

APPROVED ON 3/17/15

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN
MINUTES OF MEETING – March 3, 2015

Present: David Consolati, Chairman, Patricia D. Carlino and Thomas Wickham, Board of Selectmen and Robert Nason, Town Administrator.

Chairman, David Consolati, called the meeting to order at 6:00 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

David Consolati
Patricia Carlino
Thomas Wickham

NAYS

None

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

1. **Approval of Minutes:** The Board members voted unanimously to approve the Public Minutes of the Meeting of February 17, 2015.
2. **Public Hearing:** None
3. **General Business:** Property Revaluation Services for Fiscal Years 2016, 2017 & 2018 - A proposal was submitted by Real Estate Research consultants, Inc. (RRC) for the provision of a three year revaluation and updating program of all real and personal property in the Town of Lee. They are our current provider and the sole respondent to the February 2, 2015 Request for Proposals. There is a \$29,200 fee increase from \$119,800 due primarily to the increased scope of work to conduct commercial and industrial cyclical re-inspections required by the Massachusetts Department of Revenue. *The Board members voted unanimously to award the contract to Real Estate Research Consultants, Inc. and authorize the Chair to sign the agreement.*

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Replacement Server Purchase – The Town servers are reaching end-of-life and over the past year we have met with the following three vendors and reviewed recommended upgrades to our IT infrastructure: Akuity – quoted an HP server and software at \$12,891 and labor at \$18,750. Their follow-on support was quoted at \$125 to \$175 per hour based on skill level, plus travel charges and a 1.5 premium outside normal business hours. Compuworks – quoted an HP server and software at \$13,780 and labor at \$15,000. Their follow-on support was quoted at \$95 to \$165 per hour based on skill level. FY 16 rates will increase. Bugbusters – quoted an intel server and software at \$12,305 and did not estimate the labor. Their support is currently billed at \$42.50 per hour. *The Board members voted unanimously to purchase the specified server from Bugbuters Computer Services and authorize the Chair to sign the purchase agreement.*

Berkshire Brownfields Program – At the request of Berkshire Regional Planning Commission (BRPC), the May 8, 2014 Annual Town Meeting appropriated \$4,000 to offset the commission's unreimbursed costs to administer its Brownfields Program which is otherwise funded by the U.S. Environmental Protection Agency. *The Board members voted unanimously to approve the agreement with BRPC and authorize the Chair to sign it.*

FY 2016 Household Hazardous Waste (HHW) Disposal – *The Board members voted unanimously to authorize the Chair to sign the Southern Berkshire county Regional HHW Colletion Program's letter of intent to participate.*

Lane Construction Corp – Application for Construction and Intallation – Willow Hill Road, Lee - Mr. Theodore A. Toothaker of Lane Construction came before the Board to solicit the Board's sign off for the Office of the State Fire Marshal (OSFM) permit to construct the tank that was proposed at the Selectmen Meeting of Nov. 18, 2014. This project is exactly as described at that meeting and the Fire Marshal's office requires another signature to approve. *The Board members voted unanimously to authorize the Chair to sign this Application for Construction and Installation.*

Road Toll Drawing – The 2015 Applicants for the drawing of this year's three remaining openings are: Lee Ambulance (Volunteer) Association – Knights of Columbus – Lee Boy Scouts – Lee Girls Lacrosse – Lee Boys Lacrosse and Lee Sportsmen's Association. The first chosen is Knights of Columbus (April 18th), the second is Lee Sportsmen's Assoc. (Sept. 26th) and the third is Lee Boy Scouts (Oct. 17th). Leftovers guaranteed a date from last year are: The Lee Youth Association (May 2nd), Lee Lions Club (June 6th) and G. Marconi Lodge #1620 – Sons of Italy (June 20th). The VFW retains its annual position (the Saturday closest to Memorial Day weekend (May 23rd). Those not chosen will be guaranteed a date for next year.

Capital Outlay Committee Appointments - *The Board members voted unanimously to accept the recommendations for the Capital Outlay Committee as follows: William Navin, District 1 - Nelson Daley, District 2 - Matt Fillio, District 3 - Arthur Mack,*

District 4 - Deidre Consolati, District 5 - Frank Consolati, District 6 - Buck Donovan, Planning Board - Anthony Caropreso, Board of Assessors and a member of the Finance Committee to be named later.

4. Pending Business:

- a. Planning Board – Public Meeting – Monday, March 9, 2015 at 6:15 PM on the application of Matthew D. Carlino & Jennifer M. Carlino, for approval of a Preliminary Subdivision Plan of approximately 58,780 sq. ft on Via Maria.
- b. Zoning Board of Appeals – Public Hearing – Wednesday, March 25, 2015 at 7:00 PM on the application of Silverleaf Resorts, Inc., for a variance from Section 199-7.8 A(2) of the Town of Lee Zoning By-laws.

David Consolati read David Durante's resignation letter, effective May 12, 2015, from the Planning Board and thanked David for his service to the town.

David Consolati also read a list of openings on Boards, Committees, etc. They are as follows: Town Reps – District Two – one vacancy / District Five – two vacancies / District Six – three vacancies. Cemetery Committee - one vacancy / Council on Aging – one vacancy / Historical Commission – one vacancy.

5. Town Administrator:

FY 2014 Audit Report – The complete audit report including the Management Letter with comments and recommendations and the status of prior year recommendations will be available on-line. This is the second year with our new firm and things seem to be going fine.

FY 2015 Revenue and Expense Reports for the period ended February 28, 2015 - The FY 2015 Revenue and Expense Reports for the for the period ended February 28, 2015 are on the Selectmen's work table.

FY 2016 Operating Budget Requests - Mr. Nason offered a brief summary on the operating budget. The biggest hit is the health insurance increase of 10.9% for a total of \$292,813.00. We will need to make adjustments going forward.

FY 2016 Capital Outlay Requests – Mr. Nason notified the Board members that the Capital Outlay Requests are on their worktable.

Mr. Nason also announced that the Assessors are releasing overlay dollars in the amount of about \$115,000.00.

Volunteer Drivers wanted – Council on Aging (COA) Transportation Program – David Consolati announced that the COA is seeking volunteer drivers for medical appointments

in Pittsfield and South County. If you are interested and able to assist, please contact Gail Rothwell, COA Director at 243-5545.

6. Public Comments:

Dick Lindsay, Berkshire Eagle, had some clarification questions on budget numbers and on the health insurance dollars. Mr. Nason informed him that the Finance Committee will be kicking off their meetings on Wednesday and they will meet four or five times. The Capital Outlay Committee will be meetings the next two Mondays.

7. Next Regular Meeting: The next regular meeting will be on Tuesday, March 17, 2015 at 7:00 PM in the Courtroom.

8. Motion to Adjourn: *The Board members voted unanimously to adjourn the public session of the meeting at 7:47 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 Cha Chairmen
Superintendent of Schools
Town Accountant