

Justin Paré, President
John Simmons, Vice President
John Costello
Daniel Donovan
Mark Gould, Jr.



Darius Gregory
Andrew Shanahan
Andrea Slobogan
Patricia St. Pierre

Town of North Attleborough
TOWN COUNCIL
43 South Washington Street, North Attleborough, MA 02760
Phone: (508) 699-0100

2/12/2024 - Minutes

I. Pledge Of Allegiance

PLEDGE OF ALLEGIANCE

President Paré called the meeting to order at 7:00 P.M. and led the Town Council in the Pledge of Allegiance.

Town Council Members Present:

Justin Paré President

Daniel Donovan

Darius Gregory

Pat St. Pierre

John Costello

Andrew Shanahan

Members Absent:

John Simmons Vice President

Andrea Slobogan

Mark Gould

Staff Present:

Town Manager Mike Borg

Assistant Town Manager Antonio Morabito

Clerk of the Council Kerrin Billinghoff

Treasurer/Tax Collector Chris Sweet

Public Information Officer Taylor O'Neil

North T.V. Director Peter Gay

Residents Present:

Lisa Deck of Sisters at Heart

Eileen Hare Resident

Documents Reviewed:

- Town Council Minutes of January 22, 2023
- Measure 2024-049- Confirmation of Appointment of David Sequeira to the Historical Commission. Term to expire June 30, 2026
- Measure 2024-055-Confirmation of Appointment of Tyler Simmonds as the Conservation Administrator
- Measure 2024-047- General Government Capital Improvement Plan Projects -FY2024 Free Cash
- Measure 2024-052- Appropriation request for the utilization of FY23 Retained Earnings for Comcast PEG Access for North TV (for additional funding for Measure 2023-073) for the North Attleboro High School Press Box in the amount of \$8,335.50.
- Measure 2024-054- Award Sisters at Heart \$25,000.00 of ARPA NEU Funding
- Measure 2024-058- Appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to purchase New Server Equipment for North T.V. in the amount of \$16,259.70.
- Measure 2024-057-Authorization to transfer \$3 million dollars of FY24 Free Cash to the Capital Improvement Stabilization Fund
- Preliminary FY25 Budget Brief and Budget Message Power Point Presentation

II. Approval Of Minutes

- a. Approval of Town Council Minutes of January 22, 2024

Approval of Town Council Minutes of January 22, 2024

Councilor Donovan made a motion to approve the January 22, 2024 Minutes.

Councilor St. Pierre seconded the motion.

Motion carried 6-0.

III. Town Councilor Community Announcements

None at this time.

IV. Town Manager's Report

Town Manager Michael Borg gave an overview of the Town Manager Report. Items he reviewed included:

- Emergency Management -Updates

- Communications-Updates
- Operations-Updates
- Budget-Updates
- Personnel-Updates

1. Public Information Officer Taylor O'Neil was in attendance to address the Town Council. She discussed the Community Forum that was held on 2/28/2024 and gave a brief overview of the successful event.

V. Resident And Community Comment

Resident Eileen Hare was in attendance to address the Town Council. She spoke in support of fellow Librarians and donated books for the School Libraries in Town as well as the Richards Memorial Library.

VI. Confirmations

- a. Measure 2024-049- Confirmation of Appointment of David Sequeira to the Historical Commission. Term to expire June 30, 2026

Measure 2024-049- Confirmation of Appointment of David Sequeira to the Historical Commission. Term to expire June 30, 2026

An interview with David Sequeira of 86 Richards Ave., North Attleborough, MA was completed with the Town Manager to serve as a member of the Historical Commission. After a favorable interview, Mr. Borg recommended him for appointment.

Therefore, I respectfully request the Town Council confirm the appointment of David Sequeira as a member of the Historical Commission. His Term will expire on June 30, 2026.

Mr. David Sequeira was in attendance and thanked the Council for the opportunity to serve the Community.

Councilor Donovan made a motion to approve Measure 2024-049- Confirmation of Appointment of David Sequeira to the Historical Commission. Term to expire June 30, 2026.

Councilor Gregory seconded the motion.

