

**Select Board Meeting Minutes  
September 1, 2021**

**Present:** Mr. Neil Rhein, Chairman; Mr. Michael Trowbridge, Vice-Chair; Mr. Frank DeVecchio, Clerk; Mr. Jess Aptowitz and Mr. Steve Schoonveld. Mr. Kevin Dumas, Town Manager and Mr. Barry LaCasse, Assistant Town Manager/Finance Director were also present in meeting room 3A/B at Town Hall. Mr. Rhein was not present at the start of the meeting but arrived at 6:08PM.

2021 SEP 16 A 10:34

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

Mr. Michael Trowbridge, Vice-Chairman called the meeting to order at 5:34PM. 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. Mr. Trowbridge then asked for a moment of silence to recognize the thirteen soldiers who lost their lives in Afghanistan.

**2. Town Manager's Report**

- Budget/Finance Update
- Bristol County
- Economic Development Director Position
- Collector/Treasurer Position
- Miscellaneous Items

**Select Board Questions and Comments on Town Manager's Report**

Mr. Dumas started his report by stating that COVID numbers were at 44 last week and are down to 35 this week. He stated that municipal employees are wearing masks along with everyone at the schools. Mr. Dumas then stated that notification was received from the State approving Free Cash and Town Departments have updated their CIP requests and CIP is scheduled to meet on September 9<sup>th</sup> at 6PM. Mr. Dumas stated that he attended the FY22 Bristol County Budget meeting with Mr. DeVecchio and the County will be dividing the ARPA funds amongst all twenty communities. He then provided an update on the CommCan and stated that the SJC ruled in favor of CommCan and he will be working with Town Counsel on that item further. He then updated the Board on the North Main Street Fire Station and that PCB's were found in the soil and further testing is needed and removal will be necessary. Mr. Schoonveld asked how much has been spent on remediation and Mr. Dumas answered \$130,000. Mr. Dumas then provided an Economic Development update and noted the meetings that have happened and those that are scheduled with potential new businesses. He then announced that Mr. John Allard has been hired as the Treasurer/Collector. He then provided an update on the timeline for preparing for Town Meeting followed by an update on SEMRECC stating that they are on budget. Mr. LaCasse provided an update to the Board on CIP Requests, Local Receipts and Free Cash Certification. Mr. Aptowitz thanked him and Mr. DeVecchio for attending Bristol County meeting for him and he was glad that the Town was staying on top of that additional funding from the county. Mr. Trowbridge asked if another town is going to join SEMRECC and Mr. Dumas responded that Director Verdone has been asked to do an analysis to see what he can take on in additional calls before they can decide if it's possible to add another community without changing the amount of staff. Mr. Dumas also added that there are two communities who are interested in joining SEMRECC.

**3. Resident Questions and Comments**

There were no resident questions or comments.

**4. Update from the Historical Commission**

Mr. Giampaolo DiGregorio, Chair of the Historical Commission was present and updated the Board on items that the Commission has been working on. He stated that Fisher Richardson House was open and tours are available since June and will end for the season on September 12<sup>th</sup>. He stated that the Commission has been working on preserving a cemetery off of Mill Street and waiting for results of the survey the property to see just what area the cemetery covers. Mr. Schoonveld asked what the Commission is planning for the 250<sup>th</sup> Anniversary of Mansfield and Mr.

DiGregorio said he would bring that back to the members for discussion and believes that they would work together with the Historical Society for that. Mr. Trowbridge asked how the Historical Society works with the Historical Commission and Mr. DiGregorio answered that the Historical Society is a private enterprise but information is shared between the two groups and both tell the story of Mansfield's history.

**5. Discussion and Consideration of Change of Officers Application for New England Sportservice, Inc.**

Mr. Thomas Miller was present virtually along with Albert Fera the Manager of Record to represent New England Sportservice, Inc. He stated that the corporate structure was changing and there were two new members joining the Board. Mr. Aptowitz commented that it was a procedural matter and Mr. Miller confirmed that it was and noted that it is still the same ownership and nothing is changing at the local level.

