



**Select Board Meeting Minutes  
July 29, 2020**

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*Town of Mansfield*  
6 Park Row, Mansfield, Massachusetts 02048  
Select Board Meeting  
Wednesday, July 29, 2020 at 7:00PM  
Meeting Room 3 A/B

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MANSFIELD  
MASSACHUSETTS

**Present:** The members of the Select Board all participated remotely via using GoToWebinar: Mr. Frank DelVecchio, Chairman; Mr. Jess Aptowitz, Clerk; Mr. Neil Rhein, V. Chair, Mr. Michael Trowbridge and Mr. Steve Schoonveld. Mr. Kevin Dumas, Town Manager and Mr. Barry LaCasse, Assistant Town Manager/Finance Director were also present via GoToWebinar. Minutes were recorded by Nancy Griffin.

**1. Call To Order Select Board Meeting 7:01 pm - Pledge of Allegiance**

Chairman DelVecchio called the meeting to order at 7:01PM. 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 Aptowitz read a statement and provided an email address and phone number to those watching directing residents to send their questions in.

**2. Town Manager's Report**

- **Covid Task Force Update:** Mr. Dumas gave a Covid Task Force update as follows. The Governor has issued a new travel order because of the resurgence of the virus around the country. This new order requires Massachusetts residents to quarantine if traveling to Massachusetts from higher risk areas. He added, the Mansfield Covid Task Force met last week to discuss the reopening of municipal buildings and they are planning to revisit the subject again at the end of August. The Task Force also discussed a general messaging plan for the community to remind people of their needed participation as there has been a recent trend of relaxing the require protocols for social distancing and mask wearing. We are going to begin having messages on message boards, new social media posts to remind people that we need their help with measure to help prevent the spread of the virus in our community. He noted that the schools will be completing their feasibility study as required by the Commonwealth that will look at three models, one of which is full remote, a hybrid of remote, and in school- full class instruction. This study will be submitted for July 31st.
- **Preliminary Fiscal 2020 Closeout:** Mr. LaCasse gave the FY20 Close-out update as follows. The Town will finish in black with approximately \$1million in free cash expected. The Town will likely not have to go above the consensus 10% reduction in state aid that we assumed in balancing the FY 21. We don't have a confirmation yet, but rumors from State house are suggesting that will be enough.
- **Vacant Building Discussion:** Mr. LaCasse gave the FY20 Close-out update as follows. He reminded that following the last Select Board meeting on July 15<sup>th</sup> he circulated a memo regarding the Paine School, as he believes this was the building that started this discussion. He added, he had also circulated a draft of a vacant structure bylaw which he would like feedback on from the Select Board, Health Agent, and the Building Inspector. He stated he would follow their lead on taking the next steps. He recognizes that this bylaw change would require Town Meeting approval, and he is happy to help as advised by the Select Board, Building Inspector, and Health Agent.

- **ReLeaf:** Mr. Dumas gave an update on the licensing of ReLeaf as follows. He reported that ReLeaf has received their approval from the Cannabis Control Commission for the location on School Street. The Town was required to confirm receipt to CCC, which was done via email response to the CCC, and a courtesy copying to Connor McLaughlin and his attorney.
  
- **Construction update:** Mr. Dumas gave an update on construction as follows. DPW has been busy with many ongoing projects. They have finished the radius curbing at the entrance to the municipal complex. They were able to widen it where you turn in from Rt. 106. At Fairfield East, West, and the Housing area the last of the work was is done and they are now waiting for the guardrail & fence. Everything else is completed except some final striping and signage on the multi-use path. Mr. Dumas complimented everyone involved in the projects in this area, including the Electric Department, because he thinks it really looks fantastic. At Town Hall and Memorial Hall, the old deteriorated pavement in front was removed. The parking lot was regraded to improve the drainage. The base coat and the pavement are down. The original handicap ramp for the main entrance was removed, and a new ramp was relocated directly in front of the entrance. Some of the broken and chipped curbing was replaced. The walkways have been finished and the islands on the corner of Union Street were adjusted to improve the access and to facilitate all the angled parking along South Common and that parking lot. We are waiting for the granite steps to come in for the historical building, so we can finish off the area in front of Memorial Hall. As for the public lot near Mansfield Bank, the draining is done, and the electric conduit and the bases for the pathway and the parking lot lights have been installed. The transformer switchover will take place this weekend. The reclamation and paving of the lot will be done with other lots downtown, behind Jimmy's Pub, in the fall. On Old Colony Road adjacent to the lot at 214 Rumford by Thomas Street, the drainage was complete and the lights have been installed, that transformer switch over will also take place this weekend. The paving will be this fall as well. On Rt. 106 the milling and overlay from St. Mary's to Sterns Avenue is tentatively scheduled for August 8<sup>th</sup> to August 10<sup>th</sup> and final paving on August 16<sup>th</sup> and 17<sup>th</sup>. On Old Colony Road, behind Jimmy's Pub, the bases and walls for dumpster pads will be installed for general cleanup and leveling to address the curb reveal. Maple Street reclamation is planned for second or third week of September. Mr. Dumas commended the crew for their efforts on the amount of work being done, especially given the high temperatures we have been experiencing.
  
