

# MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 1/19/2022

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

TOPIC		ACTION
	Meeting Convened at 6:00p.m. in the Moitoza – Pettey Hearing Room and via Zoom	
Minutes to be approved	<ol style="list-style-type: none"> <li>1. October 13, 2021 Meeting Minutes</li> <li>2. October 18, 2021 Meeting Minutes</li> <li>3. December 22, 2021 Meeting Minutes</li> <li>4. December 22, 2021 Executive Session Meeting Minutes</li> <li>5. January 5, 2022 Meeting Minutes</li> </ol>	Cochrane to motion to approve and sign, Larabee 2 <sup>nd</sup> , voted.
Personnel Board	<p>Board to interview and hire candidate, Erica Grady, for the Children's Librarian position. Ms. Grady was present, along with Library Trustee Megan Silva and Library Director Carol Buote. Ms. Grady is an internal candidate who currently holds a position in the circulation services at the Berkley Public Library. The BOS asked if she had any questions for them, which she did not. They congratulated her on her promotion to Children's Librarian within the Berkley Public Library.</p> <p>Board to review, approve and sign side letter for the Communications Department. The Side Letter of Agreement is in regard to adding 1 full time Civilian Dispatcher at a Grade 12 pay rate.</p> <p>Board to vote on salary for Part Time position for the Communications Department. On December 22, 2021 it was discussed in Executive Session to increase the Part Time Civilian Dispatcher position to a grade 11 pay rate. Ms. Cochrane motioned to approve the salary for the Part Time Communications Department position to a grade 11, as discussed in Executive Session on December 22, 2021. Ms. Martin-Sterling had Ms. Cochrane and Mr. Miller sign the pay grid sheet.</p> <p>Board to interview and hire candidate, Kobey Imbert, for the Communications Department. Mr. Imbert was unable to attend the meeting.</p> <p>Board to discuss rate for on-call Maintenance person. Ms. Martin-Sterling stated the former maintenance person, George Faria, was called in to assist with issues the Town Hall was having with certain doors and their keys. It took him several hours over the course of 2 days. He did replace batteries in the doors in need of repair. Mr. Faria is asking to be paid more than his last rate was when he left the maintenance position, if he's going to be called in often. He's asking for more than \$20/hr. If he is to be called in, it would have to be from Ms. Martin-Sterling's office, and in her absence, Ms. Cochrane's office. She also states it would be a good idea for someone to be on standby, and to start the salary from at least \$30/hr. Mr. Miller agreed \$30/hr was fair.</p> <p>Board to accept the resignation on Zachary Mosher from the Police Department. Mr. Miller read the resignation letter. He wishes Mr. Mosher the best of luck in the future, and Ms. Cochrane echoed that statement.</p>	<p>Cochrane to motion to hire Ms. Grady, Larabee 2<sup>nd</sup>, BOS, Martin-Sterling &amp; Buote all voted.</p> <p>Cochrane to motion to approve and sign, Larabee 2<sup>nd</sup>, voted.</p> <p>Cochrane to motion to approve salary increase, Larabee 2<sup>nd</sup>, voted.</p> <p>Cochrane to motion to table hiring, Larabee 2<sup>nd</sup>, voted.</p> <p>Cochrane to motion to offer Mr. Faria \$30/hr, Larabee 2<sup>nd</sup>, voted.</p> <p>Cochrane to motion to accept resignation, Larabee 2<sup>nd</sup>, voted.</p>
Meeting Mail	Board to review letter from the Department of Environmental Protection Waterways Regulation Program. The letter is dated January 7, 2022. Mr. Miller proceeded to read the letter. The letter is a public notice proposing the construction of a pier, ramp and float, and boat ramp to be put in on 2 Riverside Drive. Ms. Martin-Sterling will post the notice on the website. Mr. Larabee stated, before the motion was made, that he wasn't a selectmen at the time of the original proposal, and his understanding was that it was proposed to the public. He stated he wasn't sure if there was any clarification the board can get on whether or not the dock is intended to be a private or public dock. Mr. Miller stated he wasn't sure if the board could get any clarification, and that it is just a notice the DEP provides to the BOS. Mr. Miller stated he thinks because it is a public notice, there will be a private pier going in but not entirely sure. An inquiry to the DEP can be made through the phone number they provided on the notice or the Assessor's office.	Cochrane to motion to file, Larabee 2 <sup>nd</sup> , voted.

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## Old Business

Board to review notice from the Conservation Commission regarding a public hearing on January 26, 2022. Ms. Martin-Sterling stated Byron Holmes of the Historical Commission will be a part of the hearing, and it will be in regard to the rehabilitation of the St. Yves Memorial Park/Myricks St. Project. The meeting will be held Wednesday, January 26, 2022 at 7:00 p.m. at the Town Hall.

Board to review letter from Xfinity regarding important information. Mr. Miller proceeded to read the letter. Beginning January 25, 2022, Caracol HD channel 3404 and Mesicanal HD channel 3409 will be added to Xfinity TV Latino. Starting February 3, 2022, Xfinity will no longer charge for Service to Additional TV with TV Box. If a customer has a TV Box from Xfinity they will be charged for the TV Box and Remote connected to their additional televisions.

Board to continue discussion on Myricks St. Field Project. This discussion has been tabled, as the BAA and the BHS were unable to attend.

Board to continue discussion regarding the Common Baseball Improvement Committee. This discussion was also tabled for the aforementioned reasons.

