

**Tuesday, November 21, 2023**  
**Select Board Meeting Minutes**  
**Gala Room, Town Hall, 40 South Street**  
**7:00 p.m.**

Members Present:

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

Also Present:

Katie Lang, Executive Assistant (KL)  
Chris Gallagher\*, DPW Director (CG)

\*=Attendance via Zoom

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

1. 7:00pm – Citizen's Input – No one in attendance

Acting Town Manager is not with us this evening. A few things on the agenda that will be postponed.

2. 7:05PM – Town Bench Policy - Acceptance & Placement of Memorial Benches & Trees

LG – Have reviewed already but we wanted to add trees.

ME - A draft of the policy of how to move forward on replacing the benches that are on the Common and along Commercial Street. Funds were floating around especially from the Disability Commission. We did find that there was no policy. Some benches had plaques so research had to be done as to when those plaques were installed. Heather Harding did find that the benches were installed in 1936, 24 were replaced in 1971 (just the benches, no names) and 1997 and Boy Scout John M. took on the project of cleaning up the Common for an Eagle Scout project, replacing the worn-out benches for a third time. Jerry Rodman, who was a Board of Select member at the time, put together a fundraising effort to find 20 sponsors to pay \$500 each to sponsor a bench and each donor would get a plaque on the bench to commemorate their donation. The benches cost far less than \$500 and the extra money was put into an account for future upkeep and an account was set up at Foxborough Savings Bank for any other donations. Going forward some of those benches with the concrete sides are just breaking down due to time and moss. Went to set up the policy with potential funding to replace them. Going to go with a similar type of bench. Someone can donation a bench with a plaque. Set up a screening committee.

CG – There are 21 benches on the Common. Historically there might have been more but we have removed a few due to damage and unrepairable. Looking to add another 2-3 on Central along the store front and another in front of the steamer shed. Various funding – fundraising for majority come the New Year and the Commission on Disability has offered to donate money for the one near the steamer shed a few along the store fronts on Central. We are going to order all the benches so we have one order through Mass Port so we have one order. It's an organization through the State which makes these locally in the corrections facilities. Intention is for them to come in this Winter. The concrete slabs will need to be replaced and then have them installed early Spring. The policy reviews the policy on

donations. Black metal bench that will match the décor along the Common with the fence and the light poles. Policy addressed benches outside of the Common area like Recreation where people can donate to sponsor a bench. Also a tree policy where people can donate a tree in memory of someone which will go through the Town Manager or DPW Director which will have some say on location and then the policy gives the Select Board the option to review all applications. If 25 then we can do all or if we have 50, the Board would have to review who gets top priority based on service to the Town of contributions.

ME – 6 feet by 4 feet benches so they will all have new concrete beds poured. A bit bigger than the older ones.

LG – Conservation Commission was talking about an in flight bench. Can they approve their own benches? What is the policy right now? Just want to make sure that everyone sends their requests through the Select Board.

CG – The way the policy is written, if someone wants to make a donation, it would go through the Select Board. If the location is on some committee's property, then it would be Select Board approval and then move to that board. Sets an application process through Select Board and then move to the land owner's property. Conservation Commission if on conservation land and Recreation Board if on recreation property. It wouldn't be just up to that commission.

SM – Our Board would determine who can donate and the commission will determine location on the property?

CG – Yes.

LG – Not sure how this reads. Reads as application goes to DPW.

SF – And in Section C: Standards #2. It reads that the Town Manger would approve for everywhere but Common.

LG – D. Procedures with the 1, 2, 3. Maybe it should say that those Commissions vote on the locations under D5.

ME – Those updates can be made and then fine tune to bring back to the Board.

3. 7:20PM – Former State Hospital (10 Payson Road) / Reuse of Auditorium Review

Former State Hospital (10 Payson Road) / Reuse of Auditorium Review

Will post pone to our next agenda.

