

**BOARD OF SELECTMEN**  
**FEBRUARY 19, 2020**  
**REGULAR SESSION**

Members Present: David Andrade, Nelson Almeida, David Viera, Justin Sullivan, Chris Zorra

Town Administrator: Shawn E. Cadime

Chairman Andrade opened the meeting at 6 p.m. followed by the Pledge of Allegiance and moment of silence.

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. Viera announced that volunteers are needed on the Capital Improvement Committee (1 Board of Selectmen appointment), Commission on Disability (5-13 BOS), Economic Development Committee (4 BOS), Energy Committee (1 BOS), Historical Commission (4 BOS), Recycling Committee (up to 3 BOS), Taxation Aid Fund Committee (1 BOS), Zoning Board of Appeals (2 alternates).

**COMMUNITY SPEAKS**

Adam Petronio, 45 Mabel Drive, listed items he would like to have discussed at future meetings: evaluation in writing of the Town Administrator, as per the Charter; and update on chief of police process.

Chairman Andrade explained a consultant was hired to screen candidates. Three or four will be submitted to the Town Administrator and a committee for interviews. The Town Administrator will then present a recommendation to the Board of Selectmen.

Mr. Petronio asked about a timeline.

Mr. Cadime said the deadline for fire chief was January 29, 2020. The consultant is evaluating questionnaires. There should be a candidate by the end of April. The police chief process is two weeks after.

Mr. Petronio asked what happens if the recommended individual is not appointed.

Mr. Cadime stated the same people who told him to follow the Charter are saying not to follow the Charter. The Charter is a home rule petition. It is the law of the town. It says the Town Administrator shall make a recommendation to the Board. The process is very thorough.

**PRIORITY MATTERS**

**Town Clerk Lottery Drawing for Ballot Positions for the Upcoming Election**

Town Clerk Florice Craig and Assistant Town Clerk Lorraine Sorel were in attendance for selection of ballot positions. The town election is on April 6, 2020.

Town Clerk  
Bryan P. Mulvey  
Florice K. Craig (Reelection)  
Sandra F. Escaler

Board of Selectmen  
A. Adam Petronio  
David J. Andrade (Reelection)  
Nelson Almeida (Reelection)

Mr. Almeida felt there was a position on the Water District.

Ms. Craig said an applicant withdrew.

**Consider the Appointment of Carol Bragg to the Historical Commission**

Mr. Cadime advised he met with Ms. Bragg and he recommends the appointment.

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

**VOTED:** To appoint Carol Bragg to the Historical Commission.

Mr. Almeida noted the talent bank form on this and the following is missing information at the bottom of the page.

Mr. Cadime will check on that.

**Consider the Appointment of Kim Lallier to the Elderly and/or Disabled Taxation Aid Committee**

Mr. Cadime recommended the appointment.

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

**VOTED:** To appoint Kim Lallier to the Elderly and/or Disabled Taxation Aid Committee.

**Census Awareness Presentation from the United States Census Center**

Representative from the U.S. Census Center had a slide presentation on the importance of the census.

**Consider Authorizing the Town Administrator to Sign the Memorandum of Agreement between the Town and the Seekonk Water District to Allow the Town to Add Radio Equipment to a Wireless Telecommunication Facility at Newman Avenue**

Mr. Cadime said this would allow the town to put equipment on the water tank.

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

**VOTED:** To authorize the Town Administrator to sign the Memorandum of Agreement between the Town and the Seekonk Water District to allow the town to add radio equipment to a wireless telecommunication facility at Newman Avenue.

**LICENSE HEARINGS**

**Consider the Request from Chipotle Mexican Grill of Colorado, LLC for a Change of LLC Managers and a Change of Manager of Record to Tarra Soares located at 35 Highland Avenue**

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

**VOTED:** To approve the request from Chipotle Mexican Grill of Colorado, LLC for a change of LLC Managers and a change of Manager of Record to Tarra Soares located at 35 Highland Avenue.

