

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/10/2018

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

TOPIC			ACTION
	Meeting Convened at 6:00 pm at Town Hall Hearing Room, 1 North Main St.		
Minutes	<ul style="list-style-type: none"> - Minutes approved for December 13, 2017 		Motion made by Cochrane, Pontes sec. – Voted
Meeting Mail	<ul style="list-style-type: none"> - The board reviewed a notice from the Berkley Public Schools regarding the January 8th budget presentation. - Selectmen reviewed a request from the Highway Surveyor for an increase in funding to the snow removal account. The Town Administrator explained that they have expended the budget at the last storm and we are in the beginning of the season, we will surely need more as the season progresses. - The board read a letter from the Town Administrator, Chairman of the FAC, regarding the Finance Advisory Committee's request for information on capital expenditures. Miller stated that he noticed the Town Administrator had contacted every department head requesting justification statements. - The Selectmen read a notice from the Town Clerk regarding the Annual Town Elections as follows: 		Motion to file made by Cochrane, Pontes sec. – Voted
			Motion to increase the budget by \$65,000.00 by Cochrane, Pontes sec. – Voted
			Motion to file made by Cochrane, Pontes, sec. – Voted
			Motion to file made by Cochrane, Pontes, sec. – Voted
	OFFICE	TERM	INCUMBENT
	Selectman	1 for 3 years	Gilbert J Pontes III, 153 Bayview Ave
	Treasurer	1 for 3 years	Wendy F Cochrane, 520 Berkley St
	Board of Assessors	1 for 3 years	Mark N. Pettey, Jr, 16 Locust St
	Planning Board	2 for 3 years	Daniel W. Burns, Jr, 758 Berkley St Paul R. Megna, 8 Elmwood Dr
	Board of Health	1 for 3 years	James E. Romano, 28 Algerine St
	School Committee	1 for 3 years	David W. Patrick, 154 Bayview Ave
		1 for 1 year	TO FILL VACANCY
	Library Trustee	1 for 3 years	Carla R. Lyman, 134 Bayview Ave
	Cemetery Commissioner	1 for 3 years	Loretta Marshall, 108 Bayview Ave
	Tree Warden	1 for 1 year	TO FILL VACANCY
	Highway Surveyor	1 for 1 year	TO FILL VACANCY
	ANNUAL TOWN ELECTION		
	SATURDAY, MAY 12, 2018 - BERKLEY COMMUNITY SCHOOL		
	March 22, 2018	LAST DAY TO OBTAIN NOMINATION PAPERS, 5:00PM	
	March 26, 2018	LAST DAY TO SUBMIT PAPERS TO BOARD OF REGISTRARS, 5:00PM	

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/10/2018

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

- April 9, 2018 LAST DAY TO FILE PAPERS WITH TOWN CLERK
- April 11, 2018 LAST DAY TO WITHDRAW OR OBJECT TO NOMINATION PAPERS
- April 20, 2018 LAST DAY TO REGISTER TO VOTE FOR ELECTION, 8:00PM
- May 3, 2018 PRE-ELECTION CAMPAIGN FINANCE REPORT DUE
- MAY 12, 2018 ELECTION – 10 A.M. TO 6 P.M. @ BERKLEY COMMUNITY SCHOOL**
- JUNE 11, 2018 POST ELECTION CAMPAIGN FINANCE REPORT DUE

**ANNUAL TOWN MEETING
MONDAY JUNE 4, 2018 - BERKLEY COMMUNITY SCHOOL**

MAY 15, 2018 LAST DAY TO REGISTER TO VOTE FOR TOWN MEETING 8:00PM

New Business

- A letter of resignation from Ellen M. Bruno, Berkley School Committee was given to the Board. Miller thanked her for her efforts and work in her elected position. Miller asked the Town Administrator about the position and if it was a joint appointing effort. He replied yes. Mr. Coutinho suggested that the Board take this as their notice to fulfill the 30 day requirement and when they get a few good candidates that the Board and the School Committee have a joint meeting. Mr. Coutinho noted that it takes a majority vote and that the term is only until the next election which is only a few months away. He stated that letters of interest should be sent into the Berkley School Committee as well as the Board of Selectmen's Office.

Motion to file by Cochrane, Pontes sec. – Voted

Town Administrator Report

- Mr. Coutinho gave an update on the Community Compact Agreement. He has been in contact with the coordinator and we were approved for the grant and have sent out the Master Plan info. Mr. Coutinho stated that the going price is between \$50-70 thousand dollars. Miller thinks that we should speak to Keiko as she has been a great help. Mr. Coutinho also stated that the Planning Board has been in communication and is on board as well.

Informational – No action taken

Public Input

- Ed Hoak, Finance Committee, spoke as a resident on behalf of his wife and the entire Berkley residents to thank the community for the help with a fund raiser for the Veteran's Transition House. This was its third year running and his wife coordinated the collections. Cochrane thought that it was a good idea to possibly do citations for the two ladies involved. Cochrane asked the Town Administrator to make arrangements to have the ladies come in if they would like. Pontes thanked the ladies for helping those in need.

Informational – No action taken

Personnel Board

- Selectmen reviewed the contract for the Building Commissioner / Zoning Officer.

Motion to sign the contract by Cochrane, Pontes sec. - Voted

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/10/2018

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

Personnel Board Cont.

- Selectman Cochrane asked how things were going with the open clerk position. Town Administrator stated that we are moving along and would like to bring the candidate in next Wednesday morning. Cochrane stated that she can't make it until Thursday and Miller stated that he would have to check his schedule. Miller would like to see the top three Assessor candidates.

Informational – No action taken

Soil Board

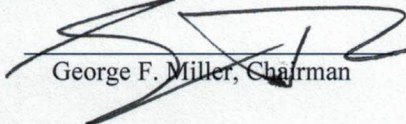
- Request from Gilbert Pontes to review status of his application for 180 R Bayview Ave. was tabled.

Tabled until next meeting by Cochrane, Miller sec, Pontes abstain – Voted


Meeting Adjourn

Motion to adjourn by Pontes, Cochrane sec. - Voted

Next Meeting January 24, 2017


George F. Miller, Chairman


Wendy F. Cochrane, Clerk


Gil Pontes, Member

Alan G. Coutinho, Town Administrator