

**Town of Becket
Board of Selectmen's Meeting
June 21, 2017
7:00 p.m.
Town Hall
557 Main Street, Becket**

Attendees:

Board of Selectmen: William ("Bill") Elovirta, *Chair*; Nicole Ledoux, *Vice-Chair*
Michael Lavery, *Clerk*

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

Others: Paul Merrill, Rita Furlong, Bob Scott, Tami Scott, Madelaine Elovirta

1. Call to order

Bill called the meeting to order at 7 p.m. He noted that the BOS was recording tonight's meeting.

2. Pledge of Allegiance

Bill led the pledge of allegiance.

3. BOS to open and record Tax Assessing Services Proposals.

Ed who serves as the Chief Procurement Officer specified that of four companies which requested and were mailed RFP packages, Regional Resource Group was the only company that submitted a Tax Assessing Services Proposal package. There are two components to the RFP package. Board of Assessors Geri Walter and Liz Will along with Ed will rate the information contained in the first envelope. Ed opened this envelope and noted that all required documents were submitted. The other envelope containing the pricing will remain sealed until after the rating is completed. Ed noted that the town is currently under contract with Regional Resource Group. Ed will bring his recommendation to the BOS at the July 5th meeting.

4. Board to review minutes of previous meeting(s)

Michael stated that he had attended the meetings and he would like to participate in the vote to approve the minutes. Michael indicated that he would be legally able to do so. Bill stated that as Chairperson, he allows only those who served as a Selectman at the time of the meeting to vote on the meeting minutes. Michael stated that although he disagrees, in the interest of proceeding with the meeting, he will abstain from the 4/5/2017 and 5/3/2017 meeting minute votes. Michael pointed out that Owen should have been spelled as Eoin in the 4/5/2017 minutes. Bev will correct. Bill moved to approve the minutes of 4/5/2017 and 5/3/2017. Nicole seconded. Motion carried with Michael abstaining. Nicole made a motion to approve the minutes of 6/7/2017. Bill seconded. Motion carried unanimously.

5. Broadband Update

Ed advised that the grant application was moving through the state process and he anticipates to soon receive a reply.

6. **Board to Review and consider voting to re-appoint Committee and Board Members**
 Bill read the below list of individuals under consideration for appointment that would commence 7/1/2017:

Name	Position	Expiration date
Charlie, Kaniecki	Special Health Agent	June 30, 2018
Kristopher, Massini	Agricultural Commission	June 30, 2018
Neil, Toomey	Agricultural Commission	June 30, 2018
Gale, LaBelle	Planning Board Associate Member	June 30, 2018
William, Elovirta	BRTA Advisory Board Designee	June 30, 2018
Jeanne, Pryor	Bylaw Review Committee	June 30, 2020
Edward, Gibson	Chief Procurement Officer	June 30, 2018
Jan Elovirta	Community Preservation Committee	June 30, 2020
Alison, Dixon	Conservation Commission	June 30, 2020
Lorraine Dean	Council on Aging	June 30, 2020
Herbert "Sonny" Nelson	Council on Aging	June 30, 2020
George Roberts	Dog Hearings Officer	June 30, 2018
Catherine DeFoe	Energy Committee	June 30, 2020
Steve Rosenthal	Harbor Master	June 30, 2018
Katherine Hoak	Historical Commission	June 30, 2020
John Garvey	Jacobs Ladder Trail Advisory Committee	June 30, 2018
Robert Gross	WiredWest Alternate Delegate	June 30, 2018
Madelaine Elovirta	Parks & Recreation Committee	June 30, 2020
Rita Furlong	Parks & Recreation Committee	June 30, 2020
Mercedes Gallagher	Westfield River Wild & Scenic Adv. Com	June 30, 2018
George Roberts	Zoning Board of Appeals	June 30, 2020
Alvin Blake	Zoning Board of Appeals Assoc. Member	June 30, 2018
Alvin, Blake	Berk. Reg. Plan. Com. Alternate Member	June 30, 2018

It was noted that Al Blake was sent a communication advising that serving as Associate member to the ZBA would require that he recuse himself on all matters that had first gone before him in his capacity of Planning Board member.

Nicole made a motion that the Board approve the appointments as read by Bill. Michael seconded. Motion carried with Bill recusing himself because his wife, brother and himself were amongst those included.

7. **Board to consider voting on the Tax Collector's Recommendation to appoint David Shorey Deputy Tax Collector and Nina Weiler Assistant Tax Collector**

In accordance with the Tax Collector's recommendations, Nicole moved to appoint Nina Weiler as the Assistant Tax Collector effective July 1, 2017 through June 30, 2018 and David Shorey as the Deputy Tax Collector effective July 1, 2017 through, June 30, 2018. Michael seconded. Motion carried unanimously.

8. **Town Administrator's Appointment Recommendations: BOS to consider Voting Approval.**

Ed did not submit any appointment recommendations.

