

**Town of Becket  
Board of Selectmen's Meeting  
November 1, 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*  
Kenneth Bilodeau, *Tax Collector*; Nina Weiler, *Assistant Tax Collector*

Parks & Recreation

Committee: Rita Furlong, *Chairperson*; Maddy Elovirta

Others: Stephanie Parkington, Deborah Parkington, Charlene Lamb, &  
Stephen Parkington

**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. Board to review minutes for the October 4 and October 18, 2017 meetings**

Michael moved to approve the minutes for the October 4, 2017 & October 2018 meetings. Nicole seconded. Motion carried unanimously.

**4. BOS to discuss and possibly vote on the Town Administrator's recommendation to appoint Part-time Reserve Police Officers**

Police Chief Kristopher McDonough addressed the Selectmen and introduced Charlene Lamb and Stephen Parkington. Chief McDonough specified that Sergeant Matthew Virginia and Town Administrator Ed Gibson attended the interviews for the Police Department's recent recruitment. Chief McDonough described his department's staffing/shift structure and explained that he would like to be proactive with staffing his department so that the town has a sufficient number of police officers to provide coverage in order to avoid paying overtime. In addition to having officers substitute when an officer is on sick or vacation leave, one of his officers works full-time for the Town of West Stockbridge and may have limited or possibly no availability for the Town of Becket in the near future. Chief McDonough would like to have officers ready to fill-in for Becket Police Officer Pettibone when he begins attending the Police Academy on Feb. 5<sup>th</sup>. Chief McDonough described the backgrounds of Ms. Lamb and Mr. Parkington, both who are graduates of the Reserve Intermittent Academy. If appointed, the Becket Police Dept., starting next week, will provide field-training to Ms. Lamb and Mr. Parkington under the direction of Officer Hunt, Sergeant Virginia and Police Chief McDonough. It is anticipated that the initial training period will be completed by February 5<sup>th</sup>. Ed spoke in support of hiring Charlene Lamb and Stephen Parkington to serve as Probationary Part-time Reserve Police Officers.

Michael moved to approve the Town Administrator's appointment of Charlene Lamb and Stephen Parkington as Probationary Part-time Reserve Police Officers commencing on 11/6/2017 and ending on 6/30/2018. Nicole seconded. Motion carried unanimously.

**5. BOS to consider voting after discussing possible modifications to the beach permits with members of the Parks & Recreation Committee and Tax Collectors.**

Bill indicated that the BOS decided to start early instead of waiting until the cusp of the summer to discuss possible modifications and how we may approach issuing Town Beach permits. The rationale for the policy is to establish controls to ensure that only Becket and Washington residents access the beach because there is extremely limited parking and lawn space. The BOS invited the Parks & Recreation and Tax Collectors to attend so that they may partake and provide input during this discussion. At the meeting, Chief McDonough was also welcomed to participate. Bill prepared a list of questions (He clarified that some of the questions were his own personal questions.) that cropped up during the past year. Salient points of the discussion include the following:

- The new policy will begin during the summer season of 2018.
- Transfer Station Permits will no longer be valid for beach entry.
- The old beach permits (that cost \$1) that say Becket Washington Beach with no year on them will no longer be valid for beach entry.
- Beach permits will list the year.
- Beach permits will have a permit number.
- Permits must be affixed to the vehicle's side window closest to the driver, or it may be placed on the rental vehicle's driver's side visor if placement on the window is problematic.
- The Beach permits will say, "Becket Beach" (not Becket -Washington Beach). Bill distinguished that Becket affords beach privileges to Washington residents.
- Beach permits will cost \$5 each per vehicle per year.
- Each property parcel may have up to two beach permits. There is not room in the parking lot for unlimited cars per family.
- Owners of multiple properties may have two permits per parcel.
- The Town will maintain a database that includes the Becket address, name of the property owner, and license plate number assigned to the permit. The Tax Collector's Office will sell the permits, maintain the database and share the database with the Becket Police Department. Ken asked about the documentation that should be required for issuing permits. He asked if the registration should match the property owner. It was agreed that this will be the case unless the property owner assigns his or her permit to a relative. The Becket Police Department will conduct checks, continue to be a presence, and if necessary, will issue parking violations or escort violators away from the beach.
- Due to space limitations, camp counselors will not be provided with beach privileges. Several stated that camp counselors have access to beaches on their camp property. Maddy indicated that she asked the director of the YMCA Becket Chimney Corners camp to convey to his staff that camp personnel are not allowed to come the beach between 9:30 a.m. and 5:30 p.m.
- If requested, Camp Greylock will receive a complementary special permit to allow the entry of two longtime members of their personnel. Bill pointed out that the town beach parking lot is on their land.
- 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 \$10 per week.

