

# MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 09/13/2023

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

TOPIC		ACTION
	Meeting Convened at 5:01 p.m. in the Moitoza – Pettey Hearing Room	
Personnel	<p>Board to celebrate career of Retired Detective Lawrence E. Newman. The Chairman and the Police Chief presented Ret. Det. Newman with a Certificate of Appreciation. Ret. Det. Newman spoke on how wonderful the Town was and the Police Chief noted his appreciation for his service.</p> <p>Board to review job posting for Civilian Traffic Control position. The Police Chief noted his desire to utilize some of the dispatchers in an effort to keep jobs within the Town and offer same to current employees, specifically for dispatchers and fire personnel as of right now. A one-day traffic school would be held prior. The Chairman noted that this position would help our current traffic control when needed and the Police Chief agreed to the potential of same. As Details are paid from outside vendors, it was confirmed that this position would not affect the budget. The Personnel Board made a motion to recommend the position to the Board. The Board voted to accept the posting.</p>	<p>McCrohan to motion to accept, Cochrane 2<sup>nd</sup>; voted.</p>
Appointments (taken out of order)	Board to review and possibly appoint Elin Fournier as a Full Time Civilian Dispatcher. A letter from the Chief was read and the Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
Personnel	Board to review request to reopen part-time Assessor Clerk position. Mr. George Moitoza spoke on the matter. The Chairman asked if there was a need for said position and Mr. Moitoza confirmed that the workload necessitates a clerk. Mr. Moitoza continued that the position's job duties would generally be data entry and the position would be for 10 hours a week. The Town Administrator spoke to the budget and noted that he believes the Personnel Reserve could be an option if the Board so chose. The Town Administrator was going to evaluate any unused contractual monies per the suggestion of Board Member Cochrane. The Board voted to reopen the position effective November 15, 2023.	McCrohan to motion to reopen, Cochrane 2 <sup>nd</sup> ; voted.
Meeting Mail (taken out of order)	Board to review correspondence regarding TMLP and Verizon Joint Petition. The Town Administrator noted he would reach out regarding an escrow and begin Public Hearing work. Clerk McCrohan read the notice into record. The Board voted to file.	McCrohan to motion to file, Cochrane 2 <sup>nd</sup> ; voted.
Meeting Minutes (taken out of order)	<p>Board to review and approve Meeting Minutes of August 30, 2023. The Board voted to approve.</p> <p>Board to review and approve Executive Sessions Minutes of August 30, 2023. The Board voted to approve.</p>	<p>McCrohan to motion to approve, Cochrane 2<sup>nd</sup>; voted.</p> <p>McCrohan to motion to approve, Cochrane 2<sup>nd</sup>; voted.</p>
Old Business (taken out of order)	Board to discuss creating a Marijuana Stabilization Account and include same on the Special Town Meeting Warrant. The Board voted to table the matter.	McCrohan to motion to table, Cochrane 2 <sup>nd</sup> ; voted.
New Business (taken out of order)	Board to review and possibly sign contract with USA Epoxy of New England, LLC. The Board voted to table the matter.	McCrohan to motion to table, Cochrane 2 <sup>nd</sup> ; voted.

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	Board to review and possibly sign Daughters of the American Revolution proposal designating the week of September 17 – 23, 2023 as "Constitution Week". The Board voted to sign.	McCrohan to motion to sign, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly approve Warrant Item Request from Berkley Fire and Rescue. The Fire Chief spoke on the needs for current updates to the Department. The Chairman asked for reassurance that these requested funds should finish all current projects and the Chief confirmed that to be correct. The Board voted to approve the Article Requests.	McCrohan to motion to approve, Cochrane 2 <sup>nd</sup> ; voted.
Public Input (taken out of order)	Ms. Angela Ricardo spoke about a potential Drone Bylaw. The Board agreed that drones can be an invasion of privacy at times but also noted that the Bylaw would have to be written in an enforceable manner and that they believed more research would need to be done before any further decisions are made. Attorney Costa noted that sample Bylaws provided and mentioned are for Cities, which are entirely different. The Chairman asked Attorney Costa if a review of a Town's Bylaw (Hingham was noted) before any Article is placed on a Warrant or any further action is taken.	Information Only, No Action Needed.
New Business (taken out of order)	Board to close Special Town Meeting Warrant effective September 13, 2023. The Board voted to close the Warrant.	McCrohan to motion to close, Cochrane 2 <sup>nd</sup> ; voted.
Appointments	Board to review and possibly appoint Jennifer Vincent to the Celebrations Committee. Ms. Vincent provided a short bio about herself; she noted that she has been a resident of Town for over 20 years and has roughly 10 years of fundraising experience. The Chairman inquired as to "why now" and Ms. Vincent explained that she was unaware of the need until now. The Chairman reiterated that he did not want any "cliques" within the Committees and the best interest of Berkley should always be top priority. The Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly appoint Valerie Seney to the Celebrations Committee. The Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly appoint Jilleen Soloman to the Celebrations Committee. The Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly appoint Lisa Wu to the Celebrations Committee. The Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly appoint Kerrie Hamblett to the Celebrations Committee. The Board voted to appoint.	McCrohan to motion to appoint, Cochrane 2 <sup>nd</sup> ; voted.
	Board to review and possibly appoint Sarah Hebda to the Celebrations Committee. Ms. Hebda was unable to attend and the Board voted to table the matter.	McCrohan to motion to table, Cochrane 2 <sup>nd</sup> ; voted.

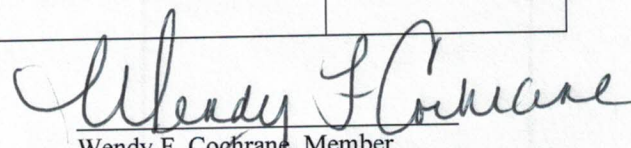
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<p>Town Administrator Report</p>	<p>Board to review and possibly appoint Sal Botelho to the Zoning Board of Appeals as an Alternate Member. Mr. Botelho offered a brief bio, noted he has been a resident of Town for about 5 years, and has over 25 years of construction experience. Clerk McCrohan iterated that as an Alternate Member, Mr. Botelho would attend meetings and step in to vote only when there is not a full Board otherwise. The Board voted to appoint.</p> <p>The Town Administrator offered a reminder of the non-municipal donation for Berkley Botanicals. He noted that there are only a handful of 3A Advisory Committee throughout the Commonwealth and that normal course would involve Planning Board, Board of Selectmen, Town Administration and a possible Regional Representative. He inquired if our Planning Board could handle same on their own. The Town Administrator also offered information on potential grant opportunities and that more research into grants would be necessary. Clerk McCrohan asked Attorney Costa if a 3A Advisory Committee would be necessary or if there's an "in-house" option and Attorney Costa confirmed that it can be in-house, there has been no real directive issued, just a deadline to adopt the zoning.</p>	<p>McCrohan to motion to appoint, Cochrane 2<sup>nd</sup>, voted.</p> <p>Information Only, No Action Needed.</p>
<p>Executive Session</p>	<p>The Board voted to enter into Executive Session and not come back out, with the announcement of the next meeting to be held on Wednesday, September 27, 2023 at 6:00 p.m.</p>	<p>McCrohan to motion to enter into Executive Session, Cochrane 2<sup>nd</sup>, voted.</p>

  
Joe Freitas, Chairman

  
Tabitha K. McCrohan, Clerk

  
Wendy F. Cochrane, Member

  
Matthew Chabot, Town Administrator