

Board of Selectmen  
November 7, 2014  
Working Meeting Minutes

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

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

9:12 AM 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.

Discussed the letter from the Becket Athenaeum regarding a BYOB event on December 7, 2014. Ed advised that last year the Board allowed them to have one even though the town has not accepted being a BYOB community. The Board needs to decide if they want to have a policy that allows groups to have a BYOB event or if they want to change the bylaws to become a BYOB community. He will check with Town Counsel to see how they should go about becoming a BYOB community and if there is a template they could use for this. Jeanne motioned to approve the Becket Athenaeum's request for a BYOB event on December 7, 2014 at the YMCA Camp, Bill seconded. Motion passed. Nina will send the Becket Athenaeum a letter advising that they were approved to hold their BYOB event this year and that the Board is entertaining developing a policy for this and in the future they will need to follow this policy if they want to have BYOB events.

The Board reviewed the Policy for Sherwood Forest Road Maintenance District Voter List. Jeanne explained that when she first looked at the roads in the Sherwood Forest Road District, she went to the assessor's office to see if these were all actual roads. After reviewing the first draft, Jeanne again reviewed the list with the Assessor and found that the lakes in Sherwood Forest were included with the road names so the lakes were removed from the list of roads. Some of the road names were changed when the 911 system was put in place in Becket. The list that is attached to this policy is all of the roads that are currently in Sherwood Forest. Briefly discussed whether Wells Road should be included on the list of roads included in the district. Jeanne said that if the Wells Road residents do not pay road district taxes then they are not part of the district so should not be voting. She advised that the SFRD Prudential Committee chair received a copy of the first draft noting that Wells Road not be included on the list of roads in the district. The Board feels that if they are not happy with this then they can come before them to discuss it. Bill motioned to approve the Policy for Sherwood Forest Road Maintenance District Voter List with the date of October 3, 2014, Jeanne seconded. Motion passed.

The Board reviewed the amended Dog Control Bylaw. Jeanne explained that she added sections to our Dog Control Bylaw that were not reflected based on changes to state law. She also incorporated the information that Kopelman & Paige provided about recent changes to the Commonwealth's animal licensing and control laws. All of the changes to the town's animal control bylaw would need to go to a town meeting to be voted on. Briefly discussed the Animal Control Officer going after unlicensed dogs. Ed advised that once the bylaws are updated, the animal control officer would need to complete the training that goes with the changes to the bylaws. Bill feels that the amendments that Jeanne has done to the bylaws look good and feels this should go on the next town meeting warrant. Briefly discussed how fines should be handled. Jeanne will continue to work on the bylaws and a copy will be given to Bert so

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he is aware of the changes that are proposed. Briefly discussed forming a bylaw review committee that would be working on bylaws like these.

The Board reviewed the draft Policy on Issuing One-Day Liquor Licenses. Briefly discussed the hours that will be allowed under a one-day liquor license and the liquor liability insurance. Ed advised that in West Springfield they had a waiver that they could use if an individual applying for the license did not have liability insurance. Ed will check with town counsel to see if an individual or group would need to provide a certificate of liability insurance or if they could provide a disclaimer. Ed will check to see if the disclaimer could only be used for individuals and not businesses. Briefly discussed the cost for the one-day liquor license. Also discussed non-profit groups as being the only groups allowed to have an all alcoholic one day license. The Board decided to have the beer and wine only one-day permit cost \$25 and the all alcoholic one-day permit cost \$50. The Board will finalize the Policy on Issuing One-Day Liquor Licenses once Ed has heard about the waiver.

The Board reviewed the Goals of the Town Administrator. The Board feels that item number one is ongoing and the town has resolved some of the issues on the town's end. Item number two is still ongoing with the town proceeding with a Public Water Supply Feasibility study. Item number three is ongoing. The town received a grant for the dry hydrants and Bill will be ordering the parts to repair the broken ones and to install approximately three new ones. Ed will check with the Conservation Commission about extending the permit for the dry hydrants. Item number four is something that needs to be done. The easiest thing would be to get a permanent easement from the camp so the town can continue to use the beach parking area. Item number five will be addressed soon. Chris Bouchard and Ed will go to all of the stores in town to see if they would be willing to sell bag stickers so that eventually there would be no need to have cash at the transfer station. Item number six has not been done but will be discussed when they get to item ten. Bill feels that item number seven needs to be implemented in order to get grants. Ed will look into this to see what training the Board of Selectmen need to complete. Joe Kellogg had advised that Jim McGarry, a retired police chief, would be willing to come to Becket to train people for NIMS/ICS. Item number eight has not been done and Ed explained that if the town had a part time fire chief that could also be the Emergency Management Director then the Emergency Management Plan could be completed. Briefly discussed sharing an Emergency Management Director from another town. Bill advised that he added item nine, ten, eleven and twelve. Item number nine deals with Assessor replacement. Ed advised that he spoke with DOR, other communities that use outside vendors and also spoke with the assessors about going with a company to do the assessing of properties. Briefly discussed how the office will run with the current assessors and a company. Item number ten is to update the Employee Handbook. Bill feels that conducting performance appraisals should be included in the handbook. Jeanne asked Ed what is happening with the property that was to be sold to the Nature Conservancy and was approved at the Annual Town Meeting in 2013. Ed advised that when the town did a tax title taking it looks as though the town did not take it from the right entity. He is looking into a way to get this title corrected. Item number eleven is to deal with Board of Health issues. Briefly discussed changing the Board of Health from elected positions to appointed positions. Ed explained that the chairperson for the Board of Health is feeling overwhelmed because she is not getting enough help from the other members. Item twelve deals with the new animal control laws that the Board already discussed earlier. Bill asked if anyone had anything to add to the list of goals of the Town Administrator. Jeanne would like to see the approved town street names kept and maintained in the Town Clerk's office. Jeanne would also like to pursue housing rehabilitation under the CDBG grant. Jeanne feels that instead of

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building a senior housing unit, she would like to see more programs to assist seniors so they can continue to live in their homes. Bill would like to add the one-day liquor license and BYOB policy development with the waiver information. Bill will update the list and get it to everyone.

Ed advised that he received two bids for supplying electricity to the town. The town currently pays approximately nine cents per kwh. The lowest price he received for electricity is 12.4 cents for a 12 month contract or 11.971 cents for a 24 month contract. Bill motioned to award the Electricity Contract to Constellation Energy on various expiration dates in November of 2014 to November of 2016 with the price of 11.971 cents, Jeanne seconded. Motion passed.

Any other business: Briefly discussed the Front Entrance to town hall. Ed advised that the vestibule is too small under ADA regulations. He explained the different things that can be done to make it ADA compliant that does not include moving any walls. The plan that the engineers came up with would be to remove the front steps and put up a railing across and close off one of the ramps. Another way to change this would be to have one ramp and remove the front steps and add a railing but have steps where the second ramp was located. The Board decided to see if the ramp could come out the opposite way and have steps going out the other way. Ed will check to see if this could be done.

12:25 PM Jeanne motioned to adjourn, Bill seconded. Motion passed.

Respectfully submitted,  
Nina Weiler, Secretary

  
William H. Elovirta, Chairman

Documents discussed at meeting:

- Goals of the Town Administrator
- Letter from the Becket Athenaeum regarding a BYOB event on December 7, 2014
- Electricity Supply Contract
- Policy for Sherwood Forest Road Maintenance District Voter List
- Amended Dog Control Bylaw
- Draft Policy on Issuing One-Day Liquor Licenses