- Jacob's Pillow may purchase one pass at a cost of \$50 each summer that will allow up to six individuals access to the beach.
- Regardless of the number of owners assigned to a parcel, the town will issue up to two permits per property.
- It is not okay for kayakers (non-residents) to bring but not use their kayaks in order to obtain a parking spot designated for boaters. Michael suggested that the town may call on the Police Dept. to address any repeat offenders.
- There was a brief discussion about upgrading the entrance sign so that it is larger and easier to read. Rita suggested leaving the rules and regulations there to acquaint newcomers, and adding another sign at the top with large letters that say, "Entrance by Permit Only." Rita advised that the Parks & Recreation Committee will address the other signs at the beach that become blocked by parked cars.
- Nina and Ken pointed out that they will work to the best of their ability to ensure they are giving out permits to residents' cars only. Although they may access the Massachusetts excise tax database, they are not private detectives and there is a limit as to how much they can control and deter those who take monumental measures to beat the system. They mentioned that some people use car rentals/leased cars and they will need to use their best judgement in those cases.
- It was acknowledged that it is not realistic to expect the policy to factor in and list all ownership and vehicle considerations (such as trusts, power of attorney, car rental/leases), and therefore, the town, in the interest of common sense and decency, may cautiously adjust the policy when warranted.
- A car without a permit may not follow along as the guest of a car with a permit.
- Nina stated that oftentimes the children of the property owner (2<sup>nd</sup> home owner) visit without their parents, and she asked if they may visit the beach via their parents' beach permit. Discussion ensued about the potential for giving out a beach sticker that may be flexible and not assigned to a specific vehicle. Ken pointed out that if the permit is flexible, the town will not be able to keep the vehicle registration for the sticker on the database and this offers the possibility that the permits may be given to non-residents and this approach would render the registration check controls as meaningless. Maddy stated that if a sticker is not affixed to the vehicle, it may be passed around to other vehicles and this is something that has occurred (and has been discovered by the Police Officers during license plate/permit checks) at the Transfer Station. It was decided that a property owner may designate their permits to a family member or significant other by coming to the Tax Collector's Office, or by submitting written permission to the Tax Collector's Office if the owner is not capable or able to come in person to the Town Hall.
- Town of Washington  
The Town of Washington will be charged \$5 per sticker per year. At the beginning of the beach season, the Town of Washington will sign out a set number of permits (100 or 200), and no later than September 15<sup>th</sup>, it must return to the Town of Becket the permits that it does not sell. By September 30<sup>th</sup> the Tax Collector will invoice (with a due date of November 1<sup>st</sup>) the Town of Washington for permits not returned. The Town of Washington must maintain records on its residents who purchase the permits, and provide them to the Town of Becket. The Town of Washington is not permitted to give out the permits to non-Washington residents. The Town of Washington will continue to pay a separate beach maintenance fee (During FY2017 the Town of Washington paid \$2,500) to help defray the costs of the Becket Parks & Recreation Committee's children's summer camp. The Town of Washington may only give out two tickets maximum per property owner.

- Next Steps

Nina will obtain an estimate for the cost of the stickers from the vendor.

Per Nina and Ken's suggestion, a stuffer to alert property owners about the new beach policy will be included in the Tax Collector's December mailing. The town will announce new Town Beach Policy on the town's website.

