

AGENDA
Board of Selectmen Meeting
Remote Location Meeting
August 3, 2020 – 6:30 PM

**PLEASE ASK IF ANYONE IS RECORDING THE MEETING
AND ANNOUNCE CABLE TAPING (IF PRESENT)**

1. **In accordance with the Governor’s Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §20, relating to the 2020 novel Coronavirus outbreak emergency, the August 3, 2020 public meeting of the Board of Selectmen shall be physically closed to the public to avoid group congregation. However, to view this meeting in progress, please go to [facebook.com/lakecam](https://www.facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>**
2. Selectmen Announcements
3. Revisit and discuss approvals for renovations and changes to Town Buildings
4. Revisit and discuss Department Head Review process
5. Discuss and decide on the process for the Town Administrator’s review
6. Update on COVID 19 reimbursements for the Town
7. Update on COVID 19 for F/L Regional School District
8. Review and discuss the staffing requirements for the Board of Selectmen’s Office
9. Update on the Freetown/Lakeville Regional School District Reopening Task Force Meeting on July 27, 2020
10. Discussion on establishing processes and schedules to generate yearly Town Administrator and Departmental goals
11. Discussion on if the Board of Selectmen should remain the Wage & Personnel Board
12. Review and possible vote on the Board of Selectmen's emergency powers being assigned to Town Administrator
13. Update from Town Administrator on current IT Projects
14. Review and vote to approve Election Warrant for September 1, 2020 State Primary
15. Request from SRPEDD to appoint Joint Transportation Planning Group Delegate and Alternate Delegate
16. Request for Outdoor Entertainment Permit – 76 Kingman Street – September 5, 2020
17. Request from Planning Board to appoint Mark Knox as their representative to the Project 43D Advisory Committee
18. Request from Department of Public Works Director to declare trucks and equipment as surplus
19. Discuss resumes/background letters for candidates interested in filling the vacancy on the Planning Board

20. Review and vote to approve Board of Selectmen Meeting Minutes of March 5, 2020; April 6, 2020; April 14, 2020; April 23, 2020 and April 27, 2020
21. New Business
22. Old Business: Update on former Lakeville Hospital property
Update on sale of Lakeville Country Club
23. Any other business that may properly come before the meeting

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

**AGENDA ITEM #1
AUGUST 3, 2020**

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §20, relating to the 2020 novel Coronavirus outbreak emergency, the August 3, 2020 public meeting of the **Board of Selectmen** shall be physically closed to the public to avoid group congregation. **However, to view this meeting in progress, please go to [facebook.com/lakecam](https://www.facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>**

**AGENDA ITEM #2
AUGUST 3, 2020**

ANNOUNCEMENTS

The Lakeville Senior Center is in desperate need of MOW drivers. They are specifically looking for Wednesday & Friday drivers at this time, BUT are always in need of "fill in" drivers during the week. As a point of reference, the entire delivery process from food pick up at the Middleboro COA till dropping off the empty containers at the Lakeville COA takes approximately 4 hours to complete, ranging between 55-60 miles. You are reimbursed monthly 0.575 cents per mile thru OCPC (Old Colony Planning Council) This is a very rewarding Volunteer position. Sometimes YOU are the only faces these seniors see each day. And remember it is not only dropping off a nutritional meal but also a wellness check for our Seniors. If interested please contact Lori Fahey at lfahay@lakevillema.org. You will be sent a CORI form to be completed, and once it is okayed we can start the process of training you. We have implemented safety precautions during these uncertain times and will provide our volunteers with face masks & gloves if needed.

The Treasurer/Tax Collector would like to remind residents that 1st quarter real estate taxes are due by August 3, 2020.

The Town Clerk would like to remind residents that if they received a past due notice in the mail to please license their dogs for 2020.

Tracie

**AGENDA ITEM #3
AUGUST 3, 2020**

**REVISIT AND DISCUSS APPROVALS FOR RENOVATIONS
AND CHANGES TO TOWN BUILDINGS**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #4
AUGUST 3, 2020**

**REVISIT AND DISCUSS DEPARTMENT HEAD
REVIEW PROCESS**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #5
AUGUST 3, 2020**

**DISCUSS AND DECIDE ON THE PROCESS FOR THE
TOWN ADMINISTRATOR'S REVIEW**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #6
AUGUST 3, 2020**

**UPDATE ON COVID 19 REIMBURSEMENTS FOR THE
TOWN**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #7
AUGUST 3, 2020**

**UPDATE ON COVID 19 FOR F/L REGIONAL SCHOOL
DISTRICT**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #8
AUGUST 3, 2020**

**REVIEW AND DISCUSS THE STAFFING REQUIREMENTS
FOR THE BOARD OF SELECTMEN'S OFFICE**

Chairman LaCamera placed this item on the agenda.

Tracie

**AGENDA ITEM #9
AUGUST 3, 2020**

**UPDATE ON THE FREETOWN/LAKEVILLE REGIONAL
SCHOOL DISTRICT REOPENING TASK FORCE
MEETING ON JULY 27, 2020**

Selectmen Day asked for this to be placed on the agenda.

Tracie

**AGENDA ITEM #10
AUGUST 3, 2020**

**DISCUSSION ON ESTABLISHING PROCESSES AND SCHEDULES
TO GENERATE YEARLY TOWN ADMINISTRATOR AND
DEPARTMENTAL GOALS**

Selectmen Day asked for this to be placed on the agenda.

Tracie

**AGENDA ITEM #11
AUGUST 3, 2020**

**DISCUSSION ON IF THE BOARD OF SELECTMEN SHOULD
REMAIN THE WAGE & PERSONNEL BOARD**

Selectmen Day asked for this to be placed on the agenda.

Tracie

**AGENDA ITEM #12
AUGUST 3, 2020**

**REVIEW AND POSSIBLE VOTE ON THE BOARD OF
SELECTMEN'S EMERGENCY POWERS BEING ASSIGNED
TO TOWN ADMINISTRATOR**

Selectmen Fabian asked for this to be placed on the agenda.

On August 26, 2019, the previous Board of Selectmen discussed and voted to assign emergency powers of the Board of Selectmen to the Town Administrator. I have attached the minutes from that meeting below. I have also attached Chapter 416 of the Acts of 1998 for your review.

Minutes of August 26, 2019:

Chairman Hollenbeck said in the event that the Board of Selectmen need to meet, but cannot get a quorum, there is an option to give emergency powers to a Town Administrator in that event. This would be a back-up plan. Selectman Powderly asked if Town Meeting approval was needed. Chairman Hollenbeck said only Selectmen approval. This is only when there is a two (2) member Board. Ms. Candito said any actions taken by her must be ratified by the full Board. Selectman Powderly said the motion would need to add in the language that any such votes would need to be ratified by the Board at the next called meeting. Selectman Fabian said she is not prepared to approve this today. She just heard about this last Friday and need more time to find out what exactly is involved. She has responsibilities to the Town of Lakeville residents to make a decision. There is another part that speaks to a designee that is not specific if it is the Town Administrator's designee or the Board of Selectmen's designee. We are receiving answers from Town Counsel, but she would like to see the questions that have been asked.

A motion was made by Chairman Hollenbeck and seconded by Selectman Powderly in accordance with Section 3Q of Chapter 416 of the Acts of 1998, that the Town Administrator be authorized to exercise all powers and duties vested in the Board of Selectmen pursuant to said Chapter 416 of the Acts of 1998, the federal and state statutes and regulations and the bylaws and regulation of the Town of Lakeville, but only in the event that the Board of Selectmen is unable to act due to an inability to achieve a quorum due to vacancy and/or extended

absence due to illness, and only to the extent that the Town Administrator deems it in the best interest of the Town to take such action prior to the filling of the vacancy in accordance with the law and any such votes shall be ratified by the Board of Selectmen at its next public meeting.

Discussion: Sherrill Barron of 6 Sassamon Circle expressed her concern because Ms. Candito is a new hire and would have the ability to run the Town. The Selectmen were chosen by the taxpayers. You should give it to someone that is elected by the people. Chairman Hollenbeck explained that it only happens if the Board is unable to achieve a quorum during the two (2) month period. Ms. Barron asked about remote participation? Selectman Powderly said the Board doesn't want to do that.

The vote on the previous motion was two (2) in favor and one (1) against (Selectman Fabian).

Tracie

Acts (1998)

Chapter 416

AN ACT PROVIDING FOR A TOWN ADMINISTRATOR IN THE TOWN OF LAKEVILLE.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Upon the effective date of this act, the town of Lakeville shall be governed by the provisions of this act. To the extent that the provisions of this act modify or repeal existing general law and special act or the by-law of the town of Lakeville, this act shall govern.

SECTION 2. (a) The board of selectmen, in this section called the board, shall serve as the goal setting, long range planning and policy making body of the town, recommending major courses of action to the town meeting, and adopting policy directives and guidelines which are to be implemented by officers, boards, committees, commissions and employees of the town.

(b) The board shall have the power to enact rules and regulations to implement policies and to issue interpretations.

(c) The board shall exercise, through the town administrator, general supervision over all matters affecting the interests or welfare of the town.

(d) The board shall appoint the town administrator, town counsel, registrars of voters, election officers, constables, and members of all committees, boards and commissions except those appointed by the moderator or elected by the voters pursuant to the town by-laws or general law.

(e) The board shall have general administrative oversight of such appointed boards, committees, and commissions appointed by the board of selectmen.

(f) The board shall have the responsibility and authority for licenses and other quasi-judicial functions as provided by general law and by-law of said town.

(g) The board shall be responsible for the preparation of all town meeting warrants.

(h) The board may make investigations and may authorize the town administrator or other agents to investigate the affairs of the town and the conduct of any town department, office, or agency, including any doubtful claims against the town, and for this purpose said board may subpoena witnesses, administer oaths, take testimony, and require the production of evidence. The report of any such investigation shall be placed on file in the office of the town clerk, and a report summarizing such investigation shall be printed in the next annual town report.

(i) The board shall review the annual proposed budget submitted by the town administrator and make recommendations with respect thereto as they deem advisable. The town administrator shall present the budget, incorporating the recommendations of the board to the finance committee.

(j) The board, by a majority vote of its full membership, shall appoint a town administrator who shall be a person with executive and administrative qualifications and especially fitted by education, training and experience to perform the duties of the office. The office of town administrator shall not be subject to the Lakeville Personnel Administration Plan. Said town may from time to time, by by-law, establish such additional qualifications as it deems necessary and appropriate.

(k) The board may remove the town administrator at any time by a majority vote. Within seven days thereafter, the town administrator may appeal the decision of said board by filing a written request for a public hearing. If such a request is filed, said board shall conduct a public hearing within 14 days, and shall act on the appeal within seven days thereafter.

(l) The board shall set the compensation for the town administrator, not to exceed an amount appropriated by the town meeting.

(m) The board shall designate a qualified person to serve as acting town administrator and to perform the duties of the office during any period of any vacancy exceeding 30 days, caused by the administrator's absence, illness, suspension, removal or resignation. The appointment shall be for a period not to exceed 180 days.

SECTION 3. The town administrator shall be the chief administrative officer of the town and shall be responsible to the board of selectmen for administering and coordinating all employees, activities and departments placed by general law, or by-law, who are under the control of the board of selectmen.

Said administrator shall devote his full working time to the duties of the office and shall not engage in any business activity during his term, except with the written consent of the board of selectmen.

The town administrator shall:

- (a) attend all meetings of the board of selectmen, except when excused, and shall have the right to speak but not vote;
- (b) administer, either directly or through a person or persons appointed in accordance with this act, all provisions of the General Laws and special acts applicable to the town, all town by-laws, and all regulations established by the board of selectmen;
- (c) assemble, prepare and present to the board of selectmen all annual operating and capital budgets of the town and be responsible for the development and annual revision of the capital improvements program;
- (d) be responsible for seeing that the budget is administered as adopted by the town meeting in accordance with the General Laws, this act and by-laws;
- (e) keep the board of selectmen fully informed regarding all departmental operations, fiscal affairs, general problems, and administrative actions, and to this end shall submit periodic reports to the board of selectmen;
- (f) keep the board of selectmen informed regarding the availability of federal and state funds and how such funds might relate to unmet long-range needs;
- (g) prepare applications for all town grants;
- (h) be responsible for the day-to-day administration of the town's personnel system;
- (i) negotiate collective bargaining contracts unless the board of selectmen designates another negotiator;
- (j) be the chief procurement officer of the town as defined by general law, and appoint such assistant procurement officers as provided in chapter 30B of the General Laws;
- (k) make recommendations to the board of selectmen regarding vacancies in town offices and boards to be filled by the board of selectmen pursuant to the General Laws or town by-law;
- (l) coordinate the activities of any board, commission, and committee concerned with long-range municipal planning, including the physical, economic and environmental development of the town;

- (m) develop, keep and annually update a full and complete inventory of all property of the town, both real and personal;
- (n) distribute, or cause to be distributed, copies of the warrant for the annual town meeting;
- (o) have the authority to sign payroll and accounts payable warrants concerning the everyday operation of the town;
- (p) upon request and with the approval of the board of selectmen, prosecute, defend, or compromise all litigation to which the town is party;
- (q) perform such other duties as may be required by this act, by-law, or vote of the board of selectmen.

The board of selectmen shall provide for an annual review of the job performance of the town administrator which shall, at least in summary form, be a public record.

The town may by by-law, from time-to-time, modify, delete and amend the responsibilities and duties as necessary or appropriate, consistent with this act.

SECTION 4. This act shall take effect upon its acceptance by the town of Lakeville.

Approved December 23, 1998.

**AGENDA ITEM #13
AUGUST 3, 2020**

**UPDATE FROM TOWN ADMINISTRATOR ON
CURRENT IT PROJECTS**

Chairman LaCamera requested this to be placed on the agenda.

Tracie

**AGENDA ITEM #14
AUGUST 3, 2020**

**REVIEW AND VOTE TO APPROVE AND SIGN
ELECTION WARRANT FOR SEPTEMBER 1, 2020
STATE PRIMARY**

The Town Clerk has submitted the Election Warrant for the State Primary on September 1, 2020 for the Board to vote to approve and sign. The Warrant is attached.

Early voting will begin on Monday, August 22nd and end Friday August 28th. Hours of voting will be Monday through Thursday 8 AM to 4:30 PM; Friday, Saturday and Sunday from 8 AM to 12 PM. Early voting will take place at the Old Town House at 2 Precinct Street.

Tracie

COMMONWEALTH OF MASSACHUSETTS

WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR 2020 STATE PRIMARY

PLYMOUTH SS.

