

**MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 10/03/2018**

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman Heather Martin-Sterling, Clerk Wendy F. Cochrane, Member

TOPIC		ACTION
	Meeting Convened at 6:00 pm at Town Hall Hearing Room, 1 North Main St.	
Personnel Board	<p>Meeting taken out of order to Personnel Board</p> <ul style="list-style-type: none"> <li>- Board interviewed John Noonan for the position of Director for the Council on Aging. Miller mentioned the pay scale and that it most likely won't change much at all in the future. Miller also noted that the Town Administrator will be his direct source most of the time rather than dealing with the Selectmen directly. Joan Blake mentioned that they received another \$10,000 grant that can be used for anything they like as long as it benefited the senior center. They got it through Senator Pacheco and he actually did the application. Mr. Coutinho noted that he is an employee at will and is appointed through June 30, 2019.</li> </ul>	<p>Motion to appoint John Noonan as Council on Aging Director made by Cochrane, Sterling sec. – Voted</p>
Minutes	<ul style="list-style-type: none"> <li>- Minutes for September 19, 2018 – Regular Session</li> </ul>	<p>Motion to approve made by Cochrane, Sterling sec. – Voted</p>
Meeting Mail	<ul style="list-style-type: none"> <li>- Board read a notice from the Town Clerk regarding early voting at the Town Hall. Early voting for the November 6th state election will be held on 10/22, 10/23, 10/24, 10/25, 10/29, 10/30, 10/31, &amp; 11/1. Monday-Thursday 9:30 am - 2:30 pm and Wednesday 6:00 pm - 8:00 pm.</li> <li>- Board received a letter from Massachusetts Office on Disability regarding Commission on Disability Initiative. Mr. Coutinho stated they should have a commission to serve and that it should contain no less than five members and no more than 13 and that most of them should be people with disabilities. Miller announced that they are looking for members to join.</li> <li>- Selectmen received a notice from the Berkley Planning Board on the application of Michael &amp; Angela Ricardo, 35 Plain Street East, Berkley, MA on a Definitive Subdivision Plan.</li> <li>- The Board received a notice of the Legislative Breakfast Meetings.</li> </ul>	<p>Informational – No action taken</p> <p>Motion to file and post on the Town Hall board made by Cochrane, Sterling sec. – Voted</p> <p>Motion to file made by Cochrane, Sterling sec. - Voted</p> <p>Motion to file made by Cochrane, Sterling sec. – Voted</p>
Old Business	<ul style="list-style-type: none"> <li>- Discussion on Jerome Street and Pine Street traffic. Tabled.</li> </ul>	<p>Motion to table made by Cochrane, Sterling sec. – Voted</p>



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Old Business  
Cont.

- Board had a follow up discussion on the naming of the Town Hall Hearing Room. Miller spoke to George Moitoza and let him know they would like to name the room Moitoza Petty Hearing Room. Cochrane provided a list containing achievements from both Moitoza and Petty.

Moitoza:

Selectmen '72-'98	Cemetery Commission 2011-Present	Fox Cemetery 1984 – Present
Board of Assessors 1998 – Present	Planning Board 1965 – 1975	Middle School Building Committee 1998 – 2001
Soil Board	Personnel Board	SRPEDD Representative
Bristol County Advisory Board – 10 Years	Bristol Aggie Board of Trustees 2001 – 2017	Lions Club 1965 – 2014
Morton Hospital Board of Inc. Representative	Bristol County Savings Bank Board of Inc. Representative	

Petty:

Board of Selectmen – 6 Years	Board of Assessors – 28 Years	Conservation Committee 3 Years
Soil Board – 8 Years	GATRA Representative	Lions Club – 20 Years
Finance Committee – 8 Years	Police Chief Hiring Committee	Superintendent hiring Committee
Berkley Congregational Church Trustee	Transfer Station Manager – 10 Years	Personnel Board
Recycling Committee		

Motion to name the Hearing Room the Moitoza Petty Hearing Room made by Cochrane, Sterling sec. – Voted

