

APPROVED ON 7/18/17

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN
MINUTES OF MEETING – July 6, 2017

Present: David Consolati, Chairman, Patricia D. Carlino and Tom Wickham, Board of Selectmen and Christopher Ketchen, Chief Administrative Officer.

Chairman, David Consolati called the meeting to order at 6:30 PM.

Upon a motion duly made and seconded and unanimously approved, the members voted to adjourn to Executive Session for the purpose of discussing litigation strategy, because deliberating in open session would have a detrimental effect. The roll call vote was as follows:

AYES

NAYS

*David Consolati
Patricia Carlino
Thomas Wickham*

None

The Chair announced that the members expected to return to open Session at 7:00 and they did.

1. **Approval of Minutes:** *The Board members voted unanimously to approve the Executive Session Minutes of June 6, 2017 and the Open Session Minutes of June 6, 2017. As to the minutes of June 20, 2017, David Consolati and Thomas Wickham voted to approve those minutes ((Patricia Carlino abstained from voting on the June 20, 2017 minutes as she did not attend that meeting).*
2. **Public Hearings:** None.
3. **General Business:** Valley Street Bridge Replacement Project - Superintendent of Public Works, Christopher Pompei, P.E. came before the Board with an update on the project. He stated that the project is ready for bidding. The final leg of the land taking for easements is complete and we have the donations in hand. *The Board members voted unanimously to adopt the Order of Taking as presented.*

Forest Street Paving - Chris Pompei came before the Board regarding the LB Corporation Change Order #1 for the Bridge deck repair (\$65,000.00) and the tree removal (\$24,000) for a total change order in the amount of \$89,000.00. *The Board members voted*

unanimously to approve the increased scope of work and associated cost and to authorize the Chair to sign the Change Order or Contract Amendment to record the changes.

The members reviewed the MassWorks Contract Amendment which included an increase from \$868,907.50 to \$957,907.50. *The Board members voted unanimously to approve an amendment to the Agreement with the Massachusetts Executive Office of Housing and Economic Development to include the scope of work and associated cost changes.*

Dick Lindsay, Berkshire Eagle, asked Chris for an update on Forest Street. Chris replied that it should be complete in approximately 6 weeks (near the end of August), which will include all additional work to mill and reclaim and grant the whole road.

Utility Cut Permit – Dodge Construction has requested a utility cut permit on Fairview Street (under the Turnpike). They are requesting a 4 x 4 hole in the concrete to raise a telephone manhole frame cover. David Consolati stated that he is uncomfortable with the issuance of this cut into the newly paved roadway without verification that the structure is actually there. After a brief discussion, *the Board members voted unanimously to grant the permit on the condition that Dodge Construction verify to the Board with a copy of the Plan that verifies the existence of the buried structure prior to cutting the roadway.*

Berkshire Regional Planning Commission – FY 2018 Alternate Delegate - *The Board members voted unanimously to accept Jaimy Messana's appointment of Thomas Wickham as the alternate delegate to the Berkshire Regional Planning Commission.*

Council on Aging Transportation Services for Seniors - The Board members reviewed Council on Aging Director, Patricia DiGrigoli's letter of recommendation regarding the proposal for in-service transportation for FY 2018. The request for bids went out to three vendors and only Abbott's Limousine & Livery Service responded with a proposal in the amount of \$18,000.00, which is an increase from the prior year's proposal budget of \$14,400.00. Patty DiGrigoli's recommendation includes that the Formula Grant will be sufficient to cover the \$3,600.00 increase. *The Board members voted unanimously to accept the bid from Abbott's and to authorize the Chair to sign the contract.*

"Thank You" letter from the Lee Congregational Church - David Consolati read a letter to the Lee Chamber of Commerce, the Town of Lee and True Cut Lawn Care thanking them for the clean-up work on the Church property (letter attached and made a part of these minutes).

Berkshire Regional Transit Authority (BRTA)– Advisory Board Representative – The BRTA is still looking for an Advisory Board Representative. The Board members agreed to put off the designation, if any, until the next meeting in order to give it more consideration. The BRTA Board meets approximately four times a year. If anyone is interested please call the Selectmen's office at (413) 243-5500.

4. Pending Business:

- a. Zoning Board of Appeals – Variance Application – Jewel & Larry Smith – Hearing on Wednesday, July 12, 2017 at 7:00 in the Planning Board Office.
- b. 2017 Mini-Site Collection – Saturday, July 15th – 8:30 AM - 10:30 AM – Lenox Dept. of Public Works.
- c. 2017 Household Hazardous Waste Collection – Saturday, July 22nd – 9:00 AM – Noon – Stockbridge Waste Water Plant.

5. **Town Administrator:**

- a. Personnel:

Assistant Chief Administrative Officer Appointment (ACAO) – After a Committee reviewed 20 applications of highly competitive applicants for this new position, the committee recommended Lyndsay Broom for the appointment to this position. Lyndsay brings to this position her Human Resource specialization. CAO Christopher Ketchen recommended to the Board his appointment of Lyndsay. *The Board members voted unanimously to support Mr. Ketchen's appointment of Lyndsay Broom to the position of Assistant Chief Administrative Officer.*

Part-Time Ambulance – Mr. Ketchen recommended to the Board his re-appointments of Matthew Wilson, Occasional Paramedic and Matthew Williams, Occasional Custodian/EMT.

- b. Mr. Nason informed the Select Board members that the FY 2017 Revenue and Expense Reports for the period ended June 30, 2017 are on their worktable.

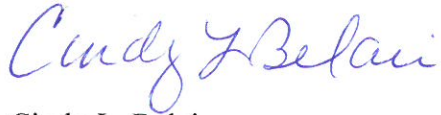
6. **Public Comments:** None.

David Consolati reminded everyone that school is out and the kids are around, so drive careful.

7. **Next Regular Meeting:** July 18, 2017

8. **Motion to Adjourn:** *The Board members voted unanimously to adjourn the meeting at 7:30 PM.*

Respectfully submitted,



Cindy L. Belair,
Selectmen's Secretary

Notice of Website Posting Sent to:

Board of Selectmen
Town Administrator
Town Clerk
Town Collector
Planning Board

Board of Assessors
Board of Health
Conservation Commission
Police Chief
Building Inspector

Dept. of Public Works
Town Treasurer
Town Reps. District Chairmen
Superintendent of Schools
Town Accountant