

**Select Board Meeting Minutes**  
**January 22, 2020**

**Present:** Mr. Jess Aptowitz, Chairman; Mr. Michael Trowbridge, Vice-Chair; Mr. Neil Rhein, Clerk; Mr. Frank DelVecchio and Mr. Steve Schoonveld. Mr. Kevin Dumas, Town Manager was also present.

**1. Call To Order Select Board Meeting - Pledge of Allegiance**

Chairman Aptowitz called the meeting to order at 6:35PM. He reminded everyone that the meeting was being broadcast live and taped for future broadcast on Mansfield Cable. He asked if there were any members of the audience recording, to which Donna Whitehead noted that she may be recording.

**2. Consideration of Alberto Ramirez to serve on the Mansfield Housing Corp Board of Directors**

Mr. Alberto Ramirez came forward and introduced himself to the Select Board and stated that he was interested in participating in the Town and on the Mansfield Housing Corp Board of Directors. The Select Board asked a few questions that Mr. Ramirez answered and members of the Board thanked him for volunteering.

**Motion:** To appoint Alberto Ramirez to serve on the Mansfield Housing Corp Board of Directors for an unexpired term to expire on December 31, 2022. (Rhein/DelVecchio) **Passes 5:0**

**3. Discussion and Consideration of Notice of Conversion and Sale pursuant of G.L. c. 61 section 8 concerning the classification of forest lands of a property located on Assessor's Map 4, Lots 3 owned by Lorie Webber, Trustee of Joan M. Zarek Trust**

Attorney Robert Pellegrini Jr. was present on behalf of the Trust. He stated that it was a small sliver of land valued at \$8,500 and were hoping the Town was not interested in purchasing the land.

**Motion:** To not exercise the Town's first right of refusal and to authorize the Select Board to execute and file any necessary documents for the conversion and sale of property located on the Assessor's Map 4, Lot 3. (Rhein/Trowbridge) **Passes 5:0**

**4. Consideration of Alladan Kennels Request to Change the Schedule of Hours**

Mr. Trowbridge stated that he would be abstaining from the vote as he and Mr. Valanzola were on opposite ends of a legal matter and he left the room at 6:45PM. Chairman Aptowitz asked Mr. Dumas to lead the discussion. Mr. Dumas stated that all parties met on January 15<sup>th</sup> and worked together and reached a consensus and have a revised schedule, which Mr. Dumas read and are noted in the motion below. There were no questions from the Board.

**Motion:** To approve the revised Alladan Kennels change of schedule for outdoor hours to be all days of the week 7AM-8:30am, and 4PM-5PM, Monday to Saturday 11AM-Noon, and Sundays 2:15PM-3PM. (Rhein/Schoonveld) **Passes 4:0**

Mr. Trowbridge returned to the meeting at 6:52PM.

**5. Consideration of Chief Assessor-Assistant to the Board of Assessors Job Description**

Mr. Dumas stated that Ms. Nancy Hinote is retiring in April and the job description needed to be updated to make it current. He stated the current title is Assistant Office Manager and that title would not attract the proper candidates. Ms. Hinote and Human Resources revised the description and recommended the title change to Chief Assessor-Assistant to the Board. Mr. Dumas stated it would still be at the same pay scale. Mr. Trowbridge asked if it had been accepted by the union and Mr. Dumas stated that would be the next step. Mr. Rhein asked if the person supervises anyone and Mr. Dumas answered that the position supervises one person. Mr. Schoonveld asked if the position reports to the Finance Director and if two people were sufficient for the Assessor's Office and Mr. Dumas answered that it did report to the Finance Director and stated it is a sufficient number of staff based on the outside services used for the field work. Mr. Schoonveld also stated the position needs to be posted as many places as possible to ensure that there are a good number of resumes coming in.

**Motion:** To approve the Chief Assessor-Assistant to the Board of Assessors Job Description as presented. (Rhein/Trowbridge) **Passes 5:0**

**6. Call for the 2020 Annual Town Meeting scheduled for April 14, 2020 and Open the Warrant**

**Motion:** To call for the 2020 Annual Town Meeting scheduled for April 14, 2020 and Open the Warrant. (Rhein/Schoonveld) **Passes 5:0**

### **7. Call for the Presidential Primary on March 3, 2020 and Sign the Election Warrant**

**Motion:** To call for the Presidential Primary on March 3, 2020 and Sign the Election Warrant. (Rhein/DelVecchio) **Passes 5:0**

### **8. Discussion and Consideration of MMA Annual Business Meeting Resolutions**

Mr. Schoonveld stated that he supported all the resolutions and read information on the OPEB resolution. He asked the Board to also support this and the Chair to vote on those on the Board's behalf. There were no questions from the Board.

