

**TOWN OF LAKEVILLE**  
**Selectmen's Meeting Minutes**  
**June 24, 2013 - 7:00 PM**

On June 24, 2013, the Board of Selectmen held a meeting at 7:00 PM at the Town Office Building in Lakeville. The meeting was called to order by Chairman Belliveau at 7:02 PM. Selectmen present were: Selectman Belliveau, Selectman Burke and Selectman Powderly. Also present were: Rita Garbitt, Town Administrator, Tracie Craig, Executive Assistant and Christine Weston, Recording Secretary. Cindy Dow of The Middleboro Gazette was recording the meeting and LakeCAM.

**7:00 PM Meet with John Pfister regarding 40 Taunton Street**

*John Pfister was present for the meeting.* Chairman Belliveau reviewed the letter dated May 22, 2013 regarding the Town's efforts to work with Mr. Pfister to clean-up his property at 40 Taunton Street. The letter listed ten (10) different dates of complaints, notices provided, along with noting that there are also four (4) unregistered motor vehicles stored on the property. This is a violation of the Town's By-law regarding the storage of such vehicles. Robert Iafate, Building Commissioner, had gone out to Mr. Pfister's property several times. He has also brought Assistant Building Inspector Nathan Darling to update him on the matter. Mr. Pfister stated that the articles in question are not junk. The only junk that he has is in a Ford vehicle, which will be ready to go to Zion's when it is completely full. He added that he has been working on the property bit by bit, and is also working on the inside of the house. He is only one (1) person. He supplements his income by having yard sales and attending flea markets. He has done this for over 40 years.

Chairman Belliveau explained that the items were classified in three (3) categories: junk, second hand articles or old metal. Nathan Darling, Assistant Building Inspector, said that the word junk is not meant to be derogatory. The Town is just looking to have the property cleaned up as appropriate. Mr. Darling stated that he would like to sit down and meet with Mr. Pfister to establish an immediate remediation plan, and then meet again and see what has taken place. It is hoped that the property can be remediated in approximately four (4) months. Mr. Pfister agreed to sit with Mr. Darling, but explained that his phone is not working. He is trying to get that fixed with the phone company. Chairman Belliveau asked for the initial meeting to be scheduled. It was agreed that Mr. Darling and Mr. Pfister will meet on July 1<sup>st</sup> at noon at the Town Office Building to establish a plan to clean up the property.

**7:10 PM Meet with Police Chief regarding Three Year Employment Contract**

Selectman Powderly stated that the Police Chief's contract has been reviewed. Any increases will be the same as what other employees receive. Otherwise there were no real changes to the contract, but some minor wording clarifications. The term is through June 30, 2016.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To ratify the Employment Agreement with Police Chief Frank Alvilhiera effective July 1, 2013 through June 30, 2016.  
Unanimous in favor.

#### **Discuss update on School Resource Officer Agreement for FY14**

Chairman Belliveau stated that a letter was received from David Patota, Principal of Apponequet Regional High School, dated June 17, 2013 regarding School Resource Officer Ryan Maltais. It was a letter of commendation for Officer Ryan Maltais for all that he has done during the 2012-13 school year by providing the school with a sense of safety and calm. The letter was read into the record. Ms. Garbitt stated that a new agreement has been provided for the upcoming 180 day school year. The per diem has changed based on what the school has in their budget, along with date changes only.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To accept and sign the Intermunicipal Agreement between Freetown/Lakeville Regional School District and the Lakeville Police Department for Placement of a School Resource Officer for the 2013-2014 school year.  
Unanimous in favor.

