

**TOWN OF GREAT BARRINGTON
SELECTBOARD'S MEETING
MINUTES
MONDAY, SEPTEMBER 22, 2014
6:00 P.M. JOINT MEETING WITH FINANCE COMMITTEE
7:00 P.M. - REGULAR SESSION
TOWN HALL**

PRESENT: ED ABRAHAMS
DANIEL BAILLY
STEPHEN BANNON
DEB PHILLIPS
SEAN STANTON

JENNIFER TABAKIN, TOWN MANAGER

6:00 P.M. – JOINT MEETING WITH FINANCE COMMITTEE – OPEN MEETING

FINANCE COMMITTEE

PRESENT: BUD ATWOOD
TOM BLAUVELT
LEIGH DAVIS
SHARON GREGORY
MICHAEL WISE

- 1. CALL TO ORDER:** Deb Phillips called the Selectboard meeting to order at 6:00 PM.
Sharon Gregory called the Finance Committee meeting to order at 6:00 PM

2. REVERSE FUND TRANSFER FOR HIGHWAY OVERTIME

Jennifer Tabakin explained that there was a bad storm on the July 4th weekend. There was a lot of overtime needed for cleanup and work. The town manager asked for a transfer of funds. She explained that this may be temporary borrowing since the town has applied for emergency funds for this as well.

Joe Sokul said that \$1500 was spent in overtime for that day alone. Joe explained that Labor Day is also an overtime holiday. Money will still be needed for future trash pick-up. \$2600 was requested.

Bud Atwood asked if the overtime line item has been expended.

Jennifer Tabakin replied yes.

Joe Sokul added that the line item for the Hwy Dept. was reduced this year.

Bud Atwood expressed his concern with transferring money this early in the year. He asked if the Selectboard could transfer this money from any other place.

Lauren Sartori replied that she has looked and there is no other place to take it from.

MOTION: Michael Wise to approve the transfer for highway overtime

SECOND: Leigh Davis

VOTE: 4-1 Bud Atwood against

Bud Atwood said we should find another place to transfer the money from.

3. DISCUSS FY 16 BUDGET POLICY

Jennifer Tabakin presented the budget policy using hand-outs and power point presentation.

The main topics were:

1. General Fund
2. Enterprise Fund
3. Capital Projects

Jennifer explained the budget planning process.

Deb Phillips requested broad dates for when each part of this process happens. Jennifer said that she has these dates and will communicate them.

Jennifer spoke about the importance of community engagement in the budget process. The budget books will be available at Mason Library and Town Hall. Open hearings and meeting will be held to aid in this process.

The budget financial statements that are used were listed.

Sharon Gregory spoke about the estimated revenue statement. She asked for a history of the estimated revenues and also would like the revenues detailed in this area; including any expected revenues.

Michael Wise would like items put together such as all the items involved in the Fire Department put together. (trucks, salaries etc) The requests are in keeping with the recommendations that the Finance Committee made earlier regarding the full allocation of expenses by major function.

Jennifer Tabakin explained the Capital Budget Report. She said that the Capital Plan should facilitate the implementation of the Master Plan.

Sharon Gregory asked if it would be possible to have an overall Capital Budget report that could break out our portion of the capital expenditures/ debt service-~~to~~ versus the school district.

The Town Manager responded that these discussions could take place during the school meetings. Sharon Gregory noted that making this request earlier in the cycle would help the School Committee provide the data in the requested format. Lauren would then need to put them into a common format, Municipal capital/debt service; School capital/debt service; Total Town capital/debt service. This would be need on a ten year basis.

Jennifer Tabakin presented the Enterprise Fund report. She said that this is self-supporting and is based on fees paid by the sewer users.

Sharon Gregory asked for a 5 year history of the categories in "identification of available sources" in order to make trend lines. Sharon also pointed to local fees/revenues and asked that they be broken down more and compared to other towns and to consider ideas as to how we could increase revenues.

Jennifer Tabakin spoke about strategic priorities and reminded all to make decisions about where we want our town to go. (Safety, quality of life, strong local economy, public health, etc)
She added that it is also important to look at affordability.

Michael Wise suggested that the Town Manager flag the possibility of transition costs. In this way, if there is a change in policy about exemptions and split tax rate, which will make things more difficult for the town assessor at the onset, it would be prudent to put in the extra work now.

