

**BOARD OF SELECTMEN**  
**OCTOBER 17, 2018**  
**REGULAR SESSION**

Members Present: David Andrade, Nelson Almeida, David Viera,  
Michelle Hines, Chris Zorra

Town Administrator: Shawn E. Cadime

Chairman Andrade opened the meeting at 7 p.m. followed by the Pledge of Allegiance and moment of silence. The meeting was held at the Senior Center, 540 Arcade Avenue, Seekonk MA.

He announced that, in accordance with M.G.L. Chapter 30A, Section 20(f), any person recording the meeting must notify the Chairman. The Board of Selectmen is recording via audio and visual.

**BOARD AND COMMITTEE OPENINGS UPDATE**

Mr. Almeida announced that volunteers are needed on the Capital Improvement Committee (1 Board of Selectmen appointment), Charter Study Committee (up to 6 BOS), Conservation Committee (3 BOS), Cultural Council (2 BOS), Energy Committee (1 BOS), Finance Committee (1 Moderator), Historical Commission (3 BOS), Parks & Recreation (1 BOS), Property Tax Work-Off Committee (3 BOS), Recycling Committee (up to 4 BOS), Taxation Aid Fund Committee (1 BOS).

**COMMUNITY SPEAKS** – None.

**PRIORITY MATTERS**

**Consider the Appointment of Alison Halaburda to the Position of Senior Clerk in the Assessor's Office**

Ms. Halaburda was in attendance. Assessor Theo Gabriel and Asst. Assessor Lydia Cordeiro were also in attendance.

Mr. Cadime said he was honored to recommend the appointment of Ms. Halaburda.

A motion was made by Mr. Viera, seconded by Ms. Hines, and it was unanimously

**VOTED:** To appoint Alison Halaburda to the position of Senior Clerk in the Assessor's office.

**Department Update Regarding Conservation Commission from Jennifer Miller, Conservation Agent** – tabled.

**Department Update Regarding Department of Public Works with DPW Superintendent David Cabral**

DPW Supt. David Cabral and Asst. Supt. Scott Olobri were in attendance.

Mr. Cabral provided an update on the department. There are currently 14 employees and three vacancies. Two employees are assigned to buildings. Two are mechanics and maintain vehicles and equipment. There is a driver/laborer at the transfer station. The department maintains 15 ballfields, 4 soccer fields, and several multi-purpose fields. They work with Recreation Director John Pozzi. They cut 127 acres of grass on a weekly basis. He works with Conservation Agent Jennifer Miller. All the trails are maintained. DPW works very well with National Grid on tree removal. That has become an extensive part of his time. One hundred ten miles of roadway and 25 miles of sidewalk are maintained. He talked about Chapter 90 funding. He starts advertising for snow removal in October. He talked about various ongoing projects.

Mr. Viera asked about the delay in appointments.

Mr. Cadime explained there is an extensive background check process that takes a while. He said some of the 85 applicants didn't qualify for the position. Several came up in the negative this year.

Mr. Viera asked if candidates are notified the position is being re-advertised.

Mr. Cabral responded they are contacted.

Mr. Viera asked if DPW employees are cutting grass on Saturdays. He asked about the cost for overtime and whether it is worth hiring another person.

Mr. Cabral said they are trying to keep up with the work. DPW has taken on more responsibilities. Mr. Cadime and he are thinking about a five-year plan. He would want another four guys over the next five years.

Mr. Viera felt the School Department should pay for work done by DPW.

Mr. Cadime said he intends to meet with the new superintendent of schools to talk about work on the fields.

Mr. Viera asked about the bridge on Pond Street.

Mr. Cabral said they will minimize the maintenance and wait for replacement down the road.

Mr. Viera asked about Arcade Avenue.

Mr. Cabral said he has a bond. The roadway should be repaired by the end of November.

Mr. Viera asked about the status of the generator for town hall.

Mr. Cabral said the reason for the delay is that the company is dealing with an emergency situation in the Merrimack Valley. He will keep the Board informed.

Mr. Viera asked why the generator at the public safety building would not start a few weeks ago.

Mr. Cabral said it was re-clicked and it started. It happens every now and then.

Mr. Viera thanked Mr. Cabral for his work at the Veterans Memorial Park.

Ms. Hines asked who the two people are responsible for buildings and facilities.

Mr. Cabral said Dave Miller is the foreman and Joe Souza is assigned to buildings as needed. Mr. Souza also fills into the workforce, especially now with three people out.

Ms. Hines asked how many buildings are under his purview.

Mr. Cabral said about 7 or 8, not including school buildings.

Ms. Hines clarified that facilities mean the inside of buildings. She said the department needs more people. She asked if Mr. Cabral has a capital improvement plan.

Mr. Cabral said he has targeted some items - the heating systems at town hall and older equipment at the public safety complex.

