

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 12/06/2023

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

TOPIC		ACTION
	Meeting Convened at 6:02 p.m. in the Moitoza – Pettey Hearing Room	
Meeting Minutes	Board to review and approve Meeting Minutes of November 14, 2023.	Cochrane to motion to approve, Freitas 2 nd ; voted.
	Board to review and approve Executive Session Minutes of November 14, 2023.	Cochrane to motion to approve, Freitas 2 nd ; voted.
	Board to review and approve Meeting Minutes of November 21, 2023.	Cochrane to motion to approve, Freitas 2 nd ; voted.
Appointments	Board to review and possibly appoint Lynda Wyndham to the Celebrations Committee. The Chairman confirmed that Ms. Wyndham is the 7 th member of the Committee and also noted the outstanding work from the Committee for Lights On. The Board voted to appoint.	Cochrane to motion to approve, Freitas 2 nd ; voted.
Meeting Mail	Board to review Retirement Notice of Michele McGowan, Tax Collector Clerk. Ms. Cochrane spoke in her capacity as Treasurer/Collector and formally thanked Ms. McGowan for her outstanding service to the Town and spoke on how missed she will be. The Chairman wished Ms. McGowan an enjoyable retirement. Member Cochrane read the retirement notice into the record. The Board voted to accept.	Cochrane to motion to accept, Freitas 2 nd ; voted.
	Board to review Resignation Notice of Debra Labonte to the Town of Berkley Board of Registrars. Member Cochrane read the notice into the record and also gave a history of her work and thanked Ms. Labonte for her years of service, as well. The Board voted to accept.	Cochrane to motion to accept, Freitas 2 nd ; voted.
	Board to review notice from Xfinity regarding price changes. The Chairman read it into record and the Board voted to accept.	Cochrane to motion to accept, McCrohan 2 nd ; voted.
New Business (taken out of order)	Board to discuss pickleball court lines, schedule and usage on the Crosby Couto Memorial Basketball Court. The Chairman noted that the Board is always in support of the Crosby Couto Memorial Basketball Court; the change of use has simply caught attention and the Board wanted to discuss in an open forum. The Board discussed potential concerns or issues. Ms. Couto asked what, if any, specific concerns there were. The Chairman noted his concerns: potential noise issues; how will the balance between basketball and pickleball be managed; and how do we determine usage without causing dispute. The Chairman also noted that it should be managed in line with what works best for the community. Mr. Jeff Couto of 13 Deerfield Drive spoke on the matter and noted that they are currently making improvement including fixing the fence. Mr. Couto also noted that he feels basketball causes more noise than pickleball and that there would be a “first come first served” system in place and if an issue arose, the party would need to leave the court. However, at this juncture there have been no issues. Mr. McGarry of 64 Locust Street also commented, noting that there is no pickleball league, simply pick up games as family and friends and since there are two courts, pickleball and basketball could share the courts. The Chairman inquired if posting etiquette rules on the fence may be helpful and all agreed that it would be. The Chairman also asked about equipment storage; Ms. Crosby of 62 Padelford Street noted that there is current research being performed with respect to optics of ideal storage, etc. The Chairman noted that if issues arose with security that the matter would need to be	Information Only; No Action Needed

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<p>Personnel Board</p>	<p>brought back to the Board to discuss solutions. Mr. Couto lastly noted that the goal is to try to make a happy place in Town where all are welcome and want to go and enjoy.</p> <p>Board to review and approve Tax Collector Clerk job posting. The Treasurer/Tax Collector spoke on the matter of potentially changing the title of the position to an Assistant Tax Collector, noting that the job duties and scope would not change but the title change would allow more coursework and enrollment for succession planning. The only other change would be that the proposed title change in position would be a change from union to non-union and the union position would remain unfilled. The Personnel Board voted to create the position of Assistant Tax Collector. Ms. Cochrane recused herself and the Board voted to approve.</p>	<p>Cochrane to motion to recommend, Chabot 2nd; voted.</p> <p>McCrohan to motion to approve, Freitas 2nd; voted.</p>
<p>New Business</p>	<p>Board to approve 2024 License Renewal for William Fraser d/b/a AI Enterprises. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Peter Kopczyk/ Data Recycling of New England, Inc. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Commonwealth EEN AB, LLC d/b/a Berkley Beer & Wine. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for St. Yves Motor Sales Inc. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Berkley Beverage Corp. d/b/a Bristol County Wine & Spirits. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Dough Licious Pizza. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for Padelford Berkley Mart, LLC. The Board voted to approve.</p> <p>Board to approve 2024 License Renewal for The Boondocks Corp d/b/a The Boondocks. The Board voted to table.</p> <p>Board to approve 2024 License Renewal for Kevin Flint d/b/a Flint's Auto Parts. The Board voted to approve.</p>	<p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p> <p>McCrohan to motion to table, Freitas 2nd; voted.</p> <p>McCrohan to motion to approve, Cochrane 2nd; voted.</p>

