



Select Board Meeting - March 18, 2025 Minutes

at 7:00 PM
Gala Room Foxborough Town Hall 40 South Street

1. 7:00pm - Citizen's Input

1.01 Citizen's Input

2. 7:05pm - Collective Bargaining Agreement Vote

2.01 Possible vote on the Collective Bargaining Agreement for The United Steelworkers, AFL-CIO, CLC (Unit A) & United Steelworkers, AFL-CIO, CLC (Unit B).
Cola came in a 3%, 2.5% and 2.5%. Additional 20 year step and longevity for 25 years. Tuition reimbursement was capped and a claw back was added.

****Motion to approve the Collective Bargaining Agreement for The United Steelworkers, AFL-CIO, CLC (Unit A).**

Moved by: Debbie Giardino
Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Motion Carries 5-0

****Motion to approve the Collective Bargaining Agreement for The United Steelworkers, AFL-CIO, CLC (Unit B).**

Moved by: Debbie Giardino



Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Motion Carries 5-0

3. 7:15pm - Town Manager Evaluation Tool & Process

- 3.01 Mike Mullen, Human Resources Director, to review proposed Town Manager's Evaluation Tool & Process.

[FY25 Town Manager Evaluation Memo Tool-3-13-25.pdf](#) 
[360-Degree-Manager-Effectiveness-Performance-Evaluation.pdf](#) 

At the time where the Town Manager will be reviewed with a 360 tool. We looked back at prior Town Manager evaluations and how we can make this year and moving forward better. A more comprehensive review process - 8 categories - Leadership, Communications/ Community Relations, Prior Year Goals, Organization, etc. Department Heads and Committee Chairs will be invited to share their feedback on a separate evaluation tools. 26 Board and committee chairs and all department heads. Boards and committees to provide feedback on their individual contact with the Town Manager and their boards. Timeline to start tonight, send out the 360-evaluation tool to all involved, give them two weeks to respond with feedback, Mike Mullen, HR to aggregate the information and present back to the Town Manager and Board by April 3rd and by the 9th of April, Town Manager will have a self-evaluation and by the 23rd, Board members to meet with the Town Manager. Between the 23rd and May 13th, all feedback, ratings and comments will be compiled and presented by the Chair of the Select Board. We would like to complete this process with this Board before the election. Dennis will need to make sure to submit feedback, but the final review can be done after the election. The evaluation will not be tied to the new Board member.

Good form, comprehensive. Would like to add "what do we want the Town Manager to do more of" and "what would we

like the Town Manager to do less of." Make those mandatory and need comment. Might want it to be "what do you think was handled the best and what might need work."

Anything to public will be anonymous. 360 will be anonymous but can provide their name if they like and Department Heads will not.

****Motion to approve the tool and the process presented to evaluate the Town Manager.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Motion Carries 5-0

4. 7:45pm - Permanent Municipal & School Building Committee - Taylor School Statement of Interest (SOI) Submission

- 4.01 Review & Vote on the SOI for the Taylor School to the Massachusetts School Building Authority.

[Resolution - SOI BOS 03-18-25.pdf](#) 

School Committee approved last week. This is the fourth time this has been submitted for the Taylor School facility to the MSBA - Massachusetts School Building Authority. The Building Committee is presenting this - replace, renovate and modernize along with an addition. 61-year-old building needs the work. We approve now at Board - Select and School Committee level and expected to hear a yes or no Spring 2026.

****Motion to approve the SOI for the Taylor School to the Massachusetts School Building Authority.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

5. 7:50pm - Town Manager Recommended Budget

5.01 Discuss & Vote on FY26 Budget.

[FY26 Balanced Budget & Changes Docs_SB.pdf](#) 

Brandon Roberts, Assistant Finance Director and Paige Duncan, Town Manager to present the FY26 budget. SEMRECC came in \$100K under the estimate. Southeastern came in \$90K over the estimate. Norfolk Agricultural numbers will not be in till August, but we are keeping our estimate conservative. Pension Assessment estimate and Group Insurance came in lower. Risk Management savings with budgeted higher. Overall, we are amount \$77K short to balance the budget. Proposing to pull from overlay. 5.2% increase in the operating budget comparative to last year.

****Motion to approve the proposed Town Manager Budget for FY26.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

6. 8:00pm - May 12th Annual Town Meeting Warrant Draft for Review & Questions

6.01 Discuss 2025 Annual Town Meeting Warrant Articles.

[Annual Town Meeting Warrant_051225_DRAFT 031225.pdf](#) 

Last year the Select Board did vote on every article. This is here to review before the next meeting, do some research as the Board may want to vote on these in the coming meetings. Can look to bring in the Department Head or the committee

for further review. Will look to have Health in possibly the next meeting but the Board will let Paige know.

7. 8:15pm - Temporary Outdoor Entertainment Application Update

- 7.01 Review & Vote on amended Temporary Outdoor Entertainment Application & Fee.