Motion carried 6-0.

- b. Measure 2024-055-Confirmation of Appointment of Tyler Simmonds as the Conservation Administrator

Measure 2024-055-Confirmation of Appointment of Tyler Simmonds as the Conservation Administrator

The Town Manager and Deborah Kato, a member of the Conservation Commission, had the pleasure of interviewing Mr. Tyler Simonds for the Conservation Administrator

vacancy. Based on Mr. Simonds experience, insight, and performance, it was felt that he is the best candidate for the position and will be a great asset to the Town in the role of **Town Conservation Administrator**.

Therefore, I respectfully request the Town Council confirm my appointment of Tyler Simonds to the position of Conservation Administrator.

Tyler Simonds was in attendance and addressed the Council. He stated that he was ready to take on this role and was looking forward to the opportunity.

Councilor Donovan made a motion to approve Measure 2024-055-Confirmation of Appointment of Tyler Simmonds as the Conservation Administrator.

Councilor Costello seconded the motion.

Motion carried 6-0.

- c. Measure 2024-056-Confirmation of Appointment of Jennifer Petraitis as the Animal Control Officer

Measure 2024-056-Confirmation of Appointment of Jennifer Petraitis as the Animal Control Officer- **WITHDRAWN**

VII. Sub-Committee Reports

- a. Finance

- i. Measure 2024-047- General Government Capital Improvement Plan Projects -FY2024 Free Cash

Measure 2024-047- General Government Capital Improvement Plan Projects -FY2024 Free Cash

Purpose and Justification:

I hereby submit the following measure to the Town Council for its consideration and action:

"That the Town of North Attleborough appropriate the sum of \$776,000.00 for the purpose of completing the Capital Improvement Projects listed on the Summary of Capital Improvement Projects with Fy2024 Free Cash as indicated below:

Department	Project	FY24 Free Cash
Fire	Shift Commander Vehicle	\$156,000.00
Park & Recreation	Mason Field B'Ball/Pickleball/ Rink & Grounds	\$250,000.00

Public Works	Truck Replacement	\$45,000.00
Public Works	268 Smith St. Demolition	\$325,000.
Total:	\$776,000.00	

Councilor Donovan reported that this measure was reviewed at the January 29, 2024, Finance Sub-Committee Meeting. Each of these projects were reviewed and discussed in depth. This measure to approve these CIP Projects was referred back to the Full Town Council with a positive recommendation with a vote

of 5-0.

Councilor Donovan made a motion to approve Measure 2024-047- General Government Capital Improvement Plan Projects -FY2024 Free Cash.

Councilor Greory seconded the motion.

Motion carried 6-0.

- ii. Measure 2024-052- Appropriation request for the utilization of FY23 Retained Earnings for Comcast PEG Access for North TV (for additional funding for Measure 2023-073) for the North Attleboro High School Press Box in the amount of \$8,335.50

Measure 2024-052- Appropriation request for the utilization of FY23 Retained Earnings for Comcast PEG Access for North TV (for additional funding for Measure 2023-073) for the North Attleboro High School Press Box in the amount of \$8,335.50.

Each year the Town receives funds from Comcast for the funding of North T.V. Capital Improvement Projects to enhance PEG access. Measure 2023-073-Utilization of FY24 Retained Earnings for Comcast PEG Access for North TV was approved in the amount of \$6,600.00 for the following capital purchases:

2 Sony 100M Hybrid Optical Cable	\$2,750.00
1 325' SDI Cable (2), Audio (2), CAT5 (1)	\$1,250.00
Install- Snake Sony camera cables, audio, video	\$2,500.00

and CAT cable between press box and

van location. Terminated cables

Incoming Freight

\$100.00

Total : \$6,600.00

After this amount was approved by the Town Council, North TV Director Peter Gay met with the Vendor, Ockers Company, and the scope of services was modified, additional equipment was needed and therefore additional funding was required.

