

APPROVED ON 10/19/21

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN
MINUTES OF MEETING – October 5, 2021

Present: By ZOOM: Patty Carlino, Chair, Sean Regnier & Bob Jones, Board of Selectmen.

Christopher Brittain, Interim Chief Administrative Officer (CAO).

Chairperson, Patty Carlino called the meeting to order at 7:00 PM, stating that pursuant to the Open Meeting Law, this is an audio recording with a roll call vote of members present by ZOOM.

<i>Patty Carlino</i>	<i>here</i>
<i>Sean Regnier</i>	<i>here</i>
<i>Bob Jones</i>	<i>here</i>

1. **Approval of Minutes:** No minutes available at this time.
2. **Public Hearings:** None.
3. **Public Comments:** None.
4. **General Business:** Chair, Patty Carlino stated that although this was inadvertently left off the agenda, she would like to request the re-appointment of David Forrest to the Board of Public Works (BPW). He was on the Board previously and then was off as we have been waiting for the approval of Special Acts from the Legislation, which would allow a voting member from another board to also be on the Board of Public Works. We welcome David Forrest back to the Board of Public Works.
 - a) **Lucia's Latin Kitchen** – Bob Healey from Chambery Inn came before the Board to discuss an issue at Lucia's Latin Kitchen wherein the Lee Police Department were called on a noise complaint at Lucia's. The Lee Police Dept. were out on another call at that time and the State Police Dept. were called to respond to the restaurant. Mr. Healey stated that he had customers complaining about the noise and others leaving because of the noise. He explained that he has reached out and made several attempts to resolve this issue with Lucia asking her to end the music earlier, to no avail. He would like the Select Board to amend the Entertainment Permit issued to Lucia's Latin Kitchen to reflect a change in the time. He stated that there is no soundproofing and he has guests that need to be able to sleep. He wants the Board to revisit the hours and curtail it to some degree. After a discussion regarding by laws which Patty pointed out that she can serve until 2:00 A.M, Sean offered that they amend the hours of music to 11:00 PM. . Mr. Healey stated that he would have preferred 10:00 but he understands and will see how things go with the 11:00 PM end time. *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to amend the Entertainment Permit to permit live music from 8:00 PM to 11:00 PM*

- b) Cultural Council Appointment - *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to appoint, Alison Lotto to the Cultural Council. Welcome Alison!*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- c) Re-appointments – Historical Commission - *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to re-appoint Susan Stone to the Historical Commission.*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- d) Temporary Sign Permit – Kathleen DeVarennnes – Lee Farmers Market - *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to grant a Temporary Sign permit to Kathleen DeVarennnes for the Lee Farmers Market.*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- e) Town Administrator (T.A.) Search Committee - Chair, Patty Carlino stated that all members of the T.A. Search Committee have received their packets and five of the seven have already been sworn in. Included in their packets are the acts established for the form of government and the amendment to the act. The town will be going back to the form of government (Town Administrator) we had before we had a shared services CAO. They have been discussing when they should meet (possibly once a week) and whether to do in-person or ZOOM. They will need to elect a Chair and Clerk to take the minutes of the meeting. The meeting will be posted 48 hours in advance and will be put on the Town's website by Town Clerk Christopher Brittain. Our Human Resources Director, will put out a Job Description and will advertise on our website and with the MMA and with "City & Town Management" once the T.A. Search Committee is ready. The Committee has also received in their packet the Search Committee Protocol put out by Kopelman and Page, which is very helpful. The new Committee will take the rest of the week or so to get their thoughts together. The Committee will get a meeting date scheduled. After a brief discussion regarding scheduling the Search Committee agreed

to meet on Wednesday at 5:00 PM. They figured they would need 2 – 3 meetings before a job description will be ready to go out. The consensus of the Board was that they would prefer to meet “in-person”.