9. Becket Washington Fair – BOS to consider approving Common Victualler and Entertainment Permits

Michael made a motion to issue an Entertainment and Common Victuallers license to the Becket Washington Community Partnership for the Fair scheduled on July 8, 2017 in the North Becket Village. Nicole seconded. Michael amended the motion to include that the town will waive the permitting fees. Nicole seconded. Motion carried unanimously.

10. Town Beach Policy discussion

The BOS discussed ideas about the Town Beach Policy with Park and Recreation Committee members Rita Furlong and Madelaine Elovirta. Due to extremely limited parking and lawn space at the Town Beach, they considered how the town may handle access to short-term renters, camps, and Jacob’s Pillow. It was sadly agreed that unfortunately, the town is not in a position to grant access to camp employees. Bill entertained a motion to adopt a policy that includes:

The Town will issue one beach permit per home (per rental period) that has summer renters. The renters must provide a letter from the property owner requesting permission for the renter to be allowed to purchase a Town of Becket Beach permit during their rental. The rental must be for a minimum of one week and the cost of the beach permit will be \$5.00 per week. Jacob’s Pillow will receive one pass at a cost of \$50 each summer that will allow up to six individuals access to the beach.

Nicole seconded. Motion carried unanimously.

11. Employee Wages Approvals for FY18

Michael Lavery made a motion to approve the listing of employee wages for FY18. Nicole seconded. Motion carried unanimously. Ed explained that this listing is in keeping with auditing recommendations.

Prior to voting Ed discussed the compensation listed for the Police Chief and Police Department Sergeant. Based on the survey of surrounding communities, and to fairly compensate the Police Chief and Police Department Sergeant for their additional duties, and in the best interest of the town to retain the Police Chief and Sergeant, Ed had suggested and listed a pay rate of \$26.79 per hour for the Sergeant and \$31.73 for the Police Chief.

12. Transfer Station Services Contract Approval and Signing

Ed indicated the town’s current vendor Valley “Roll-Off” Services was the only company that provided quotes for Transfer Station Services. Ed advised that Chris Bouchard (Highway Superintendent/Transfer Station Manager) is pleased with the job that Valley “Roll-Off” has been doing. Nicole moved that the BOS sign a contract with Valley “Roll-Off” Services effective 7/1/2017 through 6/30/2020 for the rental of the town’s compactor, containers, and to haul materials away from the Transfer Station. Michael seconded. Motion carried unanimously.

13. Town of Becket Public Records Access Guidelines for town website

The Board of Selectmen reviewed the draft Town of Becket Public Records Guidelines for the town website. The BOS suggested formatting changes in several portions of the document. The BOS will discuss this agenda item at its 7/5/2017 meeting.

14. Papa Bob's, LLC, 71 Chester Road, application for Common Victualler License

Nicole moved to issue a Common Victuallers license to Papa Bob's LLC with an expiration date of 12/31/2017. Michael seconded. Motion carried unanimously.

15. Papa Bob's LLC, 71 Chester Road, application for Automatic Amusement Devices

Nicole moved to issue an Automatic Amusement Device license to Papa Bob's with an expiration date of 12/31/2017. Michael seconded. Motion carried unanimously.

16. Papa Bob's, LLC, 71 Chester Road, application for One-day Entertainment Licenses

Ed indicated that the Selectmen scheduled public hearings on 7/5/2017 for the applications of Papa Bob's LLC for Entertainment licenses (Sunday, and Monday through Saturday). Papa Bob's awaits state approval for its liquor license application. Tami and Bob Scott indicated that Papa Bob's would like to open on 7/1/2017 and asked if the BOS would consider issuing one day entertainment permits. They specified that if they have their liquor license in time, they would like to have live entertainment. They indicated that they would like to schedule a band to perform from 9 p.m. till 1 a.m. on July 1st. The band will perform inside. They will also have a DJ, jukebox, karaoke, and music inside. They have speakers so that their customers may listen to music outside on their back deck. They have discussed entertainment with the motel owner who had specified to them that the former establishment (Uncle Larry's) had an agreement to vacate the deck after midnight. Tami and Bob would agree to turn off the outdoor music sounds by 11 p.m. and would require their customers to leave the deck (maybe go inside) by or before midnight. Michael asked that the entertainment licenses list conditions: outside music sounds turned off by 11 p.m. and people off the deck by midnight.

Bill moved to issue an Entertainment License to Papa Bob's LLC on 7/1/2017 from Noon until 1 a.m. on 7/2/2017 on the condition that there will be no outside music sounds after 11 p.m. and outside people will vacate the deck by midnight. Michael seconded. Motion carried unanimously.

Bill moved to issue an Entertainment License to Papa Bob's LLC on 7/2/2017 from Noon until 1 a.m. on 7/3/2017 on the condition that there will be no outside music sounds after 11 p.m. and outside people will vacate the deck by midnight. Nicole seconded. Motion carried unanimously.

