

RECEIVED
FREETOWN TOWN CLERK

2021 APR -8 AM 9:30

Cheryl A. Schell

Freetown Board of Selectmen
Meeting Minutes

Monday, March 29, 2021 – 4:30pm
Meeting Will Be Held Virtually

****Open Session will be livestreamed at freetownma.gov/FREECAM****

4:30pm Call to Order

Selectmen Pacheco called the meeting to order at 4:30pm. Selectmen Grunwald, Selectmen Matthews, Town Administrator Peter Jankowski, Board of Health Agent Tanya Daigneault, Public Health Nurse Lori Desmarais, Senator Michael Rodrigues, Representative Carole Fiola, Representative Paul Schmid, Executive Assistant Timm McIntosh and Senior Clerk Lu-Ann Souza were also in attendance.

At 4:30pm, motion (Matthews/Grunwald) to enter executive session under the following exemption, and to return to open session following. Roll Call: Selectmen Pacheco- yes, Selectmen Grunwald- yes, Selectmen Matthews-yes motion carries unanimously after a roll call vote.

Executive Session

Discussion/possible action on the following topics:

1. M.G.L. c.30A, sec. 21(a)(2) – to conduct contract negotiations with non-union personnel – negotiations with Lu-Ann Souza, & Timmothy McIntosh. strategy sessions for contract for Jessica Thomas, Carlton Abbott, Kimberley Fales.
2. M.G.L. c.30A, Sec. 21(a)(3) – to discuss strategy with respect to collective bargaining with Public Employees Union, Local 1144 LIUNA (all bargaining units), the Freetown Police Association and the Freetown Full-Time Firefighters Association because an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares

Motion (Matthews/Grunwald) to exit executive session and enter open meeting was made at 5:00pm. Roll Call: Selectmen Pacheco- yes, Selectmen Grunwald- yes, Selectmen Matthews-yes motion carries unanimously after a roll call vote.

Board of Selectmen

Discussion/possible action on the following topics:

3. COVID19 update – Public Health Nurse Lori Desmarais

Lori Desmarais reported that the Town of Freetown has had 889 since the beginning. We currently have 21 active cases 39 and have been hospitalized and Freetown has had 7 deaths. Freetown is still in the red zone and Ms. Desmarais encourages everyone to follow COVID protocols. She noted that anytime Freetown has 25 or more cases in a 2-week period of time it puts Freetown into the red. Encouraging everyone to get vaccinated. We have filled out all the paperwork with the state to provide vaccinations for the homebound. We are currently awaiting vaccines to be available. They will be providing the Johnson & Johnson vaccination so it will be a one-dose option. Vaccination rates for the Town of Freetown is currently at 16%. They are listing 1,433 Freetown residents as currently vaccinated. State is focusing on large vaccination sites so the only vaccines available to the town would be for the homebound. Ms. Desmarais is working with one of the pharmacists from Stop & Shop and were able to acquire 100 doses of COVID vaccine to use for those having difficulty getting to a mass vaccination site like those 65-75+, homebound population. According to state number in this population there are 561 who fall into this category of which 334 are vaccinated (61%) so they are targeting the remainder of this number. Ms. Desmarais noted she will be working with Council on Aging to identify these residents and try to get them vaccinated within the next couple of weeks. Nurse Desmarais is suggesting that she and the Board of Health will put a letter together to remind people as the nice weather, spring sports begin etc. to follow COVID protocols, wear masks, and social distance. Selectmen Matthews mentioned that 16% of the population has been vaccinated, how does that match up with other towns? Ms. Desmarais stated she did not have the entire state's information but that the number seemed low. Selectmen Grunwald noted he felt this percentage was low. Selectmen Matthews also asked it may be difficult to identify the people who can get the available vaccines and he is interested in seeing how that goes as we don't have a database with this information or do we? Between Bristol Elder Services and the COA Ms. Desmarais noted we have a list of about 50 people that Linda at the Fire Dept has been helping to call these people and has found some of them have already gotten the vaccine. The state guidelines are very strict on who is homebound, they basically only leave their home to go to a medical appointment and require assistance so not too many people are going to meet this requirement so she is unsure how much vaccine the state will make available. This is why she is also looking into collaborating with Stop & Shop to administer vaccines as the restrictions won't be as difficult and may be able to get more people vaccinated this way. Ms. Desmarais noted they are looking to do a drive through site at the Fire Station so people who cannot make it to a mass vaccination site and wait in long lines could get vaccines without getting out of their vehicle. Selectmen Grunwald asked if Ms. Desmarais has worked with the COA to see if they can add something to their bulletin to contact us Ms. Desmarais noted that the lead time of getting into the newsletter is too long as we do not know when we will get

