
Select Board Meeting Minutes 6/21/17

Select Board Minutes of the meeting of 6/21/17

Meeting Opened at: 9am

Select Board Members Present: Steve Weisz, Chairperson, Carol Edelman and Kenneth Basler

Also in attendance: Chief Backhaus, BJ Johnson, George Cain, Julio Rodriguez, Dennis Lynch, Terry Walker, Scott Jenssen

At 9:15am the Board had a Tree Pruning and Removal bid opening. One bid was received from John Field Tree Service, Inc.

There were concerns that only one bid was submitted. The Board would like the Director of Operations to review it and determine if it is acceptable or if the notice should be put out again.

Miscellaneous Items Reviewed:

- The Board has been made aware that the school district and the Town of Egremont have reached an agreement.
- Monterey School – we still have not received any contractors interested in doing the work on the school building.
- The Board reviewed the Police Chief's current contract in anticipation of its renewal and meeting with the Chief.
- The Board reviewed the decision made last week to move forward with a contract with Baystate Municipal Accounting. The contract which has been reviewed by Counsel was signed for 1 year. There are a few minor concerns to be addressed but all are confident once we get into a rhythm this will be a positive change.
- M. Noe will reach out to the Director of Operations regarding the generator not powering the equipment in the Administrative Assistant's office during the storm on Monday.
- Kenn reported on the culvert workshop he and the Director of Operations attended last week and the grant we may be eligible for. Kenn asked the Board's permission to allow the Director of Operations to hire an engineer which he states does not require to be put out to bid. The Board agreed as long as the proper procedures are being followed and the monies are coming out of the highway budget and will not require additional funds. A motion was made to assign Shawn the responsibility to hire an engineer to design the Sandisfield Rd culvert not to exceed \$10k.
- The Board met with Chief Backhaus to discuss the following:
 - a. Storm damage on Monday.
 - b. Contract renewal: The Board discussed their concerns with part time officers covering the Chief's vacation shifts instead of the Sergeant as next in command. The Board asked for confirmation that when the Sergeant is covering for the Chief but not actually working the shift should not be working in another town.
 - c. The Board expressed frustration with the Sergeant's lack of acknowledgement to staff and Board members.
 - d. Sedan cruiser update: The Chief reported that this is currently parked at the Sergeant's house (and has been for almost 1 year). It needs a starter (\$285) and some body work and the Chief feels this would be a worthwhile investment if the Board approves. The Chief reported that repairs over the last 2 years have been approximately \$5k. The Board felt this vehicle should be visible and not parked at the Sergeant's home but does not feel it is worth investing any more money in it. They asked the Chief to come back next Wed to continue the discussion.
 - e. Reappointments: The Board questioned the Chief's recommendation to not reappoint a current officer and reappoint the Sergeant. He feels his recommendations are in the best interest of the department.
- The Board met with members of the Finance Committee to discuss the following:
 - a. Warrant article for the additional money required for the fire truck.
 - b. Internal transfers: \$10 to cover a public lighting bill, \$245 to cover postage to mail the special town meeting warrants and \$4,427.45 to correct an erroneous charge to the transfer station special article.
 - c. The Finance Committee had concerns about why the winter OT was overspent but the salt & sand was not. Kenn explained that most of the storms occurred on the weekends which are overtime for the employees, and the highway department has been working toward keeping enough salt on the roads without being excessive as it may have been in the past. The trucks have all been recalibrated to use less salt. It was agreed that more conversations about usage and budgeting should be had with the Director of Operations.
 - d. Accuracy of accounts – Baystate is working on getting the books up to date and enacting policies and procedures that will prevent mistakes that have been made from reoccurring. BJ expressed his enthusiasm with the Board choosing

Baystate.

- The Board met with Terry Walker to discuss the offer made to continue as the Town Clerk for a 1 year appointment:
 - a. Terry noted that the help wanted ad was for 15 hours week but the offer made to her was for 12. Discussion ensued about posting a minimum of 15 hours/week, then also being available for any town meetings, elections or other situations that may arise requiring the town clerk.
 - b. Posted office hours – The Board suggested Tues, Thurs and Sat (one morning and one early evening) to be reviewed after 6 months. The posted hours will be 8am – 1pm on Saturdays, Mondays from 7am – 1pm and Thursdays 3 – 7pm.
 - c. It was agreed to make this a salaried position rather than hourly, for a yearly salary of \$18,000 plus an additional \$1,000 when she receives her town clerk certification effective July 1st.
 - d. Terry reported that the new Assistant Clerk is working out well.
 - e. Terry requested 2 Saturdays off in July, and will have the Assistant Town Clerk hold office hours.
 - f. The Assistant Town Clerk will also look into becoming a notary and getting bonded.
- The Board met with Dennis Lynch to discuss a RDA the Lake Garfield Working Group would like to file to temporarily install a barrier to prevent further spreading of the Eurasian Watermilfoil. The Board felt that it is a proactive approach, but there should also be outreach to the homeowners on the lake. They also had concerns about the potential costs. A motion was made to allow the Lake Garfield Working Group to submit the RDA to the Conservation Commission.
- Scott Jenssen came in to discuss the repairs to be made to the school building. He will put in a bid to do the work only if he is told what the use of the building will be. As a resident, he is concerned about putting good money after bad in a building that has no future plan. The Board explained that during the library renovation the building will be used as a storage facility. After discussion Scott will not be submitting a bid.
- Annual 2nd homeowner's meeting: The Board set the date for Saturday, August 12th at 10am.
- Kenn provided an estimate for the Curtis Rd temporary bridge repair which would include labor from the highway crew, Tryon Construction (through our equipment bid) and Gill Engineering. This repair would tide us over until we either receive grant monies or get on the TIP list. There may also be a lead paint issue to deal with.
- Warrants were signed.
- Minutes from 6/14 were approved.
- Administrative Assistant's weekly report was reviewed.
- Police Chief's weekly report was reviewed.

A motion was made and unanimously approved to adjourn the meeting at: 12:30pm

Submitted by:
Melissa Noe, Administrative Assistant
Approved by:
Monterey Select Board

cc: Website (www.montereyma.gov)
Select Board Members
Minutes Book
Town Clerk