

Freetown Board of Selectmen
Meeting Minutes
Tuesday, January 18, 2022– 5:00pm
Police Station Community Room
15 Memorial Drive, East Freetown, MA

RECEIVED
FREETOWN TOWN CLERK
2022 FEB -9 AM 10: 02

Call to Order

Selectmen Matthews called the meeting to order at 5:00pm. Selectmen Grunwald, Selectmen Zager, Interim Town Administrator Deb Pettey, Attorney George Pucci, Public Health Nurse Lori Desmarais, Attorney Tom Killoran, Jennifer Kostic General Manager Neon Beverage, Executive Assistant Lu-Ann Souza and Administrative Assistant Lola Furtado were also present. Selectmen Matthews noted we will be going into Executive Session for #'s 1 & 2 and will return to open session.

- Motion to go into Executive Session was made by Selectmen Zager and seconded by Selectmen Grunwald at 5:02pm.
- Vote: was approved in a unanimous roll call vote.
- Vote: Selectmen Zager – yes, Selectmen Grunwald – yes, Selectmen Matthews – yes

Executive Session

Discussion/possible action on the following topics:

1. 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 – Excel Recycling, LLC vs. Town of Freetown
 2. M.G.L. c. 30A, sec. 21(a)(6) – to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
- Motion to adjourn Executive Session was made by Selectmen Zager and seconded by Selectmen Grunwald at 6:03pm
 - Vote: was approved in a unanimous roll call vote.
 - Vote: Selectmen Zager – yes, Selectmen Grunwald – yes, Selectmen Matthews – yes

Open Meeting

Selectmen Matthews opened the public meeting at 6:05pm.

Personnel Board

Discussion/possible action on the following topics:

3. Acknowledge these resignations:
 - a. Lt. Neal Lafleur from the Health Insurance Advisory Committee effective 11/9/21.

- b. Chrysti Dufort from Library Planning Committee effective 1/3/22.
- c. Owen Borges as Cemetery Sexton effective 1/24/22.
- d. Nathan Gagnier as Call-Firefighter effective 1/7/22.

The Board acknowledged these resignations

4. Approve the following appointments:

- a. Deborah Pettey, George Grunwald, Kent Wilkins, Jeffrey Amaral, Margaret French, Alfred Barros, Bruce Wilbur Wayne Jaye to the COA-Subcommittee effective 1/18/22-6/30/22.
- b. Jeffrey Brum Fire Fighter Association representative to Health Insurance Advisory Committee effective 11/9/21-6/30/22.
- c. John T. Rumbut, Sr. to the Library Planning Committee effective 1/18/22-6/30/22.

- Motion to appoint a-c as presented above was made by Selectmen Matthews and seconded by Selectmen Zager.
- Vote: was approved in a unanimous roll call vote.

5. Discussion, and vote on who will represent Precinct 1 on the COA Sub-Committee and if the other Precinct 1 person should become an alternate.

Selectmen Grunwald suggested Bob Aldermen represent Precinct 1 and Paula Charette be the alternate.

- Motion to appoint Bob Aldermen to represent Precinct 1 and Paula Charette be the alternate was made by Selectmen Matthews and seconded by Selectman Zager.
- Vote: was approved in a unanimous roll call vote.

6. Discussion, and vote on running annual CORI checks for Union employees.

This agenda item was tabled

7. Discussion, and vote on running annual driving record checks for anyone operating Town vehicles.

This agenda item was tabled

8. Discussion, and vote to approve the Public Health Nurse job description.

Lori Desmarais our Public Health Nurse does not have a job description on file. Kevin Desmarais, her husband is now the Board of Health Agent. Ms. Pettey wants to make sure she does not report directly

to him, or BOH Agent signing payroll. This is a clarification because there was no job description. She wants to make it very clear to them; these lines are to be respected. Selectmen Grunwald wants to discuss why the hours are stated at 480 hours annually. Ms. Pettey explained the position allows for more flexibility. Some weeks there are greater hours needed due to the pandemic. We budget annually for those hours. Hours are tracked in house by BOH and Ms. Demarias. Ms. Souza will adjust the sheet to show annual hours instead of hours per week.

