

**Town of Becket  
Board of Selectmen's Meeting  
November 2, 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: Aaron Warren of KME Fire Apparatus, Andrea Artioli, Justin Elovirta,  
Jan Elovirta, and Colleen O'Connor

**Call to Order**

Bill called the meeting to order at 7 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 of the 10/19/16 meeting. Nicole seconded. Motion carried unanimously.

**Opening & Possible Award of 2017 Fire Rescue Mini-Pumper Bids**

At 7:05 p.m., Bill announced the Opening and Possible Award of 2017 Fire Rescue Mini-Pumper bids. Ed Gibson, Town Administrator/Chief Procurement Officer, indicated that the Town received one bid for the 2017 Fire Rescue Mini-Pumper:

KME Fire Apparatus, Latham, NY

\$257,079 which includes a \$5,000 equipment mounting allowance

The bid includes the price of loose equipment per provided specifications

KME Fire Apparatus deviated from the bid. They listed Option 1. KME Fire Apparatus offers a discount based on the percentage prepaid for the entire truck and not as requested for the cabin chassis:

100% prepaid - \$5,140 discount

90% prepaid - \$4,626 discount

75% prepaid - \$3,885 discount

50% prepaid - \$2,570 discount

Ed indicated that the bid package contained a bid bond, non-collusion statement, and tax compliance form, and that the bid specifications appear to be filled out completely. Ed will more completely review the entire bid package with attention to forms such as prevailing wage, certificate of vote, and a signed affidavit.

Bill pointed out that the May 2016 Annual Town Meeting authorized \$225,000 to purchase a Fire Rescue Mini-pumper. Bill moved that the BOS take KME Fire Apparatus' bid under advisement. Jeanne seconded. Motion carried unanimously. The Fire Department will review the bid package.

### **Opening and Possible Award of Sherwood Forest Parcels Surplus Property Bids**

At 7:14 p.m., Bill announced the Opening and Possible Award of Sherwood Forest Parcels Surplus Property Bids. Ed Gibson, Town Administrator/Chief Procurement Officer stated that the town received one bid for the purchase of Sherwood Forest Parcels Surplus Property. The bid was from Sherwood Forest Lake District in the amount of \$2,500. Ed indicated that all required forms/documents were provided, and that the minimum bid was for \$2,500. Bill moved to accept Sherwood Forest Lake District's ("SFLD") bid in the amount of \$2,500 and that to meet the financial needs of SFLD, the town will request a closing date to be arranged at a mutually acceptable time in the spring of 2017. Jeanne seconded. Motion carried with Nicole recusing herself due to a possible conflict of interest.

### **Discussion and Possible vote re: CAMA Conversion:**

Ed indicated that because Community Software Consortium (CSC), Mass IT, and the Dept. of Local Services (DLS) determined that the current CSC CAMA solution has come to an end of life and should be replaced, a competitive procurement for a replacement CAMA Solution had occurred. MassIT named Tyler Technologies, Inc. the Apparent Successful Bidder. Ed and the BOS discussed the possibility of entering into a contract along with other CSC communities with Tyler Technologies for their product/solution, called iasWorld. The bid requires that a minimum of 40 municipalities sign up with Tyler. If the town returns a signed contract by 11/15/2016, the Commonwealth's capital funding will pay for the town's conversion and configuration. Ed clarified that the conversion's price does not include unique data exchanges for all of the tax billing and collections solutions currently being used by the municipalities. Ed and Assessor Geri Walters attended a webinar that Tyler Technologies and Mass IT hosted and Regional Resource Group will work with Tyler on 11/5/2016.

Nicole moved to accept Ed's recommendation to switch the CAMA software to iasWorld under contract with Tyler Technologies with the stipulation that Regional Resource Group provides a positive review after a daylong introductory work session with Tyler on 11/5/2016. Jeanne seconded. Motion carried unanimously.

### **Assessors Clerk Recruitment Update**

Ed advised that so far he has received 19 resumes of which one has Assessors Office Experience (8 years), five are Becket residents, eleven have Microsoft Office or financial experience, and seven have office manager experience. Ed indicated that each candidate's demonstration of enthusiasm for this opportunity will be weighed along with the candidate's technical experience and customer service/people skills. Ed, Bev and depending on their schedules, one of the Board of Selectmen members, will participate in interviewing selected candidates.

## **Town Hall Construction Project Updates: 1) Roof & 2) ADA**

Construction projects will not occur on Election Day.

