

**Town of Becket
Board of Selectmen Meeting Minutes
7:00pm, June 3, 2020
Town Hall, 557 Main Street, Becket**

Attendees

Board of Selectmen: William Elovirta (BE), *Chairperson*; Michael Lavery (ML), *Vice Chairperson* and Chris Swindlehurst (CS), *Clerk*

Staff: William Caldwell (BC), *Town Administrator*; Beverly Gilbert (BG), *Administrative Assistant*;

Others via remote participation: Peg McDonough, Planner & Age Friendly Berkshires Coordinator from the Berkshire Regional Planning Commission; YMCA Camps and Outdoor Center CEO Amy Hurwitz Gutschenritter.

1. Call to order

BE called the meeting to order at 7:02pm. He indicated that the BOS was recording the meeting.

2. Pledge of Allegiance

BE led the Pledge of Allegiance.

3. Peg McDonough, Planner & Age Friendly Berkshires Coordinator from the Berkshire Regional Planning Commission to discuss the Every Ride Counts Project. This project is made possible by a grant from the Central Berkshire Fund, a fund of the Berkshire Taconic Community Foundation.

All members of the BOS indicated that they support the above captioned project.

- 6 Central Berkshire towns are participating
- Survey and discuss with seniors/those with disabilities for rides and to where
- Peg will work with the TA and AdminAsst to distribute survey.

4. BOS to meet with Becket Chimney Corners YMCA Camps and Outdoor Center CEO Amy Hurwitz Gutschenritter.

- Discussed staffing at the YMCA
- BCCYMCA is the largest full-year employer in Town of Becket
- Provided 30-day notice, unemployment and separation package
- HR has met with all staff being laid-off
- \$4 million operation gap, borrowing, and draw from endowment if necessary
- Confident will re-emerge next summer
- Corporate retreats – will camp look to do other projects? No, not possible
- Very concerned about out-of-staters into the area
- Not anticipating much activity before next summer, perhaps nature learning, schools are not planning events
- As situation improves – looking to serve community

- WW treatment facility operational meeting DEP standards
- Worried about outsourcing services – keep jobs local
- BE asked her to keep the BOS apprised of their plans from time to time

5. Broadband Update and BOS to discuss and possibly vote on policies and decisions relating to the Broadband Project

The MLP Manager had provided a written update to the BOS.

6. BOS to vote on Tax Bill Insert and Letter to send to the Governor and
BE noticed a few typos on the Broadband Ad Hoc Group's requested Tax Bill insert. ML moved to approve the July 2020 Tax Stuffer submitted from the Broadband Ad Hoc Group as amended with the changes pending the MLP Manager's clarification. CS seconded. Motion carried unanimously.

The Broadband Ad Hoc Group had submitted a letter re: the Broadband Project for the BOS to consider sending to the Governor and Lieutenant Governor. BC recommended revising portions relating to utilities. BE move to sign the letter, as modified by the TA and MLP Manager, to the Governor and Lieutenant Governor to request that they continue to advocate (and continue to keep it as a priority) for the Broadband Project in Becket. ML seconded. Motion carried unanimously.

7. Approval of the May 20, 2020 Meeting Minutes

CS moved to approve the minutes for the May 20, 2020 meeting. ML seconded. Motion carried unanimously.

8. Public Input (limited to 3 minutes per person, 20 minutes total for this agenda item).

There was no public input at tonight's meeting.

9. BOS to review and vote on approval of the Town Administrator's Appointments effective July 1, 2020 through June 30, 2021

Name	Position
Raymond Ferrin	Ambulance Director
Gary Danko	Assistant Building Inspector
Mark Levernoch	Plumbing/Gas Inspector
Brian Middleton	Assistant Plumbing/Gas Inspector
Dana Spring	Wiring Inspector
John Savery	Assistant Electrical Inspector
Jim LaPier	Assistant Wiring Inspector
Doug Mann	Veterans' Agent
William Mulholland	Veterans' Grave Officer
Kristopher G. McDonough	Police Chief & Emergency Management Director
Matthew Virginia	Sgt. - Police Dept.

