this time.

Discuss and possible vote to schedule Select Board Meetings for February, March and April

The dates for the February, March and April Select Board Meetings were discussed. Member Carboni asked if the Board wanted to start at 5:30 PM or go to 6:00 PM. It was agreed to start at 5:30 PM.

ARPA Water Projects Update with Environmental Partners

Sabrina Castaneda and Paul Millett of Environmental Partners were present for the discussion. Mr. Millett said there are no issues with Ted Williams Camp and Old Town House water connection. We would have to negotiate with Taunton and Blueberry Estates to tie into the existing water and connect to the John Paun Park. We did get a reasonable response from Taunton; the opposition was the Blueberry Estates terms and conditions that were prohibitive. They want us to tie into the water main before their meeting adding \$100,000 to the job. We have no leverage to push back. After consultation we put that part on hold. Mr. Millett said he recommends bidding just the Ted Williams Camp and Old Town House projects. John Paun Park was the large chunk; we could go back and convert the existing well to drinking water and add chemicals or to drill a new drinking water well. The practical option to tie into Taunton Water has fallen on its knees. ARPA will not fund us doing well work. You have unspent ARPA money on the table.

Member Fabian asked how much have we spent on legal fees? Mr. Sky said that it is not a lot. Member Fabian said she did not think this was viable from the beginning. She was trying to get a well going. Mr. Millett said the quantity is okay, but the water quality will need treatment and regular monitoring and sampling. It is an option, but ARPA won't pay for well work. Mr. Sky said this funding is only water infrastructure, sewer or broadband. Water must be pulled off of a utility. Chairman Day asked are there any projects in that area coming down the pike or would these funds go back. Mr. Sky said this is project specific and you would need a new proposal. Clear Pond Park was looked at. The County is looking for a report by the end of March 2024 on what they want to do and provide a close out plan in June of 2024. They don't want to send money back to the Federal government. Member Carboni said she doesn't want to hold up the other two (2) projects. We have some time on when we want to go out to bid. We can hold off and see what we could add. Mr. Sky said he recommends going forward with the other two (2). There is a larger project tied to that which is the restroom at the Old Town House. Chairman Day said we should move forward with the other two (2). We have no other project to spend it on. If we do fund the well project ourselves, what systems do we need to maintain the water. Mr. Millett said it would cost about \$5,000 for testing for the well as you have to prove to DEP you are taking care of the water. Member Fabian said we have the option of a well, which puts us in the water monitoring business and the other option is leave it as is and maybe make it nicer with port a potty. There was a lot of interest from people using that facility to see water there. She wants to be able to tell them we investigated all options.

Chairman Day said if there are no problems with the Taunton water line, are there any operational costs to the water line. Mr. Millett said the chance is very low as it is a new pipe. The cost would be draining in the fall and start up in the spring. Member Fabian asked who would do that. Mr. Millett said it can be done by the Department of Public Works. You aren't changing the water chemistry and a plumber probably could do it. If we go back to square one, there is more work to be done at a huge cost. He can't recommend spending a lot of money on that line. Chairman Day said we can put forward the other two (2) projects. There is no harm going back to the County and let them know what it is to get that project done. Member Fabian said she wishes we could go back to the County and ask again about paying for a well. Mr. Sky said they won't. Chairman Day asked if the \$5,000 estimate regarding well operation was for the outside operator to test the well. Mr. Millett said yes. Member Fabian said just because you can do something doesn't mean you should be. It sounds like it is difficult to make it happen even throwing more money at it. Mr. Millett said even if the Federal government is going to pay, should we do it? Now you are in the water business for water operation and maintenance. Chairman Day said he is more scared of the well maintenance than the Taunton line. Mr. Millett said if a line broke, you would need a contractor on call. Well operation is reporting to DEP and testing.

Chairman Day said we should go ahead and move forward with the other two projects. Member Carboni agreed. Member Fabian said she hates to ask the Department of Public Works to take on maintenance of a water main on them. Chairman Day said isn't it below the frost line. Mr. Millett said the chance of it freezing is low. It would require some level of maintenance. Chairman Day said he would like to see the pros and cons. Member Fabian said there was a lot of people concerned about getting water there. If it is a no go, we need to give them a solid reason why. We need to evaluate both options. Mr. Sky said we will go back to the County and tell them we can do two (2) of the projects.