- **Xfinity update:** Mr. Dumas gave an update on the Xfinity Center as follows. One of our main contacts at Xfinity has been furloughed due to the pandemic. As such, Live Nation has replaced our contact with Jason Sandoval. Jason is the current GM of the Rockland Trust Bank Pavilion in the Boston Seaport as well as Deirdre Kelly from the Boston Orpheum Theater. Mr. Dumas stated that he held a virtual meeting last week with Jason and Deirdre to discuss their interests in smaller outdoor events in the coming months. These may include a Velocity driving event and Magic Light Display. There will be a Virtual Meet and Greet that will take place for the public safety departments for next week. He will discuss those proposals at that time and there will be more to follow.
  
- **Other Miscellaneous Items update:** Mr. Dumas gave an update on miscellaneous items as follows:
  - COA Director Josephine Madrazo has secured a \$5000 grant for activity totes for COA members. She will likely distribute 50 of them in August and 50 in September. Mr. Dumas congratulated Josephine on the award of the grant, and for thinking out of the box to keep these types of activities and other virtual programs going for our town's seniors during the pandemic.

- The Downtown Committee is working on fundraising for a train-themed play structure for the public space on Old Colony Road. The Downtown Committee members already have pledged for approximately \$2200 of the \$3600 needed to purchase the structure.
- Mr. Dumas added, that he continues to work with Chase Parker of the PGA Tour. They have been keeping communication open, and he is working with them to help in any way the Town can, as he understands how important this event is to Mansfield and Norton.
- Mr. Dumas told the Board that Early Voting will take place at Town hall. A plan has been developed that will allow this to safely take place at the handicapped entrance to Town Hall, with the proper space requirements for our workers and for voters to have the safe space to do their early voting.
- Mr. Dumas said he has been contacted again by Business View magazine, the magazine which highlighted Mansfield last year. They are interested in doing a follow up article on Mansfield, as we were one of the most viewed articles in the last series. They would like to discuss how Mansfield is handling the pandemic, and how projects have continued forward, including the newly secured Amazon location
- Regarding the Amazon facility, their building permit has been submitted. It will be \$208,000. This represents approximately one-third of the building permit revenue for the year.
- Mr. Dumas congratulated Deputy Chief Jim Puleo on his retirement after 35 years of service. He thanked Deputy Chief Puleo for his service to the Town, his wisdom, and wished him the very best in his retirement. Mr. Dumas then congratulated the new Deputy Chief, Robert Merritt and wished him the best of luck in his new position.
- Parking Study – Mr. Dumas stated that he has made contact with Matt Smith on the parking study update. They will be making a final edits before the last follow-up meeting and then the final public review will be scheduled as promised.
- Bristol County Retirement Board – On the topic of Bristol County Retirement Board Mr. Dumas told the Board that he and Mr. LaCasse had attended a meeting of the Retirement Board last week where they were discussing the new 2020 valuation as compared to the previous 2018 valuation. He noted that there will be a need to extend the funding schedule until approximately 2035. It would be much lesser percentage increase, of approximately around 4%, beginning in FY23, versus the current 8% increase every year. Mansfield was also joined in the meeting by Norton and Easton. The Retirement Board will take a vote on a funding schedule at a future date.
- Mr. Dumas shared an update on residential property from the Massachusetts Association of Realtors on the year to date sales on single family homes and condominiums. For the month of June 2019 versus June 2020 single family median sales prices are up 15.5%, for the year-to-date 14.1%. On the condominium properties, median sales price June a year ago to today are down 21.3%, and for the year 8.7%.
- **Trails:** Mr. Dumas gave an update on conservation trails as follows. He said, Conservation Agent, Kaitlyn Gonyer has advised that the funds needed to address all of the safety issues on the trails have been processed, and the work has been completed. She wanted to thank all involved for making that happen. The Conservation Commission will be working on a plan for continued maintenance moving forward.