Nicole Miller	Part-time Reserve Police Officer
Michael Hunt	Full-time Police Officer
Chad Heath	Part-Time Reserve Police Officer
Charlene Auger	Part-Time Reserve Police Officer
Kurtis Eckman	Full-time Police Officer
Shaun Courtney	Part-Time Reserve Police Officer
Kenneth Pettibone	Part-Time Reserve Police Officer
Trae Balardini	Part-Time Reserve Police Officer
Nicole Miller	Animal Control Officer
Margaret McClellan	Town Accountant
Mary Stucklen	Conservation Agent
Paul A. Mikaniewicz	Fire Chief

CS moved to approve the TA's above listed recommendations for FY2021 appointments with the exception of Trae Balardini. Michael seconded. Motion carried unanimously.

ML moved to approve the Town Administrator's recommendation to appoint Trae Balardini Part-time Reserve Police Officer during FY2021. CS seconded. Motion carried with BE recusing himself due to that Trae Balardini is his grandson.

10. BOS to Review and Vote to approve the Contract from Berkshire Regional Planning Commission (Host Agency) for Berkshire Public Health Alliance for Public Health Nursing Services effective 7/1/2020 through 6/30/2021.

CS moved to approve to approve the contract from Berkshire Regional Planning Commission (Host Agency) for Berkshire Public Health Alliance for Public Health Nursing Services for FY2021. ML seconded. Motion carried unanimously.

11. BOS discussion and possible approval of Equal Employment Opportunity, Antidiscrimination and Harassment (including Sexual Harassment) Policy

BC conveyed his suggested changes to the draft policy that was provided to the BOS on 5-20-2020 for review. The modifications include section numbering corrections, adding the Chairperson of the Board of Selectmen as the alternate reporting person if the complaint relates to the Town Administrator, and listing volunteers amongst individuals required to receive and adhere to the policy. BC indicated that employees, volunteers, officials, board and committee members and volunteers, will need to acknowledge receipt of the policy on an annual basis. ML moved to approve the Equal Employment Opportunity, Antidiscrimination and Harassment (including Sexual Harassment) Policy with the TA's aforementioned changes. CS seconded. Motion carried unanimously.

12. BOS to review Departmental Reports

- **Fire Department – February, March and April 2020**
- **TBA**

The BOS Reviewed the Fire Department's February, March and April 2020 Report.

13. BOS's Comments and Announcements

The BOS discussed Washington's use of the Town Beach for this year. During the meeting it was learned that Washington voted to approve \$2,500 funding for the Town Beach at its Annual Town Meeting.

BE informed the BOS that he sent a letter to the Planning Board to forward comments relating to the special permit application for a marijuana facility and operations at 2727 Jacob's Ladder Road. He also sent information from the Tax Collector about taxes owed to the town. BE stated that in his letter, he specified that he was not representing the BOS. Especially due to that the Planning Board's Public Hearing is scheduled tonight, CS and ML agreed that it was appropriate for BE to send the communication to the Planning Board.

CS inquired about the BOS's role in Tanglewood Circle Marijuana growing facility that the Planning Board had approved. Discussion ensued about community host agreements for marijuana operations. The TA negotiates hosts agreements and presents them for BOS approval. BE stated that Planning Board has the power to approve the special permit, and the BOS is responsible for the host agreement.

CS discussed virtual meeting platforms with the BOS.

CS brought up the Mass Save Energy Audit. BC advised that he has started the process with Mass Save and he awaits communication from Eversource, Mass Save's provider for the audit.

BC fielded CS's questions about Town Meeting procedures.

ML brought up COVID-19/newsletter updates. BC has been sending COVID updates about every two weeks and he will send an update regarding the Town Meeting as it relates to COVID-19 and PPE.

BE stated that a couple of boxes of Annual Town Reports should be brought to the Town Meeting. BE had distributed some at the Transfer Station a few weeks ago and he has been replenishing the supply he brings to the Sherwood Shoppe.

BE initiated discussion ensued about reopening the Town Hall to the public. BC will survey other municipalities at an upcoming STAM meeting before providing recommendations/timelines for the reopening process.

BE brought up Summer Camp Operations. Camp Lenox and the YMCA Camps and Outdoor Center are cancelled. Watitoh and Greylock are positioning so that they might operate.