vaccine and how much that far in advance. She also noted she will be reaching out to Barbara Place at the COA when she is in town tomorrow to connect on a list of people. Selectmen Matthews suggested leveraging the Freetown Flash for this opportunity. Selectmen Pacheco cautioned that we would not want to put out a mass message and not have enough vaccine for the numbers of people wanting it and would feel badly for turning people away. Selectmen Grunwald noted in the Flash we could note it is only for homebound. Selectmen Pacheco noted we are talking about two different things one being for homebound and the other working with Stop & Shop for more vaccinations. Ms. Desmarais said we are pretty good on the homebound and shut in list and noted it is a bit more difficult to put together the list for just 100 people. She does not want to put out a Flash unless needed and feels we should work from a list to see if we can come up with 100 people who qualify and if not then look for alternate ways to get the limited vaccines to people. Selectmen Pacheco noted that First Student's, Kenny Rezendes is offering free rides for Seniors to get to vaccination appointments whether it is in town, Gillette or wherever as long as it is coordinated. Selectmen Pacheco and Selectmen Pacheco thank Lori Desmarais for sharing this information tonight.

4. Meeting with Senator Michael Rodrigues and Representatives Fiola and Schmid
Selectmen Pacheco asked them to share any updates on Budget, COVID or if they wanted to know about anything going on in Freetown. Senator Rodrigues noted they are working on the FY22 budget and have hearings on Veterans Affairs, Transitional Assistance, many health and human service items tomorrow. This year they will follow a more traditional timeline with House debating their budget in the middle of April and the Senate doing theirs in middle of May, conference committee in June and get budget to desk of the Governor by July 1st, start of the fiscal year or shortly thereafter. Last year was quite an unusual year as this time last year they were in the beginning of the fiscal 21 budget when the pandemic struck, and the Governor declared the state of emergency and they hit the pause button on the budget until the fall and he is glad they did. Massachusetts is getting A+ in handling the pandemic recession. Federal Government has stepped up with financial resources the latest one entitled ARP (American Recovery Plan) is going to be delivering \$926,000 to Freetown municipal side and \$2.2 million to the school side that is in addition to the \$828,000 that was delivered previously through Corona Relief Fund Dollars. \$71 Billion has come from Federal Government to the Commonwealth during the pandemic. The reps got the first bite of the apple and their chair will be releasing their budget soon. Selectmen Matthews asked if there were any updates on the South Coast Rail Project, is COVID delaying it at all? Senator Rodrigues stated not at all it is full steam ahead, the contracts have been

