

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 11/21/2023

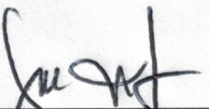
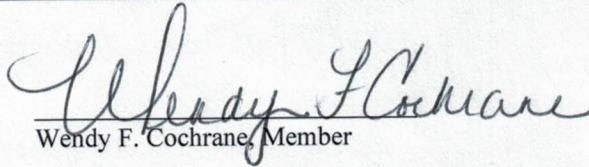
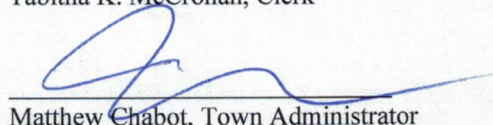
SELECTMEN IN ATTENDANCE: Joe Freitas, Chairman, Tabitha K. McCrohan, Clerk, Wendy F. Cochrane, Member

TOPIC		ACTION
	Meeting Convened at 9:10 a.m. in the Moitoza – Pettey Hearing Room	
Public Hearing	A Public Hearing will be held on Tuesday, November 21, 2023 at 9:00 am by the Board of Selectmen, in the Moitoza-Pettey Hearing Room at 1 N. Main St., Berkley, at which time the Selectmen will establish the classification relative to residential, commercial, industrial, personal property and open space. Those attending the hearing will have the right to present written and/or oral comments. The Board voted to open the Public Hearing. Mr. Hoitt, Mr. Pettey and Ms. Russo were in attendance. Mr. Pettey spoke and noted that the suggested tax rate is 12.50%. Member Cochrane abstained from the vote. The Board voted to set the tax rate and voted to close the Public Hearing.	McCrohan to motion to open, Cochrane 2 nd ; voted. McCrohan to motion to set the rate, Freitas 2 nd ; voted. McCrohan to motion to close, Cochrane 2 nd ; voted.
Personnel Board (taken out of order)	Board to review and potentially approve Assessor's Clerk job description and posting. The Chairman voiced that there is a clear need for the position. Member Cochrane asked what the proposed schedule would be and it was noted by Assessor Hoitt that it would ultimately be 2 days a week, which works best for the candidate. It was confirmed by the Board that they would like to post both in house and outside for the position. The Pay Rate would be based on Grade 8 Step 1 on the non-union scale. The Chairman also asserted that if the position went to an in house applicant that the hours would need to be outside of their regularly scheduled hours for their other respective position and that the Board would review case by case. Assessor Hoitt noted that the preference would be during Town Hall hours. The Town Administrator made a motion to recommend the position to the Board of Selectmen. Member Cochrane noted how lucky the Town is to have Assessor Hoitt. The Board voted to approve the position.	Chabot to motion to recommend, Cochrane 2 nd ; voted. Cochrane to motion to approve, Freitas 2 nd ; voted.
Meeting Minutes	Board to review and possibly approve Meeting Minutes of November 8, 2023. The Board voted to approve.	Cochrane to motion to approve, Freitas 2 nd ; voted.
New Business	Board to renew Earth Alteration Permit for Malloch Construction, Co., Inc. to perform work at property known as and numbered 43 Elm Street, Berkley, MA. The Chairman confirmed that the renewal was simply routine and administrative and that there had been no complaints. Board to discuss availability of live committee meetings with Arlene Medeiros of the Cable TV Advisory Committee. Ms. Medeiros noted that unfortunately there have not been any applicants applying for the positions but confirmed that the opportunities are posted and local schools have also been contacted about the job opportunities. Ms. Medeiros continued that the Committee has a consultant who has advised that some programming could be remotely recorded/ remote start. The Chairman voiced his concern and commitment to transparency and the necessity of recorded meetings. Age limitations were also discussed and it was agreed upon that no one under the age of 18 should have access to the doors/building and that the Department/Committee/Board Chairs and Clerks were to be responsible for building security. The Cable TV Advisory Committee also requested notice of all meetings as soon as possible. Board to discuss potential Purple Heart Community. The Board voted to table.	Cochrane to motion to approve, Freitas 2 nd ; voted. Information Only; No Action Needed Cochrane to motion to table, Freitas 2 nd ; voted.

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New Business	<p>Board to approve 2024 License Renewal for John's Auto Salvage. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Camping World. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Used Auto Parts, Inc.. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Berkley Used Auto Parts. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Bryant Auto Sales. The Board voted to approve.</p>	<p>Cochrane to motion to approve, Freitas 2nd, voted.</p> <p>Cochrane to motion to approve, Freitas 2nd, voted.</p> <p>Cochrane to motion to approve, Freitas 2nd, voted.</p> <p>Cochrane to motion to approve, Freitas 2nd, voted.</p> <p>Cochrane to motion to approve, Freitas 2nd, voted.</p>
Old Business	<p>Board to review potential Access termination. The Chairman spoke on the matter and the current challenges faced with an off site storage facility. The Board is currently reviewing potential remedies, but does not want to act in haste. The Board discussed a potential combination of digital retention along with retrieving the off site records and finding a viable solution for on site storage. The Chairman noted a potential mobile storage unit that would be complete with a small office for research of said records, which would be placed on Town property and be climate controlled.</p>	<p>Information Only, No Action Needed.</p>
Town Administrator Report	<p>The Town Administrator offered a reminder of Berkley Botanicals non-municipal donations. The Town Administrator also spoke about a locked in rate opportunity for insurance and the Board approved same. Lastly, the Town Administrator discussed the cistern tank issues and noted that written quotes will be required for repair.</p>	<p>Information Only, No Action Needed.</p>
Adjournment	<p>The Board voted to adjourn with the announcement of the next meeting to be held on Wednesday, December 6, 2023 at 6:00 p.m.</p>	<p>Cochrane to motion to adjourn, Freitas 2nd, voted.</p>


Joe Freitas, Chairman
Tabitha K. McCrohan, Clerk
Wendy F. Cochrane, Member
Matthew Chabot, Town Administrator