

**Town of Becket
Board of Selectmen's Meeting
July 1, 2015
7:00 PM
Town Hall,
557 Main Street, Becket**

Attendees:

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

Staff: Ed Gibson, *Town Administrator*; Beverly Gilbert, *Recording Secretary*
Christopher Bouchard, *Highway Superintendent*

Others: Colleen O'Connor, Bruce Garlow, Linda Bacon
Jason Page & Doug DeMarco of Westfield MA Patriot

Call to Order

Jeanne called the meeting to order at 7:02 PM. She stated that the meeting is being held in accordance with the Open Meeting Law and Guidelines for the Becket Board of Selectmen Meetings.

Jeanne 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.

Approval of Minutes

Angie moved to accept the June 17, 2015 minutes as written, Bill seconded. Motion carried.

Canterbury Farm – Application for One Day Entertainment License

Angie moved to approve Linda Bacon's application for a One Day Entertainment License in conjunction with "Music in the Garden" Food Pantry charity event scheduled from Noon till 7 p.m. on August 15, 2016 at Canterbury Farm located at 1986 Fred Snow Road. Bill seconded. Motion carried unanimously.

Bid Opening for 2016 Dump Truck All Season Body with Snow Plow and Accessories

At 7:05 p.m. Ed opened sealed bids for the 2016 Dump Truck All Season Body with Snow Plow and Accessories:

- \$238,881 from Patriot's Freightliner Western Star
- \$279,222 Ballard Truck Center

Christopher Bouchard went to the Becket Meeting Room to review the bids. When he returned to the meeting, he advised that both bids exceeded the specification. Chris noted that after adding the

extended warranty to Patriot's Freightliner Western Star's base price, the bid came to \$249,381. Chris recommended purchasing the truck from Freightliner Western Star. Ed advised that the amount of the bid exceeded the funding authorized at Annual Town Meeting by \$9,000. This matter will be tabled until additional funding is identified.

Heather Anello - Application for One Day Wine & Beer License

Bill moved to approve, pending the Police Chief's review requiring Police Detail, Heather Anello's application for a One Day Wine & Beer License in conjunction with the "Music in the Garden" Food Pantry charity event scheduled from Noon till 7 p.m. on August 15, 2016 at 1986 Fred Snow Road (Canterbury Farm). Bill seconded. Motion carried unanimously.

Presentation by Town Meeting Bylaw Review Committee

Bruce Garlow spoke on behalf of the Town Meeting Bylaw Review Committee which in keeping with its charge produced a Town Meeting Handbook to serve as an easy to understand guide for the voters re: town meeting rules and pertinent state laws. Discussion ensued regarding the cover page. Bill did not think the 250th anniversary seal was appropriate. Bruce agreed to change the cover page and discuss other options with the Town Meeting Bylaw Review Committee. Bruce asked that the BOS review and consider endorsing the handbook at a future BOS meeting. Once formally endorsed by the BOS, the plan is to post the handbook on the town's website and send an e-mail blast. The Board thanked Bruce and the Town Meeting Bylaw Review Committee.

Discussion and possible vote for Tax Collector appointment of Deputy Tax Collector

Bill moved that the BOS accept the Tax Collector's appointment of David Shorey for Deputy Tax Collector for a term beginning 7/1/15 and ending 6/30/16. Angie seconded. Motion carried unanimously.

Discussion and possible vote for Treasurer appointment of Assistant Treasurer

Jeanne moved to accept the Treasurer's recommendation to appoint Kenneth Bilodeau as Assistant Treasurer for a term beginning 7/1/15 and ending on 6/30/17 (Ed recommended to have this appointment, a subcategory of the Tax Collector's functions, coincide with Ken's re-appointment dates as Tax Collector). Motion carried unanimously.

Board of Selectmen Reappointment of Committee and Board members

Bill moved to re-appoint Alvin Blake to the Zoning Board of Appeals as an Associate Member for a term beginning 7/1/2015 and ending on 6/30/16. Angie seconded. Motion carried unanimously.

Bill moved to re-appoint Garth Klimchuk to the Energy Committee for a term beginning 7/1/15 and ending on 6/30/18. Angie seconded. Motion carried unanimously.

Recruitment for Conservation Commission members.

Jeanne proposed that the board advertise to fill two vacancies on the Conservation Commission. She indicated that Shep Evans wants to review applications. The board will post under the Opportunities section of the Town's website and request publication in the Country Journal and Berkshire Eagle.

