

**Town of Becket
Board of Selectmen's Meeting
June 3, 2015
7:00 PM
Town Hall,
557 Main Street, Becket**

Attendees:

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

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

Others: Colleen O'Connor, Gail LaBelle, Howard Lerner, Paul Merrill,
John Amato, David Devane

Call to Order

Bill called the meeting to order at 7:02 PM. He stated 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.

Selectmen to consider reorganizing the Board

Jeanne made a motion to appoint Bill as Chairperson. It was not seconded. Angie moved to appoint Jeanne as Chairperson, seconded by Bill. Motion carried. Jeanne moved to appoint Bill as Vice Chair, seconded by Angie. Motion carried. Jeanne moved to appoint Angie Clerk, seconded by Bill. Motion carried. Bill clarified that the reorganization will take effect after tonight's meeting.

Approval of Minutes

Jeanne moved to accept the May 20, 2015 minutes as written, Bill seconded. Motion carried.

Discussion and possible vote Town Administrator's appointments for fiscal year 2016.

Jeanne moved that the board accept the Town Administrator's appointments of the below listed Police Department employees/positions with a term commencing July 1, 2015 and ending June 30, 2016. Motion carried unanimously.

Kristopher G. McDonough, Police Chief
Marc Portieri, Sgt.
Matthew Virginia, Full-time Police Officer

Michael Sawyer, Part-time Police Officer
Nicole Miller, Part-time Police Officer
Michael Hunt, Part-time Police Officer
Tyler Miller, Part-time Police Officer
Adam Gonska, Part-time Police Officer
Kenneth Pettibone, Part-time Police Officer

Jeanne moved that the Board accept the Town Administrator's appointments of those named below with a term commencing July 1, 2015 and ending June 30, 2016. Motion carried unanimously

Margaret McClellan, Accountant
James Kupernik, Ambulance Director
Albert Goodermote, Animal Control Officer
Timothy Sullivan, Emergency Management Director
Mark Hanford, Fire Chief/Fire Warden
Christopher Bouchard, Highway Superintendent/Pest Control/Tree Warden
Gary Danko, Assistant Building Inspector
Mark Levernoch, Plumbing/Gas Inspector
Brian Middleton, Assistant Plumbing/Gas Inspector
Doug Mann, Veterans' Agent
William Mulholland, Veterans' Grave Officer
Dana Spring, Wiring Inspector
Jim LaPier, Assistant Wiring Inspector

The agenda for June 17th will have BOS appointments. The Board will send letters with applications to Board and Committee members requesting that they convey if they wish to be re-appointed. Bill asked that the letters include a message reiterating the importance of making every effort to attend one's board or committee meetings.

Town of Becket By-Laws Draft for Review.

Ed advised that George Roberts updated the Town of Becket Bylaws with 2014 Annual Town Meeting Articles approved by the Mass. Attorney General and has requested that the BOS review and comment on the draft. The Board will review and place on the agenda for June 17th

Jeanne asked Ed to check with Town Counsel to see if updating our Bylaws to combine the Recreation Committee with the Parks Committee requires further action (i.e. a ballot question) or just legislative action.

Request for Transfers.

Jeanne moved to approve a \$5,000 Request for Transfer from the Board of Health Expense account to the Board of Health Salaries account, seconded by Angie. Motion carried unanimously. Before voting Ed explained there have been more inspections using Board of Health members and less using the Health Alliance than planned and budgeted for this fiscal year. This transfer will enable the BOH to function with essential services through the end of FY15.

Jeanne moved to approve a \$5,000 Request for Transfer from the Assessor Salaries account to the Assessors Expenses account, seconded by Angie. Motion carried unanimously. Before voting, Ed explained that the Assessors requested this based on the savings on salaries from one reduced position to be transferred to the expense account to help pay the third party vendor to transfer files, update some property records and get the bill file ready to be sent to the printer.

Because Finance Committee approval is also required on Requests for Transfers, tomorrow night, Ed will present the Board of Health and Assessor Requests for Transfers to the Finance Committee.

Berkshire Regional Transit Authority Advisory Board Representative Appointment.

Jeanne moved to reappoint Bill to serve as the Representative for the Berkshire Regional Transit Authority Advisory Board for a term to begin July 1, 2015 through June 30, 2016. Angie seconded. Motion carried unanimously.

Monthly reports of Ambulance Department.

The Board reviewed the monthly report of the Ambulance Department.

Report from Porchlight VNA for 3rd Quarter Fiscal Year 2015.

The Board reviewed the Quarterly Fiscal Year 2015 report from Porchlight VNA.

Board of Selectmen's Comments and Announcements

Jeanne wanted to publicly thank Jeff Piemont for donating twenty WiredWest promotional signs to replace stolen signs.

Bill signed up for WiredWest via regular mail.