14. Town Administrator's Report

Below is an update of several items that the TA has been working on:

- ATM/ATE – June 6/June 13 – 150 absentee ballots applications have been received. The Town Clerk hopes for a small in-person turn-out. The Town Clerk has prepared for staffing for the ATM/ATE.
- Highway Superintendent Committee
 - Interviews next week – 3 candidates. BC anticipates hiring the Highway Superintendent by the beginning of the 2021 fiscal year.
- Athenaeum septic – BC met with White Wolf on septic. As for finishing the easement, Cathy Defoe and he have talked to Town Counsel.
- Yokum Pond Rd – contracts were sent out to the contractor. BE stated that Bert Goodermote awaits signs from the BC Sheriff's Office. BE will check with the Police Chief.
- Ambulance Garage – looking to replace floor with better pitch – BC awaits submission of a quote and he will follow up.
- Town Hall HVAC – Pioneer was the low bidder, and conducted a load test today.
- Police Station renovation is in progress.
- TH Reopening Plan – date? Limited public hours? – discussed earlier during the meeting
- Beach/Parks/Permits – nothing new – Many have been purchasing permits. Discussion ensued about use of the picnic tables. BC will arrange for a sign to be place on the tables. The tables must be disinfected before use. The porta potties are serviced regularly. Dave Shorey, BE and BC will meet tomorrow for installation of the two-piece dock.
- Outdoor dining/Alcohol – ABCC has sent out guidelines that will allow special dispensation for license holders to apply to local licensing authorities (ABCC approval is not needed) for outdoor table service as part of the Governor's COVID-19 Phase 2. BC stated that he would like to see the BOS expedite review of outdoor applications to help support the town's businesses.
- CARES Act reimbursement – To date the town has incurred approximately \$2,100 in expenses, including the ATM tent. BC will apply for reimbursement.
- The Town received the speed trailer from MIIA. The PD will address registering the trailer.
- The Fire and Ambulance Departments are participating in a two-month free trial Pilot Program APP called "I am responding." Members can click on the "I am responding" button to notify the Dispatch Center and this information will inform alert the other members. The cost is \$1,000 per year. ML inquired about the Code Red telephone alert. BC stated that Code Red costs approximately \$8,000 per year, and has limited number of alerts. CS reported that Code Red was one of the suggestions brought up at an MVP meeting.

15. Any other business to come before the Board

There were no matters discussed under this agenda listing.

16. Correspondence:

- **5-19-2020 Sovereign Consulting Inc. re: Immediate Response Action Plan due to Wadhams Enterprises, Inc. release of diesel fuel Interstate 90 eastbound, Mile Marker 16.6 Becket on March 20, 2020.**
- **5-13-2020 Planning Board – Notice of Decision to grant a Special Permit to Spencer Romano to operate a Tier 2 indoor cannabis cultivation and manufacturing facility at 0 Tanglewood Circle, Becket (Assessors' Map 406/ Lots 30, 31, 32, 33 & 34).**
- **5-27-2020 Karen Avelle notification that she will not ask for reappointment to the Board of Assessors.**

The BOS reviewed the above captioned communications. The BOS signed a letter of appreciation to Karen Avelle for serving on the Board of Assessors.

The BOS reviewed and signed payable warrants.

17. BOS to adjourn the Meeting

ML moved to adjourn. CS seconded. Motion carried 3-0. At 8:15pm, BE adjourned the meeting.

Respectfully submitted,

Beverly Gilbert, Administrative Assistant

Signed by:


William Elovirta, Chairperson

/ 6-17-2020
Date Approved

Documents discussed at this meeting:

- ♦ Town Administrator's Report
- ♦ Board of Selectmen May 20, 2020 Meeting Minutes
- ♦ Correspondence as listed in agenda item 16
- ♦ draft Equal Employment Opportunity, Anti-Discrimination and Harassment (including Sexual Harassment Policy).doc
- ♦ PHN Contract Comprehensive FY 21 Becket.docx
- ♦ suggested Changes to draft Equal Employment Opportunity, Anti-Discrimination and Harassment (including Sexual Harassment Policy)
- ♦ Fire Department Monthly Reports Feb March April 2020.docx
- ♦ 5-19-2020 Sovereign Consulting Inc. re Immediate Response Action Plan due to Wadhams Enterprises, Inc. release of diesel fuel Interstate 90 eastbound, Mile Marker 16.6 Becket on 3-20-20.PDF
- ♦ Karen Avelle notice she is declining reappointment to the BOA and BOS letter of appreciation
- ♦ Plan Board Notice of Decision 5-13-2020 Romano 0 Tanglewood Circle cannabis cultivation & manufacturing.PDF
- ♦ Age Friendly Berkshires grant information and survey
- ♦ Broadband Items: draft letter to the Governor and Lt. Gov., MLP Manager's update, and Tax Stuffer