

**MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 12/10/2025**

SELECTMEN IN ATTENDANCE: Jennifer Vincent-Chair, Tabitha K. McCrohan-Member, Mark Horsfall-Member

TOPIC		ACTION
	Meeting Called to Order at 6:00PM in the Moitoza-Petty Hearing Room	
<b>Appointments:</b>	<p>Taken out of Order: Board to vote to appoint Jacqueline Machamer to the Taunton River Wild and Scenic Stewardship Council.</p> <p>Jennifer Vincent made a motion to move this appointment to the beginning of the agenda which was approved unanimously. Jacqueline Machamer expressed enthusiasm for joining the River Wild and Scenic Stewardship Council despite lacking river watershed expertise. She is eager to represent Berkley's interests concerning river access and communication with the council. Tabitha McCrohan made a <b>motion to appoint</b> which was unanimously approved.</p> <p>Taken out of Order: Board to consider and potentially vote to appoint a member of the Board of Selectmen as representative to the SRPEDD Commission.</p> <p>Jennifer Vincent introduced the need to appoint a new representative to the Southeastern Regional Planning and Economic Development District Commission (SRPEDD), emphasizing the commission's importance for accessing funding opportunities and staying informed on regional initiatives. Tabitha McCrohan was nominated for the role; her appointment was then formally moved, seconded, and unanimously approved by the board, making her the new SRPEDD representative for Berkeley</p>	<p><b>Motion to appoint:</b> TM motioned: MH second. Motion approved</p> <p><b>Motion to appoint:</b> MH motioned: JV second. Motion approved</p>
<b>Personnel:</b>	<p>Board to appoint Sawyer Diffley to the position of Part-Time Civilian Dispatcher; review of matter; votes may be taken</p> <p>Board to appoint William Kinsman to the position of Part-Time Civilian Dispatcher; review of matter; votes may be taken</p> <p>The board reviewed and approved the appointments of Sawyer Diffley and William Kinsman as part-time civilian dispatchers, sharing brief backgrounds and motivations for both candidates, including their academic studies and prior experience in emergency management and community service.</p>	<p><b>Motion to appoint:</b> MH motioned: TM second. Motion approved</p>
<b>New Business:</b>	<p>Board to meet with <b>Manuel Barros</b> to discuss the potential development of the properties located at <b>107-111 Myricks Street</b>. Discussion will focus on preliminary concepts, project scope, and potential next steps; review of matter; votes may be taken</p> <p>Manny Barros presented his vision for a community athletic center. Drawing upon his experience in the tennis industry and real estate, Barros emphasized the need for enhanced sports and recreation opportunities in Berkeley, especially for children and families. He described plans that would complement his work with the nearby Lakeville Tennis Club and highlighted his outreach to local property owners. Architect Katherine Stark detailed a conceptual design for the large, multi-use facility, describing amenities such as an indoor pool, pickleball and tennis courts, a full-size basketball court, a walking track, an indoor soccer field, and support spaces. The design aimed to blend into the surrounding area and provide flexible space for community events and gatherings, reflecting both the ambitious scale of the project and the intention to serve all ages within the community.</p> <p>Jennifer Vincent invited attendants to discuss and ask questions in regards to the athletic center. Doug Chapman has been the tennis coach at Somerset Berkley Regional Highschool for 48 years. He points to exemplary performance of Berkley child athletes in various sports as an opportunity for further growth. With access to more resources for local teams and clubs there would be greater opportunities for kids and adults alike to engage with and</p>	<p><b>Discussion only: no votes taken</b></p>

