

SELECT BOARD MINUTES | March 23, 2020 6:00 P.M.

TOWN HALL MEETING ROOM

Present:

Verne Leach, Chairman
Ed Munch, Selectman/Historical Commission
Bruce Cullett, Selectman/Police Sergeant
Jesse Pelkey, Finance Committee Chairman
Peter Yetman, Wiring Inspector
Irene Morrison, Administrative Assistant

Item 1: **Call to order:** 6:00 p.m.

Item 2: **Roll Call:** Chairman Leach present, Selectman Munch present, Selectman Cullett present

Item 3: **State recording status:** Mr. Leach and Irene Morrison recording, & live stream on Town Clerk Facebook page

Item 4: **Review and Approve Meeting Minutes for 3/9/2020**

Meeting Minutes of 3/9/20 on hold until next BOS Meeting of 3/30/20

Item 5: **Report from Departments**

Finance – Jesse Pelkey reporting

Jesse Pelkey, Finance Chairman informed the BOS that the Finance Committee Meeting of 3/26/20 has been re-scheduled for a tentative date of 4/9/20. Mr. Leach said that Gov. Baker shut everything down today except essential services. Jesse said we'll have to play it by ear when it gets closer to 4/9/20 to see if we have to postpone the Finance Meeting further. He said he received the CBRSD budget today.

BOS – Mr. Cullett reporting

Mr. Cullett said he has talked with Hwy. Supt. Russell regarding the order given by the Governor today. He said, "The Highway Dept. is considered to be "essential personnel". Although they have a lot of concerns, we should discuss exactly what we want them doing. Obviously, if the roads need to be tended to, they need to come in. I'm not sure if it's conducive to getting much done in the Highway Garage when you have to maintain 6 feet of social distancing. It's hard to work together on any projects. We should talk about it at some point what we want them to do. If we want them to continue business as usual or for them to modify it any way."

Mr. Cullett said, "Last Monday, there was a BOH Meeting. Sunday night at our Emergency Meeting we cancelled our BOS Meeting for Monday night." The issue he has is we cancelled it Sunday night, however, when the issue came up Monday night, was lack of quorum that we didn't have a meeting. When I heard that during live streaming, that doesn't make any sense we cancelled the night before. Mr. Leach said we did cancel our side of it. I thought they (BOH) were going to cancel also. But, they did not and I felt it was important to have a Representative from the BOS here. Which I should have called, yes. Mr. Cullett said it's fine you were here. We agreed the 3 of us to cancel the meeting Monday night. It wasn't due to lack of a quorum. Mr. Munch said the BOS Meeting was cancelled and that should have been put into that conversation, and you were just there as a Representative of the Select Board. Mr. Leach said "yes, I should have called."

Peter Yetman, the newly appointed Wiring Inspector, came into the meeting where Mr. Cullett gave him the key to the Inspectors Office and other information he would need such as where to locate the Inspectors mailbox, letting him know to see Town Clerk Leach to get sworn in, to see the Town Treasurer to set up his employment information, what his contact information for the Town Website will be etc.

Item 6: **Discussion of Police Chief's resignation**

Mr. Leach read a formal notice of resignation from Police Chief Jeff Henault addressed to the BOS. Chief Henault's last day of service will be 4/24/20. Mr. Leach said the last advertisement with the description for that position will need to be pulled by Irene or Caleb. Mr. Munch said, "Depending on the conditions we're dealing with here, I would say that the Sergeant would automatically be Chief until we make our selection." Mr. Leach said Sergeant Cullett can fill in as Temporary Chief of Police after the 4/24/20. Speaking as Police Sergeant, Mr. Cullett informed the BOS that he was notified on Saturday that Officer Horne has been hired by Pittsfield Police. "It will be toward the end of summer, or somewhere around August that he's expected to begin that position. With the Chief leaving in April, we would be down a person. We will be down a second individual a few months later. We should consider getting a posting for the Police Officer position sooner rather than later."

Item 7: **Discussion and possible Vote to approve Policy for scrap metal dumpster at Transfer Station**

Mr. Cullett said, "There have been some issues with scrap being removed from the Scrap Metal Dumpster. I don't think we've ever adopted a formal policy regarding that, but we should do something very simple and basically adopt a policy that says once something is in the Metal Dumpster, it's the property of the Town and can't be removed either by Town Employees or by the general public. The reason for that is that it's potentially valuable." Mr. Munch said he doesn't agree 100% with that. "I see a lot of people taking things they could use. I don't see copper in there or see valuable metals. I could see it if we were concerned with valuable metals, but right now there's no value in scrap metal. It's worthless for what we're going to get for tin." Mr. Cullett said the reason it's brought up is that it's coming out. "There are camera's down there. I feel it completely inappropriate for an individual to profit on something that is Town Property once it goes in that dumpster. It's not a salvage yard, and I think it to be unfair for an individual to be able to pick it out, especially if it's a Town Employee putting it in their vehicle, then getting a payout for it. It's unethical and in my opinion shouldn't happen. We either allow it or we don't." Speaking as Transfer Attendant Mr. Leach said, "In my opinion, as long as it's the same rules for everybody." Mr. Munch doesn't see that it's necessary to have a regulation to stop that. Mr. Cullett asked, "What can we do as a Board if a Town Employee is profiting by pulling stuff out of that Scrap Metal Dumpster?" Mr. Munch said, "Why don't we say no copper can be removed." Transfer Attendant Leach said, "Scrapping doesn't pay for itself." He said he believes there's an ordinance that anything that's town property cannot be given away. Mr. Munch said, "The only way I'm going to agree to this is if it's inside the metal container, it's off limits. If it's out in the parking lot, it's free grabs." Transfer Station Attendant Leach said, "If that's the case, then I would suggest shutting the door to cut down on temptation." Mr. Cullett said "We have to go one way or another. Either it's allowed or it's not. At the next meeting we'll have a draft. If you're happy with the wording, we can adopt it."