Ms. Hines had concerns about tree removal.

Mr. Cabral said he will do what he can to expedite the removal.

Mr. Zorra asked if there is a plan in place to use School Department equipment during a snowstorm.

Mr. Cabral said he has done so in the past.

Mr. Olobri said he set it up with Jim Roy.

Mr. Zorra asked about hooking up a snow plow to the old grader.

Mr. Cabral said he only has one guy that can run it. That piece of equipment cannot be utilized for anything.

Mr. Cadime noted that the Department of Public Utilities has ordered Columbus Gas to make sure that no non-essential operations take place until the situation in the Merrimack Valley is under control.

The order of business moved to:

## **NEW BUSINESS**

### **Discussion of a New Deputy Police Chief Position**

Chief Frank John submitted an organizational chart. He has talked internally for a couple of years about a deputy chief.

This position would give the town someone to confide in on all issues. When it comes to union issues, it is difficult to have someone with divided loyalty. Someone in the union has definite limitations.

This position would allow someone outside the union to assist the chief and allow someone other than the chief to impose discipline. The deputy chief could impose discipline up to a one-day suspension. The deputy chief would be allowed in grievances. The chief noted when he was captain he could not do it because he was a union member. The deputy chief could attend contract negotiations and supervise command staff. The job description talks a lot about having someone outside the union. It delineates the difference from what the captain does. It will take administrative duties away from lieutenants.

Mr. Viera concurred with Chief John. He has always felt there should be a deputy chief.

He said people will be concerned that the deputy chief will automatically become the next chief and nobody else would have a chance.

Chief John said the next chief would be selected by the Board of Selectmen. Sometimes, it is the next in command. He has seen it both ways.

Mr. Almeida also felt the position is needed. They saw that recently. Chief John was put in a difficult situation and performed well. Mr. Almeida said that is why he supported him as chief.

Chief John said the testing process is designated by contract. He would recommend someone with base time as police officer and certain amount of time as supervisor.

Mr. Cadime said it will come back before the board for discussion on responsibilities and salary. Funding is available because there was money set aside for another police officer.

A motion was made by Mr. Viera, seconded by Mr. Almeida, and it was unanimously

**VOTED:** To proceed with the planning to appoint a deputy chief of police.

Mr. Almeida said the testing process eliminates the politics.

Chief John said the testing process is fair.

**Discussion of the Remote Participation of Board Members**

Mr. Cadime said this was requested by Mr. Zorra.

Mr. Zorra said some communities are adopting this. Other boards/committees would have to go through the Board of Selectmen for authorization. The Charter Review Committee talked about this.

Mr. Cadime said there has got to be a real reason and there has to be a quorum at the public meeting. That person can't be part of the quorum.

He said the School Committee inquired about it.

Mr. Zorra said he is not for or against it. The reason given to him is that a person would not have to leave work if a meeting is during the day.

Ms. Hines, Mr. Viera, Mr. Almeida, and Chairman Andrade said they would vote against it.

**Consider the Request to Amend General ByLaw Category 18 Right of Way Opening**

Town Planner John Aubin III advised the Planning Board had met with the Board of Health and solicited comments from the Fire Department as well.

Mr. Aubin read the recommended revisions by Planning.

Chairman Andrade asked if the Planning Board took into consideration the cost and limited resources to pave these roads and also how the town could protect its investment by making the developer repave the entire roadway that is being disturbed. He felt this is coming to light because of recent developments. He said the language is so vague it opens the door for any developer to disregard any moratorium in place.

A motion was made by Mr. Viera, seconded by Ms. Hines, and it was unanimously

**VOTED:** To deny the request to amend General ByLaw Category 18 Right of Way Opening.

**Consider the Request for a Proposed General Bylaw Prohibiting Single Use Plastic Bags**

Mr. Aubin apologized on behalf of Planning Board Member Ron Bennett who brought this forward but was unable to attend tonight.

He read from a bylaw adopted in Amherst. Eighty-one communities in Massachusetts have adopted the ban. Two are in Bristol County – Dartmouth and Mansfield.

Chairman Andrade felt this should not be under the Planning Board.

Mr. Aubin said it was brought forward by a Planning Board member to present to the Board of Selectmen.

Chairman Andrade asked if there was any discussion with Economic Development.

Mr. Aubin said it seems like it might make sense to forward to the Board of Health, Conservation, and Recycling.

Chairman Andrade suggested bringing in businesses to find out if they are on board.

Planning Board member Phoebe Lee Dunn said it makes sense to preserve and keep the waterways clean. It saves money for retailers because they won't have to buy bags and can encourage customers to bring their own bags.

Mr. Viera felt this is a good thing. He said the Planning Board should have talked to the people who will enforce this. The Board of Health and Conservation should have been involved in the presentation.

Mr. Aubin said the intent was to start conversation.

