

BOARD OF SELECTMEN
Hopedale Town Hall-Draper Room
October 15, 2019
Regular Minutes

Present: Selectman Brian Keyes, Selectman Thomas Wesley, Selectman Louis Arcudi was absent.

Also, present; Town Administrator Steven Sette, Executive Assistant Susan Brouwer and Videographer Rafael.

Meeting called to order at 7:00 p.m. by Selectman Keyes. The Pledge of Allegiance was recited by those present.

A. Consent Items

- 1. Approval of September 9, 2019 regular minutes**
MSDV to pass over the regular minutes of September 9, 2019
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 2. Approval of September 23, 2019 regular minutes**
MSDV to pass over the regular minutes of September 23, 2019
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 3. Approval of September 23, 2019 executive minutes**
MSDV to pass over the executive minutes of September 23, 2019
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 4. Approval of October 7, 2019 regular minutes**
MSDV to pass over the regular minutes of October 7, 2019
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 5. Approval of October 7, 2019 executive minutes**
MSDV to approve the executive minutes of October 7, 2019 not to be released
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 6. Approval of warrants 20-13, 20-13P and 20-14 as signed by Selectmen Keyes and Wesley**
MSDV to approve warrants 20-13, 20-13P and 20-14 as signed by Selectmen Keyes and Wesley
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

B. Appointments and Resignations

- 1. Appointment of Elizabeth Callahan to the Finance Committee term to June 30, 2021**
MSDV to appoint Elizabeth Callahan to the Finance Committee term to June 30, 2021
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 2. Appointment of Mike Reynolds to the Field Ad Hoc Committee term to June 30, 2021**
MSDV to appoint Mike Reynolds to the Field Ad Hoc Committee term to June 30, 2021
Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye
- 3. Appointment of Brandon Westfield to the Field Ad Hoc Committee term to June 30, 2021**
MSDV to appoint Brandon Westfield to the Field Ad Hoc Committee term to June 30, 2021

Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

4. Appointment of Linda Mac Ewen to the Hopedale Cultural Council term to June 30, 2022
MSDV to appoint Linda Mac Ewen to the Hopedale Cultural Council term to June 30, 2022

Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

5. Resignation of Call Firefighter Candidate Joseph Caico effective September 24, 2019
MSDV to accept resignation of Call Firefighter Candidate Joseph Caico effective September 24, 2019

Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

6. Resignation of Call Firefighter Michael Trudel effective October 4, 2019
MSDV to accept resignation of Call Firefighter Michael Trudel effective October 4, 2019

Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

C. New Business

1. Hopedale Police and Fire Departments request to hold Annual Halloween Parade and Party on October 31, 2019 at 5:45 p.m., Dutcher Street to Adin Street to Memorial School

MSDV to approve Hopedale Police and Fire Departments request to hold Annual Halloween Parade and Party on October 31, 2019 at 5:45 p.m., Dutcher Street to Adin Street to Memorial School

Selectman Keyes- Aye; Selectman Arcudi– Absent; Selectman Wesley – Aye

2. Trish Settles Central Massachusetts Regional Planning Commission Presentation update on proposed Master Plan
Trish Settles and Judy Pierce from CMRPC provided the Board with an update on the Master Plan noting that the Town completed a Community Development Plan in March 2004 with the assistance of CMRPC and the Watershed Coalition with funding in part by the Executive Office of Housing of Economic Development under Executive Order 418. The elements of the plan that Hopedale focused on, include housing, economic development and open space and recreation elements of a plan. In 2007 CMRPC assisted the Town with the Town Chapter of the Master Plan. In 2015 Hopedale filed Hopedale's Urban Renewal Plan was created. In 2017 CMRPC worked with the Town on a grant FEMA to MEMA creating a Hazardous Mitigation Plan that looked at areas of flooding, areas of heavy sedimentation and river overflows so that the Town could apply for grant funding. Ms. Settles advised the Town is working on filing an update this plan. Ms. Pierce reviewed the benefits of having a Master Plan. The benefits include; engaging the community and stakeholders to find out the needs of the community; guide efficient capital spending; receive a better bond rating; give bonus points on state grants; and provide short and long term range action plans, The Master Plan also prepares the Town for growth. Ms. Pierce reviewed the main topics of the Master Plan and CMRPC's approach in gathering data and the vision, goals and plan development through publication of the completed Master Plan. Administrator Sette received a proposal from CMRPC for updating the Master Plan. Mr. Sette has applied for a Community Compact grant to assist with funding the Master Plan. The Board thanked Ms. Settles and Ms. Pierce for their time and look forward to working with them in getting the plan updated.

