

**Town of Becket
Board of Selectmen's Working Meeting
April 13, 2016
7:00 p.m.
Town Hall
557 Main Street, Becket**

Attendees:

Board of Selectmen: Jeanne Pryor, Chairperson; William Elovirta, Vice Chairperson

Staff: Ed Gibson, Town Administrator; Beverly Gilbert, Recording Secretary;
Kristopher McDonough, Chief of Police

Call to Order

Jeanne called the meeting to order at 7 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. Beverly for the Board of Selectmen indicated that she was recording the meeting.

Annual Town Meeting Warrant Articles – Selectmen's Recommendations and Approval

The BOS reviewed, discussed and voted on its endorsements for ATM Warrant Articles.

Bill moved to recommend Article 1 to fund Previous Fiscal Year Reimbursements, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 2 re: transferring funds to reduce the FY16 Ambulance Deficit, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 3 re: BOS, Board of Health and Cemetery Commissioner compensation on the condition any wording suggested by Town Counsel which relates to the Board of Health will be included, seconded by Jeanne. Motion carried.

Prior to voting on its recommendation for Article 4 re: FY2017 expenses, Ed discussed and fielded questions about the Town of Becket Financial Summary, and the BOS amended the below line items:

- 1) WiredWest changed from \$1,500 to \$1,000 to reflect an amount not exceeding WiredWest's request.
- 2) The Town Administrator's salary changed to reflect a 3 percent increase.

Bill moved to recommend Article 4 re: FY2017 expenses as amended, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 5 re: funding Bond Payments, seconded by Jeanne. Motion carried.

Article 6 (relating to allowing the Town of Cummington to withdraw from the school district) was removed from the Warrant and will be voted on a Special Town Meeting because Central Berkshire Regional School District has not finalized the details of a new regional school district agreement.

Bill moved to recommend Article 7 regarding funding the Stabilization Fund for FY17, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 8 re: Chapter 90 use, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 9 re: the salaries & expenses of the Ambulance Enterprise Fund, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 10 re: FY2016 Financial Audit, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 11 re: legal ads and relating costs to process Tax Delinquent Accounts, seconded by Jeanne. Motion carried.

Jeanne moved to recommend Article 12 re: capital repairs and improvements at the Becket Athenaeum, seconded by Bill. Motion carried. The BOS asked the Town Administrator to request an accounting of the library's revenue and expenses.

Bill moved to recommend Article 13 re: upgrading the electrical system at the Becket Arts Center, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 14 re: Storage Shed purchase/installation at the Town Hall, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 15 re: repair of the Foundation, Block and Rear Chimney at Fire Station #1, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 16 re: replacement of the Police Department' Cruiser, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 17 re: Town Hall ADA compliance, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 18 re: the purchase of a Used Vehicle for Town Hall Departments to share, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 19 re: the purchase of a Server, Computers and Software, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 20 re: to purchase a Loader for the Highway Department, seconded by Jeanne. Motion carried.

Jeanne moved to recommend Article 21 re: purchase of a new Rescue Pumper for the Fire Dept., seconded by Bill. Motion carried.

Bill moved to recommend Article 22 re: Revolving Funds (Plumbing, Gas & Wire Inspectors), seconded by Jeanne. Motion carried.

Bill moved to recommend Article 23 re: Community Preservation Committee administrative expenses, project and other expenses, seconded by Jeanne. Motion carried.

Jeanne moved to recommend Article 24 re: the purchase of a Playscape at the Becket Center Park, seconded by Bill. Motion carried.

Jeanne moved to recommend Article 25 re: refinishing wood floors in the Becket Athenaeum. Bill seconded. Motion carried.

Bill moved to recommend Article 26 re: repair/restore historic headstones in the West, Center and North Cemeteries, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 27 re: adding a section concerning Wells to the Town Betterment By-law, seconded by Jeanne. Motion carried, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 28 re: add a section to the Town Bylaw to redefine the Conservation Commission's quorum, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 29 re: development of a contract for Aggregation of the Electrical Load, seconded by Jeanne. Motion carried.

Bill moved to recommend Article 30 re: the Purchase of 21 Maple Street, seconded by Jeanne. Motion carried.

FY17 Budget Summary and Selectmen's Recommendations and Approval

Operating

Capital

The BOS and Town Administrator discussed the financial summary sheet dated 4/13/2016. Ed highlighted the following listings: total tax revenue estimated for 2017, new growth, debt exclusion, and taxation projections.

Ed advised that there were no changes to the Capital Plan since his last report.

Ed reviewed the Financial Summary with the BOS. Specific areas discussed included: Town Counsel, Town Meeting Expense, BOS salaries & expenses, advertising, town secretary salary account, Town Administrator's salary, WiredWest, Municipal Building Repairs, Municipal Utilities, Children's Holiday Party (received no requests and they did not submit reimbursement requests/receipts for this year's holiday party), Library, Fire Protection, unemployment expense, stabilization fund, computer software replacement server, vocational tuition, and vocational transportation.

Jeanne and Bill stated that before considering the Selectmen's recommendation for the FY18 library budget, they would want to examine a financial report containing a detailed listing of revenue and expenses.

For the FY18 budget, the BOS would like to review the Town of Washington's assessment for Fire Protection.

