

Freetown Board of Selectmen
Meeting Minutes
Monday, July 11, 2022 – 6:00pm
Police Station Community Room
15 Memorial Drive, East Freetown, MA

RECEIVED
FREETOWN TOWN CLERK
2022 JUL 27 PM 12: 27

Call to Order

Selectmen Matthews called the meeting to order at 6:00pm, he noted that the meeting will be recorded and posted on the town's YouTube channel. Selectmen Zager, Selectmen Lopes, Interim Town Administrator Deb Pettey, Transfer Station Supervisor Vicki King, Transfer Station Attendant Tom Ashley, Executive Assistant Lu-Ann Souza were also present.

Board of Selectmen

Discussion/possible action on the following topics:

1. Approve, not release, the Executive Session minutes from 6/29/22.
 - Motion to Approve, not release, the Executive Session minutes from 6/29/22 was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
2. Approve the open session meeting minutes from 6/16/22.
 - Motion to approve the open session meeting minutes from 6/16/22 was made by Selectmen Zager, seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
3. Discussion, and vote whether to approve the agreement between the Town of Freetown and T. Miozzi, Inc. for Cold Planing & Bit, Concrete in-place effective 7/1/22-6/30/23.
 - Motion to approve the agreement between the Town of Freetown and T. Miozzi, Inc. for Cold Planing & Bit, Concrete in-place 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.
4. Discussion, and vote whether to approve the agreement between the Town of Freetown and P.J. Keating Construction, Inc. for Bit. Concrete, at plant effective 7/1/22-6/30/23.
 - Motion to approve the agreement between the Town of Freetown and P.J. Keating Construction, Inc. for Bit. Concrete, at plant 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.
5. Discussion, and vote whether to approve the agreement between the Town of Freetown and All States Construction, Inc. for Chip Sealing various roads effective 7/1/22-6/30/23.

- Motion to approve the agreement between the Town of Freetown and All States Construction, Inc. for Chip Sealing various roads 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.

6. Discussion, and vote on Transfer Station hours and fees.

Transfer Station Supervisor, Vicki King, noted that she is getting a lot of calls from folks who wish to have a reimbursement for the transfer station stickers they already purchased. Deb Pettey noted that there is no vehicle to issue a prior year refund, so we are unable to refund them as the fiscal year closed on June 30th. Vicki noted that losing the revenue from sticker sales she would like to increase fees. She noted that mattresses will be going up from \$20 to \$90 due to new legislation. Her suggestions are to increase a small amount. She would like to not charge for grass clipping and leaves as they compost those and use them around the town. She does have to pay to have for the brush to be chipped. Selectmen Matthews noted the suggested fees seem to be reasonable. Deb Pettey noted that the staff is currently breaking down the mattresses which saves the Town a lot of money. Selectmen Lopes noted that they should be wearing PPE while doing this. Ms. King noted that the staff wears PPE and safety equipment. She noted the Tuesday extended hours not too many people come Tuesday 4-6pm. She feels we should suspend the Tuesday and stick with the additional hours on Saturday and Sunday. She noted the first Sunday had eight (8) people. Ms. Pettey noted she had spoken to Ms. King, and they agreed to move to 8a-4pm on Tuesdays eliminating the 4-6pm hours on Tuesday. Selectmen Lopes agreed that we have given it a try and the data supports not opening late on Tuesdays. He continued that our fees seem low in comparison to other Towns, so the new fees seem fair. Ms. King noted we will be seeing increases in hauling fees so the increase in fees will help to offset this. Ms. Pettey noted that the hauling fees are increasing for trash as well. She noted between Transfer Station and Trash removal cost the Town one million dollars a year. Selectmen Zager noted some of the prices are clear cut, but other items have multiple levels of pricing. Ms. King noted the list will be adjusted and made clearer and handed out to residents.

- Motion to close at 4pm on Tuesdays going forward was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved by a unanimous roll call vote.
- Motion to approve the updated Transfer Station prices effective 1/1/23 was made by Selectmen Zager and seconded Selectmen Lopes.
- Vote: was approved by a unanimous roll call vote.

7. Discussion, and vote on hosting a combined meeting with Board of Selectmen and Building Committee regarding new Town building.

Deb Pettey noted that this would be a time to discuss the new Town Meeting and the petition from the COA. The Board is looking at either 8/8/22 or 8/22/22. Selectmen Zager noted the Building Committee needs to vote for a new Chair. Deb Pettey noted this would be able to be done at this combined meeting so we can move things forward. Selectmen Lopes suggests the new building be called Community Center. Everyone agreed it would be good with having this meeting and 8/22/22.

- Motion to host a combined meeting between the Board of Selectmen and Building Committee was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
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8. Discussion, and vote on the Request for Transfer from the Reserve Fund to Forestry – Tree Warden in the amount of \$4,312.00.
- Motion to approve the Transfer from the Reserve Fund to Forestry – Tree Warden in the amount of \$4,312.00 was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.