New Business

- Board approved the warrant for the state election dated November 6, 2018
- Board received a notice from the Massachusetts & Northern New England Laborers' District Council to start negotiating Collective Bargaining Agreements between Berkley Clerical/Library, Berkley Dispatchers, Berkley Fire, & Berkley Police. Miller noted that the notice they sent has an error because Berkley Fire should not be on there. Mr. Coutinho stated that they have not assigned anyone to do the clerical. Miller will handle the Police, Cochrane will handle Dispatchers, and Sterling will handle the Library/Clerical.
- Nelson Carneiro from Massachusetts & Northern New England Laborers' District Council sent in a request to discuss library job descriptions and wages. Mr. Coutinho stated they could send some dates. Miller suggested addressing it with the direct negotiations to make better use of Town resources.
- Board received a common use request from Boy Scout Troop #31 to sell Christmas trees and wreaths again on December 1<sup>st</sup> & 2<sup>nd</sup> as well as the 8<sup>th</sup> & 9<sup>th</sup> from 10am to 5pm.

Motion to approve the warrant made by Cochrane, Sterling sec. – Voted

Motion to file made by Cochrane, Sterling sec. – Voted

Motion to file made by Cochrane, Sterling sec. – Voted

Motion to approve made by Cochrane, Sterling sec. – Voted



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Town  
Administrator  
Report

Personnel  
Board Cont.

- Notice from Coastal Legal Affiliates sent to Secretary of Energy and Environmental Affairs regarding Chamberlain Farms at 12 Friend Street, Berkley. Town Administrator noted that this is to notify them that there was an error in an agreement Chamberlain Farms had made with the State and it was being fixed. It was not an error on the Town's part and the Town needs to do nothing.
- Receipt of FCC Form 1240, Annual Update Form, & Form 1205 regarding Determining Costs of Regulated Cable Equipment and Installation from Comcast LLC. Mr. Coutinho asked Miller if he had been in touch with Attorney Solomon yet regarding the matter. Miller has not yet. He will get the info to Sterling.
- Mr. Coutinho went over what is going on with the building and reviewed a report from ACG and noted that there were things that were in the engineering plans that were never built into the building. Cochrane commended Mr. Coutinho for bringing in ACG to help them.
- Mr. Coutinho stated that he and the Treasurer have reached out to other sources for insurance and are waiting for more info. Once they have it they will bring it to the Insurance Advisory Committee. They are getting quotes and will have to make a decision by December. They are looking to get a more competitive bid. Miller asked if it included the schools. Mr. Coutinho stated yes it included the entire Town and the schools have a member on the Board.
- Town Administrator discussed the position for Assistant Town Accountant/Administrative Assistant with the Board. He stated the he and the Town Accountant are at an impasse. Some of the candidates have asked to remain confidential unless they are chosen so that they do not jeopardize their current job. The Board and Mr. Coutinho decided it best to go into executive session to act as a screening committee and then they will interview in open session.

Motion to file made by Cochrane, Sterling sec. – Voted

Motion to file made by Cochrane, Sterling sec. – Voted

Informational – No action taken

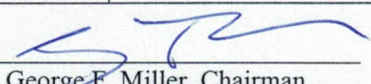
Informational – No action taken

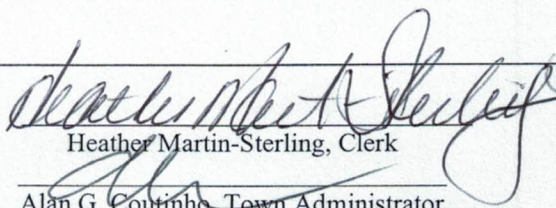
Informational – No action taken

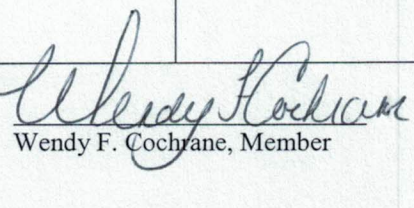
Motion to go into executive session and not to reconvene to open session made by Sterling, Cochrane sec, Miller third – Voted

Meeting Adjourn

Next Regular Meeting October 17, 2018

  
George F. Miller, Chairman

  
Heather Martin-Sterling, Clerk

  
Wendy F. Cochrane, Member

  
Alan G. Coutinho, Town Administrator