

Board of Selectmen  
November 5, 2014  
Minutes

Members present: William Elovirta, Jeanne Pryor  
Angela Hilton - absent

Others Present: Ed Gibson, Nina Weiler, Colleen O'Connor, George Fuller

7:03 PM Bill called the meeting to order. He advised that the meeting is being held in accordance with the Open Meeting Law and Guidelines for Becket Board of Selectmen Meetings.

Bill asked if anyone was recording the meeting. The Board of Selectmen and Colleen O'Connor are recording the meeting.

The Chair led those attending in the Pledge of Allegiance.

Jeanne motioned to approve the Board of Selectmen minutes of October 15, 2014, Bill seconded. Motion passed.

The Board of Health was not in attendance to address the Board regarding the Ebola Crisis at this time.

Ed gave the Board a copy of the stuffer from the Becket Energy Committee that the committee would like sent out with the tax bills. They are planning on having another Home Energy Savings Informational Session in June. The 250<sup>th</sup> Anniversary Committee would also like the agenda for the 250<sup>th</sup> Anniversary Celebration sent out with the tax bills. This would go on the back of the Home Energy Savings Informational Session flyer. Bill motioned that the Energy Committee and the 250<sup>th</sup> Anniversary Committee be allowed to put stuffers in with the outgoing tax bills, Jeanne seconded. Motion passed.

The Board reviewed the Town Meeting Budget Calendar that was used last year. Ed thought that this calendar worked out fine last year and feels we should use it again this year. The only changes would be the dates that would need to be calculated from the Town Meeting date. Jeanne also would like the word "proposed" removed from the section regarding petitioned articles because the town meeting bylaw has been passed. Jeanne motioned to update the Town Meeting Budget Calendar with exact dates and remove "proposed" from the April 1 date, Bill seconded. Motion passed.

Nina advised that most of the employees take the day after Thanksgiving as their floating holiday so it does not make sense to open the town hall on that day. Jeanne motioned to close the Town Hall on Friday, November 28, 2014, Bill seconded. Motion passed.

Ed advised that he was contacted last week by the Pancreatic Cancer Action Network and was asked if the town would declare November as Pancreatic Cancer Awareness Month. He attached the draft resolution to the email he received. The Board reviewed the resolution and made one change to the resolution. The Board changed one section from "WHEREAS the Pancreatic Cancer Network and its affiliates in Becket..." to "WHEREAS the Pancreatic Cancer Network supporters in Becket...". Jeanne motioned to declare November as Pancreatic Cancer Awareness Month with changes to the resolution, Bill seconded. Motion passed.

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The Board reviewed the Assistant Tax Collector job description. Ed advised that the changes in red were amended changes for the vacancy when Ken Bilodeau was hired. He advised that these changes were not recorded on the master disc in his office. He also advised that the changes in blue are changes that he is recommending be incorporated into a new updated job description and that Ken has also reviewed these recommended changes. Jeanne motioned to approve the Assistant Tax Collector Job Description with changes as noted, Bill seconded. Motion passed.

The Board reviewed the monthly reports of the Ambulance Department, Animal Control Officer, Building Inspector, Police Department, Citations Issued and Highway Department.

Board of Selectmen's Comments and Announcements: Jeanne advised that she received a call from someone regarding two trees in front of the West Becket Cemetery that are marked to be removed by the company that has been doing the right-of-way clearing along Route 20. They were upset because the trees were a beautiful part of the cemetery. She spoke with Chris Bouchard about these trees and found out the trees are diseased and need to come down. He will put these on the list for replacement trees. They will need to decide what kind of trees to plant there.

Town Administrator's report: Ed advised that Free Cash has been certified for the closeout of fiscal year 2014. This year the amount of Free Cash \$484,022.00 for the General Fund is unusually high due to some accounting adjustments which were made as part of our financial audit. He will be making a formal recommendation at a later date to the Board of Selectmen and Finance Committee as to its possible uses. His main recommendation will be to appropriate a large proportion of it to the Stabilization Fund in order to help replenish that fund after utilizing it for funding the town's settlement with BRD. He also advised that \$11,022.00 was certified as Free Cash to the Ambulance Enterprise Fund.

Ed advised that the Attorney General's decision and comments concerning Articles 1,2,4,5 and 6 from the April 5, 2014 Special Town Meeting are attached for their reference. After reviewing the comments with Town Counsel the new and amended By-Laws will need to be advertised or posted.

Ed advised that he attached for their reference the new regulations concerning the siting of wireless communications equipment which will dramatically curtail local zoning and land use authority. The regulations are due to take effect early next year. In summation the new regulations state that "a state or local government may not deny, and shall approve any eligible facilities request for a modification of an existing wireless tower or base station" that does not substantially change the physical dimensions of such tower to "collocate new transmission equipment." Substantial change, is defined by the FCC as less than 10 percent or 20 feet in height or double the width of a tower up to 20 feet, or, for non-tower based stations, not more than 10 percent in height or 10 feet, whichever is greater, or 6 feet in width.

Ed advised that he attached the completed finalized Independent audit report for fiscal year 2013 for their information. From his perspective, the most important finding in the Management Letter is to address our Tax Title property records and make any needed adjustments for both the town and the districts records.

Ed advised that we have completed closing out the financial books for FY 2014. The financial information for FY 2015 has started to be entered into the Department of Revenue Gateway database system. There are a few forms still to be completed but the information should be complete within the

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next week so the town's tax rate can be finalized. At this time he is still predicting that the FY 2015 tax rate will be within several cents of the preliminary estimate of \$10.54. He will notify the Board of Selectmen as soon as the final paperwork has been filed and once it is accepted and approved by the Department of Revenue.

Ed advised that he would be attending the Finance Committee meeting tomorrow evening. He also advised that John Barry from Barry Architects will be here tomorrow at 2:00 PM to review their preliminary thoughts for the design plans to make the front entrance of the Town Hall ADA compliant. He will also be attending the Berkshire Managers Association meeting on November 18<sup>th</sup> in Dalton during the day and the MBI meeting in Becket that evening.

Public Input: George Fuller inquired as to what positions Bill Elovirta and Chris Bouchard held on the Berkshire County Highway Association and the Mass Highway Association.

Any other business: None.

Reviewed correspondence.

7:35 PM Jeanne motioned to adjourn, Bill seconded. Motion passed.

Reviewed payroll/expense warrants.

Respectfully submitted,  
Nina Weiler, Secretary

  
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William H. Elovirta, Chairman

Documents discussed at meeting:

- Energy Committee Stuffer
- Town Meeting Budget Calendar
- Resolution Declaring November Pancreatic Cancer Awareness Month
- Assistant Tax Collector Job Description
- Monthly Reports of the Ambulance Department, Animal Control Officer, Building Inspector, Police Department, Citations Issued and Highway Department