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Freetown Board of Selectmen  
Meeting Minutes  
Wednesday, June 29, 2022 – 5:00pm  
Police Station Community Room  
15 Memorial Drive, East Freetown, MA

**Call to Order**

Selectmen Matthews called the meeting to order at 5:00pm. He noted the meeting is being recorded and it will be available on the Town's YouTube channel. He continued that the Board would be going into Executive Session and will return to open session.

Selectmen Zager, Selectmen Lopes, Interim Town Administrator, Deb Pettey, Police Chief Abbott, Administrative Assistant Lola Furtado and Executive Assistant Lu-Ann Souza were also in attendance.

- Motion to enter Executive Session was made at 5:01pm by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.
- Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes.

**Executive Session**

Discussion/possible action on the following topics:

1. Executive Session pursuant to G.L. c. 30A, sec. 21(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law – to review for consideration of release the executive session meeting minutes for the following executive session meetings 7/1/2019 & 7/30/2019.
- Motion to adjourn Executive Session and go back to open session was made at 5:01pm by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved in a unanimous roll call vote.
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes.

**Board of Selectmen**

Discussion/possible action on the following topics:

1. Discussion, and vote whether to approve weekly warrants 1-10.
  - Motion to approve weekly warrants 1-10 was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved by a unanimous roll call vote.
2. Approval of the open session meeting minutes from 5/31/22, 6/6/22, 6/15/22.

- Motion to approve the meeting minutes from 5/31/22, 6/6/22 & 6/15/22 was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved by a unanimous roll call vote.
3. Approval, not release, of the Executive Session meeting minutes from 6/21/22.
    - Motion to approve, not release the Executive Session minutes from 6/21/22 was made by Selectmen Zager and seconded by Selectmen Lopes.
    - Vote: was approved by a unanimous roll call vote.
  4. Discussion, and vote on which companies will be awarded the fiscal year 2023 Roadway Materials bids.

Lu-Ann Souza noted that the Board would need to review the bids that were in their packet and review the letter from the Highway Surveyor with his recommendations for the vendors to go with.

- Motion to approve Saltine Warrior for Highway Salt, K5 Corp for Road Striping, All State Construction for stone seals singles, stone seals double, stone seals 20% rubber, stone seals shimming, PJ Keating for bit concrete and plant, T Miozzi for bit concrete in place and cold planning was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved by a unanimous roll call vote.
5. Discussion, and vote whether to approve and sign the agreement between the Town of Freetown and Saltine Warrior, Inc. for Highway Salt for FY23.
    - Motion to approve and sign the agreement between the Town of Freetown and Saltine Warrior, Inc. for Highway Salt for FY23 was made by Selectmen Zager and seconded by Selectmen Mathews.
    - Vote: was approved in a unanimous roll call vote.
  6. Discussion, and vote whether to approve and sign the agreement between the Town of Freetown and K5 Corporation for Road Striping for FY23.
    - Motion to approve and sign the agreement between the Town of Freetown and K5 Corporation for Road Striping for FY23 was made by Selectmen Zager and seconded by Selectmen Lopes
    - Vote: was approved in a unanimous roll call vote.
  7. Discussion, and vote on which company to utilize for Freetown's ambulance billing service.

Selectmen Matthews noted we got three bids noting Coastal came in at 3%, Comstar at 3.75% and Net Assist Data Solutions came in at 6%.

- Motion to approve Coastal Medical Billing Inc. as the new ambulance billing service for Freetown was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved in a unanimous roll call vote.
8. Discussion and vote to approve the agreement between the Town of Freetown and Coastal Medical Billing Inc. effective 7/1/22-6/30/23.
- Motion to approve the agreement between the Town of Freetown and Coastal Medical Billing Inc. effective 7/1/22-6/30/23 was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved in a unanimous roll call vote.
9. Discussion and vote to approve the agreement between the Town of Freetown and Greater New Bedford Regional Refuse Management District for Municipal Solid waste Disposal effective 7/1/22-6/30/23.

