

Tuesday, October 24, 2023
Select Board Meeting Minutes
Gala Room, Town Hall, 40 South Street
7:00 p.m.

Members Present:

Mark Elfman, Chair (LG)
Stephanie McGowan, Vice Chair (SM)
Leah Gibson, Clerk (LG)
Seth Ferguson (SF)

Also Present:

Dennis Keefe* (DK)
Paige Duncan, Acting Assistant Town Manager (PD)
Paige Eppolito, Human Resources Director (PE)
Christina Metcalf, Communications Specialist (CM)
Katie Lang*, Exec. Assistant (KL)

* Attended Remotely

**All Select Board meetings are recorded and broadcast by Foxboro Cable Access on Government Channel 22/38
and at FCATv.org/live**

Stephanie McGowan to chair while Mark Elfman is going to be arriving late.

1. 7:00pm - Citizen's Input

Joe Sanders, 400 Foxborough Blvd. regarding some discontent in the local paper on having an employee on the Town Mangers Selection Search Committee. I think one person out of seven having some experience with the Town that it's a good thing.

2. 7:05pm Introduction of New Human Resources Director

2.1 Select Board to meet new HR Director Paige A. Eppolito

PE – Grew up in Norwood and live in Walpole now. Last eight years has worked in the Town of Milton as their ATA, HR Director (Assistant Town Administrator/Human Resources Director). Excited to join the team. Collective bargaining experience, 28 years of municipal experience starting in Westwood. Masters in Human Recourses. Very much working with people daily and doing something new every day – that's when I went back to school to further my education within human resources.

Acting Town Manager's Update

4.1 Central Street/Veteran's Parking Lot Trash Discussion – meeting last week as we are concerned about dumpsters and maximizing parking. Site visit the week of November 6th. Lights are on as Chris Gallagher worked to get that done with National Grid. We also added an accessible parking spot as there were two but they were not compliant.

Massachusetts Municipal Management Association Bootcamp Recap – Sharon, 80+ Town Managers, Assistant Town Managers and other want to be Town Managers. Talked about ethics, handling challenging situations, etc.

OneFoxborough Donation Drive Recap – 250+ cars participated with 25 volunteers to help collect 300+ bags of items. Sorting the clothing is a challenge before its drop off. Any extra will be donated to the Burrell Textile Drive. Tremendous outpouring. Bethany Chapel received a grant so they will be providing toiletries for the next year and the Wrentham District Court provided car seats, books, clothes and baby items. All needs are being met – no new donations at this time.

495 Partnership Meeting Recap – hosted by us in the Gala Room. Dumpsters, parking lots, economic development, Governors housing bond bill discussed. Served a Town favorite – Ally's Cookies.

Zone 3 Flushing ends 10/25, Zone 4 Flushing begins 10/26.

Open Space and Recreation Plan Survey available until November 3. Front page of website. Will come down on November 3rd.

4.2 Gillette Stadium Lighthouse Complimentary Visit for residents 10/24-10/26, 11:00am - 6:00pm on 10/24 and 10/26, 11:00am- 3:00pm on 10/25. Bring ID or piece of mail within the next 30 days.

Walnut Street – bid opening the first week in December.

131 Morse Street – Town Facilities Department boarded up. Has been a concern for years as DEP and Town Counsel have been pushing to limit liability.

175 Mechanic Street – In tax title. Has caved in and Facilities is working on fencing the area. Cannot demolish as there is a worry for asbestos. Looking to purchase the fencing as renting might be too costly. Collaboration between Town, School and Facilities for a more cost effective approach.

Paige to complete training for municipal training officer for Fire and Building Code enforcement. Stay tuned.

Ribbing Cutting – Ally's Cookies – this Saturday at 10am – next to the old Primos, tentative for Joe's Butcher & Bay possibly November 9th at 1130am subject to confirmation, Tri Town Chamber invited the Board to celebrate Northeastern Health Services at 225 Foxborough Blvd, November 8th at 11am.

SF – No licenses for cookie or butcher?

PD – Cookies are not being made at the location, they are just being sold from that location. Butcher will be licensed with the Health Department.

KL – The cookies are not being made on location and have no seats to consume the good so no common vic license is needed.

Transitional & Migrant Housing – All 93 rooms are being occupied. Meeting this Thursday to discuss the impacts on Town and School.

Police Department was awarded a \$29,519.00 award from the Executive Office of Public Safety and Security Office for their municipal road safety grant program.

Low Income Household Water Assistance Program (LIHWAP). The LIHWAP helps eligible households pay water and sewer bills to restore or maintain access to drinking water and wastewater services and is funded through two federal appropriations. It is administered in the Commonwealth by the Department of Housing and Community Development (DHCD). Local service delivery is provided by 20 local administering agencies (LAAs) that also administer the Low Income Home Energy Assistance Program (LIHEAP). It is intended to restore service and pay toward arrearages of water and wastewater services in the federal fiscal year 2022 (October 1, 2021, through September 30, 2022). This program will serve income eligible customers who are directly billed for their service(s) and whose service has been either terminated for non-payment, or who have an arrearage. Though the program name includes low income, the income guidelines are broad, serving households who would not generally be considered low income. For example, a household of four can have an annualized gross income of up to \$78,751. The annualization of a household's income is almost always based on four weeks of a household's income. Refer to the attached income-eligibility-and-benefitlevels chart¹ for an overview of potential benefits and income limits by household size.

Financial Summit, December 5th in the Gala Meeting Room at 6pm

Pratt School bid solicitation due November 8th. Added a Q&A with a second addendum. Check the procurement website. You do need to register for the information as it is not open to everyone.

Hazardous Waste Day at the DPW Garage. Residents only on November 4th 9am to noon.

