

Board of Selectmen  
June 5, 2013  
Minutes

Members present: Jeanne Pryor, William Elovirta, Angela Hilton

Others Present: Ed Gibson, Colleen O'Connor, Chris Bouchard, Gale LaBelle, Rob Gorden, Rita Furlong, Patricia Mullins-BRPC, Joan Monroe, Bob Will, Eva & Richard Birkette, Bob Ronzio, Mark Karlberg, Josh Lombard, Jeremy Dunn, Ann Spadafora, John Ferry-WMECO

7:00 PM Meeting opened.

Jeanne asked if anyone was recording the meeting. Angela Hilton and Bob Ronzio are recording the meeting along with the Board of Selectmen.

Selectmen to vote to reorganize the Board: Bill motioned to nominate Jeanne as Chairman of the Board of Selectmen, Angela seconded. Jeanne abstained from voting. Motion passed. Angela motioned to nominate Bill as Vice-Chairman of the Board of Selectmen, Jeanne seconded. Bill abstained from voting. Motion passed. Jeanne motioned to nominate Angela as Clerk of the Board of Selectmen, Bill seconded. Angela abstained from voting. Motion passed.

7:04 PM Pole Hearing on the proposed installation of nine solely owned poles to be located on the southwesterly side of Tyne Road: John Ferry of WMECO advised the Board that the reason for the pole installation is to bring power to 679 Tyne Road. The highway superintendent was fine with the location but advised that if there was a problem with ledge then he would like the poles pushed further back from the road right-of-way. Jeanne asked if the public had any comments on the proposed installation. There were no comments from the public. Bill motioned to approve the installation of nine solely owned poles to be located on the southwesterly side of Tyne Road, Angela seconded. All in favor.

7:06 PM Pole Hearing on the proposed installation of two jointly owned poles to provide electrical service to property located at 684 McNerney Road: John Ferry of WMECO advised that the reason for the pole installation is to extend the service north on McNerney Road to bring power to a new home located at 684 McNerney Road. The highway superintendent was fine with the proposed location of the poles. Jeanne asked if the public had any comments on the proposed installation. There were no comments from the public. Bill motioned to approve the installation of two jointly owned poles to provide electrical service to property at 684 McNerney Road, Angela seconded. All in favor.

Patricia Mullins from BRPC addressed the Board regarding the status of the CDBG project and contracts and the status of the Green Community grant: Patricia gave a description of the CDBG and Green Communities Grants and where the grants are now. She explained where the CDBG is in the three categories which are 1. Infrastructure Improvements 2. Housing Rehabilitation and 3. Affordable Senior Housing Feasibility Study. She advised that there needs to be a public hearing scheduled and held prior to the grant close-out. She explained that there are three contracts that need to be extended on the CDBG. One would be for grant administration, one would be for conducting the Affordable Senior Housing Study and one would be for Berkshire Housing Development Corporation for managing the Housing Rehabilitation Program. Pat advised that since the CDBG was extended by the state, the town would need to extend the contracts with BRPC and BHDC to complete the administration of this grant for the three activities. Bill motioned to sign the 3<sup>rd</sup> Amendment to the Agreement by and between the Town of Becket

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and BRPC for the overall grant administration of the CDBG and to extend the performance period to September 30, 2013, Angela seconded. All in favor. Bill motioned to sign the 2<sup>nd</sup> Amendment to the Agreement by and between the Town of Becket and BRPC for conducting the Affordable Senior Housing Feasibility Study and to extend the performance period to September 30, 2013, Angela seconded. All in favor. Bill motioned to sign the 2<sup>nd</sup> Amendment to the Agreement by and between the Town of Becket and Berkshire Housing Development Corporation for managing the Housing Rehabilitation Program and to extend the performance period to September 30, 2013, Angela seconded. All in favor. Pat described the Green Community Grant that the town was awarded. The building improvements on the town garage are completed and now the town needs to start the procurement process for the HVAC Improvements (air conditioning) for the town hall. Pat advised that there is already a set of plans for the air conditioning for the town hall that Hesnor Engineering Associates put together when we first went out to bid on this project. The Selectmen need to decide whether to contract with Hesnor so they can conduct a Pre-Bid walk-through, complete bid evaluations and final approval of work. Bill motioned to sign the 5<sup>th</sup> Amendment to the Agreement by and between the Town of Becket and BRPC for administrative services and to extend the performance period to September 30, 2013, Angela seconded. All in favor. Bill motioned to ask Hesnor for the additional cost of the Air Conditioning bid installation, Jeanne seconded. All in favor.

