

**SELECT BOARD MEETING MINUTES**  
**Thursday, July 25, 2019**  
**6:30 p.m.**  
**TOWN OFFICES, 50 MAIN STREET**

**Present:**

Terry Flynn, Chuck Cardillo, and Roxanne McCaffrey

**Call to Order:**

Terry called the meeting to order.

**Agenda:**

The first item was to approve minutes from past executive sessions.

Terry made a motion to approve the executive session minutes from March 28, 2018, May 9, 2018 and June 19<sup>th</sup>, 2018. Chuck seconded; Roxanne abstained; the motion passed.

Terry made a motion to approve the minutes from executive session from June 12, 2019 and June 21, 2019. Chuck seconded; all were in favor.

The next item was to set the August schedule for August 8<sup>th</sup> at 6:30 p.m., August 15<sup>th</sup> at 9:00 a.m., and August 22<sup>nd</sup> at 6:30 p.m. This was a change from 7:00 a.m. on the 15<sup>th</sup> to 9:00 a.m.

Next item was the appointment of the Interim Town Administrator.

Chuck commented that he felt both candidates were qualified and after much thought he would like to go with Mr. Markel as his fresh outlook would benefit the Town.

Roxanne agreed that both candidates were highly qualified however she received an enormous amount of comments from people who wanted to stay with someone more local and based on that favored Mr. Webber. Terry also said that they were both very qualified, gave an overview on retirement, insurance and waiting period questions, but felt strongly that Mark Webber should be selected.

Jay Bikofsky, Finance chair, stated that they did not endorse any one candidate but at their July 10<sup>th</sup> meeting agreed upon qualifications for the candidates. He brought up the concern that hiring an interim who was not retired would make the Town liable for long term insurance or medical costs for life and suggested that through Town Counsel it be written into the contract that there would be no long-term liabilities to Stockbridge.

Terry made a motion that the Select Board appoint Mark Webber to the position of Town Administrator subject to successful negotiations of terms. Roxanne seconded. Vote: Roxanne: I, Terry: I, Chuck: No; the motion passed.

Next, Terry asked that they appoint Bronly Boyd as the chairman of the screening selection committee and to then to give Bronly and the Board time to come up with some names to be on the committee. In August they would appoint the committee and begin the process. Chuck also asked that interested people be allowed to submit their names, come up with a committee and let the committee choose the chair. Terry felt more comfortable still naming Bronly the chair as he was on the previous Town Administrator search committee.

Terry made a motion that the Board appoint Bronly Boyd as chairman and they all work to generate a pool of names from which they can name the committee. Roxanne seconded. Vote: Roxanne: I, Terry: I, Chuck: No; the motion passed. Chuck noted that he did plan on working with the committee and help the Town to move forward.

Next Terry read the policy for disposal of surplus supplies as provided by Town Counsel as follows:

**Disposal of Surplus Town Owned Property/Supplies**

Any Board or Officer in charge of a department of the Town may, with the approval of the Town Administrator for property having an aggregate value of **less than \$10,000**, transfer to another Town Department or transfer by sale any personal property within the possession or control of the department which has become obsolete or is not required for further use by the department or any other department.

For supplies with a resale or salvage value of **\$10,000 or more**, the Town will use one of the alternate methods of sale: (1) sealed bids, or (2) public auction.

For supplies with a resale or salvage value of **\$10,000 or more**, the Town will also post notice indicating the supply offered for sale, the location and method for inspection of the supply, the terms and conditions of the sale including the place, date, and time for the bid opening or auction, and a statement that the Town retains the right to reject any and all bids. The Town will post this notice in a conspicuous place for at least two weeks until the bid opening or auction, and will publish the notice in the local newspaper at least once not less than two weeks prior to the bid opening or auction.

Terry made a motion that the Board approve this policy. Roxanne seconded; all were in favor.