**Consider the Request for a Class II Motor Vehicle License for Gaby Kamel, G. K. Group, Inc. located at 1810 Highland Avenue**

Mr. Cadime advised a license had been issued. The business is being leased so Mr. Kamel needs a new license.

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

**VOTED:** To approve the request for a Class II Motor Vehicle License for Gaby Kamel, G. K. Group, located at 181 Fall River Avenue with the same stipulation as on the prior license of no more than 50 cars on the lot at any time.

Mr. Kamel asked if he can put signage.

Mr. Almeida suggested he stop by the Building Department for information.

**NEW BUSINESS**

**Discussion of Quarterly Budget Updates**

Mr. Cadime presented the second quarter budget review. To date, the budget is balanced. A significant surplus as a result of vacant positions is anticipated. He commended the departments that have been working short staffed.

Revenue numbers are on target – about 5% higher than anticipated. The December payroll is captured in January so savings will not be as high as listed. Overall, salaries are at 43.4% and expenses 55.1%.

Mr. Sullivan asked about revenue being captured. He asked about revenue from hotel & motel and meals tax.

Mr. Cadime said hotel & motel tax was budgeted at \$745,000 and is at \$449,464. The meals tax was budgeted at \$565,000 and is at \$306,076.

An update will be on the website.

**Consider Opening the Spring Town Meeting Warrant**

A motion was made by Mr. Zorra, seconded by Mr. Sullivan, and it was unanimously

**VOTED:** To open the warrant for the Spring Town Meeting on today's date and close at the end of the day on March 11, 2020.

**Consider Amending the Current Warrant “Policy and Regulations for Use of Town of Seekonk Meeting Rooms”**

Brittney Faria, Ashley Cartwright and Michelle Hines were in attendance from Human Services.

Mr. Cadime said that Mrs. Faria has concerns about the number of people who want to use the center.

Mrs. Faria said they allow any boards, committees, or groups to use the building during the day or after hours. They get the key and are allowed to go into the building and lock up when they leave.

She is concerned about the cleaning of the building. They only get two hours a day for cleaning. People who use the building take supplies and sometimes forget to lock up. She noted that groups who use school buildings pay a fee.

Mrs. Faria noted that people use the building because it is free. She has received requests to use the building from Rhode Island groups.

Various options were discussed. A suggestion was to have a staff member on and charge a fee to the group who is using the building.

Ms. Hines said self-appointed committees would be charged. There will be more requests when the addition is done.

Mr. Almeida recommended using the facility during normal business hours. The Town Hall is open until 7 p.m. on Wednesday and could be used then.

Chairman Andrade agreed there should be an employee to open and close the building and implement a fee for that.

Mr. Sullivan understands the request for the fee. The senior center has become desirable to the groups and there will be more requests with the addition. He said taxpayers want to use that building. He is concerned about weekends. He suggested Monday through Thursday and maybe one night.

Chairman Andrade suggested isolating the offices and reception area.

Mr. Zorra noted that it is a special key and nobody can make a copy of it.

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

**VOTED:** To direct Mr. Cadime and Mrs. Faria to come up with fee schedules and regulations for using the senior center facility.

**Consider Adopting an “Employee Appearance/Dress Code Policy”**

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

**VOTED:** To adopt the “Employee Appearance/Dress Code Policy” as distributed.”

**Consider Accepting the Donation of \$500 from Jeffrey and Kathleen Buck in the Memory of Carolyn Thibault to the Animal Shelter Gift Account**

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

**VOTED:** To accept the \$500 donation from Jeffrey and Kathleen Buck to the Animal Shelter Gift Account.

**Consider Accepting the Donation of Arizona River Rock Cobble from J & J Materials for the Kindness Rocks Program Collaborated by Recreation, Conservation, and Library**

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

**VOTED:** To accept the donation of Arizona River Rock Cobble from J & J Materials for the Kindness Rocks Program collaborated by Recreation, Conservation, and Library.

