

Freetown Board of Selectmen
Meeting Minutes
Monday, February 7, 2022 – 6:00pm
Police Station Community Room
15 Memorial Drive, East Freetown, MA

RECEIVED
FREETOWN TOWN CLERK
2022 MAR -1 AM 8:36

Call to Order

Selectmen Matthews called the meeting to order at 6:01pm. Selectmen Jared Zager, Selectmen George Grunwald, Interim Town Administrator Deborah Pettey, Executive Assistant Lu-Ann Souza, and Administrative Assistant Lola Furtado were also present. Selectmen Matthews noted we will be going into Executive Session for one reason below and will return to Open Session.

- Motion to enter Executive Session was made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Selectmen Zager – yes, Selectmen Grunwald – yes, Selectmen Matthews – yes

Executive Session

1. 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. (p. 7-20)

- Motion to adjourn Executive Session and return to Open Session was made at 6:08pm by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous roll call vote
- Selectmen Zager – yes, Selectmen Grunwald – yes, Selectmen Matthews – yes

In attendance is Jeff Terpak, Kim Giangregorio, Craig Rosen, Mark Silvia Jr., Derrick Loud, Kristen Santangelo, Val Teixeira, Jason Lanagan, Howard Mallows and Heidi Stapleton.

Personnel Board

Discussion/possible action on the following topics:

2. Rescind the appointment of:
- a. Rob Kerstiens as Taunton River Stewardship Council.
 - b. Deborah Pettey to COA Sub-Committee.
 - c. Paula Charette as COA Sub-Committee, Alternate.

- Motion to rescind the appointments a-c by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

3. Discussion and vote to appoint the following:

- a. Rob Kerstiens as Taunton River Stewardship Council Alternate effective 1/24/-6/30/22.
- b. Randy Everett as Truck Driver effective 2/22/22-6/30/22.

- c. Robert Alderson to Building Committee and COA Sub-Committee effective 2/7/22-6/30/22.
- d. Paula Charette to COA Sub-Committee, Precinct 1 effective 2/7/22-6/30/22.
- e. Norman Landreville to COA Sub-Committee, Alternate Precinct 3 effective 2/7/22-6/30/22.
- f. Douglas B. Monegan as a regular full-time police officer, subject to the probationary period set forth under M.G.L. c. 41, section 133, effective 4/8/22-6/30/22.
- g. Adam D. Salinaro as a regular full-time police officer, subject to the probationary period set forth under M.G.L. c. 41, section 133, effective 4/9/22-6/30/22.
- h. Victoria D'Antoni as Planning Technician effective 2/14/22-6/30/22
- i. Victoria D'Antoni as SRPEDD Commissioner effective 2/14/22-5/30/22.
- j. Victoria D'Antoni as Public Records Clerk Planning effective 2/14/22-6/30/22.
- k. Victoria D'Antoni as Recordings Clerk Zoning Board of Appeals effective 2/14/22-6/30/22.
- l. Victoria D'Antoni as Soil Board Clerk effective 2/14/22-6/30/22.

- Motion to accept the appointments a-k by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

I. was tabled for a later discussion

- 4. Discussion and vote to extend the agreement between Interim Town Administrator Deborah L. Pettey and the Town of Freetown through June 30, 2022

- Motion to extend the agreement between Interim Town Administrator Deborah L. Pettey and the Town of Freetown through June 30, 2022, made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

- 5. Discussion and vote to approve the agreement between Deborah L. Pettey and the Town of Freetown effective 2/7/22-6/30/22.

- Motion to approve the agreement between Interim Town Administrator Deborah L. Pettey and the Town of Freetown effective 2/7/22-6/30/22 made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

- 6. Discussion and vote donation of sick hours from firefighters to Firefighter Gonneville in the amount of 168 hours.