Bill moved to issue an Entertainment License to Papa Bob's LLC on 7/3/2017 from Noon until 1 a.m. on 7/4/2017 on the condition that there will be no outside music sounds after 11 p.m. and outside people will vacate the deck by midnight. Nicole seconded. Motion carried unanimously.

Bill moved to issue an Entertainment License to Papa Bob's LLC on 7/4/2017 from Noon until 2 a.m. on 7/5/2017 on the condition that there will be no outside music sounds after 11 p.m. and outside people will vacate the deck by midnight. Michael seconded. Motion carried unanimously.

The Board will submit paperwork to the state for the Sunday Entertainment license.

17. Ambulance Overnight Stipend Recommendations

Based on the Ambulance Director and Town Administrator's recommendation to provide an incentive for Ambulance Dept. employees to report to overnight shifts, Michael moved to change from an overnight stipend to an hourly overnight rate for EMT Ambulance employees effective 7/2/2017. Additionally, Michael moved to adopt a policy that per diem employees will not be regularly scheduled to work more than 9 shifts per month. Nicole seconded. Motion carried unanimously.

Ed also discussed Ambulance Dept. collections, goals of the new Director, and staffing. The BOS may consider approaching camps to address unpaid ambulance service fees assessed to camp employees who neglect to provide sufficient billing information.

18. Monthly or Quarterly Reports: Animal Control Officer, and others tba

The BOS reviewed the Animal Control Officer's monthly report. Nicole expressed concern about a barking dog in her neighborhood. Bill advised that she may ask the ACO to conduct a wellness check.

19. Inter-departmental Transfers of Funds

Nicole made a motion to approve the following inter-departmental transfer of funds as requested by the Town Administrator:

- \$3,500 from Board of Health Salaries (01-510-5100)
into Board of Health Expenses (01-510-5500)
- \$10,000 from Assessor Salaries (01-14-5100)
into Municipal Bldg. Town Hall Central Air Conditioning (01-193-5800-5557)
- \$8,000 from Municipal Utilities (01-192-5200)
into Municipal Bldg. Town Hall Central Air Conditioning (01-193-5800-5557)
- \$24,500 from Vocational Tuition (01-300-5500-5503)
into Municipal Bldg. Town Hall Central Air Conditioning (01-193-5800-5557)

Michael seconded. Motion carried unanimously. The Finance Committee will vote on these transfers on July 12, 2017.

Ed discussed potential funding sources for the Town Hall HVAC project including a DOER grant, and possible rebates. Ed had budgeted for the worst case scenario for this project and if the town realizes grants (\$28,000) and rebates (possibly up to \$27,000), left-over money allotted to but not spent on this project may be transferred to free cash.

20. Reserve Fund Transfers

Ed advised that he will submit to the Finance Committee a request for a reserve fund transfer in the amount of \$263.30 for Memorial Day Expenses.

21. Board of Selectmen's Comments and Announcements

Michael initiated discussion on the following topics: recreational marijuana moratorium, creating commercial zoning, adopting medical marijuana bylaws.

22. Town Administrator's Report

Ed is working with the Town Accountant and has sent out annual encumbrance letters to town departments to close out fiscal year 2017.

The Town Accountant is completing her submittals to the auditors for fiscal year 2016.

Ed gave the BOS a budget to expenditure report dated 6/15/2017.

23. Public Input

Ed fielded Paul Merrill's questions about the broadband project.

24. Any other business to come before the Board

Ed indicated that the Board of Health has advised that a Counselor who attended a Camp Watitoh in-service training in Pittsfield has contracted mumps. The Board of Health is receiving updates.

25. Review Correspondence – TBA

There were none.

26. Board of Selectmen to adjourn the meeting.

Michael moved to adjourn. Nicole seconded. Motion carried unanimously. At 9:37 p.m. Bill adjourned the meeting.

Reviewed Payroll/Expense Warrants.

Respectfully submitted,
Beverly Gilbert, Secretary


William Elovirta, Chairperson

Documents discussed at this meeting:

Meeting minutes for 04/05/2017, 05/03/2017, & 06/07/2017

Regional Resource Group Proposal for Tax Assessing Services

BOS List of Appointments to consider, Appointment Slips to sign for Town Clerk

Tax Collectors Letter to recommend re-appointments of Asst. and Deputy Tax Collectors

Becket Washington Community Partnership application for Common Victuallers and Entertainment License

Employee Wages Listing

Contract between Town and Valley "Roll-Off" Services

Papa Bob's license applications: Common Victuallers, Automatic Amusement, Entertainment (4 plus 1 form for the state)

SurveyMonkey Survey for Ambulance Dept.

Animal Control Officer May 2017 Report

Inter-departmental fund forms – 4 as described above

Reserve Fund Transfer form – 1 as described above