To the Constables of the City/Town of Lakeville

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at:

PRECINCT 1, 2 & 3
TED WILLIAMS CAMP, LOON POND LODGE
28 PRECINCT STREET

on TUESDAY, THE FIRST DAY OF SEPTEMBER, 2020, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

- SENATOR IN CONGRESSFOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS..... FOURTH DISTRICT
COUNCILLOR.....FIRST DISTRICT
SENATOR IN GENERAL COURTFIRST BRISTOL & PLYMOUTH DISTRICT
REPRESENTATIVE IN GENERAL COURT.....TWELFTH BRISTOL DISTRICT
REGISTER OF PROBATE. . .PLYMOUTH COUNTY
COUNTY COMMISSIONER PLYMOUTH COUNTY
COUNTY TREASURER . . .PLYMOUTH COUNTY

You are directed to serve this warrant by posting an attested copy hereof seven (7) days at least before September 1, 2020 at the following places: Town Office Building; Baldies Pizzeria, Cisco's Pizza; the Clark Chores Association Bulletin Board; Apponequet Regional High School; the Senior Center and Assawompset School.

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of _____, 2020.

Richard LaCamera, Chairman
Evagelia Fabian
Brian Day

LAKEVILLE BOARD OF SELECTMEN

A true copy, Attest:

Constable

Lakeville, _____, 2020

**AGENDA ITEM #15
AUGUST 3, 2020**

**REQUEST FROM SRPEDD TO APPOINT JOINT TRANSPORTATION
PLANNING GROUP DELEGATE AND ALTERNATE DELEGATE**

We have received the request from SRPEDD for the appointment of a delegate and alternate delegate for the Joint Transportation Planning Group.

Currently, Frank Moniz serves as the Delegate and Selectman Fabian serves as Alternate Delegate.

The appointments would expire May 23, 2021.

Tracie



APPOINTING A DESIGNEE TO THE JOINT TRANSPORTATION PLANNING GROUP (JTPG)

The Joint Transportation Planning Group (JTPG) is the regional advisory group for all issues pertaining to transportation in southeastern Massachusetts. It consists of representatives of the chief local elected officials from each of our 27 member cities and towns. Each year, we ask that each municipality appoint or reappoint its designee to the JTPG to serve a term commencing May 23, 2020 through May 23, 2021.

Meetings are held as needed. The primary responsibilities of the JTPG are:

- To advise the Southeastern Massachusetts Metropolitan Planning Organization (SMMPO), MassDOT, Federal Highway Administration (FHA), and Regional Transit Authorities on transportation issues related to the region;
- To advise on the allocation of transportation funds for projects programmed into the Transportation Improvement Program (TIP); and
- To provide a public forum for citizen participation in the transportation planning process.

Appointing a delegate who is able to attend meetings is important. Attending meetings is imperative to advocate for the placement of a community's projects in the TIP and to be kept informed of transportation issues in the region.

Please stress to your appointee that they are expected to attend meetings and communicate back to their appointing board.

If an appointee cannot attend a meeting, an alternate (optional) can be appointed to attend on behalf of the City/Town.

SRPEDD, 88 Broadway, Taunton, MA 02780
TEL: (508)824-1367 – FAX (508)823-1803 – Email: info@srpedd.org

(Over for Form)

**JOINT TRANSPORTATION PLANNING GROUP (JTPG)
MUNICIPAL REPRESENTATIVE APPOINTMENT
2020 - 2021**

Please be advised that the following individual, _____ has been appointed to represent the City/Town of _____ on the JTPG for the period May 23, 2020 through May 23, 2021.

Signed: _____

Mayor/Chair, Board of Selectmen

Please Verify Contact Information for JTPG Appointees

JTPG Name: _____
REPRESENTATIVE Street: _____
 City/Town: _____
 Telephone: _____
 Email address: _____

Please Verify Contact Information for JTPG Alternates

ALTERNATE: Name: _____
(OPTIONAL) Street: _____
 City/Town: _____
 Telephone: _____
 Email address: _____

**PLEASE RETURN THIS FORM BY MAIL, EMAIL [SSOUSA@SRPEDD.ORG](mailto:ssousa@srpedd.org) OR FAX (508-823-1803)
BY MAY 19, 2020 TO
STACY ROYER - SRPEDD, 88 BROADWAY, TAUNTON, MA 02780**

**AGENDA ITEM #16
AUGUST 3, 2020**

**REQUEST FOR OUTDOOR ENTERTAINMENT PERMIT
76 KINGMAN STREET – SEPTEMBER 5, 2020**

The Board has received an application for an Outdoor Entertainment Permit on September 5, 2020 from 4:00 PM to 9:00 PM for a family cookout.

The entertainment will be a solo acoustical entertainer.

Tracie

RECEIVED
JUL 28 2020
SELECTMEN'S OFFICE

THE COMMONWEALTH OF MASSACHUSETTS
TOWN of LAKEVILLE
APPLICATION FOR LICENSE
(GENERAL)

JULY 27, 2020

TO THE LICENSING AUTHORITIES:

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

JONATHAN HARRIS

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

STATE CLEARLY
PURPOSE FOR
WHICH LICENSE
IS REQUESTED

To HIRE ANDRE ARSENAULT AS A SOLO ACOUSTIC
ENTERTAINER FOR A FAMILY COOKOUT ON
9-5-20 FROM 1600-2100 hrs.

GIVE LOCATION
BY STREET
AND NUMBER

At 76 KINGMAN ST
LAKEVILLE MA
02347

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.

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

By: Corporate Officer
(Mandatory, if Applicable)

**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. _____

[Signature]
Signature of Applicant
76 KINGMAN ST 02347
Address

Approved _____ 20____

License Granted _____ 20____

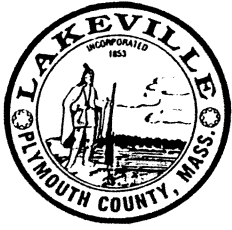
**AGENDA ITEM #17
AUGUST 3, 2020**

**REQUEST FROM PLANNING BOARD TO APPOINT
MARK KNOX AS THEIR REPRESENTATIVE TO THE
PROJECT 43D ADVISORY COMMITTEE**

The Planning Board has sent a memo recommending the appointment of Mark Knox to the Project 43D Advisory Committee as their representative.

If appointed, the expiration date will be July 31, 2021.

Tracie



Mark Knox, Chairman
Barbara Mancovsky, Vice Chairman
Peter Conroy
Michele MaEachern

Town of Lakeville

PLANNING BOARD
346 Bedford Street
Lakeville, MA 02347
508-946-8803

RECEIVED
JUL 23 2020
SELECTMEN'S OFFICE

MEMORANDUM

TO: Lillian Drane, Town Clerk
Board of Selectmen
Building Department

FROM: Planning Board

DATE: July 22, 2020

SUBJECT: Project 43D Advisory Committee

Please be advised that on July 9, 2020, the Planning Board voted unanimously to appoint Mark Knox to the Project 43D Advisory Committee as the Planning Board representative.

**AGENDA ITEM #18
AUGUST 3, 2020**

**REQUEST FROM DEPARTMENT OF PUBLIC WORKS DIRECTOR
TO DECLARE TRUCKS AND EQUIPMENT AS SURPLUS**

The DPW Director has requested that the Board review the attached list of trucks and equipment and vote to approve the items as surplus.

The items will be auctioned, except for Item #3, which has been requested by the Director of Facilities at F/L Regional School District.

The estimated value of the items for scrap value is \$125 to \$150 per ton.

Tracie



Town of Lakeville Highway Department

346 Bedford Street
Lakeville, Massachusetts 02347
(508) 947-9521

RECEIVED
JUL 27 2020
SELECTMEN'S OFFICE

Franklin Moniz
Director
Department of Public Works

July 27th, 2020

Mr. Richard LaCamera, Chairman
Lakeville Board of Selectman
Town Offices
346 Bedford Street
Lakeville, MA 02347

Subject: Surplus Trucks & Equipment

Dear Mr. LaCamera,

This letter serves as a formal request for the Board of Selectmen to review and approve the surplus of the following trucks & equipment.

1. 1988 International Catch Basin Cleaner VIN# 1HTLDTVN6KH630409
2. 1994 Chevy 3500 Bucket Truck VIN# 1GBJC34F9RE307635
3. 1990 International 7100 VIN# 1HSHAZ3N2LH221706
4. 1980 Ford Sander w/Plow VIN# K81UVHJ5160
5. 1997 Chevy Pickup VIN# 1GCEC14W8VZ231815
6. 2005 Chevy Colorado (Animal Control) VIN# 1GCDT196558119144
7. 2002 John Deere LX 277 Mower
8. 2008 John Deere X320 Mower
9. 1999 12ft Plow & Frame

All of these items will be auctioned through Auctions International except Item #3 if approved. We have a request from the Director of Facilities at FLRSD for item #3. He has been informed that the vehicle is no longer safe for roadway use. He has also been informed that all repairs and/or inspections would be the responsibility of his department if we allow this transfer.

If you have any questions or require further information please contact me at 508-947-9521.

Very truly yours,

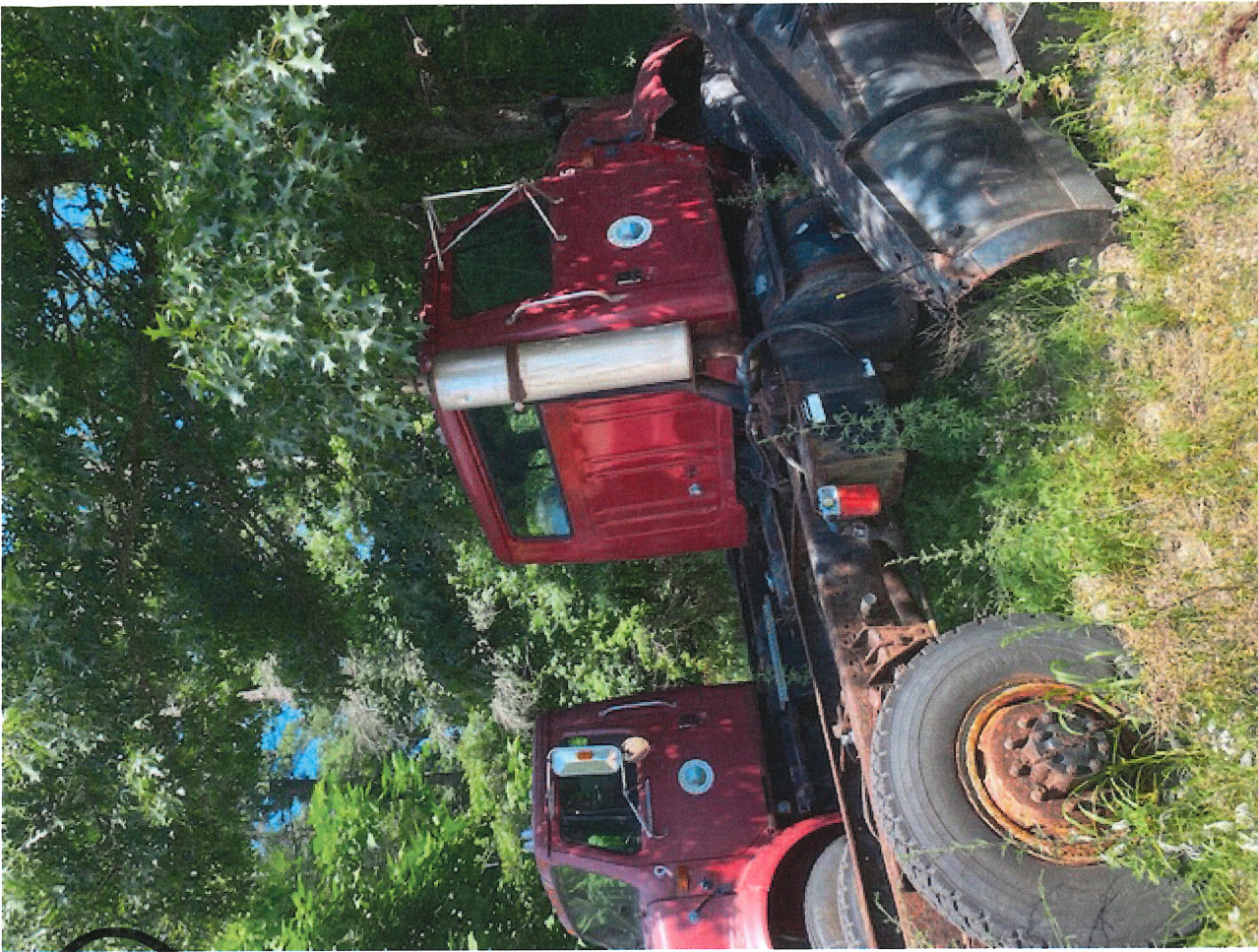
Franklin Moniz
Town of Lakeville
DPW Director

Franklin Moniz

From: Franklin Moniz
Sent: Monday, July 27, 2020 12:32 PM
To: Franklin Moniz
Subject: Surplus







3



4





5



6



⑦



Sent from my iPhone





9

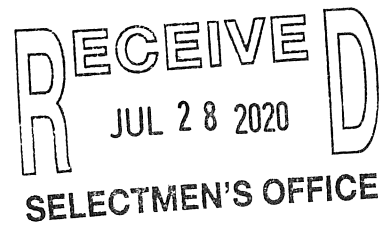
**AGENDA ITEM #19
AUGUST 3, 2020**

**DISCUSS RESUMES/BACKGROUND LETTERS FOR CANDIDATES
INTERESTED IN FILLING THE VACANCY ON THE PLANNING
BOARD**

We had previously received 4 letters of interest from people interested in the vacancy on the Planning Board from Brian Hoeg; Jack Lynch; Stephen Moniz; and Nora Cline.

At your last meeting, the Selectmen requested additional information from each person on their backgrounds. I have received information from Jack Lynch; Stephen Moniz and Nora Cline, which is attached.

Tracie



Nora F Cline
25 Vaughan St
Lakeville, Ma 02347

In consideration of the current vacancy on the Planning Board I offer you my resume.

A resume only tells part of the story of an individual. I have been a resident of Lakeville since December of 1999. It is my adopted home. In that time span I have seen many changes in the landscape of this town. Some good and some not so good.

Prior to moving to Lakeville, I lived in Watertown Michigan where I was very involved on town committees that looked to shape the future of the area. I collaborated with others on projects that demanded innovative solutions and solutions to drive processes forward.

While at Kmart I was instrumental in founding a national foundation that helped provide school supplies to inner city students. I sat on the Board of Directors of two charities and learned a lot about government regulations and the challenges that they bring.

I am a skilled problem solver and effective leader. While I am not currently involved in local government, I am a quick study in learning the specifics and needs of different regulations as they fit into the overall town plans and government regulations. The ability to be flexible, to listen and to make decisions based on the facts and the applicable requirements are my strengths. We are some very challenging times. I would like to think my skills could be utilized in facing those challenges and the growth of this community.

