

Freetown Board of Selectmen
Meeting Minutes
May 9, 2022 – 6:00pm
Police Station Community Room
15 Memorial Drive, East Freetown, MA

RECEIVED
FREETOWN TOWN CLERK
2022 JUN -7 PM 3:43
Cheryl A. Estabrook

Call to Order

Selectmen Matthews called the meeting order at 6:00pm. Selectmen Zager, Selectmen Lopes, Interim Town Administrator Deborah Pettey, Town Accountant Kim Fales, Moderator and Assistant Assessor Mike McCue, and Executive Assistant Lu-Ann Souza were also present.

Board of Selectmen

Discussion/possible action on the following topics:

1. Approve the meeting minutes from 4/21/22.
 - Motion to approve the meeting minutes from 4/21/22 was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
2. Open the Annual and Special Town Meeting Warrants.
 - Motion to open the Annual and Special Town Meeting Warrants was made by Selectmen Zager and seconded by Selectmen Lopes
 - Vote: was approved in a unanimous roll call vote.
3. Review and Approve Articles to be placed on Annual & Special Town Meeting Warrants.

Selectmen Matthews suggested that since the Selectmen have reviewed the articles already for tonight's meeting, he would read the title of the article and if anyone wanted further discussion on an article please put a hold on it and the Board would discuss in detail. The Board agreed with this approach. Selectmen Matthews noted we would start with the Annual Town Meeting Warrant.

 - Article 1: Town of Freetown Fiscal Year 2023 Operating Budget
 - o Town Accountant, Kim Fales asked if the Board would be going over the Omnibus line by line or would be approving as a whole. Selectmen Matthews said the Board would be approving as a whole.

- Selectmen Lopes asked about the addition of a part-time staff member in the Town Clerk's Office and where they would sit. Deb Pettey noted that the Town Clerk had requested and withdrawn a request for furniture to facilitate this person and has withdrawn this request and will revisit in the fall. Ms. Pettey noted that one of the issues at Town Hall is lack of space.
- Article 2: Salary & Compensation of Elected Officials of the Town of Freetown
 - Selectmen Matthews noted the Selectmen's stipend has not changed.
- Article 3: Operating Budget of the Water-Sewer Enterprise Fund
- Article 4: Establish a Vaccine Revolving Fund
- Article 5: Spending Limits for Assorted Revolving Funds
 - Kim Fales noted that the control of the Boat Ramp/Beach Revolving fund is under the Board of Selectmen and needs to be updated.
- Article 6: Other Post-Employment Benefits (OPEB) Study
 - Deb Pettey explained this is a look to see how much we will need to be able to meet our goal of OPEB and have a better idea of where we stand. Kim Fales noted this is required to review the data every year.
- Article 7: Maintenance and improvements at the Assonet Burying Ground
- Article 8: Maintenance of Veterans Graves
- Article 9: Cable Fund Appropriation
- Article 10: Proposed By-law Change 1.1 Posting Warrants
- Article 11: Veterans Tax Exemption When Home in a Trust
 - Selectmen Matthews asked if this is something new or annual. Mike McCue noted that this is something new this year and that last year we did change the income and asset limits.
- Article 12: Petition: Transfer Station Sticker Fees
Selectmen Matthews put both 12 & 13 on hold and noted that since it was by petition both articles would move forward.
- Article 13: Petition: Town Beach Sticker Fees
- Article 14: Addition of Juneteenth Day to paid holidays
- Article 15: Continuing Police Cruiser Lease Purchase Program
- Article 16: Approve Dump Truck Lease Purchase Agreement
- Article 17: By-law Change – Parking Ticket Penalties
 - Selectmen Matthews noting this is for the Boat Ramp as we are installing a kiosk and would need someone to write tickets for those who do not pay.
- Article 18: Parking Violation Fines and Enforcement
 - Selectmen Matthews noted this was to update the order taking flag man and defining it similar to traffic controller and authorization to use a kiosk.
- Article 19: Retired Freetown Police Officers to be appointed Special Police Officers

