

APPROVED ON 11/17/15

Board of Selectmen – Minutes of Meeting

BOARD OF SELECTMEN
MINUTES OF MEETING – November 3, 2015

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

Chairperson, Patricia Carlino, called the meeting to order at 7:00 PM .

1. **Approval of Minutes:** *The Board members voted unanimously to approve the Select Board minutes of October 20, 2015.*
2. **Public Hearings:** None.
3. **General Business:** Disposition of Ford 250 Pickup Truck with Plow – Chris Pompei came before the Board to discuss the disposition of a surplus Sewer Division Ford 250 Pickup Truck with Plow for a minimum bid of \$6,000.00 which reflects the Blue Book fair condition value (\$7,466) less the School Department's estimate of repair costs (\$1,300). *The Board members voted unanimously to authorize the Superintendent of Public Works to proceed with the disposition process.*

One Day Beer & Wine – St. Mary's School - *The Board Members voted unanimously to grant a One Day Beer & Wine License to St. Mary's School for a birthday celebration on Saturday, November 7, 2015 from 5:00 PM – 11:00 PM.*

Brownfield's Area Wide Planning Grant - At our Sept. 1, 2015 meeting, the Select Board members accepted a one year extension of the US Environmental Protection Agency Brownfields Area-wide Planning Grant. The Berkshire Regional Planning Commission (BRPC) Contract Amendment Term Extension runs from September 30, 2015 to September 30, 2016 concurrent with the Grant Extension. *The Board members voted unanimously to approve the amendment as presented and authorize the Chair to sign it.*

Administrative Review Committee Representatives Selection – At the October 20, 2015 meeting the members of the Select Board approved the tri-town intermunicipal Selectmen Meeting – November 3, 2015

agreement which provides for an Administrative Review Committee composed of six (6) members, two from each town including at least one member of the Board of Selectmen from each town. The Administrative Review Committee is responsible for development and review of all shared services between the municipalities, and for making recommendations to the respective Boards of Selectmen. At the October 20, 2015 meeting, Select Board chair, Patricia Carlino expressed her interest in serving on the committee and Finance Committee Chairman Nicholas Arienti has also agreed to serve. *The Board members voted unanimously to appoint Patricia Carlino and Nicholas Arienti to represent the Town of Lee on the Lee, Lenox and Stockbridge Shared Services Administrative Review Committee.*

FY 2017 Operating Budget Guidelines - Mr. Nason presented the FY 2017 Operating Budget Guidelines to the Board Members. He stated that except for the first full paragraph on the second page, the guideline is basically the same as in years past. The revised paragraph reads, "Provided that our state aid is at least level funded, our local receipts remain at least constant, and we are able to achieve significant health insurance premium reductions through plan design changes, we may be able to afford a small pay increase in addition to scheduled step increases for school and municipal employees. Such increase will be constrained by the knowledge that our social security recipients will not receive a cost of living increase on January 1, 2016 because consumer prices are down over the past year. Accordingly, until we have more information about our revenue and fixed expenses and we have reached new collective bargaining agreements with union employees, please level fund all personnel expense except scheduled step increases." *The Board members voted unanimously to approve the guidelines as presented.*

Agreement for Town & School – Dept. of Education FY 2016 Reporting - The Board members were presented with the Agreement for Town and School from our Treasurer, Donna Toomey. The Agreement details the Town's financial support for education in addition to the School Department's operating budget. It is the same agreement that's been in effect for the past 10 years. *The Board members voted unanimously to execute the Agreement for Town and School and authorize the Chair to sign the Agreement.*

Waiver of Residential Accessibility Ramp Building Permit Fees - Mr. Nason noted that in response to a permit application, Alternate Building Inspector and former Lenox Building Commissioner Bill Thornton brought to his attention that the Town of Lenox waives the building fee for the construction of accessible ramps to one and two family houses. Nevertheless, upon completion the ramps are inspected by a building official. We do not receive many of these building permit applications for which there is a nominal fee of \$55.00. Moreover, these ramps are often temporary accommodations. After consulting with Acting Building Commissioner Don Fitzgerald, Mr. Nason recommended to the Board that the building permit fee for the construction of accessible ramps to one and two family houses be waived. *The*

Board members voted unanimously to waive the building permit fees for the construction ramps to one and two family residential house.

Berkshire Gas Permit – *The Board members voted unanimously to grant a permit to Berkshire Gas Company to install new gas service at 330 Bradley Street.*

Temporary Sign Permit – *The Board members voted unanimously to grant a Temporary Sign Permit to St. Mary's School to erect signs for the St. Mary's Bazaar, for the period of November 8th – November 22nd and to waive the \$35.00 permit fee.* Member David Consolati stated that the permit should state that although they granted the permit, they would need approval from the owner or state if any sign is placed on private or state property.

4. Pending Business:

- a. Planning Board – Willow Hill Road Solar, LLC – Site Plan Review on November 9, 2015 at 6:15 PM. The deadline for comments is Friday, November 6, 2015.
- b. Winter Parking Ban – See attached.
- c. Zoning Board of Appeals – Appeal of the decision of Building Inspector – Wed., December 9, 2015 at 7:00 PM in the Planning Board office.

5. Town Administrator:

- a. Personnel (Employment Opportunities) - Winter Truck Driver/Laborer - _ Mr. Nason reported that we are looking for a winter truck driver/laborer for a seasonal position from November 30, 2015 to March 17, 2016. This is a temporary full time position. For further information or to get an application, come by the D.P.W. Office, 45 Railroad Street Lee, MA or call 243-5520.

Mr. Nason also reported that we will be looking at the responses near the end of the month (Nov. 20th) for a Local Inspector of Buildings/Code Enforcement Officer and hope to have a Building Inspector in place by early/mid December.

- b. FY 2016 Revenue and Expense Reports through October 31, 2015 - Mr. Nason stated that the FY 2016 Revenue and Expense Reports through October 31, 2015 are on the Selectmen's worktable for their review.

6. Public Comments:

None. David Consolati congratulated the Lee Football Team on their win stating that the next game will be a home game on Friday.

7. **Next Regular Meeting:** Our next regular meeting will be on Tuesday, November 17, 2015.

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

Respectfully submitted,



Cindy L. Belair,
Selectmen's Secretary

Notice of Website Posting Sent to:

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