

**Town of Becket
Board of Selectmen Meeting
May 15, 2019
7:00 p.m.
Town Hall
557 Main Street, Becket**

Attendees

Board of Selectmen: William Elovirta, *Chairperson*; Michael Lavery, *Vice Chairperson*

Staff: William Caldwell, *Town Administrator*; Beverly Gilbert, *Administrative Assistant*; Ray Ferrin, *Ambulance Director*

Others: Karen Avalue, *Board of Assessors*; Chris Swindlehurst; Laurel Burgwardt; Mr. and Mrs. Flynn and their daughter

1. Call to order

Bill called the meeting to order at 7:03 p.m. He indicated that the BOS was recording the meeting.

2. Pledge of Allegiance

Bill led the pledge of allegiance.

3. Approval of Minutes

Michael moved to approve the minutes for the May 1, 2019 meeting. Bill seconded. Motion carried.

4. BOS to discuss and vote on Ambulance Department Emergency Medical Technician position description. BOS to discuss recruitment of this position.

Ray Ferrin provided a revised Emergency Medical Technician position description. Discussion ensued about holding a future discussion re: the possibility of restructuring the Town's Ambulance and Fire Department personnel. In order to include input from a third BOS member (currently the BOS is operating with two members), the BOS tabled discussion and vote on the final position description, as well as recruitment for a replacement of the town's EMT Vinny Garafoli who accepted the Stockbridge Fire Chief for June 5th.

5. Broadband Update

The BOS and TA reviewed the MLP Manager's update which included information and the status on funding and the likelihood that the town will obtain a short-term note. The Broadband Ad Hoc Group will communicate with Westfield Gas & Electric regarding finalization of their proposed Operator's Project Management contract. The Broadband Ad Hoc Group awaits receipt of the executed Comcast agreement, and once received, they will send letters to the seven premises involved.

6. BOS to review and consider approval of the Chapter 74 Vocational Technical Education Non-resident tuition application submitted to the Town on 4-30-19 (one student to attend Smith Vocational & Agricultural High School during 2019-2020).

Michael moved to approve the Chapter 74 Vocational Technical Education Non-resident tuition application submitted to the Town on 4-30-19 for one student to attend Smith

Vocational & Agricultural High School during 2019-2020 on the condition that there is room on the bus for that student. Bill seconded. Motion carried.

7. BOS to discuss and consider approving the Contract between the Town of Becket and The Berkshire Regional Planning Commission (as the fiscal host for the Berkshire Public Health Alliance for the FY2020 Inspectional Services)

Michael moved to approve the Contract between the Town of Becket and The Berkshire Regional Planning Commission (as the fiscal host for the Berkshire Public Health Alliance for the FY2020 Inspectional Services). Bill seconded. Motion carried.

8. BOS to review and consider approving Camp Lenox, Inc.'s entertainment license applications in conjunction with its Memorial Day Activities scheduled for May 25, 26 & 27th.

Michael moved to approve Camp Lenox, Inc.'s entertainment license applications in conjunction with its Memorial Day Activities scheduled for May 25, 26 & 27, 2019. Bill seconded. Motion carried.

Board of Health member Laurel Burgwardt stated she does not think Camp Lenox, Inc. had applied for Board of Health licensing to serve food during the Memorial Day weekend. Beverly will bring this to the attention of Camp Lenox, Inc.

9. BOS to discuss Regional Resource Group's (currently provides Assessing Services to the Town) Remote Access Option

Board of Assessor (BOA) Member Karen Avalue discussed the BOA's concerns relating to Regional Resource Group's (RRG) contract with the Town. Bill Caldwell will meet with the BOA, and then he will meet with Jeff Reynolds from RRG to ensure that RRG fulfills the obligations outlined in their contract. Bill will investigate remote access.

10. BOS to discuss and possibly vote on the following appointments:

- **Robin Greenspan, Board of Registrars, effective 5-15-19 through 5-14-22**
- **William Caldwell, Chief Procurement Officer, effective 5-15-19 through 1-27-22**

Michael moved to appoint Robin Greenspan to the Board of Registrars effective 5-15-19 through 5-15-22 Bill seconded. Motion carried. Michael moved to appoint William Caldwell Chief Procurement Officer effective 5-15-19 through 1-27-22. Bill seconded. Motion carried.

11. Departmental Reports

- **Ambulance Department (February, March and April 2019)**
- **Building Inspector (January, February March and April 2019)**
- **Volunteer Fire Department (February March and April 2019)**

The BOS reviewed the above captioned reports.