- Motion to approve the Public Health Nurse job description was made by Selectmen Zager and seconded by Selectmen Matthews.
- Vote: Selectmen Zager – yes, Selectmen Matthews – yes, Selectmen Grunwald – abstain

Board of Selectmen

Discussion/possible action on the following topics:

9. Approve the meeting minutes from 1/3/22.

- Motion to approve the approve the meeting minutes form 1/3/22 was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

10. Discussion, and vote to approve the Disclosure of Financial Interest pursuant to exemption (b) for Beaupre Electric, LLC to conduct the Miscellaneous Electrical Work at the Police station.

Ms. Pettey said we have some electrical work go out to bid and they came in at the lowest bid. Alan Beaupre is also an electrical inspector for the Town, so there is a conflict of interest there. She reached out to Town Counsel, and they said if there is a disclosure of financial interest with exemption and is approved by the Selectmen and we put it on record with the clerk than it can move forward and award the bid to them. Our 2nd Inspector will inspect the work.

- Motion to approve the Disclosure of Financial Interest pursuant to exemption (b) for Beaupre Electric, LLC to conduct the Miscellaneous Electrical Work at the Police Station was made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote.

11. Discussion, and vote to award the bid for Miscellaneous Electrical work at the Police station.

Ms. Pettey explained to the Board you can go ahead and award the bid, noting Beaupre Electric, LLC was the lowest bid for the work. Bid came in at Nineteen Thousand, Five Hundred and Eighty-Five Dollars.

- Motion to award the bid for Miscellaneous Electrical work at the Police Station to Beaupre Electric, LLC was made by Selectmen Zager and seconded by Selectmen Grunwald.
 - Vote: was approved in a unanimous roll call vote.
12. Discussion, and vote to approve and sign the contract between the Town of Freetown and Beaupre Electric, LLC for Miscellaneous Electrical work at the Police station.
- Motion was made to approve and sign the contract between the Town of Freetown and Beaupre Electric, LLC for Miscellaneous Electrical work at the Police station was made by Selectmen Zager and seconded by Selectmen Grunwald.
 - Vote: was approved by a unanimous roll call vote.
13. Discussion and vote to disband The Taxation Relief Committee.
Selectmen Matthews stated we have this committee and its never met and everyone agrees we don't need to have this committee.
- Motion was made to disband the Taxation Relief Committee was made by Selectmen Zager and seconded by Selectmen Grunwald.
 - Vote: was approved in a unanimous roll call vote.
14. Discussion, and vote to approve and post the Request for Proposals (RFP) for the OPM for the Council on Aging building project.
Same format used for the Police Dept. and Town Counsel vetted it and we made the necessary changes. Ms. Souza will change the new deadlines.
- Motion to approve and post the Request for Proposals for the OPM for the Council on Aging building project was made by Selectmen Zager and seconded by Selectmen Grunwald.
 - Vote: was approved in a unanimous roll call vote.
15. Discussion, and vote to approve the Recycled Buying Policy for the Town of Freetown.
A grant that the Transfer Station acquired is requiring us to purchase town supplies and office products that is recycle or can be recycled. This has been run by the Board of Health and the Transfer Station and they both agreed to the policy and the memo on top is required by the grant to be sent out by the Town Administrator to all department heads or anyone with purchasing power.
- Motion to approve the Recycled Buying Policy for the Town of Freetown was made by Selectmen Zager and seconded by Selectmen Grunwald.
 - Vote: was approved in a unanimous roll call vote.
16. Discussion, and vote to approve the purchase of insurance for the schoolhouse located at 5 North Main Street.

It was noted on the last agenda that the address was listed incorrectly as 5 South Main Street and should have been listed as 5 North Main Street.

