



**TOWN OF FREETOWN
BOARD OF SELECTMEN**
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J. A. Brown

**MINUTES FOR MEETING OF
TUESDAY, APRIL 17, 2018
COUNCIL ON AGING
227 CHACE RD, EAST FREETOWN, MA 02717**

6:00 P.M. Call to Order Chairman Robert P. Jose calls the meeting to order at 6:05pm. Also present are Selectman Charles B. Sullivan, Selectman Lisa A. Pacheco, Town Administrator David DeManche and Senior Clerk Timm McIntosh. The meeting is being recorded by Mr. McIntosh and FREECAM. Selectman Jose reads the agenda aloud.

6:00 P.M. Discussion with Richard Medeiros, Superintendent of Schools regarding School budget and School Choice. Also present: Fred Baker, Business Manager, and Lakeville representatives to the Regional School Committee, Sherrill Barron and Carolyn Gomes.

The total increase Mr. Medeiros is presenting tonight is a 2.2% increase over last year's assessment, an increase of \$830,635. He says this is a significant downward adjustment from his initial budget proposal, which had stabilization and E&D in it, which was lowered after guidance from the Finance Committees of both towns. Mr. Medeiros says this budget includes School Choice, but he doesn't have specific comments to that. The total assessment for Freetown is an increase of \$621,311. Mr. Medeiros says the School Committee is currently at a different number, this new budget proposal, which has been recommended by the Regional Finance Committee, will be presented to them for their vote at their April 25th meeting. Since Mr. Medeiros presented his budget in January, he says this new proposal has the stabilization number cut in half and rolled into the assessment, which accounts for the cost difference. There is no new staffing, and a 1% increase to account for ongoing CBA negotiations. He again states the School Committee needs to take formal action on this proposal at their April 25th meeting.

Mr. Medeiros says they initially had 3 articles planned to be submitted. The dollar amount has been removed from the article that would establish a stabilization fund, as the school committee has to vote a specific number for that. That number is not included in the budget proposal. The other article that features a dollar amount not included in the assessment is for one maintenance vehicle, which is just under \$60,000 combined; Mr. Baker adds that Freetown's contribution for that article would be \$25,929. There are no other capital requests at this time.

Mr. Medeiros says this is the first time since he's been with the regional district that the Regional School District had a recommendation, he was very pleased by that. When asked by Selectman Jose, Mr. Baker says the number voted by the School Committee is around \$350,000 higher (combined) than the assessment discussed tonight. Selectman Jose, who is on the Regional Finance Committee, confirms this was indeed their recommendation, with School Choice included. He says there was a discussion about leaving in the Stabilization number and Committee did not make a recommendation specifically speaking

to that, but he feels the general sentiment was to pull the Stabilization. He states an official vote was not taken to that effect, however.

The Board of Selectmen does not have any further questions for Mr. Medeiros or Mr. Baker, and thanks them for their time.

6:00 P.M. Discuss with Finance Committee the following FY19 Budgets - Building Department, Board of Health, Town Clerk, Treasurer/Collector, Library and Cemetery. Town Accountant Kimberley Fales is present. The Finance Committee did not have quorum present, so Craig Rosen and Chairman George Grunwald are present for informational purposes.

Building Department Budget Discussion – Present: Building Inspector Scott Barbato
Mr. Barbato says the Building Department is level funded, with some line items decreased as needed to cover CBA increases.

Board of Health Budget Discussion – Present: Board of Health Agent Derek Macedo
Mr. Macedo says this is his first budget, so he thanks Ms. Fales for all her help. The budget has been level funded. He says he's learned a lot for next year. Selectman Jose confirms the only increases are CBA increases. He asks about the changing of the job title for the clerk in the office, Mr. Macedo says last he knew, this was going through the union, but that change is not reflected in Mr. Macedo's budget.

Town Clerk Budget Discussion – Present: Town Clerk Jacqueline Brown
Mrs. Brown says she actually has three budgets: Town Clerk, Elections and the Board of Registrars. The Town Clerk budget has salary increases for both the Town Clerk and due to the CBA. Other increases in in-state travel and dues & membership are due to the new Assistant Town Clerk taking part in a greater number of classes and such this year. The Elections budget and the Board of Registrars budget are both dependent on the number of Elections in the fiscal year, Mrs. Brown says there are currently 3 scheduled, with the state election having early voting in November again. Wages for election workers and the Board of Registrars are both increasing by \$0.25/hour, which is also reflected in the budget.