**Motion:** To support the MMA business meeting resolutions and for Chairman Aptowitz to vote in favor on their behalf. (Schoonveld/Rhein) **Passes 5:0**

### **9. Discussion of North Main Street Fire Station and West Street Police Station Use**

Mr. Dumas stated that proposals are due on March 27, 2020 at 10AM for the North Main Street Fire Station. Mr. Schoonveld asked if the advertising done for the RFP was also going to a broad group. Mr. Trowbridge answered that it was in the Central Registry and that goes to everyone in the State who would have an interest.

### **10. SEMRECC Update from Town Manager**

Mr. Dumas stated there has been no meeting and there will be a regional update at 6PM on February 19, 2020 with all four communities.

### **11. Budget Update**

Mr. Dumas stated he would do a budget update as part of the Town Manager update.

### **12. Resident Questions and Comments**

Mr. Andrew Barr of 42 South Main Street came forward asking for a no parking or compact cars only sign in front of his home because people are constantly parking and blocking part of his driveway. Mr. Dumas stated this area Mr. Barr was referring to was addressed as part of the new parking and regulations and if the parking regulations are adopted as currently drafted, it is supposed to be a no parking area. Mr. DelVecchio asked if there was something the Board could do now to address this situation. Mr. Dumas stated the Board could vote. Mr. Trowbridge asked if the berm could be painted yellow versus putting two no parking signs.

**Motion:** To make the area between 42 South Main Street and a no parking zone, subject to speaking with the neighbors. (DelVecchio/Schoonveld) **Passes 5:0**

Chairman Aptowitz stated he would allow this vote even though it was not an agenda item.

### **13. Review and Approve Consent Agenda**

All items on the Consent Agenda may be adopted with a single motion. Any member of the Select Board may request that an item be withdrawn from the Consent Agenda for separate consideration in which case that item will be voted on separately from the remainder of the Consent Agenda. All licenses have been routed through Town Hall Departments and any conditions have been noted below.

a) Approval of Select Board Meeting Minutes for:

- December 11, 2019
- December 18, 2019

b) Vote To Approve Warrants:

- Town Vendor Warrant No. 20029T in the amount of \$1,717,402.82
- Electric Vendor Warrant No. 20029E in the amount of \$1,491,571.67
- Town Vendor Warrant No. 20030T in the amount of \$339,945.19
- Electric Vendor Warrant No. 20030E in the amount of \$470,254.28
- School Vendor Warrant No. 20030S in the amount of \$663,406.67

c) Permits and License:

- Consideration of Event Application for the Mansfield High School All Sports Boosters 5k on June 14, 2020
- Consideration of Event Application for Crosspointe Birth Right 5K Run/Walk on Saturday, May 9, 2020
- Consideration of Banner Request for Mansfield Rotary Club
- Consideration of 2020 Drainlayer's License for L & L Heating
- Consideration of 2020 Drainlayer's License for Bella Construction Co., LLC
- Consideration of 2020 Drainlayer's License for Peter DeGirolamo & Sons Inc.

d) Proclamations:

**Motion:** To approve the consent agenda with removing the December 18, 2019 minutes. (Rhein/DelVecchio)

**Passes 5:0**

#### **14. Consideration and Approval of Town Payroll Warrants:**

- Town Payroll/Town Medicaid Payroll 20029PT in the amount of \$357,860.15

**Motion:** To approve Town Payroll/Town Medicaid Payroll 20029PT in the amount of \$357,860.15. (Rhein/Trowbridge) **Passes 4:0:1** (Aptowitz Abstained)

- Town Deductions Vendor Payroll 20029TV in the amount of \$112,228.52

**Motion:** To approve Town Deductions Vendor Payroll 20029TV in the amount of \$112,228.52.

(Rhein/Trowbridge) **Passes 5:0**

- Town Payroll/Town Medicaid Payroll 20030PT in the amount of \$351,216.95

**Motion:** To approve Town Payroll/Town Medicaid Payroll 20030PT in the amount of \$351,216.95. (Rhein/Trowbridge) **Passes 4:0:1** (Aptowitz Abstained)

- Town Deductions Vendor Payroll 20030TV in the amount of \$109,681.35

**Motion:** To approve Town Deductions Vendor Payroll 20030TV in the amount of \$109,681.35.

(Rhein/Trowbridge) **Passes 5:0**

- School Payroll/School Medicaid Payroll 20030PS in the amount of \$1,719,089.81

**Motion:** To approve School Payroll/School Medicaid Payroll 20030PS in the amount of \$1,719,089.81. (Rhein/Trowbridge) **Passes 4:0:1** (Trowbridge Abstained)

- School Deductions Vendor Payroll 20030SV in the amount of \$548,841.38

**Motion:** To approve School Deductions Vendor Payroll 20030SV in the amount of \$548,841.38.

(Rhein/Trowbridge) **Passes 5:0**

#### **15. Correspondence**

- Save the Date from the Mansfield Schools Retirement Reception
- Letter from Xfinity of the Updated Municipal Emergency Reporting Procedure
- Letter from Resident Andrew Barr
- Note from Roger and Mary Beth Holmes
- Letter from MassDOT of National Bridge Inspection Standards

Mr. Rhein read a summary of the above correspondence items.

