



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

**Minutes of Selectmen's Meeting
Monday, May 23, 2016
12:00 p.m.**

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

Others Present: Mari Enoch, Town Administrator
Sharon Fleck, Administrative Secretary

The meeting of the Board of Selectmen convened at 12:43 p.m. The minutes were read. A motion was made, seconded and so voted to approve the minutes of the May 6 and May 16 meetings as amended.

Review FY17 Budget

The following items were reviewed as possible cuts to the FY17 budget:

Assessor's Expenses	\$ 1,000
Tax Collector Certification	\$ 1,000
Machinery Expenses	\$10,000
Group Health Insurance	\$23,000
Town Records Preservation	<u>\$ 1,000</u>
	\$36,000

Additionally, Highway Superintendent, Chuck Loring, will be asked to review the Fire Protection Expense, Diesel and Propane Expenses for possible cuts to those budgets. Prudence Spaulding will be asked to review the budget for both Council on Aging Transportation as well as Animal Expense. Edgar Zukauskas will re-examine the Umpachene Falls budget for possible reductions. Tom Carmody will be asked to re-examine the Building Inspector expense account.

A letter will be sent to the Southern Berkshire Regional School District School Committee requesting a budget reduction. The amount to be asked for will be determined after any further Town budget cuts are made.

Review Treasurer Applicants

Three applicants (Marilyn Fracasso, Joanne Conti and Audrey Raifstanger) for the Treasurer's position will be asked to come in for interviews prior to the Board of Selectmen's meeting on Wednesday, June 1, 2016.

TOWN ADMINISTRATOR UPDATES

A motion was made, seconded and so voted to have the Town Administrator, Mari Enoch, sign the CET Collection of Hazardous Waste contract for FY17 in the amount of \$1289.00.

Mari requested vacation the week of July 4, 2016 which was approved.

Hadsell Street Bridge Project

Mari updated the Board on the road layout and the right-of-way acquisitions. The Right-of-Way Certification must be completed before the State bids the project in the fall. Tara White will be the point person from the Board of Selectmen.

SELECTMEN'S UPDATES

Selectman, Michele Shalaby, will be the point person for the following endeavors:

- Writing columns for the NM5VN
- Community Compact with Governor's Administration
- Budget Process
- Capital Planning
- Broadband Committee – the first meeting of this committee is May 25 at 9 a.m.

A Finance Committee meeting will be held on Thursday, May 26, at which time a new chairman will be elected.

Board of Selectman Chair, Nat Yohalem, has completed an evaluation on Mari Enoch, Town Administrator, which will be put in writing for Mari to sign. Mari will conduct evaluations of the Town Hall staff in June. It was clarified that Mari will evaluate those staff members who are directly appointed by the Board of Selectmen, i.e. Accountant, Collector, Treasurer, Secretary, Administrative Assistant and Inspector. The Highway Superintendent, Fire Chief and Police Chief will be evaluated by the Board of Selectmen.

Contracts for the Police Chief, Graham Frank, and Highway Superintendent, Charles Loring, will be completed by the Board of Selectmen. Evaluations for the Highway Superintendent and Fire Chief will take place on Monday, June 13, 2016.

An Executive Session to discuss his contract will be held with Graham Frank on Monday, June 6. Graham would also like to discuss police detail with the Board at the Board of Selectmen's meeting.

Department head meetings will be scheduled by Mari Enoch.

Land Trust - Nat Yohalem met with Martha Bryan (Land Trust) regarding the Land Trust donating land to the Cemetery Commission. He will attend a Land Trust meeting to continue the discussion.

A meeting has been scheduled for Friday, May 27, with Martha Bryan and Chuck Loring to discuss options to stop the erosion at the North Road and New Marlborough Branch Road intersection. A solution may involve Land Trust property.

Mike White will be contacted to discuss additional parking on his property during Burritt Day.

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 2:39 p.m.

Respectfully submitted,

Sharon Fleck
Administrative Secretary