Building Committee Updates:

Senior Center Feasibility

Member Fabian said the Committee needs to meet to figure out when to bring this in front of the Select Board. Mr. Sky said he has asked the architect for the final report.

Fire Station Building Committee

Member Carboni said the smaller group met to look at the building needs and she asked the Owner's Project Manager to provide a blurb to share. They met and the facility assessment is completed. The civil engineer will be working on the due diligence for the three (3) sites. They are working on the concept layout for the test pits. They will meet next week for the concept layouts from the needs assessment. Member Fabian asked did we come up with a plan for the money for design for Town Meeting. Member Carboni said that will be as we get a bit closer. The Committee touched about the timing for Town Meeting. She doesn't think plans will be ready for June. Mr. Sky said the plan was to go to Town Meeting for full design, but we need some sort of renderings to show the public. Member Fabian said thought it was in the capital plan. Mr. Sky said there is a placeholder for FY25. Member Fabian said she would like to see the financing for part of the design at Town Meeting.

Old Colony Regional Vocational Technical Building Committee

Chairman Day said there were no updates.

New Business

Mr. Sky said the Governor announced 9C cuts. Most earmarks were reduced 50%. The \$75,000 for the Peach Barn will be \$37,500; we do have \$75,000 approved at Town Meeting. He does believe aid numbers will be increased.

Old Business

There was no Old Business discussed.

Correspondence

Chairman Day noted that we received a letter from Comcast on programming advisory.

At 7:15 PM upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To enter Executive Session pursuant to M.G.L c.30A Sec. 21(a)(3) to discuss strategy with respect to litigation (Bountiful Farms v. Town of Lakeville, Plymouth Superior Court CIVIL ACTION NO. 2283CV00230) if an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares, and votes may be taken and pursuant to M.G.L c.30A Sec. 21(a)(2) to conduct strategy session in preparation for negotiations with non-union personnel (Interim Town Administrator) and/or conduct contract negotiations with non-union personnel (Interim Town Administrator) and not to return to Open Session.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

List of documents provided at the Select Board Meeting of January 8, 2024

1. Agenda page
2. Agenda page; Town Administrator announcements
3. Agenda page; Select Board Meeting Minutes of December 4, 2023; December 11, 2023 and December 18, 2023
4. Agenda page; contract award sheet; proposed contract
5. Agenda page; memo from Town Planner
6. Agenda page
7. Agenda page
8. Agenda page; email from Planning Department Clerk; site plan review application; site plans
9. Agenda page
10. Agenda page; update report from Environmental Partners;
11. Agenda page
12. Agenda page
13. Agenda page
14. Agenda page; letter from Comcast
15. Agenda page

TOWN OF LAKEVILLE
Select Board Meeting Minutes
January 17, 2024 – 5:00 PM

REMOTE MEETING

On January 17, 2024 the Select Board held a meeting at 5:00 PM remotely from various places. The meeting was called to order at 6:00 PM by Chairman Day. Members present were Chairman Day and Member Fabian; Member Carboni was attending remotely. Also present were Ari Sky, Town Administrator, Lacey Marshall, Human Resources Director and Tracie Craig-McGee, Executive Assistant to the Select Board and Town Administrator. LakeCAM was recording the meeting for broadcast.

In accordance with the provisions allowed by Chapter 2 of the Acts of 2023, the **January 17, 2024** public meeting of the **Lakeville Select Board** will be held remotely. **However, to view this meeting in progress, please go to 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/>.**

Possible Executive Session pursuant to pursuant to M.G.L c.30A Sec. 21(a)(2) to conduct strategy session in preparation for negotiations with non-union personnel (Interim Town Administrator) and/or conduct contract negotiations with non-union personnel (Interim Town Administrator) and to return to Open Session

Chairman Day announced that the Board would not be going into Executive Session.

Discuss and possible vote to approve contract for Robert Nunes as Interim Town Administrator

Chairman Day said he worked with Mr. Nunes on the contract. There were a few small revisions that Mr. Nunes requested. He asked if the language as is was okay with the members. Members Carboni and Fabian said they were good with the contract. Chairman Day said the template only has the Chairman signing, but he will reprint the signature page for all three (3) signatures. Mr. Sky noted that Mr. Nunes will be in on Friday, so the contract would need to be signed by then. Ms. Marshall said she had reviewed the contract and it looked okay.

