

Select Board Meeting Minutes

June 17, 2020

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Present: The members of the Select Board all participated remotely via using GoToWebinar: Mr. Michael Trowbridge, Vice-Chair; Mr. Neil Rhein, Clerk; Mr. Frank DelVecchio and Mr. Steve Schoonveld. Mr. Kevin Dumas, Town Manager and Mr. Paul DeRensis, Town Counsel also participated using the GoToWebinar.

Mr. Jess Aptowitz, Chair was not present at the start of the meeting and arrived at 4:02PM.

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

Vice-Chairman Trowbridge called the meeting to order at 4:00PM. He then asked those present to state the Pledge of Allegiance. 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. Vice-Chair Trowbridge read a statement and provided an email address and phone number to those watching directing residents to send their questions in, and they would receive a response within twenty four hours.

2. COVID-19 Update

Chief Desrosiers began the discussion and stated that there have been four positive since June 1st out of 330 people who have been tested in that same time frame. He said the Mansfield numbers were good and there have not been any additional deaths and the State numbers are also down which was a good sign. Ms. Amy Donovan-Palmer, Health Agent then stated that as of the last meeting Phase II has started, with this phase restaurants are open with outdoor seating, kids activities, youth sports, day camps and athletic fields, hotels and lodging have started so her department has been busy helping these businesses understand the guideline and prepare for opening. Ms. Palmer reinforced that the State is still under a stay at home advisory from the Governor as it is still the safest option.

3. Discussion of Trail Maintenance

Mr. Rhein began the discussion stating that as the liaison to the Open Space and Recreation Committee he had learned that one of the challenges the committee is facing is trail maintenance and how to make sure they are maintained properly and to establish a proactive planning approach. Ms. Diane Simms, Conservation and Open Space/Recreation Committee member was present and went through the details of the trail review that she made which documented several areas of concern on several of the trails. She stated that she has since that time walked four of the five trails with Mr. Jay Beckett, from DPW and has marked the hazards that needed to be addressed soon. She believed that after getting all the hazards addressed a baseline could be established. This would then allow for a calculation of regular trail maintenance costs. She stated that generally speaking a \$1,000 per trail mile is used for standard budgeting purposes. Lastly, she stated that she met with Mr. Mark Cook, Highway Operations Manager and discussed that some of the work could be done possibly by Town employees to save money and use a contractor for the larger issues that are unsafe. An example would be a large tree leaning on another tree would require a professional as it is unknown how the tree would fall. After her meeting with Mr. Cook she stated that she better understands that Mr. Cook needs support for this work to be considered a priority and funding for the work confirmed. Chairman Aptowitz thanked her for the presentation and asked the Board for their comments and questions. Mr. Dumas also provided information on an upcoming meeting and his ideas for a proactive approach and agreed the DPW is the most appropriate department, but at this time there is not dedicated staff available. The Board agreed that the hazards needed to be dealt with and then an annual plan would be developed going forward.

4. Consideration of Change of Manager Application for TGI Friday's Inc.

Attorney Al DeNapoli was present on behalf of his client TGI Friday's Inc. Mr. DeNapoli stated that the restaurant had been closed since March 24 and opened up May 15th and the current manager of record was furloughed. He stated Mr. Josh Santos was a regional manager that was taking over the Mansfield location. Mr. DeNapoli did apologize to the Board for not following up with the Town and advising of a change of manager within three days. Chairman Aptowitz asked Mr. Dumas if there was anything else the Board needed to consider and Mr. Dumas confirmed that everything was in order and Ms. Champagne added that the business was routed through Town Hall departments.

Mr. Trowbridge thanked him for the apology and acknowledged the chaos COVID has caused to restaurants. Mr. Schoonveld asked if they served alcohol curbside when it was permitted by the ABCC and Mr. DeNapoli stated they were under the supervision of Mr. Santos.