awarded \$300million + contractors is on the street and it is moving. Rep. Fiola thanked Senator Rodrigues for his work and excellent overview of the budget. She continued you can see the progress on S. Main St, the country club down on N. Main St, platform being done in Freetown and Fall River are both moving forward. There is a lot happening and noted if you are not on the emails that go out weekly to let her know and she will get you added to the list. The money has already been allocated for the project and they are targeted to get done by end of 2023. Rep. Schmid noted that on the other side of town, the New Bedford spur, they are working on the two station so you will see work on the spur that goes through Freetown on that spur. Selectmen Pacheco noted that the rail has been good about keeping us up to date and the Police and Fire Chiefs have had many meetings to ensure safety during this process. She continued that having a relationship with all three of you has been very helpful last year in advising to being very conservative with the budget last year and she appreciates their help. Rep. Fiola thanked Selectmen Pacheco for working together. She also said there are lots of opportunities coming our way for restaurants revitalization, Shuttered venue for organizations for live performance, and theatre she says this publicly for any business listening to please reach out to them. Rep Schmid noted in addition to those part of the American recovery program will be funds directed at infrastructure so think about those projects. Senator Rodrigues noted there is a large infrastructure bill coming from the Biden administration. Senator Rodrigues suggested getting plans in place, get shovel ready, for future infrastructure programs as those who are ready to implement those plans will be better candidates to receive these funds. He noted the last time this was done was in 2008 which Freetown got the 8A project funded because we had design, permitting, engineering work done. Rep. Fiola noted this would be the best course of action to get projects like, Sewer coming all the way down Main Street. Selectmen Pacheco noted that the Economic Committee has been working with Churchill and banks and we are going to buy their part of the sewer line for \$1. This will be brought to Town Meeting. Also the Elm St. Dam once approved we will take over ownership of that and then with the Dam and the sewer line we will be able to put a sleeve into our existing water line and bring sewer all the way to the four corners for a lot less money. Senator Rodrigues asked which dam. Selectmen Pacheco noted the one next to the fire station. This will go to Town Meeting to take over ownership of that dam which will make doing the water/sewer line much easier and less expensive and it would be good to have control of that dam. Senator Rodrigues also noted that about \$4.5 billion will be coming to the state level so that may help as well. One of the things he is talking with his colleagues is a climate change trust fund with some of this money and

invest it in climate change mitigation such as dams, culverts. He noted our oceans are rising and that will influence all of us along the coast so ways to harden the coastline. Rep. Schmidt noted that this would include the culvert between Long Pond and Assawampsett. Selectmen noted this was on the docket and the culvert near the boat ramp that is all stuck and needs to be done over. Rep. Schmidt asked if we had plans or permits on these? Selectmen Pacheco noted not at this time but also asked if the Assawampset Pond Complex received monies. Senator Rodrigues noted they did get monies to do a study on the complex to help with mitigating future flooding. Selectmen Matthews noted we are in need for some buildings, like our Town Hall, to be replaced in Town. Do you see any monies coming available to help with this? Senator Rodrigues said this would be infrastructure investment so the \$926,000 Freetown is getting could go for this. He noted they do not want to see this money go to things that recur like salaries. Senator Rodrigues asked if Selectmen Matthews had an inventory of what we need? Selectmen Matthews noted we need a COA, new library and new town hall and all should have been done a long time ago. He noted we have a new police station which is gorgeous and now we need to turn attention to these other buildings. Rep. Schmidt noted that the council on aging was desperately in need of a new facility as it is bursting at the seams. Selectmen Matthews noted that the population is aging and the council on aging provides much needed things to this population. Senator Rodrigues noted that over the last few years they have been able to secure monies for handicap accessibility, energy efficient improvements for the COA. Rep. Fiola added Auchincloss office regarding some community funding needs, looking to see what projects are important to the Town. Email from dana Hanson on 3/23/21 to see what community projects you would like to see referenced. Rep. Schmidt suggested adding the evasive species issue on Long Pond to this list. Selectmen Pacheco thanked Rep. Schmidt, Rep. Fiola and Senator Rodrigues for attending the meeting and noted that it was Timm McIntosh's last meeting. The Senator and both Reps wished Timm McIntosh well.

Rep Schmidt, Rep Fiola and Senator Rodrigues left the meeting.