#### **7:15 PM Meet with Anthony Morris to discuss Auctioneers, Junk Dealer and Junk Collector Licenses for 33 Myricks Street**

*Anthony and Dorita Morris were present for the discussion.* Chairman Belliveau went over the letter dated June 6, 2013 to the Morris' from Robert Iafrate, Building Commissioner. Mr. Morris stated that he felt that the Building Commissioner had overstepped his bounds with the letter. Many of the items mentioned in the letter had been already done. The Deputy Fire Chief has inspected the property and knows that the lights and extinguishers are up and they have been for years. Mr. Iafrate never went under the structure, but asked to climb a ladder to get up to the roofline. The building is 40 years old. Mr. Morris is aware that he needs to repair the roof. However, he ended up in the hospital with a triple bypass just this past April, which was only eight (8) weeks ago. Mr. Iafrate had stopped by, said that he did not see any changes and walked out. Mr. Darling, Assistant Building Inspector, stated that he has no problem in going to the Morris's property to do a re-inspection. He stated that he did go on a drive by with Mr. Iafrate.

Mr. Morris stated that he and his wife were not provided a list of what needs to be done. Mr. Darling stated that he did not have a list either, but would like to sit down and work with the Morris' and find out what can be done. The area of most concern is the time frame. Chairman Belliveau asked what kind of term the Board would like to set. Selectman Powderly stated that he didn't mind allowing a few months. Mr. Darling stated that he could meet with Mr. Morris tomorrow to expedite a plan. Selectman Powderly suggested to continue the matter until August 30, 2013. Mr. Darling will provide a report to the Board about what is agreed upon to get things done on the property.

Mr. Morris stated that he does know what he has to do. For 47 years he has held the licenses, and would never consider putting any of his customers in danger. There are 27 columns under the floor. It was built with heavy beams and cement columns. He stated that Mr. Iafrate should have taken a flashlight and looked under there. As far as he was concerned, the letter from Mr. Iafrate doesn't exist. He will work with Mr. Darling. Mr. Darling and Mr. Morris agreed to meet the next day at 1:00 PM. Selectman Burke stated that the Board would like to assist Mr. Morris and Mr. Darling in moving forward and creating a list. Chairman Belliveau added that the Board is not trying to shut anyone's business down, and will allow the Morris' two (2) more months to work with Mr. Darling. Mr. Morris stated that Mr. Iafrate had told him that the plastic was the utmost problem on the roof since it looked like a fire hazard. Mr. Darling stated that Mr. Iafrate was within his rights of trying to resolve the issues, since Building Commissioners do look for fire hazards.

Chairman Belliveau stated that the Board will renew the Morris' licenses until September 1, 2013 for remediation to take place, and then reconsider the renewal.

**7:30 PM Meet with Fire Chief to discuss Call Firefighter Wages for FY14 and Update from Fire Chief regarding Ambulance Receipts**

*Daniel Hopkins, Fire Chief, was present for the discussion.* Chief Hopkins stated that the Call Firefighters have not received an increase since 2010. He has been checking with other towns regarding rates. He would like to offer the rate that Freetown pays, since Lakeville's rates are a little low. Ms. Garbitt stated that Call Firefighters used to be on the Wage Scale for other employees. However, Chief Hopkins asked to have a separate pay scale for them. Chief Hopkins stated that he is trying to bring in Call Firefighters who are also Paramedics.

Selectman Burke asked what the Chief anticipated the total additional cost would be. Chief Hopkins responded that it all depends how many calls they respond to. Selectman Burke asked, compared to last year, how much more by using the pay scale that has been presented. Chief Hopkins responded about \$2,500 more. During the day it is more difficult to have Call Firefighters respond, it is not as difficult at night.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To accept Fire Chief Hopkins recommended increases to the wages for FY14 for Call Firefighters as written effective July 1, 2013.  
Unanimous in favor.

Chief Hopkins provided an update regarding Ambulance Rates. Presently the Town is above last year's figures, and there is still this month to go. Chairman Belliveau stated that he did not see a reason to go up on rates; did the Chief think they should? Chief Hopkins responded that he did not think so either. He added that with the new software program, it is hoped to get bills out sooner for payment. Selectman Powderly stated that he felt the Ambulance side was doing well and was glad to see it up 10%. Chief Hopkins stated that the new Medicare rates will come out in January 2014, and the rates can be revisited at that time.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To maintain the current Ambulance Rates.  
Unanimous in favor.

