

Select Board Meeting
May 25, 2022

5:40 pm meeting called to order by Neil Oleson.

Select Board members present: Neil Oleson, Mike Bedini, Terry I. Green (arrived 6:00pm)

Select board members absent: None

Others present: Vicki Winchell, Joan Lewis, Jim White, Ron Bosley, Mike Gleason, Stella Downie (partial meeting),

Terry I. Green made a motion to approve the minutes of the Town Administrator interviews from the May 11, 2022 meeting. Mike Bedini seconded. Unanimous.

Terry I. Green made a motion to approve the minutes from the May 11, 2022 regular meeting. Mike Bedini seconded. Unanimous.

Selectboard:

- Neil offered the Town Administrator position to Joan Lewis for \$55,000 per year with benefits. Joan accepted the position and will discuss with her current employer how long of a notice is required. There will be a review in 90 days. The candidates who did not get the position will be sent letters.
- Mike Bedini made a motion to approve the business license for Donald Saunders Electrician. Neil Oleson seconded. Unanimous.
- Stella Downie attended to meet the board of Selectmen and introduce herself as the new owner of the Whitcomb Summit. She plans to remodel the motel, starting with the bathrooms. Drill a new well and plans to eventually be open year-round. She had questions on the possibility of a liquor license. Terry informed her she needs to apply to the state. Mike mentioned if she's considering it she should do it as soon as possible since it can be a lengthy process. There were also questions regarding signage.
- Neil reviewed a letter from KP Law informing the town of a rate increase to \$160.00 per hour.
- ACO Forms signed to remove Christine Dobbert.
- ACO Forms signed to add Diana Worth to the position.
- Neil asked Ron if Cindy was the representative for the Town of Florida Berkshire Regional Transit Authority. Ron thought she was but will check with her. Neil will need her to fill out an updated form.
- Terry has job descriptions, just needs the official town letterhead.
- Mike asked if there is a running list of open town positions, elected/appointed or otherwise. Neil replied Lisa would have a list.
- Terry informed board the Assessors in Rowe were trying to reach the Florida Assessors. They would like to inform them of an event at Bear Swamp that all Assessors are invited to attend. Terry will be out of town. Neil will reach out to the Assessors.
- Mike has been trying to set up state police patrols for the town with no luck, as no police are available.
- Mike reported the Assessors can still attend schooling online.

Select Board Initials

7/18

MLB

[Signature]

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Selectboard (continued):

- Terry had some general comments for Joan regarding the Town Administrator position. She let Joan know she will need to use her resources to learn the position, reaching out to other town administrators for guidance, calling government agencies regarding rules, regulations, separation of duties. She added there will be a Best Practices Audit in the fall that will let the town know where it is lacking and what needs to be brought up to regulation (job descriptions, personnel and policies manuals) . Terry will be available during the audit. She suggested Joan research Mass general laws and Mass.gov as there are a lot of online classes available on the site.
- Terry let Joan know her first request is to set up government email accounts for the board as people should not be using their personal email addresses. Gmail, Hotmail, etc not acceptable as there are inconsistencies. They should be generic selectboard email addresses, that do not include names, so they can be passed on to future board members as they cycle through. She has requested the same be done for all departments and that Joan research how to do this.
- Mike asked what to do regarding Joan's cell phone. Neil suggested they do as they did with the highway department and pay her \$35 per month, keeping her own cell phone and number.
- Mike asked what they will do about the Treasurer/Collector position. Terry spoke with Jamie Rathbun and she is interested in doing the position. Terry suggested she reach out to Ericka, Stephanie and Dave to learn about the position. She recommended Jamie also take the MCTA School in August in Amherst. It was decided to schedule a selectboard meeting on June 1, 2022 at 6pm to meet with and appoint Jamie.

Mike Gleason, Fire Chief:

- They no longer have Trooper Canatta with the Massachusetts State Police doing school drills. The Trooper has move to another position with MSP and will not be replaced. Mike would like to continue coordinating the active shooter drills with the school on his own, with the Fire Department. Mike wanted to be clear it would have to be during the day and he would do this on his own time. The board understood and is in full support of continuing such an important safety drill. Mike will work with the school and get it going for the next school year.
- Mike met with Dave regarding fire safety grant and is all set on it.

Jim White, Highway Department Supervisor:

- Sweeper here for four days
- Foundations and burials done
- Fixed Savoy Road culvert by Manice Center. Neil mentioned they had discussed getting white stone to put down on the road there a couple years ago. The center was not open then due to covid so now would be a good time to do it.
- Washing trucks, priming and painting
- Ron asked Jim what he is doing with the millings. They are being used on South County East.

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Jim White, Highway Department Supervisor (continued):

- Terry asked Jim about road grants he had mentioned previously. Jim had talked to David Stokes and was told it was too late in the year for this year. He has not heard anything else back yet but will call and email him again. Terry spoke with Rebecca Novak. Rebecca believes she knows whom the person is who writes the grants and does not think there would be a charge. Terry will get more information from her.
- Terry asked about yearly Chapter 90 for FY23. Jim was hoping to get Tilda Hill done this year but will not have time to get it done this year. Neil mentioned you can carry your Chapter 90 over to the next year. Terry will get more information regarding the Map It program through the state for DPW supervisors. She will help Jim get set up with it.

Public Comment:

- Ron inquired as to the time frame a business permit runs. Neil responded they go until the end of the calendar year. Ron was asking regarding Dobbert's because he has not seen any work done there correctly. Terry responded he has been taking junk cars as well. Ron wanted to know if the board was following up. Mike offered to stop and talk to him as the fences there are not acceptable.

Terry I. Green made a motion to adjourn at 7:14 pm. Mike Bedini seconded. Unanimous.

Neil Oleson, Chair

Michael Bedini

Terry I. Green

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