

**Town of Becket
Board of Selectmen's Meeting
May 6, 2015
7:00 PM
Town Hall,
557 Main Street, Becket**

Attendees:

Board of Selectmen: William "Bill" Elovirta, *Chairperson*; Angela Hilton, *Vice Chair*
Jeanne Pryor, *Clerk*

Staff: Ed Gibson, *Town Administrator*; Beverly Gilbert, *Recording Secretary*

Others: Colleen O'Connor, Paul Merrill

Call to Order

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

Bill asked if anyone was recording the meeting. The Board of Selectmen was recording the meeting.

Pledge of Allegiance

The Chair led those attending in the Pledge of Allegiance.

7:00 PM -- Request for Proposal Opening for Tax Assessing Services

At approx. 7:05pm, Bill acknowledged the receipt of sealed envelopes for Tax Assessing Services from 1) Regional Resource Group, Inc. and 2) Bishop & Associates. Both submitted an envelope labeled Technical Proposal and an envelope labeled Price Proposal. The Price Proposal envelopes were given to Beverly for safekeeping until the evaluating committee (comprised of Board of Assessors Liz Will and Geri Walter; and Town Administrator / Chief Procurement Officer Ed Gibson) reviews the technical proposals. Once the evaluators score the proposals, the price proposals may be opened for a cost/benefit analysis. Ed will present the evaluating committee's recommendation at the Selectmen's May 20th meeting.

Approval of Minutes

Jeanne moved to accept the April 15, 2015 minutes as written, Angie seconded. Motion passed unanimously. Angie was not present at the BOS meetings on April 16th. Jeanne moved to accept the April 16, 2015 working meeting minutes as written, Bill seconded. Motion passed with Angie abstaining. Jeanne moved to accept the joint BOS/Finance Committee meeting minutes for April 16, 2015 minutes as written, Bill seconded. Motion passed with Angie abstaining.

Discussion and vote on Temporary Liquor Licenses

Ed & the BOS discussed a copy of the Draft Temporary Liquor License Policy (dated 04/16/15) which town counselor Brian Riley had reviewed and marked his recommended changes in bold.

Ed reported that Brian Riley advised that because the town's by-law [Article 17, Section 21 – no alcoholic beverages allowed on Town Property] clearly is aimed at alcohol consumption outside of a sanctioned event, this bylaw will not prohibit the town from issuing Temporary Alcohol permits on Town Property and such licensing would be exempt from the by-law.

During discussion it was clarified that only non-profit organizations are eligible for a one day alcoholic permit. All others may apply for a one day Beer & Wine permit.

Bill inquired about BYOB on Town Property, specifically concerning the Church which traditionally holds an annual event at the Fire Station's Pavilion. Ed advised it is town counsel's opinion that an alcoholic beverage license is not required if no one is pouring or charging money for the alcoholic beverage. Caterers are licensed under the ABCC and do not require a one-day alcoholic beverage permit from the town. The BOS stated it is important for the Police and BOS to receive notice about events on Town Property. The BOS will direct the Fire Department to provide a copy of their granted Use Requests of the Pavilion to the Police and Board of Selectmen.

The Board discussed and agreed with Town Counsel's suggested changes to the Draft Temporary Liquor License Policy listed below in bold:

Page 2 Section III. General Rules and Regulations E:

No one **with alcohol** will be allowed outside the perimeters.

Page 2 Section VII. Hours:

DELETE Patrons must be off premises one-half hour after closing. ADD Licensed operators and employees must be off premises one hour after closing except for purposes of cleaning or providing security.

Page 2 and 3 Section VIII. Insurance **Replace this section with: Liability insurance is mandatory for events being held on Town property. All One-Day licensees are required to provide to the town a Certificate of Liability Insurance providing coverage for fire, premises liability, and liquor liability with reasonable limits of coverage, except that liquor liability shall have minimum coverage of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, whereas the policy shall carry an endorsement that the Town of Becket shall be notified by the insurer no less than ten days prior to the cancellation of said coverage. Insurance must be produced from the company serving the alcohol, or a private policy. The Town of Becket shall be named as the additional insured.**

Page 3 Section X. Supervision. The applicant [**ADD and/or the applicant's responsible manager**] named...

Page 4 Section XI. Order and Decorum: No patron will be permitted to bring into the One-Day licensed [**DELETE establishment**] [**ADD premises**] any alcoholic...

