

MINUTES OF TOWN OF BERKLEY SELECTMEN'S MEETING OF 12/07/2022

SELECTMEN IN ATTENDANCE: George F. Miller, Chairman, Dean R. Larabee, Clerk/Chairman, Wendy F. Cochrane, Member

TOPIC		ACTION
	Meeting Convened at 5:00 p.m. in the Moitoza – Pettey Hearing Room	
Personnel (taken out of order)	Board to hire/interview Raymond Ouellete as a Part-Time Maintenance Custodian for the Town Hall building. The Board voted to hire Mr. Ouellette.	Larabee to motion to hire, Cochrane 2 nd , voted.
Appointments (taken out of order)	Board to possibly appoint Elizabeth “Lizza” Amaral as a Part-Time Civilian Dispatcher. Police Chief Baker spoke on Ms. Amaral’s behalf in support of her appointment. The Board voted to appoint Ms. Amaral. Board noted that the term expires on June 30, 2023.	Larabee to motion to recommend, Cochrane 2 nd , voted.
	Board to potentially appoint Meghan Connolly to the ZBA. The Board voted to appoint Ms. Connolly.	Larabee to motion to recommend, Cochrane 2 nd , voted.
New Business (taken out of order)	Board to review request from Fire Chief Fournier to establish a Regional Dispatch Committee. The Board discussed the matter and noted it may be beneficial to also include a Selectman on the proposed Committee. Chief Fournier noted that further and more detailed research will be performed. The Board voted to establish the Committee including one Selectman, the Fire Chief, the Police Chief, Head of FinCom, the new Town Administrator (TBD), Mike Avilla as a 9-1-1 operator and Kevin Partridge as a citizen at large.	Cochrane to motion to establish Committee, Larabee 2 nd , voted.
	Board to review proposal of Police and Fire Departments regarding Marine Unit and Harbormaster positions. Police Chief Baker discussed the desire to collaborate between the two Departments and staff the boat to be out at least once a week between the months of May and September. The proposal suggests rotating boat captains between the Fire and Police Departments, with alternate department staff (i.e. police captain, fire staff; fire captain, police staff). Chief Baker would hold the title as Harbormaster while Chief Fournier would provide administratively support. The suggestion to name Chief Baker as Harbormaster being based on statutory requirements. The stipend will be used to pay for the marine staffing. The Interim Town Administrator detailed that \$8,000.00 out of the \$10,000.00 stipend would be distributed for marine staffing purposes and the additional \$2,000.00 would be equally divided between the Police and Fire Chiefs for the administrative details. The Board voted to adopt the proposed Marine Unit.	Larabee to motion to accept, Cochrane 2 nd , voted.
	Superintendent of Schools and Police Chief to discuss School Resource Officer Memorandum of Agreement. The Board discussed the Agreement and the potential for an improved relationship between the School Department and Police Department.	Information only; no action needed.
Personnel (taken out of order)	Board to vote to increase pay grade for Officer Scott Raudonaitis from Grade 11, Step 2 to Grade 13, Step 1. Police Chief Baker voiced his support for the increase. The Board voted to increase the pay grade for Officer Raudonaitis.	Larabee to motion to accept, Cochrane 2 nd , voted.
Meeting Minutes	Board to review and approve (i) August 3, 2022 Meeting Minutes; (ii) August 3, 2022 Meeting Minutes – Executive Session; (iii) August 8, 2022 Meeting Minutes; and (iv) August 24, 2022 Meeting Minutes. The Board voted to approve all Meeting Minutes.	Larabee to motion to approve, Cochrane 2 nd , voted.

