

I am hereby notifying the Monterey SB that I am boycotting (my civil dis-obedience) any future SB meetings in which Steve Weisz is Chair. My perspectives are many: his personal injection into the "police investigation," his continued oceans of prevarications to fellow SB members and the public, his failure to protect the integrity of the functioning of the SB as a group, his conducting SB business involving the TA's HR issues by himself, behind the scenes, without any SB authority, his dominating discussions, allowing improper posts of SB meetings & agenda items to the public, violating the OML twice in the past and likely numerous times currently, and abuse of the position as the Chairman of the SB by continued bullying and badgering of Justin on issues. Lastly, I also will not be participating in any meetings that allow open mics (which was my idea borrowed from GB) while the SB is deliberating. My perspective is that open mic has become a free for all opportunity for personal attacks of SB members, opportunities to bulldoze members to change their votes, bullying of SB members on issues, ad hominem attacks of members, allowing dunderheads who dont know any facts on the issue to speak, and allowing mob rule and control of the SB meetings by minority of the town residents. From my perspective the Chair and the TA and her followers are controlling the SB meetings, what topics are thoughtfully discussed, and the executive functioning of SB and its deliberations have been destroyed. We are not functioning as a board.

Policy Name:	Grant Management	Approval Authority:	Board of Selectmen
Adopted:		Applies to:	All Departments
		Revised:	Reviewed: --

GRANT MANAGEMENT

PURPOSE

To ensure Monterey efficiently and appropriately manages its grant-funded programs, this policy sets a framework for evaluating grant opportunities, tracking grant activity, and processing grant revenues and expenditures. Effective grant management helps promote the pursuit of grants that are in the Town's best interest and assure timely reimbursements to optimize cash flow, and to guard against year-end account deficits. As a legal contract, every grant agreement must be fulfilled in accordance with its prescribed terms and conditions, as well as all applicable federal, state, and local regulations. Failure in this regard exposes the Town to legal and financial liabilities and compromises future grant funding.

APPLICABILITY

This town wide policy applies to the Town grant writers and grant project managers in each department applying for or receiving grant funding. It further applies to the grant related responsibilities of the Select Board, Town Administrator, Town Accountant, and Treasurer/Collector.

Departments shall designate a grant project manager, who will by default be the Department head if not designated otherwise. The term Grant project manager also refers to Town grant writers.

POLICY

All departments are encouraged to seek grant funding for projects and programs consistent with the Town's goals, including the Town's short, medium, and long range plans. All municipal applications for grants must receive preapproval by the Select Board. To be eligible for preapproval, there must be a sufficient plan for effectively administering the grant program and performing its required work scope, along with a plan for adequate matching requirements (both cash and in-kind). Grants can be administered by Town employees or outside consultants.

No department shall expend grant funds until a fully executed grant agreement has been accepted and approved for expenditure by the Select Board. Further, no grant funds shall be used to supplant an existing expense for the purpose of diverting current funds to another use.

Operating departments through their designated grant project manager(s) have primary responsibility for seeking grant opportunities, preparing applications, and managing awarded programs. The Town Accountant is responsible for consulting with project managers on grant budgetary matters, accounting for grants in the general ledger, monitoring grant expenditures for consistency with award requirements, tracking the timeliness of reimbursement requests, and distributing monthly reports of grant expenditures to departments.

A. Grant Opportunity Assessment

Well in advance of a grant application's due date, the departmental project manager will assess the grant opportunity in consultation with the Town Administrator. Below are the factors to be considered, at a minimum.

Programmatic:

- Alignment of the grant's purpose with the Town's and department's strategic priorities
- Department's capacity to administer the grant through to closeout
- Office space, facilities, supplies, or equipment required

- Ongoing impact of the grant program after it is completed
- Compliance and audit requirements, particularly as they may differ from the Town's

Financial:

- Total anticipated project cost
- Expenditure requirements and anticipated cash flow schedule
- Required cost matching shares and sources, including cash and in-kind
- Staffing requirements, including salary and benefit increases for multiyear grants
- Administration and indirect recapture amounts
- Program income potential

In this stage, the grant project manager will also develop a contingency plan to address the potential future loss of grant funding, which may include alternative funding proposals or plans for reducing or terminating program positions or components after grant closeout.

B. Grant Application and Award Acceptance

Prior to filing any grant application, the project manager will complete a Grant Request/Information Form to the Town Administrator to be discussed at a future Select Board meeting. The Select Board will then make a determination as to whether any preapproved application should be submitted to the Town Counsel for a legal review. Following this, the project manager will submit the grant application to the grantor and forward a copy to the Town Accountant.

When a project manager receives notice of any grant award, he or she will submit it as a meeting agenda item for the Select Board to formally accept by signatures and thereby approve the expending of grant funds. The project manager will then send copies of the signed agreement to the grantor and the Town Accountant.

