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Cheryl A. Matthews

Freetown Board of Selectmen
Meeting Minutes

Monday, April 14, 2021 – 3:30pm

Meeting Will Be Held at The Community Room at the Police Station
15 Memorial Drive, East Freetown, MA 02717

3:30pm Call to Order

Selectmen Matthews called the meeting to order at 3:30pm. Selectmen Grunwald, Selectmen Zager, Town Administrator Peter Jankowski and Executive Assistant Lu-Ann Souza were also present.

Board of Selectmen

Discussion/possible action on the following topics:

1. Onboarding of Selectmen Training Session.
2. Office organization and responsibilities.

Personnel

- Discussion on the hierarchy was held with the determination that the Board of Selectmen do not need to get into the day-to-day supervision of Town employees and that is the responsibility of the Town Administrator. An organization chart will be drawn up and a Board member will come to a Department Head meeting to review this organizational chart with staff to ensure everyone is on the same page going forward.
- The Board Chair noted they need to assign Board members to various Boards and Committees and requested a list of said committees/board to begin this process.
- Funding of administrative staff for the remainder of the fiscal year was discussed and determined that a Transfer Request will be needed to fully fund this area for the remainder of FY21.
- Selectmen Matthews noted we need to post for new Health Agent. Peter Jankowski noted we posted on The Beacon and MMA for the position and will post to our website.
- Selectmen Matthews would like to meet with Town Administrator and Executive Assistant once a week in person or phone to run through the agenda and other business.

Projects/Issues around Town

- Selectmen Zager noted that Highway was doing millings on the parking area at the

Town Beach. Peter Jankowski noted we are making improvements to the Town beach, picnic tables, fence to help mitigate jet skis being launched etc.

- Selectmen Matthews wants to focus on getting town sewer down Main St. in Assonet. He suggested arranging a meeting with Water and Sewer Commission to discuss this matter further.
- Selectmen Matthews said at a future meeting it would be good to list out the priorities on what the Selectmen want to accomplish. This will be added to a future agenda for further discussion.
- Peter Jankowski noted that right now there is a lot of blight sites in town. Selectmen Zager noted there are 5-6 properties they have been going after them but need to find a tougher way to go after them. Peter Jankowski noted we will miss Tanya Daigneault on this as she was making strong strides on this topic and before we were not very tough on it. He noted a report will be given at the 4/20/21 Board of Selectmen's meeting and this topic needs further discussion.
- Notification to residents – a discussion on more signage, repurposing from police stations signs and a possible mailing to residents on Town Meeting and important Town information. This will be discussed further at the 4/20/21 Board of Selectmen meeting.
- Selectmen Grunwald asked how do we feel about having live meetings? The Board agrees it would be OK to meet in person but will hold off in doing in person a bit longer.

Action items

- Get Selectmen Zager all required info. Selectmen Matthews will bring his book into office so we can ensure he has all that same information for Selectmen Zager.
- Selectmen will make a list of priorities.
- Get Selectmen Zager on correct Boards and commissions.
- Motion Selectmen Zager purposed to adjourn the meeting at 4:30pm Selectmen Grunwald seconded the motion.
- Vote: motion was approved in a unanimous roll call vote

Respectfully Submitted,


Lu-Ann Souza

Executive Assistant