The addition of a digital scoreboard and feeding video from the North TV production van to the press box requires additional cables, equipment, monitors, and installation expenses that had not been originally anticipated. The cables and equipment include 325' SDI cables, one 31.5" 4K Hi-Def monitor, one 28" 4K Hi-Def monitor, two wall mounts for the monitors, additional cables and connectors and the necessary installation. This additional equipment totals \$8,335.50. The current amount is \$217,230.00.

Therefore, I respectfully request that the Town Council approve the request for the utilization of FY24 Retained Earnings for Comcast PEG Access for North TV for the North Attleboro High School Press Box in the amount of \$8,335.50. These funds will supplement the request of approved Measure 2023-073-Utilization of FY24 Retained Earnings for Comcast PEG Access for North TV was approved in the amount of \$6,600.00 for the North Attleboro High School Press Box.

Councilor Donovan reported that this measure was reviewed at the January 29, 2024, Finance Sub-Committee Meeting and was referred back to the Full Town Council with a favorable recommendation with a vote of 5-0.

Councilor Donovan made a motion to approve Measure 2024-052- Appropriation request for the utilization of FY23 Retained Earnings for Comcast PEG Access for North TV (for additional funding for Measure 2023-073) for the North Attleboro High School Press Box in the amount of \$8,335.50.

Councilor Gregory seconded the motion.

Motion carried 6-0.

- iii. Measure 2024-054- Award Sisters at Heart \$25,000.00 of ARPA NEU Funding

Measure 2024-054- Award Sisters at Heart \$25,000.00 of ARPA NEU Funding

Purpose:

The primary purpose of this measure is to authorize the allocation of funds from North Attleborough's American Rescue Plan Act (ARPA) Non-Entitlement Unit (NEU) funds to Sisters at Heart. Specifically, the measure seeks to address the funding shortfall caused by the recent 9C cuts, ensuring the completion of a critical health project initiated by Sisters at Heart.

Justification:

Completion of AED Installation Project: The installation of Automated External Defibrillators (AEDs) is a public safety priority. AEDs are essential in providing immediate assistance in cardiac emergencies, significantly increasing the survival rate from sudden cardiac arrests. The measure will ensure the completion of installing the remaining four AEDs, making them accessible to the public, especially in high-traffic areas. The 50% reduction in the earmarked funds due to the Governor's 9C cuts has created a significant financial gap for Sisters @ Heart. Utilizing a portion of the ARPA NEU funds, which currently stands at \$600,000, to fill this gap is a strategic and impactful use of these resources.

Community Impact and Awareness: Sisters @ Heart plays a crucial role in supporting the community and raising awareness about heart and brain health. This aligns with the broader goals of the Town Council with support for public health and community welfare.

Utilization of ARPA Funds: The ARPA NEU funds are intended to support urgent COVID-19 response efforts, replace lost public sector revenue, support immediate economic stabilization, and address systemic public health and economic challenges. The funding for Sisters @ Heart falls within these guidelines, as it addresses a public health need and contributes to the community's long-term well-being.

Councilor Donovan reported that this measure was reviewed at the January 29, 2024, Finance Sub-Committee Meeting and was referred back to the Full Town Council with a favorable recommendation with a vote of 5-0.

Councilor Donovan made a motion to approve Measure 2024-054- Award Sisters at Heart \$25,000.00 of ARPA NEU Funding.

Councilor Costello seconded the motion.

Motion carried 6-0.

b. Economic Growth & Sustainability

Meeting scheduled for February 22, 2024.

c. By-Law

Nothing to Report.

d. Rules

The Sub-Committee met on February 5, 2024, and a report will be given at the next

Town Council Meeting

e. School Committee Representative

There was an MSBA Public Forum to discuss the project. Residents are highly encouraged to attend any future meetings. These meetings are extremely informative and informational. Residents are encouraged to have an open mind for this process.

f. Communication, Public Participation & Engagement

Meeting to be held on Monday, February 26, 2024 at 6:00PM.

g. Local Emergency Planning

Nothing to report at this time.

h. RFP Town Auditor Ad Hoc Committee

Two proposals were submitted, and members are currently reviewing each proposal. They will be meeting to discuss once the proposals have been thoroughly reviewed. As per the Charter, the Town Auditor will need to be chosen by July 30, 2024.