Personnel Board

Discussion/possible action on the following topics:

9. Discussion, and vote on the payrate being equal to minimum wage (\$14.25) for Gatekeeper position effective 7/1/2022.

- Motion to set the pay rate equal to minimum wage (\$14.25) for Gatekeeper position effective 7/1/2022 was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

10. Discussion, and vote on amount of stipend for staff member covering weekends for Boat Ramp and Beach.

Selectmen Lopes noted there was a need to have someone for the staff at the beach and boat ramp to be available for these staff members on weekends. Last meeting there was a discussion on paying a stipend for the staff member to cover the weekends to get through the summer. Deb Pettey noted this is difficult to have staff be on call for the weekends to cover. She continued there may be an earmark at the ramp from Rep Schmid that may assist in getting a gate. The stipend would come from the revolving fund. The Board felt that \$100/week would be good. Selectmen Lopes noted that we would like to have Parks & Rec position added in the near future to cover this for next summer.

- Motion to approve a \$100 per weekend stipend for the staff member who is covering the Boat Ramp and Beach on weekends as point of contact was made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote.

11. Approve the appointment of Jonathan Rocca as Part Time Gate Keeper effective 7/7/22.

- Motion to approve the appointment of Jonathan Rocca as Part Time Gate Keeper effective 7/6/22 was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

Board of Health

Discussion/possible action on the following topics:

12. Discussion, and vote on whether to authorize the Town Administrator and/or Public Health Nurse to sign off on the MassHealth Flu and Adult Vaccine Program provider documents.
- Motion to authorize the Town Administrator to sign off on the MassHealth Flu and Adult Vaccine Program provider documents was made by Selectmen Matthews and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.

Board of Parks Commission

Discussion/possible action on the following topics:

13. Update on Beach and Boat Ramp staffing, kiosk, and other related matters.

Selectmen Lopes noted two individuals started working last Friday and they are doing a good job. The Kiosk has been installed and waiting for a part to come in and should be up and running soon. Currently we are collecting cash. They have been trained on how to write tickets by Chief Abbott and are doing a great job. Deb Pettey noted they are doing well and noted that she did like them working together. Things went well this first weekend. One ticket was issued, and it was filled out correctly. Deb Pettey noted that it was very busy, and she felt it was good to have two staff on at the same time and the two staff members work well with one another. The proposed hours going forward both work on Fridays 2-6pm, Saturday have one work 8a-2p, and other work 12-6p and have both work on Sunday as it is the busiest day so have them work 8a-4p. Ms. Pettey noted she would check in with the staff to confirm these hours work for them. Selectmen Lopes also noted we still left the position open so we may get more applicants so we can also cover the beach. Selectmen Zager noted we should have good signage at the kiosk to make sure it is simple and easy to understand. Selectmen Lopes noted Lu-Ann Souza was getting the signs. Ms. Souza noted that the kiosk walks the user through the process.

14. Discussion, and vote on whether to approve the revised Resident Sticker Privileges policy for Transfer Station and Beach stickers.

Deb Pettey noted the Town Meeting voters approved two free transfer station stickers and two free beach stickers. The Board voted to not charge fees any further. Vicki King noted that she does not sell beach stickers and she has had residents come to transfer station on Saturday looking to purchase them. Deb Pettey noted the only place to get the stickers are from the Town Clerk and they are not open on weekends. Her thought is to have the Boat Ramp staff sell them on weekends. Vicki King said the Transfer Station could also manage the beach stickers. Ms. Pettey said we will send some over to the Transfer station and Boat Ramp so residents can get them on the weekends as well. She continued that the Conservation Sticker is currently managed by Town Clerk, and these may need to be managed by Conservation office. Deb Pettey said should we just have all Transfer Station stickers sold at the Transfer Station. Vicki King noted that she will have some residents looking for 3rd or 4th sticker. The group decided that a 3rd sticker would be \$35, and a 4th sticker would be \$10. Ms. Pettey noted the current requirements require proof of residency and registration to get free stickers if have license and registration showing they live in Freetown.

- Motion to approve the revised Resident Sticker Privileges policy for Transfer Station and Beach stickers was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

15. Discussion and recommendations on hours for Porter Pasture.

Selectmen Lopes noted he spoke at length with the Keven Desmarais from Conservation and noted this issue was resolved and hours will be extended in the summer months staying open until 8pm instead of 6pm. Deb Pettey noted that we are opening the gate, and someone is locking and zip-tying the gate closed. Now the Gate Keeper is locking the gate open so this can no longer be done.

Town Administrator's Report

Discussion/possible action on the following topics:

Deb Pettey wanted to thank Parade and Fireworks, Police, Highway, Fire, they did an amazing job. Selectmen Lopes noted it was a beautiful night.

Old Business:

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

- Council on Aging building
- Public Input

The Board did their signatures.

16. Adjourn meeting to attend public informational meeting from Green Collar Cannabis
- Motion to adjourn the meeting was made by selectmen Zager and seconded by Selectmen Lopes as 7:01 PM.
 - Vote: was approved by a unanimous roll call vote.

Respectfully Submitted,
Lu-Ann Souza
Executive Assistant

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

- Agenda
- Minutes from 6/16/22
- Agreements for Roadway Materials FY23 from T. Miozzi, Inc., All States Construction, Inc., and PJ Keating Company.
- Transfer Station extended hours stats, suggested fees and supporting docs from other towns on their fees.
- Transfer Request Forestry Doc
- Memo to set Gatekeeper payrate
- Appoint docs for Jonathan Rocca as Gatekeeper
- Memo authorization for Town Administrator to sign off MassHealth Flu and vaccine paperwork
- Notice of community outreach from Green Collar Cannabis, LLC