Page 5 location of event – **ADD (If outside, indicate perimeter on separate page)**

Page 6 **All beverage/glasses/bottles or other containers must be removed from tables and service bar area one-half hour after closing time or 12:30 am, whichever first occurs. Patrons must be off premises one-half hour after closing time ADD except for purpose of cleaning or providing security.**

Jeanne moved to approve the Policy on Issuing One-Day Liquor Licenses (draft dated 4/16/15) as amended by Town Counsel, seconded by Angie. Motion carried unanimously. Jeanne will incorporate Town Counsel's changes to the board's draft copy of the policy dated 4/16/15, and send to Ed. The board will sign the final copy when it's prepared.

Resignation: Susan Deacon from ZBA

Susan Deacon sent the Board a letter dated 4/29/15 tendering her resignation from the Zoning Board of Appeals, effective immediately. In response, the BOS will send a letter of appreciation to her for her service to the town. Ed advised the ZBA is two members, and an alternate member short. Ed said it's important to have at least two names of candidates for the next BOS meeting. The ZBA has a hearing scheduled for June 2nd. He reported that he arranged to advertise for new members via the town website, the Country Journal and The Berkshire Eagle.

Becket Democratic Town Committee re: list of enrolled member of the Democratic Party in Becket who desire appointment as election officers. Ed advised that at this time, the Becket Democratic Town Committee's letter to the Board with a list of enrolled members of the Democratic Party in Becket who desire appointment as election officers is for informational purposes only because the Selectmen's appointments re: the election officers occur in July. Ed advised there is a state residency but not a town residency requirement for this appointment.

Update on the ADA Front and Back Town Hall Entrance Project

Ed and the BOS discussed the ADA Front and Back Town Hall Entrance Project.

- 1) The Board agreed to Ed's suggestion to tuck the proposed stairs (Facing the Town Hall, the stairs would be on the right side to replace the non-ADA compliant ramp) underneath the overhang to offer protection from the elements of the weather.
Ed originally earmarked \$21,000 for this project to include the outside doors and the ramps. The architect advised that this project also requires modifications to the foyers and inside doors to meet ADA standards. The architect's preliminary cost estimate is \$55,000. The BOS agreed with Ed's idea to structure the request for bid for this project with a basic bid and three alternates. The basic bid will include removal and replacement of the front doors, replacement of the stairs located across the front door, and replacement of the ramp on the left side (if you are facing the town hall). The alternates include:
 - a) Alternate number 1: Front Stairs, \$12,450 Note: If this is not done, and the non-compliant ramp remains, the town would clearly label the new ADA Ramp which will be on the left side when facing the Town Hall.
The cost for alternate numbers 2 and 3 equals \$13,910 and this could be further broken down.
 - b) Alternate number 2: Rear Door Pad. It will be cost effective to pour cement for the rear door pad when cement for the front of the building is poured.

c) Alternate number 3: Rear Entry Inside and Outside Doors

Article 27 & 28: Transfer & Sale of Property in Sherwood Forest. Discussion & vote for possible Board of Selectmen Recommendation.

Discussion ensued regarding the importance of the BOS and Finance Committee supporting the passing of Articles 27 & 28. The Board members all agree these two articles are in the best interest of the town from a financial and liability standpoint. If the town continues to own the parcels, the town would be liable for the costs involved with repairing the dam, decommissioning wells, decommissioning septic systems, and demolishing unsafe structures.

Jeanne voted for the Board to endorse Annual Town Meeting Warrant Articles 27 and 28 relating to the Transfer & Sale of Property in Sherwood Forest, seconded by Angie. Motion carried unanimously.

Monthly report of the Building Inspector

The board reviewed the report of the Building Inspector for April 2015.

Board of Selectmen's Comments and Announcements.

Jeanne announced that the Annual Town Meeting will occur 7 PM, Saturday, May 9th at the Becket Washington School.

Town Administrator's report.

MBI Broadband: As of yesterday, the town reached 54% of its signup goal (three hundred and twenty-five more locations needed).

Request for Transfers: There are two requests for transfers Ed will present to the Finance Committee tomorrow evening.