Upon receiving the new grant's documents, to record the grant activity separately from regular expenses, the Town Accountant will create new general ledger accounts identifying them by name and including the CFDA (catalogue of federal domestic assistance) number for any federal grants, and appropriate grant award number designation for state and local grants. When notified of any amendment or adjustment by the grantor, the project manager will immediately forward the information to the Town Accountant, who will make adjustment(s) to the grant's budget in the general ledger.

C. Grant Financial Management

At the start of a new grant, the project manager will email its requirements and the timing of reimbursement requests (e.g., at the time of expenditure, monthly or quarterly), when applicable.

The project manager will ensure all expenditures made are allowable and consistent with each grant award's requirements. The project manager will submit project invoices to the Town Accountant consistent with the Town's disbursement policy. The project manager will also ensure the proper payroll account codes for grant-funded employees are included on the department's payroll report to the Town Accountant and Treasurer/Collector as part the regular payroll process.

To minimize the use of advance town funds, every project manager will request reimbursements as often as the grant's guidelines allow and always no later than June 30th. In doing so, the project manager will prepare all required reports and requests as detailed in the agreement and submit these to the grantor. Immediately following each submittal, the project manager will send an email notification of the reimbursement request to the Town Accountant and Treasurer/Collector.

The Town Accountant will monitor each grant's deficit balance to assure it is temporary and contact the manager regarding the expected timing of reimbursements. . The Treasurer/Collector will match reimbursements received electronically or by check with their requests and credit the proper revenue lines.

D. Grant Closeout

Upon completion of the project work or grant period, whichever comes first, the project manager will verify that all grant requirements have been met and will send to the Town Accountant a grant closeout package that includes a final report and either a final reimbursement request or notification of the amount to be refunded to the grantor. If there is a refund to the grantor, the project manager will fill out the Schedule of Departmental Bills Payable Form and include it as part of the grant close out package.

Upon receipt of the closeout package, the Town Accountant will put the general ledger's grant account into inactive status and will reconcile the project manager's report with the general ledger's record of grant activity. The project manager will subsequently submit the final reimbursement request to the grantor or, if a refund is due, the Town Accountant will submit the Schedule of Departmental Bills Payable form and appropriate document for the refund to the Accounts Payable Clerk for processing on the next warrant.

Within 30 days of any grant closeout or the year-end closure, whichever is earlier, the Town Accountant will determine if the grant account has been over expended and contact the project manager to discuss if it can be applied to the current year's operating budget or an appropriation is needed. If an appropriation is needed, the project manager will contact the Town Administrator.

E. Audit

All grant activities are subject to audit by the particular granters, the Town Accountant, and the Town's independent auditor. The Town will maintain all grant documents and financial records for seven years after their closeouts or for the lengths of time specified by the grantors, whichever period is longer.

REFERENCES

M.G.L. c. 40, § 5D M.G.L. c. 41, § 57 M.G.L. c. 44, § 53A

Grant Request/Information Form

Grant Writer/Project Manager Name: _____

Are you requesting permission to write a grant or research available grants?

Type of grant you are proposing to research and how the project you have in mind that you are seeking available grants for: (skip this if you are proposing to write a grant):

Name of Grant (if proposing to write a grant):

Source of Grant Funding (State or Federal Agency): _____

Purpose of Grant:

Maximum amount Townwe can be awarded:

Is there a Ttown match and if so how much?:

How many hours do you estimate it will take you to write this grant?:

Whaten is the deadline to file this grant?:

Will this grant require any staff time after it is awarded? If yes, what will this entail, how many hours will need to be devoted and who do you propose will manage the follow up required?:

Additional Comments:

Please attach any information about the grant to help the Select Boardus in making our decision.



To be completed by the Select Board

Approved (circle one): YES NO

Maximum hours approved for this project: _____

Select Board approval (sign)



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Donald Last Name: Coburn

Address: [REDACTED]

City: Monterey State: MA Zip Code: 01245

Phone Number: [REDACTED] Ext. [REDACTED]

Email: dscoburn@aol.com

Organization or Media Affiliation (if any): No Affiliation

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Town of Monterey Select Board

Specific person(s), if any, you allege committed the violation: John Weingold

Date of alleged violation: November 17,

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

Selectman John Weingold sent an email on Wednesday, November 17, 2021, to Steven Weisz and Justin Makuc, the other two members of the three-member Monterey Select Board. He began by writing "I am hereby notifying the Monterey SB that I am boycotting (my civil disobedience) any future SB meetings in which Steve [Weisz] is chair." He then described in detail his criticisms of Mr. Weisz, which included these allegations: "personal injection into the 'police investigation,' continued oceans of prevarications to fellow SB members and the public, . . . conducting SB business . . . without SB authority, . . . allowing improper posts of SB meetings & agenda items to the public, violating the OML twice in the past and likely numerous other times currently, and abuse of the position as the Chairman of the SB by continued bullying and badgering of Justin [Makuc] on issues. Mr. Weingold added that he would also not participate in any meetings if the Select Board continued its policy of allowing free comment by the public throughout meetings because the policy "allowed mob rule and control of the SB meetings by a minority of the town residents."

