



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE BOARD OF SELECTMEN  
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**Tara B White, Chair  
Nathaniel H. Yohalem  
Michele Shalaby  
Board of Selectmen**

**Minutes of Selectmen's Meeting  
June 16, 2014**

**Board Members Present:** Tara B. White, Chairman  
Michele Shalaby  
Nathaniel Yohalem

**Others Present:** Michael Skorput, Administrative Assistant  
Sharon Fleck, Administrative Secretary

**The meeting of the Board of Selectmen convened at 6:04 p.m.**

The Board read the minutes. **After a discussion, a motion was made and seconded and so voted by all members to approve the minutes of the June 10, 2014 Selectmen's meeting, as amended.**

**Finance Committee** – A Joint meeting for year-end budget transfers with the Finance Committee has been rescheduled for June 30, 2014.

**Animal Control – Memorandum of Understanding** - **After a discussion, a motion was made and seconded and so voted by all members to approve the MOU between the Town of New Marlborough and "A Place for us Animal Rescue," as modified.**

**Capital Planning Committee** – This Committee will consist of five people, i.e. three citizens with financial background, one member of the Finance Committee (Dave Herrick) and one member of the Board of Selectmen (Michele Shalaby). These appointments are effective for one year commencing July 1, 2014 through June 30, 2015 and will meet with Department Heads at least once a year. The charge of the Committee will be to deliver a capital plan and recommend policy on considered expenditures over the next ten years to the Board of Selectmen and the Finance Committee by November 1, 2014. Within the document, under "Constraints," the 2% will be changed to 2-1/2%. **After a discussion, a motion was made and seconded and so voted by all members to set up the Capital Planning Committee with the charge, deliverables, constraints and committee membership as set forth in this document, and modified by Michele Shalaby.**

**Resumes for Capital Planning Committee** – Resumes have been received from J. Edward "Ned" Odegaard, who has an extensive financial background, and Dr. John R. Schreiber. The

Board requested additional financial information from Dr. Schreiber. Selectman Shalaby has one more citizen interested in serving on this committee. **After a discussion, a motion was made and seconded and so voted by all members that the following members be appointed to the Capital Planning Committee effective July 1, 2014:**

**Board of Selectmen – Michele Shalaby**  
**Finance Committee – David Herrick**  
**Public – J. Edward “Ned” Odegaard**

**BCC Job Descriptions and Submittal Information** – Michael Skorput outlined some of the logistical problems with bringing people onboard:

- Need for at least one more computer, scanner, printer
- Physical location of that person

The Planning Board has indicated an interest in someone to take minutes and work with them on different projects. There is also interest in having an administrative clerk. Michael Skorput’s vision was to develop a digital filing system with the students and the Assessor’s office, and to work with the senior citizens to actually begin this project. Selectman Yohalem suggested changes to the job description for the administrative clerk which will be amended. Forms must be submitted by June 30, 2014 as this program goes into effect on September 3, 2014.

**Dave Hastings Letter** – A letter to Dave Hastings has been approved and will be sent to him.

**Letter to SBRSD** – Selectman Yohalem explained that the Town was advised by the State of a \$23,714.00 surplus in the school budget, which is to be divided up among the five towns. New Marlborough’s share would be approximately \$4,800.00; however, the check has not yet been received. Michael Skorput will prepare a letter inquiring, on behalf of the Board and a previous telephone conversation, as to the whereabouts of the check.

**Town Hall Renovations** – A work meeting with Tim Eagles (EDM) is scheduled for Tuesday, June 17, 2014 at 2:30 p.m. to discuss proposed Town Hall Renovations to bring bathrooms into ADA Compliance.

**Meeting with Representative Pignatelli and Senator Downing** – Select Chair, Tara White, indicated she spoke with Kerry Sullivan regarding inviting one representative from neighboring towns to participate in the meeting scheduled for July 14, 2014. Ms. Sullivan will check with Senator Downing’s office and will advise Chairman White if they are agreeable to that arrangement. The conference room at the Fire Department may have to be used, depending on the number of people attending this meeting.

**Bid Opening** – Errors were made in the original bid for the resurfacing and damaged sections of Mill River Great Barrington Road. A new bid package has been prepared and errors corrected. The new bid opening date is July 7, 2014.

**Audits** – The audit has been completed by the auditors in draft form. Comments can be made and sent back to them after a review. A meeting with the auditors will take place in late July 2014.

**Taser's** – Mail was received from Police Chief Scott Farrell indicating the cost for two Taser's as being \$3475.41. There is \$9,000.00 surplus in the Rental Account that would cover the cost of the two Tasers and could be taken out of the FY14 budget.

**Open Meeting Training** – Kathy Chretien came back from training and stated that the Attorney General recommended that all municipal employees, including volunteers, participate in a webinar on Open Meeting Training which will be on the Attorney General's Website once a month.

**School Choice Forum at Monument Mountain High School** - Wednesday, June 7, 2014.

**Parking on Elihu Burritt Day** - a motion was made and seconded and so voted by all members that the Cultural Council post "No Parking" signs on August 16, 2014 Elihu Burritt Day.

**Contracts with Charles Loring for the Fire Department, Highway Department and Police Chief Scott Farrell** – Mr. Skorput will prepare the necessary agreements.

**School Meetings** – As a result of the School Board Meeting last week, David Hastings will host a series of meeting with the five district towns to discuss the future of the schools. These are open meetings and will start on July 10, 2014. The meetings will be held in one location and not at the individual Town Halls.

**Appointment of Town Officers** – The following residents do not wish to be reappointed:

John Weinstein, Conservation Commission and Gino Furio, Technology Committee. Myron Jaffe wishes to be reappointed only until a replacement can be identified.

**Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 7:33 p.m.**

Respectfully submitted,



Sharon Fleck  
Administrative Secretary