Bill stated that he would like to thank Skip and Kathy Saville. He just learned that for a number of years they have been buying and placing flowers around the memorials, the flag pole, in the flower pot and in the urn under the Becket sign in memory of Skip's father who served in WWII. The BOS will send a thank you letter.

Bill reported that because he had noticed that the grass in front of the post office has not been mowed this year, he had inquired with a postal employee and was told there is a contract for mowing. Because Bill thinks keeping the area neat befits a federal building, particularly one well frequented and visible to the community, he will draft a letter to the Post Master requesting that they mow the lawn in front of the Post Office as this would be a nice thing to do for the town.

Town Administrator's Report

Ambulance Dept: Ed met with the Ambulance Director who had been out on an injury and has now returned to work.

MBI Broadband: The current status of the Broadband signups for Becket as of June 3rd is we are 66% of the way to our signup goal. Two hundred and forty-three more locations to go to reach our goal of a required 40% take rate. Jeremy, Jeff and Dan and a host of others are working very diligently to increase the number of Becket residents who have signed up.

Public Water Supply Feasibility Study Update: The BOS working meeting with Tighe and Bond to follow up on the “Draft Public Water Supply Feasibility study will be tomorrow June 4th. This will let them share their thoughts and ideas with the Board and ultimately lead to a “Final Study Report.”

Westfield River Wild and Scenic: Meredith Babcock contacted Ed about hosting one of their suitcase displays here in Town Hall for the “traveling the Watershed” event. One of the suitcases will be provided to the Town for display in the Months of July and August. As a member community of the Westfield River Wild and Scenic Watershed the display should be quite interesting for the community and visitors to the Town.

Dog Hearings Officer: George Roberts has been officially sworn in as the Dog Hearings Officer under MGL Chapter 140, section 157.

Fire Station #2 and Ambulance Garage: The new replacement automatic doors operators have been installed in the two bays of Fire Station #2 and on the Ambulance garage bay door. The worn garage door at the Fire Station #1 Pavilion has also been replaced.

Energy Savings Informational Session: The Energy Savings Forum which is sponsored and presented by the Becket Energy Committee will take place on Saturday, June 20th in the Community Room at Town Hall, from 10 AM to Noon. The forum will include reviewing steps to implement an energy-efficient session plan, opportunities for solar and small wind turbine projects as well as an overview of renewable energy sources. Free coffee and doughnuts will be provided. Anyone interested in attending should call Beverly at (413) 623-8934 Ext. 10 to make a reservation. Reservations are appreciated but no one will be turned away.

S.N.A.P.: Ed was approached by someone who would like to volunteer to perform outreach for the State Supplemental Nutrition Assistance Program (S.N.A.P. -- food stamps). He requested the use of a room in the Town Hall on a regular basis (approximately 1 hour per month). In addition, he will work with the Principal at Becket Washington School to notify the children’s parents. The BOS indicated their consensus to allow S.N.A.P. to meet in the Town Hall.

Tax Assessment Vendor: Regional Resource Group started this week as our new Tax Assessment partner. Someone from their clerical staff was in on Monday to review our records with Liz and Geri. Today we had two people from their assessment and evaluation staff here going through our records and resolving any issues before they start the bill file process for the Fiscal Year 2016 tax bills to be mailed.

West Becket Cemetery; Two trees were planted in front of the West Becket Cemetery courtesy of the Tree Warden this week to replace the two trees which had died and had to be removed.

SFLD: We have received the notification and accompanying Proxy documents for the June 13th annual district meeting of the Sherwood Forest Lake District. Ed stated that as in the past, he recommends that no action be taken concerning the Proxys. A representative of the Lake District has asked that if the Town takes no action with the Proxy that the other supplemental material

which is enclosed in the envelopes be returned to them for use at their annual district meeting to save on the use of paper and further printing costs.

Surplus Generator: There is a government surplus 50 Kwh propane fired generator and the matching transfer switch available in New Hampshire which Ed thinks we should pursue to replace the current diesel generator here at the town hall. The surplus generator was new in 2008 and was utilized by the FAA. They have a reputation for maintaining their generators in pristine condition (because of consequences if they have a power outage and the generator doesn't work. What would happen to all the planes in the sky!). We will have to pick up the generator in New Hampshire and bring it back here and have it installed and a propane tank added. A similar community just installed their emergency generator with a 400 gallon propane tank which is the size Ed will plan to use. Down the road if the town requires a larger tank (if the town converts to a propane heating/cooling system) the tank can be swapped. We should be able to acquire this generator if it isn't given to another agency first, for less than \$2,500.

Highway Dept. The bid packages for the Highway Department Dump truck are available. The bid has been advertised with a bid opening of July 1st at the Board of Selectmen's meeting.