Mr. Grunwald asks Mrs. Brown if we've ever looked at signage on either end of town for elections and town meetings. Selectman Jose says we have signs already, and lit signs would be zoning violations. Mrs. Brown says the boards are always updated for elections and town meetings. Selectman Pacheco speaks to a Warrant Article for a OneCall phone notification system, which would cost a maximum of \$4,000 annually. Mr. Grunwald thinks targeted mailing would be more effective than a phone system. Mrs. Brown suggests another warrant article for a generator, which Selectman Pacheco says should be a line item in the Capital budget. Selectman Jose says these topics need to wait until they appear on an agenda at a future meeting, and that Mr. Grunwald can put numbers together and submit it as a request.

Treasurer/Collector Budget Discussion – Present: Jessica Thomas, Town Treasurer
Ms. Thomas says the increases in her budget are mostly CBA & contract salary increases. There are also Affordable Care Act-compliance related increases in the payroll section of her budget. She also upped her postage line item as well, as that creeps up yearly.

Library Budget Discussion – Present: Lucille Rosa, Chairman of the Library Trustees
Mrs. Rosa says the increase in this budget is a state-required 1.025% increase. Without this increase, the

libraries risk losing certification. She says this is not a big increase, but apologizes that she can't answer specific questions on line items, as she's just here to speak to the budget as Dorothy Stanley Ballard unfortunately cannot be here tonight.

Cemetery Commission Budget Discussion

No representatives are present from the Cemetery Commission, due to a conflict with the Planning Board meeting happening at the Town Hall. It is suggested that this budget be held over, as the Board has questions about an increase of \$2,000. Selectman Jose notes the budget form states it is a contractual increase. The Board decides this answers their question, and this does not need to be revisited.

Weekly Public Discussion

Gary Mendes, 178 Chace Road, wants to talk about the water line, asking George his opinion. George hasn't heard any solid justification. George says it's up to the Selectmen. Mr. Mendes likes mailings over phone calls.

Consent Agenda:

Board of Selectmen: Action relative to:

- Discuss Fire Station 1 improvements. Fire Chief Gary Silvia is present. Selectman Sullivan says an ongoing issue with Station 1 is that fire engines will not fit in the station. Chief Silvia and Selectman Sullivan have spoken to Andy Digiammo, who is working on the ongoing Police Station project, about changing the arches for Station 1 who feels he could do something appropriate. Currently only Engine 1 can fit in the station. Chief Silvia says he's spoken to the Historical Commission to get their input as well, who are on board. Chief Silvia says an ambulance currently will not fit. Selectman Sullivan asked Mr. Digiammo for a rough estimate, and he said around \$100,000.

Selectman Jose asks when Engine 1 would be replaced, Chief Silvia says it is in the FY19 budget, it is in the capital section. He says the estimate he's received on a new engine is \$475,000, though if it had to be custom built to fit in Station 1, it would be more. Selectman Pacheco asks how much is in the Capital Improvement budget, Ms. Fales says \$61,000 has been requested in total, which includes \$25,000 for work at Station 2. Selectman Pacheco asks Chief Silvia is the priority is Station 1 or Station 2; Chief Silvia says both. He says Station 2 has no water when it is cold, and the hydrant has been dead since 2015. Currently they have to fill up at Crossroads Commons, which causes ice in a high traffic area in the winter. The \$25,000 is to fix the water line, which was installed too shallow, causing it to freeze. He believes the Town's overall plan should be to find a new Station 1.

Selectman Pacheco feels this is coming at the Board from too many different angles, that this throws the Town's building plans for a loop. Chief Silvia says this has been in his budget reports for a long time, Selectman Pacheco says it's never been talked about at the table. Selectman Jose says it's coming more to the forefront because the life on the Engine is coming to an end; maybe it's more cost effective to fix the building to fit any piece of equipment instead of spending extra for special equipment. Selectman Pacheco says the Town has had a town building account for years, this should have been taken care of years ago when they didn't have other things going on. Chief Silvia says he's been warning of this for 3 years now. Selectman Pacheco asks why it isn't in the budget now. Mr. DeManche says we haven't had an idea on the dollar amount until now, discussions on it didn't

become solid until recently. Selectman Sullivan asks about the timeline on a new engine; Chief Silvia says if it is approved at June's Town Meeting, delivery would probably be around this time next year. Ms. Fales asks if it is possible to delay the engine until next fiscal year; Chief Silvia says he'd rather not, as the truck is starting to show it's age. The Board thanks Chief Silvia for his time.