Roxanne asked if they should have the excess material from the Fire Department tested as there are no MSDS sheets. Terry said that he felt it was worth looking into.

The next item on the agenda was discussion on establishing a committee on economic development but as Laura Beasley could not attend, she suggested postponing until the next meeting.

John Hart proposed that Stockbridge think about allocating funds; CPC and other to be put aside, for the young people, first time home buyers, in the community; in the attempt to bring young people to Town.

Terry said that the Finance Committee has come up with a series of recommendations as follows with brief discussion on each objective:

- 1.The installation of a security system for Town Hall has been discussed in the past. It is the feeling of the Finance Committee that Town Administration review prior appropriation approvals, the need to update the aforementioned system installation specifications along with consulting contracts and conclude with a determination as to the next steps to complete installation.

Terry said that the starting point would be with Chris Marsden to get that information.

2. The request from the Select Board to consider a \$9,990.00 reserve fund transfer for a study to collect and analyze water samples containing cyanobacteria algae from Stockbridge Bowl was recommended for approval by the Finance Committee at a June 28, 2019 Meeting. Based upon the findings of this study, the

Finance Committee looks forward to reviewing the 2020 Comprehensive Plan for dealing with this matter, research of available State funding and review of outcomes from similar situations throughout the State.

3. The Finance Committee suggests Town Administration provide ongoing updates of capital projects to include a written narrative, amounts budgeted and expenses to date. This request is made for, but not limited to, the Town Garage Project, Larrywaug and Averic Bridge repair/replacement, wing wall project status of the Curtisville Bridge and the Downtown Traffic Study, approved at this past Springs Annual Town Meeting.

Terry felt that this was a power that Finance had and should be going out as a directive to the departments and the Board will support their request. Roxanne noted that they are waiting on the contract for the traffic engineering study.

4. The Finance Committee also suggests a periodic update of the five (5) year Capital Equipment Budgets for, but not limited to, Police, Fire, Highway, Emergency Management and Parks and Recreation. Consideration should be given to this process as a part of annual budgeting as well as ongoing throughout the fiscal year.

Terry felt that it made sense to send this out as a directive now.

5. The consideration a grant writer is proposed by the Finance Committee. Exploring this capability on a full time or part time basis, independently or as a shared service with other towns is suggested.

Terry felt it was worth looking into and something that the screening committee would also be looking at possibly along with a sharing a planner.

6. The Finance Committee raised the matter of receiving updates of consulting efforts as well as expenditures to date for the Town's recently approved Economic Development Plan. Also mentioned was updating the status of the Town's Master Plan.

Terry said that he would check into his item.

7. Allocation of CPC Funds has been discussed by the Finance Committee and the suggestion made that the Select Board consider exploring and expansion of funding beyond the current "Historic Town Entities" to include: Development of an affordable trust for first time home buyers, as is done in other states, as well as funding capital infrastructure projects such as restoration of the Curtisville Bridge. The Committee suggests that the Select Board request CPC entertain a greater number of "Community Related Projects." Also recommended by the Finance Committee was that CPC provide the Select Board periodic project status reports including allocation expenditures.

Chuck and Roxanne agreed that this would provide checks and balances. Chuck felt that they should be reporting back as money is spent and what it has been spent on. Patrick White said that the information should be available from the Town Accountant who should already have this information. Exploring the expansion of funding should also be looked into. John Hart suggested a process of combining the first-time home buyers trust with the availability of the distressed properties in Town be investigated.

8. The Finance Committee welcomes the opportunity to actively participate in the Interim and Permanent Town Administrator selection process.

9. The Finance Committee proposes to explore with the MA. Department of Revenue relevant public workshops as well as trends and developments throughout the State that might be applicable to Stockbridge.

10. In conclusion, the Finance Committee recommends periodic joint meetings with the Select Board to discuss the aforementioned 2020 goals and objectives.

**Adjournment:**

With no further business, Terry adjourned the meeting.