Bylaw Review Committee - Discussion and possible appointments

Discussion and possible vote

The Board recently advertised and will place this item on the July 15th agenda.

Reserve Transfers, Information only

At tomorrow's meeting, Ed will present the below Reserve Transfer Requests and reasons to the Finance Committee:

- \$1,148.60 to Veteran's Benefits - additional veteran added eligible for benefits at the end of the year
- \$760 to Planning Board Expenses - additional applications, filing and decisions over historical data
- \$3,100 to Liability Insurance – bond applications and increased property values
- \$182.79 to Emergency Management Expenses – The existing tablet died and needed to be replaced. This is how the Emergency Management Director receives his emergency updates and forecasts.
- \$5,000 to Assessor's Expenses – Mid-year switch from salaried to contractual Principal Assessor left the Expenses account underfunded and the salary account overfunded
- \$2,000 to Town Counsel Expenses – Additional legal work related to court and enforcement order challenges as well as questions regarding the Town By Laws and Charter.
- \$5,000 to Town Hall Ramps and Handrails – Additional ADA changes and requirements were discovered by the Architect when designing the project to go out to bid
- \$294.44 to Memorial/Veteran Day Expenses – additional wreaths and flags needed
- \$310.74 to Becket Center Cemetery – Additional hours required for increased maintenance, records and burial requirements.

Departmental Transfers Discussion & Vote

Bill moved to recommend that the Finance Committee approve a transfer of \$3,032.72 from the Legal Expense account to Town Counsel Expenses account for additional ByLaw review, Charter questions and one challenge of an enforcement order. Angie seconded. Motion carried unanimously.

Bill moved to recommend the Finance Committee to approve a transfer of \$5,000 from the Municipal Building Expense account to the Town Hall Ramps and Handrails account (to be used for additional ADA requirements that the project architect identified from what was originally planned). Angie seconded. Motion carried unanimously.

FY 2016 Selectmen Approved Salary correction. Vote.

Ed provided the corrected pay rate for the Police Chief's salary which was listed incorrectly on the FY2016 Approved Pay Rates at the June 17, 2015 meeting. Jeanne moved to approve the FY2016 Selectmen Amended Authorized Pay rate for Kristopher McDonough. Angie seconded. Motion carried unanimously.

Selectmen's Comments re: Homer D. Layne's Dimensional Special Permit Application for Property located at 17 Lakeshore Drive.

The BOS reviewed and discussed the above mentioned application. The BOS directed Bev and

Ed to draft a letter incorporating discussion points (including the need to have a scaled plan with specific/accurate dimensions showing property lines, setbacks to the house and the shed, the exact position of the shed to the house and property lines and the proposed work being done) relating to specific information needed to allow the BOS to comment on the application.

Monthly report(s) of Volunteer Fire Dept.

The Board reviewed the May 2015 report of the Volunteer Fire Dept.

Board of Selectmen's Comments and Announcements

Angie inquired about the status of the shed for the graveyard in the Becket Center Cemetery. Ed indicated Dave Shorey is carefully considering installation details since it involves driving a truck through the graveyard.

Yesterday Jeanne attended the Berkshire Metropolitan Planning Organization (MPO) meeting. She asked Ed to discuss possible projects (including the Maple Street Bridge) to submit for the Transportation Improvement Program (under Mass Dept. of Transportation). There is a grant for design work if the town can show 25% of the bridge design.

Town Administrator's Report

MBI Broadband: 1) The current status of the Broadband signups for Becket as of June 17th is that we are 76% of the way to our signup goal. One hundred and sixty-seven more locations needed to obtain 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. 2) MBI has reached out to the Boards of Selectmen in Towns where funding has been approved by the voters to meet in person with the Boards of Selectmen as soon as possible to answer questions and to understand where the town is in the planning process. Their scheduling coordinator will contact us directly to schedule a July/August meeting. The BOS indicated its willingness to meet during a regularly scheduled meeting.

Deed for Sherwood Greens Map 213, Lots 124 & 125: We have received the check and the Deed has been recorded conveying the two parcels in Sherwood Greens; Map 213, lots 124 and 125.

Tax Bills: The bill files (Towns and Five Districts) for the preliminary Fiscal Year 2016 tax bills have been completed and sent to Bill Trust for processing and mailing. The bills were to be mailed the beginning of this week.

