

Freetown Board of Selectmen  
Meeting Minutes  
Monday, July 24, 2023, 6:00pm  
Police Station Community Room  
15 Memorial Drive, East Freetown, MA  
also available on Zoom



### Call to Order

Selectmen Trevor Matthews called the meeting to order at 6:00pm. In attendance are Selectmen Carlos Lopes, Town Administrator Deborah Pettey, Executive Assistant Lu-Ann Souza and Administrative Assistant Lola Furtado. Selectmen Jared Zager attended remotely, Selectmen Matthews read the following.

The meeting will be available for in person attendance and on Zoom – On March 29, 2023 Governor Healey signed into law Chapter 2 of the Acts of 2023 which, among other things, extends the expiration of the provisions pertaining to Open Meeting Law to March 31, 2025. Specifically, this extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide “adequate, alternative” access to remote meetings. This meeting of the Freetown Board of Selectmen will be conducted in person as well via remote participation to the greatest extent possible. Specific information and general guidelines for remote participation by members of the public can be found on the Town of Freetown’s website, [freetownma.gov](http://freetownma.gov)

For this meeting, members of the public who wish to listen to the meeting may do so in the following manner: downloading Zoom and entering the meeting ID below, calling the number listed below and entering the Meeting ID listed below, or by going to <https://us02web.zoom.us/join> and entering the Meeting ID listed below.

Although in person attendance is available for this meeting every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town’s website and YouTube Channel an audio or video recording, transcript. Or other comprehensive record of proceedings as soon as possible after the meeting.

### Join Zoom Meeting

<https://us02web.zoom.us/j/88653237962?pwd=dIJZdzJlaDNrTG9BVjVqdHdmdG9QUT09>

Meeting ID: 886 5323 7962

Passcode: 672206

Find your local number: <https://us02web.zoom.us/j/88653237962?pwd=dIJZdzJlaDNrTG9BVjVqdHdmdG9QUT09>

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- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 669 900 9128 US (San Jose)
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- 1 564 217 2000 US
- 1 386 347 5053 US
- 1 507 473 4847 US
- 1 669 444 9171 US

## **Board of Selectmen**

Discussion/possible action on the following topics:

1. Discussion, and vote on whether to approve the open session meeting notes from 7/10/23
  - Motion to approve the open session meeting minutes from 7/10/23 was made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews - yes
2. Presentation from GCG Associates for the existing conditions (master plan) for the Chace Rd. & Memorial Dr. campus

A brief discussion about the 6 parcels of land between Chase Road and Bullock Road. Areas of the Freetown Fire Station, ball fields, Council on Aging, Freetown Elementary School, Freetown Police Department and Freetown Highway Barn.

3. Discussion, and vote on Proprietor's Way improvements proposed by Rezendes Family Ltd. Partnership #1, regarding the property identified as Assessor's Map 240 Parcel 86 & 87.

Selectmen Zager recused himself from this discussion. A discussion with Attorney Stein from Town Council, Nick Velozo, Jim Rezendes and abutters of Proprietor's Way. The consensus of Town Council, applicant's attorney and abutters was it is a private way. Town Council recommends the Select Board consider rescinding its original vote. Next steps are going through the Planning Board, Building Department and the Board of Health.

- Motion to rescind the approval for the property owners of map 240 parcel 86 to improve Proprietors Way from Chace Road to their forementioned lot made by Selectmen Lopes and seconded by Selectmen Matthews.
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Matthews - yes
4. Discussion, and vote on whether to approve the Town Administrator to negotiate with best qualified firm for the Design Services for Fire Station #3 renovation/construction within the financial parameters set by the Fire Station Building Sub-Committee and to move to the next qualified firm if necessary.
    - Motion to approve the Town Administrator to negotiate with best qualified firm for the Design Services for Fire Station #3 renovation/construction within the financial parameters set by the Fire Station Building Sub-Committee and to move to the next qualified firm if necessary was made by Selectmen Zager and seconded by Selectmen Lopes
    - Vote was carried in a unanimous roll call vote
    - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews - yes

5. Discussion, and vote on whether to approve the Town Administrator to sign off on the contract for design services for Fire Station #3.
  - Motion to approve the Town Administrator to sign off on the contract for design services for Fire Station #3 was made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews - yes
6. Acknowledge the Reserve Fund Transfer Request from Building in the amount of \$23,000.00 for Town Prop R&M Service Bldg. & Grounds-Police
  - Selectmen Matthews acknowledged the Reserve Fund Transfer Request from Building in the amount of \$23,000.00 for Town Prop R&M Service Bldg. & Grounds-Police
7. Discussion, and vote on whether to approve the ambulance abatements and write offs for June 2023 in the amount of \$158,666.86
  - Motion to approve the ambulance abatements and write offs for June 2023 in the amount of \$158,666.86 was made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews - yes
8. Discussion, and vote awarding of the HVAC Preventative Maintenance Request for Quotes

Selectmen Matthews stated the total was \$14,530.00 which seems expensive but, also the alternative is more expensive if we don't take care of this building.