Motion: To approve the Change of Manager Application for TGI Friday's Inc. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

5. Budget Update for FY20 and FY21

Mr. Dumas stated that he knows the Town is down on revenue for FY20 around \$600,000, but knows there will be turn backs that will cover it all. He then stated that Mr. LaCasse had sent out the spreadsheet with COVID related expenses that are now totaling \$285,000. Mr. Dumas then continued by thanking everyone who attended the budget presentation and reaching a second consensus. He stated that tomorrow is the virtual meeting to review warrant articles. Also planning for Town Meeting is well under way and ready for the Xfinity Center on June 23rd. Mr. Schoonveld asked if Mr. LaCasse could prepare the spreadsheet that Mr. Stanbrook created last year to show how a tax bill would change with the approval of the proposed budget using an average house value. Mr. Dumas stated that he was planning to have that included in the presentation.

6. Discussion and Consideration of Town Meeting Warrant Articles

Mr. Dumas began the discussion by going through the Annual Town Meeting Warrant Articles and stated that 1-5 would be voted on but items 6-10 no action was being taken. Mr. Dumas provided some detail on each of the articles and the Board members asked questions.

Motion: To support Article 1 and Article 2 of the Town Meeting Warrant. (Schoonveld/Rhein)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – No, Schoonveld – Yes, Aptowitz – Yes

Passes 4:1

Motion: To support Articles 3, 4, 5, 11, 12, 14 and 17 of the Town Meeting Warrant. (Schoonveld/DelVecchio)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: Reconsideration of Articles 1 and 2. (DelVecchio/Schoonveld)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: To support Article 1 and Article 2 of the Town Meeting Warrant. (Schoonveld/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: To support Article 22 of the Town Meeting Warrant. (Trowbridge/DelVecchio)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: To support Articles 23, 24, 27, 29, 30 of the Town Meeting Warrant. (Trowbridge/Schoonveld)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: To support Article 31, 32 and 33 of the Town Meeting Warrant. (Trowbridge/DelVecchio)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Motion: To support Article 34 and 35 of the Town Meeting Warrant. (Trowbridge/Schoonveld)

Roll Call Vote:

Rhein – Abstain, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 4:0:1

7. Discussion and Consideration of the Support for Downtown Restaurants Proposal - Select Board Member Schoonveld

Mr. Schoonveld began by showing an article from the paper about what the Town of Wrentham has done to help businesses for the start of Phase II. He wanted the Town of Mansfield to do the same because if businesses are successful it helps generate revenue for the Town through the meals and beverage taxes. He then presented a grant opportunity from the state for a shared streets initiative which would help the Town invest in the restaurants and businesses especially those that do not have a parking lot to expand their business. Mr. Schoonveld provided an example of Chen Du who may want to use the parking spaces across from them to create a usable outdoor dining space. Mr. Schoonveld then asked for comments from the Board. Mr. Rhein liked the idea conceptually and would like the Town to help restaurants and businesses survive, but also saw this as an investment in the Downtown to help make it vibrant. Mr. Dumas asked the Board to consider budget constraints as there would not be extra resources in the next budget especially for overtime. Mr. Schoonveld asked if there were funds in the FINCOM reserves that could be set aside for this in the FY20 budget. Mr. Dumas stated there may be an opportunity to purchase some items like benches or tables and chairs this fiscal year that could be turned around quickly, but the priority was for Highway to finish a construction project that has a June 30th deadline to receive grant funding. Mr. Schoonveld stated he would also want to hear from the businesses owners as to what would help them. Mr. Trowbridge stated that he did not want to use FINCOM reserves for this as he expects any amount next year to be needed for COVID expenses that are unforeseen with the school. He also added that he would like to hear from the Downtown businesses. Mr. DelVecchio stated that he would want to see the costs and agreed that talking with the owners was necessary before making a decision. Chairman Aptowitz concluded saying the consensus appears to be in favor of this and Mr. Dumas should look at it further.

8. Consideration of FY2021 Economic Relief Memorandum of Understanding

Chairman Aptowitz stated that he believed the School Committee and Finance Committee have both supported the document and Mr. Dumas confirmed. Mr. Trowbridge asked if the Finance Committee had voted in support of the budget. Chairman Aptowitz stated they had not voted on the School or Town budget at their last meeting. Mr. Trowbridge wanted to table the item and add to the June 22nd meeting since the budget was not voted on by the Finance Committee and feels that they are not going to support the budget until the Select Board approves this document. Mr. Schoonveld believed it was a calendar issue because the School Committee had not voted yet to support their budget. Mr. DelVecchio agreed that it could wait until the Monday meeting.