The Selectmen discussed closing off the bottom of Brooker Hill Road during the Summer Solstice Party at the Becket Arts Center on June 21, 2013. Ed advised that initially the BAC just contacted him and the police department but Ed feels the Selectmen and Highway Department should also be involved in this discussion. Ed recommends that they have a meeting with all of the departments that will be involved and the BAC before they make their decision but he does not want to wait until the next meeting on June 19, 2013 so they would need to schedule a meeting next week some time. A discussion followed regarding public safety and police details. Ed also feels the abutters should be notified about the event and if they decide to close off the road they should be made aware of this. Jeanne would like to speak with Paul Campbell and does not know if they need to close off the road or just have a police detail handle the parking issues. Also discussed putting something in the local newspapers so people know ahead of time that there is going to be an event taking place. The Selectmen will table this until any other business at the end of the agenda so they can decide whether to have a working meeting next week.

Bill motioned to approve the Board of Selectmen minutes of May 15, 2013, Jeanne seconded. Angela abstained from voting. Motion passed.

Bill motioned to sign the warrant for the Special State Election to be held on Tuesday, June 25, 2013 from 7:00 a.m. to 8:00 p.m., Angela seconded. All in favor.

The Selectmen reviewed the draft job descriptions for the Building and Grounds Person and the Clerk of Committees. The Selectmen were wondering if there was a more appropriate name for the "Building and Grounds Person" and went over a list of names for this position. The Selectmen decided to push this to the end of the meeting.

The Selectmen reviewed the letter from a resident requesting to have his false alarm fine waived. This resident was having problems with his alarm system and notified the alarm company who would not notify the police during the time it was having issues. In the meantime, a neighbor heard the alarm going off and

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called the police department. Bill feels that he does not have a problem waiving his fine but feels a letter should be sent advising him that if he continues to have an issue with the alarm system he should have the audible alarm turned off so the neighbors do not call the police department again. Bill motioned to forego the fine this time but put something in the letter stating that if they continue having problems with a faulty system that they turn off the audible alarm, Angela seconded. All in favor.

Bill motioned to sign the Agreement of Provision of Nursing Service by Lee Regional Visiting Nurse Association, Inc. d/b/a Porchlight VNA to the Board of Health of the Town of Becket from July 1, 2013 to June 30, 2014, Angela seconded. All in favor.

Bill motioned to appoint Dorothy Bellavance as Registrar of Voters term to expire March 31, 2016, Angela seconded. All in favor.

The Selectmen briefly discussed the BRTA. Bill has been the representative to the BRTA and he offered to continue to do this. Jeanne motioned to have Bill Elovirta continue as the representative to the BRTA, Angela seconded. Bill abstained from voting. Motion passed.

The Selectmen reviewed the draft charge to the Energy Committee. Jeanne advised that the proposed membership is based on the Green Communities "Organizing an Energy Committee" that was on its website. Jeanne read the draft charge. Bill asked if anyone was asked to be on the committee yet. Jeanne advised that the Board should approve the charge first. The Selectmen briefly discussed how many members should be on the committee. Ed advised that the Board could set up the makeup of the committee at another meeting and could just vote to approve the charge now. Bill motioned to approve the charge to the energy committee, Angela seconded. All in favor.

Bill motioned to accept the provisions of MGL Chapter 40, sub-section 4J to "Opt-in" to and join the Statewide Public Safety Mutual Aid Agreement, Angela seconded. All in favor.

Bill motioned to approve the provisions of MGL Chapter 40, sub-section 4K to "Opt-in" to and join the Statewide Public Works Municipal Mutual Aid Agreement, Angela seconded. All in favor.

Bill motioned to approve the Town Administrator's appointment of Police Chief, Kristopher McDonough, Police Sergeant, Marc Portieri, Police Officers, Matthew Virginia, Nicole Miller, Steven Hilton, Michael Hunt, Tyler Miller and Michael Sawyer with terms to begin July 1, 2013 and to expire June 30, 2014, Angela seconded. All in favor.

Bill motioned to sign the Extension of Agreement between CET and the Town of Becket for the Collection of Hazardous Waste Through the Multi-Town Collaborative, Angela seconded. All in favor.

The Selectmen briefly discussed including a stuffer in the tax bills that would encourage taxpayers to utilize the town's website to pay their taxes. The tax collector has trouble distinguishing which taxes are being paid when she receives checks for online banking. When someone pays their taxes on the town's website, it shows exactly what was being paid so it makes it easy to reconcile. When someone uses their online banking the town receives a check with one amount but it does not show which levy is being paid so it takes time to figure out what is being paid. Bob Ronzio asked a question about how to pay all four

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quarters on the town's website. Ed will check on this and get back to him. Bob also asked if they plan on doing this stuffer, could he also do a stuffer for Wired West. Nina gave an estimate of what the tax bill stuffer would cost and discussed where the cost of the Wired West stuffer would come from if they decide to do that one too. Bill motioned to go ahead with the stuffer and accommodate Wired West if possible, Angela seconded. All in favor.