The Town Administrator will write the new rules in draft regulation format, and send draft regulations to the Parks & Recreation Committee, Tax Collectors, and Board of Selectmen. The Tax Collectors and Parks & Recreation Committee will provide feedback to the Board of Selectmen. The Selectmen will review and vote on the draft policy at their next meeting.

Rita brought up several other items:

- The Historical Commission will contact the Board of Selectmen to invite them, at a mutually acceptable time and date, to an Opening Ceremony for the newly acquired Dewey portraits and the donated Ballou family quilt.
- Rita stated that she would like to ask that the hillside of the North Becket Cemetery be included along with the other areas mowed at that graveyard.
- The \$10 parking fee along with the guards stationed at the Becket Quarry has helped reduce vandalism and littering. Because some of the neighbors located near the Quarry have reported that they are disturbed by individuals parking on their streets, she would like to see tow-away zones placed along the neighboring streets. Chief McDonough stated that since a tow-away zone would consume the time of his officers, his suggestion is to increase parking fines as a deterrent. Rita reported that this year there have been over 7,000 visitors at the Quarry.

**6. BOS to discuss and possibly vote on the below listed appointments:**

- ❖ **Nicole Miller who submitted a letter of interest to fill the vacancy for the Constable Official until the next Annual Town Election (term 11/1/2017 through 5/19/2018)**
- ❖ **Maria Wallington who submitted an appointment application to fill the vacancy on the Bylaw Review Committee (term 11/1/2017 through 6/30/2019)**

Bill read Nicole's letter of interest to fill the vacancy for the Constable Official. Michael moved to appoint Nicole Miller to fill the vacancy for the Constable Official effective 11/1/2017 until 5/19/2018 which is the next Annual Town Election. Nicole seconded. Motion carried with Bill Elovirta abstaining. The BOS expressed an interest in placing an article on a town meeting warrant to stagger the election terms of the Town Constables. Ed will research and contact Town Counsel for the wording of this article.

Mark Karlberg had resigned from the Bylaw Review Committee and his term would have expired on 6/30/2019. The BOS reviewed Maria Wallington's appointment application. Maria is a member of the Finance Committee. Nicole moved to appoint Maria Wallington to the Bylaw Review Committee effective 11/1/2017 through 6/30/2019. Bill seconded. Motion carried unanimously.

**7. BOS to vote to sign the contract with the Berkshire Regional Planning Commission for professional services relating to the implementation and administration of the Town's Community Development Block Grant CDF #00790 with the Dept. of Housing and Community Development**

Ed indicated that the above captioned contract will allow Berkshire Regional Planning to serve an administering service role for the town's Community Development Block Grant. The Dept. of Housing and Community Development sent the Board of Selectmen a letter stating that it received

and found the language of this contract to be acceptable. Nicole moved to sign the contract with the Berkshire Regional Planning Commission for professional services relating to the implementation and administration of the Town's Community Development Block grant CDF #00790 with the Dept. of Housing and Community Development. Michael seconded. Motion carried unanimously.

**8. BOS to discuss working on Becket Board of Selectmen Policies and Procedures (update from 10/18/2017 Meeting agenda item: Board of Selectmen's Comments and Announcements)**

Michael advised that the document he had distributed at the Oct. 18<sup>th</sup> meeting entitled, "BOS Policies and Procedures", was compiled and brought up for discussion by Richard Furlong at the Selectmen's meeting on November 1, 2006 and had not been approved. Michael indicated that based on some of his research, his understanding is that the Clerk of the Board of Selectmen's role is to review and update the records of internal procedures and policies. The BOS was amenable to Michael's request for permission to work on and return to the BOS with a draft BOS Policies and Procedures document. Ed indicated that Michael is welcome to discuss his ideas with him. Discussion ensued about formatting the document in a way that would address components that would be beneficial to include in the BOS Policies and Procedures Policy that are already clauses in the Town By-laws.