- Motion to approve the purchase of insurance for the schoolhouse located at 5 North Main Street was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

17. Discussion, and vote on the Transfer Request from Highway Department to move \$9,450.00 from the Reserve Fund to Repairs & Maintenance – Equipment for replacement of sanding unit.

- Motion to approve the Transfer Request from Highway Department to move \$9,450.00 from the Reserve Fund to Repairs & Maintenance – Equipment for replacement of sanding unit was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

18. Discussion, and vote to approve the revised Revolving Fund Increase in Spending Authorization for the Boat Ramp in the amount of \$10,000.

Originally at Nine Thousand Dollars. This raises it to Ten Thousand Dollars. Based on our estimates prior to July 1, Discussion was about needing more money for police details and employees for the month of June at the boat ramp.

- Motion to approve the revised Revolving Fund Increase in Spending Authorization for the Boat Ramp in the amount of \$10,000 was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

19. Discussion, and vote on approval of Patriot Half triathlon on June 18, 2022, and Cranberry Trifest on August 21, 2022.

- Motion to approve the Patriot Half triathlon on June 18, 2022, and Cranberry Trifest on August 21, 2022, was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

Board of Health

Discussion/possible action on the following topics:

20. Discussion, and vote on masking at Town Buildings and COVID19 protocols.

Public Health Nurse Lori Desmarais updated the Board of Covid-19. Total cases of 1951, 197 active cases, case count for the last 2 weeks are 292 cases. Total cases for November were 177, total cases for December were 374. So far in January 403 cases. Numbers are going down now. For January, age group of 39 to 49, 118 people out of the 403. School age children were 138 cases.

Since September 8, 2021, to now, Superintendent Richard Medeiros stated 665 student cases and 74 staff cases. Ms. Desmarais recommended that people wear masks in town buildings. ITA Ms. Pettey thinks a strongly recommendation would be ok. Most people are masked. A strong recommendation for a mask in town hall, and town buildings is good. COA has been mandating masks for the senior's safety. Asking the Fire Dept. if they have any masks to keep at the doors in case someone doesn't have one. Ms. Desmarais stated is in contact with school nurses for contact tracing. Updating website is ongoing. The website will answer questions for residents. Links for more information from the state website.

- Motion to strongly encourage and provide masks at all town buildings until further notice was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote.

- Motion to accept the updated protocols for employees was made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote.

Board of Parks Commission

Discussion/possible action on the following topics:

- No topics to discuss

Town Administrator's Report

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.

- A motion was made for a brief recess by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote.

- A motion to return to open session from recess was made by Selectmen Zager and seconded by Selectmen Matthews.
- Vote: was approved in a unanimous roll call vote
- Selectmen Matthews announced Selectmen Grunwald had to leave.

Public Hearing 7:00PM

Selectmen Matthews read the following:

Town of Freetown

Public Notice

Notice is hereby given that an application has been filed for an Alcoholic Beverages Retail License (wine and malt beverages) for Neon Beverage, LLC 33-36 Innovation Way Freetown, Massachusetts 02702. A public hearing to consider the above matter will be held on Tuesday, January 18, 2022, at 7:00pm Police Station Community Room 15 Memorial Drive East Freetown, MA 02717

Public Hearing was opened at 7:01pm

- Motion made to open the public hearing by Selectmen Zager and seconded by Selectmen Matthews
- Vote: was approved in a unanimous roll call vote