This was an intentional violation by an experienced attorney-at-law. His complete familiarity with the law is evidenced by his own filing of many OML complaints against his colleagues containing well over thirty specific alleged violations. In each instance, he's had the benefit of reading your reasons mostly rejecting his claims. And his claims have frequently included charging illegal deliberation by email. The above violations, all involving patently deliberative statements on substantive matters, should not be countenanced. The full \$1,000 fine should be imposed.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

There is nothing the Select Board can or should do to remedy this situation. I believe Mr. Weingold's charges are false. But even if any of them were true, neither the chair nor the Select Board can honorably act in response to Mr. Weingold's irresponsible decision to withhold his participation on the Select Board until he gets his way. The only remedy that makes sense is imposition of the maximum fine on Mr. Weingold.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: Donald S. Coburn

Date: November 19, 2021

For Use By Public Body

Date Received by Public Body:

For Use By AGO

Date Received by AGO:

Monterey Town Administrator

From: Brian Riley <BRiley@k-plaw.com>
Sent: Tuesday, November 23, 2021 2:42 PM
To: 'Monterey Town Administrator'
Subject: RE: Bylaw Review Committee

Melissa: I am responding the questions below.

- 1) I recommend that appointments be made now that only run through the Annual Election in 2022. This is to be a new elected Town office, so new members should be elected at the Annual Election, not requiring a special election. While it doesn't match up perfectly with the bylaw, a 1½ year appointment or requiring a special election would be even more outside the bylaw's provisions.
- 2) The general rule for appointed boards and committees is that unless there is an express limitation to residents/registered voters, a non-resident is eligible. To the extent that you receive any interest from a non-resident, however, you could advise them that after the first five or six months they would no longer be able to be on this Committee – that might be enough to dissuade them. The Board could itself only select residents as well.
- 3) Since the Bylaw does not specify, the Board has some flexibility, as long as all five seats are elected next spring. I would suggest the reverse of what you have – 2 for 3 years, 2 for 2 years, and 1 for 1 year. But my only reason is that way, only one member needs to run for reelection in 2023 instead of two. Either way would be valid. Starting in 2023, expiring terms would be elected for 3 year terms.

Brian

Brian W. Riley, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110
O: (617) 654 1722
F: (617) 654 1735
C: (617) 909 9084
briley@k-plaw.com
www.k-plaw.com

This message and the documents attached to it, if any, are intended only for the use of the addressee and may contain information that is PRIVILEGED and CONFIDENTIAL and/or may contain ATTORNEY WORK PRODUCT. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please delete all electronic copies of this message and its attachments, if any, and destroy any hard copies you may have created and notify me immediately.

From: Monterey Town Administrator <admin@montereyma.gov>
Sent: Thursday, November 18, 2021 12:09 PM
To: Brian Riley <BRiley@k-plaw.com>
Subject: Bylaw Review Committee

Good Afternoon Brian,

At the continued annual town meeting a new bylaw was created:

<https://www.montereyma.gov/sites/g/files/vyhlf3496/f/uploads/6.12.21contatmminutes.pdf> It would be article #10

The Board is ready to make the initial appointments to the committee but need some clarification first please:

1. The bylaw states that the initial appointments will be for a year then the parties must run for the positions. Our annual elections are in May. Does the Board appoint through the election of 2022 (making it less than one year) or do we do one year and then have to hold a special election?

2. Since the persons appointed must run for the seat after the initial appointment, should the initial appointees be required to be registered voters in town?
3. As for the staggered terms once it goes on the ballot, how should that be arranged with 5 members; 2 for 1 year, 2 for 2 years and 1 for 3 years?

Thank you in advance for your assistance.

Respectfully,

Melissa Noe

Town Administrator
Town of Monterey
413-528-1443 x111

Don't let the ugly in others kill the beauty in you! ☺

Monterey Town Administrator

From: cmsmailer@civicplus.com on behalf of Monterey MA <cmsmailer@civicplus.com>
Sent: Friday, October 22, 2021 12:24 PM
To: mnoe
Subject: Bylaw Review Committee

Bylaw Review Committee

The Monterey Select Board is seeking individuals interested in being on a new bylaw review committee. Members of this committee will initially be appointed by the Board for a 1 year term. At the end of that year, the positions would be elected positions with staggered terms of three years. The committee shall be tasked with reviewing the town's bylaws, proposing revisions and additions thereto, these revisions and additions shall be included on the next annual town meeting warrant.

Please send letters of interest to admin@montereyma.gov by November 19, 2021.

[Read more](#)

This is an automatic message from Monterey MA. Please do not reply to this message.
[You can unsubscribe here.](#)

Amendment passed with a majority yes vote
Yes 54
No 14

ARTICLE 10. To see if the Town will vote to adopt the following new Town Bylaw or to act or take any other action in relation thereto: Residents' Bylaw Review Committee Please see attachment marked "Article 10" for full text.