Selectmen Matthews noted that he recalled discussing this last year and that we do not have many options. He continued that Greater New Bedford is offering \$70/ton. Deb Pettey noted it was a one-year contract and she was unable to get a longer contract as there are running out of space, so they are deciding whether they are going to continue or close. She noted we went to SEMASS, and one other got prices, and this is still the best cost. Selectmen Matthews noted this is going to be an issue as they are running out of space. Ms. Pettey noted that they were inclined to keep working with us as we are their neighbor and we do not bring a lot of trash. Selectmen Zager noted we had previously discussed getting in the queue with SEMASS and that we should get out ahead of this. Deb Pettey noted the prices from Greater New Bedford did not go up that much, but she feels were headed to around \$90 in the near future.

- Motion to approve the agreement between the Town of Freetown and Greater New Bedford Regional Refuse Management District for Municipal Solid waste Disposal effective 7/1/22-6/30/23.
  - Vote: was approved in a unanimous roll call vote.
10. Discussion, and vote whether to approve release of Executive Session Minutes with redactions to fulfill public records request for Executive Session Minutes from 7/1/19 & 7/30/19 from Robert F. Jones.
- Motion to approve release of Executive Session Minutes without redactions for the request for Executive Session Minutes from 7/1/19 & 7/30/19 was made by Selectmen Zager and seconded by Selectmen Lopes.
  - Vote: was approved in a unanimous roll call vote
11. Discussion, and vote on trash at KRR Fields on Narrows Road.

Selectmen Lopes noted that last week we approved to remove trash at the Long Pond Field typically the releases are a tenant's responsibility. He noted KRR Field has the same issue, and should we add a barrel there as well? Selectmen Matthews asked what if we got a dumpster there with a lock on it? His is \$170/month. Selectmen Lopes noted that he is concerned if we put a dumpster or barrel will we have issues with dumping which will make a huge mess. Lu-Ann Souza mentioned that we had locked dumpsters at the beach and boat ramp and people would put counter tops, couches etc. so we had to pull them. Deb Pettey noted she reached out to Borges and confirmed that they are not picking up trash at the ball fields as it is not part of their contract. Selectmen Lopes said we could put dumpsters/bin at the fields and the lessee would pay the cost. It was noted that Borges agreed to pick up the one can at the Long Pond field when they went to the beach. Selectmen Lopes noted Little Fenway pays for their dumpster as per the lease. Selectmen Matthews said to put a trash can at KRR and see how it goes.

- Motion to ask highway dept to add a trash can for pet feces at KRR Fields and Ms. Pettey to reach out to Borges to pick up that trash was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

12. Discussion and Vote on whether to use \$55,000 of County ARPA Funds to Purchase a Backup Generator for Water Supply.

This was voted on Special Town Meeting. Ms. Pettey believes ARPA funds will cover this. If we can pay from ARPA funds the money voted for to cover this at Town Meeting would go back into the General fund.

- Motion to use \$55,000 of County ARPA Funds to Purchase a Backup Generator for Water Supply was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

13. Discussion, and vote to authorize the Town Administrator to sign the Asset Disposition Services Agreement with PropertyRoom.com for an additional option to dispose of unclaimed property in the possession of the police department.

Police Chief Abbott gave a background overview of Property Room .com and requested the Selectmen approve the use of PropertyRoom.com to dispose of unclaimed property in the possession of the police department. He noted the agreement is for one year and will automatically renew but with proper notice we can cancel the agreement. He noted that the first \$2,000 we get 50% and future it is slightly less. We do ensure transportation costs in some cases, and they have assured the Chief there is no cost if items will be picked up monthly when in the area. Selectmen Zager noted these are items we did not pay for and if we can have another company handle the auction that

would be great. Selectmen Zager asked if something doesn't sell do they dispose of it? Police Chief noted he has fourteen bicycles, and he has sent them out for auction twice and they did not sell. Selectmen Lopes suggested donating to a non-profit, Chief noted that the statute does not allow to donate to a non-profit.

- Motion to authorize the Town Administrator to sign the Asset Disposition Services Agreement with PropertyRoom.com for an additional option to dispose of unclaimed property in the possession of the police department was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

### **Board of Health**

Discussion/possible action on the following topics:

14. Discussion, and vote to approve Town Administrator to sign off on Vaccine paperwork, Agreement and Amendment between the Town of Freetown and University of Massachusetts Chan Medical School for acquiring vaccines and billing services.

Deb Pettey noted that there are multiple documents that need to be periodically signed off on and it would be more timely if she was able to sign these documents.