- Discuss with Lucille Rosa, Library Planning Committee Chairman, the possible organization of a Library Foundation. Mrs. Rosa says a library foundation allows for the collection of donations to go towards a new library, and she is interested in donating money to start it off. Mr. DeManche provides information to the Board, saying there are many steps and requirements for this, but it is doable. He confirms to Mrs. Rosa that this would be a separate organization than the Friends of the Library. Selectman Pacheco asks who Mrs. Rosa is representing tonight, Mrs. Rosa says she is here on her own. Ms. Fales says a donation account would be suitable for this, we can earmark the funds specifically for this purpose in a special revenue fund, and that you can stipulate the interest earned stays in the account. Mrs. Rosa asks if donors can still claim donations with that option, Ms. Fales says they can. Selectman Pacheco suggests more homework on this. Mrs. Rosa will sit down with Ms. Fales to discuss the donation account option.
- Discuss/Sign Amendment to Indirect Cost Allocation Plan for the Water Sewer Enterprise fund. This agenda item was missed, and taken up after the conclusion of the Executive Session. Mr. DeManche reads the document provided by Ms. Fales.

VOTE: Motion (Pacheco/Sullivan) to approve, passed unanimously.

- Approve Ambulance Abatements for March 2018, as submitted by Chief Silvia.

VOTE: Motion (Pacheco/Sullivan) to approve in the amount of \$72,696.62, passed unanimously.

- Approve/Sign Reserve Fund Transfer request for Elections, as submitted by Town Clerk Jacqueline Brown. The Special Election was scheduled well after the FY18 budget was decided, so two transfer requests are needed to cover salary and the ballots & coding. Mrs. Brown notes the salary transfer request is the amount she will be short.

VOTE: Motion (Pacheco/Sullivan) to approve in the amounts of \$1,066.75 and \$1,880.00, and send to the Finance Committee, passed unanimously.

- Town Administrator's Report
 - Bullock Road Land Near Fire Station - Mr. DeManche has received a proposal for the Town from the attorney for Catholic Diocese regarding this land. He has spoken to Town Counsel, and the Board will need to make uniqueness declaration to declare why they want the land, and then an article for Town Meeting to purchase and appropriate funds.
 - South Coast Managers Meeting - Freetown hosted town administrators and town managers from across the South Coast last week. The meeting was hosted at AirGas, who Mr. DeManche thanks. He says it was a good meeting, featuring a roundtable discussion about common issues facing area towns.

- Police Union's Request to Bargain - the Police Union has proposed May 16, 2018, and Atty. Fair is available that date. Selectman Jose says nobody is assigned to this. He says that date is fine, but later in the day is better.
- Moving forward on closing with the Department of Conservation and Recreation (DCR) on Proprietors Way - Mr. DeManche is working on closing this up now, a leftover from the Special Town Meeting. Mr. Grunwald wants to know why DCR wants this land. Mr. DeManche explains the project to Mr. Grunwald.
- Freetown Screw - Mr. DeManche spoke to representatives from the Greater Attleboro/Taunton Housing Consortium on the Freetown Screw project, and while they can't participate in the project, he got ideas from them on how to develop the land for this project. Mr. DeManche wants to put together a working group, including representatives from Conservation and other groups that may have an interest. Selectman Pacheco says she thinks this project is specific for senior housing, so Mr. DeManche should double check that before looking at other avenues. Mr. Grunwald asks what this project is all about, Selectman Pacheco and Mr. DeManche briefly explain the project and what needs to go into it. Selectman Pacheco warns that we need to tread carefully, know what we get before we take anything from Acushnet. Mr. DeManche will work with the Conservation Commission on this, and Selectman Jose suggests talking to the Planning Board as well, as 55 & over housing and 40B has been discussed before.
- Greater Attleboro/Taunton Housing Consortium - the representatives will be in at the next meeting to speak briefly about the program. Mr. DeManche speaks to the presentation they previously gave at the COA that was not well attended, saying we need to get the word out about the programs for seniors to improve/fix their homes.

Board of Health:

Personnel Board:

- Accept letter of resignation from Sarah Gilbert, Senior Clerk Council on Aging, effective April 12, 2018. Selectman Sullivan reads the letter aloud. Selectman Jose asks for a letter to be sent to Ms. Gilbert. Selectman Pacheco asks when she will be replaced; Mr. McIntosh says the COA Director asked for the job description on file today, and that the COA Board will be looking at it. Selectman Jose suggests Selectman Sullivan go in on that meeting to discuss that with them.

VOTE: Motion (Pacheco/Jose) to accept with regret, passed unanimously.

- Accept letter of resignation from Edward Medeiros, Council on Aging Board Member, effective April 3, 2018. Selectman Sullivan reads the letter aloud. Selectman Jose asks for a letter to be sent to Mr. Medeiros.