21. Public Hearing to discuss the request by Neon Beverage, LLC for an Alcoholic Beverages Retail License (wine and malt beverages) located at 33-36 Innovation Way, Assonet, Massachusetts Attorney Tom Killoran, representing the applicant Neon Beverage LLC, Jennifer Kostic District Manager for Neon Beverage LLC, who is the onsite manager for this location. We are here to request a wine and malt beverage liquor license for the property at 33-36 Innovation Way, Freetown, Massachusetts. The building is under construction and in front of the Amazon shipping warehouse. They did submit to Ms. Souza an affidavit service of notice upon the abutters as well as publication and included in a certified copy of the abutters list along with the green cards and a tear sheet for the publication. I would suggest to the board the application is in order, but we are here to see if there is anything or questions or any oversight to address. In terms of the store itself, It's a hybrid gas station convenience store. Donkin Donuts will be in this location. Hours will be 24 hours a day. Under Massachusetts law liquor license were recently modified allows for Sunday alcohol sales 10am to 11pm. That is what they are asking for under this license. In terms for the Monday thru Saturday hours of operation an 8am to 11pm sales. The store will be open in a May time frame. The store will be a real asset to the community. Selectmen Zager wanted the hours in line with our existing licenses. Grandpa's hours are Monday to Saturday 9am to 9pm, Sunday 10am to 11pm and Juniors hours are Monday thru Saturday 8am to 11pm and Sunday 10am to 11pm. Attorney Killoran would be satisfied with hours of 10am to 11pm, 7 days a week.

Public Hearing closed at 7:10pm

- Motion made to close the public hearing by Selectmen Zager and seconded by Selectmen Matthews.
- Vote: was approved in a unanimous roll call vote.

Open Meeting

22. Discussion and vote to approve or deny the liquor license for Neon Beverage, LLC.

Selectmen discussed hours to be 10 am to 11 pm, 7 day a week

- Motion to approve the liquor license for Neon Beverage, LLC with hours of operation 10 am to 11 pm, 7 days a week was made by Selectmen Zager and seconded by Selectmen Matthews.
- Vote: was approved in a unanimous roll call vote.

23. Discussion and vote to not host activities due to high COVID numbers at the Council on Aging until further notice.

Discussion was to defer the decision to the Council on Aging Board and that Ms. Pettey will follow up on it.

- Motion to defer the decision to the Council on Aging Board to host activities until February 1st was made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous roll call vote

Old Business:

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

- Council on Aging building and staffing
- Motion to adjourn the meeting was made by Selectmen Zager and seconded by Selectmen Grunwald at 7:12 pm.
- Vote: was approved in a unanimous roll call vote.

List of documents and exhibits utilized by the Board during this meeting

- Agenda
- Resignation letter from Mark Brogan
- Resignation letter from Chrysti Dufort
- Email from Chief Silvia re: resignation Nathan Gagnier
- COA Sub-Committee interested parties document
- Certificates of appoint for COA Sub-Committee for
 - o Margaret French
 - o Deb Pettey
 - o George Grunwald
 - o Kent Wilkins

- Alfred Barros
- Bruce Wilbur
- Wayne Jaye
- Jeffrey Amaral
- Letters to be on COA Sub-Committee from
 - Jeffrey Amaral
 - Wayne Jaye
 - Bob Alderson
 - Paula Charette
- Appointment slip Jeffrey Brum to Health Insurance Advisory Committee
- Appointment slip John T. Rumbut, Sr to Library Planning Committee
- Document outlining makeup of the COA Sub-Committee and the two people from precinct 1 interested.
- Job description Public Health Nurse
- Meeting Minutes 1/3/22
- Disclosure form for Allen Beaupre
- Bid tabulation and bids for Miscellaneous Electrical Work at Police Station
- Agreement between Town of Freetown and Beaupre Electric, LLC
- Memo and supporting emails for disbanding Taxation Relief Committee
- RFP for OPM at COA
- Memo Buying Recycled
- Buying Recycled Policy
- Memo incorrect address for schoolhouse Insurance
- Transfer Request Highway Dept.
- Revolving Fund Increase in Spending Authorization Form Boat Ramp
- Patriot Half Marathon and Cranberry Tri-Fest race information
- COVID19 Flow Chart for Symptomatic Employees
- Public Notice of Hearing for Neon Beverages liquor license
- Neon Beverages application for liquor license

Respectfully submitted,



Lola Furtado

Administrative Assistant