

Freetown Board of Selectmen
Meeting Minutes
Monday, June 12, 2023, 6:00pm
Police Station Community Room
15 Memorial Drive, East Freetown, MA

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2023 JUL 11 AM 11:25

Call to Order

Selectmen Trevor Matthews called the meeting to order at 6:00pm. He noted the meeting would be recorded and posted to the Town's YouTube channel. Selectmen Matthews also noted the Board would be going into Executive Session and returning to open session for the reason noted below. Selectmen Jared Zager, Selectmen Carlos Lopes, Interim Town Administrator Deb Pettey, Executive Assistant Lu-Ann Souza and Administrative Assistant Lola Furtado were also present.

- Motion to enter executive session was made by Selectmen Zager and seconded by Selectmen Lopes at 6:01pm.
- 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. M.G.L. c. 30A, sec. 21(a)(2) – to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel. **Interim Town Administrator & Executive Assistant**
 - Vote to adjourn executive session and go back into open session was made by Selectmen Zager and seconded by Selectmen Lopes at 6:30pm
 - 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:

2. Discussion, and vote on whether to approve, not release, the executive session minutes from 6/5/23.
 - Motion to approve, not release, the executive session minutes from 6/5/23 was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
3. Discussion, and vote on whether to approve the open session minutes from 5/3/23 & 6/5/23.
 - Motion to approve the open session minutes from 5/3/23 & 6/5/23 was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
4. Discussion and vote on Proprietors Way improvements.

Residents expressed their concerns regarding allowing a road to be made to access Mr. Velozo's property. There is some concern about who owns the road. Residents and internal people will pull any information they can get from our own records, provide that all to Counsel, and then we will get an opinion from them based on what the best steps forward are. Mr. Velozo asked about surveyors on the property. Selectmen Matthews said yes just no improvements. Attorney Stein stated everything is going to depend on whether it has to go to the Planning Board for more questions. We really cannot answer until we look at all the communication because there is a difference in how you build a permanent road, if it is a public way that is never been built versus private landing. We just need to know what it is and then we can find about it and give you options. Selectmen Matthews concluded this portion of the meeting.

5. Discussion, and vote on whether to declare the items listed in Attachment A as surplus and what to do with each item as detailed on Attachment A.
 - Motion to declare the items listed in Attachment A as surplus and what to do with each item as detailed on Attachment A was made by Selectmen Zager and Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
6. Discussion, and vote on whether to approve and accept the donations to the K-9 program detailed on Attachment B.
 - Motion to approve and accept the donations to the K-9 program detailed on Attachment B was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
7. Discussion and vote on installing EV charging units.
 - Moved to another meeting agenda
8. Discussion and vote and where to place EV charging units.
 - Moved to another meeting agenda
9. Discussion and presentation on Solar canopy from Solec.

David Bisson from Solec Energy gave a presentation to the Board detailing options for adding solar panels to the Freetown Elementary School. There was discussion on putting solar panels at the Transfer Station and it was determined this was not a good option at this time.

- Motion to sign a letter of intent with Solec Solar for the rooftops Elementary School solar array was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
10. Discussion, and vote on whether to approve and sign amended agreement with GPI for crosswalk.
 - Motion to approve and sign amended agreement with GPI for crosswalk made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote

11. Discussion, and vote on whether to approve the agreement between the Town of Freetown and Vadar Systems, Inc. effective 7/1/23-6/30/26.
 - Motion to approve the agreement between the Town of Freetown and Vadar Systems, Inc. effective 7/1/23-6/30/26 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 move have Interim Town Administrator negotiate and sign documents regarding adding Vertical Phone systems to Town owned buildings.
 - Motion to have Interim Town Administrator negotiate and sign documents regarding adding Vertical Phone systems to Town owned buildings was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
13. Discussion, and vote on whether to approve the renewal proposal for Vertical Phone system at Town Hall.
 - Motion to approve the renewal proposal for Vertical Phone system at Town Hall was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
14. Discussion, and vote on whether to approve the Statement of Work (SOW) between the Town of Freetown and CivicReady for Mass Notification Annual Fee.
 - Motion to approve the Statement of Work (SOW) between the Town of Freetown and CivicReady for Mass Notification Annual Fee was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
15. Discussion, and vote on whether to approve the use of \$200,000.00 in Bristol County ARPA Funds for municipal fiber project.

Town Administrator Pettey brought the Board up to speed on the opportunity to have fiber optic cables between the Town Buildings and that a large portion of this would be grant funded and funded through ARPA funds.

 - Motion to approve the use of \$200,000.00 in Bristol County ARPA Funds for municipal fiber project was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
16. Presentation from Rev Dias on the Calvary Pentecostal Church Drop-in Center.

Reverend Dias presented to the Board regarding the new drop-in center to assist people with Opioid and other related issues.

Personnel Board

Discussion/possible action on the following topics:

17. Discussion, and vote whether to approve the Agreement between the Town of Freetown and Scott Rose effective 7/1/23-6/30/25.