Reserve Transfer: Ed will request the approval of a Reserve Transfer in the amount of \$1,000 for the Zoning Board of Appeals Expenses account at tomorrow night's Finance Committee Meeting. The ZBA has \$117.6 left in their account.

Vacation Days Carryover: Ed explained that he was not able to use all of his vacation time due to town issues which required his attention in a timely manner. Bill moved to approve Ed's request to carryover eight vacation days from his last contract year to his current contract year (May 13, 2015 through May 12, 2016). Jeanne seconded. Motion carried unanimously.

Town Hall Building Use: There have been issues relating to the Community Room on the lower level of the Town Hall that the BOS may want to consider when modifying the town's use of Town Hall policy. 1) On a weekend when two different organizations used the room, the floor was filthy on Monday and we have no idea which one may or may not have cleaned it. 2) As we allow for the community room to be used, a good portion of the equipment in the kitchen belongs to the Council on Aging. Should we allow the kitchen to be used in conjunction with the community room? Should there be a fee paid to the Council on Aging or should the town purchase their equipment (new refrigerator, stove, and griddle -- The steam table belongs to Senior Services.) Ed indicated the town may want to be in charge of caring for the equipment and the schedule for updates (such as changing to a commercial stove).

Town Hall Security: There have been several instances of knowing an office has been locked at the day's end and returning the next morning to an office with the lights turned on or an unlocked/opened door. Ed thinks the ADA front and back door project is a good opportunity to improve security. He has been reviewing our key system. Ed plans to have the number of master keys issued reduced. He will acquire a town hall building key that not only says, "do not duplicate" but also requires using locksmiths registered to provide the specific key for the Town Hall. Ed reviewed the list of people signed out for keys to the Town Hall. He will implement a system for key assignment that will include key returns. (sending an invoice to those who no

longer have key privileges but who have not returned their keys). He anticipates changing the locks of the inside rooms of the Town Hall.

Meetings: Ed attended the ZBA meeting last evening. He will attend the Finance Committee Meeting tomorrow night and the Berkshire Managers Association meeting in Richmond on June 9th.

Public Input

Any other business to come before the Board

Gail LaBelle complained about teenagers hanging out at the Land Trust Quarry near her home. She expressed concern about their presence and their potential to drain the community's ambulance, police and fire services. Especially during the summer season, the teens negatively impact the tranquility of her home and street and she often finds trash such as beer bottles and cans on her lawn. A discussion ensued including the topics of increased police patrol of the Quarry which will occur in fiscal year 2016, increasing no parking violation fines (this would require a bylaw change), and altering the surrounding area to a no-parking tow away zone.

Gail LaBelle praised Ed for the work on the Town Hall resulting in a more pleasant and cleaner working environment. She also complimented the Board of Selectmen for working together in an agreeable fashion.

Based on John Amato's inquiries: Ed will 1) ask the Board of Assessors if they communicated to E911 re: changing the street name Farmstead Road to Egees Way. The GPS still lists it as Farmstead Road despite that the road name change occurred over twelve years ago; and 2) research (including cost) File for Life which is a Red Magnet plastic holder to house a form listing doctors, prescription medications, and medical conditions. Emergency workers may be trained to look on refrigerators for the file for life magnets when responding to medically related calls.

Discussion ensued about locating homes during emergencies. The town has a bylaw requiring the display of house numbers. Ed will write a letter of complaint to the Building Inspector to allow him to enforce this bylaw.

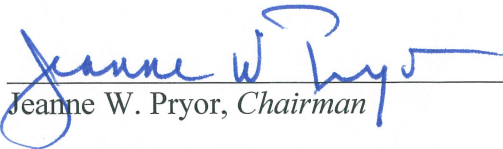
Per Angie's request, Ed will check on the shed (and foundation) for the Becket Center Cemetery.

Selectmen to adjourn meeting

Angie moved to adjourn, seconded by Jeanne. Motion carried unanimously. Bill adjourned the meeting at 8:10 PM.

Reviewed Payroll/Expense Warrants.

Respectfully submitted,
Beverly Gilbert, Secretary


Jeanne W. Pryor, *Chairman*

Documents discussed at this meeting:

Listing of Town Administrator's Appointments July 1, 2015 to June 30, 2016
Becket Police Department memo regarding Officer Reappointments for fiscal year 2016
Draft Town of Becket By-Laws
Request for Transfer Forms for Board of Health and Assessor, dated May 28, 2015
Request for Transfer from the Reserve Fund for Board of Appeals dated June 3, 2015
Sherwood Forest Lake District Proxy Form & Annual Meeting Materials
Town Administrator's Report
Berkshire Regional Transit Authority letter dated May 26, 2015 re: Advisory Board
Representative appointment
Becket Ambulance May 2015 Report
Report from Porchlight VNA for 3rd Quarter Fiscal Year 2015