The Selectmen received a request from residents to rent kayaks at the town beach this summer. Discussion followed on how the renting would work and where the kayaks would be stored and what would happen if more vendors come forward wanting to have something down at the beach. One concern was the parking area and how there was limited parking. Also discussed the dangers of kayakers and the camps that have water skiers and motor boats travelling across the lake. The Selectmen would like to put this off for another meeting.

The Selectmen reviewed the monthly reports of the Ambulance Department, Police Department, Citations Issued and Animal Control Officer. Briefly discussed the house number issue that the town has. There is a Betterment Bylaw that requires that all home owners have their house numbers posted so that all emergency personnel can locate them. Currently the ambulance department has issues finding some homes because the numbers are not posted and it takes them longer to locate them because of this. The Selectmen would like something put in the Country Journal and the Berkshire Eagle and on the town's website advising home owners that the numbers are required to be posted and they could be fined if they do not comply with this bylaw.

Board of Selectmen's Comments and Announcements: The Selectmen do not have any comments or announcements at this time.

Town Administrator's Report: Ed advised that he signed the agreement with Segal Company for the Town's OPEB valuation procurement which was done through the Berkshire Region Group Purchasing Program.

Ed advised that the town has received the new License Extension for the Transfer Station from the DEP. This license is good for ten years.

Ed advised that the Board of Health held their reorganizational meeting today. Gale LaBelle was elected Chairperson, Laurel Burgwardt was elected Vice-Chairperson and Howard Lerner was elected Clerk. He also advised that the Board is interested in seeing if their Clerk who currently records the minutes of their meetings would be willing to do some clerical and office duties for the Board during the week. The Board is looking at how they go about getting that change approved. Howard Lerner has offered not to receive payment for his hours and wants to serve strictly on a volunteer basis.

Ed advised that there is a move by the State of Massachusetts to adopt the National Model for Emergency Medical Services. He is working with Jim Kupernik to identify the effects and potential cost associated with the new training to the town to meet these new requirements.

Ed advised that the Architect for the Highway Department roof project has identified that four rows of snow guards will be needed to meet the snow load rather than the three rows as previously thought. The

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contractor has graciously offered to install the four rows of snow guards at the same cost as they previously proposed to the town for the installation of the three rows.

Ed advised that he met with the highway department crew yesterday morning. It was a great opportunity to meet the individuals and have an informal conversation with them. He also advised that the highway pickup truck is out to bid and he will approach the BOS at a future meeting with a recommendation to award the bid and contract.

Ed advised that the town received the drawdown funding for the North Becket Village Infrastructure Project and the Housing Rehabilitation. Currently there are five invoices being processed for payment against this drawdown request.

Ed advised that the bid for Audit Services will need to be published and available within the next week. Originally the intent was for Audit Services to be provided every two years which would be for FY12. Now that FY13 is almost complete he is asking the Selectmen if they want an audit of FY12 or FY13.

Ed advised that a few things came up concerning the School Van Service. The two individuals who drive the van are not making the same per hour. One of the individuals never received a cost of living increase for FY13. A question concerning benefits for this particular position has also come up. He will do some research on this.

Ed advised that he had a preliminary conversation with the Chairman of the Board of Selectmen in Washington concerning the Memorandums of Understanding which need to be written between the Town of Becket and the Town of Washington as discussed at a previous meeting.

Ed advised that the quote under a state contractor for the new 4WD Police Cruiser approved at the ATM for FY2014 is out. He included in the Selectmen's packet the renditions of the new graphics which will be on the cruiser for their reference.

Ed advised that he met with our MIIA rep. last week and they went over the town's policies with MIIA and their coverages and limits. The rep. also informed Ed of the credits and participation rebates the town will be receiving.

Ed advised that he joined the seniors at the COA for their monthly Potluck lunch. He enjoyed the company and the food was delicious.

Ed advised that he would be attending the Berkshire Regional Town Administrator/Managers Association meeting on Tuesday, June 11<sup>th</sup> and he would also be attending the Joint Labor Management Committee Meeting in Boston on Thursday, June 13<sup>th</sup>.

Public Input: Colleen O'Connor advised that she provided the town with clear title of her property and she is asking the town to provide clear title of the property across the river if they have one.

