

APPROVED ON 4/3/18

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN
MINUTES OF MEETING – March 6, 2018

Present: David Consolati, Chairman and Patricia D. Carlino, Board of Selectmen and Christopher Ketchen, Chief Administrative Officer (CAO).

Chairman, David Consolati called the meeting to order at 7:00 PM.

1. **Approval of Minutes:** *Upon a motion duly made and seconded, the Board members voted unanimously to approve the Open Session Minutes of February 20, 2018.*
2. **Public Hearings:** None.
3. **General Business:** Bike Path Update – John Toole came before the Board with an update on the bike path. He stated that we are making good progress with 25% of the design phase is completed and has been submitted to Mass DOT. The 1st Phase of 25% has been fully funded and the town has invested \$50,000 back in 2011 for the predevelopment of planning. We are looking at Phase II. Berkshire Regional Planning (BRPS) is working with us. We want to communicate to the community and a public hearing is required for the Tip Funding for FY 2020. The Path runs from Stockbridge down Rt. 102, along the back of Big Y along the river ending up at Lee Bank (end of West Park Street.). John stated that this Bike Path idea was started in 2008 and given the time line, with a completion date of 2035. He also stated that there is one property owner not agreeable at this time, but we do have alternative options.

Berkshire Gas Permit - *By a motion duly made and seconded the Board members voted unanimously to grant a permit to the Berkshire Gas Company for a gas main repair near 140 Paul Drive.*

Common Victualer License - *By a motion duly made and seconded the Board members voted unanimously to grant to Michael Mongeon (Greenock Country Club) a Common Victualer License.*

Cultural Council / Historical Commission Appointments - *By a motion duly made and seconded the Board members voted unanimously to appoint Robin O'Herin, Megan Reisel and Gloria Jean Arnold as the newest members of the Lee Cultural Council (all three will fill vacated three terms, which expire June 30, 2018) and to appoint William D. Matthews as the newest member of the Historical Commission to finish out fiscal year 2018 at which time he may be re-appointed to a three-year term.*

Town of Lee – ADA Coordinator Appointment – *By a motion duly made and seconded the Board members voted unanimously to appoint BJ Church as the ADA Coordinator for the Town of Lee.*

Center for EcoTechnology (CET) - The Board members reviewed an email notification from CET regarding the upcoming steering committee meeting to discuss the current pricing structure to determine if any changes will need to be made. This discussion takes place in response to Clean Harbors, our hazardous collection vendor raising their rates for material brought to the comprehensive collections. CET will work with an alternate vendor for the July collection that will take place in Lee but will need to work with Clean Harbors for the October collection due to lack of availability of other vendors.

MassDOT – Chapter 90 Apportionment for FY 2019 - The Board members reviewed a letter from MassDOT which certifies that, pending final passage of the bond authorization, Lee's Chapter 90 apportionment for Fiscal year 2019 is \$288,250.00.

Toll Stop Application Reminder - The Board members announced that the Toll Stop Applications are still available in the Selectmen's Office, for drawing to be held at their next meeting on March 20, 2018.

Park Square Fountain Restoration - The Board members reviewed a small pamphlet regarding the Kilbon Memorial Fountain Restoration that will be sent out in a mass mailing to residents of Lee. The pamphlet states the History of the fountain and its installation in the town. Berkshire Gateway Preservation, Inc. (an independent, 501 (c), non-profit organization) is soliciting donations and is sending out the flyer in order to instill interest in the restoration of the fountain.

4. Pending Business:

None.

5. Chief Administrative Officer:

- a. FY 2018 Revenue and Expense Reports for the period ended February 28, 2018 – The Revenue and Expense Reports for the period ended February 28, 2018 are available in the Selectmen's Office for their review.

- b. FY 2019 Budget Discussion – CAO, Christopher Ketchen presented his preliminary budget for FY 2019 in which the highlights are outlined in his transmittal. He stated that the Finance Committee met on March 5th to preview the budget. Christopher Ketchen stated that he spoke to the Superintendent of Schools and noted the 3% increase in the school budget which is fully funded by the budget, along with 100,000 in capital items for the school department. We are restructuring a number of items in the budget including filling police positions and shift coverage and eliminating dependency on the ambulance operation by fully funding the operation out of receipts and assessment to neighboring towns. We have built a replacement schedule for police vehicles and a competitive salary for paramedic and EMT staff.

Total capital spending is approximately 1.6 million. One-half million towards a paving plan. One-half million towards additional infrastructure and equipment reinvestment. Capital Fund approximately one-quarter million towards enterprise account water and sewer operation

The Tri-Town budget is adding a new position and changing its classification structure with respect to personnel. The good news for the Town of Lee: their assessment percentage of the larger budget is going down and the anticipated revenue from receipts of services is going up. In prior years the assessment was at 43% of a cost based on a population distribution model and we have moved to more of a services distribution model with Lee's portion down to 32%. The overall budget is going up for Tri-Town with a \$9,000 in actual appropriation coupled with a \$45,000 increase in receipts revenue, so the two will more than offset. For Lee this corrects a historical inequity. Lenox knew this day was coming and made provision for it. This is a unanimous recommendation from all three towns to make the recommendation to add a new position.

We are also funding a compensation survey and reclassification plan and will be seeking some bylaw changes and this budget makes provisions for that change. We also benefit from a historically low benefits change.

Chris stated that he will expect more questions and reviews in the next few weeks. Overall spending 25.5 million dollars with a tax levy increase of 2.3% and if we net out anticipated new growth we are looking at 1% or lower as far as net impact.

6. Public Comments:

None.

7. **Next Regular Meeting:** Our next regular meeting is scheduled for March 20, 2018.

8. **Motion to Adjourn:** *By a motion duly made and seconded the Board members voted unanimously to adjourn the meeting at 7:25PM.*

Respectfully submitted,



Cindy L. Bigelow,
Administrative Assistant

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