- Selectmen Matthews noted this is a response to the new police regulations.
- Article 20: Name Change from Easthill Road to Birch Road
- Article 21: Board of Health to be Elected Independent of the Board of Selectmen
 - Selectmen Matthews noted this was supposed to be on last years and was pulled off. He put a hold on articles 21 & 22.
- Article 22: Board of Health to be Appointed by the Board of Selectmen
- Article 23: Amend the Town of Freetown's Zoning Map
- Article 24: Funding to the Capital Stabilization Fund
 - Selectmen Matthews asked the Town Accountant what is our estimate for this amount now? Ms. Fales said it will be dependent on what is approved on the floor at Town Meeting but the current estimate is \$200,000.00
- Article 25: Funding the Stabilization Fund
 - Selectmen Matthews asked for the estimate for this article. Ms. Fales stated \$300,000.00. He also noted this is the rainy-day fund.
- Article 26: Amend Personnel By-Law 3.1 (C) Town Administrator
 - Selectmen Matthews noted the current requirements are very narrow and eliminate some great candidates and would like to update as it is very difficult to find candidates that fit the current requirements.
- Motion to approve all the articles except 12, 13, 21 & 22 was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.
- Motion to recommend all articles except 12, 13, 21 & 22 was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote

Selectmen Matthews noted we do not need to vote on 12 & 13 noted that he understands what it is trying to accomplish at the same time personally feels that those who utilize these facilities it is fair for them to take on the burden and it's not very expensive. He feels current system we have is fair. Selectmen Zager asked Ms. Fales asked the fees collected at the Transfer Station goes back into general fund, correct? Ms. Fales said that is correct. Selectmen Zager said if we are collecting \$20K in the year and it is easier to justify needing something new as it has money. Selectmen Matthews noted that the goal is not to make money at these locations but the fees for stickers does add up and help to defray these costs. Deb Pettey noted the budget for the Transfer Station is about \$290K and we bring in about \$90K in fees approximately \$22K is from sticker sales. Selectmen Zager suggested that perhaps we do it for free for Seniors and does not understand two stickers per household. Selectmen Lopes noted that most households have two cars so that may be the thought process on providing two stickers to each household. Selectmen Lopes asked if we could add the monies on the warrant so people can see? Selectmen Zager said we are unable to change the language as the article is by petition. Mike McCue noted you can provide a handout at the Town Meeting.

- Motion to not recommend articles 12 & 13 was made by Selectmen Zager and seconded by Selectmen Lopes
- Vote: was approved in a unanimous roll call vote.

Selectmen Matthews moved on to articles 21 & 22. He noted that it would be great to have a Board of Health made up of professionals with varied backgrounds, medical, engineering, food inspections. It would be great if those types of people would run for election. However, as it goes with elections anyone can run and be put into office so it may be more beneficial to have this Board appointed. Selectmen Matthews noted we may not get anyone to appoint. Selectmen Zager noted we have numerous open positions on Boards and Committees and noted one person was filling a lot of those. Selectmen Lopes noted that starting with new members of a Board may be a few steps back as you have to start from scratch. Selectmen Matthews asked Mr. McCue what other similar towns have an appointed or elected Board of Health. Mr. McCue noted that Lakeville moved from what we have now to an elected Board of Health in the late 90's. There was a petition in Freetown in the late 90's to do the same and he believes it was not passed. He noted when it was withdrawn at the fall Town Meeting and several residents asked him why and how to get it back on the next meeting. He suggested the Board make a strong recommendation. Selectmen Zager noted he is torn on this issue, and he has talked to people in the Engineering world to see how they feel about it. Mr. McCue said you have some time to reach out to other towns and can pull one of the articles if the Board strongly feels one way or the other. Selectmen Matthews would like to not take a position. Selectmen Zager agreed as he is currently in charge of the Board of Health and may be best to not take a position.

