

Board of Selectmen
February 4, 2015
Minutes

Members present: William Elovirta, Jeanne Pryor, Angela Hilton

Others Present: Ed Gibson, Nina Weiler, Colleen O'Connor, Laurel Burgwardt, Kris McDonough

7:02 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 is recording the meeting.

The Chair led those attending in the Pledge of Allegiance.

Jeanne motioned to accept the Board of Selectmen minutes of January 7, 2015 and January 14, 2015, Bill seconded. Motion passed.

Ed explained the changes that were done to the Town Secretary job description. The only thing that was discussed about the job description was the amount of words typed per minute requirement. Jeanne would like the footing of the job description changed. Jeanne motioned to approve the Town Secretary job description with corrections made tonight, Angela seconded. Motion passed unanimously.

Ed explained the changes that were done to the Clerk of the Highway Department job description. The Board made small changes to the job description. Angela motioned to approve the Clerk of the Highway Department job description with the corrections made tonight, Bill seconded. Motion passed unanimously.

Ed explained the Reserve Transfer that he will be bringing to the Finance Committee tomorrow night. The Board does not take any action on this but Ed wanted them to know what the Finance Committee would be voting on.

Ed explained the deficit in the snow and ice removal account. Currently there is a deficit in the materials account in the amount of \$8,600 and there is only \$65,000 left in the winter salary account which will not be enough to get through the winter. The Board of Selectmen and the Finance Committee needs to vote to approve deficit spending by State Law. Jeanne motioned to approve deficit spending in the Snow and Ice Removal accounts under MGL Chapter 44, Section 31D for the remainder of fiscal year 2015, Bill seconded. Motion passed unanimously.

Ed explained that every three years the Board needs to update the Consent Form authorizing Berkshire Housing Development Corp. to act as a signatory for any of the Community Development Block Grant Programs. This is so that any person who receives housing rehab funds through a CDBG grant and sells their home, Berkshire Housing Dev. Corp. can sign off on the paperwork required so the funds could be returned to the town. Jeanne motioned that the Town Administrator be signatory of the consent form authorizing BHDC to act as signatory for any of the CDBG programs, Angela seconded. Motion passed unanimously.

The Board reviewed the One-Day permit application from Becket Federated Church for an event on July 18, 2015. Bill asked Laurel Burgwardt to explain how this wine and beer tasting would work. Jeanne

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asked if this event would be held outside. Ms. Burgwardt advised that it would be held outside. She would need to set the perimeters of where the tasting would take place. The police department would need a copy of this permit. The Board advised that before this event takes place they would need a copy of the liability insurance from Kelly's Package Store listing the church as additional insured and a TIPS certification for the person who will be conducting the wine and beer tasting. Jeanne motion to approve the one-day license for the event to be held at the Becket Federated Church on July 18, 2015 from 1-5 p.m. noting that the event will be held outside the church and that the applicant will provide a copy of the liability insurance, Angela seconded. Motion passed unanimously.

The Board reviewed the application from the Sherwood Shoppe regarding the sale of all alcoholic beverages at 10:00 a.m. The new law that allows package stores to sell alcohol at 10:00 a.m. on Sundays took effect on October 23, 2014. Nina will have the new license for the Selectmen to sign with the time change on Friday.

The Board reviewed the Policy and Procedures/Use of Force and Tasers. Police Chief, Kris McDonough, advised that he submitted the Policy and Procedures/Use of Force and Tasers to the Executive Office of Public Safety and has received the approval letter back. Mr. McDonough is asking the Selectmen to approve both procedures. In the spring he is hoping to start the training for this. Briefly discussed the use of tasers on anyone who has a defibrillator or has any other condition that could be adversely affected by a taser. Bill advised that the use of tasers was approved at the Annual Town Meeting so the Board should approve the policy. Bill motioned to approve the Policy and Procedures/Use of Force and Tasers, Jeanne seconded. Motion passed unanimously.

The Board reviewed the second quarter report from the Porchlight VNA. Ed advised that the Council on Aging and the Board of Health are pleased with the different programs that the Porchlight VNA has provided to the town.

The Board reviewed the monthly report of the police department. Jeanne was happy to see that all of the police officers have reflective jackets.

