

Select Board Meeting Minutes

April 1, 2020

Present: Mr. Kevin Dumas, Town Manager and Mr. Barry LaCasse, Assistant Town Manager/Finance Director were present. The members of the Select Board all participated remotely: Mr. Jess Aptowitz, Chairman; Mr. Michael Trowbridge, Vice-Chair; Mr. Neil Rhein, Clerk; Mr. Frank DelVecchio and Mr. Steve Schoonveld.

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TOWN CLERKS OFFICE

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

Chairman Aptowitz called the meeting to order at 6:00PM. He then asked those present to stand and for Mr. Dumas to lead the pledge. He reminded everyone that the meeting was being broadcast live and taped for future broadcast on Mansfield Cable. The public was not allowed to be present in Town Hall. Chairman Aptowitz read a statement and provided an email address and phone number to those watching and a message appeared on the screen throughout the meeting directing residents to send their questions in, and they would receive a response within twenty four hours.

2. Resident Questions and Comments

Mr. Dumas read emails from two Mansfield residents. The first one was from Mr. Greg Penesis asking how a resident without cable would access meetings. Mr. Schoonveld agreed that Mr. Penesis made a good point and commented that he himself does not have cable TV either. Mr. Schoonveld stated that he was concerned that other communities were holding virtual meetings and Mansfield was getting behind. He hoped that it would be business as usual soon as other Towns have full meeting agendas this week. He also offered his services to help with any questions in regards to virtual meetings as he has used them for nine years, but has not been asked. Mr. DelVecchio commented that the Town was pursuing something for the next Select Board meeting and some associations are recommending that only the meetings that are necessary happen, but added that as time passes more meetings will be necessary. Mr. Dumas commented that the Town has been testing platforms and that the next Select Board meeting will be using GoToMeeting and that the Board will have a test session to try it. Mr. Dumas also asked that at this time the Town is minimizing those that need to come to Town Hall and asked that only necessary meetings happen. He also stated that it will be necessary to have training with all the Boards and Committees and that will take some time. Mr. Trowbridge commented that he was happy to see the Town taking it slower and making sure it was going to be secure and work properly as other communities who have used Zoom had their meetings hacked. Mr. Rhein commented that he didn't want the Town to be in a state of suspension for too long. Mr. Aptowitz stated that GoToMeeting was used at his job with the State and believed it was a solid platform. Mr. Aptowitz then stated the number one task was to protect the residents and employees.

Mr. Dumas read a second email was from Mr. Allen Bryer supporting the postponement of the Annual Town Meeting and the Town Election. He stated that it would be a disservice if Town Meeting was not delayed. Chairman Aptowitz stated these items would be discussed as items four and five of the agenda.

3. COVID-19 Update with Fire Chief Justin Desrosiers and Health Agent Amy Donovan-Palmer

Fire Chief Justin Desrosiers and Health Agenda Amy Donovan-Palmer were present. Mr. Dumas began the discussion stating that things are changing rapidly and on a daily basis. Ms. Palmer provided an update on the changes that had happened since the last Board meeting on March 18th. She stated that cases are increasing and urged residents to stay home as much as possible because the single best weapon to battle COVID is distance. She stated that municipal buildings are closed to the public and employees will continue to work remotely through May 4th. She emphasized that social distancing is the most important message and that message is being ignored by some residents. Mr. Dumas emphasized the need for residents to take this public health crisis seriously and that groups should not be gathering. Mr. LaCasse noted that the Governors order was to stay home unless it was essential and meetings of boards and committees does require someone to leave there home to post the meeting and for another person to video the meeting and therefore it was simply not a virtual meeting.

Chief Desrosiers updated the number of COVID cases. He stated that eighteen patients tested positive and one case recovered and that there were another forty eight people in quarantine. He stated that the school nurses are using an office at the Fire Department to follow up with patients to help the Fire Department. He provided details on the precautions being taken with the public safety departments and noted they have secured their supply chain of personal protective equipment. Chief Desrosiers stated that social distancing is extremely important and there has been an increase in the number of COVID related transportations. He added that Police are seeing an increase in the number of domestic calls and mental health related calls.