Why now? The Covid time environment has afforded me the opportunity to listen to more of the various council meetings held in Lakeville and the workings of each. That has prompted me to want to become involved. What better way to help shape the future of Lakeville and ensure that the integrity of our town is kept than by serving on the Planning Board.

Nora F. Cline

NORA F. CLINE

25 Vaughan St, Lakeville, MA 02347 | 774.213.9343 | nfcline1@gmail.com

SKILLS & ABILITIES

- Six Sigma Certified
- Microsoft Office Advanced Certification
- Project Management Certification
- Strong Budget development and adherence
- Training expertise

EXPERIENCE

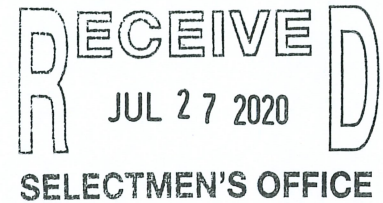
- February 2016 - Present Group Manager – United Natural Foods (UNFI)
- Training of all Supplier Relationship Managers and supporting staff
- 2004 – 2016 Supplier Relationship Manager – United natural Foods (UNFI)
- Managed the suppliers in all the non-foods category
 - Business Volume of \$600 M
- 1996 -2001 KMart
- Category Manager for Stationery and Home Office Products
 - Business unit of \$400M

EDUCATION

- 1978 Master's in Psychology and Crisis Counseling– Kent State University
- 1972 Bachelor's in Psychology with Business Minor – University of Akron

Tracie Craig-McGee

From: Jack Lynch <jflyn678@gmail.com>
Sent: Sunday, July 26, 2020 10:49 PM
To: Tracie Craig-McGee
Subject: Re: Planning Board vacancy
Attachments: Jack-Resume-2020.doc



Tracie:

As requested, please find attached a copy of my resume outlining my extensive management, purchasing, contracting and project management experience which, I believe, make me well qualified to fill the Planning Board vacancy and to effectively serve the Town of **Lakeville**.

Best,

Jack Lynch

On Thu, Jul 23, 2020 at 3:57 PM Tracie Craig-McGee <tcraig-mcgee@lakevillema.org> wrote:

Hi Brian, Jack, Stephen and Nora,

At their meeting on July 20th, the Board of Selectmen discussed the letters of interest you submitted for the vacancy on the Planning Board. The Board of Selectmen requested that I contact you and ask for a resume or history of your prior experience so they can get some insight into your background.

They will be discussing this at their August 3rd meeting, so I will need it back to me by July 29th in order for it to be included in the agenda packet. Your information will be forwarded to the Planning Board for their review and a joint meeting of the 2 Boards will occur to appoint someone to the position.

If you have any questions or need further information, please do not hesitate to contact me.

Tracie Craig-McGee

Executive Assistant-Board of Selectmen

& Town Administrator

Town of Lakeville

John F. (Jack) Lynch

35 Country Club Lane Lakeville, MA. 02347
email: jflyn678@gmail.com

(508) 923-9842 (H)
(781) 812-3431 (C)

HOSPITALITY INDUSTRY PURCHASING, CONTRACTING AND CONSULTING

EXECUTIVE PROFILE

Extensive procurement and contracting experience in creating and managing large-scale national contracting and distribution programs, covering annual hotel spend of \$900M and annual savings of \$53M that have provided significant savings, value and financial benefits.

PURCHASING, CONTRACTING AND MANAGEMENT COMPETENCIES AND ACCOMPLISHMENTS

PURCHASING

- Extensive experience in the purchasing of and contracting for operating supplies and amenities
- Extensive experience in the purchasing of FF&E products and services as well as nine years of Project Management experience
- Assembled and managed a national network of distributors, servicing 610 properties. Reduced customer costs 5% - 15% and produced corporate margins of 5%- 20%
Directed supplier QA and content management
- Directed national, regional and corporate contracting programs covering 200 suppliers and purchases of \$700M. Saved \$10M in purchase costs and secured rebates of \$3M
- Implemented PeopleSoft purchasing software at participating properties reducing processing costs by 15%
- Authored purchasing and contracting policies and procedures as well as implemented national energy conservation program that resulted in related cost reductions of 5%-15%
- Managed travel program for corporate offices and properties. (Sheraton and Starwood) Controlled annual expenditures of \$11M resulting in cost savings of 8%
- Oversaw conversion of purchasing department to a national contract format saving the company \$7M in headcount reduction. (ITT Sheraton)

CONTRACTING

- Trained and assisted Sourcing personnel in the drafting of Term Sheets, product specifications, Non-Disclosure Agreements, amendments and supplier agreements (national, regional and global)
- Managed outside counsel in the drafting, negotiation and execution of 400 Non-Disclosure Agreements, 40 amendments and 50 supplier agreements annually
- Responsible for distribution, cataloging and storage of all contracting document
- Managed procurement, project management and contracting staffs of ten to thirty people
- Worked effectively with suppliers, contractors, developers and owners

PROFESSIONAL EXPERIENCE

Starwood Hotels & Resorts Worldwide, Inc, Stamford, CT
Senior Director, Purchasing
Senior Director, Contracting

2000-2012

Project Specialist, Contracting

hsupply.com, Atlanta, GA.
VP, Supplier Relations

1999-2000

OTHER RELATED EXPERIENCE

Homestead Village, Inc, Atlanta, GA
VP, Director of Purchasing

ITT Sheraton Corporation, Boston, MA
VP, Director of Purchasing and Corporate Travel

Koala Inns of America Corporation, Andover, MA
Director of Contract Services

Canteen Corporation, Providence, RI
Branch Manager

Howard Johnson Company, Quincy, MA
Operations Manager-Purchasing

EDUCATION

Bryant University, MBA, Business Administration
Providence College, BS, Business Administration

**** Employment Resume and References available upon request**

Stephen Moniz

31 Clear Pond Road Lakeville, MA 02347

(508) 558-5977 monizse@gmail.com

PROFESSIONAL SUMMARY

Skilled Systems Engineer with over 10 years experience specializing in the defining of requirements and the design and implementation of test procedures including research and monitoring of test cases. Proven project and product manager with expertise in leading test teams and developers. Honorably Discharged Navy Veteran that possesses a BS in Electrical Engineering and a minor in Business Administration. Proficient in identifying flaws in system applications and quick to learn new concepts, software, and equipment.

SUMMARY OF QUALIFICATIONS

- Project and product management
- Detail oriented with great communication skills as a team member and individual
- Documentation and writing test plans, requirements, and test procedures
- Automated and manual testing of different systems and environments
- Windows, Linux, Microsoft Office, Google Drive, MATLAB, Java, Subversion
- Quality assurance and experience in Agile and waterfall development processes
- Secret security clearance

PROFESSIONAL EXPERIENCE

Innovative Defense Technologies

Arlington, VA (remote)

Systems Engineer II

12/2011 to 11/2018

- Product Manager for Automated Test and Retest: Test Manager (ATRT) software with accountability for deliveries of product: create test plans, define/review requirements, write/review test procedures, perform tests, lead team to ensure on time delivery of quality product
- Project Manager for customer test teams in producing tests onsite and remotely: create test plans, review test procedures and adapt for automation, capture automation, define software enhancements, log all issues, assist all testers to ensure captured tests are reliable and return on investment goal is met
- Define Statement of Work and lead team from kickoff through final delivery of different software systems
- Project manager for Automated Load Framework for Recurring Execution of Delivery (ALFRED): manage team of developers and testers to fulfill Statement of Work on time and on budget
- Perform on-site training for customers in ATRT and customer support via phone and email

Mikel, Incorporated

Middletown, RI

Computer Engineer II

07/2008 to 11/2011

- Write and proofread users' guides, testing and troubleshooting procedures, and certification and acceptance tests to be delivered to the Navy
- Install, test, repair, and/or give support of the Standardized Metrics Assessment of Readiness and Training (SMART) program at Submarine Naval Attack Centers
- Design GUIs using JAVA: GEO plot to be used by instructors to view real time and replay of Submarine Multi-Mission Team Trainer (SMMTT) scenarios and allow for filtering of all contacts; Login tool that uses minimal personal information while still maintaining user's independence
- Develop metrics to gauge trainee's performance using JAVA: Keep track of ships within a certain range; Determine if ship has cleared the baffles before surfacing; Insure proper ship piloting while at periscope depth

- Create GUIs using MATLAB to allow user to: Visually display and compare multiple sonar contacts using energy, range, bearings, and time; View measured vs. calculated data, delete stray signals, and recalculate measured data

EDUCATION

- University of Massachusetts North Dartmouth, MA
BS, Electrical Engineering; Minor: Business Administration **09/2004 to 06/2009**
- Bachelor of Science in Electrical Engineering with minor in Business Administration, *magna cum laude*, 3.6 GPA
 - Project leader for senior design project, selected by faculty: Control System for the Autonomous Navigation of a Remote Control Helicopter; assigned and assisted team members in duties and maintained communication with customer
 - Member of Electrical Engineering Curriculum Committee, selected by committee chair; liaison between students and faculty regarding curriculum

MILITARY AND OTHER EXPERIENCE

- United States Navy NAS Oceana and USS Abraham Lincoln
Aviation Electronics Technician **09/1999 to 09/2003**
- Troubleshoot, repair, maintain, and inspect to the component level, RADAR, navigation, communication, fire and control, electronic countermeasure, tactical display systems, and other electrical systems on the F-14D Super Tomcat
 - Understand users' guides, wire diagrams, schematics, and block diagrams for electrical systems
 - Honorable Discharge, Navy and Marine Corps Achievement Medal, Good Conduct Medal, Armed Forces Expeditionary Medal (2), GWOT Expeditionary Medal and Service Medal, Naval Unit Commendation, Meritorious Unit Commendation, Multiple Letters of Commendation

- Tech Pubs, LLC Westerly, RI
Technical Writer **01/2004 to 09/2004**
- Write users' guides and testing and troubleshooting procedures and draw wire diagrams, schematics, block diagrams, and flow charts for Sikorsky helicopters, Boeing, and other major aircraft corporations
 - Organize material and complete writing assignments according to set standards regarding order, clarity, conciseness, style, and terminology
 - Prepare technical manuals for major government contractors

- United States Luge Association Various ski resorts
Special Event Manager (PT) **01/2001 - present**
- Travel to various ski resorts introducing the sport of Luge
 - Coordinate and instruct 10 staff on tasks they will perform; Manage flow and safety of event
 - Interact with key sponsors of USA Luge and act as primary contact with public during event

Tracie Craig-McGee

From: Stephen Moniz <monizse@gmail.com>
Sent: Thursday, July 30, 2020 7:40 AM
To: Tracie Craig-McGee
Subject: Re: Planning Board vacancy
Attachments: MonizStephen_resume.pdf

Hi Tracie,

Attached is my resume. It does not include my most recent position of being a Test Lead for an upgrade to the CMV-22 Osprey. The Navy recently purchased the V-22 and we are upgrading it to be FAA approved (that is the simplest way to put it). Like I mentioned before, I do not have any direct experience but do bring a new set of eyes and understanding to ensuring things are done in accordance to specifications.

Thank you,
Steve

On Tue, Jul 28, 2020 at 12:02 PM Tracie Craig-McGee <tcraig-mcgee@lakevillema.org> wrote:

Hi all,

Just a reminder that I will need your resumes/background letters for tomorrow regarding the Planning Board vacancy. Thank you!

Tracie Craig-McGee

Executive Assistant-Board of Selectmen

& Town Administrator

Town of Lakeville

346 Bedford Street

Lakeville, MA 02347

508 946-8803

**AGENDA ITEM #20
AUGUST 3, 2020**

**BOARD OF SELECTMEN MEETING MINUTES
MARCH 5, 2020; APRIL 6, 2020; APRIL 14, 2020
APRIL 23, 2020 AND APRIL 27, 2020**

TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
March 5, 2020 – 6:30 PM
Lakeville Public Library – 4 Precinct Street

On March 5, 2020, the Board of Selectmen held a meeting at 6:30 PM at the Lakeville Public Library. The meeting was called to order at 6:30 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera. Also present were Maureen Candito, Town Administrator, Tracie Craig-McGee, Executive Assistant and Lorraine Carboni, Town Coordinator. LakeCAM was recording the meeting for broadcast.

Meet with Department Heads to review their FY21 Budget and Capital Needs:

George Vlahopoulos, Chairman, Darren Beals and Brian Day from the Finance Committee were present for the discussions. Chairman Vlahopoulos called the meeting to order at 6:30 PM.

Town Clerk

Lillian Drane, Town Clerk, was present for the discussion. Ms. Drane said the Secretary of State is looking at early voting for local elections. She had to increase her election budget, and she purchased new voting machines and increased maintenance for the machines by \$600. She reviewed the increase expense for poll voters due to early voting. Selectman LaCamera said we are going to tell the Park Commission that the Loon Pond Lodge needs to be used for early voting since we can't tie up the Police Station Community Room. Ms. Drane said we will need early voting in 2022, 2024 and 2026. She has increased her registrations line item and postage. Chairman Fabian asked if there is money from the State to offset early voting costs. Ms. Drane said we have to present our expenses to the State. We received \$1,200 in 2018.

Human Resources

Clorinda Dunphy, Human Resources Director, was present for the discussion. Ms. Dunphy said this is the first budget for Human Resources. The assessment for the pension gets paid once a year and that saves money. Health insurance is increasing 3.9%, which is an improvement from last year. Wellness programs are being offered to employees. Selectman LaCamera said pension costs increased over last year, almost 10%. We had a lot of retirees last year and some of those employees were higher salaries.

Town Administrator

Maureen Candito, Town Administrator, presented the budget for the Board of Selectmen. Ms. Candito said the Town Administrator's salary went down slightly as last year there was a one year overlap with her and Ms. Garbitt. We removed three (3) salaries from the Selectmen's budget that went to Human Resources. Auditing and actuarial services we are now on every year basis. We changed engineering services into contracted services. Training and education stayed the same. Postage and advertising has increased.

The Finance Committee's budget was decreased. Mr. Vlahopoulos asked what are dues and subscriptions for. Ms. Candito said for the Beacon subscription. \$50,000 was moved from the Reserve Fund into Snow and Ice Emergency Line. Mr. Beal asked what if we had a snowy winter and needed more money. Selectman LaCamera said it would come from the Reserve Fund. Mr. Day asked about postage and printing; does Human Resources use the Selectmen's printer. Ms. Craig-McGee said that they use the Selectmen's Office Supply account

Ms. Candito said the Town Accountant's budget is the same. Mr. Beal asked what is financial services. Ms. Candito said the Town Accountant is a contracted service. He works 1.5 days per week and takes care of our accounting needs. Under Legal Services, the Labor Attorney has been moved into this budget. Selectman LaCamera said Police and Fire's legal budgets were reduced. Ms. Candito said the General Other tab is the Town Report. The Cable Television Advisory budget increased significantly because they are working on contract negotiations. Under Contracted Services Secretarial, we have hired two (2) recording secretaries that are able to take minutes for meetings. These are stipend positions and will be done remotely.