#### **16. Town Manager's Report**

Mr. Dumas provided a budget update for the Board. He stated that the Governor's Cherry Sheet came in and there is an additional shortfall of \$69,000 that was different from the original expectation making it \$2,137,000 away from a balanced budget. He noted that Blue Cross will be quoting the dental insurance to hopefully have some savings with that. He added that he was also waiting for the Southeastern Regional School District Assessment that was a 5% place holder increase. The Board also discussed the increase from Bristol County Retirement and the Chair asked to have them attend a future meeting to discuss the decisions being made. Mr. Schoonveld agreed to look at the pension account in detail. Mr. Dumas then stated that he would be attending the MIAA Meeting and then the MMA Annual Meeting. He then read the recent promotions from the Fire Department Chief and provided an update on Penta Communications and the coffee hour meeting at the COA.

#### **17. Select Board Member's Questions and Comments**

Mr. DelVecchio has asked about the Green Communities next steps and Mr. Dumas answered he has a meeting scheduled for March 9, 2020. He asked if it would be appropriate for a Select Board member to attend. Mr. Rhein stated he would be interested and would check his schedule.

Mr. Trowbridge then asked about the police station reuse and surplus land for tax tile that the Finance Committee talked about. Mr. Dumas answered that it was going to be awhile for the police station reuse because there is equipment running in the building that needs to be moved. The final recommendation for the building will be a result of the Master Plan process. He then stated the tax title list needs to be analyzed and some property is not buildable and needs to place under the Conservation Commission.

Mr. Rhein asked about the illegal signs in the public way and talked about adding a fine. Mr. Trowbridge answered it needs to be a charter change at the Annual Town Meeting. Mr. Dumas stated to add a place holder on the warrant and draft the language with Town Counsel for the article.

**Motion:** To add fines for illegal signs placed in the public way for Town Meeting. (Rhein/Trowbridge) **Passes 5:0**

Mr. Rhein then asked if there was any update on the Paine School building and Mr. Dumas did not have one. He then asked about PFAS and Mr. Dumas answered that the Town did volunteering testing and all the Town wells were under the DEP threshold amount of twenty parts per trillion so no further action was needed at this time. Mr. DelVecchio asked if there was something the Town could do or was it because of the Town's bylaws. Mr. Schoonveld referenced an article about Harvard Square having lots of vacant store fronts and the high rent is leaving the store fronts empty and the writer of the article recommends a vacancy tax to give pressure to landlords to get tenants which helps the Town's tax revenue. Mr. Schoonveld then discussed enhancing attendance at elections and Town meeting to help increase the number of those who come to vote and asked if the Town Clerk could come to a future meeting to discuss this and noted that Norton is switching to Saturday elections. He stated that Trash and Recycling is going well and stated he would save the OPEB discussions for when the new Finance Director starts. He then noted that it was January and the Board needed to start the annual review for Mr. Dumas.

Chairman Aptowitz stated that he was in Brockton with Lt. Poletto when thirty communities received the Housing Grant Awards and Mansfield received \$230,000 and then she was here at the Public Safety Building for a discussion on best practices for Domestic Violence High Risk Teams. He then asked if there was an update on the train station and Mr. Dumas answered that the electrical inspection passed and it was expected that the platforms would open next week. Chairman Aptowitz noted that the Board would need to discuss the additional parking spaces that were granted to the private parking lots.

**18. Any items not anticipated by the Chair 48 hours prior to this meeting**

There were no items.

**19. Enter into Executive Session and Not Return to Open Session under Exemption No. 3 and 6, M.G.L. Chapter 30A, Section 21-**

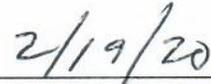
- To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares
- To consider the purchase, exchange, lease or value of real estate, if the chare declares than an open meeting may have a detrimental effect on the negotiating position of the public body

**Motion:** To enter into Executive Session and Not Return to Open Session under Exemption No. 3 and 6, M.G.L. Chapter 30A, Section 21 To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and to consider the purchase, exchange, lease or value of real estate, if the chare declares than an open meeting may have a detrimental effect on the negotiating position of the public body at 8:02PM. (Rhein/Trowbridge)

**Roll Call Vote:**

Mr. Schoonveld – Yay  
Mr. Rhein – Yay  
Mr. DelVecchio – Yay  
Mr. Trowbridge - Yay  
Chairman Aptowitz - Yay

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

*Minutes prepared by Carrie Champagne*