- Motion to approve 21 & 22 to be on the warrant was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote
- Motion to take no position on articles 21 & 22 was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote
- Motion to not recommend article 13 was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote

- Motion to adopt the Omnibus Budget as presented by the Department was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote

Special Town Meeting

Selectmen Matthews noted he would read the article title, the dollar amount and explanation on each article and if anyone has questions please put a hold on the article and the Board will discuss after reading all articles.

- Article 1: Management Information Systems Upgrades
- Article 2: Funding of Tasers for Police Station
 - o It was noted that the current tasers were out of warranty and malfunctioning.
- Article 3: Capital Projects to Fund from Free Cash
- Article 4: Reallocate Funds Appropriated for Police Station Building
- Selectmen Lopes asked Ms. Fales if the \$400K in article 4 was tied to the police station or going back to general fund and why don't we just do article 5 and not 4? Ms. Fales said the money is still tied to the Police Station and is recommended to come out of free cash. Selectmen Zager noted that the \$400K is already for the Police Station and it would be apples to apples to apply that money to this project. Deb Pettey said the first article would be to repurpose the money for communications and if that does not go through on Town Meeting the \$800K article would be a second bite at the apple to get the monies needed to improve the communications problem. She said you can take off article 4 and just go with article 5. Once the police station is declared done that \$400K would go back to general fund if not reappropriated. Selectmen Matthews noted if people feel that they want to see the \$400K to go somewhere else they may vote that down and vote through the \$800K. Selectmen Lopes noted that we need to ensure we have proper communications throughout Town. Selectmen Matthews noted the explanation of the article is very clear. The group decided this article was good as is.

- Article 5: Purchase of Equipment to Improve Public Safety Communication
- Article 6: Tower Leases for Public Safety Communications
 - o Deb Pettey said these are to lease space on towers that are independently owned in Berkely, and East Freetown is needed to fix communications issues.
- Article 7: Possible Purchase 2 South Main Street
- Article 8: Fund the installation of a parking lot 2 S. Main St.
 - o Selectmen Zager noted the Freetown Highway Department would do most of this work. Ms. Pettey noted there are some trees right up against the 4 S Main St. building the Town owns that they may need to pay to have removed. There will be other costs associated with this project.
- Article 9: Transfer from Health Insurance Budget lien to OPEB Fund
 - o Ms. Pettey noted this fund is currently underfunded and this is a way to get more monies into that fund.
- Article 10: Evaluation of Town Campus on Chace Rd/Memorial Dr.
- Article 11: Feasibility Study for Town Buildings
- Article 12: Repair or Restoration of monuments in various cemeteries
 - o Selectmen Matthews noted the perpetual funds the Town can only use the profits and would need supplemental monies. Deb Pettey asked if any of these monies would be going towards the cemetery in East Freetown that was recently vandalized. Mr. McCue noted that they have received some donations and he has let the group that takes care of the East Freetown cemetery has declined the offer of funds but are aware they are available to them.
- Article 13: Adding Funds to Conservation Land Fund
 - o Selectmen Zager noted that this is coming out of forestry land and that is the money we collect in back taxes, so it makes sense to have it come out of forestry. Selectmen Matthews agreed.
- Article 14: Repurpose Monies for Infrastructure Needs – Freetown Elementary School
- Article 15: Chipaway Pump Station back-up generator
- Article 16: Replacement of three fire hydrants
 - o Selectmen Matthews asked if this could be covered by insurance. Kim Fales noted that we could go after the driver but in these cases, we do not know who did it. Selectmen Zager asked since they are an Enterprise Fund do we need to go to the Town for money? Kim Fales noted that an Enterprise Fund does not need to be 100% self-funded and that the Town can give a subsidy to the Enterprise Fund. She noted this was to support a capital not operating expense.
- Article 17: Addition of Employment Position to By-Laws