Roof: Larochelle completed the roof and the insulation in the attic. On Monday, the subcontractor replaced the gutter/downspouts (changed from 4" downspouts to 6" downspouts). Larochelle will return to 1) cleanup the field that has debris from high winds during roof stripping 2) Installation of underground drainage pipes/storm drains to direct the water from the downspouts, and concrete repair needed after these installations.

ADA: The contractor completed the pads in the front and back of the Town Hall, and installed the electrical boxes (to allow for the future installation of automatic door openers), This week the contractor will return to clean the concrete overspray and seal the new concrete (both front and back of the Town Hall).

Remaining items include: 1) handrails for the ramp (On Monday the manufacturer measured and sent drawings for the ramp's handrails to Cornerstone who forwarded them to the architect whose approval is required). 2) The Architect needs to inspect and approve the measurements of the back pad that had been poured 3) The Architect needs to review a change order submitted (approximately \$1,500) for work done at the back pad (additional asphalt was poured, cut out and filled to create the proper ADA grade).

Ed will obtain quotes for possible change orders: 1) installation of electrical door openers (Bill stated that it would be more cost effective to do this work while the contractor is already here.) 2) Switch doors listed in the specs. to doors that have window grids on the inside of the glass for easier cleaning.

### **Discussion on Street Acceptance Procedures**

Ed advised that he asked Town Counsel to prepare comments relating to the Draft Street Acceptance Procedures prior to the 11/16/2016 meeting at which the BOS may have a possible vote. Jeanne drafted a petition to submit to Town Counsel for review.

### **2017 Town Meeting Budget Calendar**

Jeanne calculated and filled in the dates for the 2017 Town Meeting Budget Calendar. Ed will distribute this to the Finance Committee members at their meeting scheduled tomorrow night.

### **BOS to consider Highway Superintendent's Recommendation for Winter 2016/2017 Road Closures**

Ed indicated that the Highway Superintendent advised verbally that his recommendation for Winter 2016/2017 Road Closures remains unchanged from last year's recommendation. The Board reviewed the Highway Superintendent's letter dated 10/16/2015 containing his recommendations for Winter 2015/2016 Road closures. Jeanne moved to accept the Highway Superintendent's Recommendation for Winter 2016/2017 Road Closures as listed below. Nicole seconded. Motion carried unanimously. Bonny Rigg Hill Road from house # 982 to Otis Town line.

1. Bonny Rigg Hill Road from house # 982 to Otis Town line.

2. Corey Road from Captain Whitney to end.
3. George Carter Road from house # 1304 to Jacobs Ladder Rd. (Rte. 20).
4. Johnson Road from house # 733 to Otis Town line.
5. Plumb Road from house # 677 to house number # 398 (middle narrow section).
6. Tyne Road from house # 679 to Fred Snow Rd.
7. Tyringham Road from house # 358 to Tyringham Town line.

Signs will be put up at points of closure to alert drivers of no maintenance beyond that point. No maintenance will be provided from 11/15/2016 to 05/15/2017.

### **BOS to sign MassDOT Chapter 90 – Final Report for Wade Inn Road Contract 50726**

Bill commented that he has received complaints about residents who experience a vibration when driving along a section of Wade Inn Road, and before signing the final report, it was agreed that tomorrow morning he will speak to the Highway Superintendent to inquire about the contractor's plans to remedy this surface. Ed will check the status of the payments to the contractor. The BOS may elect to sign the final report at tomorrow's working meeting under any other business.

### **Monthly Reports**

The BOS reviewed the monthly reports of the Ambulance Department and Animal Control Officer. At Bill's recommendation, Ed will ask the Ambulance Director to include repairs/cost of repairs, and dates that the ambulance is not operating due to being broken down, and dates the town arranges alternative coverage from an outside agency (such as County). He believes collecting specific information about the functioning of the ambulance may provide clarity for the 2018 budget and Town Meeting process.

Jeanne stated she did not think the BOS ever sent a warrant to the Animal Control Officer to follow up with unlicensed dogs. Bill stated that he thinks the Town Clerk indicated he had provided a listing of unlicensed dogs to the ACO. The BOS will review the Town Bylaws for clarification. Jeanne indicated that the Bylaw Review Committee is drafting a revised Animal Control bylaw to incorporate the new Mass. General Laws. She will provide the BOS a copy of the portion of the Animal Control bylaw pertaining to the Animal Control Officer. She is happy to share this with the BOS for their comments.

### **Board of Selectmen's Comments and Announcements**

Jeanne acknowledged and praised the efforts of Christopher Bouchard, Highway Superintendent, for removing two dead trees in the Becket Center and North Cemeteries, and the two high standing stumps resembling totem poles in the West Becket Cemetery.