**7:45 PM Meet with Library Director and Board of Trustees to discuss new Library Assistant position**

*Nancy LaFave, Member of the Library Board of Trustees, and Olivia Melo, Library Director, was present for the discussion.* Chairman Belliveau went over the request and proposed job description. Ms. Melo mentioned that there is money available for this position. There is a need to hire an employee that is skilled in technology. The position is much more than just logging in books. There are people coming in with a variety of technology questions. The Library is not the Geek Squad. However, the staff is being asked to teach people how to use the wide assortment of devices that are being brought in such as iPads, Smartphones, Kindles, etc. The Library has become about more than books. Ms. Melo said the position will be set at Level 3, Step One, allowing room for growth. The position will be posted in a variety of venues beginning July 1, 2013 and the closing date is July 15, 2013.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the new position of a Library Assistant at Level III, Step 1.  
Unanimous in favor.

**8:00 PM Meet with Maureen Candito & Aaron Lachter from Bridgewater State University regarding the Citizen Leadership Program**

*Maureen Candito & Aaron Lachter were present for the discussion.* Ms. Candito provided brochures on the Citizen Leadership Program, which provided specifics about the program. The program provides southeastern Massachusetts communities with training and resources for engaged citizen leadership. Topics covered include: leadership tools, budgeting basics, conflict of interest, housing management, documentation and confidentiality, K-12 education resources and budgets, policy process, and environmental issues. Ms. Candito said further information can be found online at [ipare@bridgew.edu](mailto:ipare@bridgew.edu). The program meets twice a year and invites emerging community leaders to join in building community leadership resources. There are also online training modules, which can be completed at your own pace over a six (6) week time period. The costs are subsidized by BSU's External Affairs and by community partners. Many of the trainers are also community experts, who provide their services voluntarily. Due to this tremendous support, the program is provided at no cost to participants. In order to receive the Citizen Leadership Certificate, participants must complete two (2) in person seminars and all online modules and exercises. Lakeville will be the first town that the program begins with. There are three (3) tiers for working with municipal government.

The Board felt this was a great program. Ms. Garbitt asked that Ms. Dow publicize this program in the newspaper. Copies of the brochure will be sent to all Boards and Committees to present to their membership.

**Request for permission to hold Annual Road Race-Greg's Run on October 5, 2013**

Chairman Belliveau read the request into the record. This is the Third Greg's Run" in memory of Gregory Misodoulakis, who was an Apponequet Class of 2010 graduate. Gregory passed away in a work related accident just prior to beginning his studies at UMass Amherst. The family now holds the race to raise funds in order to provide scholarships in Greg's name. Over \$26,000 has been raised over the past two (2) years. The goal is to continue the scholarship for years to come. Discussion took place regarding the condition of the streets, and if there would be a need to sweep them prior to the event. It was noted that, if there is a request to sweep the streets, the cost charged to them will be \$250.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the Third Annual Greg's Run to take place on October 5, 2013 beginning and ending at Apponequet Regional High School. Unanimous in favor.

**Discuss request from Animal Control Officer and Administrative Assistant to the Building Commissioner to carry over vacation days**

Ms. Garbitt stated that employees are allowed to carry over five (5) vacation days. However, requests have been received from the Animal Control Officer and the Administrative Assistant to the Building Commissioner to carry over additional vacation days. The Animal Control Officer has been unable to use his vacation time as he does not have coverage during the daytime hours. The Administrative Assistant is unable to use her time due to the resignation of the Building Commissioner.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the carryover requests of vacation days for the Animal Control Officer in the amount of 24 hours and for the Administrative Assistant to the Building Commissioner in the amount of 18 hours. Unanimous in favor.

**Review letters of interest from Patrick Marshall and Sarah Kulakovich regarding vacancy on Open Space Committee**

Chairman Belliveau said that the Board had received two (2) letters of interest for the vacancy on the Open Space Committee.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To appoint Patrick W. Marshall to the Open Space Committee with an expiration date of July 31, 2013. Unanimous in favor.