5. Approve the meeting minutes from 3/15/21 & 3/16/21 meetings.
 - Motion to approve the meeting minutes from 3/15/21 & 3/16/21 was proposed by Selectmen Matthews and seconded by Selectmen Grunwald.
 - Vote: was approved in a unanimous roll call vote
 - Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

6. Agreement between The Town of Freetown and Harpers Payroll Services Maintenance Agreement for Timeclock.

Peter Jankowski asked if we want to keep the time clock. He noted we need to figure out who is going to run it as it was being run by the Treasurer's Office who says it is not their responsibility. It is not being properly maintained, there needs to be some education on it, we spend \$107.00 a month on it. Do we want to go back to the honor system or revamp this timeclock process as we are not using it to its full extent. Lu-Ann Souza noted it is in one of the collective bargaining agreements. Peter Jankowski noted it would not impact bargaining to take it out and he noted there are a lot of folks who do not like it and the administration of it has become more problematic downstairs. Mr. McIntosh noted that it is not that people do not want to use it and it does not track time and just sits there. Is just that they check in and out and then we do not do anything with that information. Selectmen Pacheco asked isn't this supposed to correlate with sick days and tracking time off and all work together? Mr. McIntosh said that was the intent, but it does not work that way we still have to paper payrolls which are submitted to Accounting it was just an extra thing that we had to printout to include with it. Selectmen Grunwald asked is it just that we are not using it to its full capacity. Lu-Ann Souza stated that was accurate and that she did receive a user's manual that seems to offer these features. She continued that we need to decide who it lies with and then they can dive in and learn the ins and outs of the system. Selectmen Pacheco asked who oversaw payroll? Mr. McIntosh said that is between Accounting and the Treasurer's Office. Selectmen Pacheco asked that this be put on next week's agenda and that the three Selectmen can reach out to talk to Mr. Jankowski on this topic.

7. Approve fifty yards outside of Town Beach Gate on Long Pond Road a no parking zone and post signs so enforcement can done.

Selectmen Matthews noted this is just about up to the ball fields. Selectmen Pacheco agreed and noted this is where we start to have that problem. Mr. Jankowski noted that posting these signs will allow Law Enforcement to issue tickets. Selectmen Pacheco noted we should also post a larger sign near the ball field that says parking for athletic field use only. Selectmen Grunwald said we talked about this last year but there is no enforcement. Mr. Jankowski said once we post signs, they will enforce it. Selectmen Grunwald thought the police did not want to engage parking tickets. Mr. McIntosh noted that the police cannot enforce parking tickets at the boat ramp but can only police along the side of the road and they are willing to ticket cars. Selectmen Pacheco

noted they ticketed up and down Middleboro Rd. last year and posted no parking so they could have vehicles removed. She continued if there are signs it can be enforced.

- Motion to have no parking zone and post signs at Town Beach Gate on Long Pond Road so enforcement so enforcement can be done was proposed by Selectmen Matthews and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

8. Approval to offer Vision Plan to retirees.

Selectmen Grunwald asked what is the issue? Selectmen Pacheco noted that we need to approve it.

- Motion to approve offering the Vision Plan to retirees was proposed by Selectmen Matthews and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

9. Approval of the weekly warrant numbers 041-044 for the month of April 2021.

- Motion to approve the weekly warrant numbers 04-044 for the month of April 2021 was proposed by Selectmen Matthews and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

Board of Health

Discussion/possible action on the following topics:

10. Discussion on First Student rides for seniors for vaccinations

Kenny Rezendes from First Student is offering free rides for seniors to vaccination sites.

11. Discussion regarding Republic Trash Services and Greater New Bedford Regional Refuse Management District

Selectmen Grunwald noted this issue is being addressed and he really thinks this problem has been resolved as Republic has agreed to bring the trash to the Crapo Hill Landfill on a daily basis instead of weekly. Selectmen Matthews asked if the trash was going to the location without all being in green bags? Selectmen Grunwald said we were only going over there once a week and the loads contained all sorts of inappropriate materials such as rugs, mattresses, wire. Selectmen Matthews noted that those items should not be going there as this is household trash that should all be in