Jeanne stated that based on surveys of other Town Administrators in the area, his work performance, and because Ed had not received a raise (other than COLA) since he began working for the town, she made a motion to increase Town Administrator Ed Gibson's annual salary by 3% (\$64,890) during FY17. Bill seconded. Motion carried.

The BOS, Town Administrator and Chief of Police engaged in a discussion re: the Police Chief's budget. The FY17 budget reflects an addition of one full-time police officer. Kris described how he envisions staffing, training and creating the weekly shifts for his department. Kris spoke of his administrative duties and how the addition of a full-time police officer would benefit the town including:

- This will give the town coverage of three extra patrols during the week.
- This will replace one part time officer and decrease the number of shifts performed by the part time officers
- There will be an improvement to the level of training and professionalism on the police force.
- The shift from relying on more part-time officers to full-time officers will reduce the liability risk to the town due to the increased training.

Other Business (Discussed with Police Chief McDonough)

Police Chief Kris McDonough spoke in support of hiring Travis Derby who has worked for the Hinsdale Police Department since 2012, earned a Criminal Justice Bachelor's degree with a minor in computer science from Westfield State, and received a favorable referral from Police Chief Rathbun of Hinsdale. Bill moved to appoint Travis Derby as a probationary Part-time Police Officer with an appointment to expire 6/30/2016 with a starting pay rate of \$16.54 per hour. Jeanne seconded. Motion carried.

Ed reported that Karen Karlberg, who has been disturbed at her home by noise from late night/early morning parties at Camp Lenox, inquired if the town had issued entertainment and alcoholic beverage permits. Ed had told Karen that she may lodge noise complaints to the Becket Police Department. Chief McDonough agreed that if his department responds to a noise complaint, although it would appear that it is Becket's jurisdiction (Camp Becket is located mostly in Becket but partly in Otis.), the officer on duty, as a courtesy, will notify the Otis Police Department. When investigating a noise complaint, the officer may decide if an inquiry concerning liquor and entertainment licenses is warranted and reported to the appropriate town official(s).

Discussion and possible vote on Code of Conduct Policy

Bill moved to adopt the Code of Conduct Policy as presented at tonight's meeting, seconded by Jeanne. Motion carried. This will be distributed to employees, town officials, and volunteers including committee and board members.

Any other business to come before the Board

At Jeanne’s recommendation, Bill moved to approve the Proclamation for One Boston Day on April 15, seconded by Jeanne. Motion carried. The Proclamation will be posted on the town’s website, and original copies will be given to the Police, Fire, and Ambulance Departments.

Jeanne provided a list of tax exempt properties in town for the BOS for a possible future agenda item.

Ed indicated that the Town Treasurer received a new Mutual Aid Agreement from the Massachusetts Department of Transportation which obligates local emergency response services (Ambulance, Police and Fire Departments) to respond to turnpike incidents when called for by the State Police, and in return provide for MassDOT’s compensation for some of the expenses. Ed will request a copy of the state’s rate schedule of compensation to towns for various types of equipment required. Bill moved to authorize Ed to sign the MassDOT Turnpike Mutual Aid agreement. Jeanne seconded. Motion carried.

In response to a letter of request from Gale LaBelle, Chair of the Board of Health, Jeanne moved to appoint Charlie Kaniecki as Special Health Agent effective 4/13/2016 through 6/30/2017. Bill seconded. Motion carried.

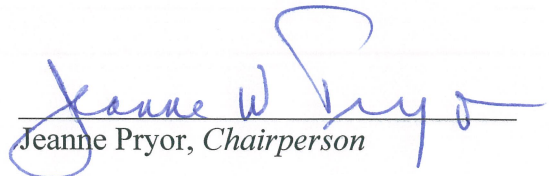
Ed reported that Town Counsel called today to notify him that the Berkshire Superior Court will serve the town a notice of hearing scheduled on 4/25/2016. Sherwood Forest Road Maintenance District had filed a Motion for the preliminary injunction for the Town of Becket to include abutters of Wells Road on the town’s tax rolls of the Sherwood Forest Road Maintenance District. The BOS agreed to instruct Town Counsel to arrange for Attorney Janet Pumphrey of Lenox, Massachusetts, to represent the town at the court hearing on 4/25/2016 and to direct her to convey that the town is amenable to the court reviewing and rendering its decision. Ed will send a letter to the abutters to notify them about the hearing as well as the Town’s position.

The BOS approved the Building and Grounds Technician’s color choice (saddle) for the Town Hall fire escape decking.

Selectmen to adjourn meeting

Bill made a motion to adjourn, seconded by Jeanne. Motion carried unanimously. At 9:57 p.m., Jeanne adjourned the meeting.

Respectfully submitted,
Beverly Gilbert, Secretary


Jeanne Pryor, *Chairperson*

Documents discussed at this meeting:

Draft Annual Town Meeting Warrant Articles
Capital Plan Five Year Report
Financial Summary & Tax Recap
MA-DOT Mutual Aid Agreement
Letter from Police Chief re: Travis Derby

Proclamation for One Boston Day
Code of Conduct Policy
Letter from BOH re: Charlie Kaniecki
List of Tax Exempt Properties in Becket