

Tuesday, December 21, 2021
Board of Selectmen Meeting Minutes
Gala Room, Town Hall
7:00 p.m.

Members Present:

Stephanie McGowan, Vice Chair
Seth Ferguson, Clerk
Mark Elfman

Also Present:

William Keegan Jr., Town Manager
Mike Johns, Assistant Town Manager
Christina Metcalf, Community Info. Specialist
Katie Lang*, Executive Assistant
*Attended remotely

1. 7:00pm Citizen's Input – No input

2. 7:05pm Achilito's Taqueria - Application for 2 One-Day Beer and Wine Licenses for 12/26/21 and 1/2/22

SM – Do you serve beer or wine at any of your other locations?

Margaret Pimintel – No, we've been asked on game days. We were thinking to these on game days or events. This would be a good trial run to see what it would take for us to have a license as we are considering apply for a year round license. We will be keeping a small number of options and I would be the main distributor on those days of the beer.

SM – You've also invested in a scanner?

MP – Yes, I'd rather be safe than sorry.

SF – The beer will be behind the counter and you will scan everyone?

MP – Yes, we are having two lines, one for food and one for drinks and I would check the ID and then deliver the drink to the seating area.

SF – I'd be interested to hear what our experts would have to say, Chief Kelleher and DC Laracy?

Dave Laracy – During the permitting and inspections process that. I believe the plan she puts in place she'll follow through.

ME – You'll be the only one serving alcohol?

MP – Yes, and I'm a person who looks to optimize operations, we would constantly look at what could be made better and adjust.

Motion to approve 2 One-Day Beer and Wine License for Sol Taqueria d/b/a Achilito's Taqueria for December 26, 2021 and January 2, 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

3. 7:10pm Department Update - Fire Department - Fire Chief Michael Kelleher, Assistant Chief Thomas Buckley, Deputy Chief & Public Health Nurse Thomas Kenvin and Deputy Chief David Laracy to give update on Foxborough Fire Department Operations

MK – This year was dominated by Covid. We pivoted from testing to vaccines and were called to help with the vaccine rollout at Gillette Stadium. People are out doing activities and we've had a lot more runs this year. We are feeling the full impact of Norwood Hospital being close. Brigham and Women's are busy at Gillette with construction and with vents next year. We are never say no public servants. We pivot from fire fighter to paramedics to public health. We are the only fire department that is 100% vaccinated in the area. Our staff is invested in physical wellness and fitness. We are focused on personal growth and quality improvement.

How the fire department supports the Town Manager goals - We have been very successful in obtaining grants. Our ambulance revenue increases due to call volume and we are diligent in reimbursement. We have the public health revolving revenue fund covered ongoing testing cost for Covid. Our apparatus repair volume is busy. The chiefs are happy with the program. We have cell tower revenue as well which is a couple of thousand dollars a month. Buckley was very diligent with FEMA reimbursements and Tom did an incredible job. We had a partnership with Transformative Health at the vaccine site, just like a detail. The area firefighters are paid and we billed \$1 million and received \$100,000 in administrative fee revenue.

Our department works with several departments and committees on a consistent basis including the Child Sexual Awareness Abuse Committee, Linked Together, Foxborough Interfaith Collaboration, Foxborough Board of Health, Foxborough Human Services, and Building Inspections.

We have a good long term capital infrastructure plan that is working for us. We send out a survey for each run and we get solicited and unsolicited feedback, we've had no citizen complaints in the last 3 years. Chief Laracy interacts with the business and we have that presence and with the shifting of business model. With tents propane. We are very imbedded in SEMRECC and want to see that succeed. We are always looking for way to be more efficient and productive

TB – Human Resources

We are working towards becoming a Nationally Accredited Fire Department. We gave you two booklets. The strategic plan is the entire department and what it all wants to go. We had two new members to review and let us know what are we doing right and wrong. We are at the application agency phase and we are working through that right now. We have 18 months to complete and hoping to get it done sooner rather than later. Trying to be the first municipal organization working towards. There are only 292 accredited agencies in the world. We are always looking to improve the way we do our services.

In terms of sick leave a lot of it is long term sick leave, some FMLA. We've had 7 total claims for IOD, 2 employees lost time with an ankle injury and melanoma. The other 5 employees didn't lose time but goes into the system.

SM – How does melanoma count as an on duty injury?