**Motion:** To approve the change of officer's application for New England Sportservice, Inc. (DelVecchio/Aptowitz)  
**Passes 4:0**

**6. Discussion with the Town Clerk on Updating the Voting Precincts and Addition of a 7th Precinct**

Ms. Marianne Staples, Town Clerk was present. She stated that there will be a need to add a 7<sup>th</sup> precinct due to the federal census that was done. She is still waiting for numbers to be finalized but there are only 4,000 voters allowed per precinct. The new precinct will be the center of Town. She stated that there was no vote needed tonight but it will formally come before the Board for a vote once the census is certified. Mr. Shaun Burke, Town Planner was present and added that Mansfield in ten years has only seen an increase of two percent or seven hundred people. Mr. Aptowitz commented that some of the precincts have no more land to really develop any larger subdivisions. Mr. Burke stated that he expects that within the next ten years there may be development at the train station.

**7. Discussion and Consideration of a Regional Epidemiologist and Part-Time Administrative Assistant to the Regional Epidemiologist Job Descriptions**

Ms. Amy Donovan-Palmer, Mansfield Health agent was present and read a memo she had previously provided to the Board to summarize the addition of these two positions that will be grant funded for two years through the state to do contact tracing. The positions will be located at the fire department and shared amongst Norton, Easton, Foxborough and Sharon. Mr. Trowbridge stated that he was in support of regional efforts. Mr. Aptowitz asked if the people that are testing positive through the Fire Department are vaccinated. Chief Desrosiers answered that they have had no vaccinated positive cases at their testing site. Mr. Rhein asked what other diseases or viruses the Town does contract tracing for and Chief answered food born illnesses. Mr. Aptowitz noted how much the workload has increased for many departments and thanked them for their hard work with the tasks that have been added because of COVID.

**Motion:** To approve the regional epidemiologist and part time administrative assistant to the regional epidemiologist job descriptions. (DelVecchio/Schoonveld) **Passes 5:0**

**8. Review and Amend Non-Profit Gift Fund Criteria for Distribution of Funds and Establish Annual Appropriation Amount**

Mr. Dumas explained that this topic for discussion was brought up because the annual golf tournament is not happening so there will not be funds available from that organization going forward, however there have been additional gifts given by the cannabis businesses in Mansfield. Mr. Rhein noted the first change is changing the title from Criteria to guidelines. Text was added to stated that committee members need to abstain from a vote where they may have a conflict of interest. The Board further discussed the guidelines and made some additional changes.

**Motion:** To approve the amended Non-Profit Gift Fund Criteria for Distribution of Funds and Establish an annual recommended distribution in the amount of \$40,000. (DelVecchio/Aptowitz) **Passes 5:0**

**9. Discussion and Consideration of a Mansfield 250th Anniversary Committee**

Chairman Rhein stated that Mr. Trowbridge had requested this agenda item. Mr. Trowbridge stated that he would like the Historical Commission or the Downtown Business Association to get something started. Mr. Dumas

commented that the Board should first establish a charge for a committee. He also stated that that an appropriation of funds may also be established. Mr. Trowbridge asked Mr. Dumas to put together a charge and list of members.

#### **10. Continued Discussion of 50 West Street Property**

Mr. Dumas stated that nothing new that has changed since the last meeting.

#### **11. Resident Questions and Comments**

There were no questions or comments from the public.

*Mr. Trowbridge left the room at 7:11PM.*

#### **12. 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) Vote to Approve Meeting Minutes:

- August 18, 2021

b) Vote to Approve Warrants:

- Town Vendor Warrant No. 22008T in the amount of \$1,966,657.66
- Electric Vendor Warrant No. 22008E in the amount of \$117,747.20
- School Vendor Warrant No. 22008S in the amount of \$326,138.34
- Town Vendor Warrant No. 22009T in the amount of \$119,263.12
- Electric Vendor Warrant No. 22009E in the amount of \$71,060.98
- School Vendor Warrant No. 22009S in the amount of \$82,120.66

c) Permits and Licenses:

- Consideration of Consideration of Banner Application for Mansfield Youth Basketball for September 6-20, 2021
- Consideration of 2021 Water Installers License for US General Inc.
- Consideration of Special Events Applications for Park and Recreation Arts and Craft Show on October 2, 2021
- Consideration of Special Events Application for Randy Tatum Social on September 12, 2021
- Consideration of Banner Request for Parks and Recreation Arts and Craft Show from September 20-October 4

d) Consideration of Proclamations:

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

**Passes 4:0**

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

- Town Payroll/Town Medicaid Payroll 22008PT in the amount of \$533,128.01.