Under Town Office/Fire Station, Ms. Candito said electricity and water service has increased. We changed repair and maintenance for building and grounds. We had significant projects last year and repair and maintenance has been reduced to \$5,000 with the remainder moved to facilities. Rubbish removal has increased. Copier supplies were increased to reflect actual costs for the last two (2) years. Chairman Fabian asked if telephone are the land lines. Ms. Candito said this is the land lines and cell phones. Chairman Fabian asked for General Contracted Services that there be notes for what this is. Ms. Candito said she could do a print out of the bills that came out of it.

Inspectional Services:

Nathan Darling, Building Commissioner, was present for the discussion. Mr. Darling said there is an increase in overtime. Since we have taken over Planning Board and Zoning Board of Appeals with night meetings, he is looking for an additional \$2,000. There is \$500 additional for the Sealer of Weights and Measure for additional inspections for marijuana businesses. Chairman Fabian asked if this is a regional position. Mr. Darling said Mr. Enos is the Sealer for Taunton, Lakeville and Raynham. Mr. Day asked if this may be able to be funded by marijuana money. Selectman LaCamera said that is a service we have to provide. Mr. Darling said we may have to change the fees to cover the cost. Discussion occurred on the marijuana facilities and how they would affect the Sealer. Selectman LaCamera said we are trying to have a maintenance worker do additional work to alleviate some of Mr. Darling's duties as he works seven (7) days a week at times. We will be looking at that maintenance position for an increase.

Conservation

Mr. Darling said there is no increase in this budget.

Board of Health

Mr. Darling said there is additional funding on the Board of Health Visiting Nurse. He is already over the budget from last year. He would like to increase that line to \$6,000.

Facilities

Mr. Darling said Ted Dellarocco is taking on more responsibilities, such as scheduling contractors and getting work estimates. He would like that position to be increased. Selectman LaCamera said Mr. Darling wants to look at each Town building and develop a list of things that need to be fixed. Mr. Day asked if we needed a Superintendent of Facilities. Mr. Darling said we need to identify needs for the future so we can budget for them. Department Heads help with work needed for their buildings. We are utilizing three (3) part time custodians who share 40 hours a week. He would like to see those wages go to 50-60 hours per week. Mr. Dellarocco does a lot of driving in his vehicle. He would like a vehicle allowance of \$3,500 for that. Chairman Fabian asked if he puts in for mileage. Mr. Darling said no. Another part time custodian uses his own truck a lot, so we may want a small pickup truck in the future for maintenance staff. He has \$70,000 in the General Facilities Budget. It is not an increase, but transfers from other Department Budgets.

Information Technology

Timothy Grabarz, Information Technology Director, was present for the discussion. Ms. Candito said we have been interviewing for a new IT Director. Since we are transitioning to a different structure, the salary and job structure will change. Mr. Grabarz spoke of some of the changes proposed. There is not much more to buy. Selectman LaCamera asked about the Police Station. Mr. Grabarz said they will be completed by the end of March. Most everything will be hosted there. He explained the situation with the Senior Center. A discussion occurred regarding cyber security. Mr. Grabarz said machines are replaced on as needed basis. The new server system should last five (5) to seven (7) years. A discussion was had regarding the email system. Ms. Candito said the \$150,000 represents various Department software packages.

Superintendent of Streets

Franklin Moniz, Superintendent of Streets, was present for the discussion. Selectman LaCamera asked about the change in the staff hours charged to the Park. Mr. Moniz said he would absorb the time that was being paid by the Park Department, which they did not budget for this year. He is in need of staffing and there is an increase in part time laborers. He puts on additional help in the winter and created a new position for George Frates, who performs all the body work on the vehicles and equipment. He moved Don Adams off of the road crew into an assistant mechanic. They are doing more work on Fire trucks, plus service Police and all the Highway equipment. He needs to evaluate Don Adams job description.

Selectman LaCamera said there has been discussion with the Park Commission proposing that the Highway Department take responsibility for outside maintenance of the Ted William Camp. Having Highway take over the maintenance is the right thing to do. We are waiting on them to make a decision.

Mr. Moniz said electricity and heating fuel were the same. Water service increased to match last year. Vehicles repair and maintenance were increased. Equipment repair and maintenance is a low number in case we need it. Contracted services were separated out. He kept \$10,000 for tree work, that he cannot do. He reviewed the line items in contracted services. He increased training and

education to send the mechanic to classes. Groundskeeping supplies increased for the Highway yard. Public works material went to \$35,000 and snow and ice increased.

Transfer Station:

Mr. Moniz reviewed the salaries, which may go down. There is a step increase for the administrative assistant. Repair and maintenance was increased to \$1,000 as the truck is over 11 years old. Bulky waste has gone up to \$135 per ton. Chairman Fabian said the fees were raised in the fall of 2019. Mr. Moniz said the rate increases were in line with Towns around us. We are up on stickers from last year. We are getting paid for metal; sometimes for newspaper, but now the rest we either pay for or break even. Ms. Candito said we are planning at supplementing the budget at 30%, but we will be going up to 50% due to the loss of the recycling markets. Trash is going to become a big problem. Chairman Fabian said this became an enterprise fund because we were making good money on recyclables. Mr. Beal asked what percentage of the Town has landfill stickers. Mr. Moniz said they sold 1,800 stickers.

Discuss FY21 Budget Summary

Selectman LaCamera said after the School Committee meets, we will figure out more. We need to get a handle on Capital Items in April. We are trying to have the budget finalized two (2) weeks before the Annual Town Meeting.

Review quote for Highway Department Bucket Truck and Salt Shed and vote to award and sign contracts

Franklin Moniz, Superintendent of Streets, was present for the discussion. Chairman Fabian said this is capital money from last year. Mr. Moniz said a list of available trucks was reviewed, and this 2013 truck was the one chosen. This replaces a 1994 truck that we got second hand.

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

VOTED: To approve and award the bid for a 2013 Altec Bucket Truck in the amount of \$59,900 to Altec and vote to sign the contract.
Unanimous in favor.

Chairman Fabian said we are looking to purchase a fabric salt shed. This was a capital item for FY20. Mr. Moniz said he was going to purchase two (2) aluminum buildings, but the company was not bidding. The tarp has a 15-year warranty with a life span of 15-20 years. It is galvanized stainless steel and will be installed. It meets wind and snow standard and there will be 800 to 1,000-ton storage.

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

VOTED: To approve and award the bid to Iron Horse Structures, Inc. of \$74,393.98 for the fabric salt shed.
Unanimous in favor.

Selectman LaCamera said the current salt shed will be used to store vehicles inside, which improves the life of the vehicles.

Selectman LaCamera said the Town appropriated \$180,000 for a modular office space for the Highway Department. The quotes were too high and we are looking at putting up a stick building which would be better for the long term with a basement. We will be looking at a preliminary design and it will cost more, but will figure this into the capital plan. We will have to revote the previous article as it was only for a modular building.

Review and vote on revised Election Warrant – April 6, 2020

Chairman Fabian said the question was added to the election warrant for the Route 79 project and needs to be revoted.

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

VOTED: To approve the revised Warrant for the April 6, 2020 election.
Unanimous in favor.

Request from Town Clerk to send letters to Town Political Committees regarding Election Workers

Chairman Fabian said the Town Clerk has requested that the Selectmen vote to send out the letters to the Town's Political Committees regarding Election Workers.

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

VOTED: To send the letters to the Town Political Party Committees regarding the appointment of Election Workers.
Unanimous in favor.

Request from Planning Board to review Pauline's Path Subdivision

Chairman Fabian said the Planning Board will be speaking about this on March 12th. The Board asked that a memo be sent to the Planning Board that the plans were not signed by the land surveyor.

New Business

Ms. Candito said she sent out information on Facebook and to Department heads regarding the Coronavirus. We have been holding discussions with the Chiefs and the Board of Health to come up with internal practices. Chairman Fabian said the State has reinforced that HIPPA still applies.

Old Business

Ms. Carboni said on Wednesday, March 11th at 7:00 PM at Apponequet High School there will be a public forum with the Board of Selectmen and the engineers for the Route 79 project. Abutters

along the route will receive a post card invitation. Ms. Candito said there will be updated maps showing how people's properties will be affected.

Any other business that may properly come before the meeting

There was no other business.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 8:39 PM.
Unanimous in favor.

Upon a motion made by Mr. Vlahopoulos and seconded by Mr. Beal, it was:

VOTED: To adjourn the Finance Committee Meeting at 8:39 PM.
Unanimous in favor.

List of documents provided at the Board of Selectmen Meeting of March 5, 2020

1. FY21 Budget
2. Agenda page
3. Proposals from Altec NUECO and Iron Horse Structures, Inc. and proposed contracts
4. Draft Election Warrant of April 6, 2020
5. Memo from Town Clerk; draft letters to Town Political Committee Chairmen
6. Form C Definitive Subdivision Plan – Pauline's Path

**TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
April 6, 2020 – 3:00 PM
REMOTE LOCATION**

On April 6, 2020, the Board of Selectmen held a meeting at 3:00 PM remotely from various locations. The meeting was called to order at 3:00 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera. Also present were Maureen Candito, Town Administrator; Michael O'Brien, Fire Chief; Matthew Perkins, Police Chief; Jesse Medford, Chairman of Open Space Committee; Nancy Yeatts, APC Coordinator and Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §20, relating to the 2020 novel Coronavirus outbreak emergency, the April 6, 2020 public meeting of the **Board of Selectmen** shall be physically closed to the public to avoid group congregation. **However, to view this meeting in progress, please go to [facebook.com/lakecam](https://www.facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>**

Chairman Fabian read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

Request from Fire Chief to appoint two (2) Temporary Full Time Firefighters

Michael O'Brien, Fire Chief, was present for the discussion. Chief O'Brien said he is asking for two (2) call firefighters to be appointed as Temporary Full Time Firefighters in anticipation of more requests for service. Chairman Fabian read into the record the memo from Clorinda Dunphy, Human Resources Director. The evaluation team recommended the appointment of Anthony McCauley and Nathan Gagnier. Chief O'Brien summarized their experience. Selectman LaCamera said the Town will received a 75% reimbursement from FEMA for their salaries.

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

VOTED: To appoint Anthony McCauley and Nathan Gagnier until the time the State deems the COVID 19 crisis to be over.

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

Discuss and vote to change the Non-Union Call Firefighter Wages to conform to the State's Minimum Wage

Michael O'Brien, Fire Chief, was present for the discussion. Chief O'Brien requested an increase in the wage rates for Junior Call Firefighters to \$12.75 and Probationary Call Firefighters to \$12.75 per hour, which is minimum wage. Selectman LaCamera said the Board will be re-evaluating the wage scale for the Call Firefighters. Chief O'Brien said he would like to tie Call Firefighters into the other non-union employees for pay raises.

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

VOTED: To increase the Junior Call Firefighter from \$11.50 per hour to \$12.75 per hour and Probationary Call Firefighters from \$12.50 per hour to \$12.75 per hour.

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

COVID 19 update

Matthew Perkins, Police Chief, Michael O'Brien, Fire Chief, and Edward Cullen, Health Agent, were present for the discussion. Chief Perkins said that his Officers are trying to resolve issues by telephone when possible. Questions came in today regarding advisories versus orders from the State. The advisories are not through Police Department enforcement, but the orders do. The Stay at Home Advisory is a Public Health Department. You are not limited to staying home, but it is a recommendation for their health and is recommended from the Center for Disease Control to use a facial covering for all going out into public. The order has a fine associated of \$300 for a second offense regarding the ten (10) person congregation limit inside or outside in confined spaces. They are patrolling Town property for that. Chairman Fabian said some people were using the fields yesterday at Ted Williams Camp. She hopes that people will just stay home. Selectman LaCamera said this is a critical period of time and we need to make sure we have social distancing. Nothing should be happening at the fields. Chief Perkins said it is your civic responsibility to follow the guidelines and advisories being put out by the State. Chief O'Brien said everyone is working together and supporting each other. We have structured procedures to handle emergencies and have the materials we need. We are also dealing with mutual aid from other Towns. Tele-medicine is helping people stay safe. He is confident they will be able to handle this.

Selectman LaCamera thanked Governor Baker and Robert Kraft for the delivery of supplies from the National Guard. Chief O'Brien said there is a first responder test site at Gillette Stadium. All tests being performed for First Responders are being paid for by the Kraft Family. FEMA calls daily. We are trying to lessen the burden on the Fire Department regarding burn permits, so outdoor burning has been shut down. Morton Hospital belongs to the Steward Group; COVID patients will be transferred to Morton to an expanded ICU area. It is not taking over the whole hospital. The Emergency Room is still open and accepting patients.

Chairman Fabian said we have been taking lots of calls regarding posting the number of cases in Lakeville. Mr. Cullen said he was advised by Mass Department of Public Health (DPH) to not post the number of cases. When the cases came out in Lakeville, there was a lot of attention focused on who it was. Not posting helps to provide privacy. There have been 12,500 confirmed cases and 963 cases in Plymouth County. There are more than two (2) cases in Lakeville, and we are getting cases every day. You need to worry about people with no symptoms walking around. Social distancing needs to be done. People don't know they have COVID 19. Don't focus on the numbers; consider everyone to be a possible case. The risk is increasing every day. People don't get tested; they stay home and recover so they don't get on the list of confirmed cases. We have abided by the DPH's recommendation not to post the number of cases. It was not a decision of the Board of Health. Selectman LaCamera said if the Board of Health would like to announce cases, it is fine with him. Ms. Candito said there are a lot of questions and concerns are from not posting the numbers, and it is a distraction at this point. She would prefer to post the numbers once a week. Chairman Fabian noted as of this date, there are 13 cases in Lakeville, 2 of which have recovered. We are not intentionally keeping the information hidden. We followed the State recommendation. Mr. Cullen said masks will help people that may be spreading the disease; it is more dangerous every day. Until we get to the peak, the risk increases every day. The more people out there the

more exposure. It is not safer now because some people are wearing the mask; not everyone is wearing it. Wearing a mask does not make it safer. Chief O'Brien said conditions are deteriorating; don't take the mask as going out to socialize. The only safe measure is to stay home. Chairman Fabian said the Board is constantly following the governor and the legislation that is coming and going. We have budget issues going on and a new calendar for Town Election and Town Meeting. We are trying to keep business moving at Town Hall. Selectman LaCamera said the Town has set up a call center so people can ask questions and get advice. People have been calling the call center to find out where the cases are. We cannot disclose who the people are and where they live. Please do not call for those reasons. The number is (508) 946-0044. If the person cannot answer the call, they will pass it along to the appropriate person. Selectman LaCamera said the Senior Center is doing the best they can with Meals on Wheels. If you have a neighbor or a friend that is a senior and alone, please give them a call and check on them.