The voters of Monterey hereby desire the formation of a bylaw review committee consisting of 5 members. Members would be initially appointed by the Board of Selectmen for a 1 year term. At the end of that year, the positions would be elected positions with staggered terms of three years. The Bylaw Review committee shall be tasked with reviewing the town's bylaws, proposing revisions and additions thereto, which revisions and additions shall be included on all warrants to be voted on at yearly annual Town Meetings. Amendment passes with a unanimous yes vote.

ARTICLE 11. To see if the Town will vote to adopt the following Bylaw: Section 1: Please see attachment marked "Article 11" for full text.

No motion, no second, article 11 failed

ARTICLE 12. To see if the Town will vote to adopt the following new Town Bylaw or to act or take any other action in relation thereto: Conservation Commission Pay: Please see attachment marked "Article 12" for full text.

Motion, second, article 12 failed with Yes 16 and No 31.

ARTICLE 13. To see if the Town will vote to adopt the following new Town Bylaw or to act or take any other action in relation thereto: Finance Committee Pay: Please see attachment marked "Article 13" for full text.

Motion, second article 13 failed with a majority No vote

ARTICLE 14. To see if the Town will vote to adopt the following Bylaw: Select Board Membership: Please see attachment marked "Article 14" for full text.

Called question Yes 41 No 3

Motion, second, article 14 failed with a majority No vote

Motion to table Article 15, 16, 17,18,19,23, and 24

Second, all articles tabled with a majority yes vote

Yes 25, No 8

ARTICLE 15. To see if the Town will vote to adopt the following as additions to the Town Bylaw Article II, Section 3 or to act or take any other action in relation thereto: Please see attachment marked "Article 15" for full text.

ARTICLE 16. To see if the Town will vote to adopt the following Bylaw: Selectboard Meeting Times/Recording: Please see attachment marked "Article 16" for full text.

ARTICLE 17. To see if the Town will vote to adopt the following changes to Town Bylaw or to act or take any other action in relation thereto: Section 18 Quarterly Meeting: Please see attachment marked "Article 17" for full text.

ARTICLE 18. To see if the Town will vote to adopt the following Bylaw: Public Comment: Please see attachment marked "Article 18" for full text.

ARTICLE 19. To see if the Town will vote to adopt the following new Town Bylaw or to act or take any other action in relation thereto: Monterey Code of Ethics: Please see attachment marked "Article 19" for full text.

Voter

November 13, 2021

[REDACTED]

Monterey, MA 01245

Dear Members of the Monterey Selectboard,

Please consider this letter of interest for the newly formed Monterey Bylaw Review Committee. As a lifelong resident of Monterey, I have watched the Town and its governance evolve as we balance the character of our Town with the societal changes that impact our local ordinances. My seven years' experience as a Town Administrator in a neighboring town have deepened my understanding of the value of thoughtful and well-crafted bylaws, and I would be honored to be assist Monterey in this review and recommendation process.

Although I do hold the elected position of part-time Tax Collector in Monterey, I do not foresee many conflicts of interest by serving in both capacities. If, however, there were situations which presented me with such conflicts, be assured I would recuse myself as appropriate.

Thank you for your consideration,



Mari Enoch

Monterey Town Administrator

From: Steven Weisz <steve@montereyma.gov>
Sent: Monday, June 14, 2021 7:09 AM
To: Monterey Town Administrator
Subject: Fwd: By-laws Review Committee

Begin forwarded message:

From: Jeff Zimmerman <[REDACTED]>
Date: June 13, 2021 at 7:54:07 PM EDT
To: steve@montereyma.gov, johnw@montereyma.gov, justin@montereyma.gov
Subject: By-laws Review Committee

Dear Mr Weisz, Mr. Weinglod and Mr. Makuc,

I wanted to reach out to the Select Board to let you know that I would like to serve on the By-laws Review Committee and hope you will consider appointing me.

I have served on many not-for-profit Boards and committees (large and small) since the 1990s and in many different positions including Treasurer of 2 Boards and President of 2 Boards. I have been through a number of by-laws revisions in those capacities. I also have served as a consultant to a number of municipalities over the course of my career and while no two towns are alike, I am familiar with some of the challenges faced by relatively small and modest-sized towns.

I am not sure if the 5 slots are already filled, but if not would encourage you to contact me if you have any questions about my background or fit for this position.

Being a relatively new resident to Monterey might bring a different perspective and serve as a compliment to the work and ideas of the rest of the committee.

Feel free to reach out to me anytime.

Thank you for your consideration.

Sincerely,

Jeff

Jeff Zimmerman
[REDACTED]
[REDACTED]

Monterey Town Administrator

From: Jeff Zimmerman [redacted]
Sent: Friday, October 22, 2021 1:40 PM
To: Monterey Administrative Assistant
Subject: Bylaw Review Committee

Hi Melissa,

I'm very interested in being considered for the Bylaw Review Committee. I have served on many not-for-profit boards over the years and have been involved in looking at bylaws and their revisions on numerous occasions.