**Review letters of interest from Victoria DeMoranville, Derek Maksy and Sarah Kulakovich regarding vacancy on Conservation Commission**

Chairman Belliveau said the Board had received three (3) letters of interest regarding the vacancy on the Conservation Commission.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To appoint Derek Maksy to the Conservation Commission for a term to expire July 31, 2013.  
Unanimous in favor.

**Review letters of interest from Laurie Driscoll, Mitzi Hollenbeck, Sandra Martini-Gamache and Sarah Kulakovich regarding vacancy on Economic Development Committee**

Chairman Belliveau said the Board had received four (4) letters of interest regarding the vacancy on the Economic Development Committee (EDC). Ms. Garbitt explained the current composition of the Economic Development Committee. Due to the resignation of the Building Commissioner and Emery Orrall, there are two (2) openings. Further discussion occurred regarding the composition of the EDC.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To appoint Laurie Driscoll and Mitzi Hollenbeck as members of the EDC and Sandra Martini-Gamache and Sarah Kulakovich as Associate Members.  
Unanimous in favor .

**Review and vote on Revised Job Description for Executive Assistant-Board of Selectmen's Office**

Ms. Garbitt stated that she and Ms. Craig met and worked on the Job Description for the Executive Assistant-Selectmen's Office, which had not been done since 2007. This would have gone to the Wage and Personnel Board for review, however, now it is the Selectmen who vote any Job Description changes.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the revised Job Description for the Executive Assistant-Selectmen's Office as presented.  
Unanimous in favor.

**Discuss the process for the search for new Building Commissioner**

The Board discussed the search for hiring a new Building Commissioner. Selectman Powderly stated that he would like the Assistant Building Inspector to fill the position until the position is assessed, including the workload. The Board discussed whether the position should

be part time or full time. Ms. Garbitt said that office has a lot of foot traffic during the day, not just for inspections and permits, but also to speak with the Building Commissioner. Discussion occurred about whether the position should be a joint position between the Health Agent and the Building Commissioner. Ms. Garbitt said at this time, the Assistant Building Inspector receives \$40 per inspection. How should meetings be billed? Selectman Powderly stated that the meetings should be treated as an inspection at \$40. Ms. Garbitt asked how Mr. Darling would be paid when the Administrative Assistant needs to call Mr. Darling for answers to questions that she is unable to answer. Selectman Powderly stated that this is the time to measure what the Town needs. A check off sheet can be used to determine the number of calls, the number of people who come in with questions and other items that the Building Commissioner typically addresses. Discussion took place regarding what a Building Commissioner does and what an Inspector does, the qualification differences and what each can sign off on.

Chairman Belliveau suggested that the topic be revisited at the next Selectmen's meeting once information has been gathered regarding how much work is presently needed to be done by a Building Commissioner. Chairman Belliveau stated that he has no problem hiring someone part time, and then going to full time if that turns out to be the need for the Town. This is a busy time right now, and the Town might be taking a risk by not filling the position. Selectman Burke suggested that the survey be done to find out how many people come in daily, how much time they are in the office, how many times Mr. Darling is accessed for questions, how many calls come in and any other types of things that are noticed, whether they are positive or negative with the position which could be beneficial to making a decision. Now is the time to assess the position. Chairman Belliveau stated that the Board needs to ask a professional for input and noted that an exit interview was not done for Mr. Iafrate. Mr. Iafrate should be contacted since he can report to the Board exactly how many hours someone is needed since the Board is not qualified to do these studies. Chairman Belliveau stated that the Board has the capability of adjusting the position based on what Mr. Iafrate says, depending on the workload. Ms. Garbitt will do an exit interview with Mr. Iafrate, and possibly one with Mr. Peck since that was not done either.

#### **Review invitation from SRPEDD for Member of Board of Selectmen to serve on Metropolitan Planning Organization**

Chairman Belliveau reviewed the invitation from SRPEDD to serve on the Metropolitan Planning Organization. There was no interest from the Board.