- Motion to accept the donation of sick hours from firefighters to Firefighter Gonneville in the amount of 168 hours made by Selectmen Matthews and seconded by Selectmen Zager
- Vote: was approved in a unanimous roll call vote

7. Discussion and vote to approve the job description for Payroll Coordinator.
 - Motion made to approve the job description for Payroll Coordinator made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous vote
8. Discussion and vote to approve the Memorandum of Agreement to add a Payroll Coordinator to the Local 1144 of the Laborer's International Union of North America
 - Motion to approve the Memorandum of Agreement to add a Payroll Coordinator to the Local 1144 of the Laborer's International Union of North America made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous vote
9. Approve the Appointment of Isabel Ferreira as Payroll Coordinator effective 2/10/22-6/30/22.
 - Motion to approve the Appointment of Isabel Ferreira as Payroll Coordinator effective 2/10/22-6/30/22 made by Selectmen Matthews and seconded by Selectmen Zager
 - Vote: was approved in a unanimous vote

Board of Selectmen

Discussion/possible action on the following topics:

10. Approve the meeting minutes from 1/18/22 & 1/24/22.
 - Motion to accept the meeting minutes from 1/18/22 & 1/24/22 was made by Selectmen Zager and seconded by Selectmen Grunwald
 - Vote: was approved in a unanimous vote
11. Discussion, and vote to approve the Annual & Special Town Meetings to be held on Monday, June 6, 2022, beginning at 7:00pm at the Apponequet Regional High School.
 - Motion to approve the Annual & Special Town Meetings to be held on Monday, June 6, 2022, beginning at 7:00pm at the Apponequet Regional High School was made by Selectmen Zager and seconded by Selectmen Grunwald
 - Vote: was approved in a unanimous vote
12. Discussion, and vote to approve the proposed timeline (Attachment A) for the Annual & Special Town Meeting.
 - Motion to approve the proposed timeline (Attachment A) for the Annual & Special Town Meeting

was made by Selectmen Zager and seconded by Selectmen Grunwald

- Vote: was approved in a unanimous vote

13. Discussion, and vote to have the Annual & Special Town Meeting warrant open for submissions from 2/22/22-3/28/22.

- Motion to have the Annual & Special Town Meeting warrant open for submissions from 2/22/22-3/28/22 was made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

14. Discussion, and vote on Southeast Soccer Academy's request to utilize Hathaway Park 4/1/22-12/1/22.

Derrick Loud talked about a year-round soccer program for 24 to 40 children, per session, per group, 3 to 14 years old. For kids to play soccer for fun. Not a travel team or a club of 500 kids. They plan to have Inclusion Programs for Autism and Down Syndrome. They are working to get certified with Mass Youth Soccer. Mr. Loud and Val Teixeira have been on the Freetown Soccer Club Board as Board President and Recreation Director. Thinking of a tri-town soccer club with Berkeley, Freetown, and Lakeville. Volunteer coaches will let them know their schedule nights and Saturdays. They are an all-woman for-profit club. Ms. Pettey has an issue with for-profit. Her concern is other organizations will want to use town property for profit. We will have to talk to Town Council about it. Another concern was the digging up of the field. If the field is damaged from cleats, they would have to fix it up. Parking situations and holidays were discussed. Waiver needed from parents/players. For-Profit status could change to nonprofit if needed. By-Laws will be needed as well.

15. Discussion, and vote on insurance for 106 N. Main Street, Assonet, MA.

- Motion to approve the general liability only at \$595.00 for 106 N. Main Street, Assonet MA property made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

16. Discussion, and vote on right of first refusal of property at 19 Flagg Swamp Road, East Freetown.

- Motion to not exercise the right of first refusal of property at 19 Flagg Swamp Road, East Freetown made by Selectmen Matthews and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

17. Discussion, and vote on PEG Access Education channel.

To understand our whole cable, Comcast agreement and our cable channels. Basically, we have two cable channels that we get from Comcast because we allow Comcast to provide cable to citizens in town. One is a Government Channel, and one is the Educational Channel. The Government Channel is what Lori Ashley records our meetings and it gets uploaded through McCAM. Then they send the transmission to the Freetown Cable Channel. LakeCAM records all the sports at the schools and uploads them to Lakeville and sends it to the Freetown Signal. But they have not been paid to do this. Keep in mind the Comcast gives us money from PEG Access for these reasons to broadcast the Educational Channel and Government Channel, so this money is not coming out of tax levy. McCAM does our Government Channel and LakeCAM would like to continue to do our Educational Channel and they have given us a contract for that amount. They are the only one who can broadcast to our channel unless we want to do it internally which there is something in the contract that says that we can buy the equipment and do it internally. But we don't have a person who can do that. We may have this discussion with the Cable Committee later on, but this is the best option right now for the Freetown residents.