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

VOTED: To approve the contract for Interim Town Administrator Robert Nunes.
Unanimous in favor.

Discuss and possible vote to waive physical requirement for certain new hire positions per Director of Human Resources' request

Ms. Marshall provided information to the Board regarding waiving the physical requirement for certain new hire positions. She said there is a total of 254 Town employees, including all elected

Board members that receive a stipend. Of those, 10% of the positions are required by DOT and GATRA to have physicals and drug screening. She would like to request from the Board that we only send new hire employees for physicals that are required. We spend about \$1,000 over what we needed to sending every position. If a person would need or requests American with Disabilities Act accommodation, then we would send them for a physical. Chairman Day asked how many pending hires. Ms. Marshall said there are two (2) part time Library clerks. Chairman Day asked the Board Members if they wanted to vote a waiver for the two (2) pending hires or to update the non-union Wage & Personnel Handbook. Member Fabian asked do we need to give a waiver because they are already hired. Ms. Marshall said they have been offered the job, but have not started. Member Fabian said so they are not officially hired until they fulfill all the requirements.

A motion was made by Member Carboni and seconded by Member Fabian to waive the physical requirements for the two (2) new hires at part time Library Clerk per the Human Resources Director's request.

Discussion: Member Carboni said this list is for the non-union employees that was provided by the Human Resources Director. Ms. Marshall said the list sent were current employees that had to participate in the physical and drug testing. We hired 14 employees of which 10 were non Department of Transportation related. We were only required to send 2 of those employees for a physical. We spent \$1,300 instead of \$340 because the Wage and Personnel Handbook says every employee. Member Carboni said so this would be in effect as of the vote and would not be required for any new hires. Chairman Day said unless it was deemed necessary. Member Fabian said she thought we were waiving the physical per the Human Resources Director's request. Is this a policy change? Chairman Day asked are we waiving this for the two (2) pending hires or updating the policy. Member Carboni said her motion was for the two (2) new hires. We would have to make a change to the handbook.

The vote on the previous motion was unanimous in favor.

New Business

There was no New Business discussed.

Old Business

There was no Old Business discussed.

Adjournment

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

VOTED: To adjourn the Select Board Meeting at 5:12 PM.
Unanimous in favor.

List of documents provided at the Select Board Meeting of January 17, 2024

1. Agenda page; draft contract
2. Agenda page; information from Human Resources Director

**TOWN OF LAKEVILLE
Select Board Meeting Minutes
January 22, 2024 – 5:30 PM**

REMOTE MEETING

On January 22, 2024 the Select Board held a meeting at 5:30 PM remotely from various locations. The meeting was called to order at 5:30 PM by Chairman Day. Members present were Chairman Day, Member Fabian and Member Carboni. Also present were Robert Nunes, Town Administrator and Tracie Craig-McGee, Executive Assistant to the Select Board and Town Administrator. LakeCAM was recording the meeting for broadcast.

Select Board announcements

Chairman Day read the Select Board announcements.

Town Administrator announcements

Mr. Nunes read the Town Administrator announcements. Mr. Nunes said would like to present the budget on March 11th or another meeting. Mr. Strauss will get the budget to him mid-February. Chairman Day asked Mr. Nunes to check with Finance Committee on availability. Mr. Nunes said the Board would be meeting with the Finance Committee for a full budget presentation.

Discuss and possible vote on Select Board Meeting Minutes of January 8, 2024 and January 11, 2024

Chairman Day said the minutes of January 8, 2024 and January 11, 2024 were presented for approval. Member Carboni asked on Page 4, there was a sentence with the words “Tracie insert talk”. Ms. Craig-McGee noted that was a note to herself to watch the video to insert the discussion. Member Carboni noted two (2) changes in the last paragraph on Page 4. Chairman Day said the January 8th minutes will be put on the next agenda.

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

VOTED: To approve the Select Board Meeting Minutes of January 11, 2024.
Roll call vote: Member Carboni – aye; Member Fabian – aye and Chairman Day – aye.

Discuss and possible vote to approve and sign the Annual Election Warrant

Ms. Craig-McGee confirmed that there were no changes from the January 11, 2024 vote on the positions on the warrant. Member Fabian asked if anything had been added. Ms. Craig-McGee said that due to a resignation on the Planning Board, that position was added and was approved by the Board on January 11, 2024.