Rita Furlong advised that the 250<sup>th</sup> Anniversary Committee is looking into coming up with a more appropriate town seal and they would have a contest that would include children along with local artists to

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come up with a new one. Ed asked if the town had its own flag. Rita advised that we have one and it is on display in the Hall of Flags at the State House.

Chris Bouchard advised that the Governor vetoed the \$300 million that the Senate and House approved for Chapter 90 Funding. He sent a letter asking the Governor to meet with Secretary Davey, a few reps from each Highway Superintendents Assoc., the Massachusetts Highway Association, the Massachusetts Municipal Assoc., the MA DOT, State Aid Managers and the House and Senate to formulate the multi-year plan. He is asking the Selectmen to also send a letter supporting the letter he sent to the Governor. Bill motioned that Ed write a strongly worded letter to the Governor regarding the Chapter 90 Funding, Jeanne seconded. All in favor. Chris also advised that the two-way radios in the highway trucks have not been narrow banded and they are in violation. He is working on getting these radios upgraded. He also thanked Mercedes Gallagher for pointing out that we are not in compliance with the Army Corp of Engineers on Bonny Rigg Hill Road. The Westfield River Wild and Scenic Advisory Committee awarded the town \$5000 for the engineering work for this project.

Gale LaBelle stated that this has been the most professional meeting she has attended and thanked the Board for doing a good job. She also asked the Board if she could use Heather Hunt for the next four weeks to help with answering the phone and checking the mail since she will be in training and will not have time to do this. Jeanne wants to make sure that Heather can do this since she has other jobs and may not have time to do this. Ed will check to see if the BOH has enough money to pay her for the next four weeks.

Any other business: The Selectmen would like to schedule a working meeting on June 12, 2013 at 10:00 a.m. to go over the Summer Solstice Bash, the Wage and Benefit Agreements for employees, the Snow Plow bid award and a few more items. Ed will see if the highway superintendent, police chief, fire chief and Paul Campbell from the BAC could also attend this meeting to go over the plans for the Summer Solstice Bash.

Briefly discussed the Building and Grounds Technician position. Angela was concerned that the highway department would be losing a person and was not sure if this department could handle the loss. It was explained that he would be assisting with snow plowing when needed and other things when needed. Jeanne motioned to accept the job description for the Building and Grounds Technician, Angela seconded. All in favor.

The Selectmen reviewed the job description of the Clerk of Committees and briefly discussed the work that is needed for the Board of Health. Ed advised that it should be covered under clerical duties. He also advised that sometimes the Treasurer needs clerical help when she is on vacation and such. The Selectmen added under Additional Duties "Occasional clerical duties for the Treasurer". Bill motioned to approve the job description of the Clerk of Committees with changes, Angela seconded. All in favor.

Ed advised that Uncle Larry's Tavern has a permit for the barbeque and has a license for serving food.

Reviewed correspondence.

9:47 PM Bill motioned to adjourn, Angela seconded. All in favor.

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Reviewed payroll/expense warrants.

Respectfully submitted,  
Nina Weiler, Secretary

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Jeanne W. Pryor, Chairman

Documents discussed at meeting:

- Pole Hearing Proposal - Tyne Road
- Pole Hearing Proposal – McNerney Road
- 3<sup>rd</sup> Amendment to the Agreement By and Between the Town of Becket and BRPC for Grant Administration
- 2<sup>nd</sup> Amendment to the Agreement By and Between the Town of Becket and BRPC for Conducting the Affordable Housing Senior Housing Feasibility Study
- 2<sup>nd</sup> Amendment to the Agreement By and Between the Town of Becket and BRPC for Managing the Housing Rehabilitation Program
- 5<sup>th</sup> Amendment to the Agreement By and Between the Town of Becket and BRPC for Administrative Services for the Green Communities Grant
- Warrant for Special State Election
- Job Descriptions for Building and Grounds Technician and Clerk of Committees
- Request from resident to have false alarm fine waived
- Agreement of Provision of Nursing Service by the Lee Regional Visiting Nurse Association d/b/a Porchlight VNA to the Board of Health of the Town of Becket
- Draft Charge of the Energy Committee
- Statewide Public Safety Mutual Aid Agreement
- Statewide Public Works Municipal Mutual Aid Agreement
- Extension of Agreement between CET and the Town of Becket for the Collection of Hazardous Waste Through the Multi-Town Collaborative
- Mailing Stuffer encouraging the taxpayers to utilize the town's website to pay tax bills
- Request from Residents to rent kayaks at the town beach this summer
- Monthly reports of the Ambulance Department, Police Department, Citations Issued and Animal Control Officer
- Chapter 90 Letter sent to Governor Deval Patrick from Highway Superintendent