There were follow-up questions and comments on Mr. Dumas' report as follows:

Mr. Schoonveld apologized for coming to the meeting live from the baseball field again, and then asked Mr. Dumas about the pension funding stretching out to 2035. He asked, Do you have a projection of what that schedule will look like compared to what we had before? Mr. Dumas responded that the

Board is considering several different choices and until they actually take a vote on which one they are going to choose, he won't know the data on it. Mr. Schoonveld asked if ReLeaf has an opening date. Mr. Dumas said they have not announcement their opening plans yet. Mr. Schoonveld followed up with, did we give them a timeframe in the agreement or did we just say open-ended, because previously we had a three year timeframe for another facility, but it sounds like we didn't condition ReLeaf. Mr. Schoonveld stated he wanted the plan to reopen Town Hall brought to the Board to opine on so they can comment. He then asked if absentee voting was going to take place as well with as much rigor as it did for the State elections. Mr. Dumas stated that all of the people who previously signed up for early voting had the option to sign up for all elections. Mr. Schoonveld stated that everyone who signed up for absentee voting received a card in the mail a week or two ago. Mr. DelVecchio noted that the mailing was for mail-in ballot, not absentee voting. Mr. Schoonveld stated it is absentee.

Mr. Trowbridge had a couple of follow up comments regarding the report on the vacant building discussion. He stated that it would be a town by law, not a zoning bylaw and that would be done at the Annual Town Meeting and he would want the Planning Board involved. Then he asked what kind of material will go down under the train structure at the new public space and reminded that the Town needs to make sure the material is compliant with public playground regulations. He also reminded that DPW may have to rework where the sprinklers are located and that handicap access must be considered.

Mr. Rhein asked about the area near the entrance to Memorial Hall where the sign was dug up during the re-construction of Town Hall driveway. Mr. Dumas said he would follow-up with Mark Cook.

3. Resident Questions and Comments – None

4. **Consideration to Reappoint Rosemarie Sirois to the Non-Profit Gift Fund Committee**

**Motion:** To Reappoint Rosemarie Sirois to the Non-Profit Gift Fund Committee to an unexpired term to expire on December 31, 2022

**Discussion:** Mr. Schoonveld as if this was a mistake and why we didn't reappoint her back in December. Nancy Griffin was asked by the chair to answer the question. She stated that the applicant did not renew in December, and the applicant has just submitted an application at this time. Mr. DelVecchio noted that these openings were advertised on the website for quite a while. Mr. Schoonveld clarified for the audience that they were likely posted back in December and for clerical reasons they were not followed up on.

Roll Call Vote: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

5. **Consideration to Reappoint Jeffrey Ward to the Keep Mansfield Beautiful Committee**

**Motion:** To Reappoint Jeffrey Ward to the Keep Mansfield Beautiful Committee to an unexpired term to expire on December 31, 2022

Roll Call Vote: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

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

**Motion:** To Reappoint Matthew Teixeira to serve on the Mansfield Foxboro Norton Wastewater to an unexpired term to expire on June 30, 2023.

Roll Call Vote: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

7. Description of Policies, Procedures and Practices Subcommittee, with Mr. Rhein and Mr. Trowbridge as members, for the record.

**Motion:** To approve the Description of Policies, Procedures and Practices Subcommittee, with Mr. Rhein and Mr. Trowbridge as members, for the record.

Roll Call Vote: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

8. Listing of Select Board Subcommittee and Liaison Assignments, for the record.

**Motion:** To approve the Listing of Select Board Subcommittee and Liaison Assignments, for the record.

Discussion: Mr. Rhein noted that it might make more sense for him to report for the Conservation Commission instead of the Open Space Committee since the Open Space Committee actually reports to the Conservation Commission. He also asked how the Chairman arrived at just this list of committees as follows, since there are many other committees:

**Select Board Subcommittee Assignments**

- Bristol County Advisory – Mr. Aptowitz
- Capital Improvements – Mr. Trowbridge and Mr. DelVecchio
- Audit Committee – Mr. Schoonveld
- TIFF – Mr. Schoonveld
- Budget Subcommittee – Mr. DelVecchio and Mr. Trowbridge
- Downtown Committee – Mr. Rhein
- Trash/Recycling Task Force – Mr. Schoonveld and Mr. Rhein
- Insurance Subcommittee- Mr. Schoonveld
- Town Manager Strategic Development – Mr. Aptowitz and Mr. DelVecchio
- Community Service Award Committee – Mr. Rhein
- Master Plan Committee – Mr. DelVecchio
- Policies Procedures and Practices – Mr. Rhein and Mr. Trowbridge

**Select Board Liaison Assignments**

- Board of Assessors – Mr. Steve Schoonveld
- Finance Committee and Recreation Commission – Mr. Michael Trowbridge
- Planning Board and Open Space Committee – Mr. Neil Rhein
- Airport Commission and Zoning Board of Appeals – Mr. Frank DelVecchio
- Board of Health and Cable Access – Mr. Jess Aptowitz.