  - Motion to award the HVAC Preventive Maintenance contract to Advance Air & Heat Company, Inc, was made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews - yes
9. Discussion, and vote whether to approve the contract between The Town of Freetown and Advance Air & Heat Company, Inc.
  - Motion to approve the contract between The Town of Freetown and Advance Air & Heat Company, Inc. was made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes
10. Discussion, and vote whether to approve the Memorandum of Understanding (MOU) between The Town of Freetown and MassDOT for Safe Routes to School Program
  - Motion to approve the Memorandum of Understanding (MOU) between The Town of Freetown and MassDOT for Safe Routes to School Program made by Selectmen Zager and seconded by Selectmen Lopes
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes
11. Discussion, and vote on whether to approve the Agreement for Engineering and Supplemental Services in Connection with Assonet Sewer Extension-Design and Permitting

Ms. Pettey stated we received a grant from Mass Works in the amount of \$775,000.00 and \$200,000.00 of APRA Grant money. This is an extensive design and engineering project. It is going to take into 2026. They will survey everything and do testing on soils and sides of the roads from Main St running from the existing sewer line up by Stop and Shop to the Four Corners. They will identify what properties they will need to go under, what might be in there way like utilities. Permits for Conservation, Mass DOT Highways. We will be designing the pump stations. She will be having a discussion with the Sewer Commissioners about a subcommittee. Ms. Pettey will be working diligently to get grants in order to do the actual construction one phase at a time. This will help the MBTA zoning requirements the state is suggesting we adopt with high densities. Meetings with planning, conservation, economic development, school commissioners and Ms. Pettey will be happening.

- Motion to approve the Agreement for Engineering and Supplemental Services in Connection with Assonet Sewer Extension-Design and Permitting process with Environmental Partners made by Selectmen Zager and seconded by Selectmen Lopes
- Vote was carried in a unanimous roll call vote
- Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes

### **Personnel Board**

Discussion/possible action on the following topics:

12. Acknowledge that James Campbell has declined his appointment to the Cable Advisory Board for fiscal year 24 as he no longer resides in Freetown
  - Acknowledged by Selectmen Lopes
13. Discussion, and vote on whether to approve Conditional Offer of full-time employment for Kobey J. Imbert effective 7/24/23-6/30/24.
  - Motion to approve Conditional Offer of full-time employment for Kobey J. Imbert effective 7/24/23-6/30/24 was made by Selectmen Matthews and seconded by Selectmen Zager
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes
14. Discussion, and vote on whether to approve the following appointments:
  - a. Susan Mello as Part-Time Senior Clerk in Town Clerks Office effective 7/25/23-6/30/24
  - b. Paula Chretien as Full-Time Senior Clerk in Planning/Conservation effective 7/25/23-6/30/24
  - c. Nicole DeMoranville as Full-Time Senior Clerk – Assessors/Floater effective 7/31/23-6/30/24
  - d. Election Workers as reflected in Attachment A effective 8/16/23-8/15/24
  - e. Nicholas A. Mancuso as Patrolman, Probationary, effective 7/24/23-6/30/24
  - f. Steven Tripp to Conservation Commission effective 7/25/23-6/30/26
  - Motion to approve a-f appointments made by Selectmen Matthews and seconded by Selectmen Zager
  - Vote was carried in a unanimous roll call vote
  - Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes
15. Discussion, and vote on whether to approve the Agreement between The Town of Freetown and Carlton E. Abbott, Jr.

Our former Police Chief will be part-time as needed for helping our current Police Chief Scott Rose.

- Motion to approve the Agreement between The Town of Freetown and Carlton E. Abbott, Jr. was made by Selectmen Matthews and seconded by Selectmen Zager
- Vote was carried in a unanimous roll call vote
- Vote: Selectmen Lopes – yes, Selectmen Zager – yes, Selectmen Matthews – yes

#### **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:

The Board signed documents associated with tonight's meeting.

Selectmen Matthews stated they will be going into Executive Session and they are not returning into Open Session.

- Motion to go into Executive Session and do not return back into Open Session made by Selectmen Zager and seconded by Selectmen Lopes
- Vote was carried 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:


16. M.G.L. c. 30A, sec. 21(a)(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 – **Charles Macomber**
17. M.G.L. c.30A, Sec. 21(a)(3) – to discuss strategy with respect to collective bargaining with **The Freetown Police Association** because an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

#### **Old Business:**

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

#### **Public Input**

Respectfully submitted,



Lola Furtado  
Administrative Assistant

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

- Meeting Agenda 7/24/23
- Meeting Minutes 7/10/23
- Proprietor's Way Information Packet on 6/12/23
- Letter from Nick Velozo
- Request for Transfer from the Reserve Fund
- Ambulance Abatements
- Police Station HVAC Preventive Maintenance
- Agreement with Advance Air & Heat Co. Inc.
- Safe Routes to School Program
- Agreement for Assonet Sewer Extension – Design and Permitting
- James Campbell Declining Appointment to the Cable Advisory Board
- Conditional Offer of Full-Time Employment to Kobey J. Imbert
- Certificate of Appointment – Susan Mello
- Certificate of Appointment - Paula Chretien
- Certificate of Appointment - Nicole DeMoranville
- Appointment of Election Workers-Attachment A
- Appointment Request – Certificate of Appointment Nicholas A. Mancuso
- Certificate of Appointment - Steven Tripp
- Independent Contractor Agreement – Carlton E. Abbott Jr.