

# MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 4/04/2018

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman Wendy F. Cochrane, Clerk Gil Pontes, Member

TOPIC		ACTION
	Meeting Convened at 6:05 pm at Town Hall Hearing Room, 1 North Main St.	
Personnel Board	<p>Meeting taken out of order</p> <ul style="list-style-type: none"> <li>- The Selectmen met with Patricia Carson who applied for the position of Clerk in the Town Clerk's office. Miller made mention that she will be working in one of the departments that will require she keep her composure even when residents come in that are not happy. Patricia stated that is something that she is already accustom to working in the health field. Miller mentioned the pay and that in all likelihood there will not be a significant change in pay over time. Miller also asked if she saw this as a long term position for her. She replied yes. Miller stated she seemed over qualified but a good candidate.</li> <li>- The Town Administrator and the Board discussed an in-house posting for a truck driver for Highway Dept.</li> <li>- The Selectmen received a request from the Town Clerk to hire Kerrie Easterday to help with training in the Town Clerk's office</li> </ul>	<p>Motion to appoint Patricia Carson to serve as a Clerk in the Town Clerk's office made by Cochrane, Pontes sec. – Voted</p> <p>Motion to approve in-house posting made by Cochrane, Pontes sec. – Voted</p> <p>Motion to rehire Kerrie Easterday as a temporary employee not to exceed 10 hours made by Cochrane, Pontes sec. – Voted</p>
Minutes	<ul style="list-style-type: none"> <li>- Minutes approved for March 7, 2018 – Regular Session</li> <li>- Minutes approved for March 28, 2018 – Regular Session</li> </ul>	<p>Motion to approve made by Cochrane, Miller sec., Pontes abstain – Voted</p> <p>Motion to approve made by Pontes, Cochrane sec. – Voted</p>
Meeting Mail	<ul style="list-style-type: none"> <li>- The Board received the form for 2018 – 2019 SRPEDD Commission Member Appointment. Miller asked the Town Administrator to reach out to the current member Joe Callahan to see if he was interested in being reappointed.</li> </ul>	<p>Motion to table made by Cochrane, Pones sec. – Voted</p>



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## Old Business

- The board reviewed the notice of right of first refusal 16.84 acres at 137 Bayview Ave.
- The Board reviewed the final numbering of the Annual Town Meeting Warrant articles. Miller explained articles three and four regarding the Highway Surveyor/Tree Warden and changing the position to appointed. Miller feels that it would be beneficial to the Town to be sure that the position does not become a voting by popularity contest. The Town Administrator touched on the ballot questions and spoke about the potential bylaw changes. He also noted that we need to have a bylaw hearing. The Town Administrator suggested having it at the May 2, 2018 Selectmen's Meeting. The Board agreed. Miller wanted to know if counsel got back to them yet on the possibility of adding an explanation on the warrant articles. Mr. Coutinho stated that you cannot say things like "A 'Yes' vote would be beneficial to the Town" however you could say that "A 'Yes' vote would change it from elected to appointed" and the same thing goes for the override. Both Miller and the Town Administrator agreed that they would hate to add an explanation and it give reason for a challenge after the vote.

Motion to not exercise the Towns right of first refusal made by Pontes, Cochrane sec. – Voted

Motion to accept the ballot questions and approve and sign the Annual Town Warrant made by Cochrane, Pontes sec. – Voted

## New Business

- The Board reviewed an application for a special permit in the general business district from BayCoast Bank. The BayCoast bank needs a variance for the drive-thru window. It is required that they send the plans to several Boards. Miller stated that he has been on board for some time with Mr. Jackson as well as the Planning Board and he is in full support. Miller stated that it would be nice if the Town could switch some of their business over to their bank.
- The Board received a memo and permit from the Dept. of the Army Engineers regarding boat ramp. Miller would like to take another look at the initial agreement that they signed to be sure that they still want to be bound to those agreements.

Motion to send a letter stating the Board is in full and complete support of the bank as depicted in the plans made by Cochrane, Pontes sec. – Voted

Motion to table made by Cochrane, Pontes sec. – Voted

## Soil Board

- Request for clarification from MBL Land Development and Permitting Corp for determination if a soil board permit is required for the proposed BayCoast Bank at 2 Locust Street. Mr. Coutinho believes that there is no need for a permit because it is a new construction. Miller asked the Town Administrator to look into the bylaw for the Board. Miller asked Mr. Coutinho to check with counsel if there are certain questions that we should ask. Miller suggested the Town charge the fee if there needs to be an analysis. Town Administrator noted that according to the Soil Board Rules & Regs it states that there is no need for a permit for new construction unless there is a change in elevation by two feet. Miller would like to have Town Administrator look at a TOPO and give his opinion.

Motion to table until the next meeting made by Cochrane, Pontes sec. – Voted



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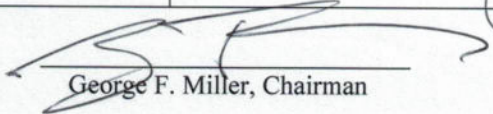
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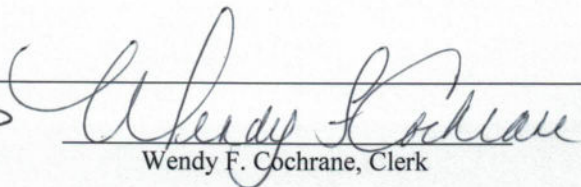
Meeting Adjourn


Next Meeting April 3, 2018

Next Regular Scheduled Meeting April 4, 2018

Motion to enter into  
executive session  
and not to return to  
open session made  
by Pontes, Cochrane  
second, Miller third  
– Voted unanimous

  
George F. Miller, Chairman

  
Wendy F. Cochrane, Clerk

  
Gil Pontes, Member

Alan G. Coutinho, Town Administrator