TB – It's a Mass General Law that determines it as a cancer presumption. At Gillette, we had 3 private mini concerts on the field as well as 37 licensed events. We are expecting that number of event to increase next year.

Dave Laracy – In Fire Prevention we do code compliance, permitting and safety. We wanted to help with streamline the process and supporting business with their outdoor dining, food trucks, etc. We also conduct inspections with the most common inspection being the 26F home sale inspection. Between 2020 and 2021 we had an 18% increase in inspections. We anticipate a substantial increase of inspection hours due to commercial development including Building P and the North End Zone at Gillette Stadium, 29 Wall Street and 71 Walnut Street.

ME – You are training others to do this?

DL – We are training some but Tom Buckley and I are the only ones credentialed.

MK – That came out of the Station Night Club fire, they added a series of laws and added the credentialing after that fire and do continuing education for this position.

SM – Is there a cost to those inspections that comes back to the fire department or town hall?

DL – It's a \$50 permit for a sprinkler and \$500 fire alarm inspection. There might not be as many commercial projects but they do take up more time. The revenue is very minimal to the work we do.

Any apartment building 6 units or greater Mass General Law 148 26C Existing Apartment Buildings

We sent out letters to apartment owners and worked with them and becoming compliant. It can be up to \$30,000 for a building. One owner has done his entire building. You would think you would have full fire alarms systems in the apartment building and that is not the case. Our goal is to be 100% compliant by December 2024. The building we just had the fire at was a 5 family and we had a kitchen fire there last year and upgraded their smoke detectors.

MK – Dave spent a lot of time research the code to make it cost effective for the building owners.

ME – Is this fine-able offense after 2024 if it's not updated?

DL – The stats is still leaving it with the town. We have an owner that doesn't have the means to do it, to get hard wired smoke detectors and phasing in the fire improvement.

TK – The closing of Norwood and other providers has stressed our providers in terms of care and transporting our patients. We've had 1,877 transports with two-thirds being advance life support transports. We've been doing some outreach to provide in home monoclonal antibody infusions with Sturdy Hospital. We are deploying automatic ventilators to provide respiratory support. Intitiation an app based pediatric resuscitation program to enhance patient and reduce the chance of medication administration errors. Continue to promote relevant EMS training to our members to improve community health outcomes. We have worked closely with Human Services/COA for community outreach and home visits. We provided in home flu and Covid vaccinations. We've also assisted with home medications and going over patient medications list to make sure when patients are discharged from the hospital that they are taking the medications they are prescribed properly. Our partnership with Human Services, Christina LaRose and Pam McGuire, has been a phenomenal partnership as we attend the multiple needs of our patients that have social services demands. As part of the accreditation is to look at how we approach trainings. We want to expand our CPR teachings and offerings in the community so we were able to purchase new CPR AHA compliant mannequins to help us with that endeavor.

MK – We were able to use CARES Act funds to purchase ventilators.

TK – We do our bi-monthly blood pressure clinics at the COA. We have done 2,300 PCR Covid tests locally. We supported the testing site and vaccine site. We were the initial hub for rolling out the vaccine. We work closely with the school nurses as well. To date we have administered 1,200 Moderna vaccines as well as 317 flu vaccines.

MK - In 3 days we had the Central Street multiple alarm fire, a Franklin multiple alarm fire as a result domestic incident, several motor vehicle accidents, including a motor vehicle accident with an injections resulting in a patient with severe multi-system trauma. We have amped up our training regimen so that we can perform our best. We had a member graduate the recruit firefighter training program. We had our annual ice rescue training. We were guest of the Boston Fire Department on Moon Island and were able to do some great training. We were able to do some training on the funeral home that was being remodeled/demolished. Our group works out every shift, like a team sport.

SM – Do any of the apartments signal a fire to the fire department?

DL- The hardwire systems in apartment complex, if you set the smoke alarm off you don't call the fire department but if you trip the heat detector it evacuates the building and calls the fire department.

Needs and gaps coming in the future are staffing, current trends in health care industry, and the need for a substation. We could look at a second dedicated ambulance for the town, we could support that. We're looking at current trends with psychiatric care. There is a shortage of EMTs and paramedics which means a shortage of

ambulances. Hospital ER wait times affect how long our ambulance crews are out on 1 call. In the future looking at a substation as the town grows and commercial development. We have 8 people a shift. We do about 10 runs a day on average.