Sharon Gregory suggested putting 'PILOT' under the tax heading and asked that the progress of the PILOT program be included in the budget discussion, referring to the Town Manager's stated objectives last year.

Tom Blauvelt asked if the debt amount can be restricted; stating that our towns debt should not exceed 50% of the town plus our share of the school district.

Lauren Sartori replied that this would be above the current policy and we would not be able to borrow what we have borrowed. She stated that we are at \$30 million now, so to restrict will cut it too close to state limits.

Jennifer presented a new category called “new needs.” A department will have to submit a request for expanded services or new needs which must include a report with details about this ‘need.’

Sharon Gregory spoke in reference to personnel-related OPEB and off-balance sheet liabilities and requested that a thorough analysis of what our responsibilities are, projecting out 5 years be included in written form, well in advance of the budget so that we have the time to study the figures and deliberate during our normal budget sessions. It was difficult to do so “on the fly” because it is such a complex analysis, knowing we need to begin to reserve funds for these obligations.

Sharon Gregory also asked that the school budget indicate Great Barrington’s portion of its liabilities (not just the district number)

Deb Phillips said that this would be a request for Peter Dillon.

MOTION: Sean Stanton to approve the budget policy

SECOND: Steve Bannon

VOTE: 5-0

MOTION: Bud Atwood to approve the budget policy

SECOND: Michael Wise

VOTE: 5-0

SELECTBOARD MEETING

1. CALL TO ORDER:

Deb Phillips called the meeting to order at 7:00 PM

2. APPROVAL OF MINUTES:

September 8, 2014 Regular Meeting

MOTION: Steve Bannon to approve the September 8, 2014 minutes as amended

SECOND: Dan Bailly

VOTE: 4-0-1 Sean Stanton abstains

3. LICENSES OR PERMITS:

- A. CARA DAVIS/CONSTRUCT FOR PERMISSION TO HOLD ANNUAL WALK TO PREVENT HOMELESSNESS ON SUNDAY, OCTOBER 19, 2014 AT 1:00 PM, START POINT AT SKI BUTTERNUT AND END AT CONSTRUCT AT 41 MAHAIWE STREET.
(DISCUSSION/VOTE)

MOTION: Sean Stanton to grant permission

SECOND: Steve Bannon

VOTE: 5-0

- B. HOLLY HAMER/GREAT BARRINGTON LIBRARIES BOARD OF TRUSTEES FOR ONE DAY BEER AND WINE LIQUOR LICENSE FOR SATURDAY, NOVEMBER 1, 2014 FROM 6:00 PM – 9:00 PM AT THE MASON LIBRARY, 231 MAIN STREET. (DISCUSSION/VOTE)

MOTION: Sean Stanton to approve the license with fee waiver as requested

SECOND: Steve Bannon

VOTE: 5-0

- C. DAVID BARRETT/MAHAIWE PERFORMING ARTS CENTER REQUEST TO RESERVE 40 PARKING SPACES IN THE TOWN HALL LOT BY POSTING SIGNS STATING “NO PARKING, SUNDAY, OCTOBER 12, 2014, 4:00 PM – MIDNIGHT” FOR THE ANNUAL GALA. (DISCUSSION/VOTE)

MOTION: Sean Stanton to approve the reservation of 40 parking spots in the Town Hall lot as requested

SECOND: Steve Bannon

VOTE: 5-0

- D. DAVID BARRETT/MAHAIWE PERFORMING ARTS CENTER FOR TEMPORARY ONEDAY SUNDAY ENTERTAINMENT LICENSE FOR OCTOBER 12, 2014 FROM 5:30 PM– 10:00 PM FOR THE ANNUAL GALA AT THE OLD TRAIN STATION, ON CASTLE STREET AND MEMORIAL PARK, BRIDGE STREET. (DISCUSSION/VOTE)

MOTION: Sean Stanton to approve license

SECOND: Steve Bannon

VOTE: 5-0

- E. DAVID BARRETT/MAHAIWE PERFORMING ARTS CENTER FOR ONE DAY ALL ALCOHOLIC LIQUOR LICENSE FOR OCTOBER 12, 2014 FROM 5:30 PM – 8:00 PM FOR THE ANNUAL GALA AT THE OLD TRAIN STATION. (DISCUSSION/VOTE)

MOTION: Sean Stanton to approve license

SECOND: Steve Bannon

VOTE: 5-0

4. SELECTBOARD'S ANNOUNCEMENTS/STATEMENTS:

A. GENERAL COMMENTS BY THE BOARD.

Dan Bailly asked Deb Phillips how her discussions have been going with the other towns in the district. Deb Phillips replied that they are open to discussions; there is a willingness on the part of the 2 other Boards. She said that a consultant may need to be hired to help with further discussions.

