

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

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MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 5/2/2018

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

Minutes	- Minutes approved for March 7, 2018 – Regular Session	Motion to approve made by Pontes, Cochrane sec. – Voted
Meeting Mail	- Board reviewed a letter to Town Administrator from City of Taunton Office of Economic and Community Development regarding agreement governing and Greater Attleboro/ Taunton HOME Consortium (GATHC). Mr. Coutinho felt that we should try to be more proactive in this. Miller asked if there was anything that locked us into this, Mr. Coutinho stated no there is not. 1.4 million in funds that may be available to our residents. Miller asked if Mr. Coutinho could find out how many Berkley residents have participated in this in the past as there seems to be opportunity for rehabilitation.	Motion to file made by Cochrane, Pontes sec. – Voted
New Business	- The Selectmen reviewed the oil bids for Town buildings and schools. - The Board reviewed the Fire Chief's contract. Miller stated that they were just going to extend the contract until November with no changes. - The Board reviewed the Town Administrator contract. Miller stated that they had an Executive Session last meeting and they have agreed on a contract. Miller stated that there has been significant improvement since he had been here and he didn't think that they could ask for much more. HEs updates all personnel policies, and helped with the insurance, initiated the IAC, etc. Mr. Coutinho wanted to state that everything accomplished is really a team effort and not just him. Miller thanked him for being able to pull everyone together to accomplish what was needed. And for saving the Town so much money, the alcohol licenses and so on, Miller said he could go on and on but he won't drag the meeting out.	Motion to approve the bid from Peterson Oil made by Cochrane, Pontes sec. – Voted Motion to extend the Fire Chief's contract until December 31, 2018 made by Pontes, Cochrane sec. – Voted Motion to extend the Town Administrators contract as written for a term to expire on June 30, 2021

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New Business
Cont.

- The Board appoint Joe Callahan as SRPEDD designee to the Joint Transportation Planning Group
- Discussion regarding the Proposition 2 ½ and post override expenditures. Selectman Cochrane said she had questions regarding positions and why we funded things we didn't know about as a Board. What happens if we had a position and then didn't use it the money goes in to free cash? She felt that the meeting before was premature. Mr. Coutinho stated that he is confused on the budget process as well. He has not seen it done this way before. He and the Town Accountant went over this. There was a lack of communication and he does not feel that the Finance Committee fully understands what their role is supposed to be. They are an advisory committee to the Town Meeting. By Town ByLaw they have a right to make recommendations to Town Meeting. If the Finance Committee does go forward with their recommendation there is nothing that is said that the Selectmen or any other elected board will agree to spend or agree to what they want to do. Cochrane stated that she felt it would make more sense to hash these things out before the Town meeting and go in as a united front rather than have these things on hold. She thinks that everyone should have an informed vote, but she doesn't want people to think anyone lied if they decided not to spend money somewhere. Mr. Coutinho also stated that they cannot just say that the Town Hall is going to be opened different hours now when that is actually a change in working conditions that has to be bargained you can't just arbitrarily that an employee in the union that they are going to start working at 8am, that needs to be bargained. Miller doesn't think it was done in bad faith, but we are not there yet. Cochrane feels that the information being put out to the residents was not accurate. The Board agreed that the Finance Committee and the Selectmen's should have a joint meeting to discuss some of the issues. The Board would like to schedule a joint meeting for the following Monday, May 7, 2018 if possible.
- Discuss clerical other duties

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

Informational – No action taken

Town
Administrators
Report

- The Town administrator gave the Board the letter from the DOR for the certifying free cash.

Informational – No action taken

Personnel
Board

- Discuss on clerical other duties. Miller stressed that it would be nice to have employees from other departments that can help in departments other than theirs when someone is out in another department. Cochrane stated that it's not fair that in her office for instance, there is just her and her assistant, and that she is all for sharing and helping, but why should she end up alone because someone is not in another department. Miller stated that in the case where there is no one in a department due to issues

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Personnel
Board Cont.

out of their control it would be nice if we had someone come in and cover temporarily. There needs to be a body that can perform the basic duties and also access to the tools they need to perform the basic duties. Mr. Coutinho felt that the other duties clause is important in a small town. Miller stated that it's a goal for the future. Cochrane noted that for the past six weeks one of the Town's employees has been trying to run the department all alone and struggling. Mr. Coutinho stated that we are almost to the point where we should consider having someone that is trained to do some floating work to cover vacations and such.

Informational – No
action taken

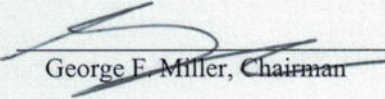
- The Board reviewed a letter from the Board of Appeals regarding increase in paygrade. Jeanne Russo was there to represent the Zoning Board of Appeals. Miller asked if the funding came from the fees coming in, Jeanne stated yes and that there is plenty of money to cover it. Miller asked how many hours she worked. They approximated 5 to 10 hours a week. Cochrane suggested that the Personnel Board review the grades and steps that have not been touched upon in years.

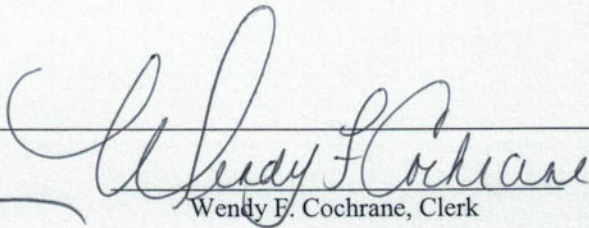
Motion made by
Cochrane to
approve, Pontes sec.
– Voted

Meeting Adjourn

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

Next Regular Meeting May 16, 2018


George F. Miller, Chairman


Wendy F. Cochrane, Clerk


Gil Pontes, Member

Alan G. Coutinho, Town Administrator