4. 7:35PM – Town Manager Search

4.1 Update on Town Manager Search Committee Meeting

Just had their first meeting last night to review the applications and pick who they would like to interview.

4.2 Discuss and plan Town Manager in-person interviews with Select Board.

DECEMBER 11th & 12th Search Committee to conduct interviews. CONFIRMED for Public Safety McGinty Room - 7 Chestnut St - at 5:00pm. Bernie is hoping to have the Committee have the 4 names they want to present to the Select Board by end of the day DECEMBER 12th.

Names to be announced on JANUARY 3rd at 6:00pm or 6:30pm.

Select Board can do their homework on the 4 names and then have two nights of interviews - 2 candidates per night - on JANUARY 10th and 11th - Starting at 5pm. FCA has been notified. We will hold the recordings until the 4th interview is complete.

Gala Room is held for these nights.

Select Board to discuss, in open session, JANUARY 16th at their regular meeting. Town Manager picked.

SM – Is going to see the person at their own current job – would this be on our own or an organized effort?

ME – No, it would be a Select Board member's homework to do on their own and/or visit. Done after the announcement on January 3<sup>rd</sup> until the interviews the following week.

5. 7:40PM - Acting Town Manager's Update

Around Town Updates:

- Light Uptown Saturday, November 25th 4-7 pm- Check Town social media for all updates. Official map of all the festivities to be posted this week so be on the lookout!
- MBTA Communities joint meeting with Select Board and Planning Board - Nov 30th at 7 pm in the Gala Meeting Room. It will be televised. First of many discussions. Want the two Boards to provide feedback on the early draft plan.
- Financial Summit – December 5, 2023 at 6 pm here in Gala Meeting Room of Town Hall. Then our regular meeting to start at 7:30pm
- Army/Navy run through town. December 8th around 1pm we will welcome Army team to Town as they run through into the Stadium. Roads will not be closed. Foxborough Police will escort the entire route. Navy will be later on 8th or early 9th. Gathering at Town Common to celebrate. We are the 24th stop on the run –toward Hancock Street on West Street left onto South Street right onto Common Street continue to East Street continue to Foxborough Road continue to Pierce Street turn left onto Tuner Road turn right onto Pine Street turn left onto Washington Street take ramp turn right toward Patriot Place and enter Gillette Stadium.
  - Updated route and map as what is listed is up Rt. 140 in Wrentham and not the Common.

Human Resources Updates:

- Current Open Positions - interviewing
- Communications Director
- BOH - Health Inspector
- Assistant Assessor

Construction Updates:

South Street and Cedar Street Raw Water Main - Sprague Road to Witch Pond

Raw water main pipe installation has reached the I-495 Bridge / State Layout on South Street. Contractor will now begin relocating to the Witch Pond / Cedar Street end of project and start working back to towards the I-495 bridge from the other direction.

#### East Street & Cocasset Street Intersection Reconstruction

Trees have been ordered and should be installed later this week. Striping is tentatively scheduled for November 12th, depending on weather. Contractor is still awaiting delivery of pedestrian flashing beacon for installation.

#### Glue Factory Pond West Dam (131 Morse Street)

Bay Colony has been hired as a sub-consultant of Pare Corp. to do an existing conditions survey around the dam this week. This is part of the FY24 Dam and Seawall Grant that was award to the Town for the design work and filing of permits needed to remove the dam.

#### Cracksealing of 41 County Street (Commuter Lot)

DPW will be meeting with the environmental consultant for MassDEP / EPA to discuss the future crack sealing of the commuter parking lot. This is to preserve the underlying cap and prevent potential soil exposure. Notice of any scheduled closure or interruption will be provided as soon as we are made aware.

#### MassDOT Paving on Route 140

PJ Keating will be adjusting structures tonight and possible tomorrow night. Paving of milled areas on Main Street and Central Street are tentatively scheduled for November 15th and 16th, but are subject to change.

