

APPROVED ON 1/5/16

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN  
MINUTES OF MEETING – December 15, 2015

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

Chair, Patricia Carlino, called the meeting to order at 6:35 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
Patricia Carlino	
David Consolati	None
Thomas Wickham	

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 Session Minutes of November 17, 2015 and December 1, 2015.*
2. **Public Hearings:** ABCC – Daily Stop, Inc. Name Change – Nicholas Parsenios, Attorney for Route 102 Package Store, Inc., came before the Board to present the name change from Daily Stop, Inc., to Route 102 Package Store, Inc. He presented that the current liquor license is owned by Daily Stop, and the ABCC is requesting that they consolidate all their entities to Route 102 Package Store, Inc. As such, their petition requests that they consolidate any and all liquor licenses now issued to be owned by Route 102 Package Store, Inc. Mr. Parsenios also requested a re-affirmation of the All Alcohol Seasonal License that was approved on August 4, 2015. *The Board members voted unanimously to grant the name change from Daily Stop, Inc., to Route 102 Package Store, Inc. and to re-affirm the original approval of the All Alcohol Seasonal License.*

2. **General Business:** Burial Lots (2) Donation Offer - Mr. Nason presented the Board with a letter from Department of Public Works Secretary, Brandi Page, stating that a family has two cemetery lots that they will not be using and would like to donate them to the Town. Mr. Nason stated that he presented this to our Town Counsel asking about any statute governing the acceptance of this type of gift. Attorney Pollard replied that he is comfortable with the town accepting the gift, though it should be managed by the Select Board as general property. *The Board members voted unanimously to accept the generous donation and ask the Cemetery Committee members to propose a policy for the granting of these plots, subject to the Select Board members approval.*

Parkland Acquisitions and Renovations for Communities (PARC) Grant Award - The town has been awarded a grant in the amount of \$13,120.00 for Lee Athletic Field playground equipment improvements. *The Board members voted unanimously to accept the PARC Project Agreement and State Standard Contract, and authorize the Chair to sign both documents.*

Shared Building Safety and Zoning Enforcement Officials - Mr. Nason presented the Shared Building Safety and Zoning Enforcement Services Agreement between Lee and Lenox. This will be based on the same model as the Tri-Town Agreement with the exception that Lenox will be the host town and will do the billing for wages, salary and benefits. We will keep this agreement in place for a year and re-look at it. The Board members concurred that this is a great start to work with Lenox. *The Board members voted unanimously to accept the agreement as presented.*

One Day Beer and Wine License – *The Board members voted unanimously to grant a One Day Beer and Wine License to St. Mary's School for an Italian dinner fundraiser to be held on Saturday, January 23, 2016 from 5:00 PM – 8:00 PM.*

2016 License Renewals – *The Board members voted unanimously to grant the Common Victualer, Innholder's, Class II & Class III and Taxicab & Limousine Licenses as read (See sheet attached).*

4. **Pending Business:**

- a. Zoning Board of Appeals – Special Permit for Lee Bank – Wednesday, December 30, 2015 at 7:00 PM in the Planning Board Office
- b. Zoning Board of Appeals – Appeal of the decision of Building Inspector – Wednesday, January 13, 2016 at 7:00 PM in the Planning Board Office

5. **Town Administrator:** Appointments - Mr. Nason appointed Don Fitzgerald as the Building Commissioner and Code Enforcement Officer. Don has been the acting Building Commissioner and Code Enforcement Officer since Nov. 1<sup>st</sup>. The Hiring Committee for a Local Inspector of Buildings/Code Enforcement Officer Selection interviewed two highly qualified applicants for the position. The Committee members

were Lenox Fire Chief, Dan Clifford, Lenox Building Commissioner/Lee Acting Building Commissioner, Don Fitzgerald, Lee Fire Chief, Alan Sparks. The meeting was led by Lenox Town Manager, Chris Ketchen and Lee Town Administrator, Robert Nason. After interviewing the two candidates and considering their fit for the position, the members of the Hiring Committee unanimously recommended that Chris Ketchen and Robert Nason appoint Jeffrey Clemons as the Local Inspector of Buildings/Code Enforcement Officer Selection. *The Board members voted unanimously to support Mr. Nason's appointment of Jeffrey Clemons as the Local Inspector of Buildings/Code Enforcement Officer.*

At the recommendation of Ambulance Director, Lisa Michaud, Mr. Nason appointed Nancy Searing to the ambulance services as a part time EMT Basic. *The Board members voted unanimously to support Mr. Nason's appointment of Nancy Searing as a part time EMT Basic for the ambulance service.*

Mr. Nason announced that, after much hard work, Matt Tyer received his certification as Emergency Medical Technician (EMT).The Board members extended their congratulations to Matt for his achievement.

**6. Public Comments:**

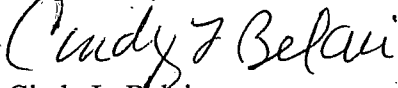
None.

The Board members wishes everyone a happy holiday and a happy and healthy New Year.

**7. Next Regular Meeting:** The next regular meeting will be on Tuesday, January 5, 2016 at 7:00 PM, in the Courtroom.

**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:

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|--------------------|-------------------------|----------------------------------|
| Board of Selectmen | Board of Assessors      | Dept. of Public Works            |
| Town Administrator | Board of Health         | Town Treasurer                   |
| Town Clerk         | Conservation Commission | Town Reps. District Cha Chairmen |
| Town Collector     | Police Chief            | Superintendent of Schools        |
| Planning Board     | Building Inspector      | Town Accountant                  |