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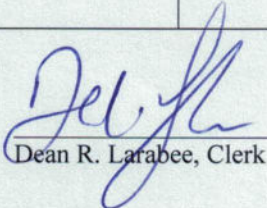
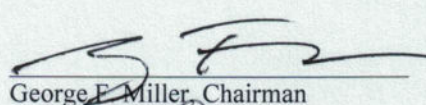
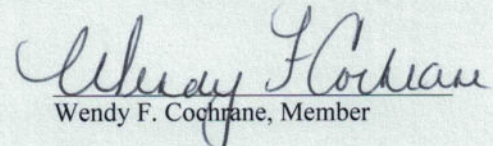
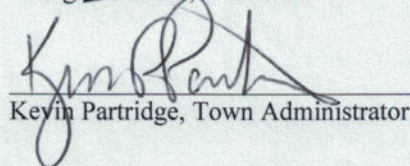
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Meeting Mail	Board to review letter from Windward Trading Group LTD regarding the new recycling law. The Board and Interim Town Administrator discussed updating transfer bins at the Transfer Station. The Board voted to file. Board to review letter from the MA Historical Commission regarding the MA Preservation Projects Fund Grant Program. The Board voted to file.	Cochrane to motion to file, Larabee 2nd, voted. Cochrane to motion to file, Larabee 2nd, voted.
New Business (taken out of order)	Board to discuss letter from Donna Leary of the Planning Board regarding rescinded subdivision plan/Sylvia Lane and Board to discuss Agenda request from Zenith Consulting Engineer, LLC regarding accessibility to lots on Sylvia Lane. Nyles Zager from Zenith Consulting Engineers, LLC provided a summary of the proposed project and creating a private way. It was confirmed that the abutting neighbors have been made aware and are in agreement of the proposal. The Board asked for confirmation of their role in the project. The Interim Town Administrator requested that Mr. Zager communicate with the Fire Chief regarding cul de sac vs. hammerhead; it was also noted that a determination regarding water tanks would be required. The Board inquired whether there were discussions with the solar farm; it was confirmed that there has not yet been any communication with the solar farm. The Board agreed to table the discussion until the New Year, and instructed Mr. Zager to reach out and request to be added to the Agenda when ready. Public notice regarding joint petition of the Taunton Municipal Lighting Plant and Verizon New England, Inc, regarding the relocation of one joint pole location. The Interim Town Administrator confirmed that the abutters were notified accordingly and that notice was received from one resident in favor of the relocation. The Board voted to open a hearing regarding the relocation of one joint pole location. It was determined that the relocation recommendation came from the Town as a result of the pole in its current location (middle of driveway) being struck several times. The Board voted to close the hearing. Board to review draft for Motor Vehicle Professional Standards Backing Policy. The Interim Town Administrator requested the matter be tabled until the next meeting in order to revise the Policy after further discussion with the Highway Surveyor. The Board voted to table the matter. Board to review and approve Annual Liquor, Common Victualler, Restricted Music, and Auto Class I, II, III, & G Licenses. The Board voted to approve the referenced license renewals for term to expire December 31, 2023. Board to review and sign ABCC 2023 Seasonal Population Increase Estimation Form and Renewal Certification 2023. The Board voted to sign the ABCC 2023 Seasonal Population Increase Estimation Form and Renewal Certification 2023.	Information only; no action needed. Larabee to motion to table, Cochrane 2nd, voted. Larabee to motion to table, Cochrane 2nd, voted. Cochrane to motion to approve, Larabee 2nd, voted. Larabee to motion to sign, Cochrane 2nd, voted.
Personnel	Board to discuss hiring of Town Administrator, further review of applicants. The Board discussed the two applicants and unanimously agreed that Leilani Dalpe was the ideal candidate. The Board voted to hire Ms. Dalpe for the position of Town Administrator contingent on successful negotiations.	Larabee to motion to sign, Cochrane 2nd, voted.

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Town Administrator Report	Interim Town Administrator to discuss Memorandum from Geosyntec Consultants regarding Holloway Street water main Extension. The Interim Town Administrator provided a status update. The Board requested the Interim Town Administrator reach out to the Post Office regarding mail delivery.	Information only; no action needed.
	Interim Town Administrator to discuss invitation to the Council on Aging Christmas Party.	Information only; no action needed.
Town Administrator Report (not on Agenda)	Interim Town Administrator discussed multiple Boards, Commissions and Committees vacancies. The Board announced the vacancies: ZBA (2); Capital Improvement Planning Committee (4); ConCom (1); Celebrations Committee (3); Historical Commission (3); and Cable Committee (2).	
	Interim Town Administrator advised that the Lights On Ceremony was scheduled for Sunday, December 11, 2022 at 6:00 p.m. in front of the Fire Station.	Information only; no action needed.
	Interim Town Administrator advised of a Department Head Meeting held earlier in the week. Discussions at said meeting included payroll adjustments in order to streamline the process. It's been recommended that new hires will only be given the option of direct deposit. The support of the Board with respect to paperless payroll was requested and the Board directed that it be added to the next Agenda.	
	Interim Town Administrator discussed the JLMC Notice received. A response is required regarding the Police Contract. The Board decided to table the discussion; Executive Session will be required.	Information only; no action needed.
Board Discussion (not on Agenda)	Chairman Miller advised of an article in the Globe (12/4/22) regarding new housing requirements, MBTA and MBTA communities. It was noted that monies are being withheld from other Towns who did not begin initial process.	Information only; no action needed.
Adjournment	The Board voted to adjourn, with the announcement of the next meeting to be held on Wednesday, December 21, 2022 at 8:00 a.m.	Cochrane to motion to adjourn, Larabee 2 nd , voted.


Dean R. Larabee, Clerk
George F. Miller, Chairman
Wendy F. Cochrane, Member
Kevin Partridge, Town Administrator