Motion: To support the FY2021 Economic Relief Memorandum of Understanding as presented. (Schoonveld/Rhein)

Roll Call Vote:

Rhein – Yes, DelVecchio – No, Trowbridge – No, Schoonveld – Yes, Aptowitz – No

Fails 2:3

Chairman Aptowitz stated that it will be added to Monday's agenda.

9. Consideration to Reappointment Louis Palladini III to serve on the Cable Access Corp. Board of Directors

Motion: To reappoint Mr. Louis Palladini III to serve on the Cable Access Corp. Board of Directors to a three year term to expire on April 6, 2023. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

10. Resident Questions and Comments

Mr. Peter Wiggins stated that the outdoor seating looked good at many of the restaurants in Mansfield.

Mr. Alan Bryer commented on the discussion of Downtown businesses. He stated that he encouraged the Board to consider it like a Family Fun Night, but in a microscopic concept and for the Town to be proactive. He stated that it is not about the Town spending money, but the government getting out of the way of the stakeholders and that the concept goes beyond the pandemic and ties with items in the Master Plan.

Mr. Brian Eagle stated that the Finance Committee ran out of time at their meeting last week to vote on the budget, but it was on the agenda for tomorrow night's meeting. He stated they did not have any further issues with the Town side of the budget and Mr. Dumas and Mr. LaCasse did a great job answering questions. He then stated they did have some questions for the School side that need to be answered.

11. 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:

- May 7, 2020

b) Vote To Approve Warrants:

- Town Vendor Warrant No. 20050T in the amount of \$379,600.62
- School Vendor Warrant No. 20050S in the amount of \$812,191.80
- Town Vendor Warrant No. 20051T in the amount of \$1,800,950.94
- Electric Vendor Warrant No. 20051E in the amount of \$1,420,264.22

c) Permits and License:

- Consideration of Special Events Application for a Farmer's Market beginning July 11th at the Town Hall Parking Lot
- Consideration of 2020 Commercial Parking Lot License for Xfinity Center located at 885 South Main Street

d) Proclamations

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

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

12. Consideration and Approval of Town Payroll Warrants:

- Town Payroll/Town Medicaid Payroll 20050PT in the amount of \$512,170.99

Motion: To approve Town Payroll/Town Medicaid Payroll 20050PT in the amount of \$512,170.99. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Abstain

Passes 4:0:1

- Town Deductions Vendor Payroll 20050TV in the amount of \$173,479.84

Motion: To approve Town Deductions Vendor Payroll 20050TV in the amount of \$173,479.84. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

- School Payroll/School Medicaid Payroll 20050PS in the amount of \$2,727,401.09

Motion: To approve School Payroll/School Medicaid Payroll 20050PS in the amount of \$2,727,401.09.

(Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Abstain, Schoonveld – Yes, Aptowitz – Yes

Passes 4:0:1

- School Deductions Vendor Payroll 20050SV in the amount of \$869,037.88

Motion: To approve School Deductions Vendor Payroll 20050SV in the amount of \$869,037.88. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – No, Aptowitz – Yes

Passes 4:1

- Town Payroll/Town Medicaid Payroll 20051PT in the amount of \$475,156.81

Motion: To approve Town Payroll/Town Medicaid Payroll 20051PT in the amount of \$475,156.81.

(Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Abstain

Passes 4:0:1

- Town Deductions Vendor Payroll 20051TV in the amount of \$150,324.15

Motion: To approve Town Deductions Vendor Payroll 20051TV in the amount of \$150,324.15. (Rhein/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

13. Correspondence

- Letter from Thomas and Ellen Leonard
- Letter from Xfinity of Package Information
- Notification from Verizon of Programming Change

Mr. Rhein a summary of the above correspondence items.

