

Freetown Board of Selectmen
Meeting Minutes
Monday, December 18, 2023, 6:00pm
Police Station Community Room & Virtually
15 Memorial Drive, East Freetown, MA

Call to Order

Selectmen Trevor Matthews called to order the meeting at 6:00pm. Selectmen Carlos Lopes, Executive Assistant Lu-Ann Souza were also present. Selectmen Jared Zager and Town Administrator Deb Pettey were via zoom. Selectmen Matthews read the following Governors message, noted that the meeting was being recorded and will be on the Town's YouTube Channel.

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

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/82044047939?pwd=SkM0OTZGeVcxVlJybGdUSGIRbVJMUT09>

Meeting ID: 820 4404 7939

Passcode: 900372

One tap mobile

+16465588656,,88653237962#,*672206# US (New York)

+16469313860,,88653237962#,*672206# US

• +1 689 278 1000 US

- +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

- Motion to go into Executive Session at 6:01pm was made by Selectmen Zager and seconded by Selectmen Lopes
- Vote: was approved by 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)(1) – To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employee, staff member or individual
 - Motion to adjourn Executive Session and return to open session was made at 6:23pm 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, not release, the executive session minutes from 12/4/23
 - Motion to approve, not release, the executive session minutes from 12/4/23 was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
2. Discussion, and vote whether to approve the open session minutes from 11/29/23 & 12/4/23
 - Motion to approve the open session minutes from 11/29/23 & 12/4/23 was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes

3. Approve the weekly warrants 027-052
 - Motion to approve the weekly warrants 027-052 was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
4. Discussion, and vote whether to declare three drawer filing cabinet 18 x 26 ¼ x 40 ¼ with estimated value of fifty dollars (\$50) from Planning/Conservation as surplus and what to do with the filing cabinet
 - Motion to declare the filing cabinet as surplus and bring them to the Transfer Station for recycling was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
5. Discussion on whether or not the Town pursues acquiring the water line and the Elm Street Dam for purposes of sewer line

There is a culvert that runs from the dam in Assonet to Copart's. When the property was purchased, they also bought this water line. Potentially it could help the Town if we ever go through with the sewer project. Ms. Pettey is waiting for more information from the engineers for the cost, especially for the Route 24 overpass sewer line extension.

Selectmen Matthews decided to push this discussion to a future meeting.
6. Discussion, and vote on moving Veteran memorial (chair) to the Police Department

Ms. Pettey stated this is the continuum issues of having no space at the Town Hall. Because of early voting is coming up there is no room in the hallway for staff or residents. The Veterans Agent Mr. Klevecka has weighted in. Maybe moving it to the Police Station or the Council on Aging. Police Chief Rose spoke to the COA Director about the Veterans Corner at the COA. The former Veterans Agent Mr. Leblanc explained the process of why the chair was there and would be fine with it at the COA Veterans Corner as well. Chief Rose offered his services and personal to move the chair to where the Board sees fit to put it.

 - Motion to move the Veterans Memorial chair to the Council on Aging was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
7. Discussion, and vote whether to approve Change Order #1 from Petroleum Management for Concrete Fueling Pad.
 - Motion to approve the change order #1 from Petroleum Management for Concrete Fueling Pad was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote

- Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
8. Discussion, and vote whether to approve the renewal quote from CivicPlus for website hosting and support
 - Motion to approve the renewal quote from CivicPlus for website hosting and support was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
 9. Acknowledge the issuing of freetownma.gov email addresses for three (3) fire station staff
 - Selectmen Matthews acknowledged the issuing of freetownma.gov email addresses for three (3) fire station staff
 10. Discussion, and vote whether to approve the 2024 renewals of Class II Motor Vehicle Licenses for:
 - a. Deane Markell d/b/a Miller's Auto Sales
 - b. Choppahead Industries Inc. d/b/a Choppahead Kustom Cycles
 - c. Michael J. Byrnes & John F. Mello d/b/a JM Auto Sales
 - d. San Man Corp. d/b/a San Man Auto Sales
 - e. Copart of Connecticut Inc
 - Motion to approve a thru e 2024 renewals of Class II Motor Vehicle Licenses was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
 11. Discussion, and vote on whether to approve the recommended change in commercial solar fees as recommended by the Building Commissioner in Attachment A
 - Motion to approve the recommended change in commercial solar fees as recommended by the Building Commissioner in Attachment A was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
 12. Discussion, and vote who to award Request for Quotes to for the Fire Department Cargo Trailer
 - Motion to award the Fire Department Cargo Trailer quote to Scott's Recreation was made by Selectmen Zager and seconded by Selectmen Matthews
 - Vote: Selectmen Zager -aye, Selectmen Matthews -aye
 - Vote: Selectmen Lopes -abstained, Selectmen Zager -yes, Selectmen Matthews -yes

