

**Town of Becket
Board of Selectmen's Meeting
October 5, 2016
7:00 p.m.
Town Hall
557 Main Street, Becket**

Attendees:

Board of Selectmen: William Elovirta, *Chairperson*; Jeanne Pryor, *Vice Chairperson*;
Nicole Ledoux, *Clerk*

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

Others: Colleen O'Connor, Nicole Miller

Call to Order

Bill called the meeting to order at 7:02 p.m. 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. Beverly for the Board of Selectmen indicated that she was recording the meeting.

Pledge of Allegiance

The Chairperson led those attending in the Pledge of Allegiance.

Board to review minutes of previous meeting(s)

Jeanne moved to approve the minutes for the 09/07/2016 meeting with the correction noted (Beverly for the Board of Selectmen, and Bob Ronzio ~~Howard Lerner~~ were recording the meeting). Nicole seconded. Motion carried unanimously.

Jeanne moved to approve the minutes for the 09/21/2016 meeting. Bill seconded. Motion carried unanimously.

Elizabeth Will request to change retirement date to 10/21/2016

Elizabeth Will submitted a request to change her retirement date to 10/21/2016. Ed explained that Ms. Will found out that if she waits until 10/31/2016 as she originally had planned, she will be moved to the next pay period and will not receive her pension for another few months.

The Board approved Ed's request to close the Town Hall at 3:30 p.m. on 10/20/2016 for Liz's Retirement party.

Assessors Clerk Position Description

The BOS agreed on the Position Description for the Assessors Clerk position with the below listed changes noted:

- Supervision section: Works under the general supervision of the ~~Head Assessor~~ **Town Administrator and vendor.**
- Job Environment Section: Operates **personal** computer and....
- Add in the Ability Section: **Ability to deal with the public in a courteous and tactful manner**
- Essential Function section: change ~~three (3) districts~~ to **five (5) districts.**
- Essential Function section: delete **triennial** (certification schedules are no longer every three years)

The Town will place a help-wanted ad in the Berkshire Eagle, and will post the opening and position description on the Town's website.

Indian Lake Association, Inc. notification of seasonal road closings

The BOS noted receipt of Indian Lake Association, Inc.'s annual notification of seasonal entrance and road closings for their community.

Massachusetts Collectors and Treasurers Association notification that the Board of Certification has approved Collector Kenneth Bilodeau's designation as a Certified Massachusetts Municipal Collector.

The BOS acknowledged receipt of a letter from the Massachusetts Collectors and Treasurers Association indicating that based on successfully passing the exam and satisfying the other requirements, the Board of Certification approved Ken Bilodeau's designation as a Certified Massachusetts Municipal Collector. Ed indicated that when the BOS appointed Ken Bilodeau to serve as the Tax Collector, it was with the stipulation that he obtain this certification. The BOS will send Mr. Bilodeau a letter to congratulate him for this achievement.

BOS to consider approving request for property bill stuffers:

- **Announcement of Sherwood Forest Lake District and Sherwood Forest Road Maintenance District websites**
- **Recycling Information**

Jeanne moved that the BOS authorize the below listed property bill stuffers. Bill seconded. Motion carried unanimously.

- Announcement of the website addresses for Sherwood Forest Lake District and Sherwood Forest Road Maintenance Districts. This stuffer, to be paid for by the Sherwood Forest Lake District and Sherwood Forest Road Maintenance District, will be placed into the property bills for the Sherwood Forest Lake and Road Districts
- Recycling Information will be placed into all property bills

Monthly Reports: Animal Control Officer and others TBA

The BOS reviewed the September 2016 reports of the Ambulance Dept., Highway Dept., and Animal Control Officer. Bill stated that the Animal Control Officer should only patrol once a month for unlicensed dogs.

Public Comment:

Nicole Miller reported on the Car Show Children's Holiday Party fundraiser:

- Despite the weather, the event was a success. Nicole received all positive feedback regarding this children-friendly occasion.
- 35 antique cars were displayed
- They raised \$2,500, and plan to organize this event again next year.
- Nicole estimates that between 100 and 120 children will participate in the holiday party
- There will be a website to register children for the party and the BOS suggested that Nicole post information on the town's website.
- The YMCA Camp gave permission to hold the Children's Holiday party in its dining facility on December 11th.
- This was an opportunity to see what worked and what may be tweaked such as parking areas (especially if next year's event is busier), and how raffle prize winners are announced. Chief McDonough had suggested next time to stagger raffle drawings throughout the event, and rather than announce (except for the larger prizes), to post winners on a board.

The BOS thanked Nicole for organizing the Children's Holiday Party fundraiser and for taking the time to attend tonight's meeting.

Board of Selectmen's Comments and Announcements

Bill shared a letter of praise the Becket Fire Department sent to Robert Fairchild of Pittsfield for the assistance he provided to two strangers in dire need of emergency care at the scene of a life threatening accident on October 1st on Wade Inn Road. Mr. Fairchild's assessment and prompt action was of tremendous help to the Fire Department. The BOS will send a letter of appreciation to Mr. Fairchild.