- Motion to approve the Agreement between the Town of Freetown and Scott Rose effective 7/1/23-6/30/25 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 appoint Sgt. Scott Rose effective 7/1/23-6/30/24 as:

- a. Police Chief
 - b. Constable – for service of Town process only
 - c. Safety Committee
 - d. Health Insurance Advisory Committee
 - e. Keeper of the Lock up
 - f. Local Emergency Planning Committee
 - g. Public Records – Access Officer Police Department
- Motion to appoint Sgt. Scott Rose effective 7/1/23-6/30/24 to a - g was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote

19. Discussion, and vote whether to approve the following appointments

- a. Sgt. Benjamin A. Levesque to Lieutenant effective 7/1/23-6/30/24
 - ~~b. Steven E. Abbott as Special Police Officer effective 7/3/23-6/30/24~~
 - c. Patrolman Thomas D. Long as Police Department - Sergeant effective 7/1/23-6/30/24
 - d. Nickolas J. Drinkwine as Police Department - Sergeant effective 7/2/23-6/30/24
 - e. Patrolman Kaylin A. Jose as Police Department - Sergeant effective 8/2/23-6/30/2024
 - f. Deanna Hayes as Payroll Coordinator effective 7/1/23-6/30/24
 - g. Brenda Motta to Council on Aging/Library Community Building Sub-Committee Alternate effective 6/12/23-6/30/23
 - h. Alissa Travers as Full-Time Signal Operator effective 7/5/23-6/30/24
- Motion to approve a thru h minus b appointments was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote

20. Vote pay rate for the following effective 7/1/23:

- a. Call fire fighters as laid out in Attachment D
 - b. Electrical, Gas and Plumbing inspectors \$50 per inspection
 - c. Emergency Management Director to \$6,274.37 annual stipend
- Motion to pay the rate for the following a thru c effective 7/1/23 was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote

21. Discussion, and vote whether to approve the raises for bylaw employees as approved in the Omnibus Budget for Fiscal Year 2024.

- Motion to approve the raises for bylaw employees as approved in the Omnibus Budget for Fiscal Year 2024 was made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

22. Discussion, and vote whether to approve the Associate Members for Freetown Historical Commission to be three-year appointments, rather than the one-year appointment currently in place.
- Motion to approve the Associate Members for Freetown Historical Commission to be three-year appointments, rather than the one-year appointment currently in place was made by Selectmen Matthews and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote
23. Discussion, and vote whether to approve the fiscal year 24 appointment list. (Attachment C)
- Tabled for future discussion
24. Discussion, and vote whether to approve the Gatekeeper payrate effective 6/1/23 to be \$15.00/hour
- Motion to approve the Gatekeeper payrate effective 6/1/23 to be \$15.00/hour was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote
25. Discussion and vote whether to approve the agreement between The Town of Freetown and Lu-Ann Souza effective 7/1/2023-6/30/26
- Motion to approve the agreement between The Town of Freetown and Lu-Ann Souza effective 7/1/2023-6/30/26 was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote
26. Discussion, and vote whether to approve the agreement between The Town of Freetown and Deborah L. Pettey effective 7/1/2023-6/30/26 with the amendments that were discussed earlier
- Motion to approve the agreement between The Town of Freetown and Deborah L. Pettey effective 7/1/2023-6/30/26 with the amendments that were discussed earlier was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote
27. Disband the Priority Development Committee effective 6/12/23
- Motion to disband the Priority Development Committee effective 6/12/23 was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous roll call vote
28. Disband the Freetown Vocational Education Exploratory Committee effective 6/12/23
- Motion to disband the Freetown Vocational Education Exploratory Committee effective 6/12/23 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:

- No topics for discussion

Town Administrator's Report

Discussion/possible action on the following topics:

Old Business:

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

Public Input

The Board signed documents utilized during this meeting.

- Motion to adjourn the meeting at 8:35pm was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote approved by a unanimous roll call vote

Respectfully submitted,

Lola Furtado
Administrative Assistant

List of Documents/Exhibits Used by the Board in this meeting:

- Agenda
- Meeting Minutes 5/3/2023 and 6/5/2023
- Letter from Donna J. and Wayne M. Zitano
- Letter from Charles J. Macomber, Highway Surveyor
- Attachment A - Surplus Items
- Attachment B - K-9 Donations
- Select Energy Presentation – Solar Proposals
- Amendment # 1-Engineering Service Agreement Memorial Dr. Pedestrian Improvements
- Vadar Systems Contract
- Vertical Communications Renewal
- Civic Plus Quote
- Calvary Pentecostal Church Drop-In Center Flyer
- Scott Rose Agreement
- Certificate of Appointment
 - o Scott Rose
 - o Benjamin A. Leveque
 - o Steven E. Abbott
- Letter from Police Chief Abbott - Sergeant Appointments
 - o Thomas D. Long
 - o Nicholas J. Drinkwine
 - o Kaylin A. Jose
- Certificate of Appointment
 - o Deanna Hayes
 - o Brenda Motta

- Alissa Travers
- Firefighter Pay Rates
- Emergency Management Directors Salary
- Letter from Freetown Historical Commission
- Attachment C - Re-Appointment List FY24