



TOWN OF FREETOWN BOARD OF SELECTMEN

MINUTES

Monday, April 27, 2020 - 5:00pm
Meeting Will Be Held Virtually and Livestreamed At
youtube.com/FreetownMA

RECEIVED
FREETOWN TOWN CLERK
2020 MAY -5 PM 3:19
J. Brown

5:00 PM **Call to Order** Chairman Lisa A. Pacheco calls the meeting to order at TIME. Selectman George L. Grunwald and Selectman Charles B. Sullivan are present. Also present: Town Administrator David DeManche and Administrative Assistant Timm McIntosh. Note: all members are participating remotely. This meeting is being recorded by the Selectmen's office and being livestreamed on the Town's YouTube Channel, accessible at youtube.com/FreetownMA.

Chairman Pacheco asks Mr. McIntosh to read the following statement: "Pursuant to Governor Baker's March 12th, 2020 Order Suspending Certain Provisions on the Open Meeting Law, G.L. chapter 30A, section 19, and the Governor's March 15th, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Freetown Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort is being made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to view this meeting while in progress may do so by accessing the live stream of this meeting on the Town's YouTube channel, youtube.com/FreetownMA or by visiting freetownma.gov/FREECAM. In the event the live stream is unsuccessful, I am recording this meeting, and the recording will be posted to the Town's YouTube channel as soon as I am able to following the conclusion of this meeting."

Board of Selectmen:

1. United States Census 2020

The Board is joined by Representatives Paul A. Schmid, III & Carole E. Fiola. Rep. Schmid understands there are many issues before the Board but thanks them for giving he and Rep. Fiola a few moments. He speaks to how easy it is to fill out the US Census, which is important because it is all about funding for our community. Rep. Fiola adds that we would lose around \$2,500 per person over the next 10 years if that person does not fill out the census, which is a significant impact. She's happy to say that Freetown is an excellent responder, but that's not true of all communities. Due to the coronavirus, the deadline to fill out the Census has been pushed back from August to October 31. Both Reps note that it only takes 5 minutes to fill out the Census. Selectman Pacheco agrees, and asks that this information be added to the next FreetownFlash, along with a note that this is different from the annual street census the Town does.

Before departing, Rep. Fiola would like all Freetown residents to know both her and Rep. Schmid's offices are open to assist anyone that needs help with unemployment or any other issues that may arise. She also expresses condolences to the two families in Freetown who have lost loved ones to this virus.

2. Scheduling of 2020 Annual Town Meeting & Special Town Meeting

The Board is joined by Moderator Mike McCue. Mr. McCue says the important part here is to figure out the safest way to have the Town meetings, as all voters are entitled to come, and they cannot be excluded. He would recommend choosing a larger venue or even holding the meetings outdoors. Selectman Pacheco asked about the timeline, when this decision needs to be made; Mr. McCue says there is an ability to delay the lake district meeting, he just has to provide sufficient notice. He thinks the fairest time to make that decision is around May 18; if we are keeping this all on the same night, then he would need the board to set the date of the Town meetings by that time, so that he can make the correct call. Selectman Sullivan asks if we set a date, we can still continue it; Mr. McCue says that is correct, he can continue it ahead of time due to a public health emergency, or else we could have a few people show up and then continue it to another date. Selectman Grunwald thinks we should continue with one date, as we originally planned. Selectman Pacheco asks about room capacity; Mr. McCue says the regional campus allows for bigger capacities and more room to spread out. Mr. DeManche adds that there are logistical challenges if we need to use multiple rooms. Mr. McCue also speaks to social distancing in lines. He knows of one community who had their meeting outdoors and it worked well, so perhaps that is an option as well. Selectman Grunwald would recommend the high school auditorium and cafeteria, noting that it worked well last time we used that. Mr. McCue says that gives us capacity for around 700, plus whatever can fit in the gym. Mr. McIntosh mentions troubles in the past regarding scheduling in Lakeville, as they tend to match our dates. Selectman Pacheco thinks if we make our decision right now, that would be avoided. Selectman Grunwald suggests choosing a backup date, just in case. Mr. McCue suggest a Saturday afternoon meeting instead, in case check-in goes poorly, so we aren't beginning at 9 or 10pm. Selectman Sullivan would prefer her not giving up a Saturday but agrees that that makes sense. Selectman Pacheco suggests voting a date, but not a location at this time. Mr. McIntosh will reach out to the schools.

