

# MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 7/8/2020

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

TOPIC		ACTION
	Meeting Convened at 6:30pm via Moitoza – Pettey Haring Room and Zoom	
Public Hearing	<p>Opened Public Hearing Pursuant to Article 1, Section 2, of the General Bylaws of the Town of Berkley, the Board of Selectmen will hold a public hearing on Wednesday, July 8, 2020, at 6:30 p.m. in the Moitoza-Pettey Hearing Room at Town Hall, One North Main Street, Berkley, Massachusetts, and/or via Zoom, <a href="https://us02web.zoom.us/j/89007931726">https://us02web.zoom.us/j/89007931726</a> per and so long as the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20, is still in effect, regarding a proposed amendment to the aforementioned General Bylaws, as follows:</p> <p>By amending Article 2 of the General Bylaws, entitled "Town Meetings," Section 2, untitled, but which in-part identifies the election of certain Town officers, by deleting therefrom:</p> <p>For a three year term of office, five members of the Planning Board, two members to be elected each year in each of two years, and one member in a third year. To accomplish this, the newly elected person shall serve for three years, the next elected person shall serve two years, and the next elected person shall serve for one year.</p> <p>And substituting the following therefor:</p> <p>For a five-year term of office, five members of the Planning Board, one member to be elected each year. To accomplish this, the next election shall have a three-year term and a four-year term, the election thereafter shall have a four-year term, and the election thereafter shall have a four-year term and a five-year term. Beginning in 2024, one member shall be elected each year for a five-year term.</p> <p>Steve Castellina explained that with Planning Board members on for only 3 years there are times that the project has not been completed in 3 years. Paul Megna spoke that due to the length of projects that happen in Town instead of having 2 members run in 1 year 2 members in the subsequent year and the 5<sup>th</sup> member running in the 3<sup>rd</sup> year.</p>	Cochrane motion to close the public hearing, Larabee 2 voted.
Soil Board	Update on 4 Freeman St – Steven Holt spoke to the contractor after the last meeting and said he will need about 2 – 3 weeks as he is busy write now. Mr Miller asked Town Administrator to table this and put on the agenda for August 5, 2020. Mrs Cochrane said if it is done before them to call into the Selectmen's office and let Mrs Martin-Sterling now.	Larabee motion to table until Aug 5, 2020, Cochrane 2 <sup>nd</sup> voted.
Old Business	Update on Annual Town Meeting – Mrs Martin-Sterling said she met with Mr Lynch and Tim McCarthy about the set up of the gymnasium at the Community School. Tim didn't think we would need to switch the lay out that we could get us 6' apart. He would put the public microphone in the center of the court which would be 6' apart. Discussion continued about the setup of the gymnasium between Tim McCarthy and the Town Administrator. Mrs Martin-Sterling said she will be meeting the Tim McCarthy the Thursday before Town Meeting to check the set up. Mr Miller asked if it would be 3' or 6' apart with or without a mask. Mrs Martin-Sterling stated that it would be in a mask unless you are speaking. Mrs Martin-Sterling said she had some concerns from the Democratic Committee about	Informational no action required.



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having it in doors. John Blake said that there's been a split between in an out and that some towns have marked the space that would be 6' apart. Mr Miller asked if it needed to be 6' or 3' Mr Blake said that the guidance that has come out regarding Town Meeting is 6'. The discussion continued. Mr Miller asked about the mask issue as you can not force a mask, Mr Blake said you could put them in a sperate area of the room. Mrs Cochrane said she liked that idea. Tim McCarthy asked about the coming and going of the meeting. Mr Blake said we would need to dismiss be rows. Mrs Cochrane said she thinks this is all good information but that we need to discuss this already.

Taken out of order – Update of the Basketball courts with Paul Megna Lisa Crosby, and Kim Robidoux. They have started their fundraising and have come up with a preliminary drawing of 2 basketball courts with lights, benches and lighting. They are waiting to see about the black top pricing. They have also spoke to Rob Rose and he is happy to oversee the project as well. Discussion continued about the project. Mr Miller asked if they would have enough blacktop to pave the street in between the playground and the baseball field and he was unsure if he will until he can get some pricing. The Town Administrator said that she had submitted for a grant under the Shared Roads and Sidewalks to see if we could get a grant for the paving. Paul Megna asked if we were to get the grant and they have already paid for the supplies would they be able to get the cost of material back. Mr Miller suggested that we reach out to Town Council to see if that is a possibility.

Cochrane motion t  
approve Crosby  
Couto basketball  
fund to make  
upgrades and  
renovations to the  
common per plans  
submitted. Larabee  
2<sup>nd</sup>, Voted.

## Personnel Board

Interview candidate of the Town Assessor – Mrs Martin-Sterling stated that the Board of Assessor would like to promote within their Town Clerk to Town Assessor for a 1 year term.

Cochrane motion t  
appoint Gary Hoitt  
be the Town  
Assessor as of July  
13, 2020 – June 30  
2021, Larabee 2<sup>nd</sup>,  
Voted.