I'd be happy to answer any questions about my background and interest.

By the way, do you know who will be chairing the committee?

With best regards,
Jeff Zimmerman
[redacted]
Monterey, MA 01245

Voter

Monterey Town Administrator

From: David Myers <[REDACTED]>
Sent: Tuesday, October 26, 2021 11:12 AM
To: admin@montereyma.gov
Subject: By-Law Committee

Dear Melissa:

I would like to self-nominate to serve on the By-Law Review Committee.

Please let me know what additional information would be helpful.

Sincerely,
David (Myers)

voter

Monterey Town Administrator

From: Christopher Blair (G) <[REDACTED]>
Sent: Tuesday, October 26, 2021 11:58 AM
To: Noe, Melissa
Subject: Letter of Intent: By-Law Review Committee

Melissa,

I would like to be considered for the BLRC in Monterey. Is there an existing "job" or task description that has been published.

My experience in Town Hall extends to being on the Conservation Commission, the Town Administrator Recommendation Committee, and the ad-hoc Monterey high-speed internet group. As well, I am used to interacting with the Town rules and regulations in my work as a residential designer: zoning, planning, conservation and ZBA.

It is unlikely that I would serve as an elected official when the preliminary year is up.

It is my understanding that we would serve at the pleasure of the Selectboard and receive some direction from them. Or is it you, the Town Administrator, who would be our point of contact.

Thank you for your consideration.

--
Regards

voter

Christopher Blair

[REDACTED]
Monterey MA 01245-8424

[REDACTED]
[REDACTED]
[REDACTED]
DESIGN+PLANNING, residential design, (w)design-planning.com, ([REDACTED])

"There are two spiritual dangers in not owning a farm. One is the danger of suspecting breakfast comes from the grocery, and the other is that heat comes from the furnace."

-- Aldo Leopold, A Sand County Almanac

12 November 2021

Selectboard
Town of Monterey MA
PO Box 308
Monterey MA 01245

RE: By-Law Review Committee

Dear Melissa and the Selectboard,

I send you a note requesting that I be considered for inclusion on the Committee charged with reviewing and making recommendations of the By-Laws of Monterey.

Owing to some personal responsibilities I would be unavailable to serve on this committee and would like to withdraw my prior request.

Thank you.



Christopher Blair

Monterey Town Administrator

From: Stuart Litwin [redacted]
Sent: Tuesday, October 26, 2021 12:27 PM
To: Monterey Town Administrator
Subject: Re: [Monterey-Community] Bylaw Review Committee

I am interested in serving on this committee.
Thanks,
Stuart Litwin

voter

On Fri, Oct 22, 2021 at 12:36 PM Monterey Town Administrator <admin@montereyma.gov> wrote:

The Monterey Select Board is seeking individuals interested in being on a new bylaw review committee. Members of this committee will initially be appointed by the Board for a 1 year term. At the end of that year, the positions would be elected positions with staggered terms of three years. The committee shall be tasked with reviewing the town's bylaws, proposing revisions and additions thereto, these revisions and additions shall be included on the next annual town meeting warrant.

Please send letters of interest to admin@montereyma.gov by November 19, 2021.

Respectfully,

Melissa Noe

Town Administrator

Town of Monterey

413-528-1443 x111

Don't let the ugly in others kill the beauty in you! ☺

--
You received this email because you are subscribed to the google group Monterey Community.

You received this message because you are subscribed to the Google Groups "Monterey Community" group. To unsubscribe from this group and stop receiving emails from it, send an email to monterey-community+unsubscribe@googlegroups.com.

Monterey Town Administrator

From: Pauline Banducci <[REDACTED]>
Sent: Monday, November 8, 2021 9:44 AM
To: Monterey Town Administrator
Cc: steve@montereyma.gov; Justin Makuc; johnweingold@gmail.com
Subject: Bylaws committee

Hello,

I am interested in participating in the bylaws committee. I am aware you are in the process of choosing the committee and know there are many folks interested. Just throwing my name in the hat too. Thanks for your consideration.

All the very best,
Pauline Banducci

Voter

Pauline Banducci
Massachusetts Media Manager
Citizen's Climate Lobby, 200,000 strong
[REDACTED]
[REDACTED]

Select Board, Town of Monterey

I am interested in an appointment to the By-Law Review committee.

I have been a resident of Monterey since 2008 and am active in town affairs in a number of different ways. I have an appreciation for good governance that follows clear and sensible rules. (In addition, my wife has given me a "thumbs up" for volunteering to do this.)

Just to be clear, should this be a consideration, I would not stand for election after the one year period so long as I continue as editor for the *Monterey News*.