- Motion to approve Town Administrator to sign off on Vaccine paperwork, Agreement and Amendment between the Town of Freetown and University of Massachusetts Chan Medical School for acquiring vaccines and billing services was made by Selectmen Matthews and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

### **Personnel Board**

Discussion/possible action on the following topics:

15. Discussion and vote whether to approve the annual reappoint of individuals on Attachment A.
- Motion to approve the annual reappoint of individuals on Attachment A was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

16. Approve the following appointments

- a. Mark Rocca as the Gatekeeper effective 7/1/22-6/30/23.
- b. Michael T. McCue as Open Space Consultant effective 7/1/22-6/30/23.
- c. Victoria D'Antoni as Senior Clerk – Conservation effective 7/1/22-6/30/23.
- d. Keven V. Desmarais as Soil Conservation Board effective 7/1/22-6/30/23.
- e. Timm McIntosh Principal Clerk-Town Clerk effective 7/1/22-6/30/23.
- f. Lauren Goyette Seasonal Part-Time Parking Control Officer effective 6/30/22-9/10/22.

- g. Aiden Flood Seasonal Part-Time Parking Control Officer effective 6/30/22-9/10/22.
- h. Aydan Fournier Seasonal Part-Time Parking Control Officer effective 6/30/22-9/10/22.

There was a brief discussion that Mr. Fournier had declined the position however Selectmen Lopes wishes to appoint him as a back up as Mr. Fournier was not opposed to this option.

- Motion to approve appointments was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote

17. Discussion, and vote on the Memorandum of Agreement (MOA) between the Town of Freetown and Freetown Police Association regarding payrates for details for Freetown Fireworks.

Chief Abbott noted this MOA was identical to the one the Board recently approved for the Boat Ramp Details. This MOA is only for the fireworks for this year. Police Chief noted as of 4pm today they did not have anyone sign up for the details at the current rate is about \$28/hour this MOA would be time and a half or \$52. Selectmen Lopes asked what hours. Chief Abbott said 4:30pm until as long as it takes. Selectmen Lopes asked if there were any arrests in previous years. Chief Abbott listed numerous issues from fights, lost children, people walking into homes, public urination etc. He noted that the big challenge is communication as officers can't talk to one another and/or dispatch. He noted that we may need to look into an alternate location as the event has outgrown its current location. Chief Abbott noted even at the higher rate he has many detail shifts that do not get covered. He has spoken with other Towns who are having the same issues. He noted that other cities and towns are forcing officers to take details. He noted that in the future you will see a traffic control position for approval which requires various trainings that we will be able to help fill these details.

- Motion to vote on the Memorandum of Agreement (MOA) as written between the Town of Freetown and Freetown Police Association payrates for details for Freetown Fireworks on July 3<sup>rd</sup> was made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote.

18. Discussion, and vote whether to approve carryover for Town Accountants 263 sick hours from fiscal year 22 to fiscal year 23.

It was noted this was part of the Town Accountants agreement.

- Motion to approve carryover for Town Accountants 263 sick hours from fiscal year 22 to fiscal year 23 was made by Selectmen Matthews and seconded by Selectmen Zager.

- Vote: was approved in a unanimous roll call vote.

### **Board of Parks Commission**

Discussion/possible action on the following topics:

#### **19. Update on Kiosk and staffing at Boat Ramp/Beach.**

Selectmen Lopes noted that we interviewed and hiring beach staff. He noted kiosk has been installed. Selectmen Lopes asked if all agreements were in place for kiosk. Deb Petty noted that all agreements are in place and that we are waiting for some keys that will arrive this week. Selectmen Lopes noted we need to figure out who is going to manage the beach and boat ramp? He would like to have a parks and rec director or the sort to do this and events at the outdoor spaces in town. Selectmen Zager noted we should get outdoor rec committee involved in making this decision. Selectmen Matthews noted that he just doesn't see where it fits in our current structure. Deb Petty said usually a parks & rec director would oversee all our outdoor parks, create programming for the kids, swim lessons, movie night etc. This position would need to be funded so we would need to be looking into next year for this. She noted that this is falling on her office, and we will do it but it's not a long term plan. Selectmen Lopes asked that we hired someone to open/close gates at porter pasture and who supervises them and perhaps they can cover? Deb Petty said conservation commission and they are volunteers, and she wouldn't want to put this onto them. Short term we may be able to take turns. Selectmen Zager said it is not fair to put it all on one office and maybe others would be willing to pitch in. Selectmen Matthews asked what do the staff need? Kiosk needs to be emptied, needs to have paper changed, can't get into the boat shed etc. Deb Petty suggested maybe the Transfer Station may be willing to help as they work weekends. Selectmen Zager noted that this is not part of the Union contract, and they can say no. Selectmen Zager asked if there was a kiosk help desk. Deb Petty asked Lu-Ann what did you get for calls for last year. Ms. Souza noted staff member sick not coming in, wanting to switch shifts, people being nasty to staff, and they needed to talk it through with them, and she stopped by frequently, so they knew they were supported, basically overall management of the staff. Selectmen Zager said none of our staff should be working seven days a week. Lu-Ann Souza asked if we were going to staff both beach and boat ramp? Selectmen Lopes said he wanted to have staff concentrate on the boat ramp for now. Deb Petty noted at the boat ramp the issue is once the spots are full have the chain closed and to take cash payments until the kiosk is functioning. With only two staff members we do not have many options. There was a discussion on potentially offering a stipend for staff. There was a discussion on hours to cover weekends. Deb Petty and Selectmen Lopes will work together on the hours. Selectmen Matthews liked the idea of the stipend, bargaining flex, vacation time perhaps. Selectmen Lopes suggested to add this to the next meeting for further discussion. Selectmen Zager suggested that Deb Petty and Carlos to work on the stipend agreement.

- Motion to authorize Deb Pettey and Selectmen Lopes to work on the agreement for a stipend to present the Board at the next meeting was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

Deb Pettey asked when do you want staff to start? It was agreed to get them trained next week and start them next weekend.

### **Town Administrator's Report**

Discussion/possible action on the following topics:

#### **20. Discussion on joining Bristol Plymouth Technical School**

Deb Pettey noted it would be helpful to set up a combined meeting with the Freetown Vocational Search Committee on the 25<sup>th</sup> of July and she will do as much legwork as possible. She will start looking at a mailer/flyer to go out to residents so they can start getting word out there about benefits for the children and the cost. She believes it is about \$30 more per quarter per household. If we want a Special Town Meeting in August, we will need to open/close the warrant at the meeting on the 25<sup>th</sup>. She also noted we will need to get a debt exclusion so August may be too soon. She also noted we could do a ballot question to see if the Town will approve the debt exclusion and if so then we will move forward to put this on the Town Meeting in October. She noted if we do not have a debt inclusion in place it will be detrimental to the Town's Budget.

The Board signed various documents.

- Motion to adjourn the meeting was made by Selectmen Zager and seconded by Selectmen Lopes at 6:22pm.
- Vote: was approved in a unanimous roll call vote

### **Old Business:**

Potential discussion on pending items – action will not be taken at this meeting:

- Town Buildings

### **Public Input:**

Respectfully Submitted,  
Lu-Ann Souza  
Executive Assistant

List of documents/Exhibits utilized by the Board during this meeting:

- Agenda
- Meeting minutes 5/31/22, 6/6/22 & 6/15/22
- Bid information Roadway Materials FY23
- Agreement for Roadway Materials FY23 with Saltine Warrior & K5 Corporation



- Bid information Ambulance Billing Services FY23
- Agreement with Greater New Bedford Regional Refuse Management District FY23
- Memo approving \$50,000 in ARPA funds for backup generator for Chipaway Road Pump
- Letter from Chief of Police disposition of unclaimed property
- Information on PropertyRoom.com
- Memo authorizing Town Admin. To sign Univ or MA Chan Med. School forms.
- Reappointment list FY23
- Letters from Conservation Commission appointing Mark Rocca as Gatekeeper, Michael McCue as Open Space Consultant, Victoria D'Antoni as Senior Clerk – conservation, and Keven Desmarais as Soil Conservation Board.
- Appointment slips Timm McIntosh Principal Clerk – Town Clerk, Lauren Goyette as Seasonal Part Time Parking Control Officer, Aiden Flood as Seasonal Part Time Parking Control Officer and Aydan Fournier as Seasonal Part Time Parking Control Officer
- MOA between Town of Freetown and Freetown Police Association for details for fireworks
- Letter from Town Accountant to rollover unused sick time