18. Discussion and vote to approve the contract between the Town of Freetown and LakeCAM for PEG Access Education channel.

- Motion to approve the contract between the Town of Freetown and LakeCAM for PEG Access Education Channel made by Selectman Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

19. Discussion, and vote to approve the new IRS rate for mileage reimbursement at .585 cents per mile.

- Motion to approve the new IRS rate for mileage reimbursement at .585 cents per mile made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

20. Discussion, and vote to have Town Administrator sign off on paperwork associated with the Air Sensor Grant.

- Motion to approve to have Administrator sign off on paperwork associated with the Air Sensor Grant made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

21. Discussion about the issue of dumping at Porter Pasture

Jeff Terpak of Assonet brought photos of construction and cigarette dumping at Porter Pasture. Selectmen Matthews confirmed the gate is open 24/7 right now and a resident stated there is no gate, just a chain that is broken and is not there anymore. ITA Deb Pettey talked to Keven

Desmarais, chair of the Conservation Committee whose committee controls this land. A policy is in place to open and close the gate. Selectmen Grunwald says the gate does not need to be open or closed as its accessible on foot. No one should be driving thru Porter Pasture. Other conservation areas have a parking lot in front and people walk in. It should be graded and blacktop so it can be wheelchair accessible He can't see why it must be open to cars. Mark Silvia Jr. of Assonet stated he was appointed in July to be the gatekeeper, but there was nothing done with the gate. They put a chain up and they cut it down, they added a pvc pipe to it. They can still drive around it from the side and feels there should be rocks around it as well. Selectmen Grunwald suggested putting up posts that get locked into the ground. Kim Giangregorio of Assonet also spoke of dirt, mud, gravel, and trash that fishermen were leaving there was horrific. There is no way to catch them in the act and an idea would be to put up a surveillance camera to catch them going in and out. The construction debris was 25 ft. away from the No Dumping sign. Cameras would have caught that. When the gate was working, she had taken photos of turtles nesting, everything turned green again, the birds came back and one week after the gate was cut, all the nature disappeared again. Mr. Silvia also has seen people there defecating, with alcohol bottles and trash everywhere. No trash receptacles around. Ms. Pettey noted that we have issues with Porter Pasture, Town Beach, and the Boat Ramp. Maybe a Parks and Recreation Director is needed, that person would be responsible for these areas. People going to Porter Pasture are causing more damage. Selectmen Matthews suggested locking the gate or create something that you can't get down there with a car. The Fire and Police Chief need to weigh in as well. Craig Rosen spoke about signage stating Porter Pasture is closed from dusk to dawn but people with out-of-town plates are there late at night. Selectmen Matthews will talk to Conservation and the Police Dept including the Environmental Police and decide the best course of action. Maybe a master lock where they all have access to it. Even a surveillance/solar camera or signs saying there is will deter them.

22. Discussion and vote to approve the Annual Town Report for Town Administration and Board of Selectmen.

- Motion to approve the Annual Town Report for Town Administration and Board of Selectmen made by Selectmen Zager and Selectmen Grunwald
- Vote: was approved in a unanimous vote

22. Discuss and vote on payment of COVID time.

31,

COVID

Discussion was that the Government allowed 80 hours of COVID paid time through December 2020, then the Family First Act ended, and the State allowed 40 additional hours of home time up to \$850.00. If an employee is out, we've been paying them for up to 5 days or 40 hours of time. We have put in the applications to the State to get reimbursed for the \$850.00 per employee and we did have all 20 of them paid. We have discussed it before but, there was no sort of policy adopted. We have paid the 40 hours and not making the employees use any sick time. We can continue to do this and the application process if the Board would like to.