- Selectmen Matthews noted that this is just adding these positions to the list of positions currently in the Town and does not mean we are hiring for these position at this time.
- Article 18: Supplement to the Capital Stabilization Fund
 - Kim Fales noted that we have a meeting on 25th of May with Board of Assessors to request a release for surplus so if we were to amend the wording on this article we could use those funds so she would recommend to add/or overlay surplus in the amount of _____.
- Motion to modify the language on article 18 to also include overlay surplus was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.
- Motion to approve all the articles on the Special Town Meeting Warrant was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.
- Motion to recommend all the articles on the Special Town Warrant was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

4. Make Board of Selectmen recommendations on the Annual & Special Town Meeting warrant articles.

5.

The Board made the following recommendations.

Annual Town Meeting Warrant

- Article 1: Town of Freetown Fiscal Year 2023 Operating Budget
Recommended by the Board of Selectmen
- Article 2: Salary & Compensation of Elected Officials of the Town of Freetown
Recommended by the Board of Selectmen
- Article 3: Operating Budget of the Water-Sewer Enterprise Fund
Recommended by the Board of Selectmen
- Article 4: Establish a Vaccine Revolving Fund
Recommended by the Board of Selectmen
- Article 5: Spending Limits for Assorted Revolving Funds
Recommended by the Board of Selectmen

- Article 6: Other Post-Employment Benefits (OPEB) Study
Recommended by the Board of Selectmen
- Article 7: Maintenance and improvements at the Assonet Burying Ground
Recommended by the Board of Selectmen
- Article 8: Maintenance of Veterans Graves
Recommended by the Board of Selectmen
- Article 9: Cable Fund Appropriation
Recommended by the Board of Selectmen
- Article 10: Proposed By-law Change 1.1 Posting Warrants
Recommended by the Board of Selectmen
- Article 11: Veterans Tax Exemption When Home in a Trust
Recommended by the Board of Selectmen
- Article 12: Petition: Transfer Station Sticker Fees
Not recommended by the Board of Selectmen
- Article 13: Petition: Town Beach Sticker Fees
Not recommended by the Board of Selectmen
- Article 14: Addition of Juneteenth Day to paid holidays
Recommended by the Board of Selectmen
- Article 15: Continuing Police Cruiser Lease Purchase Program
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Recommended by the Board of Selectmen
- Article 20: Name Change from Easthill Road to Birch Road
Recommended by the Board of Selectmen
- Article 21: Board of Health to be Elected Independent of the Board of Selectmen
Board of Selectmen takes no position
- Article 22: Board of Health to be Appointed by the Board of Selectmen
Board of Selectmen takes no position
- Article 23: Amend the Town of Freetown's Zoning Map
Recommended by the Board of Selectmen
- Article 24: Funding to the Capital Stabilization Fund
Recommended by the Board of Selectmen

- Article 25: Funding the Stabilization Fund
Recommended by the Board of Selectmen
- Article 26: Amend Personnel By-Law 3.1 (C) Town Administrator
Recommended by the Board of Selectmen

Special Town Meeting

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Recommended by the Board of Selectmen
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- Article 7: Possible Purchase 2 South Main Street
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- Article 16: Replacement of three fire hydrants
Recommended by the Board of Selectmen

- Article 17: Addition of Employment Position to By-Laws
Recommended by the Board of Selectmen
 - Article 18: Supplement to the Capital Stabilization Fund
Recommended by the Board of Selectmen
6. Discussion, and vote whether to approve and close the Annual & Special Town Meeting Warrant.
 - Motion to approve and close the Annual & Special Town Meeting Warrant was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
 7. Discussion and vote on whether to accept gift of a donated flowering tree and it's placement from Boy Scout Troop 164 of Assonet.

The Board discussed potential locations of Hathaway Park or Bandstand and decided to place the donated tree near the Hathaway Park welcome sign. The Board thanked Boy Scout Troop 164 of Assonet for their donation.

