

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 09/24/2025

SELECTMEN IN ATTENDANCE: Tabitha K. McCrohan, Clerk, Jennifer Vincent, Chair

TOPIC		ACTION
	Meeting Called to Order at 6:00PM in the Berkley Council on Aging and via ZOOM	
	Board opened from executive session at 6:30PM	
Personnel:	Board to accept resignation of Krista Celia from the GATRA Advisory Board; review of matter; votes may be taken	Motion to approve: TM motioned: JV second. Motion approved
	Board to approve Noella Baptiste to the position of Tech Services Librarian for the Berkley Public Library; review of matter; votes may be taken	Motion to approve: TM motioned: JV second. Motion approved
	Board to approve Lorraine Moniz to the position of Outreach Coordinator for the Council on Aging; review of matter; votes may be taken	Motion to approve: TM motioned: JV second. Motion approved
New Business:	Board to review and potentially authorize the Chair to sign MASSDOT STANDARD CONTRACT FORM to fund FY2025 Fair Share Supplemental Budget Earmark for culvert improvement and replacement in the Town of Berkley; Jennifer Vincent offered to act as Chair to sign.	Motion to sign: JV moved: TM second. Motion approved
	Board to consider and potentially sign contract BOS 26-02 for Library Planning and Design services with CBT/Childs Bertman Tseckares, Inc.; review of matter; votes may be taken. Motion was approved to sign contract.	Motion to approve: TM motioned: JV second. Motion approved
	Board to review and potentially sign October 25, 2025 Special Town Election Warrant; review of matter; votes may be taken. The board reviews and approves the special town election scheduled for October 25, 2025 with hours between 10:00 am and 6:00 pm. Board signed the Special Town Election Warrant	Motion to approve: TM moved: JV second. Motion approved
	Board to host Conservation Commission Chairman David Patrick for discussion and possible action on quitclaim deed between Town of Berkley, acting by and through its Conservation Commission and Berkley L.D. LLC regarding the property known as 36 Holloway St. (Map 20, Lot 72); review of matter; votes may be taken.	Motion to table: JV moved: TM second.
	The Conservation Commission discussed the proposed acceptance of a land donation at 36 Holloway Street, which comes with conservation restrictions and a management plan mandated by state and national heritage authorities. The plan requires the town to conduct ongoing inspections and maintenance of sensitive environmental areas, with escrowed funds provided by the donor to help cover these costs. The Commission outlined specific conditions, such as clearing debris, installing signage, and ensuring proper access control, to protect the site's ecological value.	

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Meeting Mail:	Board members expressed support for the donation but emphasized the need for thorough legal review and a clear understanding of the town's long-term obligations under the conservation management plan. They noted that while the donation offers opportunities for future public use, such as hiking trails, it also imposes responsibilities that must be carefully considered before final acceptance. The board agreed to proceed cautiously, seeking additional information and legal input to ensure all conditions and risks are fully understood. Motion to table carried unanimously. Letter from Rep. Christopher Markey regarding IL1000 – An Act establishing a coastal waters wastewater financing commission and H.999 – An Act establishing a deer population control commission	Motion to file; TM moved; JV second; motion approved
Meeting Minutes:	During the discussion of H.1000 and H.999, the board briefly touched on these state legislative acts. For H.1000, which concerns establishing a coastal waters wastewater financing commission, one board member expressed strong interest due to concerns about sewage dumping into rivers, particularly noting personal experience with sewage issues in their backyard. Regarding H.999, an act establishing a deer population control commission, there was less substantive discussion. Matthew Chabot indicated these were primarily informational items requiring no immediate action from the board. The conversation was relatively brief, with no detailed deliberation on the specific provisions or potential impacts of either legislative act. Board to approve Meeting Minutes of September 9th, 2025; review of matter; votes may be taken	Motion to approve; TM moved; JV second; motion approved
Town Administrator Report:	During the Town Administrator's report, Matthew Chabot discussed several local infrastructure and communication updates. He highlighted the Taunton water district's planned extension of 10-12 inch water mains from Morrison Drive to County Street and Holloway, noting potential slow downs on County Street. The work's exact start date was around Monday, September 29th. Chabot also addressed the resurfacing of Myricks Street, emphasizing that it is being done by the Berkeley Highway Department using chapter 90 funding, not local taxation. He noted this is the first resurfacing of that street section in approximately 40 years. Additionally, he announced the launch of TextMyGov, a new communication tool that will send notifications to residents. Currently, about 1,700 people have opted in, which Chabot sees as an effective way to keep townspeople informed about events and road construction. The first mass text was scheduled to go out on October 1st, reaching all registered and opted-in residents.	Information only; no votes taken
Old Business:	Board to discuss progress regarding the St. Yves Field Project at 46 Myricks St. and discuss potential for maintenance agreement with the Berkley Athletic Association; review of matter; votes may be taken During the St. Yves project discussion, Matthew Chabot and the board focused on developing a maintenance agreement for the project's fields. Chabot wants to get input from	Information only; no votes taken

