

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 10/17/2018

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman Heather Martin-Sterling, Clerk Wendy F. Cochrane, Member

TOPIC		ACTION
	Meeting Convened at 6:04 pm at Town Hall Hearing Room, 1 North Main St.	
Minutes	Minutes for October 3, 2018 – Regular Session	Motion to approve made by Cochran, Sterling sec. – Voted
Personnel Board	Meeting taken out of order to Personnel Board – Interviews for Assistant Town Accountant/Administrative Assistant - The Board interviewed Robin Marshall. She is a 22 year resident of Berkley and stated has assisted the accounting dept. in her previous job many times. Miller mentioned the pay scale and how it is not expected to change much over the years. - Board interviewed Megan Larguinho. Miller noted she definitely had significant education and experience. Miller asked why would she would want to work here, she replied she would eventually like to be a town accountant and this would be a great experience and she would like to get more accounting experience. Where she is she does more auditing. Miller asked if she would work elsewhere to supplement, yes she is per diem at a laboratory with flex hours nights. . Miller asked if she was familiar with the pay scale, yes. He noted the pay scale will likely stay unless you move up. He asked if she could see herself staying in this job for a while, yes. Miller looking someone perform the job and become part of the team, help in the Treasurer Office, Selectman, Town Accountant. He stated that we have a Town Accountant and she has not told us that she is going anytime soon and we are happy with her. Sterling questioned she is currently doing auditing and that she wants to do accounting, yes. Sterling noted that it's kind of a big jump from public to municipal. Megan stated she would like to work for the government she just didn't see it as an option before and now she does. Sterling asked if she was looking to get certified. Megan replied if it was necessary yes. Miller asked if she was a team player, yes. You get along with coworkers, yes. Miller asked about her and Clifton Larson Allen and could she supply Alan with the contact info, she replied yes. - Miller read aloud a letter of Michael Pasternak's resignation from the Treasurer's Office. Cochrane spoke about how the Town keeps training people and they leave because the Town doesn't pay enough. And that there was talk about a classification scale and was wondering when that was going to take place. Cochrane stated he makes almost the same as McDonald's employees and he's responsible for a large sum of money in the Town. Joe Freitas spoke about the working prevailing wage and with the amount of hours we are paying below that. Miller suggest looking at the school pay scale since they don't have a turnover of as many people. Joe stated one way or another we have to pay these employees more. Cochrane	Informational – No action taken Informational – No action taken Motion to post the position of Treasurer's Clerk, accept resignation, and to hire Michael Pasternak as a temporary employee until a hire for his position is made was made by Sterling, Miller sec. – Voted

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Meeting Mail	wanted to know if Mike could stay on about 8 hours a week Saturday morning and Wednesday evenings to help her with the things he is stronger in. He can do the non-employee related things. Just until we find someone and he would be willing to come in and train someone. Miller asked Coutinho if he thought it was a good idea, Coutinho replied yes. - Board reviewed a notice from Berkley Master Plan Committee. - Board read a notice from Somerset Berkley Regional High School regarding parent teacher conference nights. - Selectmen received a notice from the Town Clerk regarding the resignation of Jennifer Vincent from the Berkley School Committee. The Board announced that there is an opening and any interested candidates should send a letter of interest. Joint meeting to be held October 30, 2018 at 6pm. - Board received a notification to abutters from Berkley's Conservation Commission regarding site located off Admirals Way in Berkley. - Letter from Adel G. Sands Superintendent Bristol County Agricultural School regarding change in tuition assessment.	Motion to file made by Cochrane, Sterling sec. – Voted Motion to file made by Cochrane, Sterling sec. – Voted Motion to file made by Cochrane, Sterling sec. – Voted Motion to file made by Cochrane, Sterling sec. – Voted Motion to file made by Cochrane, Sterling sec. – Voted
New Business	- Contract from Mass Cultural Council regarding FY19 local cultural council funds. - The Board voted on the 2019 Special Town Meeting Warrant for November 14th, 2018. Meeting is to be held at the Berkley Community School. Cochrane noted she thought the floor was not safe and slippery. Mr. Coutinho stated that he was assured by Lynch that the floors are safe and there are no issues. Mr. Coutinho read over the articles on the warrant. Miller questioned if they would make quorum. Cochrane and Sterling thought there would be no problem. - Board reviewed a memorandum of Agreement with Massachusetts Laborers' District Council Public Employee's Local Union 144. The agreement is for two years and the wage package is fair for the Town as well as the employees. A big change is the grid, to get to top step is not 10 years not 20. Job descriptions are now part of the contract, they cleared up some sick leave issues, maintenance did not get a step adjustment just up 2%.	Motion to accept grant made by Cochrane, Sterling sec. – Voted Motion to approve the warrant made by Cochrane, Sterling sec. – Voted Motion to approve made by Cochrane, Sterling sec. – Voted

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Town
Administrator
Report

- Town Administrator gave an update on Moody's bond rating. The Town went from an A2 rating to an A1 community.

Informational – No
action taken

Soil Board

- Board received a letter from Board of Health regarding 180R Bayview Ave, Berkley

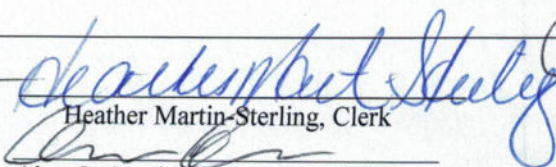
Motion to file made
by Cochrane,
Sterling sec. –
Voted

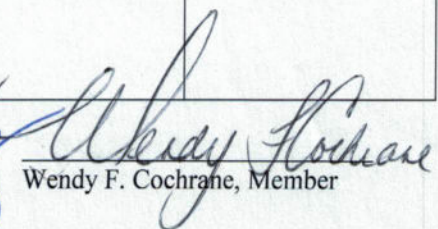
Meeting Adjourn

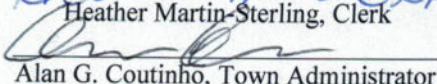
Next Regular Meeting October 30, 2018

Motion to adjourn
made by Sterling,
Cochrane, sec. -
Voted


George F. Miller, Chairman


Heather Martin-Sterling, Clerk


Wendy F. Cochrane, Member


Alan G. Coutinho, Town Administrator