

**Board of Selectmen  
Open Meeting of April 26, 2023  
Seekonk Town Hall, 100 Peck Street  
BOS Meeting Room**

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Members Present: Justin Sullivan, Pam Pozzi, Chris Zorra, Michelle Hines, Michael Healy

Chair Healy opened the meeting at 6:00 p.m.

**Board and Committee Openings**

J. Sullivan read the Board and Committee vacancies into the record.

**Community Speaks** – No one was present to speak.

**A. Ceremonial swearing in ceremony for Police Officers**

Chief Enos presented Officer Mitchell Dudley who was sworn in with the Town Clerk, Florice Craig.  
Chief Enos presented Officer Alex Flaxman who was sworn in with the Town Clerk, Florice Craig.  
Chief Enos presented Officer John Domagala who was sworn in with the Town Clerk, Florice Craig.  
Chief Enos presented Officer Ian Boisvert who was sworn in with the Town Clerk, Florice Craig.  
Chief Enos presented Officer Eric Schoonmaker who was sworn in with the Town Clerk, Florice Craig.

**B. Consider the Conditional Offer of Employment for Holly Fiola for the position of Receptionist/Program Assistant with Human Services**

Human Services Director Brittney Faria stated Holly is well organized and enjoys helping others. The interview panel consisted of Carol Days, Ashley Cartwright, and herself.

P. Pozzi asked how many applicants applied for this position and how many were interviewed.

B. Faria answered they interviewed four individuals but more applied.

P. Pozzi asked what it meant for the position to be grant funded.

B. Faria said they receive yearly funds from the Executive Offices of Elder Affairs for this position.

**M. Hines made a motion to appoint Holly Fiola to the position of Receptionist/Program Assistant with Human Services, subject to and conditioned upon her successful passage, as determined by the Town Administrator, of a pre-employment background and CORI check, physical examination, drug screening, and completion of all pre-employment paperwork; it was seconded by J. Sullivan, and it was unanimously approved.**

**Vote: 5-0 all in favor**

**C. Consider the Conditional Offer of Employment for Nicole Buffington for the position of Outreach Caseworker with Human Services**

Human Services Director Brittney Faria stated the interview panel (Carol Days, Ashley Cartwright, and herself) met with Nicole. She has 15 years of experience working with individuals with diverse backgrounds and has knowledge of both State and Federal programs.

P. Pozzi asked how many applicants applied for this position and how many were interviewed.

B. Faria said they interviewed four and approximately ten applied.

**M. Hines made a motion to appoint Nicole Buffington to the position of Outreach Caseworker with Human Services, subject to and conditioned upon her successful passage, as determined by the Town Administrator, of a pre-employment background and CORI check, physical examination, drug screening, and completion of all pre-employment paperwork; it was seconded by J. Sullivan, and it was unanimously approved.**

**Vote: 5-0 all in favor**

**D. Consider submitting a letter of intent for the 2023-24 Municipal Public Library Construction Program (MPLCP) Grant**

K. Hibbert explained the MPLCP Grant is not due until May 2024, however, the deadline to submit a letter of intent is due Friday, April 28<sup>th</sup>. The letter of intent does not obligate the Town to apply for a grant and will only be used as a placeholder. The process requires certain perimeters being met and provided the Board with the projected timeline.

P. Pozzi asked who would have to attend the mandatory application workshops in May 2023.

K. Hibbert said a representative from the library, as well as someone from the Town (Finance Director, Town Administrator, Assistant Town Administrator).

J. Sullivan asked if the grant could be used for renovations to the existing the building or if it was for a new building.

K. Hibbert said it does include renovations, but they have questions. For instance, what would the renovations entail and if the renovations stay within the same square footage.

**M. Hines made a motion to submit a letter of intent for the 2023-2024 Municipal Public Library Construction Program (MPLCP) Grant; it was seconded by J. Sullivan, and it was unanimously approved.**

**Vote: 5-0 all in favor**

**E. Discussion of a name change for the “Board of Selectmen”**

M. Hines said she received some suggestions to change the Board’s name to Select Board, Executive Board, or Town Council.

The Board discussed and decided on Select Board. The name change won’t be official until it gets voted on at Town Meeting, receives approval from the Attorney General’s Office, and changed in the Town Charter.