Mr. Trowbridge thanked everyone for their hard work and that it was great to see everyone working together. Mr. Schoonveld asked if any of the eighteen positive cases were hospitalized and Chief Desrosiers answered that one was and possibly a second was hospitalized. He stated that the numbers are from a State database and if someone tests positive at a lab and is a Mansfield

resident the Fire Department is notified. The addresses of the patients are given to dispatch so that public safety knows to use extra precautions at those addresses..

Chief Desrosiers and Ms. Palmer left the meeting at 6:50PM.

4. Discussion and Consideration of Town Meeting Date

Mr. LaCasse began the discussion and stated that per the Town Charter there has to be a Town Meeting the second Tuesday of April and then the moderator declare a lack of a quorum and Town Meeting is postponed to a future date in May. The original agreed upon date was May 5th, but Mr. LaCasse stated it appears it is necessary to move that date into June and was looking for a vote of support to have Annual Town Meeting on June 23, 2020. Chairman Aptowitz asked for a motion and then would open the item for discussion.

Motion: To delay Town Meeting to June 23, 2020. (Schoonveld/Trowbridge)

Mr. Schoonveld started the discussion stating that most of the residents who attend Town Meeting are over sixty and are identified as the at risk population and was not sure that June 23rd was going to be an option. He believed that the Board needed to start looking at virtual options for participation at Town Meeting. Mr. Trowbridge stated that as of now Town Meeting cannot be extended beyond June 30th. He also noted that he was concerned for the entire population not just those over sixty and did not believe remote voting was allowed. Mr. Dumas stated as of now virtual voting is not allowed and Mr. LaCasse stated that in the proposed legislation is lowering the quorum, but did not believe there was anything allowing virtual participation. Chairman Aptowitz stated he has passed on all of these ideas to Senator Feeney for consideration. Mr. Rhein agreed that we should start considering alternatives like having the meeting under a tent outdoors and placing seats six feet apart or possibly moving it to a Saturday to get more participation. Mr. DelVecchio stated the Board would like to increase attendance at Town Meeting, but with the current public health crisis it may not be the best time for that.

Roll Call Vote:

Mr. Rhein – Yes Mr. DelVecchio – Yes Chairman Aptowitz - Yes
Mr. Trowbridge – Aye Mr. Schoonveld – Yes

Passes 5:0

5. Discussion and Consideration to Postpone May Municipal Elections

Chairman Aptowitz stated that according to the Governors orders local authorities can postpone Town elections no later than Tuesday, June 30, 2020.

Motion: To postpone the May Municipal Elections to June 30, 2020. (Schoonveld/DelVecchio)

Mr. Schoonveld stated that this will be consistent with how Mansfield typically does things with having elections a week after Town Meeting.

Roll Call Vote:

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

Passes 5:0

6. Budget Update

Mr. LaCasse began the discussion stating that for obvious reasons local receipts are behind the projections. He stated that there has been a decrease in building inspections, hotel tax and meals tax. He then stated that departments have been instructed not to make any non-essential purchases going forward and all COVID related expenses are being tracked separately in order to be able to seek reimbursement from FEMA. Mr. Dumas noted there will be a direct impact, but is unsure what the exact impact will be and therefore it is too soon to begin making budget changes for the next fiscal year.

7. 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:

- March 4, 2020
- March 18, 2020

b) Vote To Approve Warrants:

- Town Vendor Warrant No. 20039T in the amount of \$367,526.93
- Electric Vendor Warrant No. 20039E in the amount of \$31,366.05
- Town Vendor Warrant No. 20040T in the amount of \$1,218,126.95
- Electric Vendor Warrant No. 20040E in the amount of \$145,765.89
- School Vendor Warrant No. 20040S in the amount of \$787,880.92

c) Permits and License:

- Consideration of the Date Change for the Antique Auto Swap Meet

Motion: To approve the consent agenda. (Rhein/Schoonveld)

Roll Call Vote:

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

Passes 5:0

8. Consideration and Approval of Town Payroll Warrants:

- **Town Payroll/Town Medicaid Payroll 20039PT in the amount of \$353,974.41**

Motion: To approve Town Payroll/Town Medicaid Payroll 20039PT in the amount of \$353,974.41. (Rhein/Trowbridge)

Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Yes	Chairman Aptowitz - Abstain
Mr. Trowbridge – Yes	Mr. Schoonveld - Aye	

Passes 4:0:1

- **Town Deductions Vendor Payroll 20039TV in the amount of \$109,925.62**

Motion: To approve Town Deductions Vendor Payroll 20039TV in the amount of \$109,925.62. (Rhein/Trowbridge)

Roll Call Vote:

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

Passes 5:0

- **Town Payroll/Town Medicaid Payroll 20040PT in the amount of \$354,375.52**

Motion: To approve Town Payroll/Town Medicaid Payroll 20040PT in the amount of \$354,375.52. (Rhein/Trowbridge)

Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Yes	Chairman Aptowitz - Abstain
Mr. Trowbridge – Yes	Mr. Schoonveld - Yes	

Passes 4:0:1

- **Town Deductions Vendor Payroll 20040TV in the amount of \$113,012.47**

Motion: To approve Town Deductions Vendor Payroll 20040TV in the amount of \$113,012.47. (Rhein/Trowbridge)

Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Yes	Chairman Aptowitz - Yes
Mr. Trowbridge – Yes	Mr. Schoonveld – Abstain	

Passes 4:0:1

- **School Payroll/School Medicaid Payroll 20040PS in the amount of \$1,599,568.78**

Motion: To approve School Payroll/School Medicaid Payroll 20040PS in the amount of \$1,599,568.78. (Rhein/Trowbridge)

Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Abstain	Chairman Aptowitz - Yes
Mr. Trowbridge – Abstain	Mr. Schoonveld - Yes	

Passes 3:0:2

- **School Deductions Vendor Payroll 20040SV in the amount of \$506,496.98**

Motion: To approve School Deductions Vendor Payroll 20040SV in the amount of \$506,496.98. (Rhein/Trowbridge)

Roll Call Vote:

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

Passes 5:0

9. Correspondence

- Notification from Xfinity of Changes to TV Programming
- Letter from the Massachusetts State Lottery Commission
- Annual Notice from Verizon
- Annual Notice from Comcast
- Notification from Xfinity TV of Postponement of Cartoon Network
- Letter from TEC Associations of the 2020 Amtrak Vegetation Control Program
- Letter from the Massachusetts Department of Agricultural Resources of the five year Vegetation Management Plan and Yearly Operation Plan of the railroad rights of way

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

10. Town Manager’s Report

Mr. Dumas stated that he has been keeping the Board informed on all the items being worked on and everyone is experiencing working in a different environment and was asking for everyone’s patience. He stated that work is getting done, but it sometimes takes a little bit longer with staff working remotely. Mr. Dumas stated that the mandates the public is hearing should be taken seriously and to keep social distancing so that the curve can be minimized.

11. Select Board Member’s Questions and Comments

Chairman Aptowitz thanked everyone for their work and Mr. Dumas’s leadership. He again emphasized the need for people to stay home.

Mr. Rhein provided information on helping residents to see the Town’s Facebook posts by changing a notification setting.

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

Chairman Aptowitz stated there was an item and the posting of meetings and asked Mr. LaCasse or Mr. Dumas to lead the discussion. Mr. LaCasse stated that as of now someone from the Town Clerk’s office needs to leave their home to post the meeting at the vestibule at Town Hall because that is the official meeting posting place for Mansfield.

Motion: To change the official designated place for the Town of Mansfield meeting postings during this State of Emergency from the vestibule at Town Hall at the handicap entrance to the Town of Mansfield website www.mansfieldma.com, this is needed as per M.G. L. Chapter 30A. (DelVecchio/Schoonveld)

Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Aye	Chairman Aptowitz - Aye
Mr. Trowbridge – Yes	Mr. Schoonveld – Aye	

Passes 5:0

13. Adjourn

Motion: To adjourn the Select Board Meeting of April 1, 2020 at 7:38PM. (Schoonveld/DelVecchio)

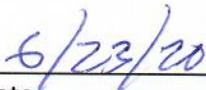
Roll Call Vote:

Mr. Rhein – Yes	Mr. DelVecchio – Aye	Chairman Aptowitz - Aye
Mr. Trowbridge – Aye	Mr. Schoonveld - Yes	

Passes 5:0



Signature



Date

Minutes prepared by Carrie Champagne