**Motion:** To approve Town Payroll/Town Medicaid Payroll 22008PT in the amount of \$533,128.01.

(DelVecchio/Aptowitz)

**Passes 4:0**

*Mr. Trowbridge returned at 7:14PM.*

- Town Deductions Vendor Payroll 22008TV in the amount of \$158,482.09

**Motion:** To approve Town Deductions Vendor Payroll 22008TV in the amount of \$158,482.09.

(DelVecchio/Trowbridge)

**Passes 5:0**

- Town Payroll/Town Medicaid Payroll 22009PT in the amount of \$460,250.22

**Motion:** To approve Town Payroll/Town Medicaid Payroll 22009PT in the amount of \$460,250.22.  
(DelVecchio/Trowbridge)

**Passes 5:0**

- Town Deductions Vendor Payroll 22009TV in the amount of \$138,338.22

**Motion:** To approve Town Deductions Vendor Payroll 22009TV in the amount of \$138,338.22.  
(DelVecchio/Trowbridge)

**Passes 5:0**

- School Payroll/School Medicaid Payroll 22009PS in the amount of \$1,723,666.76

**Motion:** To approve School Payroll/School Medicaid Payroll 22009PS in the amount of \$1,723,666.76.  
(DelVecchio/Trowbridge)

**Passes 3:0:2** (DelVecchio and Trowbridge Abstained)

- School Deductions Vendor Payroll 22009SV in the amount of \$537,609.26

**Motion:** To approve School Deductions Vendor Payroll 22009SV in the amount of \$537,609.26.  
(DelVecchio/Trowbridge)

**Passes 5:0**

#### **14. Correspondence**

- Letter from the MBTA Advisory Board

Mr. DelVecchio stated that the MBTA needs to be updated of who the current Chair is on Select Board letterhead. Mr. Rhein stated that Ms. Champagne will be able to take care of that.

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

Mr. Schoonveld stated that he went to the last Assessor's meeting and summarized some of the comments made at their meeting and stated that the Board of Assessors would like to come to the Select Board meeting in October prior to having a tax classification hearing. Mr. Schoonveld then asked to add Trash Committee Charge as agenda item at an upcoming meeting.

Mr. DelVecchio stated that he watched the Finance Committee. He noted that the Committee did not reorganize, but assigned representatives to various Boards and Committees. He added that are scheduled to come to the next Select Board meeting and it will be a good discussion with them about their goals. Mr. DelVecchio stated that he looks forward to the information from the Assessors, but noted that maybe it should have been an agenda item instead of part of Select Board comments so that a discussion can happen.

Mr. Aptowitz stated that the Audit Committee met and Ms. Kris Mousette is the new Chair. He stated that Mr. Michael Nelligan presented the Audit Plan and the management comments are way down and things are coming together. He then thanked Mr. LaCasse and Mr. Violette with that. He also stated that that the Volunteer Advisory Sub-Committee met and interviewed two people that will be moved forward to the next Select Board meeting for consideration by the full Board to appoint them to serve on Conservation and the other to Open Space and Recreation. He also wished everyone a Happy Labor Day. Mr. DelVecchio added that everything went well with the Volunteer Advisory and it was just one candidate for each open spot which makes it easy. He noted that he wants full participation moving forward from Chairs or Representatives as well as Department heads from the respective committees to help with the interviews.

Mr. Rhein asked for the Town Manager to send out an email for Board and Committee members to follow the various social media platforms of the Town. He then asked for the Community Service Awards information to be posted and that nominations are being accepted.

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

There were no items.

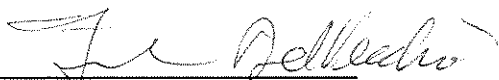
**17. Enter into Executive Session and Not Return to Open Session under Exemption No. 2, M.G.L. Chapter 30A, Section 21-**

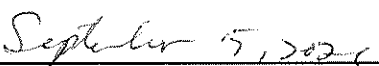
- a.) To discuss strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.
- b.) Approve Executive Session Meeting Minutes of June 16, 2021 and July 7, 2021.

**Motion:** To Enter into Executive Session and Not Return to Open Session under Exemption No. 2, M.G.L. Chapter 30A, Section 21- To discuss strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and to Approve Executive Session Meeting Minutes of June 16, 2021 and July 7, 2021 at 7:36PM. (DelVecchio/Aptowitz)

**Roll Call Vote:**

Schoonveld – Aye      Delvecchio – Aye      Aptowitz – Aye      Trowbridge – Aye      Rhein - Aye

  
Signature

  
Date

*Minutes prepared by Carrie Champagne*