Town Administrator's Report

Ms. Candito thanked the Chiefs and Health Agent for their work. Town Hall is still closed to the public. We are staffed with a skeleton crew. We are trying to keep working, but make it safe. If you need to make a payment, most can be made online. We have a vestibule set up after the Fire Station door that you can leave things. We do have forms available in that vestibule. June 1, 2020 is new due date for real estate taxes; dog licenses will be extended to June 1, 2020. Senior Center is providing Meals on Wheels and Brown Bag lunches, but we need drivers to do Meals on Wheels. We will leave forms in the vestibule. We are doing outreach for seniors by phone. Library is closed to the public. Transfer Station is open for bagged trash only. Recyclables need human contact, which we are trying to limit. This will be for the foreseeable future. Building permits can be done on the Town's website. The Town Election has been postponed. DPW is on opposite shifts right now in smaller groups. We are fortunate with our employees. Being connected with our IT has been helpful.

Discuss rescheduling the Annual Town Election and Town Meeting

Chairman Fabian said the Town needs to postpone the election due to the COVID crisis. We need to get the Town Clerk's input on a new date, but wanted to discuss this. Selectman LaCamera said we need to hold the election prior to June 30, 2020. The stay at home advisory may be extended through May. The Town Clerk has no objection to June 15th or 16th. She would prefer June 16th for setup purposes, which will not interfere with anything going on at the Loon Pond Lodge on June 14th. We have to hold the election the same day as Freetown due to the Regional School Members. He suggested holding it on June 16, 2020 and a date for the Annual Town Meeting on June 22, 2020.

Discuss email received from Nancy Yeatts, Assawompset Pond Complex Manager, regarding APC Rangers

Nancy Yeatts, APC Manager was present for the discussion. Ms. Yeatts spoke about how many people are using the Assawompset Pond Complex land, including Betty's Neck, which was packed yesterday. She is worried about running out of money for rangers. There are 4,000 acres in the APC. We are trying to redirect people so that they are not all at Betty's Neck or at Neagus Way at the Water Treatment Plant. We typically don't have the amount of rangers out there now; she has added another person out there due to the weather. Selectman LaCamera said New Bedford and Taunton will help to fund the rangers. When we need more money, we will address it with them. Ms. Yeatts said she will bill them extra and see what happens.

Ms. Yeatts said regarding haying the fields on Betty's Neck, she has a new farmer willing to pay \$2,500 and seed and lime the fields for this coming year. It has been two (2) years since the fields have been taken care of and they need it desperately.

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

VOTED: To allow Ms. Yeatts to have the new farmer take care of the fields with \$2,500 to be donated back to the Town.

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

Discuss Guidelines for Remote Meetings

Chairman Fabian said we are developing guidelines for remote meetings. There will not be any physical meetings taking place. Ms. Candito said that the Boards, Commissions and Committees will be receiving communication regarding using Zoom for meetings. We are working on new policies and procedure.

Discuss request received to remove Lakeville Country Club, 31 Stetson Street and 1 Cedarberry Lane properties from Chapter 61A & 61B

Jesse Medford, Chairman of the Open Space Committee is present for the discussion. Chairman Fabian said the Board has received a request to remove the Lakeville Country Club, 31 Stetson Street and 1 Cedarberry Lane from Chapter 61A and 61B. Selectman LaCamera said the Open Space Committee provided a list of properties they would like to see protected, and Lakeville Country Club is on the list. There are four (4) pieces of property. The owner has requested to take this out. The potential buyer is looking to build a distribution center. Mr. Medford said Open Space's concern is to protect the character of the Town. The Town would be losing passive recreation space if this is developed. He felt townspeople would rather have it as recreation. Selectman LaCamera said he felt there needed to be four (4) different applications. We are waiting on Town Counsel for a response. The Assessors will need to calculate the back taxes. The property is being sold for \$7.2 million. If we wanted to pursue this, we would need an appraisal of the property to determine market value. Chairman Fabian asked Mr. Medford to keep in touch with Ms. Candito and Selectman LaCamera.

Discuss scheduling a joint meeting with Park Commission regarding going out to bid for Management Services and Cleaning Services for Loon Pond Lodge

Jesse Medford, Park Commission member, was present for the discussion. Chairman Fabian said the event management contract expires November 1, 2020. She would like to meet with the Park Commission regarding this. Mr. Medford said the Park Commission has not discussed this yet.

Discuss and vote making Direct Deposit for Employee Checks mandatory

Chairman Fabian said according to the Human Resources Director, there are still some employees that receive a paper check. She has been reaching out to these employees to begin direct deposit. This has been a bit of an issue since the COVID 19 crisis. Ms. Candito said it has become an extra burden on the Town to deliver checks to an employee's home or mail them out. Direct Deposit gives them their money two (2) days earlier. She was planning on phasing this out by December 31, 2020. She would now like to do this by June 1, 2020. We are among the last Towns to still have paper checks. Selectman LaCamera said there may be some union questions because

he is not sure we can make it mandatory for direct deposit. It may require Town Meeting approval. Ms. Candito said she has reached out to other Towns and most of them were just a vote of the Selectmen. Chairman Fabian asked Ms. Candito to check if it requires Town Meeting approval and to discuss it with the unions. We will table this and bring it back when you get more information.

Request from Town Clerk to renew Junk Dealer, Junk Collector and Auctioneer Licenses

Chairman Fabian said the Town Clerk has requested that we renew Junk Dealer, Junk Collector and Auctioneer licenses. Mr. Darling has performed the inspections and recommended approval of all the licenses.

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

VOTED: To approve the following licenses to expire on May 1, 2021: Anthony & Dorita Morris for 33 Myricks Street: Auctioneer License; Junk Dealer License and Junk Collector License.

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

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

VOTED: To approve the followings three (3) Junk Dealer License and Junk Collector Licenses to expire on May 1, 2021: Hugh & Judy Rogers – 201 County Street; Robin E. Marques & Donald L. Bernier, Jr. and Christine Ann Goyette.

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

Discuss and vote reappointments of Animal Control Officer/Constable and Assistant Animal Control Officers

Chairman Fabian said it is a State statute for the appointments of Animal Control Officers and Assistant Animal Control Officers, which expire April 30, 2020.

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

VOTED: To appoint David Frates as Animal Control Officer/Constable for a term to expire April 30, 2021.

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

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

VOTED: To appoint Darcy Lee, Jennifer Nash, Harold Marshall and Lisa Podielsky as Assistant Animal Control Officers for terms to expire April 30, 2021.

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

Discuss and voter reappointment of Veterans Agent/Graves Officer

Chairman Fabian said the appointment for the Veterans' Agent and Graves Officer expire April 30, 2020.

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

VOTED: To reappoint Wilford Corey as Veterans' Agent and Graves Officer for a term to expire April 30, 2021.

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

Discuss and vote reappointment of Parking Clerk, Veterans' Services Director and Plymouth County Advisory Board Member

Chairman Fabian noted that the following appointments needed to be made and are usually filled by the Selectmen: Parking Clerk, Veterans' Services Director and Plymouth County Advisory Board Member. She currently serves as the Parking Clerk and Plymouth County Advisory Board Member.

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

VOTED: To appoint Chairman Fabian as the Parking Clerk and Plymouth County Advisory Board Member and Selectman LaCamera as Veterans Services Director until the Annual Town Election to be held in June of 2020.

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

Request from SunMulti Sports to change date of Patriot Half Triathlon until September 5, 2020

Chairman Fabian said SunMulti Sports has requested to postpone the Patriot Half Triathlon to September 5, 2020.

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

VOTED: To approve the change of dates for the SunMulti Sports Patriot Half Triathlon to September 5, 2020.

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

Request from Spark Bike Run Sports to reschedule The Mix Tape Cycling Event until June 28, 2020

Chairman Fabian said Spark Bike Run Sports has requested to reschedule The Mix Tape Cycling Event to June 28, 2020. Lt. Sean Joyce has indicated that he approves the change of date with the Board of Selectman approval.

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

VOTED: To approve the change of date from April 5, 2020 to June 28, 2020 for The Mix Tape Cycling Event.

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

Review and vote to approve Selectmen Meeting Minutes of March 2, 2020; March 4, 2020; March 16, 2020 (12:00 PM); March 16, 2020 (6:30 PM) and March 25, 2020

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

VOTED: To approve the Board of Selectmen Meeting Minutes of March 2, 2020; March 4, 2020; March 16, 2020 (12:00 PM)); and March 16, 2020.

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

New Business

Chairman Fabian announced that Ms. Craig-McGee received a \$1,500 grant from the Petco Foundation for the Animal Shelter.

Old Business: Update on Lakeville Hospital Property

Selectman LaCamera said that the proposed buyers for the former Lakeville Hospital Property are Rino Capital Advisors from Boston. They have a Purchase and Sales Agreement on the property to develop it. They are proposing to tear down the buildings, clean up the landfill and build a distribution center. They will be coming before the Board of Selectmen with an overview of their plans in a few weeks.

Any other business that may properly come before the meeting

At 4:44 PM, upon a motion made by Chairman Fabian and seconded by Selectman LaCamera, it was:

VOTED: To enter into Executive Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining, specifically the Firefighters' Union, Police Union and Laborers' Union if an open meeting may have a detrimental effect on the bargaining position of the Board, and the Chair so declares and pursuant to pursuant to M.G.L. c.30A, §21a (7) to comply with the Open Meeting Law, M.G.L. c.30A, §22(f): approval of Executive Session Minutes for December 30, 2019; February 10, 2020 (5:00 PM) February 10, 2020; February 13, 2020; March 23, 2020; and March 26, 2020.

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

Other Items

1. Letter from Petco Foundation announcing \$1,500.00 Grant for the Lakeville Animal Shelter
2. Public Notification Requirement – Notice of Application for special Project Designation Permit Extension/Modification
3. Notice from SRPEDD regarding Call for At-Large Commissioners
4. Letter from Comcast regarding postponement of Cartoon Network Moving to Digital Preferred Tier
5. Letter from Division of Capital Asset Management & Maintenance regarding search for lease space

List of documents provided at the Board of Selectmen Meeting of April 6, 2020

1. Agenda cover sheet
2. Letter from Police Chief and memo from Human Resources Director regarding appointment of two (2) Temporary Full Time Firefighters
3. Memo from Fire Chief
4. Agenda cover sheet
5. Agenda cover sheet
6. Agenda cover sheet
7. Letter from Nancy Yeatts, Assawompset Pond Complex Manager
8. Agenda cover sheet
9. Application to remove Lakeville Country Club, 31 Stetson Street and 1 Cedarberry Lane from Chapter 61A & 61B
10. Agenda cover sheet
11. Agenda cover sheet
12. Memo from Town Clerk, memo from Building Commissioner and memo to Building Commissioner
13. Agenda cover sheet
14. Agenda cover sheet
15. Agenda cover sheet
16. Letter from Sun Multisport Events
17. Letter from Spark Bike Run Sports; email from Lt. Sean Joyce
18. Board of Selectmen Meeting Minutes of March 2, 2020; March 4, 2020; March 16, 2020 (12:00 PM); March 16, 2020 (6:30 PM) and March 25, 2020

TOWN OF LAKEVILLE
Joint Meeting of Board of Selectmen and Finance Committee
Meeting Minutes
April 14, 2020 – 3:00 PM
REMOTE LOCATION

On April 14, 2020, the Board of Selectmen held a meeting at 3:00 PM remotely from various locations. The meeting was called to order at 3:03 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera. Finance Committee Members present were George Vlahopoulos; Brian Day; Jennifer Sipiora and Darren Beals. Also present were Maureen Candito, Town Administrator, Tracie Craig-McGee, Executive Assistant, Fire Chief Michael O'Brien, Deputy Fire Chief William Purcell and Firefighter Nathan Gagnier. LakeCAM was recording the meeting for broadcast.

Chairman Fabian read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

The Finance Committee was called to order at 3:06 PM. Members of the Finance Committee present were George Vlahopoulos, Darren Beals and Jennifer Sipiora.

Discuss reappointment of Brian Day to the Finance Committee

Mr. Vlahopoulos said that Brian Day was appointed to fill a vacant position on the Finance Committee until the Annual Town Election that was supposed to be held in April. Since the election has been postponed, we need to reappoint him to serve until the 2020 Annual Town Election.

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

VOTED: To recommend to reappoint Brian Day to the Finance Committee until the 2020 Annual Town Election.

Roll call vote: Ms. Sipiora – aye; Mr. Beals – aye and Mr. Vlahopoulos – aye.

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

VOTED: To reappoint Brian Day to the Finance Committee for a term until the 2020 Annual Town Election.

Roll Call vote: Chairman Fabian – aye; Selectman LaCamera – aye.

Finance Committee review and vote to approve Reserve Fund Transfers

The list of Reserve Fund Transfers was reviewed. The first request is for \$6,000 to Property & Liability Insurance for increased premiums for the new Police Station and Cyber Security coverage.

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

VOTED: To approve a Reserve Fund Transfer in the amount of \$6,000 to Property & Liability Insurance.

Roll call: Ms. Sipiara – aye; Mr. Beals – aye; Mr. Day - aye and Mr. Vlahopoulos – aye.

The next request is for the transfer of \$13,500 to Fire Safety Equipment. Selectman LaCamera said he has reviewed the equipment list with the Fire Chief. He has already purchased \$6,000 of the equipment from his current budget and feels he can fund this from his existing budget. The Fire Chief did not formally request this, so we should speak to him about this. Ms. Candito said the Town Accountant presented this. Chief O'Brien said he discussed with the Town Accountant how to buy needed equipment. Mr. Hassett mentioned a one-time transfer into the budget, but Chief O'Brien did not hear back from him, so he purchased the most needed items. There are still pending items on the list. He did not realize that this transfer was going forward. Right now he has 25% left in his line item and FEMA money that may be available. Mr. Vlahopoulos said the Finance Committee will look at this at the next meeting.

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

VOTED: To table this request for further information.

Roll Call vote: Mr. Beals – aye; Ms. Sipiara – aye; Mr. Vlahopoulos – aye and Mr. Day – aye.