green town trash bags. Board of Health Agent Tanya Daigneault noted that there was a verbal agreement in 2018, we have one contract with Crapo Hill in New Bedford and another with Republic. A verbal agreement in 2018 was made to only go once a week for safety matters with types of trucks and equipment. Within 3-4 months' time they were finding trash that was not household curbside pickup, mattresses, wire, rugs etc. She noted Crapo Hill has been great. There was a large load of wire which could have damaged their machinery and that triggered them sending a letter asking for daily deliveries again. The daily delivery is what is happening now. Selectmen Pacheco asked how we can ensure that only curbside pickup is what is being delivered to Crapo Hill and these erroneous items are truly coming from Freetown or are they from somewhere else on our dime. Selectmen Matthews agreed. Ms. Daigneault noted it has been identified and appears to be corrected at this time. Selectmen Pacheco asked is there anything in their contract that prohibits them from doing this? Ms. Daigneault noted that it is not acceptable waste so there are violations in both contracts. Selectmen Grunwald asked are they not just supposed to be dropping off green bags, right? Ms. Daigneault stated the only things that should be going to Crapo are green bags. Selectmen Grunwald said we should bring Republic in to ask them about this. Selectmen Pacheco said we should put this on Executive Session next week. Selectmen Grunwald asked if we should have Republic attend. Selectmen Pacheco said we should just discuss what our options are and then move forward after that. Republic is only supposed to pick up green bags and dropping off at that site so if they are dropping off anything else there is a real problem with Republic. He continued that it is relatively clear what the issue is and Republic should come in to explain what is going on. Mr. Jankowski noted we can ask Republic to attend and noted the Trash RFP closes this week. Mr. Jankowski noted if you do it in Executive Session you may get a more honest answer. Selectmen Grunwald is fine to do this in Executive Session. Selectmen Pacheco said we can put it in both and if we do not need it in the public session, we can just take it off. Selectmen Matthews said he was fine with this suggestion. Selectmen Pacheco thanked Tanya Daigneault for attending, Ms. Daigneault left the meeting.

Personnel Board

Discussion/possible action on the following topics:

12. Rescind votes made on March 15, 2021 regarding Lisa Marie Podielsky.
 - Motion to rescind the votes made on March 15, 2021 regarding Lisa Marie Podielsky was proposed by Selectmen Pacheco and seconded by Selectmen Grunwald.

- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

13. Appointment of Lisa Marie Podielsky as Animal Control Officer and Inspector of Animals effective May 1, 2021, expires April 30, 2022.

- Motion to appoint Lisa Marie Podielsky as Animal Control Officer and Inspector of Animals effective May 1, 2021, expires April 30, 2022 was proposed by Selectmen Grunwald and seconded by Selectmen Pacheco.
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

14. Appointment of Robert Klevecka as Veterans' Agent Director and Veterans' Grave Officer effective May 1, 2021, expires April 30, 2022.

- Motion to appoint Robert Klevecka as Veterans' Agent Director and Veterans' Grave Officer effective May 1, 2021, expires April 30, 2022 proposed by Selectmen Grunwald and seconded by Selectmen Pacheco
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

15. Update on Transfer Station Staffing – Town Administrator, Peter Jankowski.

Town Administrator Peter Jankowski noted we had three applicants and interviewed all three. Two were in the Highway Dept. and one was outside the Town. One of the highway dept applicants cannot work weekends and the other currently works 40 hours and this position is 36 hours and wants 40 a week and not sure if we would like to increase to 40 hours as of 7/1/21. The third applicant currently works for the municipality of New Bedford. All three applicants have municipal experience, the two highway guys have experience at the Transfer Station as they were there and moved to Highway and are having personnel issues and are trying to move out of highway dept. with the limitations of these two current employees Peter Jankowski is recommending the outside applicant. He noted the transfer station supervisor, Vicky King, prefers one of the highway personnel. He feels they would all do a good job down there and can't guarantee the extra hours being available as of 7/21/21 so he kind of likes it without the restrictions to hire the outside person. Selectmen Pacheco asked where we are going with the transfer station she thought we were trying to keep open 7 days a week and thought we were trying to keep it open by overlapping two people on the busier days and a single person on the slower days. Mr. Jankowski stated we have one full time and