VOTE: Motion (Grunwald/Sullivan) to go with the Town Meetings on June 20th, with June 27th as a backup; motion carries unanimously after a roll call vote.

3. Vocational Education Options

Selectman Pacheco has included letters to both Old Colony and Bristol Plymouth in the packet, and the Board can figure out which makes the most financial sense for the Town. Selectman Sullivan is in favor of the old colony letter, though he wishes they came to us instead. He believes the Bristol Plymouth option to be a bit premature; he understands there is the ability to do this, but he isn't sure what affect having two irons in the fire would have. He would like to continue the relationship with old colony if possible. Selectman Grunwald agrees; Selectman Pacheco does not. Selectman Pacheco explains there would be no upfront cost in joining Bristol Plymouth, as we are already a part of the district. She thanks there is no harm in looking at both at the same time, especially when old colony will cost us money. She notes that Old Colony said adding Freetown would allow them to add shops; Bristol Plymouth already has more shops. Mr. DeManche wonders if Bristol Plymouth will even honor our request, and we don't know if they have the capacity. He says clear we are not going back to Old Colony this year, so we have a year to figure this all out, though the sooner the better. You cannot just skip a year with vocational training. Selectman Pacheco feels bad for those kids. Mr. DeManche notes there are additional cost for the town with Bristol Plymouth, such as the transportation charge. Selectman Grunwald asks if we could look at bringing vocational services back to our schools; Selectman Sullivan says that does not make any sense, as Lakeville is already a member at old colony. Selectman Grunwald understands that, but thinks it is worth studying anyway. Selectman Pacheco

says Bristol Plymouth superintendent is a resident of Freetown and has reached out to her saying that he is willing to help us. She adds that we get 80% reimbursement for transportation, so that expense is not terrible. She says all of these questions the board has can be answered if we do these on a parallel track. Selectman Sullivan understands her thinking, and no longer objects.

VOTE: Motion (Sullivan/Grunwald) to send the letters to both Old Colony and Bristol Plymouth; motion carries unanimously after a roll call vote.

4. Award Contract to and Sign Agreement with Vertical Communications for the purchase and installation of wiring for a speaker system at New Police Station

Mr. DeManche says it was thought that the last Vertical contract for the Police Station was complete, but this portion is indeed separate. This piece is recommended by the Owner's Project Manager and the architect and adds \$6,400 to the previous contract.

VOTE: Motion (Grunwald/Sullivan) to approve; motion carries unanimously after a roll call vote.

5. Award Contract to Cape Cod Aggregates Corp. for Fiscal Year 2021 Winter Sand

VOTE: Motion (Sullivan/Grunwald) to award the contract; motion carries unanimously after a roll call vote.

6. Ambulance Abatements/Write-Offs for March, 2020

March 2020 saw contractual allowances in the amount of \$90,176.65 and write offs in the amount of \$14,620.97, for a total of \$104,797.62.

VOTE: Motion (Sullivan/Grunwald) to approve in the total amount of \$104,797.62; motion carries unanimously and re-affirmed with a roll call vote.

7. Spending Plan for Public Health Support for COVID-19 for the Freetown Board of Health grant, received March 24, 2020 from the Massachusetts Association of Health Boards

Mr. DeManche says this money is to be used for additional hours for the Public Health Nurse and other purchased supplies. He says limited costs have been incurred to this point, but everything expended has been approved by the state.

VOTE: Motion (Sullivan/Pacheco) to approve the spending plan as laid out by Mr. DeManche and Health Agent Derek Macedo; motion carries two votes to none, with Selectman Grunwald abstaining. Vote is re-affirmed with a roll call vote.

8. Spending Plan for Document Management System IT grant

Mr. DeManche says this is part of the Community Compact Agreement, a grant for \$166,000 to be shared with Lakeville. Freetown is the lead community on this. The plan is to digitize as many files as possible. Selectman Pacheco asks if the Town Clerk has been involved with this; Mr. DeManche says he's talked to her on it and she was interested, but he hasn't been able to follow up with everything going on. He plans on doing that in the coming weeks, in coordination with Lakeville.

VOTE: Motion (Sullivan/Grunwald) to approve the spending plan; motion carries unanimously after a roll call vote.

9. Minutes: April 6th, April 8th, April 13th, April 14th, April 15th, and April 22nd, 2020

VOTE: Motion (Sullivan/Grunwald) to approve all; motion carries unanimously after a roll call vote.