14. Town Manager's Report

- Update on Town Meeting
- Community Gardens Host Agreement
- Summer Select Board Schedule
- Other Miscellaneous Items

Mr. Dumas began his Town Manager Update stating that he will look into the grant opportunity for shared streets and then he thanked Ms. Nancy Hinote for her years of service and was happy to announce that Mr. Dan Brogie from the town of Northborough will be joining the Town on July 13, 2020. He updated the Board on the construction project at Fairfield Park and stated that it has to be completed by June 30th to submit to the State. Mr. Dumas stated that the Community Gardens Host Agreement has been finalized and he would send it to the Board. Mr. Dumas then confirmed the summer meeting dates of the Board and it was confirmed that the Board would continue meeting the first and third Wednesday of each month. He updated the Board on Town Meeting and thanked everyone for their work in getting prepared for Town Meeting. He stated everything is being done carefully to make sure it is safe for everyone and that there is enough seating and necessary. Mr. Dumas then announced that Amazon is going to be coming to Mansfield in a building that Medline had outgrown.

15. Select Board Member's Questions and Comments

Mr. DelVecchio stated the Amazon announcement was good news, but asked why it had not been mentioned prior. Mr. Dumas answered that Amazon asked for it to remain confidential.

Mr. Schoonveld commented that it was great to hear about Amazon. He then asked how many employees Medline had and Mr. Dumas was not sure. Mr. Schoonveld asked if minor children could attend Town Meeting and Mr. DeRensis confirmed that he would make sure that minors were allowed to sit with their parents and that he would speak with the Town Clerk and Town Moderator. Mr. Schoonveld then thanked Nancy Hinote for all her years of service and noted that she was leaving the office in great shape. He stated that he was very happy with Dan Brogie filling her position. He then thanked the anonymous individual who volunteered and cleaned up the Corey Shea Memorial on South Common and another volunteer that came forward to help keep it clean going forward. Chairman Aptowitz stated that there is also money in the reserve to help maintain it if it is needed.

Mr. Rhein stated that he knows everyone has been busy and hopes things may be quieter after Town Meeting and the Election. He suggested agenda items of a Downtown Update, the Route 95 Rest Area that is in Mansfield, and the Parking Study. He believed a refresh of the agenda would help get the public more engaged and suggested moving public comments to the beginning of the meeting. He then commended everyone who was involved with the rally and all the speakers were well spoken and it was a peaceful event. He stated he was proud of Mansfield.

Chairman Aptowitz commented that the Town lost a hero this past weekend, Fireman Michael McLaughlin who lost his battle with cancer. Chairman Aptowitz offered condolences to his family, friends and coworkers on behalf of the Town. He then asked for a moment of silence.

Mr. DelVecchio commented that he wanted to add on to Mr. Rhein's agenda items and ideas. He stated that there is now a more robust process for goals and objectives and thinks the items that were mentioned are items to consider as goals. He then stated that he believed that the goals and objectives help to keep the board focused and not distracted by ad hoc items unnecessarily although COVID was an extreme example of this.

Mr. Trowbridge commented that he thought the Black Lives matter event went well and the guidance by Chief Sellon was great. He then thanked the volunteers who worked that day. He then asked if the Board would be setup at a table up front at Town Meeting. Mr. Dumas answered that everyone would be in sections spaced apart.

Chairman Aptowitz commended the staff for all their efforts working from home and dealing with their own lives and thanked them on behalf of the Board. Mr. Dumas stated it has been a very difficult six months with Mr. Stanbrook leaving, training Mr. LaCasse, rebalancing the budget and COVID. He stated that he knows some of the goals have not been addressed and he hopes to revisit many of them after his vacation. He also noted how hard the staff has been working to keep the services in Town going.

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

17. Adjourn

Motion: To adjourn the Select Board Meeting of June 17, 2020 at 6:44PM. (Schoonveld/Trowbridge)

Roll Call Vote:

Rhein – Yes, DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes, Aptowitz – Yes

Passes 5:0

Signature 

Date 8/27/2020

Minutes prepared by Carrie Champagne