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<p><b>New Business Continued:</b></p>	<p>develop in sports. A member of the public asked about what the budget of the project might be however due to it being in an early conceptual state it's hard to know.</p> <p>After a brief intermission Eric Wu asked if the location would have volleyball courts due to a lack of available volleyball courts in the immediate area. He has experience as a volleyball coach for various teams around the local area. Manny Barros confirmed that the basketball courts can be converted into volleyball courts. Tabitha McCrohan voiced her opinion that the facility is a great opportunity for the town. Jennifer Vincent noted that in lieu of a town planner to bring development to Berkley having the public support opportunities like the facility is the primary avenue of growth for the town.</p> <p>Taken out of Order: Finance Committee Appointing Authority to appoint Rob Powell to the Berkley Finance Committee.</p> <p>Chairman of the Finance Committee Eric Wu was present via Zoom. Rob Powell spoke on his desire to increase transparency for the people of Berkely, born out of his recent run for selectman. Eric Wu stated that the finance committee had already vetted Powell and would like to approve his nomination to the committee. Jennifer Vincent made a motion to elect Rob Powell to the finance committee Which was unanimously approved.</p> <p>Finance Committee Appointing Authority to appoint Shawn Rogers to the Berkley Finance Committee.</p> <p>Jennifer Vincent made a motion to appoint Shawn Rogers to the Berkley Finance Committee which was seconded by Eric Wu. It was unanimously approved.</p> <p>Taken out of Order: Board to review and sign Liquor License (Club License) for American Legion Post #121 located at 80 Myricks St. Board to review and sign Common Victualler License for American Legion Post #121 located at 80 Myricks St. Board to review and sign Restricted Music License for American Legion Post #121 located at 80 Myricks St.</p> <p>Board to review and sign Liquor License for The Boondocks located at 18 North Main St. Board to review and sign Common Victualler for The Boondocks located at 18 No.Main St. Board to review and sign Restricted Music License for The Boondocks located at 18 North Main St.</p> <p>Board to review and sign Auto Class III License for G. Matthew Enterprises Inc. located at 37 Locust St.</p> <p>Board to review and sign General Junk, Old Metals, and Materials Class G License for Peter Kopych located at 48 Macomber St.</p>	<p><b>Motion to appoint:</b> JV motioned: MH second. Motion approved</p> <p><b>Motion to appoint:</b> JV motioned: MH second. Motion approved</p> <p><b>Motion to approve:</b> TM motioned: JV second. Motion approved</p> <p><b>Motion to approve:</b> TM motioned: JV second. Motion approved</p> <p><b>Motion to approve:</b> TM motioned: JV second. Motion approved</p>
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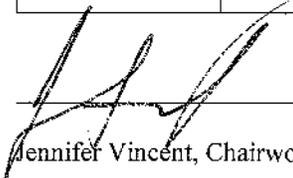
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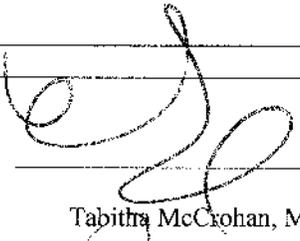
<p><b>New Business Continued:</b></p>	<p>Board to review and sign Class 1 License for Camping World RV Sales located at 133 Myricks St.</p>	<p><b>Motion to approve:</b> TM motioned: JV second. Motion approved</p>
	<p>Taken Out of Order: Board to review and potentially approve Process Improvement Pilot Proposal for process improvement consulting services; review of matter; votes may be taken</p>	
	<p>Jennifer Vincent highlights that the town hall has made very little strides to modernize their systems and streamline approaches for two decades. Dan Miller, founder of future state consulting proposed a simple three stage pilot program for process improvement. He hopes to make some simple improvements and asses the current state of the system through anecdotes before making further improvements to things like permitting approvals. Tabitha McCrohan asked if this was Dan Miller's first experience with municipal governments, he confirmed his experience has only been with corporations. Mark Horsfall spoke on the importance of having someone assess the efficiency of various tools and processes.</p>	
	<p>Board to submit Petition for Special Legislation entitled "An Act authorizing the Town of Berkley to increase the membership of the Board of Selectmen" and further, to authorize Chairman Jennifer Vincent to sign said Petition; review of matter; votes may be taken Jennifer Vincent made the motion, it was seconded by Mark Horsfall. Mark Horsfall and Jennifer Vincent were in favor, Tabitha McCrohan was opposed.</p>	<p><b>Motion to approve:</b> JV motioned: MH second. Motion approved</p>
	<p>Board to review and sign MassDOT State Aid Programs Reimbursement Request for the Myricks St. paving work. Jennifer Vincent made a motion to accept, Mark Horsfall seconded. It was unanimously approved.</p>	<p><b>Motion to accept:</b> JV motioned: MH second. Motion approved</p>
	<p>Board to review and potentially sign the Host Community Agreement (HCA) waiver for FreeMarket MA LLC, operating at 118 Bayview Ave. Tabitha McCrohan made a motion to sign the community agreement for a waiver for a free market, Mark Horsfall seconded.</p>	<p><b>Motion to sign:</b> TM motioned: MH second. Motion approved</p>
	<p>Board to authorize the Town Administrator to draft and sign, or to designate an appropriate local official with expertise in the Berkley Zoning By-Law to sign, a Letter of Local Approval regarding the proposed parking conditions for the Berkley Public Library planning and design submission. Additionally, to authorize the Town Administrator to sign the MPLCP Level of Design Confirmation required for completion of said project submission. Jennifer Vincent raised a community concern about the size of the parking lot.</p>	<p><b>Motion to approve:</b> JV motioned: TM second. MH dissenting. Motion approved</p>
<p><b>Meeting Minutes:</b></p>	<p>Board to approve Meeting Minutes of November 19th, 2025. Board to approve Executive Session Minutes of November 19th, 2025. Board to approve Meeting Minutes of December 1st, 2025.</p>	<p><b>Roll Call Vote:</b> JV aye TM aye MH aye</p>