3. David Griffiths-Lifted Genetics Cultivation Host Agreement

The host agreement between Lifted Genetics and the Town is complete. David Griffiths and Grant Pickering provided an overview of their planned marijuana cultivation facility at 6 Condon Way.

MSDV to approve and sign Lifted Genetics Cultivation Host Agreement
Selectman Keyes- Aye; Selectman Arcudi- Absent; Selectman Wesley – Aye

Both parties signed the agreement. Administrator Sette remarked that the next step is to hold public hearing for community input and noted that the hearing is a requirement before the state license can be issued.

4. Hopedale Park Commission (HPC) discussion on potential plans for Dog Park at Draper Field

Park Commissioner Don Howes and resident Lisa Dubois presented a plan to locate a dog park on a portion of the capped landfill area of Draper Field. Mr. Howes spoke with Rockwell who agreed that a dog park may meet the criteria of the donation agreement, but other requirements need to be met. The Town must hire its own licensed engineer to consult with during the design and through completion of the project.

Ms. Dubois said she would like to apply for the Stanton Foundation Grant (SFG) to help fund the dog park. The Stanton Foundation Grant (SFG) will make a one-time 90% of the hard construction costs with a max of up to \$250,000. Grant funding requirements include: signing a memorandum of understanding (MOU), the Town identifying and designating a location on Town owned land, the Town approving use of the land including zoning being fully compliant; The Town designating a point of contact (POC), who will be responsible for all issues relating to the construction, operation, and reporting regarding the Dog Recreational Space (DRS). The POC will receive all design and construction documents for input from appropriate departments and by the Foundation. All grants by the Foundation will be provided to the Town pursuant to MGL C44 §53A. The Foundation will look to the Town to manage public communications during construction and thereafter, maintain a DRS account to receive grant funds and provide quarterly reports, oversee the construction including bidding and construction oversight, make progress payments to contractor other vendors upon satisfactory completion of the work, facilitate regular communication with designated representatives of the Foundation from execution of the MOU, providing financial reports following payment of all project expenses after completion of construction. The Town must identify an existing waterline for water that will be suitable for safe drinking for dogs and that will be made available for the DRS. The Town must commit to complete the infrastructure work necessary for such a water line to become operational prior to completion of construction and must remain operational for as long as the DRS is operating. The Town must install dog waste stations and agree to monitor and empty the waste containers on a continuous basis. The Town must provide written reports to the Foundation outlining usage, finances and other issues related to the DRS and the Town agrees to maintain the DRS for no less than 99 years. Ms. Dubois intends to seek additional grants to make up the Town's 10%.

The Board thanked Mr. Howes and Ms. Dubois for bringing this project forward. The Board will review the informational packet provided and place this on a future agenda for further discussion. Chair Keyes noted if donations make up the Town's portions, it should be well received by residents.

5. Discussion on Board of Selectmen survey results on name change from Board of Selectmen to Selectboard

Chairman Keyes brought this up in the spirit of inclusion, equality and diversity. A Survey Monkey was placed on the website with paper survey placed in several locations in Town; there were 110 responses received. Selectman Wesley noted the results showed that 49% support changing the name of the Board; 14% had no opinion; 36% strongly

oppose. Selectman Wesley stated that inclusion is important and would like to engage in a broader conversation with the community. He asked Administrator Sette to locate a venue so that the Board can discuss further. Administrator Sette recommends the Board review the comments received and look at what other communities are doing to be more inclusive. Selectman Keyes suggested the name of the Board be changed from Selectmen Selectboard to make it more inclusive but that individual Board members would still be referred to as Selectman or Selectwoman. He would like to do due diligence to see if it would be worthwhile to move this forward. Administrator Sette said this can be placed on a Town Meeting Warrant. Selectman Wesley would like to keep this on the agenda and encourages residents to continue to express their opinions on making this change.

