

**MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/24/2018**

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman Wendy F. Cochrane, Clerk Gil Pontes, Member

TOPIC		ACTION
	Meeting Convened at 6:07 pm at Town Hall Hearing Room, 1 North Main St.	
Personnel Board	<p align="center">MEETING TAKEN OUT OF ORDER</p> <ul style="list-style-type: none"> <li>- The Board reviewed a memo from the Council on Aging regarding the resignation of Donna Benoit, Carolyn Peloquin, and Robert Sullivan and the request for appointment of two new members Joan Blake and Margaret Clarke-Moroff. Miller thanked Donna, Robert, and Carolyn for the time that they served and then asked Joan and Margaret if they had any questions. They each replied no.</li> <li>- The Selectmen met with the Board of Assessors regarding the rehire of Lisa Tetreault to help with the training of the new clerk. The Town Accountant was called in to discuss the matter as well and how the payroll would work for Lisa now that she would be brought in as a temporary employee. The Assessors would like to bring Lisa in for two hours a week on average possibly three when necessary. Miller wanted to make sure that there is an end term to the agreement and stated that should they need longer they could discuss it at a later date and that Lisa is to be Non-Union, no benefits, and she gets the same pay rate as she did before she left. Moitoza asked for a 20 hour cap and the Selectmen thought that was a good idea. Miller suggested that the Town 1099 Lisa as far as salary goes, giving her the freedom to choose her hours. Moitoza said that they all spoke and agreed that Tuesday nights would be best. The Town Accountant disagreed with Miller on the 1099.</li> </ul>	<p>Motion to appoint Joan Blake and Margaret Clark-Moroff to the Council on Aging by Cochrane, Pontes sec. - Voted</p> <p>Motion to hire Lisa Tetreault not to exceed 90 days and 20 hours of employment and to terminate upon reaching the 20 hour mark by Cochrane, Pontes sec. - Voted</p>
Minutes	<ul style="list-style-type: none"> <li>- Minutes approved for January 10, 2018 – Regular Session</li> </ul>	<p>Motion to approve made by Cochrane, Pontes sec. – Voted</p>
Meeting Mail	<ul style="list-style-type: none"> <li>- The Selectmen reviewed a memo from Mass DOT regarding resurfacing along a section of Rt. 24. Selectman Pontes agreed to attend the meeting.</li> <li>- Superintendent Tom Lynch sent the Selectmen a memo with a copy of the School Department's proposed FY19 budget. Selectman Pontes stated that both Selectman Cochrane as well as he were in attendance at that meeting. Miller stated he watched the meeting on TV.</li> </ul>	<p>Motion to file by Cochrane, Pontes sec. – Voted</p> <p>Motion to file by Cochrane, Pontes sec. – Voted</p>
New Business	<ul style="list-style-type: none"> <li>- The Board reviewed a checklist from the Town Administrator regarding the dates and cutoff times for various steps that need to occur prior to the Special Town Meeting. Miller mentioned possibly adding an issue pertaining to the Town liquor licenses. Miller said he knows that it costs the Town money to have a meeting and we also have the elections coming up so he was not sure of the best course of action.</li> </ul>	

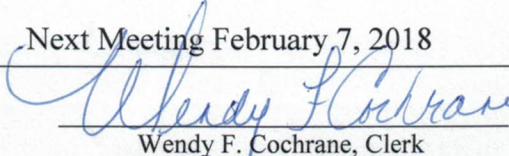


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New Business Cont.	<p>The Board also discussed the possibility of changing various elected positions to appointed positions but they decided it would be best discussed once the Town Administrator returned. Miller brought up the idea of just leaving the Tree Warden / Highway Surveyor position as elected until the next term even though it is a three year position. The Board called for the Special Town Meeting to be held on April 9, 2018.</p>	<p>Motion to call for the Special Town Meeting on April 9, 2018 by Cochrane, Pontes sec. – Voted</p>
Personnel Board	<ul style="list-style-type: none"> <li>- William Schneller sent in his resignation letter. Miller thanked Mr. Schneller for his 12+ years at the Library and that he knew that every time he spoke on behalf of the library it was heartfelt. Selectman Cochrane felt that the letter wasn't a letter of resignation that it was supposed to be a letter of retirement and she was going to reach out to him. Miller acknowledged that the Library Trustees are responsible for finding a replacement.</li> </ul>	<p>Motion to file by Cochrane, Pontes sec. – Voted</p>
Soil Board	<ul style="list-style-type: none"> <li>- Selectman Pontes recused himself and left the room due to the applicant being related to him. The Board met with Mr. Gilbert Pontes to review the status of application for 180 R Bayview Ave. Miller asked Mr. Pontes what was his plan for the property, Pontes replied to build a single family home and finish the plans that he started but the Soil Board stopped him. Pontes stated that he wants to build one house. Miller asked if it is sub-dividable. Pontes said, yes, but he never finished the road so he can't subdivide. Miller asked if he planned to sell any of the material, Pontes said yes he will sell the material and that there was a gravel pit there in the past so there is a lot to remove. Miller and Cochrane went thru the paperwork and plans. Miller asked how much material would he be planning to remove, Pontes replied approximately 8889 yards. Miller stated that there are still attorney fees from the previous case that needed to be paid as well. Pontes stated that he had already paid for those attorney fees and he would look for the canceled check. Miller stated that once the Town Administrator was back he would have Mr. Coutinho speak with counsel and have something written up regarding fees and the ability for Mr. Pontes to move forward with his project. Miller said he was hoping this could all be done through the mail rather than have to go back into court and should be done by the next Selectmen's meeting. Pontes questioned Miller about the abutters and filing, Miller told Pontes he could talk to the Town Administrator about those things as well as the dates.</li> </ul>	<p>Informational – no action taken</p>
<p>Meeting Adjourn</p>		<p>Motion to adjourn by Pontes, Cochrane sec. - Voted</p>
<p>Next Meeting February 7, 2018</p>		

  
George F. Miller, Chairman

  
Wendy F. Cochrane, Clerk

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Gil Pontes, Member

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Alan G. Coutinho, Town Administrator