

Select Board Meeting Minutes
July 15, 2020



Present: The members of the Select Board all participated remotely via using GoToWebinar: Mr. Frank DelVecchio, Chairman; Mr. Jess Aptowitz, Clerk; Mr. Michael Trowbridge and Mr. Steve Schoonveld. Mr. Barry LaCasse, Assistant Town Manager/Finance Director was also present via GoToWebinar.

Not Present: Mr. Neil Rhein, Vice-Chair and Mr. Kevin Dumas, Town Manager.

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

Chairman DelVecchio called the meeting to order at 5:00PM because the Board needed to reorganize. 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. Chairman DelVecchio then read a statement and provided an email address and phone number to those watching directing residents to send their questions in.

The Select Board recognized Deputy Chief Puleo and his retirement this week and all the Select Board members commented about his accomplishments, career and contributions to Mansfield and congratulated him.

2. Resident Questions and Comments

Mr. Peter Wiggins a resident from Norton made a comment about the homeless people he has seen at the train station and North Common and that he was concerned. There were no additional resident questions or comments.

3. Introduction of Daniel Brogie, Chief Assessor to Select Board

Mr. LaCasse introduced Mr. Brogie to the Select Board noting his past experience working for the Town of Northborough. The Select Board members each made a few comments and welcomed Mr. Brogie to Mansfield.

4. Discussion and Consideration of Sharon Friedman and Diana Bren as voting members on the Planning Board

Ms. Friedman and Ms. Bren were both present for this agenda item. They each introduced themselves to the Board and explained why they wanted to be considered for the vacancy on the Planning Board. Ms. Friedman noted that she has been a member of the Planning Board for several years and Ms. Bren noted that she began interested while she was serving on the Master Plan Committee and wanted to continue to contribute to Mansfield. Mr. Schoonveld did question whether or not the vacancy was posted for the voting member and also stated that as a matter of procedure if Ms. Friedman is made the voting member that her alternate vacancy should then be posted for two weeks to follow the proper process. Mr. DelVecchio stated that the Board has gone ahead and filled both positions in the same meeting and knows the vacancy was posted for a while. The Select Board asked a few questions of each applicant and thanked them for volunteering and noted how qualified each candidate was.

Motion: To appoint Sharon Friedman as a voting member of the Planning Board to an unexpired term to expire on December 31, 2023. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 4:0

Chairman DelVecchio then asked the Board if they wanted to post the vacancy for two weeks or proceed with appointing Ms. Bren as the alternate to fill Ms. Friedman's vacancy. Mr. Trowbridge commented that he wanted to move ahead and appoint Ms. Bren. Mr. Aptowitz agreed that it has been done both ways and if there were people interested they would have applied already and was fine with what the majority wanted to do. Mr. Schoonveld commented that he was unsure if it was posted long enough as Mr. Cleary resigned only as of June 30th and that it was important to follow the process.

Motion: To appoint Diana Bren as an associate member of the Planning Board to an unexpired term to expire on December 31, 2023. (Trowbridge/Aptowitz)

Roll Call Vote:

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

Passes 4:0

5. Discussion and Consideration to Reappoint Matthew Teixeira to serve on the Mansfield Foxboro Norton Wastewater

Chairman DelVecchio noted that Mr. Teixeira was a reappointment and no one else had applied for the opening. Mr. Schoonveld asked if this was posted as an opening. Ms. Champagne stated that it was not posted on the Town's website. Mr. DelVecchio stated that it could be placed on the next agenda. Mr. Trowbridge stated they were not meeting until August and he thought it may have been posted on the MFN website. Mr. Lee Azinheira was present and was asked to come on as a panelist to provide information to the Board. Mr. Azinheira stated that this was a Mansfield opening and it should have been advertised on the Mansfield website only. No motion was made and this item would be placed on the next Select Board meeting agenda to allow the public to have proper notice.

6. Discussion and Consideration of Select Board Subcommittees, Committee Assignments, and Liaisons

Chairman DelVecchio stated that he wanted to confirm that members wanted to stay on their current assignments and also that he wanted to establish a permanent subcommittee on policies and procedures. He noted that the Select Board policies were last updated in 1999 and they needed to be brought up to date. He stated he wanted to ask Mr. Rhein and Mr. Trowbridge to serve on this subcommittee. Mr. Schoonveld also asked for the School Committee Liaison to be removed as it was not appropriate as they are an elected body. Chairman DelVecchio asked for the Boards thoughts on the liaisons. Mr. Trowbridge agreed that the School Committee Liaison should be eliminated, but would leave the others in place and believed the Board should get the various boards and committees in more frequently for updates. Mr. Schoonveld asked if he could serve on the Audit Committee. Mr. Aptowitz stated he was okay with that considering Mr. Schoonveld does not have the School Committee Liaison role or the OPEB Task Force any longer.