Open Positions – Board of Health – Health Inspector.

Construction Updates – New sidewalk on Cocasset St from Ledgeville to Chestnut. Bay Colony is working on the design and plan set to begin Spring 2024. East St and Cocasset St reconstruction is substantially complete. Signage to be updated, flashing beacon – 6 week turn around waiting for equipment. Had to install new cones as people are adjusting to the new plan. New trees to be planted. North St water main update almost complete so next to file a permit with Mass Dot for the railroad crossing – go out to construction sometime in 2024.

Pumpkin Patch around Common, this Saturday.

Fire Department Open House is Saturday from 11am to 2pm.

National Drug Take Back Day 10/28 at Public Safety 9:00am- 1:00pm

SF – any update on the auditorium on Payson Road?

PD – Working on it. DCAM meeting talking about removing the restrictions. Department of Capital Asset Management. The State gave the property to the Town with restrictions listed on the deed and those need to be followed or it might go back to the State. DCAM wants to work with us as they do not want the property back.

5. Selectmen's Update

5.1 New Business - Veteran's Day, 11/11, Foxborough High Auditorium at 11:00am. Scott Blake to run his first program. Pastor Dudley to speak. Honoring Jack Authulet.

5.2 Old Business - Halloween Parade, Saturday, 10/28, starting in the Town Hall Parking Lot at 2:30pm. Emmanuel Church Fall festival to follow.

Shout out to all who were inducted into the Foxborough High School Hall of Fame.

3. Town Manager Search

Committee is almost together. 14 applications and three Town employees. Each were rated 1 to 6 for who we would want to see on the committee. Tabulated by our new HR Director and Christina. One member who was chosen did need to bow out as they could not commit to the time so that person was removed and the 7th stepped up. Three members of the Town, there was a tie so we will discuss in open session and we will vote to be on the search committee. Not voting but just being on the committee and it will be us, the Board who will be picking the next Town Manager.

In no particular order. Celia Bechtel, Chris Mitchell, Elizabeth Lynes, J. Catherine Rollins, John Reilly and Deb Giardino. Town employee was Chris Gallagher and Bob Cutler. Tie

DK – Are you able to disclose the person who needed to step down? ME – No, off line.

3.2 Review and appoint the following resident members to the 2023 Town Manager Search Screening Committee for a term to end 6/30/24 - Celia Bechtel, Chris Mitchell, Elizabeth Lynes, J. Catherine Rollins, John Reilly and Deb Giardino

Motion to appoint Celia Bechtel, Chris Mitchell, Elizabeth Lynes, J. Catherine Rollins, John Reilly and Deb Giardino to the 2023 Town Manager Search Screening Committee for a term to end June 30, 2024 by L. Gibson. S. Ferguson to 2nd.

Approved by L. Libson 2nd by S. Ferguson. Roll call. Approved, 5-0.

3.1 Discussion and vote on appointing a employee member, DPW Director Chris Gallagher or Town Clerk Robert Cutler to the Town Manager Search Screening Committee for a term to end 6/30/24

SM – Clear cut. Vote was 3 yes and 2 no to put an employee on. Still would rather a no but I am getting behind Bob Cutler as he is an employee and he is elected, doesn't answer to the Town Manager and he will not be involved in

contract negotiations. All three employees are wonderful and I could have picked any of them. If we were to pick Bob, it might be a happy medium for the Board.

DK – Echo what Stephanie said. All three outstanding. Difficult decision. I did favor having a employee and I picked Bob Cutler due to overall experience and doing this type of work, more experience than the other two employee candidates. When all else fails, you go with experience and he does an outstanding job in his role.

DE – I think it should be someone on the Operations team, being in the trenches working with senior management in the Town.

LG – I would take Chris and Bob if it didn't give us an odd number. I do agree with Mark. Tough decision, can't go wrong either way.

Motion to appoint Bob Cutler to the Town Manager Search Committee for a term to end June 30, 2024 by S. McGowan, S. Ferguson 2nd.

No discussion

Approved, 4-1. Roll call. M. Elfman opposed.

3.3 Review next steps for Search Process

Meeting with Bernie with the Search Committee in a few weeks – waiting for this committee to form and then choose a date. 2 – 3 meetings for the applications to be reviewed, all in November.

LG – Job is posted.

6. Action Items

6.1 Land Use/Planning - Review and sign street acceptances for Barros Lane and Souza Avenue (approved at 10/16/23 Fall Special Town Meeting)

Motion to approve the street acceptances for Barros Lane and Souza Avenue by L. Gibson, S. Ferguson 2nd.

No discussion

Approved, 5-0. Roll call.

6.2 Recreation Board - Appoint Maureen Dunfey as an Associate member of the Board of Recreation for a term to end 5/31/26

Motion to appoint Maureen Dunfey as an Associate member of the Board of Recreation for a term to end May 31, 2026 by L. Gibson, S. Ferguson 2nd.

No discussion

Approved, 5-0. Roll call.

6.3 Select Board - Appoint Michael Esty as Constable for a term to end 1/31/25

Motion to appoint Michael Esty as Constable for a term to end January 31, 2025 by L. Gibson, S. Ferguson 2nd.

No discussion

Approved, 5-0. Roll call.

6.4 Select Board - Approval of 9/26/23 Meeting Minutes

Motion to approve the September 26, 2023 Select Board Meeting Minutes by L. Gibson, S. Ferguson 2nd.

No discussion

Approved, 5-0. Roll call.

7. Adjourn

Motion to adjourn

Agenda documents:

Veterans Day invitation

Request for Committee Appointment form from Maureen Dunfey Rec Board

Michael Esty Constable Reappointment –CORI check pass and Approval by Police Chief

Draft 9.26.23 Minutes