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

VOTED: To approve and sign the Annual Election Warrant as presented for Monday, April 1, 2024 from 12:00 PM to 8:00 PM at Ted Williams Camp at 28 Precinct Street.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Discuss and possible vote to appoint Interim Town Administrator as ADA Coordinator; Smart Growth Reporting Officer; Master Plan Implementation Committee; Capital Expenditures Committee; Emergency Planning Committee; Fire Station Building Committee and Senior Center Addition Feasibility Study Committee

Chairman Day read the positions that Mr. Sky was holding before his departure. Member Fabian said to Mr. Nunes that she can get together on the Senior Center Feasibility Study and the water levels in relation to the Emergency Planning part of that.

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

VOTED: To appoint Robert Nunes as ADA Coordinator; Smart Growth Reporting Officer; Master Plan Implementation Committee; Capital Expenditures Committee; Emergency Planning Committee; Fire Station Building Committee and Senior Center Addition Feasibility Study Committee for terms to expire July 31, 2024.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Discuss and possible vote on request for reappointment of Kenneth W. Upham, Sr. as Constable

Chairman Day said the Board has the letter from the Chief of Police that everything was good for reappointment of Kenneth W. Upham Sr as constable.

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

VOTED: To reappoint Kenneth W. Upham, Sr. as Constable for a term to expire January 18, 2025.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Discuss and possible vote on request from Board of Health to appoint Sofia DaCosta as Assistant Board of Health Agent

Chairman Day said the Board has a request from the Board of Health to appoint Sofia DaCosta as an Assistant Board of Health Agent. Member Fabian said this is for an Assistant Board of Health Agent. Chairman Day noted Ms. DaCosta is replacing Gail Joseph. Member Carboni said this may be for food establishment inspections, etc.

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

VOTED: To appoint Sofia DaCosta as Assistant Board of Health Agent effective February 1, 2024 and expiring January 31, 2025.

Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

Building Committee Updates:

Senior Center Feasibility

Member Fabian said we received the final study report, but there was a change in fee by the Owner's Project Manager that we are asking for clarification on. Once the Board has a chance to read it, we can place it on a Select Board Meeting. She will meet with Mr. Nunes and the Council on Aging Director to discuss it.

Fire Station Building Committee

Member Carboni said the group has met again to discuss their report and once she receives it, she will send it to the Board.

Old Colony Regional Vocational Technical Building Committee

Chairman Day said he does not anticipate anything until early to mid-February.

New Business

Member Fabian asked Mr. Nunes about a grant that Old Colony received. Mr. Nunes said Old Colony has received a State Grant. Chairman Day said it was for \$15,000. Member Fabian said that has to be used specifically for mathematics.

Old Business

Chairman Day said we had asked to look into some sort of agenda system and that has not happened yet. Do we still want to work on that or defer until later? Member Carboni said it is worth pursuing to look at some options. Ms. Craig-McGee said that she and Mr. Sky had been in contact with Civic Plus for an upgrade to our current website. Civic Plus does have an agenda program and we had a demonstration. They wanted us to purchase the update immediately, but we explained to them that we would not have funding until FY25 and the conversation stopped. She will reach out to the Town's representative.

Correspondence

1. Letter from Jared Valanzola of Plymouth County Commissioner Member Fabian said Plymouth County Commissioners will be meeting on February 29th. She will let the Board know if anything happens.

At 5:52 PM upon a motion made by Member Carboni and seconded by Member Fabian, it :

VOTED: To enter Executive Session pursuant to M.G.L c.30A Sec. 21(a)(3) to discuss strategy with respect to collective bargaining, specifically with the PBA Local 185 if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares and not to return to Open Session.
Roll call vote: Member Fabian – aye; Member Carboni – aye and Chairman Day – aye.

List of documents provided at the Select Board Meeting of January 22, 2024

1. Agenda page
2. Agenda page; Town Administrator announcements
3. Agenda page; Select Board Meeting Minutes of January 8, 2024 and January 11, 2024
4. Agenda page; Annual Election Warrant
5. Agenda page
6. Agenda page; letter from Kenneth W. Upham, Sr.; email from Police Chief
7. Agenda page; memo from Board of Health; email from Building Department; email from Gail Joseph
8. Agenda page
9. Agenda page
10. Agenda page
11. Agenda page; letter from Jared L. Valanzola, Chairman of Plymouth County Commission