Board of Selectmen's Comments and Announcements: Jeanne advised that she attended an MPO meeting and they said they were going to send out the TIP Project solicitation letters and the data forms by email today but she was not sure if we got them. Ed will check with Chris Bouchard to see if he received them.

Bill advised that he went to a BRTA meeting but there was no quorum so it will need to be rescheduled.

Town Administrator's report: Ed advised that all budget submittals have been received from the departments and he is compiling the FY 2016 budget request. At this point he does not know what the cost increase will be for insurance and he has not been notified of what the Becket portion of the CBRSD allotment will be for FY 2016. Ed does not believe the CBRSD budget will be increased by much. It will be a couple of weeks before he receives the insurance costs but hopefully it will not be a large increase.

Ed advised that he will be requesting the Finance Committee approve a Reserve Transfer in the amount of \$4,577.76 for the Conservation Commission through the end of the fiscal year. The Reserve Transfer is

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necessary due to the applications filed this year are almost three times as many as filed through the same period during the last fiscal year. The amount of work has also grown accordingly.

Ed advised that he attended the MMA Annual Meeting and Trade Show in Boston on January 23rd and 24th. On behalf of the Selectmen, he voted in favor of the three proposed MMA Resolutions: Fiscal Partnership between Cities and Towns and State Government; State Investments in Municipal Projects to Facilitate Economic Growth and Protect the Health and Safety of Citizens; Ensuring a Modern and Sustainable Personnel Management and Benefit System to Attract and Retain Public Employees, Provide Excellent Municipal Services, and Ensure Prudent Use of Taxpayers Dollars. He particularly was able to garner a great deal of information from the Workshop "Unfunded Mandates" and was able to take a lot away from the vendors at the Trade Show.

Ed advised that Tighe and Bond have submitted the scope of work and cost estimate for the Septic Feasibility Study portion of the CDBG Grant and Foresight Land Services will be submitting the Scope of Work and cost estimate for the design of the Maple Street Bridge on Friday.

Ed advised that he will be attending the Finance Committee Meeting tomorrow evening and the Berkshire Managers Association Meeting Tuesday, February 10th in Great Barrington.

Ed advised that Ian Graham, who was the backup driver for the voc. students, has resigned. The primary driver is looking for someone to be the backup.

Ed gave the Board an update on the CDBG grant.

Public input: Colleen O'Connor announced the passing of Robert Capeless. She also asked when the plans for the Maple Street Bridge would be available to the public. Ed advised that the first thing that needs to happen would be to see if the town receives the CDBG grant and if it does then the next step would be to receive the plans for the bridge.

Any other business: Jeanne advised that the Board needs to approve a letter that will eventually be sent to all Becket residents about creating a "last-mile" fiber network to bring high-speed internet and other broadband services to the people of western Massachusetts. Once this letter is approved and signed by the Board of Selectmen, it would need to be sent to WiredWest for them to complete the mailing. Jeanne motioned to sign the WiredWest mailing letter, Angela seconded. Motion passed unanimously.

Bill advised that he would be attending the Seven Town Advisory Committee meeting on February 19th.

Jeanne asked if she could contact town counsel about the bylaws that were passed at the Annual Town Meeting. Ed advised that Joel Bard is out of his office until February 13th but she could call him when he is back in his office.

Laurel Burgwardt has submitted her resignation from the Conservation Commission effective immediately. Briefly discussed any other interested people who would serve on the commission.

Reviewed correspondence.

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Bill feels that the highway department should check the town owned street lights to make sure they are all working

8:10 PM Bill motioned to adjourn, Angela seconded. Motion passed.

Reviewed payroll/expense warrants.

Respectfully submitted,
Nina Weiler, Secretary



William H. Elovirta, Chairman

Documents discussed at meeting:

- Town Secretary Job Description
- Clerk of Highway Department Job Description
- Consent Form Authorizing Berkshire Housing Development Corp. to act as Signatory for any of the Community Development Block Grant Programs
- One-Day Permit Application from Becket Federated Church for an event on July 18, 2015
- Application from Sherwood Shoppe regarding the sale of all alcoholic beverages at 10:00 a.m. on Sundays
- Policy and Procedures/Use of Force and Tasers
- Porchlight VNA Second Quarter Report
- Monthly Report of the Police Department
- WiredWest Letter to Residents regarding "last-mile" Fiber Network