Sincerely,
Stephen Moore

~~1234 New Marlborough Road~~

Monterey, MA

rescinded

Monterey Town Administrator

From: Nancy Tomasovich [REDACTED]
Sent: Friday, October 22, 2021 4:01 PM
To: Monterey Town Administrator; [REDACTED]; justinmakuc@gmail.com
Subject: bylaw review committee

Hello Everyone
Please put my name down for the bylaw review committee.
Happy to help the town
Regards
Nancy Tomasovich

Sent via the Samsung Galaxy S20 Ultra 5G, an AT&T 5G smartphone

NOT a registered voter

Monterey Town Administrator

From: Ronald Winters <[REDACTED]>
Sent: Friday, October 22, 2021 1:41 PM
To: Monterey Town Administrator
Subject: Re: [Monterey-Community] Bylaw Review Committee

Melissa:

I earlier indicated I would be interested. Let me know what I need to do.

Ronald M. Winters
[REDACTED]

NOT a reg voter

On Fri, Oct 22, 2021 at 12:36 PM Monterey Town Administrator <admin@montereyma.gov> wrote:

The Monterey Select Board is seeking individuals interested in being on a new bylaw review committee. Members of this committee will initially be appointed by the Board for a 1 year term. At the end of that year, the positions would be elected positions with staggered terms of three years. The committee shall be tasked with reviewing the town's bylaws, proposing revisions and additions thereto, these revisions and additions shall be included on the next annual town meeting warrant.

Please send letters of interest to admin@montereyma.gov by November 19, 2021.

Respectfully,

Melissa Noe

Town Administrator

Town of Monterey

413-528-1443 x111

Don't let the ugly in others kill the beauty in you! ☺

--
You received this email because you are subscribed to the google group Monterey Community.

Monterey Town Administrator

From: Caleb Stone <cstone@sbvas.com>
Sent: Monday, November 15, 2021 3:00 PM
To: selectboard@montereyma.gov
Subject: Southern Berkshire Ambulance
Attachments: image003.jpg

Good Afternoon,

I am writing to you today to give myself an introduction. I am Caleb Stone, and I am the new Chief Of Operations for Southern Berkshire Ambulance. You probably have heard by now that William "Bill" Hathaway has resigned from his position within the company. Should you need to get ahold of me for any reason or have questions, my contact information is below.

I look forward to working with the Board of Selectmen, town manager, and the public safety departments to continue and improve the EMS services provided to the towns SBVAS serves.

My other reason for writing to you today is to ask if you are still considering how to appropriate American Rescue Plan Act "ARPA" funding. Southern Berkshire Ambulance is hoping to open dialogue and conversations with our towns to see if they would contribute a portion of these funds to the Ambulance squad for assistance. There are two areas that the Ambulance squad would be looking to utilize any assistance towns may be willing to give. The first is to provide a bonus pay to our providers who served during the pandemic response. Providing them with a bonus would help show the appreciation we have for them during this time. The second area would be to help replace one of our vehicles. Southern Berkshire currently has a new truck on order; however, due to supply chain issues, we will not be able to take anticipated delivery until approximately April of 2023. Therefore, we plan to remount one of our trucks onto a new chassis. This will also save a significant amount of money (60-80k) over the cost of a new truck.

I am available to meet should you have any questions or comments.

Sincerely,

Caleb Stone

--
Caleb Stone NRP
Chief Of Operations



✉ cstone@savas.com www.savas.com

☎ 413.528.3632

📠 413.528.5549

📠 413.717.8410

CONFIDENTIALITY NOTICE: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipients named above. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution or copying of it or its contents is prohibited. If you have received this communication in error, please notify Southern Berkshire Volunteer Ambulance immediately by e-mail at Director@savas.com and destroy all copies of this communication and any attachments

Dear Steve and Justin,

Thank you for your service to the people of Monterey. It is clearly a tumultuous time for our Town, and having committed, consistent and thoughtful leaders such as yourselves is vital to move our community through this very dark and senseless time in Monterey.

Kudos for creating a YouTube channel! You're Zoom meetings and YouTube Channel provide the ability as a citizen to participate and stay informed of Town Business rather than remain in the dark, or rely on secondhand information and rumor.

In the most recent Selectboard meeting on 11.17.23 there was a discussion on how many members should be appointed to the Charter Committee. I agree with Justin on the importance of creating a consistent process and structure to all committee/board creations. However, Steve also makes a very valid point that if there are more Monterey Citizens who are interested in participating, we should make every effort to support their activism.

If I interpret what was discussed at the last meeting correctly, it is unprecedented that so many citizens want to participate in this Charter committee. Micky Jervis asked an interesting question, "why after the Nov 6th special town meeting were so many people now interested in joining this committee?". I think the special town meeting was a wake-up call for many of us. Monterey as its own entity is screaming for help. Citizens are responding wanting to participate in the particular ways that they can.

I agree with Mrs. Coburn that larger committees do work. I speak from experience as well. It seems to me that creating a town charter is a big project. Dividing the work up into smaller sub-work groups would be efficient and keep the project moving along. Having a larger group also increases the chance of greater representation through greater diversity, which we should be very mindful of.

I have some thoughts/suggestions regarding the process of appointing committee members.