- f) Matthew Penn -Change of Movie Date - *After a brief discussion regarding approval from the Church and upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to accept Matthew Penn’s change in movie dates from a date between Oct. 25th and Dec. 3st to a new date of December 5th.*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- g) Tax Payer Assistance Programs - The Board members received their yearly letter for signature regarding the acceptance of two programs to assist taxpayers to pay their real estate taxes. The first is the ***Elderly and Disabled Taxation Fund*** which is funded by contributions from taxpayers and helps those elderly and disabled persons of low income to pay their real estate taxes when they are experiencing financial hardship and the second is the ***Senior Citizen Property Tax Work-Off Abatement Program***, where each year as many as 15 residents may earn a property tax reduction of up to \$1,500 performing general office work or light manual labor for the Town at a per hour tax reduction earnings rate of \$15.00 per hour, which is applied towards the property tax due the fiscal year following the fiscal year during which the work is performed. *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to approve the two Tax Payer Assistance Programs as presented.*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- h) Canna Provisions – FY Community Impact Fee - Member Bob Jones recused himself from this discussion. The Chair, Patty Carlino read into the record a letter to Canna Provisions (Erik Williams) from Interim Town Administrator Christopher Brittain which read as follows:

“This letter is to inform you that during the 2020 fiscal year the Town of Lee did not incur any fiscal impacts arising from Canna Provisions. This letter does not, however, indicate or imply the Town of Lee will be returning any community impact monies already submitted to the town (totaling \$384,080.65) or that any future expenses will be applied towards any previous payments. In addition, this letter does not imply that impact fees will not be assessed in years beyond FY 2020.”

- i) Treasurer Item: Short Term Borrowing – Paving Note Renewal - A memo from Treasurer Donna Toomey stated that she “took bids to short term borrow a total of \$369,943.00 on Sept.

30, 2021. This represents a renewal of a previous note and a FY 22 paydown of \$116,281.00. Short term notes are issued for on year only and must be reissued yearly. Each year, per Annual Town Meeting, we pay down a portion of the note. I have awarded the bid to Monson Savings for a rate of .34%.”

The bidding was very competitive. Last year’s rate was .65%. *Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to accept and sign off on the Short-Term borrowing from Monson Savings in the amount of \$369,943.00 at a rate of .34%.*

- j) “Trick or Treat” Discussion - After a brief discussion and upon Board of Health Jim Wilusz recommendation, the Board members agreed that they do not need to cancel Trick or Treat, which will be held on Halloween (Sun., Oct. 31st) from 5:00 PM – 7:00 PM.
- k) Fire Contract Amendment – After a brief discussion and review of the amended Contract, the Board members agreed to the substitution of page 6 (paragraph 7.03: Longevity Pay), which was erroneously submitted with FY 21 figures. The new paragraph 7.03: Longevity Pay reflects the FY 2022 numbers. Both sides have agreed and *upon a motion duly made and seconded and by roll call vote the Board members voted unanimously to agree to execute the amended Lee Career Fire Fighters Contract with the Town of Lee.*

AYES

NAYS

*Patty Carlino
Sean Regnier
Bob Jones*

none

- l) Lee Youth Commission Update – Kathy Hall - Kathy Hall came before the Board and informed the members that at the Lee Athletic Field, the toddler see-saw suffered storm damage. The DPW is aware and will take care of it. For the time being it has caution tape on it.

The LYA as been looking at their by-laws and the reappointment of members was discussed. Members will decide if they want to stay or step down.

- 5. Pending Business - None.
- 6. Town Administrator - Interim Town Administrator Christopher Brittain notified the Board members that the FY 2021 Revenue and Expense Reports for the period ended September 30, 2021 are on the Selectmen’s table for their review.
- 7. Next Regular Meeting - Our next regular meeting will be on Tuesday, October 19, 2021 at 7:00 PM.

8. Motion to Adjourn - Upon a motion duly made and seconded and by roll call vote, the Board members voted unanimously to adjourn the meeting at 8:05 PM.

AYES

Patty Carlino
Sean Regnier
Bob Jones

NAYS

none

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 Chair
Superintendent of Schools
Town Accountant