Old Business:	board members on what they want included in the agreement before finalizing it, noting that the fields are not yet ready, so there's ample time to draft and refine the document. The goal is to create a clear agreement that defines access and usage rights, prevents future conflicts, establishes a clear term, and outlines obligations of both parties. Chabot noted that while a representative from the project was expected to attend, they did not appear at this meeting. The board agreed that the draft should be shared with both parties for review and input, with the understanding that the first version won't be perfect and will likely require iterations. The overall approach is to create a proactive, collaborative agreement that provides clarity and prevents potential disputes over field usage in the future. Meeting recessed at 6:53 PM Meeting returned to open session at 7:01PM Board to review and discuss draft bylaw for the Residential Development Overlay district with the Berkley Planning Board; review of matter; votes may be taken: The board's discussion on the draft bylaw for the residential development overlay district centered on refining which ground-floor non-residential uses should be permitted by right and which should require a special permit. Members reviewed the town's existing use tables and debated how to balance flexibility for developers with the need to maintain community standards, ultimately agreeing that most uses should be allowed by right, with only a few—such as medical offices and veterinary clinics—requiring special permits. The group also considered how to structure the bylaw to encourage mixed-use development while ensuring that residential projects remain feasible and attractive under the new rules. Additionally, the board examined the development standards proposed for the overlay district, including lighting, landscaping, signage, and building design. They discussed whether to incorporate detailed requirements from existing planning board regulations or to use more general language to avoid creating barriers to “by right” residential development, as required by state law. The board agreed to seek further legal and technical input, and to coordinate closely with consultants and the community, to ensure the bylaw is both effective and ready for timely inclusion in the upcoming town meeting warrant, ultimately empowered Ms. Donna Leary and Ms. Tabitha McCrohan to continue to refine the bylaw for the purposes of presentation on the 9th of October. Board to jointly review with the Berkley Planning Board residual decision points and confirm direction for a draft Town Meeting warrant article expanding the General Business District. Seek Board consensus on map boundaries, text edits (if any), and the possible future inclusion of use variances into the Berkley Zoning Bylaw; review of matter; votes may be taken During the general business item, Matthew Chabot and the board discussed expanding the general business district, focusing on potential zoning changes and map adjustments. They carefully examined a map and considered the precise boundaries and implications of extending the district. The discussion centered on finding the most appropriate method to define the new district boundaries, with considerations including using perpendicular measurements from existing streets, surveying requirements, and potential buffer zones between residential and business areas. Chabot emphasized the importance of creating clear, defensible boundary lines that could withstand potential future challenges. They explored options like using 500 or 600 feet from reference points, and discussed how the expansion might impact adjacent	Information only; no votes taken Information only; no votes taken
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residential properties. The board was particularly mindful of maintaining a reasonable buffer and ensuring the zoning change would not create undue conflict with nearby residential areas.

Ms. Patricia Sargeant presented a sketch of the proposed zone expansion, but did not have an actual survey plan at the time. Without a precise survey, the board and counsel recognized potential legal and technical challenges in definitively establishing the new district boundaries. Members of the Planning Board expressed some interest in Ms. Sargeant's presentation.

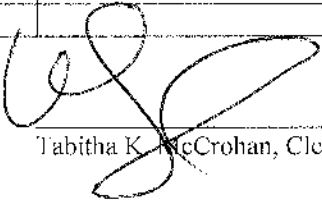
Mr. Chabot highlighted the risks of proceeding without a detailed survey, noting that precise measurements and clear boundary definitions are crucial for avoiding future disputes or legal complications. Ms. McCrohan suggested that she would like to see a surveyed plan and that she was unsure if it would make the Town Meeting warrant.

Adjournment

Board adjourned at 8:30PM

Next scheduled Board of Selectmen meeting Thursday October 09, 2025 at 6:00 PM

**Motion to
adjourn: TM**
moved: JV second.


Tabitha K. McCrohan, Clerk


Jennifer Vincent, Chairwoman


Matthew Chabot, Town Administrator