1. Instead of a letter/notification of interest, the town should develop a template for "requesting to be considered for a committee".

This would include a pre-populated check box of ideal generic skills, any identified targeted skills needed, as well as a section where the applicant could add skills/experiences not listed, or any additional information they would want to offer.

Note: The people of Monterey come from very diverse backgrounds, including educational backgrounds. If we want all folks represented, we should avoid as much as possible deciding to appoint a committee member based on an applicant's ability to write an eloquent letter of interest. A simple and concise check list levels the playing field.

2. Wait to appoint all committee members till after the "date specified to file a letter of interest". *This will provide equal opportunity to all candidates, and not be on a basis of first come first serve.*

3. Establish a clear date/time that letters of interest must be received by the town and also include a date when the selectboard will anticipate the announcement and appointment of the selected committee members.

4. Is it legal to have a range in the number of members on a committee? For example, minimum of 5 to a maximum of 9? If it is legal this would allow for:
- a. Flexibility of having more people on a specific committee, while always maintaining a minimum number.
 - b. It allows for citizens who would like to participate but currently do not have the time, or interest, but may in the future like to join a committee.
 - c. This would eliminate the appearance of the selectboard, or members of a small 3-to-5-person committee, of cherry-picking participants to meet their own agendas.
 - d. Encourage citizens to volunteer their time by providing more flexibility.

Best,

Kathie Tryon


Monterey

Dear Steve, John and Justin:

Thanks for your planning and preparation for the special town meeting of 11/6/2021. It has not been easy to navigate Covid. I also especially appreciate Brian Reilly. He has been easy to communicate with and knowledgeable about town meeting questions.

I do have a couple of concerns and feel now is the time to bring them up because I'm apt to forget them in advance of the next meeting.

In June of 2020 Selectboard member Basler, the administrative assistant, and I met to discuss the covid plan for town meeting. Some of the results of that discussion has since been proven to be not necessary, but some is very much still relevant. I would like to comment on a couple of items that have been changed without discussion but I still feel are important for the safety and especially for the citizens of this town to feel comfortable in this pandemic.

The use of the pavilion was very important, but was almost dropped at last fall's meeting. In the initial discussions that meeting was clearly planned for early afternoon, but then without warning was moved inside. I was never informed of the change of venue. I thank you again for responding to my letter and other concerned citizens and moving it back outside to the pavilion. I also appreciate the continued use of the pavilion this year.

I don't know why social distancing was dropped at this last town meeting. While I agree it took a lot of work to place chairs in small groups 6 feet apart, the fact that the pavilion has so much space allowed for this. The new normal will be that some people will not feel comfortable in close proximity to others, especially since not everyone is vaccinated and even those who are vaccinated can get and potentially spread the disease. The third wave delta variant certainly affected a number of those people in Monterey. I would like to suggest that even when we move back inside, whenever that may be, that there be a conscious effort to space chairs out more and utilize the large spaces we have.

When we had the initial meeting in June of 2020, it was recognized that some sort of PA system would be necessary due to the poor acoustics of the space. At the time the initial plan of action, discussed in the Basler/ Administrative Assistant meeting, was to have a mic set up on a stand in the middle, for people to go to and address the meeting. I objected, and said that we should have a couple of people who were mobile bring the mics to the recognized speakers. There were several reasons. One is that at that time we did not want a line of people congregating. Another is the flow of the meeting could be better if there were roving mics so the meeting did not have to wait for every speaker to go to the stationary location. The last reason I will give goes back to the days when we did use the PA system before. We had people bring the mics to the recognized speakers. There are some mobility impaired people who will not feel they want to hold up the meeting by having to somehow maneuver to a fixed location while a hundred people are watching and hoping to move the meeting along. No one should feel uncomfortable because they are not able to jump up and walk over to a mic.

This last reason is to me the most important and will remain a reason beyond the pandemic. We try to keep the meeting moving along. We are in a town with a number of people who are not able to jump up and run to the mic. Even if none of those who need this service come to the meeting, I think it is important that the town provide the absolute best way possible for them to use their privilege of the right to address the meeting just as anyone else. If one mobility impaired person shows up, the town

meeting should be welcoming and ready for this. I feel strongly about this, and would like to see this simply become part of the regular set up. It is important to make it clear that every voter knows that they and their opinions are welcome.

At our initial meeting in June of 2020, Mr. Basler said that I was right about this as well. The first meeting worked well as the mic handlers were on the spot and did their job. When asked how I thought it went, I replied that it was too bad that they both had to be holding and passing the mic to people who were discussing budget items those particular people were involved with. I felt it looked awkward for both speaker and mic holder. I suggested finding other more neutral people. I was told they would have to be volunteers. As the next meeting approached, I discovered that there was no one lined up, so a quick message on the google group found a few volunteers. The next meeting I inquired again and was told no one wanted to do it, though it was admitted that no one had been directly asked. Again, the google group came to the rescue. This past meeting I did not inquire before, but partly on the assumption that I feel the covid plan should not have changed in that regard, but as I found out, there was no one lined up. As you all saw, Hillel Maximon volunteered and did a great job.