12. Board of Selectmen's Comments and Announcements

At the request of Parks & Recreation Committee member Maddy Elovirta (memo dated 5-15-19), the Board of Selectmen will attend the Conservation Commission's meeting on May 28, 2019 to support the Parks & Recreation Committee's Notice of Intent relating to 21 Maple Street property for the removal of trees and leveling of the area so that a parking area and more park space may be created. Maddy expressed a desire for this project to occur in

an expeditious manner. The Selectmen will invite the newly elected Board of Selectmen member.

13. Discussion re: Development of the Fire Chief's Job Description and Requirements

This item was tabled until the June 5th meeting when a full member BOS is anticipated. The BOS received Fire Chief Descriptions from the Towns of Otis, Stockbridge, and Huntington. Bill Caldwell will draft the Fire Chief Job Description. Bill E. brought up his idea for the town to consider restructuring the Fire Department (and possibly the Ambulance Department) personnel. The town may want to arrange for an additional level of Fire Department personnel to supplement the volunteers due to a decrease in volunteers.

14. Surplus Equipment – Vote to Declare

On the basis that the Collector's Office has not been using the equipment, and that it is not useful to other town departments, Michael moved to declare the Collector's listing of unused computer equipment as surplus. Bill seconded. Motion carried.

Bill C. will review and make arrangements for Fire Department items the BOS declared as surplus on November 7, 2018.

15. Town Administrator's Report

Bill C. provided the status on various items for which he is working including capital and facility projects and closing out the budget for this fiscal year. He is looking into possible vocational transportation arrangements to McCann Technical School for FY20 because Washington will not have a student in attendance.

Michael will submit an Application for Eversource's Make Ready Program for two vehicle charging stations at the Town Hall. The system is tied-in to a ChargePoint card, and the town may determine how much time is allotted before fees kick-in to users. Michael indicated that he thinks having charging stations will be a desirable feature of the Becket Community.

Bill E. and Bill C. met with officials at Camp Greylock to discuss the potential for the town to obtain ownership of the Town Beach parking lot. Discussions will resume after camp season concludes.

16. Public Input

None.

17. Any other business to come before the Board

The BOS approved and selected paper colors for the Energy Committee (Blue) and Becket Scholarship Foundation (yellow) June 2019 tax bill inserts.

The Selectmen approved June Wolfe's (Construct INC Housing Director) request through her letter dated 5-15-19 for her to appear on the June 19th agenda to discuss Affordable Housing.

18. Correspondence

- **Wood Environmental & Infrastructure Solutions, Inc. re: CSX Transportation, Inc.'s 2019 Yearly Operational Plan for Right-of-Way (Massachusetts railroad) Vegetation Management. This plan is available upon request.**
- **Eversource letter to the Town Clerk dated 4-12-19 with enclosed audited Condensed Financial Return of NSTAR Electric Company, dba Eversource Energy, for the year ended 12-31-17**

The BOS reviewed the above listed communications.

19. BOS to review and sign payable warrants

The BOS reviewed and signed payable warrants.

20. BOS to adjourn the Meeting

Michael moved to adjourn. Bill seconded. Motion carried. At 8:10 Bill adjourned the meeting.

Date of Approval

6-5-2019

Respectfully submitted,

Beverly Gilbert, *Administrative Assistant*



William Elovirta, *Chairperson*

Documents discussed at this meeting:

- Town Administrator's Report
- MLP Manager's e-mail dated 5/15/19 re: update on Broadband Project
- 5-1-19 Meeting Minutes
- Chapter 74 Vocational Technical Education Non-resident tuition application
- Letter dated 4-11-19 from Berkshire Public Health Alliance re: Contract between the Town of Becket and The Berkshire Regional Planning Commission (as the fiscal host for the Berkshire Public Health Alliance for the FY2020 Inspectional Services
- Camp Becket, Inc.'s Entertainment License application for May 25, 26 & 27, 2019
- Departmental Reports as listed above
- Tax Stuffers: Becket Energy Committee, Becket Scholarship Foundation Inc.
- Letter dated 5-15-19 from June Wolfe, Construct, INC Housing Director re: affordable housing proposal
- Correspondence as listed above.
- Materials for Discussion of Agenda Item 13:
 - Draft Becket Fire Chief Desired Requirements
 - Huntington Fire Chief Position Description
 - Stockbridge Fire Chief Advertisement, Position Description
 - Town of Otis Fire Chief position description