VOTE: Motion (Pacheco/Jose) to accept with regret, passed unanimously.

- Appoint David DeManche as SRPEDD Commission member, effective May 25, 2018. Mr. DeManche clarifies that this appointment is just for the nominating committee, which is just one meeting. He will happily relinquish to a Board member if they want. He reads the email from Jeff

Walker, Executive Director of SRPEDD. Mr. DeManche says he is already a Commission member.

VOTE: Motion (Jose/Pacheco) to appoint Mr. DeManche as a Commission member on the Nominating Committee, passed unanimously.

New Business:

- Dates for upcoming Board of Selectmen Meetings: Monday May 7th, Monday May 21st, Annual/Special Town Meeting Monday June 4th, Monday June 18th, Monday July 2nd, Monday July 16th, Monday August 6th, Monday August 20th.
- Dates of upcoming Board of Selectmen Meetings to discuss Excel Recycling: Monday April 23rd, Thursday April 26th and Monday April 30th –these will be held at Freetown Elementary.

Mr. Grunwald requests a meeting to discuss the water line. Selectman Jose says we can figure that out in May, once the Budgets are squared away. Mr. Grunwald thinks that's too far away. Mr. DeManche is trying to figure out dates and will have something figured out tomorrow. Selectman Jose says this would be a posted Selectmen's meeting.

Mr. Grunwald questions the legality of some aspects of the Finance Committee. Mr. DeManche says that information has been sent to Town Counsel, but we haven't gotten a reply just yet. Selectman Pacheco says we have indeed gotten that, it was about what constitutes a report. This will be sent to George. George says he expects that but he has further questions. Bob asks that George fills out the legal request form, submit it to David, and we can go from there. Lisa suggests sitting down with Town Counsel when he's here.

Executive Session:

At 7:10pm, motion (Sullivan/Pacheco) to enter into executive session, under the following exemptions, and return to open session following. Roll Call Chairman Robert P. Jose, Selectman Charles B. Sullivan, Selectman Lisa A. Pacheco. All voted in the affirmative when polled.

- M.G.L. c.30A, Sec. 21(a)(2) To conduct strategy sessions in preparation for contract negotiations with non-union personnel, Police Chief Carlton E. Abbott, Jr.
- M.G.L. c.30A, Sec. 21(a) (3) to discuss strategy with respect to collective bargaining with the Town Hall, Library, Highway Union, Freetown Firefighters Union, Signal Operators and Freetown Police Union and Educator's Association of Freetown because an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.
- M.G.L. c. 30A, sec. 21(3) - to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares – Excel Recycling, LLC vs. Town of Freetown.

Please note, Selectman Sullivan has recused himself from all matters related to Excel Recycling, so he will exit Executive Session while matters regarding Excel Recycling is discussed. Health Agent Derek Macedo will be in executive session for the discussion on Excel Recycling. Chief Carlton Abbott will be in executive session for discussion on the signal operators CBA negotiations. In addition, Mr. McIntosh is a member of the Town Hall union, and Selectman Pacheco has an interest in the Educator's Association negotiations, so topics related to those CBA negotiations will not be discussed.

At 8:25pm, motion (Jose/Pacheco) to exit Executive Session and return to open session. Roll Call Chairman Robert P. Jose, Selectman Charles B. Sullivan, Selectman Lisa A. Pacheco. All voted in the affirmative when polled.

The Board votes the Indirect Cost Allocation Plan for the Water Sewer Enterprise fund agenda item, which is listed above, in posted agenda order.

At 8:28pm, motion (Pacheco/Sullivan) to adjourn, passed unanimously.

Respectfully submitted,



Timm McIntosh, Senior Clerk

List of documents/exhibits used in this meeting, pursuant to M.G.L. c. 30A, § 22(a).

- Draft Amendment #1 for the Indirect Cost Allocation Plan for the Water-Sewer Enterprise Fund
- Memo to Town Accountant from Fire Chief Gary Silvia & Board of Selectmen re: Ambulance Abatements Write Offs for March 2018
- Request for Transfer from the Reserve Fund, submitted by Town Clerk Jacqueline Brown, re: payroll for Special Town Election
- Request for Transfer from the Reserve Fund, submitted by Town Clerk Jacqueline Brown, re: ballots & coding for Special Town Election
- Letter of resignation from S. Gilbert
- Letter of resignation from E. Medeiros
- E-mail from Jeff Walker of SRPEDD, re: Freetown's representation to SRPEDD.
- Draft 2018-2019 SRPEDD Commission Member Appointment Form, completed for D. DeManche