[Temp Outdoor Entertainment License Application 2025.pdf](#)



Reworked the application. It was reworked post the Magic of Lights outdoor event as there was concern about the fee. \$250 flat fee to \$250 per day, whichever is greater. Social distancing language was removed.

****Motion to amend and approve the Temporary Outdoor Entertainment Application & Fee as discussed.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes

Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

8. 8:25pm - Certification of Vote

- 8.01 Certification of vote for sale of land known as Assessor's Map 79, Parcel 16.1, at the rear of 34 School Street.

****I hereby move that the Select Board sell the land known as Assessor's Map 79, Parcel 16.1, at the rear of 34 School Street, Foxborough, Massachusetts, to ERS Management for Twelve Thousand Five Hundred (\$12,500.00) Dollars as authorized by and pursuant to Article 11 of the November 18, 2024 Foxborough Special Meeting; and**

To further to authorize the Chair, Stephanie A. McGowan, to execute and enter into any and all documents necessary to effectuate the sale of said property.

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

9. 8:30pm - Town Manager's Update

- 9.01 Around Town: Walnut Knoll, Department Head Training, Special Town Meeting review/approval from the Attorney General's Office, Town Common Digital Sign, Friends of Foxborough Seniors, Council on Aging last day is May 1, 2025.

Thank you to Creative Cabinets and Gary Whitehouse whodonated the fabrication and installation of a new wall mounted enclosed bulletin.

2025 Foxborough Horseshoe League approved. April 7th to September 21st.

[STM 2024 AG.pdf](#) 

Sold parcel behind Judy's to the Duffy's (Judy's) for \$12,500. Walnut Knoll applications available. Paper copies at TH and Senior Center. Application can be filed online. May 2, 2025, for Building 1 and June 29, 2025 for Building 2. Mail completed applications to: Walnut Knoll Lottery Phase 1 c/o HousingWorks, P.O. Box 231104, Boston, MA 02123-1104 Department Head Training – emergency preparedness scenario. Deputy Chief Grenier from Fire led an exercise where DHs talked through all the actions needed to handle a major blizzard with weeklong power outage. Will continue to hold these exercises periodically through the year.

Attorney General's review/approval of November STM articles arrived:

Article 7 (MBTA Communities):

Bylaw amendment and maps approved, do not conflict with state law

We still need EOHLC approval (we know)

Emergency regulations referenced — they were substantially the same regs as before, so I'm not worried until the final regs

are issued

Site plan review was flagged as a possible conflict area, which we were pretty sure would be the case, but we will just follow the case law and it should be fine.

Article 8 (Rezoning 69 & 75 Central Street):

No comments provided

Article 9 (ADUs):

AGO deadline extended to April 19, 2025 — too late for any modifications on this warrant.

AG has concerns about Child Sexual Abuse Awareness Committee (stemming from 2014)

Findings re possible digital sign on Common (just label “Common Signage on agenda”). Fall town meeting?

Friends of Foxborough Seniors – I’ll be the guest speaker at their April 19th meeting.

Senior Center last day May 1st. Grand Opening for Community Center May 16 (probably 6pm). Community Center opening for normal operations May 19

Creative Cabinets/Gary Whitehouse – donated the fabrication and installation of a new wall mounted enclosed bulletin board that will be used for Finance/Procurement notices. Greatly appreciated. They had done the reception desk and now two bulletin boards. Foxborough is so thankful.

- 9.02 Human Resources: Two openings on the Personnel Board.
Current Open Positions: DPW Water Technician I

10. 8:45pm - Select Board Update

10.01 New Business

10.02 Old Business

11. Action Items

- 11.01 Select Board to appoint Laurie Coe to the Foxborough Cultural Council for a term to end May 31, 2028.

****Motion to appoint Laurie Coe to the Foxborough Cultural Council for a term to end May 31, 2028.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie
Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

- 11.02 Donation - Accept the donation from Claudia O'Leary in the amount of \$300 to the Foxborough Police Academy.

****Motion to accept the donation from Claudia O'Leary in the amount of \$300 to the Foxborough Police Academy.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie
Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

- 11.03 Donation - Accept the donation from Foxborough Police Relief Association in the amount of \$750 to the Foxborough Police Academy.

****Motion to accept the donation from Foxborough Police Relief Association in the amount of \$750 to the Foxborough Police Academy.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie
Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

- 11.04 Block Party Application submitted by Madeline Estabrook for August 2,2025 from 3pm to 8pm, 30 Bicknell Street.

****Motion to approve a Block Party Application submitted by Madeline Estabrook for August 2,2025 from 3pm to 8pm, 30 Bicknell Street.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

11.05 Select Board - Approve Select Board Meeting Minutes from March 4, 2025.

****Motion to approve Select Board Meeting Minutes from March 4, 2025.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0

12. Adjourn

****Motion to adjourn.**

Moved by: Debbie Giardino

Seconded by: Bill Yukna

Yes Stephanie McGowan, Bill Yukna, Debbie Giardino, Mark Elfman, and Dennis Keefe

Carried 5-0