VIII. Old Business

a. None at this time.

IX. New Business

a. Measure 2024-058-Appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to Purchase New Server Equipment for North T.V in the amount of \$16,259.70

Measure 2024-058- Appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to purchase New Server Equipment for North T.V. in the amount of \$16,259.70.

The Cablecast unit that provides the complete operation of North TV's video storage, playback, program replay and video on demand services has reached a point where the available storage has fallen to a point that is below 17%.

The North TV staff have been receiving warnings since the capacity fell under 20% warning that the lack of storage can lead to problems with operation. This has happened on at least one occasion when the meeting of one board appeared in the file of another board.

North TV received a quote that will increase the storage by 30TB (the existing unit, purchased almost six years ago, had only 27TB).

North TV will also upgrade the video on demand and automation servers providing a more secure and uniform operation.

Therefore, an appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to purchase new server equipment for North T.V. in the amount of \$16,259.70 is being requested for your consideration.

Town Manager Borg requested that Measure 2024-058- Appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to purchase New Server Equipment for North T.V. in the amount of \$16,259.70 be referred to the Finance Sub-Committee for further discussion and review.

Councilor Donovan made a motion to refer Measure 2024-058- Appropriation request for the utilization of FY24 Retained Earnings from Verizon PEG Access Account to purchase New Server Equipment for North T.V. in the amount of \$16,259.70 to the Finance Sub-Committee.

Councilor St. Pierre seconded the motion.

Motion carried 6-0.

- b. Measure 2024-057- Authorization to Transfer \$3 million dollars of FY24 Free Cash to the Capital Improvement Stabilization Fund

Measure 2024-057- Authorization to transfer \$3 million dollars of FY24 Free Cash to the Capital Improvement Stabilization Fund

The Capital Improvement Stabilization Fund is a critical strategic tool enabling the Town to address financial and community goals. Transferring \$3 million from available Free Cash to the Capital Improvement Stabilization Fund is a strategic and forward-thinking decision that ensures the community is investing in its future. This action addresses future infrastructure needs and lays the groundwork for sustainable growth, improved public safety, and enhanced quality of life for all residents. Most importantly, transferring these funds demonstrates fiscal responsibility, strategic planning, and a commitment to the well-being and prosperity of North Attleborough.

The current FY24 Free Cash balance is: \$5,272,248.18.

Therefore, I respectfully request that the Town Council authorize to transfer \$3 million dollars of FY24 Free Cash to the Capital Improvement Stabilization Fund.

Town Manager Borg requested that Measure 2024-057 be referred to the Finance Sub-Committee for further discussion and review.

Councilor Donovan made a motion to refer Measure 2024-057- Authorization to transfer \$3 million dollars of FY24 Free Cash to the Capital Improvement Stabilization Fund to the Finance Sub-Committee for further review.

Councilor Gregory seconded the motion.

Motion carried 6-0.

Town Council took a break at 7:45PM and reconvened at 7:57PM right before the FY25 Preliminary Presentation by the Town Manager.

- c. Presentation of Preliminary FY25 Budget Brief and Budget Message

Presentation of Preliminary FY25 Budget Brief and Budget Message

Town Manager Borg presented the Preliminary FY25 Budget and Budget Brief through a power point.

OUTLINE:

- North Attleborough Charter Requirements
- Forecast for Fiscal Year 2025 (FY25)
 - Revenue and Expense Projections
 - Department and Enterprise Fund Analysis
 - Budget Drivers and Economic Indicators
 - Capital Improvement Program
 - Summary and Questions

Each of the items in the outline were presented and reviewed with the Town Council.

There was discussion amongst the Town Council and the Town Manager regarding the presentation. Topics of discussion:

- Debt Service
- Reserves
- Operating Budget
- PFAS/MSBA/New Fire Station
- Preparing for the future
- Debt Exclusion Vote
- Economic Development
- Town is in a Strong Financial Position

X. Adjournment

Councilor Donovan made a motion to adjourn the meeting.

Councilor Shanahan seconded the motion.

Motion carried 6-0.

Meeting adjourned at 8:58PM.