The next request is for \$21,000 to be transferred to the IT Director's Salary. This is due to technology projects requiring more time than anticipated. The projected budget was based on 25 hours per week.

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

VOTED: To approve a Reserve Fund Transfer in the amount of \$21,000 to IT Director Salary.

Roll Call vote: Ms. Sipiara – aye; Mr. Beals – aye; Mr. Day - aye and Mr. Vlahopoulos – aye.

The next request is for \$10,000 for Facilities – Maintenance Expenses for unforeseen building repairs and \$5,400 for Public Health Nurse Services due to additional services required due to the Health Agent vacancy and a variety of health concerns. Ms. Candito said we are trying to get some grant funds for the nurse since there is a lot of reporting duties due to Covid 19. Ms. Sipiara asked if the Town will be submitting to FEMA for additional expenses. Ms. Candito said the Town has received \$4,200 so far. We are submitting another request that she signed last night. She noted that the \$10,000 also includes some routine maintenance on the Town Hall's septic system.

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

VOTED: To approve a Reserve Fund Transfer in the amount of \$10,000 for Facilities Maintenance Expenses and \$5,400 for Public Health Nurse Services.

Roll Call vote: Ms. Sipiara – aye; Mr. Day – aye; Mr. Beals – aye and Mr. Vlahopoulos – aye.

The final transfer is for the Snow & Ice Account. There is a \$77,687 deficit resulting from 2019-2020 winter conditions. Ms. Candito said this line is only funded at \$50,000. We are typically in the red in the Snow & Ice Account. She added another \$50,000 to the budget for FY21.

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

VOTED: To approve a Reserve Fund Transfer in the amount of \$77,687 for the Snow & Ice Account.

Roll Call vote: Ms. Sipiora – aye; Mr. Day – aye; Mr. Beals – aye and Mr. Vlahopoulos – aye.

Finance Committee to approve minutes of January 13, 2020

This item has been tabled.

FY21 Budget Update

Selectman LaCamera said we have had our Department budget meetings. We are negotiating three (3) contracts right now with Fire, Police and Laborers Unions, which will have an impact on the budget. He feels confident that the conservative revenue projection put together should be okay. We only receive Lottery and Smart Growth for State Aid. The House is putting together their preliminary budget. The State has signification reductions in income tax, sales tax and lottery sales. We will continue with the budget and adjust accordingly

Discuss any issues with FY20 Budget

Selectman LaCamera said overall we are in good shape with expenses. There may be a deficit for the Fire Department due to the two (2) Temporary Firefighter positions. We will be reimbursed 75%, but that takes time. He is concerned with revenue from the State. The revenue projections for the State were discussed on a conference call. We may get a slight reduction in lottery money, but he is concerned about the \$460,000 for Smart Growth.

Discuss FY21 Capital Plan

Chairman Fabian asked about the Capital Expenditures Committee. Ms. Candito said they have not met yet, but will schedule a meeting soon. We may not be able to fund everything right now and wait until the fall to fund some items. Selectmen LaCamera said we have \$1,080,000 for Free Cash. We need to look at our priorities on the Capital Plan. The State is allowing us to carry over any Free Cash not used by June 30th into next year. Mr. Day asked if the Police Department can prepare an outline like Fire and Highway. Ms. Candito said Police Cars are replaced based on mileage, not years. Selectman LaCamera said the FY20 plan has already been funded; we are looking at the second column.

Covid 19 update

Chairman Fabian said the Town Offices are still staffed and working. There are forms available in the Board of Health vestibule with a list of email addresses available to the public. Chief O'Brien said the Fire Department has been busy. Some of the people that we have not anticipated being positive for the Coronavirus have come back as positive. There are two (2) Firefighters that

are presently quarantined who will be tested. We have been able to contain the work groups so they don't have to intermingle, which limits exposure. He is working to keep everyone focused and not become complacent regarding exposure. Ms. Candito said we are sending out patrols in the Parks to make sure that people are not gathering. We had an incident over the weekend where a person scaled the tennis court fence.

Discuss voting to re-schedule Annual Town Election to June 16, 2020

Selectman LaCamera said the Lakeville and Freetown Town Clerks have suggested a date of June 16, 2020 for the Annual Town Elections. He didn't feel the Board should vote on the date for a few weeks until we know what is going on. Ms. Craig-McGee noted that the Freetown Selectmen voted at their meeting on April 13th to set the date for June 16, 2020.

Discuss rescheduling Annual Town Meeting and review draft Warrant

Chairman Fabian said the Annual Town Meeting was originally scheduled for June 1, 2020. She suggested a reschedule date of June 22, 2020. Selectman LaCamera said he would not recommend voting a date right now with all the uncertainty. Once you pick a date you are committed to it. He would wait a few weeks to see how this plays out. We are allowed to use 1/12th of our previous budget starting in July if we don't hold a meeting prior to June 30th. If we posted a date and then had to change it, the Town Moderator would have to call the meeting and then reschedule it.

Selectman LaCamera said the Regional School Committee technology article was missing from the draft Warrant. Ms. Candito said Article #5 was originally for 5G technology, which was removed. Article #6 was a placeholder for the FEMA Maps, which we just received. Mr. Day said there is nothing for Item #14. Selectman LaCamera was concerned that the Planning Board would not have enough time to hold a hearing on the FEMA Floodplain Maps. He said for Article #8, we wanted to have Town Meeting vote on the change to the Treasurer/Tax Collector position, and then let the residents vote at a Town Election so we won't need special legislation. Chairman Fabian was in agreement. Chairman Fabian said Article #10 is being suggested by Town Counsel, but she would like some additional information on this. Ms. Candito said the Treasurer/Tax Collector requested this. We already have this in place, but the present by-law states that we can't put a lien on property until after 12 months. This removes the 12 month clause. Chairman Fabian said Article #11 is to correct an error in the previous article. Selectman LaCamera requested an updated draft of the Warrant.

Upon a motion made by Mr. Vlahopoulos and seconded by Ms. Sipiora it was:

VOTED: To adjourn the Finance Committee Meeting at 4:04 PM.

Roll Call vote: Ms. Sipiora – aye; Mr. Beals – aye and Mr. Vlahopoulos – aye (Mr. Day left the meeting at 4:00 PM).

Discuss EEE spraying

Chairman Fabian said last year we were in the worst area for Eastern Equine Encephalitis (EEE). The Governor visited last year and spoke about this. There was supposed to be work done this winter, but she is not sure what was done. Ms. Candito said in March she reached out to Plymouth County Mosquito Control (PCMC) about spraying larvicide over standing water to stop the first layer of mosquitoes. PCMC said Mass Audubon would not allow spraying over the Great Cedar

Swamp, which they have control over. She has reached out to Mass Audubon and Mass Department of Public Health. PCMC spoke to Audubon who affirmed they will not allow spraying over the Great Cedar Swamp. If it is not getting sprayed, this will cause a huge EEE problem. PCMC can't do the two (2) smaller bodies of water; they need to do them all. She would like to send a letter to Governor about the concerns of the people in Lakeville. She has contacted Senator Rodrigues and Representative Orrall, who are in support of having this conversation. We need residents to write a letter to the Governor. She will post it to social media and ask residents to send it to the Governor. Chairman Fabian said she understands Mass Audubon's concerns, but a lot of what they are spraying with is more environmentally friendly.

Discuss appointing Selectman LaCamera as Selectmen Designee for Police Station Building Committee

Chairman Fabian said that Aaron Burke was the Selectmen's representative to the Police Station Building Committee until the building was brought to completion. There is still some work to be done to close out the project. Since Selectman LaCamera is on the committee, he would like to serve as the Selectmen's representative. Selectman LaCamera said the project has to be closed out by June 30, 2020. He wants to take the responsibility on to close it out.

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

VOTED: That Selectman LaCamera will act as the Selectmen's designee on the Police Station Building Committee.

Roll Call vote: Selectman LaCamera – aye; Chairman Fabian – aye.

New Business:

Commendation for Nathan Gagnier, Firefighter

Chief O'Brien said on March 16th there was an exterior fire at 109 Rhode Island Road. Between the 911 call and arrival, the fire spread into the walls of the building into the attic. It was a large office building with many tenants. Nate Gagnier, who was a Call Firefighter at the time, was home and responded in his own vehicle to the scene arriving first. He made a quick search in the area of the fire to make sure people were not in the building and extinguished the fire on the outside. Without that fire, it slowed the fire inside the structure and we were able to save the building. Firefighter Gagnier was thanked by the Board and Ms. Candito. Mr. Gagnier said he was honored to receive this; he was in the right place at the right time.

Chairman Fabian asked for a moment of silence for two (2) residents, Janet Tracy, former Town Clerk and Sylvester Zienkiewicz, Planning Board Member that passed away recently.

Old Business:

Update regarding sale of Lakeville Hospital Property

Selectman LaCamera asked to have this item placed on every agenda under Old Business. We are telling residents what we know right now. We don't have plans yet, but when we do we will let residents know. We will notify abutters about any public meetings. The hospital was bought by Derek Maksy in 2017 for \$1 from Stop and Shop. They had the right of first refusal to build a

grocery store on that property. None of the buildings on site can be used. Mr. Maksy auctioned off some of the property. There are house lots on Route 79. There were three (3) lots sold on Main Street with a funeral home being built currently. There is approximately 50 acres of land left, including the nurses residence and the hospital building. The company looking at this are looking at the costs to remove the buildings and remediate the landfill. If you call the Selectmen's office or email the Selectmen, he will answer any questions he can.

Update regarding sale of Lakeville Country Club

Selectman LaCamera said the Lakeville Country Club, owned by Derek Maksy, is under Purchase & Sale Agreement for \$7.2 million. There has not been a discussion or any plans submitted for a distribution center. Residents are concerned about access. This property is under Chapter 61A and B. The owner is asking if the Town is going to purchase the property or they need to pay the back taxes for ten (10) years in order to release the property. If we want to purchase it, we need to do an appraisal of the property. A purchase would have to go to Town Meeting and then to Election. This is all the information we have right now. People have been asking about the two (2) year memberships that they have signed up for; you must speak to the owner about that.

Selectman LaCamera said that he, the Building Commissioner, Ms. Candito and the Superintendent of Streets met with two (2) members of the Park Commission to discuss staffing and how to make things better at the Parks. We spoke about providing a full-time foreman to be responsible for the parks with a full-time laborer. The Park Commission would fund the laborer and we would fund the foreman. They are now saying that the Town agreed to fund both positions. It is disappointing to hear this; he agreed to present to the Board the funding of the foreman. We also spoke of the maintenance people at Ted Williams Camp and Clear Pond would report to the Foreman. That issue has broken down. Ms. Candito said she understood that the Park Commission would fund the laborer at about \$42,000 a year, and the Town would fund the Foreman out of the Highway budget. Maintenance would be also under the Highway Department so the Park Commission could focus on sports and the events. We need to be on the same page and structure it for success. Chairman Fabian said we need to have a joint meeting with the Park Commission. Selectman LaCamera said we have already hired one (1) person for a position. If these employees are not going to report to Highway, we need to stop this now. We need the meeting immediately. Chairman Fabian said we need all the members of the Park Commission to participate.

Any other business that may properly come before the meeting

Ms. Craig-McGee noted that Ms. Candito's appointment as the Town's ADA Coordinator expired April 1, 2020. Chairman Fabian asked for it to be placed on the next meeting.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 4:56 PM.

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

List of documents provided at the Board of Selectmen Meeting of April 14, 2020

1. Agenda cover sheet
2. Agenda cover sheet
3. Agenda cover sheet; Reserve Fund Transfer sheets
4. Agenda cover sheet
5. Agenda cover sheet
6. Agenda cover sheet
7. Agenda cover sheet; FY21 draft Capital Plan
8. Agenda cover sheet
9. Agenda cover sheet
10. Agenda cover sheet; draft Annual Town Meeting Warrant
11. Agenda cover sheet
12. Agenda cover sheet
13. Agenda cover sheet; commendation letter from Fire Chief; commendation certificate
14. Agenda cover sheet

TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
April 23, 2020 – 6:00 PM
REMOTE LOCATION

On April 23, 2020, the Board of Selectmen held a meeting at 6:00 PM remotely from various locations. The meeting was called to order at 6:03 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera. Also present were Maureen Candito, Town Administrator, and Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

Chairman Fabian read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

Meet with Park Commission to discuss the structure of the Park Department

Scott Holmes, Chairman, Michael Nolan, Jesse Medford and Joe Coscia, members of the Park Commission, were present for the discussion. The Park Commission was called to order at 6:10 PM. Selectman LaCamera said he, Ms. Candito and Mr. Moniz have met with Mr. Holmes and Mr. Nolan to discuss restructuring the staffing at the Park Commission so that anything outside of the building will be maintained by the Highway Department. There would be a full time maintenance person and full time foreman. The foreman would be paid by the Town and report to the Superintendent of Streets and the laborer would report to the foreman and be paid by the Park Commission. The job for the laborer was posted and has been hired. We have posted the Foreman, but the timing is not good right now. Is everyone okay with the proposed structure? Chairman Fabian said she is okay with the structure. Mr. Coscia said he has reviewed the changes to the structure and it is not consistent on what may have been agreed on. The Park Commission will be meeting Monday night to discuss this. Mr. Medford said they need to review this list line by line first. Selectman LaCamera asked the Park Commission is they agree with the overall position structure with the employees reporting to the Highway Department. Mr. Nolan said he is not sure where the funding will come from for the laborer. Selectman LaCamera said the budget that was put together showed \$35,000 from the Park Commission for a maintenance person. Mr. Holmes said Mike Vickery was at \$40,000 for part-time. Selectman LaCamera said the Town will pay for the foreman.

Mr. Holmes asked if there will be work for two (2) full-time employees in the winter. Mr. Moniz said there is always full-time work to be done for the Parks. Clear Pond has a lot of work to be done, which would be done in the fall and winter. Once the grass stops growing, you move into tree work, fixing fencing, etc. Ms. Candito said maintenance of the equipment for the Park is included, and we won't have to supplement fall and spring with additional seasonal help. Mr. Nolan said they appreciate the Town wanting to help us out. As we talk about the structure, how would we change the structure of the Park Commission with the Highway taking over maintenance of the grounds. Chairman Fabian said the restructuring has nothing to do with the Park Commission and what you do, such as the lodge and sports things. This is basically for the external maintenance of the grounds. Selectman LaCamera said the Park Commission would be responsible for anything inside of Loon Pond Lodge. If you don't do this, with a part time person working 33 hours a week, with 2 brand new fields, what would the plan be to maintain the new fields. Mr. Nolan said they

would have hired people. He feels this makes sense as Highway has the skills, people and equipment. Some of the verbiage of the restructure plan, i.e. capital projects, the Commission needs to be able to control retained earnings for Capital projects. Selectman LaCamera said those are your decisions to make.