Going forward I would like to advocate that this become part of the preparation for the meeting. The selectboard is responsible for all the meeting preparation, as I understand it. If you do not, I will continue to ask for volunteers, and if necessary I will bring my mic out as I did the previous meeting to the crowd. Not an efficient way to move the meeting along, but you all know there is no one who advocates more than myself that each voter has the right to speak and the meeting is responsible to remove any barriers, be they physical or mental, that impede a citizen's right to speak their point of view to the meeting. Town meeting is special in that it is the only time during the year where no town official has any more power than the least of the rest of the citizens. The people should not be muted in any way. Everyone deserves to be heard and respected. They may not all want to address the meeting, but it is vital that they know they can without any sort of hindrance if they want to. That is the responsibility of the people who set up the meeting.

I would request that when the Selectboard changes how the town meeting is going to be set up, or decides that it won't be run with people the way it was discussed in the last meeting, that the moderator be informed. The warrant, the date and time(if not already legally specified), the publicity(there's another topic for discussion some day), and the set up are all the duties of the Selectboard. While you may designate others to do some of the work, it is ultimately yours to accept responsibility of how that was accomplished. Even parking, which again could be managed if you set it up in advance, is your responsibility. I can't make you have someone carry a mic around, but I have yet to hear a valid argument why it shouldn't happen. If you have a valid reason that that should not be done, please let me know.

I would also like to comment on the proposed policy for contacting town counsel. As moderator I believe it is important that I be allowed to contact counsel directly. The new counsel fortunately returned my email for this past meeting and it ran smoother because of that prior discussion. It was very helpful to have that prior discussion. I did not receive a copy of the policy to comment on(for whatever reason is unimportant), but I trust there is provision for the moderator to consult with counsel about town meeting. If the proposed policy allows for this, then we are fine.

I would also like to applaud you for allowing counsel to comment on a citizen's petition in advance of the meeting. This clearly was democracy at work. For these many years town meeting has stumbled

through citizen's petition after citizen's petition, with poor wording and questionable legality. Now that you have set the precedent for counsel to assist, these petitions should go much smoother. I think it would be prudent to set a policy where citizens could contact counsel before the deadline for submission so that these things could be worked out in advance of gathering signatures. This would clearly notify the citizens that you respect their right to legislate. As for the money, it is the tax payers who pay for counsel's services, so again it would be a sign of respect that they benefit from this service. The average citizen does not have access to a counsel with municipal experience. We have spent much time trying to refine things that should have been worked on before. If the citizen refuses, then so be it. But now that you have opened the door and allowed a petition to be examined and then corrected, it would certainly not seem right to deny others. I expect this is more than you want to adopt immediately, but it should be dealt with in advance of the next town meeting. I am excited, and this is the best change in town meeting since the CART service.

Finally, now that we are in budget planning stages, it might be a good time to consider electronic voting for town meeting. This has been brought up before. We certainly could have saved fifteen minutes, and maybe more, at the last meeting if electronic voting was in place. There would be one vote with the ayes and the nays tallied instantly, and the meeting would move on. Not every vote would be electronic, as voice would be quicker, but there were many counted votes in the last meeting, including the final vote which was clearly in the affirmative, but the meeting demanded a count. Electronic voting has been around for quite a while, and every year more and more towns are adopting it. I think it worth consideration.

Sincerely,

Mark Makuc

Moderator

Monterey Town Administrator

From: justin@montereyma.gov
Sent: Monday, November 22, 2021 7:12 PM
To: Monterey Administrator
Subject: [FWD: Re: Select Board Meeting Minutes 9/22/21]

Jon Sylbert 10/19 communication to the Select Board:

"Dear Select Board, if the board does not support posting on YouTube its meetings prior to 9/22, it does not support open and transparent government. I ask the board to make a motion to post all meetings, and I hope two members of the board will vote to approve.

In the meantime, you have no authority to post ANY Finance Committee meetings on the channel. Remove them until the Finance Committee has voted otherwise.

Sincerely,
Jon

Jonathan Sylbert
Finance Committee
Monterey"

----- Original Message -----

Subject: Re: Select Board Meeting Minutes 9/22/21
From: Jonathan Sylbert <jons@montereyma.gov>
Date: Fri, November 19, 2021 1:14 pm
To: <justin@montereyma.gov>, Steve Weisz <steve@montereyma.gov>, John Weingold <johnw@montereyma.gov>
Cc: "John F. Weingold" [REDACTED]

Dear Select Board, if the board does not support posting on YouTube its meetings prior to 9/22, it does not support open and transparent government. I ask the board to make a motion to post all meetings, and I hope two members of the board will vote to approve.

In the meantime, you have no authority to post ANY Finance Committee meetings on the channel. Remove them until the Finance Committee has voted otherwise.

Sincerely,
Jon

Jonathan Sylbert
Finance Committee
Monterey