7. Discussion of Meeting Calendar, Meeting Times, Agenda Items and Agenda Format

Chairman DelVecchio stated he wanted to add a meeting in two weeks on July 29th. It was agreed to have the meeting start at 7PM and that it would be focused on goal setting. Chairman DelVecchio then stated that Mr. Rhein had asked for a budget status on each agenda as well as the Police and Fire Station and suggested that it gets included in a general item of Planning for the Town with items listed with it. He then stated that agenda items should be emailed to him for consideration. Mr. Schoonveld asked when he would like agenda item suggestions sent to him by. Chairman DelVecchio stated that he would like the Board to send them to him when they come up, but noted that additional time may be needed for staff to prepare. Mr. Schoonveld asked for the packet to be available on Fridays so the Board can review the information over the weekend.

8. 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 20, 2020
- June 10, 2020
- June 23, 2020
- July 1, 2020

b) Vote To Approve Warrants:

- Town Vendor Warrant No. 20054T in the amount of \$469,567.82
- School Vendor Warrant No. 20054E in the amount of \$41,743.22
- Electric Vendor Warrant No. 20054S in the amount of \$403,673.60

- Town Vendor Warrant No. 20055T in the amount of \$168,986.32
- School Vendor Warrant No. 20055E in the amount of \$3,389,838.19
- Electric Vendor Warrant No. 20055S in the amount of \$1,597,447.17
- Town Vendor Warrant No. 21001T in the amount of \$1,168,948.82
- Town Vendor Warrant No. 21002T in the amount of \$802,593.08

c) Permits and License:

- Consideration of 2020 Drainlayers License for Jones Contracting Inc. D
- Consideration of Special Events Application for Question and Answer Session on Dr. Shiva's Bid for U.S. Senate to be held on July 19, 2020 on South Common
- Consideration of Fee Waiver and Special Events Application and Boy Scout Troop 17 for a Field Day to be held on July 29, 2020 with a rain date of July 30, 2020

d) Proclamations

Motion: To approve the consent agenda. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 4:0

9. Consideration and Approval of Town Payroll Warrants:

- **Town Payroll/Town Medicaid Payroll 20054PT in the amount of \$276,998.65**

Motion: To approve Town Payroll/Town Medicaid Payroll 20054PT in the amount of \$276,998.65. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Fails 2:0:2

- **School Payroll/School Medicaid Payroll 20054PS in the amount of \$1,093,031.77**

Motion: To approve School Payroll/School Medicaid Payroll 20054PS in the amount of \$1,093,031.77. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 3:0:1

- **Town Payroll/Town Medicaid Payroll 21001PT in the amount of \$145,730.88**

Motion: To approve Town Payroll/Town Medicaid Payroll 21001PT in the amount of \$145,730.88. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Fails 2:0:2

- **Town Deductions Vendor Payroll 21001TV in the amount of \$129,769.91**

Motion: To approve Town Deductions Vendor Payroll 21001TV in the amount of \$129,769.91. (Aptowitz/Schoonveld)

Roll Call Vote:

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

Passes 4:0

- **School Payroll/School Medicaid Payroll 21001PS in the amount of \$161,682.12**

Motion: To approve School Payroll/School Medicaid Payroll 21001PS in the amount of \$161,682.12. (Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 3:0:1

- **School Deductions Vendor Payroll 21001SV in the amount of \$376,190.02**

Motion: To approve School Deductions Vendor Payroll 21001SV in the amount of \$376,190.02.
(Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 4:0

- **Town Payroll/Town Medicaid Payroll 21002PT in the amount of \$468,804.53**

Motion: To approve Town Payroll/Town Medicaid Payroll 21002PT in the amount of \$468,804.53.
(Aptowitz/Trowbridge)

Roll Call Vote:

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

Fails 2:0:2

- **Town Deductions Vendor Payroll 21002TV in the amount of \$152,885.48**

Motion: To approve Town Deductions Vendor Payroll 21002TV in the amount of \$152,885.48.
(Aptowitz/Trowbridge)

Roll Call Vote:

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

Passes 4:0

10. Correspondence

- Letter from Xfinity of Programming Changes
- Notification from Verizon of TV Rate Change

Mr. Aptowitz noted that the correspondence from the cable companies with a lot of programming changes and it was agreed to not read them all. He then read a letter that was received via email from Mr. Bill Clemmey and signed by him and Mr. Karl Clemmey concerning Amazon coming to Mansfield and his request for the Select Board to put a restriction on the Amazon agreement to not allow any truck access on going East on West Street from the Forbes Boulevard intersection. Mr. Trowbridge did not believe the Select Board had that in their power unless the road could be changed to a “No Through Trucking” street, and that the stipulation for Erin’s Plaza was part of the Special Permit and would have been able to place conditions. He did not believe Amazon needed a special permit because it was allowed by right and did not think it was anything that could be enforced by the Select Board. Mr. Schoonveld stated this needed to be looked into so that there was not an unfair practice because there are many residents that live in that section of West Street and added to an agenda once information is available and there should be consistency amongst the two. Mr. DelVecchio agreed. Mr. Aptowitz stated that he attended a meeting and Lt. Archer did have traffic questions and once Mr. Dumas is back from vacation and he sees this letter he will be able to discuss and answer these questions. Mr. DelVecchio stated that answers would be provided as a report or in a future agenda item.