Item 7 to be held until the next BOS Meeting for further discussion.

Item 8: **Open and Review Sealed Bids for Vocational School Transportation**

See Item 9

Item 9: **Open and Review Sealed Bids for Town Hall/Community Center Electronic Sign**

Given that TA Mitchell couldn't make it due to the snow storm, the BOS will hold off on opening the submitted bid in the sealed envelope until the next meeting to make sure we have all the bids that came in case there's one sitting in TA Mitchell's mailbox that we don't have.

Item 10: **Open and Review Sealed Bids for Town Mowing**

The BOS opened a bid from JRD Mowing. The submitted bid is for mowing & trimming 3 Town Cemeteries, Town Hall, Fire Station, Town Park, and Town Green, 10 mows & trims in total at \$6,300.00. Mr. Leach said he has a Certificate of Liability Insurance that came with it. *(See bid from JRD Mowing)*

*Mr. Leach motions to **accept** the bid from JRD Mowing. Mr. Cullett seconds. All agree. **VOTE 3-0**

Item 11: **Discussion and Vote to re-appoint Tina Barrington to Board of Registrars**

*Mr. Leach motions to re-appoint Tina Barrington to the Board of Registrars. Mr. Cullett seconds. All Agree **VOTE 3-0**
(See Re-Appointment to Board of Registrars – Tina Barrington)

Item 12: **Discussion and Vote to approve State of Emergency Documentation**

Mr. Cullett said this follows up our meeting from Sunday evening 3/15/20. The draft has been prepared by KP Law, who Mr. Cullett asked to prepare the document and it's wording appropriate for our town.

*Mr. Cullett motions to approve and sign the State of Emergency Declaration. Mr. Munch seconds. All agree **VOTE 3-0**
(See State of Emergency Declaration)

Item 13: **Discussion and possible Vote to change the Annual Town Meeting Date**

Mr. Leach has been informed that in order to change the ATM date, seeing how we set the date, we have to send a request in to the State. He said there's a form for it in order to do so. "What they're doing is working on that and a protocol for the Election due to the emergency. Mr. Cullett said the update KP Law sent us said the Senate is meeting Monday and acting Monday to give towns the needed flexibility to address the situation. He said he doubts we'll actually have to send in for approval from the State. Mr. Cullett said he thinks we have some time still to worry about the new meeting date. One of the things we'd have to do is see if KP Law is available and see if there are any other conflicts. Mr. Munch said there's the strong potential that this is going to go on until the next FY, both the voting and the ATM. He thinks we should wait. Let the state tell us what the guidelines are. We currently don't have any further information. He said his concern is going into the next Fiscal Year without having a budget & having money that's been appropriated to run the next FY. The State is going to have to come in with some kind of loan program, or a program where they're going to say "We're going to carry the towns until they can set their budgets up. We can't set a budget up until we have the ATM. Mr. Cullett said, "Unless the Legislature passes something that allows us as a Board to set the budget for the first quarter or the first half then follow up at the ATM. Mr. Munch doesn't know how that can happen without the people being able to vote. This item will be tabled to the next meeting.

Item 14: **Discussion of Fiscal Year 2021 Budget**

Mr. Cullett said the only thing received thus far is the CBRSD Certified Budget. The Net Capital Assessment for the upcoming Fiscal Year is \$128,328.00; Net Transportation Assessment \$44,113.00 and Net Operating Assessment \$849,072.00 for a total of \$1,021,513.00. Mr. Cullett said out of the total Capital Assessment, the Wahconah Building Project is \$114,597.00. Mr. Leach said we haven't opened the bids for Transportation. Item 14 will be on the next agenda for further discussion. *(See CBRSD Certified Budget)*

Item 15: **Review and Approve Accounts Payable, Treasury Warrants, Payroll Warrant**

Mr. Leach asked that Sergeant Cullett ask Chief Henault when he submits bills if he could put the account number on them.

Mr. Munch said he wants to invoke the RULE OF NECESSITY for the reason that there is an invoice from the Fire Dept. that needs to be signed. TA Mitchell is absent and both Mr. Munch and Mr. Leach are on the Fire Dept.

Item 16: **Adjourn**

*Mr. Leach motions to adjourn the 3/23/20 BOS Meeting. Mr. Cullett seconds. All agree. **VOTE 3-0**

BOS Meeting adjourned at 7:09 P.M.

Articles used:

3/9/20 BOS Meeting Agenda
Bid from JRD Mowing
Re-appointment for Board of Registrars – Tina Barrington
State of Emergency Declaration
CBRSD Certified Budget
Vendor Warrants
Payroll Warrants

Respectfully submitted

Irene J. Morrison

Administrative Assistant

Verne Leach, Chairman _____

Ed Munch, Selectman _____

Bruce Cullett, Selectman _____

Approved: 3/30/20