## New Business

Review Lighting Project of the BCS. – Engineer Rodney was on Zoom. Mr Miller said the reason for this on the agenda was an email we received about the lighting project that a retrofit would be better than a new installation. Rodney deferred to Tim McCarthy as he did the scope of the work. Tim McCarthy explained that he did look into retrofit, he also spoke to other schools and asked about the pros and cons. The biggest pros and cons with retrofit is what you get is what you get. With a new installation you have the capability to control the brightness of the lights. It is easier to put the light in with a retrofit but if they die out and that company is no longer in business then they will have to go with another company which could have different wattage of the bulb. Also the warranty with a new installation is 5 years for the bulbs and all the parts and a retrofit is a maybe a 2 year warranty. Mr Larrabee asked if there was a cost savings. Tim McCarthy said there is a cost savings but didn't put it out to bid that way. Town Administrator asked if Rodney knew what the savings would be he said off the top of his head he doesn't know. Discussion continued.

Informational no  
action required.

## Minutes

Meeting Minutes June 24, 2020

Cochrane motion t  
table, Larabee 2<sup>nd</sup>,  
Voted.

## Meeting Mail

Invitation from Bristol County Agricultural School, Ms Cochrane said she usually goes to that

Informational no  
action needed.

## Old Business

Update opening Town Hall to the public – Town Administrator stated that we are officially in Phase 3 for the State as of Monday. She stated there was some concerns with some employees from Town Hall and the Chairman of the Board of Health. The Town Administrator asked town employees if they are being inundated with people trying to come in and was told they are not. The windows will be installed on Friday. George Faria will be getting keys made up for the bathrooms as they are not open to the public. Mr Miller asked if we are allowed to do that. Town Administrator said it was under her understanding that we have to have an employee bathroom not a public bathroom, but when Council of Aging we would have to have a different conversation. Mrs Martin-Sterling said one of the

Information no  
action needed.



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suggestions was to get a static cling marking for where people should be standing. Mr Larabee asked if we were asked or requiring masks. The Town Administrator said that where it is a public building, she is not sure if we can make it mandatory. Mr Miller asked if any of the employees that had concerns on the Zoom meeting that wanted to speak but there was not. Mr Miller asked if there are continued concerns that we have a full meeting with the Board of Selectmen. Ms Cochrane stated that the Town Administrator did a reopening plan and gave it to the Board of Health and at that time the Board of Health agreed with the plan and that she did have a full employee meeting and no one had any issues with the plan. The discussion continued.

## New Business

Storage container and excessive storage within Town Hall

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

Review and Approve and sign Annual Town Meeting Warrant

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

## Personnel Board

Letter from William Church retirement as of June 27, 2020

Informational no action required.

## New Business

Possible Ethics violation with the Town Clerk – Mr Miller stated because this was put on the agenda late and part of the Revised agenda and felt it was in the best interest of the Board to table this issue to make sure we are not in violation of an Ethics issue on an ethics issue. Ms Cochrane stated to make the motion when the Town Clerk Deborah Pereira interjecting and asked if she could speak. Mr Miller stated due to the motion already on the table to table this discussion there would be no discussion at this time. After the motion was made the Town Clerk asked if there could be an explanation. Ms Cochrane stated that we didn't give the Town Clerk 48 hours notice. Mr Miller said due to that we can not have the discussion about this due to it was put on later and have tabled therefore it can not be discussed.

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

Cochrane motion to go into Executive Session under MGL Chapter 30A §21 (3) and under MGL Chapter 30A §21 (2) and to return to open session, Larabee 2<sup>nd</sup>, voted.

Resume Open Meeting 8:50pm

## Personnel Board

Letter from Fire Chief regarding change in Full Time EMS and additional position.

Larabee motion to approve the 42 hour 8 day rotation and add an additional Full Time Paramedic with BOS part of the hiring process, Cochrane 2<sup>nd</sup>, voted.

## Old Business

Review and approve FY21 Budget Mr Miller asked if there was any updates that needed to be made. The Town Administrator stated the bottom line hasn't changed. We shifted on call EMS money to Full Time based on the approval of an additional Full Time Paramedic. We have added a 2% increase to the working elected officials as well as Building Inspector and Animal Control which totals approximately \$2,800.00. This budget is a level funded budget plus contractual obligations. Discussion continued about the revenue sources are unknown as the state has not issued what those numbers will look like. Town Administrator stated that she reduced the Tax Levy by 5% due to a possible cash flow and also reduced the Chapter 70 by 5%. Discussion on the budget continued.

Larabee motion to approve the FY21 budget, Cochrane 2<sup>nd</sup>, voted.

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## Town Administrators Report

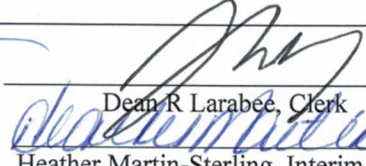
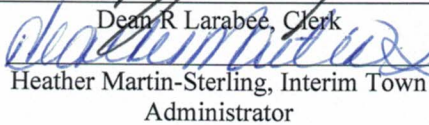
The Library Trustees is looking to replace the open position that was created from a promotion within, and was unsure of what the policy would be since some of the open positions are being held open until November special town meeting. Ms Cochrane asked if it was a union position and because it is we have minimal say. Mr Miller said because this is a filling of an open position then we need to post to fill it.

Received notification that we received notification from DESE that they approved a 1/12<sup>th</sup> budget from SBRHS and Bristol Aggie

Next scheduled meeting Tuesday July 14, 2020 at 10am

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

  
George F. Miller, Chairman

  
Dean R. Larabee, Clerk  
  
Heather Martin-Sterling, Interim Town  
Administrator

  
Wendy F. Cochrane, Member