11. Town Manager’s Report

- Norwood Hospital Update
- FEMA/COVID Expenses
- State Aid
- Mass DOT Shared Streets Grant
- Other Miscellaneous Items

Mr. LaCasse stated he was concerned that the votes taken on the payroll warrants did not pass. He wanted the Board as a rule of necessity to reconsider the warrants. Mr. Aptowitz stated that employees were paid and that they could be added to a future agenda when there is a full Board present. Mr. Trowbridge made the motion to reconsider the payroll warrants and there was no second. Mr. DelVecchio asked to add the items to the July 29th meeting. Mr. LaCasse then provided an update to the Select Board on the items listed above. He stated that Norwood Hospital suffered a flood on June 22nd and the hospital was evacuated of all patients. The Fire Chief has been in contact with the CEO and there is a three phased reopening approach planned. The ER was part of the first phase. He then stated that the COVID related expenses were \$821,000. As for the FY21 budget, he attended a

forum on July 7th presented by Senator Feeney and the state is not going to have final budget numbers to send to cities and towns until the end of August or September. Mr. Schoonveld recommended putting together a list of where additional cuts could be made if the State provides less than the twenty million dollars that has been planned for. Mr. LaCasse then stated that the Town has applied for the Shared Streets Grant that allows for \$300,000 for the purchase of six to ten parklettes in the Downtown. These modular platforms are removable and will take up the equivalent of two or three parking spaces in front of the businesses to provide additional outdoor dining space. He hopes that the Town is successful in securing the grant and it will be a great win for the Downtown area.

12. Select Board Member's Questions and Comments

Mr. Aptowitz asked about the Parking Enterprise account and noted that not many parking spaces were being utilized. Mr. LaCasse stated that the Town is looking at reducing the expense and revenue of those accounts. Mr. Aptowitz then asked Mr. LaCasse if the check being paid to the T was less and he confirmed that it was. Mr. Aptowitz stated that there was a light department meeting scheduled and there is only an hour scheduled for that meeting due to other meetings. Mr. Aptowitz then stated that there is one more evaluation needed for Mr. Sollecito.

Mr. Trowbridge stated he was on that same call with Senator Feeney and that the Town needs to start looking at the "what ifs" he then asked about the lights in the park behind Jimmy's Pub. He stated that the lights within the park are not on yet. Mr. LaCasse answered that he would follow up on that item.

Mr. Schoonveld noted that the gun range activity seems to have increased and asked usage has increased over the years and if it was just the Mansfield Police using the range. He then asked for an opinion by the Health Agenda and Building Inspector on the Paine School as to whether or not it should be a condemned property and torn down. He strongly believed there were hazard materials in the building and had seen such materials fly off the roof. He then asked about the Annual Report and if one was produced this year. Mr. LaCasse answered that he was unsure, but then received a message that it was available on the website and it is for Fiscal Year 19 as it would be too soon for Fiscal Year 20, but would double check and provide an update. Mr. Schoonveld then asked about the weeds in the absence of Mr. Rhein's request from the last meeting. Lastly, Mr. Schoonveld recommended the Board look at the Code of Conduct for the Board of Selectmen of Littleton as it was well written.

Chairman DelVecchio thanked Senator Feeney and Senator Roderick for the budget presentation and stated that the Town needs to prepare for further reductions. He noted that the Finance Committee is reorganizing at their next meeting tomorrow night. Mr. DelVecchio stated that the Board needs to see what options are available for the Paine School location and discuss where to go from here.

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

There were no items.

14. Adjourn

Motion: To adjourn the Select Board Meeting of July 15, 2020 at 6:20PM. (Schoonveld/Trowbridge)

Roll Call Vote:

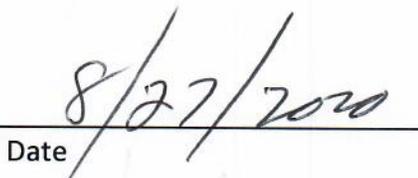
DelVecchio – Yes, Trowbridge – Yes, Schoonveld – Yes Aptowitz – Yes,

Passes 4:0

Signature



Date



Minutes prepared by Carrie Champagne