- Motion to approve the donation of a flowering tree to be planted at the welcome sign of Hathaway Park.
 - Vote: was approved in a unanimous roll call vote.
8. Discussion, and vote on whether to approve the Ambulance Abatements and Writes for March 2022 in the amount of \$80,684.15.
 - Motion to approve Ambulance Abatements and Writes for March 2022 in the amount of \$80,684.15 was made by Selectmen Zager and seconded by Selectmen Lopes.
 - Vote: was approved in a unanimous roll call vote.
 9. Discussion, and vote on which company to utilize for Assessor Tax Book Scanning project.

The Board reviewed the quotes results for the Tax Book Scanning project and decided to award the job to the lowest bidder, Kings Information System.

- Motion to utilize Kings Information Systems for the Tax Book Scanning project to was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

Personnel Board

Discussion/possible action on the following topics:

10. Approve the following appointments:

- a. Jacob Morelli as Laborer for Highway Department effective 5/16/2022-6/30/22.
- b. Linda Fournier to Open Space and Recreation Advisory Committee effective 5/10/2022-6/30/22.
- Motion to approve the appoints in a & b was made by Selectmen Zager and seconded by Selectmen Lopes.
- Vote: was approved in a unanimous roll call vote.

11. Approve the appointment of twelve (12) persons from the list below to the Library/Senior Center Building sub-committee and which area they will represent, effective 5/9/22-6/30/22.

- i. Bob Alderson
- ii. Jeffrey Amaral
- iii. Amanda Barlow
- iv. Alfred "Sonny" Barros
- v. Nicole Davignon
- vi. Cheryl Estrella
- vii. Mark Fornaciari
- viii. Linda Fournier
- ix. Robin Kendrick
- x. Norman Landreville
- xi. Paul Lubin
- xii. Thomas Matthews
- xiii. Lisa Pacheco
- xiv. Kathy Talbot
- xv. Beverly Sadeck
- xvi. Paul Sadeck
- xvii. Kent Wilkins

The Board discussed these appointments and decided to postpone appointing anyone until the scope and direction of the project is determined.

Board of Health

Discussion/possible action on the following topics:

- No topics for discussion

Board of Parks Commission

Discussion/possible action on the following topics:

- No topics for discussion

Town Administrator's Report

Discussion/possible action on the following topics:

- No topics for discussion

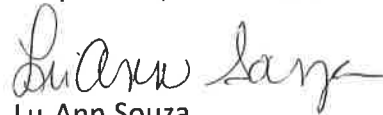
Old Business:

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

- Council on Aging building

- Motion to adjourn the meeting was made by Selectmen Zager and seconded by Selectmen Lopes at 7:10pm.
- Vote: was approved in a unanimous roll call vote

Respectfully Submitted,



Lu-Ann Souza

Executive Assistant

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

- Agenda
- Meeting minutes 5/5/2022
- Attachment A (list of Executive Session minutes for release/partial release)
- Attachment B (Executive Session minutes for public records request)
- First Right of Refusal documents 26 Keene Road
- ARPA Grant Agreement
- Transfer Request for Dept. Gasoline & Diesel Fuels
- Quotes for Winter Sand
- Environmental Partners complete streets funding & design assistance
- Documents re: racetrack and one day event request for 7 Cushman Rd.
- Shared Streets and Spaces Program Project Funding Agreement
- Agreement for design of Kelly drive roadway and drainage improvements
- Freetown Security & Electrical Scope add Proposal from H.V. Collins
- MOA between Freetown Police Association and Town of Freetown on Police details.
- Resignation letter from Stacey Moniz
- Appoint slip, letter Osee C. Mallio
- Letter from Freetown Cemetery Commission regarding cemetery sexton work going to highway dept.
- Agreement to extend Interim Town Administrators contract
- Public Hearing documents
 - o Public posting
 - o Abutters list

- Proof of newspaper ad
- Application for a license or permit for Excel Recycling, LLC
- Memo from Interim Town Administrator re: site visit to Excel Recycling, LLC
- Complaint Tracking for Excel document