one part time per diem person who doesn't always work so if we go with the full time new person that would get us to be open 5 days a week and one of those days is a half day so they can do administrative stuff. You would need a third person to rotate to be down there 7 days a week. So right now with a new person we could be open Tue-Sat and have Sun-Mon off as Sundays seem to be the slow day. Right now he is trying to fill the position that was approved before he came to town. He noted there was another person hired a year ago as a per diem but never filled the position. Selectmen Matthews noted we were going to hire two part time people but they would not get benefits and it was squashed. Mr. Jankowski said with the addition of this person we would be open one extra day and may be able to extend to a sixth open day but he would have to revisit that with Ms. King. He also noted we wanted to add cameras and suggested a credit only system. Mr. Jankowski would recommend John Murray as the candidate as he has fewer restrictions. Mr. Jankowski will send out the schedule he and Ms. King worked out so the Board can see what it will look like. Mr. McIntosh noted that an appointment could not be made tonight as it was not listed on the agenda and that we would need to list on the next agenda.

16. Resignation of Signal Operator Stephanie L. Pittsley

- Motion to accept the resignation of Signal Operator Stephanie L. Pittsley was proposed by Selectmen Pacheco and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

Selectmen Pacheco requested a letter of thank you be sent.

17. Leave of absence for Reserve Officer Michael R. MacDonald

He is currently at the Cape Cod Police Academy with an anticipated graduation date of May 2021 and would like to become a full-time reserve officer upon graduation but is unable to do his required 16 hours a month now due to Police Academy rules and is requesting leave. Selectmen Pacheco clarified that he would come back to work full time as a reserve officer but we do not have a full time patrol officer at this time until we open it up.

- Motion to accept the request for a leave of absence for Reserve Officer Michael R. MacDonald was proposed by Selectmen Pacheco and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

18. Request to the Board to grant the authority to Town Administrator to appoint seasonal staff for the Boat Ramp and Beach.

Mr. Jankowski noted that number 18 & 19 are really the same thing since the Selectmen's office going to be taking over the management of the boat ramp and town beach he is looking to appoint part time seasonal employees. He also noted he is working out with the Police Chief on the parking control officer. He noted in his last communities he would be able to appointment these folks so since we are internalizing these areas he thought it would be easier. Selectmen Pacheco asked is the Board of Health still also working on this? Mr. Jankowski answered yes, were working in corporation but the authority will be with the Board of Selectmen but Lu-Ann Souza is heading the project and Tanya Daigneault is working with her on this. The two boat ramp attendants from previous years are interested in coming back and the addition of either more hours for them, if interested, and/or adding another staff member would be able to increase the number of days the area is staffed. Selectmen Pacheco asked if there is a problem on the weekend who will they be calling? Peter Jankowski said we are still working that out. If possible, we would like to man it Thursday-Sunday. Selectmen Pacheco asked Selectmen Matthews when did we say we wanted it manned, Wed-Sun and holidays? Selectmen Matthews said that sounded right. Mr. Jankowski said we may not have enough money wise to cover that much time. Mr. Jankowski noted we want to issue stickers for the beach separately but cannot do it for 2021 as it is a combined sticker with the transfer station and other areas but separating this out in 2022 will give more revenue for the beach. Selectmen Pacheco note there is \$16,000 in the receipts now but that is for the boat ramp. Selectmen Pacheco thinks the beach should be weekends only but the boat ramp should needs to be more. Mr. Jankowski said it would be great to do 7 days but were all new and he does not want it to run in the red. He noted right now we have two individuals we have had for awhile and they are interested in coming back and perhaps they would want more hours. Mr. Jankowski noted we do not get launch fees just parking fees. He also noted that if we have one person there, they can also go over and check in on the beach. Selectmen Pacheco did not think having them leave would be effective. Selectmen Matthews agreed someone should be checking in on the beach even if to just call the police as there is some wild stuff going on over there. Mr. Jankowski noted he has heard trash is a huge issue at the beach and we have added a larger dumpster to hopefully mitigate that issue. He noted we are updating signage, marking the swing area and safety equipment (life ring) to be in compliance so it will be available unmanned beach and meet the state code. He also noted we would like stop them from launching jet skis from the beach. Selectmen

Pacheco said we tried that by adding those cement blocks last year and they just carried them over them. Mr. Jankowski said we will have a better handle on it this summer. On a weekend who would they call. Mr. Jankowski said they can call him over the weekend if needed. Mr. Jankowski noted we would probably need to hire at least one more employee for the boat ramp.