Mr. Nolan said any projects like building new fields should be a joint venture between the Park Commission and Highway. Selectman LaCamera said you have your retained earnings and capital items. All that remains the same. We need to take it to the next step and talk about capital improvements to be made there not funded by the Park Commission at Ted Williams Camp and Clear Pond. We need to get a list of projects and a price. The Town needs to provide additional funding for some of those projects. Mr. Nolan said we have been struggling for years, picking one project a year to do. There are so many other things that need to be done. Chairman Fabian said she has spoken with Mr. Moniz; by doing everyday maintenance we give longer life to things, like parking lot maintenance. Mr. Moniz said the soccer and karate studio parking lots are being taken care of. The soccer parking lot will need continued maintenance, as well as, the Loon Pond Lodge parking lot. In the fall you bring in material, regrade and fix any drainage issues. Chairman Fabian said by assigning these tasks to the Highway Department, they have the equipment and material and we will be doing a much better job of taking care of our parks, and not leave it to the Park Commission to raise the money each year. Selectman LaCamera said an example is where we have stepped up to fix the soccer and karate lots together. If we can get the priorities, we can talk about funding from both sides to make the Parks better. Clear Pond needs a lot of work. Using Highway resources and some seasonal maintenance people, we should be able to get some work done and then do more work in the off season. If Highway doesn't do that, you would have to hire contractors to do the work, which is not cost efficient. Mr. Nolan noted that the Park Commission is hands on and do a lot of the work themselves. Selectman LaCamera said this is a chance for the Park Commission and the Town to address conditions there that have been ignored.

Mr. Coscia said looking at the list, the two (2) seasonal maintenance people, where are they now. Ms. Candito said the way it is structured, when you hire your seasonal people, they do a lot of tasks, including some maintenance. There are not dedicated people for maintenance. We would want two (2) dedicated people doing maintenance for Clear Pond Park. Mr. Holmes said the maintenance/snack staff people at Clear pond Park clean restrooms, pick up beaches, do trash, weed whack etc., as well as the snack shack. Is that what seasonal maintenance is? Ms. Candito said just maintenance of the grounds. Mr. Nolan said we can work out the details with Mr. Moniz. Ms. Candito said you would be specializing the job descriptions for the staff. Mr. Holmes said when we hire for Clear Pond, they are being paid one rate and are not supposed to be working at other parks. Ms. Candito said this would clear the path for them to do all the work. Chairman Fabian said the Clear Pond part will require more planning, but it is doable. We are committing to help and get a regular maintenance schedule.

Mr. Holmes said he has spoken to the Park Commission Members and they welcome the Town's help. We realize that there are a lot of things that we will not get to because we don't have the funds. We need to work out the communication between the Park Commission and either Mr. Moniz or the foreman. He is happy for the help and it is appreciated. Chairman Fabian said if the Park Commission notified Mr. Moniz about special outdoor events, he will prepare the grounds. Chairman Fabian asked if the Selectmen were looking for a vote from the Park Commission. Ms. Candito said we want to make sure that everyone is on the same page, but no vote is required. We are just looking for the commitment to work together and get this done. Discussion occurred regarding the trash removal at each park. Mr. Coscia asked how do we keep up the communication

between us and Mr. Moniz. Mr. Moniz said the day to day maintenance won't have communications. As far as special projects, whoever is in charge of that area will email me. All the special projects will be done fall to spring. Moving picnic tables, you just let me know what needs to be done and we can schedule it in. He does need some notice, unless it is out of the norm.

Mr. Nolan said there are several projects in the works that Mr. Moniz will take over. We haven't spoke about taking over the new fields, where a lot of work needs to be done. Some of the leagues have made donations to have work done on the fields. Mr. Moniz said he would like to work with Mr. Nolan at first to find out the vision and what work needs to be done. He can work with the individual Park Commissioners on their parks. Mr. Holmes asked about fertilization of the fields? Mr. Nolan said Highway will take that over next year. We will work it out with him and order what he needs. Mr. Moniz said if that is a specific line item in your budget, he would rather move that line item into the Highway Department. Selectman LaCamera said the other Town Buildings have fertilizer in their own budgets, so that is up to the Park Commission. Regarding maintenance of the equipment, that will be the responsibility of the Highway Department. We do need to purchase a new lawnmower. Discussion occurred regarding replacing the lawnmower. Mr. Nolan said some of the landscape equipment will need to be available to our part time people. Ms. Candito said it will be stored where your part time employees will have access. Selectman LaCamera said the town will pay for the soccer field drainage. Mr. Moniz has paving work scheduled for the week of July 13th. We can do the drainage and get the parking lot ready, but it can't sit for two (2) or three (3) months. Mr. Moniz said he doesn't want to put in the drainage with processed material top on it as it will go in the drain. It will be another \$5-6,000 to regrade it before paving if it sits. Mr. Holmes asked if they should use the parking lot until it is paved. Mr. Moniz said yes, it that is feasible. When they do the project, he can have them prepare it for paving.

Review quotes and vote to award contracts for the drainage projects at the Karate Studio and Soccer Field at Ted Williams Camp

Chairman Fabian read the memo from the Park Commission regarding the Karate Studio Project.

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

VOTED: To award the bid for the drainage project at the Soccer Field at Ted Williams Camp to J.M. Shaw Construction, Inc. at a price of \$27,875.

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

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

VOTED: To award the contract for installation of a catch basins and associated grading for the Karate Studio Parking Lot to Clancy Construction, Inc. at a price of \$26,500.

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

The Park Department adjourned their meeting at 7:08 PM.

Discuss and vote to extend real estate tax deadline to June 1, 2020

Chairman Fabian said the Board needed to vote on the extension of the real estate tax deadline to June 1, 2020. The Treasurer/Tax Collector wanted to make sure that we do this for residents.

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

VOTED: As a result of the outbreak of the 2019 Novel Coronavirus, the Governor's March 10, 2020 declaration of a state of emergency, and the powers granted to the Board of Selectmen under Chapter 53 of the Acts of 2020:

1. I Move for purposes of the first paragraph of Section 57 of Chapter 59 of the General Laws, that the date May 1, 2020 be extended to June 1, 2020.
2. I Move for purposes of the seventh and eighth paragraphs and the tenth and eleventh paragraphs of Section 57C of Chapter 59 of the General Laws, that the date May 1, 2020 be extended to June 1, 2020.
3. I Move for purposes of the seventh paragraph of Section 57C of Chapter 59 of the General Laws, that the date April 1, 2020 be extended to June 1, 2020.
4. I Move for purposes of the third paragraph of Section 59 of Chapter 59 of the General Laws, that the date April 1, 2020 be extended to June 1, 2020.
5. I Move to waive the payment of interest and other penalty in the event of late payment of any excise, tax, betterment assessment or apportionment thereof, water rate or annual sewer use or other charge added to a tax for any payments with a due date on or after March 10, 2020 and made after its respective due date but before June 30, 2020, notwithstanding section 57, 57A and 57C of Chapter 59 of the General Laws, section 2 of Chapter 60A of the General Laws or any other general or special law to the contrary.

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

New Business

There was no New Business discussed.

Old Business

There was no Old Business discussed.

Any other business that may properly come before the meeting

There was no Other Business discussed.

Adjournment

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

VOTED: To adjourn the Board of Selectmen's Meeting at 7:14 PM.
Roll call vote: Selectman LaCamera – aye and Chairman Fabian – aye.

List of documents provided at the Board of Selectmen Meeting of April 27, 2020

1. Agenda cover page
2. Agenda cover page; list of structural changes to Park Maintenance and Operations; Agreement between Town of Lakeville and The Bartending Service of New England, LLC; Event Management Agreement- Loon Pond Lodge
3. Agenda cover page; memo from Park Commission; bid summaries; emails from Superintendent of Streets regarding reference checks
4. Agenda cover page; proposed motion

TOWN OF LAKEVILLE
Board of Selectmen
Meeting Minutes
April 27, 2020 – 3:00 PM
REMOTE LOCATION

On April 27, 2020, the Board of Selectmen held a meeting at 3:00 PM remotely from various locations. The meeting was called to order at 3:01 PM by Chairman Fabian. Selectmen present were: Chairman Fabian and Selectman LaCamera. Also present were Maureen Candito, Town Administrator, and Tracie Craig-McGee, Executive Assistant. LakeCAM was recording the meeting for broadcast.

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, §20, relating to the 2020 novel Coronavirus outbreak emergency, the April 27, 2020 public meeting of the **Board of Selectmen** shall be physically closed to the public to avoid group congregation. **However, to view this meeting in progress, please go to [facebook.com/lakecam](https://www.facebook.com/lakecam) (you do not need a Facebook account to view the meeting). This meeting will be recorded and available to be viewed at a later date at <http://www.lakecam.tv/>**

Chairman Fabian then read an introduction regarding the need for a remote meeting and how a remote meeting will be conducted.

Selectmen Announcements

Chairman Fabian read the Selectmen Announcements into the record.

Discuss scheduling Board of Selectmen Meeting Dates for May and June

Selectman LaCamera suggested meeting on May 4th, 11th 18th June 1st and June 8th (warrant review). All meetings will be on Zoom and can be seen on LakeCAM. Chairman Fabian noted the time may need to be changed for the June 8th meeting to accommodate Finance Committee.

Review draft timeline for Annual Town Meeting & Special Town Meeting tentatively scheduled for June 22, 2020

The timelines were reviewed for the Annual and Special Town Meeting. Selectman LaCamera said if the Board votes the date now and we can't have it, that creates a problem. It is difficult to move the meeting. We should wait until the next meeting to see what happens.

Review request from Twisted Growers to amend current Host Community Agreement (HCA) to include an adult use retail facility

Dominic DeMartino and Dennis Karjanis, co-owners of Twisted Growers, Brian Salsibury, Esquire, Jamie Bissonnette from Zenith Engineering, and Mitch Suzan, ECM Security were present for the discussion. Selectman LaCamera said the existing HCA calls for cultivation and retail sales at 415 Millennium Circle. Ms. Candito said that the Special Permit is still being drafted and is not recorded yet. Selectman LaCamera asked about the construction status. Mr. DeMartino said they have not begun construction as they are waiting on the Cannabis Control Commission (CCC) to give the Provisional License. Discussion occurred regarding the construction being planned for 415

Millennium Circle. Selectman LaCamera said the applicants are requesting to add retail to the other building. What was the business plan to generate the number of poundage? Mr. Karjanis said there are two (2) buildings that will combine to total 65,000 square foot area. The pilot program is 24,000 square feet to produce 5,080 pounds annually in that space. Selectman LaCamera said is there expansion planned? Mr. Karjanis said they should be able to produce 10,000 pounds a year once things get going.

Selectman LaCamera said you want to operate a retail store at 200 Millennium Circle. Is the product grown at 415 be used at 200? Mr. Karjanis said they anticipate using approximately 50%. Selectman LaCamera said we would have received \$131,000 more without the retail store. Mr. Karjanis said if we send 50% of the product to the retail store, it equals \$419,000 to the Town. Chairman Fabian asked about the other 50%. Mr. Karjanis said the other half will be wholesale or sold to other dispensaries around the State. The store will be a combination of medical and recreational marijuana. Selectman LaCamera said the HCA says the company will pay 3% of the gross sales for marijuana and marijuana products. Isn't that a sales facility? Attorney Salisbury said it does reference sales at the facility, which is inconsistent with the first part of the agreement. He doesn't believe that was in the intent of the HCA when drawn up. Mr. Karjanis said they were going to do the pilot program in the smaller space and then add onto the larger building; they planned on having retail sales eventually. Selectman LaCamera asked if the CCC is approving the license based on the HCA. Attorney Salisbury said in part. We had received the proposal to the Town, made edits, and all edits were rejected. Paragraph 1 on page 2 A1, the Town was looking to make sure they received all the funds they could. He doesn't believe it expressly allows retail sales. Amending the agreement would not be much of a stretch to do. Selectman LaCamera asked what the Special Permit was for. Attorney Salisbury said for a cultivation facility. Mr. Karjanis said processing and manufacturing should be included in the HCA.

Mr. Bissonnette presented the existing site plan. The site presently has a large industrial building and the shaded area is paved. There is a large area for tractor trailers or parking. They need site plan review from the Planning Board and to meet with the Building Commissioner. They may need to make some ADA improvements. The site plan for the building was discussed further. Selectman LaCamera asked if the security plan been provided to the Fire and Police Chiefs. Mr. Suzan said he has been in contact with both Chiefs. He will meet with Chief Perkins closer to opening to review the security plan and work with the Fire Chief as opening gets closer and do a walk through the buildings. Security for the retail store is different than for cultivation. For recreational you need an active license that will be checked before entering the building; there will be a minimum of two (2) guards during the day with one (1) watching cameras and one (1) mobile. Cameras will be 24/7 and will follow CCC guidelines. Access in and out is controlled; doors are locked all the time. People are buzzed in once their license is checked they are allowed into the store. The various areas have key card access for staff. Mr. DeMartino said they will be using approximately 4,700 square feet. The remainder of the building will continue to be leased by Fowler Express. Chairman Fabian asked about a traffic analysis. Attorney Salisbury said there is no traffic analysis yet, but they don't believe there will be a negative impact on traffic.

Selectman LaCamera said we need to get Town Counsel to look at the HCA. Attorney Salisbury said they can work on a new one or amend the existing HCA, which would be the easiest way. Selectman LaCamera said we will bring this to Town Counsel and then get back to you about meeting again. We need to discuss the structure of the HCA. This is going to be two (2) separate special permits, so it may need to be two (2) separate HCAs.

Discuss status of renovations to the Board of Selectmens' Office

Chairman Fabian said lighting is needed in the office. Mr. Darling said some people could come in and work on the weekend. We were discussing a conference room. We may want to look at a design. Ms. Candito said there is a lot of items to be checked off. We need the electrical first and CAT 6 wiring for the phone system. Chairman Fabian asked about the budget for the renovations. Ms. Candito said \$9,000. Chairman Fabian asked to see the breakdown on the funds spent for the renovations.