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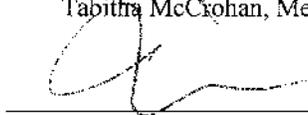
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<p><b>Town Administrator Report:</b></p>	<p>The Town Administrator reported that SRPEDD's regional traffic count program will resume in the spring and is provided at no cost to the Town. During the prior cycle, Berkley secured ten traffic count locations, which included both vehicle volume and average speed data. This information has been useful in recent traffic safety and roadway discussions. Maps from the October 2024 SRPEDD report showing the prior ten locations were provided. The Board was asked whether it wished to identify ten new locations for the upcoming spring season at this meeting or defer the discussion to a future meeting. While Myricks Street locations were beneficial for prior quiet zone studies, increased activity near the Church Street/Myricks Street area may warrant refocusing study locations.</p> <p>The Town Administrator also reviewed limitations on local traffic control authority. Speed limit changes on locally owned roads require submission of a Special Speed Regulation request to MassDOT, which retains final approval authority and may not concur with Town recommendations, even with supporting studies. Installation of four-way stop controls similarly requires state involvement and is typically based on crash history, traffic volumes, and approach speeds. Updated traffic and speed data will be critical to supporting any future requests.</p> <p>The Town Administrator reported that the FY2026 state budget includes a reauthorized \$25,000 earmark for a sidewalk connection between the middle school and the Town Common. The Town is awaiting a standard contract from the Commonwealth, after which options for use of the funds will be discussed. The earmark may potentially be paired with the MassDOT LEAP Program to expand the project scope.</p> <p>It was further reported that the \$50,000 culvert earmark has a fully executed standard contract in place. The project is queued and anticipated to proceed during the spring construction season.</p>	
<p><b>Adjournment:</b></p>	<p>Adjournment at 7:50 PM</p> <p>*Next Scheduled Meeting is Wednesday, January 7th, 2026 at 6:00 p.m.*</p>	

  
Jennifer Vincent, Chairwoman

  
Tabitha McCrohan, Member

  
Mark Horsfall, Member

  
Matthew Chabot, Town Administrator