10. Town Administrator's Report

- Mr. DeManche says the Town Hall generator has been installed and is operational, finally completing that project.
- The bid for the Fire Station 1 doors has been put together by Mr. DeManche and with Compass Group Architects. The bid is available through ProjectDog, just as the Police Station was. This will be ready to go in late May.
- Fiscal Year 2021 Roadway Materials is also out to bid, that bid opening is June 6th.
- Mr. DeManche is working on contract with Arden, who will be handling the installation of the LED streetlights. That will be on our next agenda.
- Also on Monday's agenda, he will have a prioritized FY21 budget, and he'll also be looking for a vote on the vacation time issue as well.

11. Police Station Update

Selectman Pacheco says the radio tower base has been poured, and things continue to go according to schedule. She notes there is an increase in costs for COVID monitoring, and the Board will be discussing that soon, but we are still looking at the end of June/early July for the opening. At the next meeting, we will be talking about a time capsule.

Personnel Board:

12. Appointments: Dorothy Stanley Ballard, Beverly Sadeck, Linda Fournier, Ali Golz & Paul G. Sadeck to the Preliminary Screening Committee for the Purpose of Filling the Upcoming Library Director Vacancy, effective April 27, 2020

VOTE: Motion (Grunwald/Pacheco) to appoint all; motion carries unanimously after a roll call vote.

13. Appointment: Irene Ashley as Alternate Member, Preliminary Screening Committee for the Purpose of Filling the Upcoming Library Director Vacancy, effective April 27, 2020

VOTE: Motion (Pacheco/Grunwald) to appoint, motion carries unanimously after a roll call vote.

Old Business:

- Application for Class II Motor Vehicle Dealers License submitted by Copart, Inc. – No update.

- Road Race/Events: Patriot Half Triathlon – No update.
- Council on Aging Building Addition – No update.
- Reserve Fund Transfer Request for Legal Expenses – Mr. DeManche says the Finance Committee turned this request down, perhaps we can talk to them about this next week.

At 6:01pm, motion (Sullivan/Grunwald) to adjourn; motion carries unanimously after a roll call vote.

Respectfully submitted,



Timm McIntosh
Administrative Assistant

List of Documents/Exhibits Used by the Board in this Meeting

- Letter from Administrative Assistant re: United State Census guests
- E-mail correspondence from M. McCue and Atty. M. Reich to Administrative Assistant re: scheduling of Town Meetings
- Excerpt of KP Law eUpdate, dated April 3, re: Municipal Relief Legislation Passed by the State Legislature
- KP Law infosheet re: Process for Continuing Town Meeting in the Case of Inclement Weather or Public Safety Emergency
- Draft letter to A. Polansky, Superintendent, Old Colony Regional Vocational Technical High School & J. Bandzul, Chairman, Old Colony Regional Vocational Technical High School District, re: joining Old Colony Regional Vocational Technical High School District
- Draft letter to J. Riley, Commissioner, Department of Elementary and Secondary Education, G. Snyder, Commissioner, Department of Revenue, and W.F. Galvin, Secretary of the Commonwealth of MA, re: joining Bristol Plymouth Regional Technical School District
- Acts of 1967, Chapter 16
- Acts of 1965, Chapter 751
- Draft agreement with Vertical Communications for the purchase and installation of wiring for the speaker system for the new Police Station
- Letter from Highway Surveyor re: bids received for FY21 winter sand
 - Bids received for FY21 winter sand, from Cape Cod Aggregates, T.L. Edwards, Inc., and G. Lopes Construction
 - M.G.L. c.30B – Procurement of Supplies and Services Guidelines
- Draft memo to Town Accountant re: Ambulance Abatements/Write-Offs for March 2020
- Cooperative Agreement between the Town of Freetown and the Massachusetts Association of Health Boards for Public Health Support for COVID-19
- IT Grant Spending Plan, written by the Town Administrator
- Draft minutes of meetings of the Board of Selectmen on April 6th, April 8th, April 13th, April 14th, April 15th, and April 22nd, 2020
- Letter from P. Sadeck, Chairman, Freetown Library Trustees, re: creation and appointment of a Preliminary Screening Committee to fill the Freetown Library Director Position
- Draft Certificate of Appointment for D. Stanley Ballard, B. Sadeck, L. Fournier, A. Golz, P. Sadeck and I. Ashley.