Mr. DelVecchio stated that perhaps an amendment to the motion could be made, or move it forward now and revisit the list if items come up on other committees. Mr. Schoonveld stated the intent is to liaison to committees who need help with policy considerations. The role of the liaison is assisting, not overseeing. Mr. DelVecchio added, liaisons do not attend every meeting or participate in meetings. They are meant to be a conduit for communications between the committees and the Select Board.

**Amendment Motion:** To amend the list to replace Open Space & Recreation with Conservation Commission.

Roll Call Vote on amendment: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes. **(Aptowitz/Trowbridge 5:0)**

**Motion:** To approve the amended Listing of Select Board Subcommittee and Liaison Assignments, for the record.

Roll Call Vote on amendment: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes. **(Aptowitz/Trowbridge 5:0)**

9. Discussion and Consideration of Other Post-Employment Benefits Task Force Dissolution

**Motion:** To dissolve the Other Post-Employment Benefits Task Force as the goal of the task force has been met.

Discussion: Mr. Schoonveld stated he still believes the goal the task force has been met. We might have to make an adjustment to our plans for future funding of the OPEB based on the pension changes, but we don't know what those changes are yet so he thinks as a committee, with the help of our finance committee, and our two Finance Directors in town, we should be able to handle it without a full task force for amending what would possible be our OPEB funding plan.

Roll Call Vote: Schoonveld – Yes, Rhein – Yes, Trowbridge – Yes, Aptowitz, - Yes, DelVecchio – Yes. **(Aptowitz/Schoonveld 5:0)**

10. Consideration and Approval of Town Payroll Warrants:

a) 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

Rhein – Yes, Schoonveld – No, Aptowitz - Abstain, Trowbridge – Yes, DelVecchio – Yes.

**(Aptowitz/Trowbridge 3:1:1)**

- 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

Rhein – Yes, Schoonveld – No, Aptowitz - Abstain, Trowbridge – Yes, DelVecchio – Yes.

**(Aptowitz/Trowbridge 3:1:1)**

- 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

Rhein – Yes, Schoonveld – No, Aptowitz - Abstain, Trowbridge – Yes, DelVecchio – Yes.

**(Aptowitz/Trowbridge 3:1:1)**

- Town Payroll/Town Medicaid Payroll 21003PT in the amount of \$403,467.41

**Motion:** To approve Town Payroll/Town Medicaid Payroll 21003PT in the amount of \$403,467.41

Rhein – Yes, Schoonveld – No, Aptowitz - Abstain, Trowbridge – Yes, DelVecchio – Yes.

**(Aptowitz/Trowbridge 3:1:1)**

- Town Deductions Vendor Payroll 21003TV in the amount of \$133,208.71

**Motion:** To approve Town Deductions Vendor Payroll 21003TV in the amount of \$133,208.71

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

**(Aptowitz/Trowbridge 5:0)**

- School Payroll/School Medicaid Payroll 21003PS in the amount of \$1,333,346.28

**Motion:** To approve School Payroll/School Medicaid Payroll 21003PS in the amount of \$1,333,346.28

Rhein – Yes, Schoonveld – Yes, Aptowitz - Yes, Trowbridge – Abstain, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 4:0:1)**

- School Deductions Vendor Payroll 21003SV in the amount of \$393,856.09  
**Motion:** To approve School Deductions Vendor Payroll 21003SV in the amount of \$393,856.09  
Rhein – Yes, Schoonveld – Yes, Aptowitz - Yes, Trowbridge – Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**
- Town Payroll/Town Medicaid Payroll 21004PT in the amount of \$466,088.13  
**Motion:** To approve Town Payroll/Town Medicaid Payroll 21004PT in the amount of \$466,088.13  
Rhein – Yes, Schoonveld – No, Aptowitz - Abstain, Trowbridge – Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 3:1:1)**
- Town Deductions Vendor Payroll 21004TV in the amount of \$166,163.66  
**Motion:** To approve Town Deductions Vendor Payroll 21004TV in the amount of \$166,163.66  
Rhein – Yes, Schoonveld – Yes, Aptowitz - Yes, Trowbridge – Yes, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

#### 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) Proclamations:

- Eagle Scout, Ciarán James Connolly

##### b) Permits and License:

- Consideration of Special Events Application for Mansfield Field of Honor – Fallen Heroes Moving Memorial Wall
- Consideration of 2020 Water Installers License for Wellesley Contracting Corp., Inc.