**9. BOS to vote to approve the Town Administrator's recommendations for Employee Hourly Payrate adjustments for the Clerk of Committees (completed 90-day evaluation) and Ambulance Department EMT (assumed Training Officer duties)**

Ed wrote a letter to recommend a retro-active merit pay increase (\$0.76 per hour increase) for Clerk of Committee Jessica Perotti based upon the positive feedback she received from all of her supervisors (Town Administrator, Chairs of the ZBA, Planning Board and Board of Health) and co-workers when he conducted her 90-day evaluation. Ed pointed out she did not receive a 2 percent increase effective 7/1/2017 and normally there is an increase in pay after completing the probationary period. The BOS and Town Administrator lauded her diligence and her ability to effectively work with a diverse group of people. Nicole made a motion to approve the Town Administrator's recommendation to increase the employee hourly payrate for Clerk of Committee Jessica Perotti to \$15.75 per hour, retroactively to 7/17/2017. Michael seconded. Motion carried unanimously.

Ed indicated that the Becket Ambulance Director had suggested that the town compensate Vincent Garofoli for performing the duties in conjunction with serving as the Ambulance Department's Training Officer. Ed stated that he agrees with the idea of compensating Mr. Garofoli for serving the town in this capacity, and it is his recommendation to increase Mr. Garofoli's hourly payrate retroactively to 7/2/2017 by \$1 per hour while he continues to serve as the Ambulance Department's Training Officer. Bill Elovirta spoke in favor of Vinny Garofoli who is a volunteer firefighter in our community. Bill indicated that Vinny impressed him with his knowledge and his public speaking skills while he conducted medical training for the Fire Department. Michael moved to approve the Town Administrator's recommendation to increase Vincent Garofoli's hourly payrate by \$1 dollar per hour retroactively to July 2, 2017 and this amendment to his payrate is tied in with performing the duties affiliated with the Ambulance Training Officer. Nicole seconded. Motion carried unanimously.

It was noted that the amended payrate authorization that the BOS signed included payrates for Probationary Part-time Reserve Police Officers Charlene Lamb and Stephen Parkington.

**10. Bylaw Review Committee Proposed Amendments to Article 17 Section 21. For BOS Comments**

The BOS discussed the Bylaw Review's Committee's Proposed Amendments to Article 17 Section 21 Revised on August 10, 2017. Michael will modify this document by incorporating the changes suggested at tonight's meeting, and the BOS will review this on November 15<sup>th</sup>.

**11. Massachusetts State Lottery Commission notification of Papa Bob's Keno License Application**

The Massachusetts State Lottery Commission, in accordance with Massachusetts General Laws, sent a letter dated October 20, 2017 to notify the BOS about Papa Bob's LLC's application for a Keno license and if the town objects to the issuance of the Keno license, it must claim its right to a Hearing within twenty-one days of receipt of the notice. The BOS specified that it had no comments with respect to Papa Bob's LLC's application for a Keno license.

**12. Board of Selectmen's Comments and Announcements**

Michael and Nicole are interested in attending the MMA Conference. Ed will review the Selectmen's budget to see if there is funding for both to attend. Bill will attend this conference as a vendor for Massachusetts Highway Association (MHA).

Nicole specified that she had received an email urging Town Officials to contact Senator Hinds to ask that he oppose a State House Bill re: health insurance cost methodology with respect to Ambulance Services. If approved, this bill may hurt small towns. Nicole asked if the BOS should send a letter to Senator Hinds. Ed explained that because this bill is scheduled to come up in the next 24 hours, he would recommend that BOS members telephone Senator Hinds' Office.

Nicole indicated that she had read that Charlemont and Leverett learned through their pole surveys that the State (MBI) had significantly underestimated the scope (and cost) required for their broadband project's make ready work. She inquired about the possibility that Becket will encounter the same problem. The BOS acknowledged that until the pole survey is complete, there is a risk that the estimate provided by the State (MBI) for the broadband project's make ready work may not have factored in the need for a significant number of additional utility poles or work relating to the utility poles. However, due to the diligence and legwork of the town's Broadband Ad Hoc Committee, although some fluctuation away from the State's (MBI) estimate may occur, it is not anticipated that the findings of the pole surveys will be of the same magnitude as was found in Charlemont and Leverett.