To compare us to a few of the other SEMRECC towns, we have the small population and small staff per shift. We cover 20 square miles per station. With SEMRECC we can compare apples to apples and see how we can compare. You see with our lower staff we do just as much if not more in regards to volume.

SF – Thank you for your service.

ME - You did an incredible job on the fire at Central Street

MK – Gave overview of the fire 91 Central Street that occurred last week. We had a 5 apartment fire at 5:00am. Knowing the structure of the building and that the fire would go up were able to set up properly to get the fire out quick. Nobody and Mansfield Sharon, Plainville helped and Wrentham and Stoughton relieved some of the other fire fighters.

ME – What was the process for the residents?

MK – We were told at the beginning that everyone is out but we do primary and secondary searches as the fire is ongoing. We used the COA as staging areas. By noontime Marc and his staff had everyone with clothes, food. And getting lodging.

BK – This was a text book example of organizational teams working together within the town as well as the community support to the displaced families.

4. 7:35pm Town Manager Mid-Year Goals update

BK – At this point in time last year while working on the goals we were 67% complete, this year we are about 85% complete. There are 4 major goals. For Goal 1, four out of the 6 goals are complete or ongoing with 2 in process. We are changing the way we are doing the budget and starting the budget process earlier with the financial summit and preparing for the next. Goal 2 is Communications and we are actively involved with at this time and will be presenting to you in January our plan for the next year. Goal 3 is in regards to the financial health of the Town, we are in process with those 4 goals as well and believe we will address all of them by the end of the year. Goal 4 has 10 goals for Town operations. We are 85% complete or in process. Some of these goals are ones that we have worked on in the past goal period and some of these are new.

ME – It's impressive to see Chief Kelleher bring up your goals in his update and your other department heads

BK – Once these goals are set we do bring this to the department head and integrated them in to the work they are doing in their departments and how it supports the town to achieve those goals. The next piece is talking about our strategic capital planning.

MJ – When the board has set goals for the Town Manager you set the goals for the town and the direction we wanted to go in. The fire department is one example of a department in town taking these goals and using them for their department.

BK – The Boards direction is key. I'm going to be sending out key principles to our department heads tomorrow. You can see that in all the different departments in town.

SF – This seems to be a high level overview synopsis and could be a half day review. I want to have some ownership over this and showing a ton of achievement and success. Thinking about the future and these goals, thinking about the short term and long term and next generation to drive towards achievement of these goals.

BK – Once these are established it doesn't mean they are done, we are continuously improving. I encourage staff to do more and better training and look at how we can operate the best way. The town hasn't done that in the past few years and this sets the benchmarks for the Town.

5. 7:50pm Assistant Town Manager's Update

5.1 Update on Union Contracts, Negotiations, and Recruitment – We've hired a building commissioner, Scott Shippey. We hired a Public Health Inspector, Cameron Shamey. We internally promoted Jim Caffin to Tree and Parks Supervisor as Dave Laliberte's retirement. We internally promoted Jessica Minton to the Water Department Administrator and now have the Water Department Coordinator position posted. We have the Library Director position and we will be posting for the Community Case Worker position as Christina LaRose is now leaving to become the new assistant director in Franklin. We have few van driver positions open. We have 2 Health Inspectors (food and housing) grant funded positions.

- We are in the middle of contract negotiations currently.

- The vaccination and testing mandate that has been discussed will likely come and be implemented in Foxborough in January or February. We have policies in place for vaccine mandates' as well as testing mandates' the letters and will send out letters to unions.

SM – What is our percentage for unvaccinated employees?

MJ – Less than 10%.

6. 8:00pm Town Manager's Update

6.1 Town Property Use approvals - Jaycees Caroling on the Common 12/22, 5:00-8:00pm

- I did issue a mask advisory this afternoon in conjunction with the Governor's updated guidance

- I just received a copy of letter to Secretary Yellin that addressed the concerns of a lot of communicates including Foxborough to reconsider the rules and regulations that are currently in place as they will hurt communities that could benefit from ARPA funds

- We did our annual Town Manager's breakfast last week.

- I want to acknowledge the work of public work sand facilities for all their work into the Common. Thank you to the Jaycees for their decorations. Thank to you to Schneider Electric for their contribution and we look to have a formal lighting ceremony in the coming weeks.