6. Request from Road Commissioners to sign Chapter 90 Reimbursement for Hopedale Street, Neck Hill Road and Richard Road
MSDV to authorize Chair Keyes to sign Chapter 90 Reimbursement for Hopedale Street, Neck Hill Road and Richard Road
Selectman Keyes- Aye; Selectman Arcudi- Absent; Selectman Wesley – Aye
7. Discussion on December meeting dates
Executive Assistant Susan Brouwer asked the Board if they wanted to move the December meeting dates to the first and third Mondays as she will be out on medical leave on the the second and fourth Mondays.
MSDV to move the December meetings to December 2 and December 16, 2019
Selectman Keyes- Aye; Selectman Arcudi- Absent; Selectman Wesley – Aye

D. Old Business

1. Discussion on Interim Town Administrator/Town Administrator Search
Selectman Keyes updated the Board on the status of hiring an Interim Town Administrator. The position will be 24-30 hours a week to maintain business as usual. Selectman Keyes has been interviewing candidates. In addition, he has had discussion with three search firms and is encouraged by how they approach the search. Selectman Keyes will be finishing up this week and is confident he will be ready to recommend an Interim Administrator at the next meeting for appointment. There will be TA Search Committee of 7-9 individuals and a good cross-section of key stakeholders in Town. The search firm will work collaboratively with the Board to get the screening committee appointed. Once the committee is in place the Board will step aside and let the search firm work with the screening committee. The search firm will do the front-end work and will bring a small cross-section of candidates for review and the search committee will narrow the applicants to two or possibly three, for the Board to do final interviews. Selectman Wesley thanked Selectman Keyes for his due diligence.

E. Public and Board Member Comments (votes will not be taken)

Selectman Wesley commented on the local government process encouraging more residents to get involved.
Selectman Keyes commented on the outstanding MCAS results in Hopedale.
Finance Committee Chair Sam Hockenbury thanked Steve for his guidance during this past year as a member of the Finance Committee.

F. Correspondence and Selectmen Informational Items (votes will not be taken)

1. Warrant 20-12 as signed by Selectmen Keyes, Wesley and Arcudi
2. Letter dated from Blackstone Valley Tech quarterly payment in the amount of \$137,488.75 due November 1, 2019
3. Letter dated September 13, 2019 from Department of Public Utilities – Massachusetts Electric and Nantucket Electric for approval of 2016-2018 Three Year Term Report

4. Letter dated October 3, 2019 from Xfinity on TV channel changes
5. Hopedale Fire Department 1st Quarter Activity Report
6. National Park Agreement with Town of Hopedale signed August 7, 2019
7. Bancroft Library October 2019 Newsletter
8. Public Hearing Notice- Zoning Board of Appeals October 16, 2019 meeting

Administrator Sette called attention to the Fire Department stats commending Chief Daige and the whole Fire Department on their efforts in handling the number of calls.

G. Requests for Future Agenda Items

1. Discussion on the make-up of Cable Advisory Ad Hoc Committee

H. Administrator News

Administrator Sette negotiated a lease with the medical building for (15) parking spots. There are (8) spaces located down near the Children's Library making safer access for parents with young children to get into the building. Mr. Sette reached out to the Highway Department who will be placing signs letting residents know where the spaces are located.

Reminder that on Friday, October 18th, the warrant closes at Noon. Please come in anytime after Noon to sign so the warrant can be posted by the Constable.

Administrator Sette extended a word of thanks to the dedicated staff in Town Hall.

I. Executive Session

Chair Keyes requested a motion to enter into executive session under G.L. c.30A, §21(a)(3) to discuss strategy with respect to litigation in the matter of Philip O. Shwachman, et al. v. Town of Hopedale, et al., U.S. District Court No. 18-CV-40209 as discussing the matter in an open meeting may have a detrimental effect on the litigating position of the Town. Chair Keyes declared that the Board would not be entering back into open session.

RCV Selectman Keyes – Aye, Selectman Arcudi– Absent, Selectman Arcudi- Aye

J. Adjournment

At 8:35 p.m. the Board MSDV to adjourn the Board of Selectmen


Thomas A. Wesley

Louis J. Arcudi, III


Brian R. Keyes

Hopedale Board of Selectmen

*MSDV – Moved, Seconded, Discussed and Voted

**RCV- Roll Call Vote