Bill asked about the status of the repair of the cemetery stones. Ed reported that he is having the Cemetery Commission re-quote the bids for stone work from vendors. The vendors had submitted bids in a way that was not ideal for comparing the prices. To help with comparing the bids, the Cemetery Commission's request for bids for vendors will include a bid specifications form Ed created listing the work the Town is seeking to have done at the cemeteries.

Town Administrator's Report

Ed reported on Town Hall Alterations, Town Hall Roof Replacement Project, Becket Energy Committee Information Session, Fire Station #1 Foundation and Chimney Repair, DOR "What's New in Municipal Law" and the Hampshire County Selectmen's Association meeting with USDA, and upcoming meetings.

Ed advised that he notified the Police Department to allow the Town Hall Alteration Construction workers to access Town Hall restrooms on Monday, October 10th when the Town Hall is closed due to Columbus Day. Concrete will be cut on this day.

Public Input

Colleen O'Connor suggested that when a regularly scheduled meeting is cancelled or rescheduled, that the board/committee post an announcement on the town's website and bulletin board.

Any other business to come before the Board

The BOS signed a Recruit Training Fee Agreement Conditional Waiver Provision between the Town of Becket and Police Officer Michael Hunt indicating that if he leaves the town's employ

within three years after completing the Police Recruit training academy, he will be responsible to reimburse the Town the full sum of \$3,000.

At the recommendation of the Highway Superintendent who provided written notification that Equipment Operator Donald Murray has successfully completed his second 90 day probation/evaluation period, Bill moved to approve an hourly rate increase in accordance with his employment agreement for Donald Murray to \$21.87 per hour effective 09/26/2016. Jeanne seconded. Motion carried unanimously.

The BOS gave approval to add a flyer on the town's website for a program to donate old construction materials and appliances ("Deconstruct and Donate Today"). The Center for Eco Technology recommended this program to the town as a way to reduce materials brought to the Transfer Station. The flyer will also be posted at the Transfer Station and Post Office.

The BOS signed Chapter 90 Project Request forms for the Bonny Rigg Hill Road Culvert Project.

In response to Jeanne's inquiry, Ed advised that he continues to await Town Counsel's reply to finalize the draft agreement relating to Mr. Santora's request for town road acceptance. Ed stated that he will convey to Town Counsel that the BOS seeks a response by the next meeting.

Review Correspondence: TBA

The BOS received two applications to serve as the Planning Board Associate Member. Bill stated he has reservations concerning one of the applicants because he is the Zoning Board of Appeals Alternate member. He questions if it is prudent to serve on both boards even if it is legally allowed.

Board of Selectmen intends to go into Executive Session under MGL c. 30A, section 21 (a) (3) for:

- **Discussion and possible vote on litigation strategy with respect to the litigation re: Cooper vs. Town of Becket Land Sale if the Chair declares that an open meeting may have a detrimental effect on the litigation position of the Town**
- **Approval of Executive Session Minutes: 09/07/2016 & 09/21/2016**

Board to adjourn Executive Session. Board will not return to Open Session.

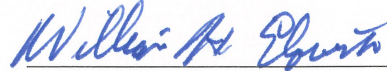
Bill moved to enter Executive Session under MGL c. 30A, section 21 (a) (3) for:

- Discussion and possible vote on litigation strategy with respect to the litigation re: Cooper vs. Town of Becket Land Sale if the Chair declares that an open meeting may have a detrimental effect on the litigation position of the Town
- Approval of Executive Session Minutes: 09/07/2016 & 09/21/2016

Bill also proposed that the BOS not return to Open Session. Jeanne seconded. Roll call vote: Bill Elovirta – aye, Jeanne Pryor – aye, and Nicole Ledoux – aye. At 8:18 p.m., the BOS went into Executive Session.

Reviewed Payroll/Expense Warrants.

Respectfully submitted,
Beverly Gilbert, Secretary


William Elovirta, *Chairperson*

Documents discussed at this meeting:

Town Administrator's Report
Animal Control Officer's Sept. report
Ambulance Department September Report
Highway Department September Report
Letter from Volunteer Fire Dept. praising Robert Fairchild
Indian Lake Association, Inc. letter re: seasonal road and entrance closings
Recruit Training fee Agreement – Michael Hunt and Town of Becket
Chapter 90 Project Request submittals
Highway Superintendent's letter re: Equipment Operator Position and Benefits
Deconstruct & Donate today Flyer (CET EcoBuilding Bargains)
Letter from Elizabeth Will re: date of retirement changed to 10/21/2016
Letter from Mass. Collectors and Treasurers Association re: Ken Bilodeau
Recycle in Western Massachusetts (Stuffer)
Draft Announcement – Sherwood Forest Lake & Road Dist. Email addresses