- Motion to allow the Town Administrator to appoint a parking control officer and appoint seasonal staff for the boat ramp and town beach was proposed by Selectmen Pacheco and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

19. Request to the Board to grant the authority to Town Administrator to appoint a parking control office for the Town Beach and Long Pond Boat Ramp.
This was addressed with number 18 above.

20. Pay rate for seasonal conservation employee

Selectmen Matthews noted Selectmen Grunwald requested additional information at last meeting on what this person would be doing. Selectmen Matthews noted the job description was in the meeting packet and that the person would be opening/closing the gate at Porter Pastures, picking up trash, landscaping type of work, outdoor type of stuff. Recommendation was to pass position at \$13.50. Selectmen Grunwald asked how many hours. Selectmen Pacheco said it was less than 19 hours. Selectmen Matthews says it says opening at 8am and closing at 5pm but they would probably not be working during the whole day. Selectmen Grunwald asked if it was year-round. Selectmen Matthews said it Memorial Day – Columbus Day. Selectmen Grunwald would like to see a job description with hours listed. Selectmen Pacheco asked was not this approved at Town Meeting? Mr. McIntosh noted that per statute the Conservation Commission appoints their own staff and the Board of Selectmen would only need to approve the pay rate.

- Motion to approve the payrate for the seasonal conservation employee at the state minimum wage (\$13.50) was proposed by Selectmen Pacheco and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

21. Discuss administrative support in Board of Selectmen/Town Administrators office.

Mr. Jankowski noted that with Timm McIntosh leaving the plan is to move Lu-Ann Souza over to Executive Assistant position and to not hire another Senior Clerk but to go back to the Administrative Assistant position mainly as he does not want them in the Union and they can have more expansive duties. Selectmen Matthews saw the email with the high level job description for the Administrative Assistant, he has not had a chance to review it yet but thinks this is something we need to move quickly on. Mr. Jankowski would like to get the position advertised right away and thinks the pay rate would be \$35,000-\$40,000 range.

- Motion to approve administrative assistant position made by Selectmen Pacheco and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes

Selectmen Pacheco noted how thankful she has been to Timm McIntosh for all his service. and wished him luck wherever he goes. Selectmen Matthews noted he was a little nervous how the town is going to do without him. Selectmen Grunwald noted we spoke this morning and thanked him for his service.

- Motion to adjourn the meeting was made by Selectmen Pacheco at 6:30pm
- Vote: was approved in a unanimous roll call vote
- Vote: Selectmen Matthews-yes, Selectmen Grunwald-yes, Selectmen Pacheco-yes
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Please note: The Board may take up any other business to properly come before the Board that was not reasonably anticipated 48 hours before this meeting.

Old Business:

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

- Council on Aging Project Study
- Phone System Upgrades
- Information Technology Grant with Town of Lakeville
- Job Descriptions & Job Description Review
- IT Replacement Plan
- Town Beach

- Town Boat Ramp

Documents/Exhibits used by the Board during this meeting:

- Meeting minutes from 3/15/21 & 3/16/21
- Agreement between Town of Freetown and Harpers Payroll Services
- Certificate of appointment for Lisa Marie Podielsky
- Resignation email from Stephanie Pittsley
- Request for leave of absence email re: Michael R. MacDonald
- Memo from Town Administrator re: status of Transfer Station Staffing
- Letter from Conservation Commission re: payrate for seasonal part time gate keeper
- Memo from Board of Health Agent re: Greater New Bedford Regional Refuse Management District
- Letter from Greater New Bedford Regional Refuse Management District re: waste collection disposal
- Letter from First Student re: rides for seniors for vaccinations

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "LuAnn Souza".

Lu-Ann Souza