Public Water Supply Feasibility Study Update: Ed met with the staff from Tighe and Bond to review the "Draft" Water Feasibility Study. There are several options for both a North and South Public Water Supply however both sections would come at a considerable cost. Interestingly enough while the possibility of implementing a PWS for the Southern portion of town is considerably more expensive than constructing a PWS for the Northern part of town, the cost per individual location figures out to be in the same ballpark. This is due to the number of parcels smaller than two acres in the Southern part of town that are currently undeveloped but would remain undeveloped due to our zoning by-law size restriction. Ed requested for the BOS to provide their availability to meet with Tighe and Bond to follow up on the "Draft" study. This would let them share their thoughts and ideas with the Board and ultimately lead to a "Final Study report".

Meetings: Ed will attend: Finance Committee Meeting tomorrow evening, ATM on Saturday evening, JLMC Mediation session for Fire in Chicopee on May 18th and an 8:30 AM meeting on May 18th re: the possibility of adding repeater towers (Police Fire, Ambulance, and Highway communications) to the Verizon towers.

Dog Bylaw: Ed gave BOS a packet with a Town of Becket By-law violation notice he had revised to include fees listed in the town's by-laws. Discussion ensued. Ed pointed out that the pickup

and kennel fees on the form are not yet in the town's dog bylaws. The BOS will take this under advisement and will review again at their meeting on May 20th.

Public Input.

Colleen O'Connor suggested that Community Preservation Act money be used to supplement funding wells in N. Becket Village. Discussion ensued regarding the use of CPA funds. Jeanne advised that the town's website includes information/forms regarding CPA. Bill suggested that Colleen may want to bring up some of her concerns at the Annual Town Meeting because the ATM Warrant includes a petition regarding CPA.

Any other business to come before the Board.

Requests for Transfers:

- 2) Jeanne moved to recommend that the Finance Committee approve the transfer of \$5,000 from 01-914-5100-5175 Health/Life Insurance account to the 01-945-5500 Liability Insurance account. Angie seconded. Motion carried unanimously. This transfer will be used for additional bonding requirements with new individuals taking positions in the Collector's Office and increase in coverage on several Town owned buildings. Ed indicated that even with the above mentioned transfer, the town will be about \$2,600 short and he will request a transfer from the reserve account for this. Reason transfers are needed: Ed approved some of the insurance property valuations which have gone up and the town prepays liability insurance to get a 4% discount. Half of the discount credits are received but can't be used till next fiscal year.
- 3) Jeanne moved to recommend that the Finance Committee approve the transfer of \$5,000 from 01-146-5110 Asst. Tax Collector Salaries to 01-146-5100 Tax Collector Salary. Angie seconded. Motion carried unanimously. This transfer will be used to fund the Retiring Tax Collector's payout for accrued vacation and sick time in December. This transfer will cover a portion of the accrued benefit payout.

Ed explained that Snow & Ice Deficit (more than \$5,000) will be addressed in Article 9 at the ATM. Massachusetts law allows up to \$5,000 for transfers to and from town accounts. Any amount exceeding \$5,000 must be approved at a Town Meeting. Ed received the last bill regarding Snow & Ice. He will amend Article 9 with lower dollar amount at the ATM.

Sherwood Forest Road District Prudential Committee:

Ed learned that a few members of the SFRD Prudential Committee have resigned. A few members remain and will reorganize. Today Town Clerk George Roberts told Ed that by statute if everyone on that committee disappears, the BOS, by default, becomes the Prudential Committee and would be mandated to run the annual meeting. If such occurred the BOS would have 30 days to call a special meeting for reorganization.

Review Correspondence.

Heather Anello letter dated 4/24/15 re: Comments about Becket General Store at the BOS 4/15/15 meeting

Selectmen to adjourn meeting.

At 8:22PM, Angie moved to adjourn, seconded by Jeanne. Motion carried unanimously.

Reviewed Payroll/Expense Warrants.

Respectfully submitted,
Beverly Gilbert, Secretary



William H. Elovirta, Chairman

Documents discussed at meeting:

- Draft Policy on Issuing One-Day Liquor Licenses (Rev. DRAFT 4/16/15) and emails from Brian Riley of Kopelman & Paige, P.C.
- Barry Architects, Inc. Preliminary Cost Estimate and Plans For Accessibility and Entry Improvements for the Becket Town Hall
- 5/9/15 ATM Warrant Articles 27 & 28
- Becket Democratic Town Committee Letter dated April 28, 2015
- April 2015 Report of the Building Inspector
- Susan Deacon letter dated 4/29/15 re: resignation from ZBA