**Motion:** To approve the consent agenda.

Roll Call: Rhein – Yes, Schoonveld – Yes, Aptowitz - Yes, Trowbridge – Abstain, DelVecchio – Yes.  
**(Aptowitz/Trowbridge 5:0)**

#### 12. Initial Discussion of FY21 Goals and Objectives

Mr. DelVecchio summarized, last week he requested for everyone to submit maybe three to five goals for the coming year. He would like to compile them for discussion at the August 5th meeting, when he would like to spend most of the time working on the goals and objectives.

#### 13. Correspondence - None

#### 14. Select Board Member's Questions and Comments

- Mr. Aptowitz stated that a resident contacted him about the work at COA. The work for potential lighting has not been completed. He would like to know if we could reach out to the Electric Department to see if they will complete the work. Mr. Dumas said perhaps there is an opportunity for Mansfield Electric to sponsor the work, and he would be happy to coordinate with the DPW and Electric Department. Mr. Schoonveld added to Mr. Aptowitz's comments. He asked if the last coat of paving had been put down at the COA because the curbing is exceptionally high. Mr. Dumas said

he would look into it. Mr. Aptowitz asked about the Town Hall opening because he has received comments from residents seeing that some surrounding towns are doing other things. He said, we need to talk about it. Mr. DeVecchio stated that the Covid Task course has met and will be reviewing it again at the end of August, and their input is valuable. Mr. Schoonveld stated that the Select Board needs to talk about the reopening because it is a policy decision. He said it needs to be discussed and debated by the Board and to let the audience have a chance to give their input. He added, the Board should have done so back in March, when we closed, as well. He would like it to be an agenda item next week so we he can hear what residents have to say about reopening Town Hall, and then have a plan proposed to the Select Board so we can vote on it. Mr. DeVecchio stated that the agenda on August 5<sup>th</sup> is almost entirely dedicated to goals and objectives, and the meeting on August 19<sup>th</sup> will give Mr. Dumas some time to give the Board some feedback. Mr. Schoonveld followed up that it needs to be a decision that the Select Board makes and not the Task Force because it is a policy decision.

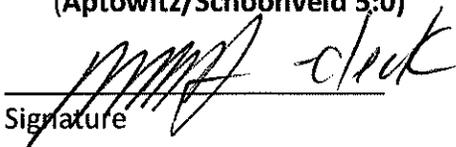
- Mr. Schoonveld said thank you for obliging him for being able to take the meeting from the ballfield and that is was a gorgeous night and there are lots of people there staying six feet apart. It has been very good baseball season and playoffs start next week.
- Mr. Trowbridge stated that things are still spinning along in Town. We are still getting projects done. We are here governing and that is good.
- Mr. Rhein said he is excited to see more Downtown improvements, and he's looking forward to the Old Colony section of the bike path. He asked if there were going to be trees planted. The Town Manager said yes. He is wondering if the Board will be discussing strategies for the N. Main Street Fire Station. Mr. Dumas stated that Mr. LaCasse will be meeting with Mike Ahern next week to go over some strategies to bring back to the Select Board. Mr. Rhein asked if there are any updates to Mansfield becoming a Green Community. Mr. Dumas said consideration is still on his list.

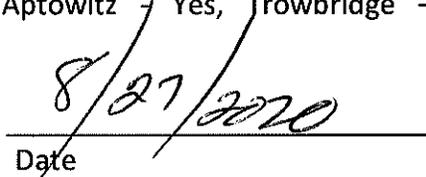
Sub-Committee Reports: Mr. Schoonveld stated that he has been made the Chair of the Trash & Recycling Committee. He told the Board that his committee had a field trip last week, on a hot Saturday, to visit some area facilities. He was especially impressed with Norfolk's facility.

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

16. Adjourn

Roll Call: Rhein – Yes, Schoonveld – Yes, Aptowitz – Yes, Trowbridge – Yes, DeVecchio – Yes.  
(Aptowitz/Schoonveld 5:0)

  
Signature

  
Date

Minutes prepared by Nancy Griffin