- Motion to continue to pay our employees of COVID time until June 30, 2022, made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

23. Discussion and vote on approving using Chapter 90 funds to pay for the Change Order for the sidewalk reconstruction project on S. Main Street in the amount of \$12,371.90

- Motion to approve using Chapter 90 funds to pay for the Change Order for the sidewalk reconstruction project on S. Main Street in the amount of \$12,371.90 made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

24. Discussion and vote to approve Matthew Deneault's snowplow application for the winter 2021-2022 season.

- Motion to approve Matthew Deneault's snowplow application for the winter 2021-2022 season made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

25. Discussion and vote on status of activities at the Council on Aging.

- Motion to open the Council on Aging for activities for Seniors made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

26. Discussion and vote to utilize the Design Building Procedures previously adopted by the Board of Selectmen on 10/26/16 for the COA Building project.

- Motion to utilize the Design Building Procedures previously adopted by the Board of Selectmen on 10/26/16 for the COA Building project made by Selectmen Zager and seconded by Selectmen Grunwald
- Vote: was approved in a unanimous vote

27. Discussion and vote to add Council on Aging and Library for Organizational Study from the UMASS Collins Center.

The Board has approved to hire The UMASS Collins Center to do the organizational study for the town hall, Ms. Pettey would like to add the Council on Aging and Library for \$5,000.00 to do the study also to know what they are doing and if they need more or less staff. Selectmen Matthews stated It will be evident once the study is completed. Selectmen Zager stated having an outside person coming in and taking a look at things is a good move. Ms. Pettey says it will tie into the new buildings we are going to need. They are the experts in this area and its going to help the town make decisions on our future.

- Motion to add Council on Aging and Library for Organizational Study from the UMASS Collins

Center for an additional cost of \$5,000.00 made by Selectmen Zager and seconded by Selectmen Grunwald

- Vote: was approved in a unanimous vote

Board of Health

Discussion/possible action on the following topics:

Board of Parks Commission

Discussion/possible action on the following topics:

Town Administrator's Report

28. Budget process

Ms. Pettey reported putting the budget packets together and sent them to all the departments last week. We did get a preliminary budget from the schools.

29. Grant update

There is a Community One Stop for Growth Grant Application for the State of Massachusetts. It started by sending in a letter of intention identifying 4 possible grants. One for the communications tower for the Police Station, one for a master plan for the town, one for the COA-Library feasibility study which we may pull back depending on what happens in the town and the last one is the engineering for the sewer line on route 79, Main St down to the Town Hall. Also working on a different grant for the shared street, for the crosswalk between the Elementary School and the ball fields. She will be applying for a hazard mitigation grant as well.

30. COA Sub-Committee update

Ms. Pettey met up with them last week for introductions and setting up the board, chairmen, clerk, and vice-chair. What quickly came to light is they may want to back up in the process and want to look at different options than what has already been voted on in terms of an addition. She strongly suggested that they go back to the building committee and discuss changing the options. She did this because we also have the Library wanting a new building and she has consistently said that the two need to go together on this if our economy is of scale in this town. The funding is going to be difficult for two stand alone buildings. She is hoping that they have realized this and be willing to work together. The committees are in a stalemate right now. They are going to meet again this week to get themselves in a consensus position. She has let the Chairmen of the Building Committee Lisa Pacheco know what is going on. She has told them it will slow their process down. Selectmen Matthews noted slowing it down might save us money through considering how expensive the construction costs are right now. Ms. Pettey stated they may need to go to the Building Committee, Library Planning Committee and the COA Sub-Committee can work together to come up with something that is good for the town. Possibility of one community building, because we don't need 3 community rooms. One

in the COA, one in the library and one in the Police Station. It has to do with the economy of scales and site works. She wants to lay out this campus up here to make sure that there's ample room for a future town hall just in case if there ever is a time that we can do that. She is going to look into Kelly Engineering who did the site work on this building and see what is buildable in the area, along with prices for the town for funding.