7. 8:10pm - Selectmen's Update

7.1 New Business – Doc, Leah, and Stephanie attended the Burrell School ribbon cutting today and it was a great event. Shout to Bill Yukna on doing a great job with the building.

7.2 Old Business - CIP Committee Meeting at 5:00pm on Tuesday December 28th.

BK – The purpose is to identify the big projects to up in the next 5 years.

8. Action Items

8.1 Veterans Services - Accept \$200 donation

Motion to accept a \$200 donation from Kathy Bulagas to Veterans Services by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.2 Boyden Library - Accept \$300 donation

Motion to accept at \$300 donation from Mary Ellen Doona to Boyden Library by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.3 BOS - Approval of 2022 Liquor, Entertainment, Common Victualler, all Auto, Automatic Amusement/Arcade Licenses

Motion to approve all 2022 Liquor, Entertainment, Common Victualler, all Auto, and Automatic Amusement/Arcade License Renewals as presented by S. Ferguson 2nd M. Elfman.

Discussion: SF – Looking through the list, this is standard procedure for renewals?

KL – Papa Gino’s has turned in their liquor license. Babu G’s is closing, Five Wits is closed and not reopening, that had a common victualler and entertainment license. Charles River Garage closed. For the automatic video games that triggers and arcade license. First and Goal did not renew their license but may do so in 2022.

SF – You are all over this and that is what we wanted to hear.

MJ – Katie implemented a new software system to do this and coached and trained all the establishments with licenses. It was an enormous task to undertake.

Approved, 3-0.

8.4 Cowlen Management Inc. d/b/a Renaissance Hotel and Hilton Garden Inn - Extended hours request for Renaissance Hotel and Hilton Garden Inn at Patriot Place for Sunday 1:00pm home games at Gillette Stadium in January 2022

Motion to approve the extended hours request for Cowlen Management Inc. d/b/a Renaissance Hotel and Hilton Garden Inn at Patriot Place to begin food and alcohol service at 10:00am on Sundays when the NFL is playing at Gillette Stadium with a scheduled game time of 1:00pm during the month of January 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.5 Citizen Crust - Extended hours request for Sunday 1:00pm home games at Gillette in January 2022

Motion to approve the extended hours request for Better Food Foxborough, LLC d/b/a Citizen Crust to begin food and alcohol service at 10:00am on Sundays when the NFL is playing at Gillette Stadium with a scheduled game time of 1:00pm during the month of January 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.6 CBS Sporting Club - Extended hours request for Sunday 1:00pm home games at Gillette in January 2022

Motion to approve the extended food and alcohol service hours request for CBS Scene d/b/a CBS Sporting Club to begin at 10:00am on all Sunday home games at Gillette in January 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.7 Scorpion Bar - Extended hours request for Sunday 1:00pm home games at Gillette in January 2022

Motion to approve the extended food and alcohol service hours request for Scorpion Bar to begin at 10:00am on all Sunday home games at Gillette in January 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.8 NPS, LLC - Additional dates added to Magic of Lights Temporary Outdoor Entertainment License to include 12/27/21 - 1/1/22

Motion to approve additional dates added to NPS, LLC Magic of Lights Temporary Outdoor Entertainment License to include December 27th, 2021 through January 1, 2022 by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.9 BOS - Approve/Accept change of street name from Valley Forge Road to Valley Forge Way

Motion to adopt the change of street name from Valley Forge Road to Valley Forge Way by S. Ferguson 2nd M. Elfman.

Discussion: BK – This was changed at Town Meeting in 2017 but it was never formally voted on and needs to be to make it official for SEMRECC and public safety purposes.

Approved, 3-0.

8.10 BOS - Approval of Petition for Joint Pole Relocation on Rock Hill Street

Motion to approve the petition for the Joint Pole Relocation on Rock Hill Street by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.11 BOS - Electronic Communications and Computer Use Policy

Motion to approve the Electronic Communications and Computer Use Policy as proposed and endorsed by the Personnel Board by S. Ferguson 2nd M. Elfman. Approved, 3-0.

8.12 BOS - Approval of BOS Minutes from 12/7/21 meeting

Motion to approve the December 7, 2021 Board of Selectmen Meeting Minutes by S. Ferguson 2nd M. Elfman. Approved, 3-0.

9. Adjourn – 9:09pm

Motion to adjourn by S. Ferguson 2nd M. Elfman. Approved, 3-0.