

# MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/5/2022

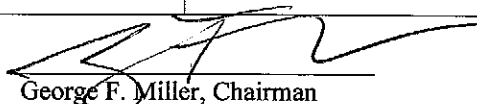
SELECTMEN IN ATTENDANCE: George F. Miller, Chairman, Dean R. Larabee, Clerk, Wendy F. Cochrane, Member

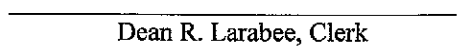
TOPIC		ACTION
	Meeting Convened at 6:09p.m. in the Moitoza – Pettey Hearing Room	
Minutes to be approved by the BOS	Mr. Miller to call for a motion to approve meeting minutes for September 29, 2021 – regular session.	Larabee to motion to approve, Cochrane 2 <sup>nd</sup> , voted.
	Mr. Miller to call for a motion to approve meeting minutes for November 17, 2021 – regular session.	Larabee to motion to approve, Cochrane 2 <sup>nd</sup> , voted.
	Mr. Miller to call for a motion to approve meeting minutes for December 8, 2021 – regular session, with a correction.	Larabee to motion to approve with a correction, Cochrane 2 <sup>nd</sup> , voted.
Meeting Mail	Board to review letter from Xfinity regarding Programming Advisory. As of December 14, 2021, the Universal Living Faith Network was added to channel 1098.	Cochrane to motion to file, Larabee 2 <sup>nd</sup> , voted.
	Board to review 2 <sup>nd</sup> letter from Xfinity regarding Programming Advisory. As of December 22, 2021, the ACC Network was added to the Expanded Basic Sports and News, as well as Xfinity Latino starter levels of service.	Cochrane to motion to file, Larabee 2 <sup>nd</sup> , voted.
	Board to review and discuss 4 <sup>th</sup> Quarter Landfill Gas Monitoring December 2021 from the Berkley Landfill. Mr. Miller states this is something they get every quarter. Ms. Martin-Sterling stated to the board that the Town Council will post it on the website within a few days.	Larabee to motion to file, Cochrane 2 <sup>nd</sup> , voted.
	Board to review and discuss Annual Groundwater and Surface Water Monitoring September 2021. Ms. Martin-Sterling stated to the board once the motion to file is made, it will be posted on the website.	Cochrane to motion to file, Larabee 2 <sup>nd</sup> , voted.
Personnel Board (taken out of order)	Wendy Cochrane asks that the Personnel Board be taken out of order to hire camera operator, Anne Marie McDougal, for the Town of Berkley. Ms. McDougal is present, along with Ed Dugan. Mr. Dugan stated Ms. McDougal works part time in residential care and is available during the day, which was very much needed. She will be trained by Mr. Dugan. He stated she has a positive attitude and asks a lot of questions. Ms. Cochrane reminds her to fill out a new hire packet before she starts.	Cochrane to motion to hire, Larabee 2 <sup>nd</sup> ; the BOS, Dugan & Martin-Sterling voted.
Old Business	Board to review contract for Deborah Pereira. Ms. Martin-Sterling stated Ms. Pereira has asked for an extension beyond December 31, 2021 to be able to train new Town Clerk Heather Almy in the census, which will happen sometime in the month of January. According to Ms. Pereira, she felt it would be beneficial to train Ms. Almy as the physical census came in rather than talk her through something that wasn't there yet. Ms. Pereira has 3.5 hours left of the 40 hours initially allotted in her contract. She is asking to use those 3.5 hours, but the BOS has to approve the time beyond the contract. There is currently no date for the census yet. Mr. Larabee makes a motion to extend the contract that expired between the Town of Berkley and Deborah Pereira to March 1, 2022 to limit the extension to the 3.5 hours used in the original contract.	Larabee to motion to approve date extension for the remaining 3.5 hours in contract; Cochrane 2 <sup>nd</sup> , voted.
	Board to continue discussion on Myrics St. Field Project, with regard for both the Historical Commission and the BAA. Ms. Martin-Sterling stated that the BAA could not make the meeting for tonight, and the Historical Commission was also unable to attend.	Cochrane to motion to table discussion, Larabee 2 <sup>nd</sup> , voted.
	Board to continue discussion regarding the Common Baseball Improvement Committee. Both the BAA and the Historical Commission were unable to attend the meeting.	Cochrane to motion to table discussion, Larabee 2 <sup>nd</sup> , voted.
New Business	Board to review and discuss sale of property on 66 North Main St. Ms. Martin-Sterling stated Scott and Bill Couto came to her office after reviewing the property with the assessor's office. They own the property that is labeled Couto Bogs, and have an easement that runs across North Main St. Mr. Bill and Scott Couto are looking to purchase a piece of that land to protect the underground water line for the bogs. According to the assessors and	Information only; no action needed