13. Discussion, and vote on whether to approve the ambulance abatements and write offs for November 2023 in the amount of \$167,057.10
 - Motion to approve the ambulance abatements and write offs for November 2023 in the amount of \$167,057.10 was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
14. Discussion, and vote on whether to vote or abstain from vote on the grant application Jay Michaels filed on behalf of the Cultural Council
 - Motion to vote on the grant application Jay Michaels filed on behalf of the Cultural Council was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
15. Discussion, and vote on additional dropbox for document collection at an East Freetown location
 - Motion to move forward with the additional dropbox for document collection at an East Freetown Police Station was made by Selectmen Lopes and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes

Personnel Board

Discussion/possible action on the following topics:

16. Discussion, and vote on whether to add seasonal employment for the highway department
 - Motion to add seasonal employment for the highway department was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
17. Discussion, and vote on Water department as a principal clerk
 - Motion to add a principal clerk position within the Water Department was made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved by a unanimous roll call vote
 - Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes
18. Acknowledge the notification of retirement from Neal Lafleur effective 1/7/27
 - Selectmen Lopes acknowledged the notification of retirement from Neal Lafleur effective 1/7/27

19. Acknowledge the disclosure form from Jeannine Ludovicz for Freetown Cultural Council grant application, and Cultural Council approval to vote on grant application prior Chair submitted to council
 - Selectmen Lopes acknowledged the disclosure form from Jeannine Ludovicz for Freetown Cultural Council grant application, and Cultural Council approval to vote on grant application prior Chair submitted to Council

Board of Parks Commission

Discussion/possible action on the following topics:

20. Discussion, and vote whether to approve the ballfield licenses between the Town of Freetown and:
 - a. Apponequet Junior Football, Inc.
 - b. FreeLake Youth Softball Association, Inc.
 - c. Freetown-Lakeville Athletic Association, Inc.
 - d. Freetown-Lakeville Soccer Club, Inc.
 - Selectmen Zager stated some of the leagues have not met and we have not received all our signed contracts back from them. They will bypass on this agenda until then.
21. Discussion, and vote to authorize the Town Administrator to negotiate, finalize and sign the ballfield licenses
 - Selectmen Zager stated they will bypass on this agenda as well until we have the ball field leases back.

Town Administrator's Report

Discussion/possible action on the following topics:

22. Discussion on Council on Aging water issue

Ms. Pettey stated the COA gets their water from the well at the old police station/food pantry and the filtration system there failed. They only need it for the bathrooms. To put in a new filtration system will be around Ten Thousand Dollars. Suggestions from the Board is to get prices on different scenarios. The police station is a municipal water supply could we pump over to the COA and bypass the old police station. Another option would be to split the well. Also need to consider, where to put the new filtration system at the COA.
23. Discussion on Town Hall bathrooms

We are waiting to hear back on the grant next week. There are two proposals. One is, one handicap toilet in each men/woman's bathroom the other is two stalls in each but that pushes into the Assessor's Office. We also need a galley kitchen or pantry type so that we

don't have to wash dishes in the bathroom sink. I will get the department heads together and discuss this further with them.

Old Business:

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

Public Input

Mark Rosofsky shared his thoughts on prohibiting pedestrians utilizing the 140 Chase Rd overpass during a construction period that will take 13 to 18 months.

Kayla Churchill who saw on the website a finance position sent a letter of interest to Margaret French. A meeting was held on December 13th where they all voted to push it forward. The next phase was to go to the Board of Selectmen Personal Board. Once the Board of Selectmen receives the letter of interest and the recommendation from the Finance Committee, a decision will be made and announced at a future meeting.

The Board signed documents associated with tonight's meeting.

- Motion to adjourn the meeting was made at 7:47pm by Selectmen Lopes and seconded by Selectmen Zager
- Vote approved by a unanimous roll call vote
- Vote: Selectmen Lopes -yes, Selectmen Zager -yes, Selectmen Matthews -yes

Respectfully Submitted,



Lola Furtado

Administrative Assistant

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

- Agenda
- Meeting Minutes 11/29/23 and 12/4/23
- Memo – Declaring Metal Cabinet from Planning /Conservation as Surplus
- Petroleum Management Contract
- CivicPlus Quote
- Memo – Freetownma.gov emails for Fire Department
- Applications for Licenses
 - o Class II - Deane Markell dba Miller's Auto Sales
 - o Class II – Choppahead Industrial Inc. dba Choppahead Kustom Cycles
 - o Class II - San-Man Corp. dba San-Man Auto Sales

- Class II – Copart of Connecticut Inc. dba Copart
- Attachment A – Commercial Solar
- Quote Tabulation Cargo Trailer Fire Department
- Ambulance Abatements
- Conflict of Interest – Jay Michaels Email, Letter & Disclosure
- Information on Drop Boxes 2021
- Letter – Deputy Chief Neal Lafleur
- License Agreements
 - Apponequet Junior Football Inc.
 - FreeLake Youth Softball Association, Inc.
 - Freetown Youth Athletic Association, Inc.
 - Freetown – Lakeville Soccer Club, Inc.
- Exhibit B – Football Field
- Email – Freetown Town Hall Bathrooms