Energy Savings Informational Session: The Energy Savings Forum was held on Saturday, June 20th at the Town Hall. While the turnout was less than last year's event, the presentation was exceptional and those who attended were enthusiastic and eager for the next scheduled Energy Savings Forum. Ed stated that he would like to thank the members of the Energy Committee for their time, efforts and the planning for this event. It was well done!

Surplus Generator:

Ed drove to Manchester, NH to see the surplus propane field generator we are considering for replacement of the existing generator at Town Hall. The generator and transfer switch are in "like new" condition. However, the surplus generator is an inside installation style rather than the

exterior style we currently have. Ed will research to determine if it is worthwhile, feasible and makes sense to use this generator at Town Hall by placing it inside a shed. Ed passed around photos of the generator, transfer switch and the room and entranceway of where the generator is currently stored.

Highway Department: The Request for Proposal packages for the Engineering Services of the Highway Department Bonny Rig Hill Road Culvert Replacement is available. The RFP has been advertised with a due date of July 15th. The RFPs will be opened at the BOS meeting that evening, and then they will be evaluated and scored before Ed presents the BOS with a recommendation at a follow up meeting.

Vacation Carry Over: See “Any other business to come before the board”.

Meetings: Ed attended the MEMA Regional III/IV quarterly Emergency Management Directors meeting today in Agawam. They had a wonderful presentation on First Responders Safety concerning electrical power lines and accidents and natural disaster. Ed will find out if Eversource has a copy of it for our Fire, Ambulance and Police Department personnel to view. He will attend tomorrow night’s Finance Committee Meeting and will be request their approval of the Departmental and Reserve Transfers.

Public Input

Colleen O’Connor commented on the 250th Anniversary activities and book. She would like to see the town loan the 250th Anniversary book at the Library (or Town Hall). It is available for viewing at the library and may not be removed from the building.

Any other business to come before the Board

Bill moved to approve Chris Bouchard’s Highway Superintendent requests that Al Goodermote be allowed to carryover 5 vacation days; Jeffrey Wait be allowed to carryover 4 vacation days; Robert Cooper be allowed to carryover ½ day vacation; and that Christopher Bouchard be allowed to carryover 5 vacation days and 228.5 hours of comp time as per his letter of hire. Angie seconded. Motion carried unanimously. Ed suggested that the BOS may want to create a fund designated to pay individuals who retire with a bank of vacation/sick/personal leave time.

Ed reported on his meeting with the Board of Health and Alliance which he regarded as productive. The purpose of the meeting was to come up with a proposal, work flow (Board of Health vs. Alliance work), and fees. Gail LaBelle will follow up with Laura Kittross.

Jeanne asked Bev to arrange to update the officers of Center Pond Restoration on the town’s website based on their letter dated 6/22/12.

Selectmen to adjourn meeting

Angie moved to adjourn, seconded by Jeanne. Motion carried unanimously. Jeanne adjourned the meeting at 8:52 PM.

Reviewed Payroll/Expense Warrants.

Respectfully submitted,
Beverly Gilbert, Secretary



Jeanne W. Pryor, *Chairperson*

Documents discussed at this meeting:

Application for One Day Entertainment License (Canterbury Farm)
Bid documents from Patriot's Freightliner Western Star, and Ballard Truck Center
Application for One Day Wine & Beer License (Heather Anello)
Town Meeting Handbook
Letter from Tax Collector re: Appointment of Deputy Tax Collector
Letter from Treasurer re: Appointment of Assistant Treasurer
Appointment Applications from Barth Klimchuk and Alvin Blake
Draft Ad for Conservation Commission
Reserve Transfers Requests: Veteran's Benefits, Planning Board Expenses, Liability Insurance,
Emergency Management Expenses, Assessor's Expenses, Town Counsel Expenses, Town
Hall Ramps and Handrails, Memorial/Veteran Day Expenses, Becket Center Cemetery
Departmental Transfer Request Forms: Legal Expense to Town Counsel Expenses account,
Municipal Building Expense account to the Town Hall Ramps and Handrails account
FY2016 Selectmen Amended Authorized Pay rate
Zoning Board of Appeals Special Permit Application from Homer D. Laynes
Volunteer Fire Dept May 2015 Report
Town Administrator's Report