Ms. Hines said she is not ready to put a complete ban on plastic bags. She said stores will still have to provide plastic bags. She uses reusable bags but on occasion forgets them in her car. She suggested having reusable bags with the Seekonk seal available at town hall. The first one would be free.

Chairman Andrade said the request should have gone through Conservation or the Recycling Coordinator, Energy Committee, and Board of Health in order to get their input.

The order of business returned to Priority Matters:

**Review Warrant Articles for Fall Town Meeting**

Mr. Cadime noted the Board would meet one more time before Town Meeting to adopt the warrant articles. These articles have been forwarded to legal and also the Finance Committee.

#1 Reports, #2 Acceptance of Ricard Street, #3 Stormwater Management, #4 Amend General Bylaw, #5 Building Committee for 540 Arcade Avenue, #6 Appropriation for use of free cash, #7 Zoning Bylaw change, #8 Collective Bargaining -Appropriation for animal control; #9 Collective Bargaining - Appropriation for clerical; #10 Assessor's military exemption; #11 Aitken School, #12 DPW purchase of backhoe tractor, #13 place holder for animal shelter, #14 Agreement to purchase part of property at American Legion.

Ms. Hines said the wording for the article is not what was voted on by the Board of Selectmen at the last meeting.

The order of business returned to New Business:

**Consider the "Alternative Compliance Fuel Efficient Vehicle Policy"**  
**"Anti-Idling Policy"**

Mr. Cadime advised that both of these policies are the requirement of the Green Communities. These were sent over by SRPEDD.

A motion was made by Mr. Viera, seconded by Ms. Hines, and it was unanimously

**VOTED:** To approve the "Alternative Compliance Fuel Efficient Vehicle Policy" and the Anti-Idling Policy."

Prior to the vote, Ms. Hines noted police and fire vehicles are exempt from the "Alternative Compliance Fuel Efficient Vehicle Policy."

**Consider Replacing "Administrative Policy #22 Monthly Activity Reports" with the**  
**"Monthly Activity Reports Policy"**

Mr. Cadime explained there are minor changes.

Ms. Hines would like to see a standardized form.

A motion was made by Ms. Hines, seconded by Mr. Viera, and it was unanimously

**VOTED:** To replace "Administrative Policy #22 Monthly Activity Reports" with the "Monthly Activity Reports Policy."

**Approval of Regular Session Minutes of September 19, 2018**

A motion was made by Mr. Viera, seconded by Ms. Hines, and it was unanimously

**VOTED:** To accept the Regular Session minutes of September 19, 2018, as presented.

October 7, 2018

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**COMMUNITY SPEAKS** – None.

**OTHER BUSINESS**

**Discuss Other Topics not Reasonably Anticipated by the Chairman 48 Hours before the Meeting** – None.

**TOWN ADMINISTRATOR'S REPORT** – None.

**BOARD OF SELECTMEN LIAISON RPORTS AND COMMENTS**

**Veterans Memorial Committee Liaison Report**

Mr. Viera advised the Boy Scouts will repair any bricks that need to be done. The Boy Scouts will also put flags up for the Veterans Day celebration. The Town's celebration will be on Monday, November 12, 2018.

Ms. Hines announced the 11<sup>th</sup> Annual Food for Fuel Pasta Fest will be held on Wednesday, November 7, 2018, at Seekonk High School from 4:30 to 7 p.m. Tickets are \$10 for adults, \$5 for children ages 4-12, and free for children 3 and under. Take out will be available. Tickets are available from Ms. Hines, Human Services, and Town Clerk. Our Lady of Mt. Carmel and St. Mary Queen of Martyrs churches will also have tickets.

Mr. Almeida apologized to Mr. Zorra. He said this is the second time he brought up remote participation. He suggested the individual or group that asked Mr. Zorra to bring it up should personally come before the Board.

To avoid any rumors, Mr. Almeida wanted people to know his younger children will attend private school and will not impact the school system.

A motion was made by Mr. Viera, seconded by Ms. Hines, and it was unanimously

**VOTED:** To adjourn at 9:45 p.m.

The vote: Mr. Viera – Aye; Ms. Hines – Aye; Mr. Almeida – Aye; Mr. Zorra – Aye; Chairman Andrade – Aye.

Respectfully submitted,

Prepared by:

David Viera, Clerk

Patricia Gamer, Secretary



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Items Distributed at the October 17, 2018 Board of Selectmen Meeting

Resume and application for Alison A. Halaburda – Position in Assessor's Office

Chief Frank John – Job Description for Deputy Chief

Memos from Town Planner John Aubin – Seekonk General By-Law Category 18

Memo and documents from Town Planner John Aubin – Proposed General By-Law – single use plastic bag ban

Alternative Compliance Fuel Efficient Vehicle Policy

Anti-Idling Policy

Monthly Activity Reports Policy