Discuss FY21 Capital Plan

Selectman LaCamera said the Board has the preliminary Capital Plan. We need to be a bit more conservative on what we purchase. We should try to save some Free Cash, which is about \$1,000,000 in case there is a problem with the FY21 budget in regards to State revenue. The list was reviewed. Ms. Candito noted that the Town has not received the two (2) Police Cruisers that were ordered in 2020, so we may be able to approve the two (2) additional cruisers in the fall. Selectman LaCamera said we could wait on the unmarked cruiser and the Fire Department Pickup Truck until the fall. We need the generator, but we can wait on the small boat. He suggested removing the \$375,000 for the road work. We should consider holding off the Stormwater Management Consulting Services, but need to find out what our requirements are contractually. The Superintendent of Streets has stated he can do without the new skid steer with attachments. He needs the new sweeper, but could wait on it. We can delay the Historical Commission archeological survey until the fall; the sealcoating on the Transfer Station is okay. He asked what is the IT Strategic Plan Budget. Ms. Candito said there is a three (3) year plan, and this is the last of the plan for needed security systems. Selectman LaCamera said that the Building Commissioner doesn't think we need to do the Senior Center flooring, so it can be removed. The Peach Barn Roof needs to be done; there is a large hole and it is a priority. The Air Scrubber for health and safety has to be done. Ms. Candito said she will recalculate the totals. It was noted that the Library printer copier will come out of the IT budget. Ms. Candito said it looks like the items we would like to fund are around \$275,000.

Discuss and finalize date for Annual Town Election

Chairman Fabian said the Board needs to finalize the date for the Annual Town Election. We tentatively set June 16th for the Annual Town Election. At this point, in conversation with the Town Clerk, she would like to try to get Absentee and Early Voting by Mail going, but she needs a date. Freetown has voted in June 16th for their election.

A motion was made by Chairman Fabian and seconded by Selectman LaCamera to reschedule the date for the Annual Town Election on June 16, 2020.

Discussion: Selectman LaCamera said if we vote this in now and it needs to be changed and moved to the end of June, we will need special legislation in order to do that. The Governor was anticipating to have a decision by now about recommending the State to open up. We might want to wait until May 4th on whether he will extend the State of Emergency. Chairman Fabian said whether he extends it or not, there will still be social distancing in place. The requirements have been changed for Absentee Voting. You have to send a request to the Clerk's Office with your signature. She wants to get this campaign going. We can encourage people to submit for an absentee ballot, but we can't post information on it because it needs a firm date for the return. Selectman LaCamera said we have to hold the election if we set the date. If things don't improve in a short period of time, we will have

to postpone the election, so we don't expose workers and residents. Discussion occurred regarding holding off one week to set the date. Chairman Fabian said we can encourage people to get the Absentee Ballot process going. Even if the State of Emergency doesn't get extended, we still have to do social distancing on the lines and plexi glass screens for the workers. Anyone that can vote by mail should do it. Selectman LaCamera said he is not in favor of exposing people if things don't get better. Chairman Fabian said she wants people to have the opportunity to vote.

The roll call vote on the previous motion was Selectman LaCamera – aye and Chairman Fabian – aye.

Discuss FY20 and FY21 Budgets

Selectman LaCamera said we are waiting for the monthly reports for April on the FY20 budgets.

For FY21, we have our budgets pretty much finalized. The problem will be the revenue numbers from the State. Ms. Candito said we will be overspending Firefighter and Ambulance line for salaries. Some will be covered by other salaries and we will try to get reimbursed from FEMA. Department Heads are doing a good job and not making unnecessary expenditures and keeping track of shortages and overages.

Discuss Event Management Contract for Loon Pond Lodge

Chairman Fabian said she has spoken to the Town Clerk about using the Loon Pond Lodge for elections in the smaller room. We need to reflect this need. Ms. Candito said the early voting has been requested for November and there was no issue. She will not be holding Saturday voting. Ms. Drane will submit the next three (3) year schedule for voting so the times can be blocked out. Selectman LaCamera said we will put the dates right in the contract.

Selectman LaCamera said he and Ms. Candito have been working on this since January. This is for the company that manages the events for the Park Commission. There is an extension period allowed or do we go out to bid again. During review, there are things that need to be addressed now. According to the contract, we are supposed to be receiving 20% of catering fees and we are only receiving 18%. We should draft a letter to the management company notifying them of the deficit. According to the contract, they are supposed to be providing certificates of insurance; we have not received one since 2017. We need a certificate now that lists the Town of Lakeville. Chairman Fabian asked who is supposed to follow up on the contract stuff? The Selectmen sign the contract on behalf of the Town, unless we authorize the Town Administrator to sign. In the past, the Selectmen assumed the Park Commission was doing it. Selectman LaCamera said as far as the income breakdown, that should be under the Park Commission. Chairman Fabian said that revenue goes to the Park Commission, not the General Fund. Should we create a policy that the Selectmen follow up on this. Selectman LaCamera said we don't need a policy on this. The Town Accountant makes sure that they have copies of the contracts and verify that they are being enforced. Chairman Fabian said there was talk that when it left the Park Commission it was at 18%, but when it came back from the Selectmen, it was at 20%. Selectman LaCamera said on November 4, 2017 William Fuller attended a meeting with the Selectmen and said it was 20%. The executed contract signed by all parties states 20%. Ms. Candito said we did not see the income documents until we started asking for them. This contract has specific provisions about performance and any type of loss from an event. She would need oversight with that. Selectman LaCamera said we need to make sure that the documentation provided is better. Chairman Fabian said the language regarding elections must be in the contract. If

we can clean up the contract, she is okay with this. We can reach out to them to see how they feel about this. Ms. Candito said going out to bid would be in the spirit of getting the best deal for the Town. We would need to amend the language in the contract. Perhaps better reporting and collection. Ms. Candito said we can reach out to the Park Commission on this.

Selectman LaCamera said there is currently a cleaning service that is cleaning for the events. There is no contract that exists. This needs to be addressed. The cleaning service was hired separately. Ms. Candito said they were hired by Southeast Management. Chairman Fabian asked who pays them. Selectman LaCamera said there is a cleaning fee for the event, which goes to the Town and the Town pays the cleaning service. Chairman Fabian asked if there is a certificate of insurance. Selectman LaCamera said no.

Selectman LaCamera said The Bartending Service of New England had an agreement in May of 2014 which has be to year to year because the liquor license is approved annually. The original agreement is supposed to be an amendment, but the only amendment we have is dated April 23, 2016, so there have not been any amendments approved by the Board. There is no amended contact in place right now or a certificate of insurance. We will draft a letter because the procurement for the bartending service is through the Town. We need to fix what is going on right now and take it to the next step for procurement.

Revisit vote regarding Selectman LaCamera being designated as Selectmen's Designee on Police Station Building Committee

Chairman Fabian said at the last meeting it was voted to designate Selectman LaCamera as the Selectmen designee. Aaron Burke was previously serving as the Selectmen's designee. Chairman Fabian said Selectman LaCamera was serving as a member at large. He will now be the Selectmen's designee and Mr. Burke will be the member at large.

Discuss appointment of Americans with Disabilities Act Coordinator (ADA)

Chairman Fabian asked if a Selectman served as the ADA Coordinator. Ms. Craig-McGee said typically it is a member of the Board of Selectmen. Ms. Candito said since she was applying for grants, she became the ADA Coordinator.

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

VOTED: To appoint Maureen Candito as the ADA Coordinator for a term to expire April 1, 2021.

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

Discuss appoint of Selectmen's SRPEDD Commissioner

Chairman Fabian said currently Ms. Candito serves as the Selectmen's SRPEDD Commissioner.

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

VOTED: To appoint Maureen Candito as the Selectmen's SRPEDD Commission for a date to expire May 22, 2021.
Roll call vote: Selectman LaCamera – aye and Chairman Fabian – aye.

Review and vote to accept resignation of Richard Hagerman from the Conservation Commission

Chairman Fabian said the Board has received a formal resignation of Richard Hagerman from the Conservation Commission.

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

VOTED: To accept Richard Hagerman's resignation from the Conservation Commission.
Roll call vote: Chairman Fabian – aye and Selectman LaCamera – aye.

This position will be advertised; letters of interest will go to the Conservation Commission and they will meet with them and provide a recommendation to the Board.

New Business

Chairman Fabian said it has been suggested that automatic rollover of vacation time be considered. Selectman LaCamera said currently there is a policy in place that you can carry over five (5) days of vacation time. Under certain circumstances through the Department Head you can request to carry over more vacation time. We can consider it if there is a request. Ms. Candito said she told the Department Heads unless there is a specific reason, their expectation is for employees to take their vacations before the end of the fiscal year. If an employee is asked not to take their vacations, then we can consider it.

Ms. Candito asked about scheduling the Special Town Meeting.

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

VOTED: To schedule a Special Town Meeting at 6:30 PM prior to the Lakeville Annual Town meeting, date to be determined and open the warrant for the Special Town Meeting and close the warrant on May 8, 2020 at 12:00 PM.
Roll call vote: Chairman Fabian – aye and Selectman LaCamera – aye.

Old Business

Update on former Lakeville Hospital property

Selectman LaCamera said the company that has the Purchase and Sales Agreement is working on proposed plans, but we have not received them.

Update on sale of Lakeville Country Club

Selectman LaCamera said the Board of Assessors are working on the roll back taxes owed if the Lakeville Country Club is sold. We do not have any additional information of proposed plans.

Any other business that may properly come before the meeting

There was no Other Business discussed.

OTHER ITEMS:

1. Letters from FEMA regarding Flood Insurance Rate Maps
Selectman LaCamera said we need to get the article together. Ms. Candito said it is written and needs to go through Town Counsel. Selectman LaCamera said that will need to go to the Planning Board so they can hold a hearing.
2. Letter from Massachusetts Department of Agricultural Resources and copy of Yearly Operational Plan for 2020 from Massachusetts Coastal Railroad
3. Letter from Comcast regarding Programming Changes

At 5:35 PM, upon a motion made by Chairman Fabian and seconded by Selectman LaCamera, it was:

VOTED: To enter into Executive Session pursuant to M.G.L. c.30A, §21a (3) to discuss strategy with respect to collective bargaining, specifically the Firefighters' Union, Police Union and Laborers' Union if an open meeting may have a detrimental effect on the bargaining position of the Board, and the Chair so declares and pursuant to M.G.L. c.30A, §22 (f) to review potential release of Executive Session Minutes from 2016-2019 and pursuant to M.G.L. c.30A, §21a (7) to comply with the Open Meeting Law, M.G.L. c.30A, §22(f): approval of Executive Session Minutes for December 30, 2019; February 10, 2020 (5:00 PM) February 10, 2020; February 13, 2020; March 23, 2020; March 26, 2020 and April 6, 2020 and not to return to Open Session.

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

List of documents provided at the Board of Selectmen Meeting of April 27, 2020

1. Agenda cover page
2. Agenda cover page; list of structural changes to Park Maintenance and Operations; Agreement between Town of Lakeville and The Bartending Service of New England, LLC; Event Management Agreement- Loon Pond Lodge
3. Agenda cover page; memo from Park Commission; bid summaries; emails from Superintendent of Streets regarding reference checks
4. Agenda cover page; proposed motion

**AGENDA ITEM #21
AUGUST 3, 2020**

NEW BUSINESS

Just a placeholder

Tracie

AGENDA ITEM #22
AUGUST 3, 2020

OLD BUSINESS

Update of former Lakeville Hospital property

Update on sale of Lakeville Country Club

Tracie

**AGENDA ITEM #23
AUGUST 3, 2020**

**ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE
THE MEETING**

Just a placeholder

OTHER ITEMS

1. Reorganization memos from the Planning Board and Board of Health
2. Update from the Middleborough/Lakeville Herring Fisheries Commission



Mark Knox, Chairman
Barbara Mancovsky, Vice Chairman
Peter Conroy
Michele MaEachern

Town of Lakeville

PLANNING BOARD
346 Bedford Street
Lakeville, MA 02347
508-946-8803

RECEIVED
JUL 23 2020
SELECTMEN'S OFFICE

MEMORANDUM

TO: Lillian Drane, Town Clerk
Board of Selectmen
Building Department

FROM: Planning Board

DATE: July 22, 2020

SUBJECT: Reorganization of the Planning Board

Please be advised that on June 18, 2020, the Planning Board voted unanimously to reorganize the Board. Mark Knox was appointed as the Chairman and Barbara Mancovsky as the Vice Chairman.



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

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SELECTMEN'S OFFICE

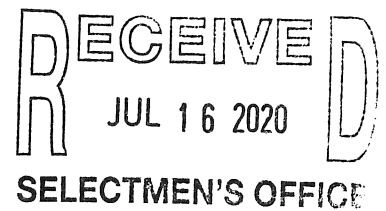
Memo

To: Board of Selectmen
From: Fran Lawrence, Clerk
Date: July 22, 2020
Re: Reorganization of Board of Health Members

At the Board of Health meeting held July 15, 2020, Board of Health Members voted to re-appoint **Derek Maxim** as **Chairman** of the Board of Health

It was also voted that Member **Christopher Spratt** would be **second member** and Member **Robert Poillucci** would be **third member**.

CC: Payroll Dept
Town Accountant
Town Clerk



The Middleborough/Lakeville Herring Fisheries Commission would like to report on our projects status.

In March of 2018 we hosted a workshop on Invasive Species, to educate ourselves and other Herring Run wardens in South East Massachusetts. After which we chose to pursue two projects.

It took a full year to receive Wetlands Permits from the Towns of Middleborough and Lakeville, which had required special permitting from the States Natural Heritage & Endangered Species Program for the Endangered Red Bellied Turtle. What we did not anticipate the species was a nationally listed Endangered Species. This required a Habitat Conservation Plan through the Northeast Regional Office of the United States Fish and Wildlife. The Plan is being created for us by Bridgett Parkerson of Wheaton College, who has been working from home, in Rhode Island, since the college closed due to Covid. This Plan is promised before the end of the month, but we have no idea how long the review process may take. We would plan and have the first removal of vegetation as soon as this permit is granted.

The removal of sand /silt at the head of the Nemasket, along with a silt trap was the other project that the Commission is pursuing. In the years 1978 to 1982 there was a plan for the entire Nemasket River for Conservation and Recreation. In 1984 an attempt to do the Sand and Trap portion failed due to lack of funds.

Representative Norma Orrall understood the need for this plan to be brought up to current regulations in order to obtain permits to carry out this project. He created legislation to fund this project through the Department of Conservation and Recreation, it was passed ! Bill Napolitano of SRPEDD helped outline the information needed for potential funding through State and Federal agencies. The Proposal for Survey and Engineering that Outback Engineering prepared contains this work in its proposal. The Commission submitted the Proposal to Cheryl Brooks at The Department of Conservation and Recreation as required. After reviewing the proposal, Cheryl transferred the funded \$35,00 into a specific account to be used for "improvements to the Nemasket River by the Middleborough/Lakeville Herring Fishery Commission".

35,000

Currently, surveys of the Dam and the other structures at the head of the Rivery have been completed. Other work shall be conducted in accordance with the Proposal.

Should the Boards want any additional information, please refer to Chairman Bill Orphan.

Respectfully Submitted

Ron Burgess
William Orphan