**M. Hines made a motion the Town proceed with the name change from the Board of Selectmen to Select Board; it was seconded by J. Sullivan, and it was unanimously approved.**

**Vote: 5-0 all in favor**

**F. Discussion of implementing gender-neutral policies**

M. Healy said the Town has started to move forward with making changes to documents to be more gender neutral.

M. Hines suggested to continuing making changes to written policies, procedures, and building signage as projects move forward.

**G. Consider authorizing the Chair to execute, on behalf of the Board, any and all documents to exercise the right of first refusal relative to the property located at 34 Hammond Street (Map 10, Lot 305); 0 Hammond Street (Map 10, Lot 306); 291 Chestnut Street (Map 10, Lot 307); 297 Chestnut Street (Map 10, Lot 308); 303 Chestnut Street (Map 10, Lot 309) and 0 Chestnut Street (Map 10, Lot 310) subject to approval at Town Meeting**

M. Healy advised the Board at CPC’s last meeting, the committee chose *not* to fund the project. He explained if the Board moves forward, the Board and CPC will need to meet Monday night prior to Town Meeting to discuss further.

M. Hines and P. Pozzi said they would like to meet with the CPC before Town Meeting to understand why they chose not to support the purchase.

J. Sullivan commented that if CPC funds could not be used, the money would have to come out of the operating budget, stabilization account, or be a debt exclusion. He agreed with asking the CPC why they chose not to purchase the property.

**M. Hines made a motion to authorize the Chair to execute on behalf of the Board, any and all documents exercise the right of first refusal relative to the property located at 34 Hammond Street (Map 10, Lot 305); 0 Hammond Street (Map 10, Lot 306); 291 Chestnut Street (Map 10, Lot 307); 297 Chestnut Street (Map 10, Lot 308); 303 Chestnut Street (Map 10, Lot 309) and 0 Chestnut Street (Map 10, Lot 310) subject to the approval at Town meeting; it was seconded by J. Sullivan, and it was unanimously approved.**

**Vote: 5-0 all in favor**

**H. Consider the approval of the March 15, 2023 minutes**

**J. Sullivan made a motion to approve the open meeting minutes of March 15, 2023; it was seconded by C. Zorra, and it was voted: 3 approved/2 abstained (M. Hines, P. Pozzi)**

**COMMUNITY SPEAKS:** No one was present to speak

**TOWN ADMINISTRATOR’S REPORT** (Mr. Cadime was not present)

- A. South End Fire Station Building Committee – Nothing new to report.
- B. Department of Public Works Building Committee – Nothing new to report.

**BOARD OF SELECTMEN LIAISON REPORTS AND COMMENTS**

- A. Accounts Payable Warrant – Signed
- B. Bristol County Advisory Board (M. Healy) – Nothing new to report.
- C. Aitken School Expansion Building Committee Report (C. Zorra) – They are still waiting for the financial report from Compass. The meeting they had scheduled for tomorrow has been cancelled.
- D. 540 Arcade Avenue Building Committee Report (M. Hines) – The walls are being plastered.
- E. TV9 Liaison Report (M. Healy) – Their next meeting was scheduled for May 8<sup>th</sup> but will be rescheduled due to Town meeting.

P. Pozzi reminded everyone the Town meeting will be held on May 8<sup>th</sup>. She discussed poll pads with the Town Clerk and asked the Town Clerk attend a future meeting to discuss them further.

M. Hines wanted to let the residents know that Don Kinniburgh passed away last Friday. He has served the Town for many years.

**Adjournment**

**J. Sullivan made a motion to adjourn open session at 7:05 p.m.; it was seconded by M. Hines, and unanimously approved. The executive session was cancelled.**

**Vote: 5-0 all in favor**

Respectfully submitted,  
Michelle A. Hines, Clerk

Prepared by:  
Kristen L’Heureux

**Items Distributed at the April 26, 2023 Board of Selectmen Meeting**

- Memo from Chief Enos – swearing in/badge ceremony
- Memo from Brittney Faria regarding the employment of Holly Fiola
- Memo from Brittney Faria regarding the employment of Nicole Buffington
- Email from Kate Hibbert regarding the MPLCP grant
- Draft open session meeting minutes for March 15, 2023