B. DISCUSSION OF UPCOMING MEETING CALENDAR.

The calendar was given to the Selectboard.

5. TOWN MANAGER'S REPORT:

A. eCODE 360 DEMONSTRATION.

Marie Ryan gave an interactive presentation on how to find the town code on the town website. Items in the town code can be found through search words. It is also attached to many major town links. All forms and maps appropriate to the town code are linked as well. The town code has an index with topics listed.

B. UPDATE ON UNION CONTRACTS

Jennifer Tabakin announced that the union contracts with the DPW and the Library have been signed.

6. NEW BUSINESS

A. SB – SET HALLOWEEN TRICK OR TREAT DATE AND TIME. (DISCUSSION/VOTE)

MOTION: Sean Stanton to set October 31, 2014 from 5:30 P.M. – 7:30 P.M. as Halloween trick or treat in Great Barrington; only in houses with the lights on.

SECOND: Steve Bannon

VOTE: 5-0

B. SB – SET DATE FOR TOWN MEETING AND TOWN ELECTIONS. (DISCUSSION/VOTE)

MOTION: Steve Bannon to hold the Town Meeting at Monument Mountain High School.

SECOND: Dan Bailly

VOTE: 5-0

MOTION: Steve Bannon to hold the Town Meeting at 6:00 P.M. on May 4th

SECOND: Dan Bailly

VOTE: 5-0

MOTION: Sean Stanton to hold town elections on May 12th from 8:00 A.M. – 8:00 P.M.

SECOND: Steve Bannon

VOTE: 5-0

Sean Stanton said that he would like to have a banner across Main St with the election date. Sean asked that Jennifer Tabakin research the cost.

There was discussion regarding the location of the mini town meeting.

MOTION: Steve Bannon to hold the Mini Town Meeting at the fire station with the date and time to be announced.

SECOND: Sean Stanton

VOTE: 5-0

All agree that the fire station meeting room will need to be set up better than in the past.

Dan Bailly suggested that this meeting be advertised as well.

MOTION: Steve Bannon to hold the Mini Town Meeting on Wednesday April 29, 2014 at 6:00 P.M.

SECOND: Sean Stanton

VOTE: 5-0

C. SB – EXECUTION OF FINAL OPEN SPACE EASEMENT OF BARRINGTON BROOK HOMEOWNERS ASSOCIATION FOR RECORDING. (DISCUSSION/NOTE)

Chris Rembold explained that the open space easement of Barrington Brook is a document that will preserve approximately 78 acres on Christian Hill Rd.

The Planning Board has endorsed it.

Chris Rembold asked the Selectboard to sign the document.

Sean Stanton asked if the land is accessible to the town or usable by residents of Barrington Brook.

Chris Rembold replied that the land is not open to the public or for public use.

MOTION: Sean Stanton to approve

SECOND: Steve Bannon

VOTE: 5-0

All members of the Selectboard signed the document

7. CITIZEN SPEAK TIME: None

8. SELECTBOARD'S TIME: Sean Stanton suggested that item 4 – Selectboard's Announcements and Statements be moved to after the approval of minutes and before Licenses or Permits.

9. MEDIA TIME:

Eileen Mooney asked why there are 2 Selectboard times on the agenda.

Sean Stanton explained that one is announcements and the other is discussions and/or reflections from the meeting.

Eileen Mooney asked for an update regarding the former Searles School.

Jennifer Tabakin said that she has nothing to report at this time but will give a report at the next meeting.

10. ADJOURNMENT:

On a motion by Sean Stanton, seconded by Steve Bannon, the Board adjourned its meeting at 7:40 P.M.

Respectfully submitted,

Cara Becker
Recording Secretary