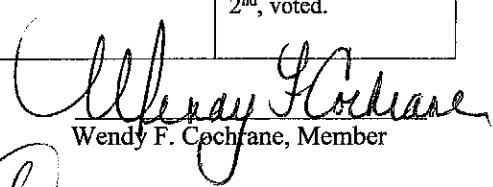
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	<p>Mark Pettey from conservation, that land regardless of the size is not buildable, as it was formerly used as a salt pit. Mr. Miller stated the BOS will look into it, but wants to know what Mr. Couto is looking at in terms of cost. Mr. Scott Couto stated the reason he and Mr. Bill Couto would like to purchase the land is to protect the underground pipe for the bogs, and is concerned what would happen to the pipe if the town decides to sell that piece of property. Mr. Miller stated that the town wouldn't be able to sell it to just one person because it would have to be opened up for a bidding process. He points out a private citizen could buy it and make it so it could be buildable. Mr. Miller stated the board will do some research on it to make sure the easement is strong and tighten it up if need be. If it isn't, the board could look into granting the easement. He states Ms. Martin-Sterling will reach out to the Town Council and do research on it.</p>	
	<p>Board to review and approve Citizen of the Year Award. Ms. Cochrane stated she wanted to have this reinstated because one of the assessors Jeane Russo had submitted a letter recognizing a woman from the Garden Club that had done a great job on the decorations around the Town Hall. Mr. Miller stated the BOS can nominate someone that they think has gone above and beyond for the town, and that it could close out on February 1, 2022. Anyone that wants to nominate someone for this award will have to submit a letter about the person they want to nominate and why to the Town Administrator's office by February 1, 2022.</p>	<p>Cochrane to motion to reinstate Citizen of the Year Award; Larabee 2<sup>nd</sup>, voted.</p>
Personnel Board (taken out of order)	<p>Board to sign side letter for Communications Department. This item is being tabled pending the approval of the impact bargaining agreement.</p> <p>Board to vote to approve posting of new position for the Communications Department. Ms. Martin-Sterling stated it could be voted on to be approved pending the approval of the impact bargaining agreement.</p>	<p>Cochrane to motion to table, Larabee 2<sup>nd</sup>, voted.</p> <p>Larabee to motion to approve posting, Cochrane 2<sup>nd</sup>, voted.</p>
Town Administrator's Report	<p>Ms. Martin-Sterling announced there will be a BOS meeting on Monday, January 10, 2022. She stated she will amend the Agenda tomorrow morning. The item on the agenda is the new mileage rate for the town to adopt the Federal rate as of January 1, 2022. Ms. Martin-Sterling will amend the Agenda for Monday's joint meeting with the school committee for the BOS to vote on the new federal tax rate to be adopted by the town.</p>	<p>Information only; no action needed</p>
Finance Committee Update	<p>Joe Freitas presents Finance Committee update. He stated the Finance Committee will be attending the meeting Monday, January 10, 2022 at the Berkley Middle School. They will also be attending the MMA Conference in Boston between January 21 and 22, 2022. He stated the budget season is starting, and that the initial letter will be going out to the Town Administrator as well as each department to get on a schedule. Mr. Miller asked if there will still be a split budget this year. Mr. Freitas stated he will discuss it with the rest of the board, and wants to see where they are going financially before any decision is made. He will have a discussion with the Treasurer when the budget is presented and keep the BOS and the Town Administrator updated.</p>	<p>Information only; no action needed</p>
Adjournment	<p>Mr. Larabee makes a motion to adjourn the meeting. The next scheduled meeting will be Monday, January 10, 2022 at 6:30 p.m. at the Berkley Middle School Library.</p>	<p>Larabee to motion to adjourn, Cochrane 2<sup>nd</sup>, voted.</p>


 George F. Miller, Chairman


 Dean R. Larabee, Clerk


 Wendy F. Cochrane, Member


 Heather Martin-Sterling, Town Administrator