Board to renew annual licenses. These licenses have been requested to be re-voted and re-signed from the Town Council based off of an Open Meeting Law violation received. Mr. Miller proceeded to read all the licenses to be renewed. Ms. Cochrane motioned to renew the following licenses:

Liquor Licenses: American Legion – Post #121 – Club License, Country Side Pizza & Restaurant – Restaurant License, Country Side Package – Package Store License, Prestige Capital Group – Package Store License, Boondocks – Restaurant License, Berkley Farms – Package Store License, Berkley Beer & Wine – Package Store License.

Restricted Music Licenses: American Legion – Post #121, Boondocks, Dough Licious Pizza  
Common Victualler Licenses: Berkley Donuts Inc. DBA Dunkin Donuts, Amatos Express, American Legion – Post #121, Prestige Capital Group, Boondocks, Dough Licious Pizza, Nouria Energy.

Class I Auto Licenses: Camping World

Class II Auto Licenses: St. Yves, James King Jr/Bryant Auto, Perry Motors, William Fraser A1 Enterprise.

Class III Auto Licenses: Rte. 24 Auto, Used Auto Parts/Berkley Auto, John Uronis/John's Auto Salvage, Kevin Flint/Flint's Auto Parts

Junk Auto Licenses: Peter Kopczyk, Used Auto Parts/James King, Herbert Flint

All of the aforementioned licenses are due to expire on December 31, 2022.

## New Business

Board to approve and set new IRS Tax Rate, in regard to standard mileage rates (reimbursement for miles). The rate is 58.5 cents per mile, up 2.5 cents per mile from 2021. The BOS voted to approve and set this new rate.

Board to review and discuss property on 23 Hill St. Robert Corey, who owns this property, is inquiring about land on 28 R Anthony St. Mr. Corey was unable to attend, so the discussion about this property has been tabled.

Board to accept resignation from Debra Labonte from the Board of Registrar's Office. The BOS voted to accept resignation.

Board to review and approve letter from Town Council regarding Open Meeting Law complaint. Ms. Martin-Sterling stated the letter was drafted by Elizabeth Lydon from the Town Council. The BOS has to review and accept, then Ms. Lydon will send the letter on the board's behalf. This complaint was in regard to the license renewals for 2022; they weren't attached to the agenda last time. Ms. Cochrane motioned to approve and forward letter to the complainant.

Cochrane to motion to file, Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to file, Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to table, Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to table, Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to renew all liquor, Restricted Music, Common Vic, and Auto Licenses listed, as read by Chairman Miller; Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to approve, Larabee 2<sup>nd</sup>, voted.

Cochrane to motion to table, Larabee 2<sup>nd</sup>, voted.

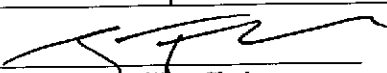
Cochrane to motion to accept, Larabee 2<sup>nd</sup>, voted.

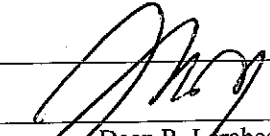
Cochrane to motion to approve and forward to complainant, Larabee 2<sup>nd</sup>, voted.

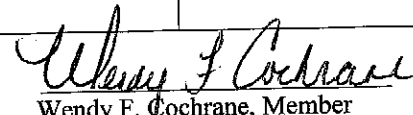
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	<p>Council on Aging Chairman, Margaret Moroff, to discuss needs of the Council on Aging and Director. Ms. Cochrane has recused herself as a selectmen due to being a member of the Council on Aging. Ms. Moroff stated she has kept the senior center open with 3 members serving on the council. She stated she is doing the bare minimum to keep things going and activities running. She is requesting that the BOS post the COA Director position sooner rather than later. She stated the COA is losing money due to not being involved in programs that can save the COA money. She does not feel confident setting a budget and feels a Director is better suited for something like that. She wants the new Director to be organized, have computer skills, and is able to locate and/or write grants. Mr. Miller stated the COA needs someone who is also able to manage people. Ms. Martin-Sterling stated the job posting will be on the next agenda.</p> <p>Ms. Moroff is also requesting a private phone line for Lucille Dallaire of the Shine/Outreach program. Mr. Miller stated that is something the board can look into.</p> <p>Board to review and approve Common Use for Shirley Carvalho of Lady of Fatima Headquarters for the date of January 22, 2022 at 12:00 p.m. This request was added on January 18, 2022 at approximately 1:30 p.m. and was unanticipated by the Chair. Ms. Cochrane motioned to approve the Common Use Questionnaire.</p>	<p>Information Only; no action needed</p> <p>Cochrane to motion to approve, Larabee 2<sup>nd</sup>, voted.</p>
Town Administrators Report	<p>Ms. Martin-Sterling announced that the MMA Annual Meeting and Trade Show that was due to be held at the Hynes Convention Center in Boston, MA on January 21-22, 2022 is now going virtual.</p>	<p>Information Only; no action needed</p>
Finance Committee Update	<p>Joe Freitas was in attendance via Zoom. He stated that the FAC held a meeting last night to discuss the budget process and schedule. He also stated that the fees for the MMA Conference in Boston, MA will be kicked back due to the fact that it's now virtual.</p>	<p>Information Only; no action needed</p>
Adjournment	<p>Ms. Cochrane motioned to adjourn meeting. She announces there will be a School Committee Meeting on Monday, January 24, 2022 at 6:30 p.m. in the Library of the Berkley Middle School. Mr. Freitas stated he and the FAC will be there as well.</p>	<p>Cochrane to motion to adjourn, Larabee 2<sup>nd</sup>, voted.</p>

  
George F. Miller, Chairman

  
Dean R. Larabee, Clerk

  
Wendy F. Cochrane, Member

  
Heather Martin-Sterling, Town Administrator