**13. Town Administrator's Report**

Town Meeting Budgeting Calendar: Ed gave the BOS for their review a copy of the Town Meeting Budget Calendar and timeline for 2018.

Free Cash Certification: As of today, the town awaits confirmation that the \$399,848 FEMA reimbursement due to the Town for Bonny Rigg Hill Road Culvert Replacement has been electronically transferred into our account so that we may ask the Department of Revenue to take another look at our Free Cash Certification.

Fire Rescue Pumper Bid: On November 15<sup>th</sup>, Bids are due at 4 p.m. and openings will occur at 7:05 p.m. at the BOS meeting.

Mass. DEP Route 20 Spring Consent Order: We have received the Consent Order signed by the Mass. DEP to remove the Route 20 Spring from service as public water supply. Ed is working with two contractors to schedule the work at the spring as required.

Broadband Grant: Ed filed our first required progress Quarterly (July through September 2017) Report with the State for our Broadband Grant.

Emergency Management Performance Grant: We have received our signed contract from the state for the FY 2017 Emergency Management Performance Grant for \$2,460 to purchase a portable radio and some firefighter gear.

MIIA FY 2018 Grants: With the help of Highway Superintendent Chris Bouchard, we have applied for two FY 2018 Grants: \$6,895 for a radar trailer for employee work zone safety, and \$3,742 for three 90 Gal. Flammable Liquid Storage Cabinets, and a steel Drum Hand Cart.

Central Berkshire Regional Seven Town Advisory Meeting: This meeting will occur on Nov. 16<sup>th</sup>.

Meetings: Ed will attend the Finance Committee meeting tomorrow evening. On Friday morning, he has a regularly scheduled update telephone conference with Westfield Gas & Electric. On November 6<sup>th</sup>, Ed will attend a FEMA training in Lanesborough for natural disaster software.

**14. Public Input**

None

**15. Any other business to come before the Board**

The BOS reviewed potential photographs for the Annual Town report.

Beverly provided information about upcoming events:

- Building Officials of Western Massachusetts Zoning Seminar scheduled on November 15<sup>th</sup>: Ed and the BOS will not attend. Beverly will attend.
- Hampshire County Select Boards Association holiday event for December 8<sup>th</sup>. The BOS will not attend.

**16. BOS to review and sign Warrants**

The BOS reviewed and signed payable warrants.

**17. Review Correspondence:**

- ❖ Letter dated 10-13-2017 from Dept. of Housing and Community Development re: receipt and acceptance of the draft contract for Berkshire Regional Planning Commission's project delivery of the Town's Community Development Block Grant CDF #00790
- ❖ Massachusetts Dept. of Environmental Protection transmittal letter dated 10/25/2017 to enclose the fully executed Administrative Consent Order re: Route 20 Spring Public Water System
- ❖ Massachusetts Dept. of Public Utilities letter dated 10/12/2017: Notice of Filing, Public Hearing (scheduled 11/29/2017), Procedural Conference and Request for Comments




The BOS noted the above listed correspondence.

**18. Board of Selectmen to adjourn the meeting**

Michael moved to adjourn. Nicole seconded. Motion carried unanimously. At 9:52 p.m., Bill adjourned the meeting.

Respectfully submitted,  
Beverly Gilbert, Secretary

  
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William Elovirta, Chairperson

**Documents discussed at this meeting:**

- 110117 amended BOS payrate authorization
- Bylaw Review Com's proposed amend to Article 17 Town Betterment Bylaws SECTION 21
- DEP fully executed ACO Route 20 Spring
- Dept. of Utilities notice 17-119 PH
- DHCD re approval of prof. services contract BRPC
- email & attachment from Michael Lavery 101617 re BOS policies & procedures
- Letter & Contract for BRPC project delivery CDB Grant CDF #00790
- Maria Wallington appointment application Bylaw Review Com
- Mass State Lottery re Papa Bob's Keno application
- Nicole Miller ltr of interest for Constable Position
- Police Chief's letter of recommendation for new hires
- Town Administrator's letter re Jessica Perotti's 90 day review
- Town Administrator's Report
- Meeting Budget Calendar and timeline for 2018