#### Miscellaneous Updates:

- Completed training as Municipal Hearings Officer. Now the Municipal Hearing Officer for Foxborough

As part of the Massachusetts Fire Safety Act of 2004, the Legislature enacted M.G.L. c. 148A which allowed for the issuance of citations for violations of the State Building and Fire Code by state and local code enforcement officers. In order to participate in the citation process, cities/towns must appoint a certified hearings officer.

M.G.L. c. 40, Sec. 6, requires that Section 6 a municipality shall appoint a municipal hearing officer to hear appeals of violation notices issued within the municipality. The municipal hearing officer may be the same person appointed as a municipal hearing officer pursuant to chapter 148A.

Appointed by the City or Town to conduct hearing of code violations pursuant to Chapter 148A.

May not be and employee or officer of the same department associated with code enforcement officer who issued the notice or violation

- Pratt School – Can I report on amount? Checking with Procurement > DK – Any information on the Bid?
- Kenny Chesney and Zac Brown Band playing August 23, 24, and 25 at Gillette

- 7 Concerts for Summer 2024 – Kraft Sports & Entertainment License to renew in late April 2024.
- 1. Zach Bryan (June 26-27) (2)
- 2. Metallica (August 2nd and 4th) (2)
- 3. Chesney (3)

6. 7:50PM - Selectmen's Update

New Business: Budget Timeline Discussion, Foxborough Police and three Army Helicopters from the 10th Combat Aviation Brigade to host a residents viewing - Time, Date & Location to be determined - Check Town social medias.

Old Business: Veteran's Day recap – Great job done by our Veteran's Services Officer, Scott Blake, Hydrant Flushing for the Fall is now complete.

SM – Mark and I attended the opening of Joe's Butcher & Bay. Great addition to the community. Wonderful business owner. Congratulations to the Warriors going to the Super Bowl this year! December 1<sup>st</sup> at 8pm.

DK – Northeast Health Services ribbon cutting with Senator Fenney. That needs more press. Located on Foxborough Boulevard. There is such a shortage and it's flying under the radar. The need for mental health services and the access is so huge in Town. Wanted to bring it to the attention to the Select Board. It needs more coverage. A great service for people that need those services.

ME – Security exercise for the Army V. Navy game. Hosted by the Kraft Security group about 150 people in attendance. FBI, Homeland Security, State Police, Local Police and Fire, Gillette Security – it was remarkable to see the inter-departmental collaboration. Remarkable presence from our Town team. They way this group ran through scenarios of who would tackle what and how was something great to be a part of. They all stated that this meeting would be nothing in comparison to the World Cup prep. Phenomenal job from our team.

7. 7:55PM - Action Items

6.1 Appointment - Appoint Joseph R. Sanders to the Veteran Services Advisory Committee for a term to end May 31, 2025.

**Motion to appoint Joseph R. Sanders to the Veteran Services Advisory Committee for a term to end May 31, 2025 by L. Gibson, 2<sup>nd</sup> by S. Ferguson.**

**All approved 5-0**

6.2 Select Board - Approval of Minutes from November 7th 2023 Meeting.

**Motion to approve the November 7<sup>th</sup> 2023 Select Board Minutes by L. Gibson, 2<sup>nd</sup> by S. Ferguson.**

LG – Mark's initials updated and add zoom attendees.

**All approved 5-0**

## 8. Adjourn

### 8.1 Adjournment

**Motion to adjourn by L. Gibson, 2<sup>nd</sup> by S. Ferguson.**

**All approved 5-0**

Attached Documents:

22-0193A Conceptual Plan 20231115

Bench Policy\_Acceptance and Placement of Memorial Benches and Trees\_111523 DRAFT

Bench Policy\_Attachment A&B Benches

Bench Policy\_Bench application Attachment C

JAG Awards Press Release (1)

Navy ball Run to Foxborough

Proposal Summary Memo 11.20.23

Sanders Appointment Application

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