Bill reported that he had received complaints about Democratic election flyers placed on utility poles along Route 8 and Route 20. He indicated that it is illegal to post items on utility poles. Jeanne stated that she (personally) had informed the Democratic Town Committee that posting signs on utility poles is not allowed.

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### **Town Administrator's Report**

MIIA Grants: The Highway Superintendent and Ed submitted two requests for MIIA Rewards Risk Grants: 1) Flammable Liquid storage cabinets for the two Fire Stations and the Highway Garage in the amount of \$3,742 and 2) Fleet Maintenance Software for vehicles and apparatus for the Town Departments in the amount of \$4,683.

Bonny Rigg Hill Road Culvert Replacement: The town has not received comments or the permit for this project from the Army Corp. of Engineers. Ed sent a letter to Congressman Neal to ask if he would influence the Army Corp. of Engineers to respond to the town about this matter.

Fire Station #1: On 11/4/2016 Allegrone will tentatively begin work on the foundation and block masonry repairs.

Becket Cemeteries: Discussed under Board of Selectmen's Comments and Announcements

Buildings and Grounds Truck: The Buildings and Grounds Truck will be out of service for a few days to repair the brakes and a few other items on the truck. Repairs will be done in house by the Highway Dept. Municipal Mechanic. Parts are estimated to cost \$1,600.

Highway Dept. Truck #3 Surplus: Truck #3 International 4 X 4 Dump which was recently replaced several months ago has been listed in a GovDeals online Auction with a \$21,000 reserve. This was advertised in the Berkshire eagle on 10/29/2016. The auction will close on 11/17/2016 at 7:15 p.m.

Meetings: Ed will attend the K-P Public Records Law update tomorrow at the Lenox Town Hall, the Berkshire Managers Meeting on 11/8/2016 in Lanesboro and the Small Towns Administrators of Massachusetts meeting on 11/10/2016 in Holland.

### **Public Comment**

Colleen O'Connor announced that because she is moving out of town, after attending regularly over the past 11 years, tonight is the last time she will appear at the Board of Selectmen meetings. She stated that she has learned a great deal and thanked the Selectmen for all of the help they have provided. The Board of Selectmen members extended their good wishes to Colleen.

### **Any Other Business to come before the Board**

After hearing that the BOS did not receive this letter, Ed stated that he will provide a copy of a letter (dated 09/12/2016) addressed to the BOS from Laurie Casna of the Central Berkshire Regional School District.

### **Review Correspondence:**

- 10/21/2016 Central Berkshire Regional School Dist. re: 7-Town Advisory Meeting on 11/17/2016
- 10/25/2016 MassDOT re: Bridge Inspection Report Bancroft Rd / W BR Westfield River dated 9/12/2016

### **Board of Selectmen intends to go into Executive Session under MGL c. 30A:**

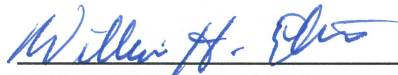
- **section 21 (a) (6) for discussion & possible vote to consider the purchase, exchange, lease or value of real property at 21 Maple Street if the chair declares that an open meeting may have detrimental effect on the negotiating position of the public body, and**
- **Approval of Executive Session Minutes: 10/19/2016**

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

Bill moved for the Board of Selectmen to go into Executive Session under MGL c. 30A: section 21 (a) (6) for discussion & possible vote to consider the purchase, exchange, lease or value of real property at 21 Maple Street as the chair declares that an open meeting may have detrimental effect on the negotiating position of the public body, and for the Approval of Executive Session Minutes for 10/19/2016. He further proposed that the Board will not return to Open Session. Jeanne seconded. Roll call vote: Jeanne – aye, Nicole – aye, and Bill aye. At 8:56 p.m., the Board went into Executive Session.

**Reviewed Payroll/Expense Warrants.**

Respectfully submitted,  
Beverly Gilbert, Secretary

  
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William Elovirta, Chairperson

**Documents discussed at this meeting:**

- Town Administrator’s Report
- 10/17/2016 letter from Mass. Office of Information Technology re: CAMA
- Chapter 90 – Final Report for Contract 50726 Wade Inn Road
- 10/16/2015 letter from Becket Highway Superintendent re: Winter 2015/2016 Road Closures
- Draft Street Acceptance Petition
- Draft Street Acceptance Procedures
- 2017 Town Meeting Budget Calendar
- October 2016 Ambulance Department Report
- October 2016 Animal Control Officer Report
- Correspondence – listed above
- KME Fire Apparatus, Latham, NY bid documents
- Sherwood Forest Lake District bid documents