Public Hearing 7:00pm

31. Public Hearing to discuss the application for Profile Rock, Inc. d/b/a Profile Tavern for an All Alcohol to be drunk on premises Liquor License and Entertainment License located at 2 Crossroad Drive, East Freetown, Massachusetts

Selectmen Matthews opened the public hearing at 7:00pm and read the following:

TOWN OF FREETOWN - PUBLIC NOTICE - Notice is hereby given that an application has been filed for an All Alcohol to be drunk on premises Liquor License and Entertainment License for Profile Rock, Inc. d/b/a Profile Tavern, 2 Crossroad Drive East Freetown, MA 02717 Manager: Heidi Stapleton. A public hearing to consider the above matter will be held on Monday, February 7, 2022, at 7:00pm Police Station Community Room 15 Memorial Drive East Freetown, MA 02717

Jason Lanagan stated The Profile Tavern Restaurant will be a full-service family restaurant, open seven days a week and maintain the previous licensed hours which were 11am to 2am. Included in our application is a request to do brunch on Saturdays and Sundays which would allow them to open at 8am and is something they think the area would utilize. Keeping the bar open a little later than before. They will accept credit cards. Heidi Stapleton will be Manager of Records. She knows the restaurant, community, she knows the previous employees which they are offering jobs to, if they would like to come back. With the renovation piece, changing the menu, training, operational and organization of the restaurant before they open, they want to get it right. About 60 to 90 days out to open.

Selectmen Matthews closed the Public Hearing at 7:09pm

Open Meeting

32. Discussion and vote on the application for All Alcohol to be drunk on premises Liquor License and Entertainment License for Profile Rock, Inc. d/b/a Profile Tavern located at 2 Crossroad Drive, East Freetown, Massachusetts.

- Motion to approve the application for All Alcohol to be drunk on premises Liquor License and Entertainment License for Profile Rock, Inc. d/b/a Profile Tavern located at 2 Crossroad Drive, East Freetown, Massachusetts with the hours to serve alcohol from 8:00am to 2:00am, seven days a week made by Selectmen Grunwald and seconded by Selectmen Zager.
- Vote: was approved in a unanimous vote

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 building

- Motion to adjourn at 7:35pm made by Selectmen Zager and seconded by Selectmen Grunwald.
- Vote: was approved in a unanimous vote

List of Documents and Exhibits used by the Board during this meeting

- Agenda
- Certificate of Appointment – Robert Kerstiens
- Certificate of Appointment – Randy Everett
- Certificate of Appointment – Robert Alderson
- Certificate of Appointment – Robert Alderson
- Certificate of Appointment – Paula Charette
- Certificate of Appointment – Norman Landreville
- Email from Norman Landreville
- Letter from Chief of Police Carlton E. Abbott, Jr., Esq.
- Certificate of Appointment – Douglas B. Mongeon
- Certificate of Appointment – Adam D. Salinaro
- Certificate of Appointment – Victoria D’Antoni
- Letter to Board of Selectmen from Keven Desmarais
- Certificate of Appointment – Victoria D’Antoni
- SRPEDD Commission Member Appointment Form
- Certificate of Appointment – Victoria D’Antoni
- Certificate of Appointment – Victoria D’Antoni
- Amendment to Employment Agreement – Deborah Pettey
- Letter from Freetown Fulltime Fire Fighters Association
- Position Description – Payroll Coordinator
- MOA Town of Freetown and Public Employees Union
- Certificate of Appointment - Isabel Ferreira
- Meeting Minutes
- Public Notice - Special & Annual Town Meeting
- Annual & Special Town Meeting Timeline
- Memo – Use of Hathaway Park by Southeast Soccer Academy
- Application for Permit by Southeast Soccer Academy
- Memo – 106 N. Main St Assonet Insurance Comparison
- Memo - Right of First Refusal 19 Flagg Swamp Rd
- PEG Access Agreement
- Memo – IRS Tax Rate for Mileage Reimbursement

- Memo- Authorizing ITA sign off on Air Sensor Grant paperwork
- Massachusetts Air Sensor Grant Agreement
- Porter Pasture photos
- Annual Town Report for Board of Selectmen and Town Administrator
- Change Order for South Main Street Sidewalk Reconstruction Project
- Matthew Deneault Snowplow Contract
- Designer Selection Procedures
- Memo – Organizational Study to include COA and Library
- Public Notice – Profile Rock, Inc. d/b/a Profile Tavern

Respectfully submitted,

A handwritten signature in cursive script that reads "Lola Furtado".

Lola Furtado

Administrative Assistant