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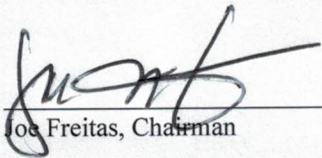
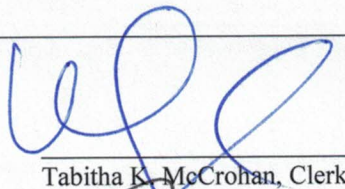
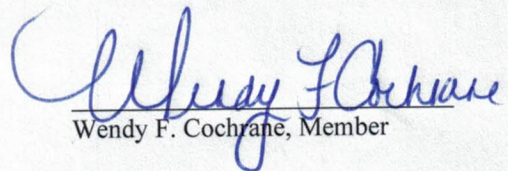
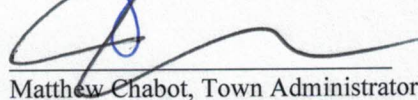
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	Board to approve 2024 License Renewal for Berkley Donuts, Inc. d/b/a Dunkin Donuts. The Board voted to approve.	McCrohan to motion to approve, Cochrane 2 nd ; voted.
	Board to review and potentially sign the Acceptance and Approval of Amendment, Consolidation, and Restatement of Conservation Restrictions by the Selectmen of the Town of Berkley regarding Dorothy's Pierce's Properties. The Board voted to sign.	McCrohan to motion to sign, Cochrane 2 nd ; voted.
	Board to discuss and possibly allow remote participation in accordance with the requirements of 940 CMR 29.10, for all subsequent meetings of all public bodies of the Town. The Board noted that they feel it should only be on member of the Board/Committee in the event of an emergency and the majority must attend in person. The Board voted to allow.	McCrohan to motion to allow, Cochrane 2 nd ; voted.
	Board to discuss potential waiver of inspection fee for the Historical Society. The Board voted to waive.	McCrohan to motion to waive, Cochrane 2 nd ; voted.
	Board to review and possibly approve proposed Flag Policy. Clerk McCrohan read the proposed Policy. The Board voted to table until further revisions could be made.	McCrohan to motion to table, Cochrane 2 nd ; voted.
Old Business	Board to discuss potential Access termination. The Board agreed further review should be performed in the new year. The Board voted to continue as is for the time being.	McCrohan to motion to continue as is, Cochrane 2 nd ; voted.
Town Administrator Report	The Town Administrator offered a reminder of the upcoming Berkley Botanicals Non-Municipal Donation. An email from the Police Chief was shared with the Board regarding a wage increase request for part-time officers, for which the Chief believes could be handled within his own budget. Lastly, a LMCC Request was discussed. In the event that impact fees are collected, we would need to itemize everything, but currently we have not received anything. The Chairman circled back to the proposal from the Police Chief and noted that an analysis of money spent and potential savings should be performed.	Information Only; No Action Needed
Assistant Town Administrator Report	The Assistant Town Administrator proposed a CORI Form and the Board approved.	McCrohan to motion to approve, Cochrane 2 nd ; voted.

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	<p>The Assistant Town Administrator noted that the proposed Form was sent to Town Counsel and we were awaiting response. The Board voted to table.</p>	McCrohan to motion to table, Cochrane 2 nd , voted.
	<p>The next meeting date was discussed with everyone's availability and the Board voted to set the next meeting for Monday, December 18 at 4:00 pm.</p>	Information Only; No Action Needed.
	<p>A discussion regarding an Interview Policy was had and it was agreed that the Board will see all resumes, but leave the first round of interviews to the respective Department Head and the final 3 candidates shall go in front of the Personnel Board.</p>	Information Only; No Action Needed.
Public Input	<p>The Chairman publicly thanked Clerk McCrohan for her help with the Lights On Ceremony.</p>	Information Only; No Action Needed.
Adjournment	<p>The Board voted to adjourn with the announcement of the next meeting to be held on Monday, December 18, 2023 at 4:00 p.m.</p>	McCrohan to motion to adjourn, Cochrane 2 nd , voted.


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