#### **Request from Town Clerk to send letters to State Committees regarding Election Officers**

Chairman Belliveau reviewed the request from the Town Clerk to send letters to the State Committees regarding Election Officers. Ms. Garbitt explained that the letters go out every year, and the Board has to vote to send the letters out.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To send letters to the Democratic and Republican State Committees requesting a list of enrolled members who would like to be appointed as Election Officers.  
Unanimous in favor.

**Request from Columbia Gas for Road Cut – 3 Bridge Street**

Chairman Belliveau reviewed the request for a Road Cut to install a new natural gas service at 3 Bridge Street. It was noted that the road was repaved last year.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the request for a Road Cut, with the condition that the road be drilled under to install a new natural gas service at 3 Bridge Street.  
Unanimous in favor.

**Request for One Day Liquor License-June 29, 2013-Ted Williams Camp-Wedding Reception**

Chairman Belliveau reviewed the request for the One Day All Alcohol Liquor License for a wedding to be held at the Ted Williams Camp on June 29, 2013.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the request for a One Day All Alcohol Liquor License on June 29, 2013 from 6:00 PM to 12:00 AM at Ted Williams Camp for a wedding reception.  
Unanimous in favor.

**Discuss and vote to waive Electrical Permit Fees for Green Community Lighting Project**

Chairman Belliveau reviewed the request to waive the Electrical Permit Fees for the Green Community Lighting Project.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To waive the fees for the Green Community Lighting Project.  
Unanimous in favor.

**Discuss Request for residents of Twin Coach Estates to use Council on Aging Meeting Room**

Chairman Belliveau said that the Board had received a request from the residents of Twin Coach Estates to use the Council on Aging for a meeting. Ms. Garbitt will make arrangements for the Council on Aging to be open and for it to be closed and lights shut off when finished.

Upon a motion made by Selectman Powderly; seconded by Selectman Burke it was:

VOTED: To approve the request for residents of Twin Coach Estates to use the Council of Aging Meeting Room on Thursday at 7:00 PM for the purpose of a community meeting.  
Unanimous in favor.

### **Old Business**

Ms. Garbitt stated that Roger Hamilton and Cliff Chausse would like to serve on the Search Committee for a new Superintendent of Streets.

### **Other Items**

1. Copies of Contract Extension Letters-Bituminous Concrete; Crack Sealing and Road Line Painting
2. Preliminary List of Upcoming Reappointments of Board, Committees and Commissions
3. Memo from Board of Health regarding Seasonal Cottages and Year-round Conversions
4. Email from Michael Dahlene regarding Animal Control Officer David Frates
5. Letter to Daniel Ouellette regarding fundraiser held for Animal Shelter
6. Notice of Board of Health appointments
7. Town of Plympton Board of Selectmen Reorganization Notice
8. MEGA Program Update – June 2013
9. Plymouth County Advisory Board FY14 Budget
10. Information districted at GATRA Advisory Board Meeting on June 5, 2013
11. Meeting Notice-Regional Economic Strategy Committee-June 11, 2013
12. Meeting Notice-SPREDD Commission – June 26, 2013
13. Notice of MassDOT Moving Together 2013 Conference-October 23, 2013
14. Notice regarding Massachusetts Cultural Facilities Fund Grants
15. MassWildlife Newsletter
16. Notice from Verizon Upcoming Change to FiOS TV Programming
17. Petition Notice from Comcast Cable
18. Letter from Comcast regarding Encrypting our Limited Basic Service
19. Farrell Backlund Insurance Agency Newsletter
20. South Shore Housing Newsletter
21. Retired State, County and Municipal employees Association of Massachusetts Newsletter
22. Letter from Verizon regarding PEG payments

At 9:30 PM, upon a motion made by Selectman Burke; seconded by Selectman Powderly it was:

VOTED: That pursuant to M.G.L. c. 30A, 30A, subsection 21 (3) to enter into Executive Session to discuss strategy with respect to Collective Bargaining with the new Unions because an open meeting may have a detrimental effect on the negotiating position of the Board and not to return to open session.

Polled vote: Selectman Belliveau – aye, Selectman Powderly - aye and  
Selectman Burke – aye.