Board members thanked the above for their donations.

**Consider the Approval of Regular Session Minutes of January 22, 2020**

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

**VOTED:** To accept the Regular Session minutes of January 22, 2020.

**OLD BUSINESS** – None.

**COMMUNITY SPEAKS** – None.

**OTHER BUSINESS**

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

**TOWN ADMINISTRATOR'S REPORT**

**Radio Project**

Mr. Cadime advised that work is being done at the tower at the Public Safety Complex. The work was scheduled for Fall River Avenue but still waiting for sign off from Verizon.

**DPW Facility** – Waiting for feasibility study.

**Senior Center Phase II/540 Arcade Avenue**

RFQs have gone out for architectural services. The mandatory walk through is on March 2.

**Animal Shelter**

The transformer was delivered. National Grid has been doing wiring. There was a punch list walk through with the architectural firm.

**South End Fire Station** – There will be discussion at the end of March.

**Old Town Hall** – No Update.

**Cable Contract** – No Update.

**Policies and Procedures** – Still working on.

**ADW/Maple Avenue Project**

**Dam Projects/Remediation**

Mr. Cabral and Ms. Miller working together to try to get GPI out there. It might be possible to remove the dam.

**Online Permitting**

We are online. It was put on Facebook. Mr. Cadime thanked all departments. They worked hard to get this done. It was time consuming.

Mr. Viera asked if warning sign has been posted at the old school administration building. He expressed concern that somebody might get hurt.

Mr. Cadime will double check with the chief.

Chairman Andrade said it will be on the next agenda for a general discussion.

**BOARD OF SELECTMEN LIAISON REPORTS AND COMMENTS**

**Bristol County Advisory Board** – Mr. Sullivan said nothing to report.

**Aitken School Expansion Building Committee Report**

Mr. Zorra said the next meeting is on February 27 at the school library. DPW was working on storm drain for the site.

**540 Arcade Avenue Building Committee Report** – Mr. Cadime reported.

**Veterans' Council**

Mr. Viera said a meeting is scheduled for March 5 in preparation for the Memorial Day.

Mr. Sullivan asked about lining the streets with American flags.

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Mr. Viera said they had talked about banners with pictures of fallen military. The Veterans Agent is working on this. Mr. Viera will try to have a banner for the next meeting.

Mr. Almeida announced that a rabies clinic will be held on Saturday, March 14, 2020, at 9 a.m. to 12 p.m. at DPW. Fee is \$12 per animal, cash only. It is open to Rhode Island residents.

Seekonk Household Hazardous Waste Day is Saturday, April 25, 2020, from 9 a.m. to 12 p.m. Registration is on Friday, April 10, on the website. The first 100 will be allowed in. Others will have to wait.

Mr. Almeida understood that police and fire candidates might not want their names in public. He asked Mr. Cadime to notify the Board who the finalists are.

Mr. Cadime said he would forward the recommended person.

**ADJOURNMENT**

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

**VOTED:** To adjourn at 8:30 p.m.

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

Respectfully submitted,

David Viera, Clerk

Prepared by:

Patricia Gamer, Secretary

Items Distributed at the February 19, 2020 Board of Selectmen Meeting

Carol Bragg - Talent Bank Form for Historical Commission

Kim Lallier – Talent Bank Form for Elderly and/or Disabled Taxation Aid Committee

Memorandum of Agreement with the Seekonk Water District

Documents for Change of Manager at Chipotle Mexican Grill

Documents for Class II Motor Vehicle License for Gaby Kamel, G.K. Group, 1810 Fall River Avenue

Request from Brittney Faria, Director of Human Services, re: policy for use of senior center building

Employee Appearance/Dress Code

\$500 Donation from Jeffrey and Kathleen Buck to animal shelter

Donation of Arizona River Rock Cobble from J & J Materials for Kindness Rocks Program

Amended Town Charter