

**Town of Bernardston
Selectboard Meeting Minutes**



Board Members

Brian J. Keir

Stanley D. Garland, Chairman

Kenneth R. Bordewieck

Minutes for the meeting of July 12, 2023

Meeting held at Bernardston Town Hall
38 Church St, Bernardston, MA 01337

Selectboard Members Present:

Stan Garland
Ken Bordewieck
Brian Keir

Others Present:

per sign-in sheet

Stan called the meeting to order at 6:05pm.

Warrants

Ken motioned to approve the FY23 Payroll Warrant in the amount of \$40,874.66. Brian seconded and the motion was approved 3-0.

Ken motioned to approve the FY24 Payroll Warrant in the amount of \$53,225.31. Brian seconded and the motion was approved 3-0.

Ken motioned to approve the FY23 Vendor Warrant in the amount of \$364,214.86. Stan explained some of the amounts: septic repair at Cushman Library - \$16,600; mini-splits at BES - \$63,000; new chipper for Highway Department - \$66,900 and the Couch Brook paving project was \$175,000. Brian seconded and the motion was approved 3-0.

Ken motioned to approve the FY 24 Vendor Warrant in the amount of \$86,131.36. Brian seconded and the motion was approved 3-0.

Minutes

Ken motioned to approve the minutes of the Regular Meeting of June 28, 2023. Brian seconded and the motion was approved 3-0.

Calendar & Announcements

Stan read the Calendar & Announcements as written on the attached agenda.

Citizens Concerns

Chris Wysk mentioned an added Planning Board meeting on July 24, 2023.

(continued on next page)

Selectboard Meeting Minutes
July 12, 2023
(continued)

New Business

Cushman Library Story Walk request

The Selectboard received a request from Cushman Library to conduct story walks along the perimeter of Cushman Park and Cushman Hall lot. Stan said that the request sounded like the walks were to be on property owned by the state and not the town. Ken indicated an abundance of poison ivy in the area. Stan tabled the request, based on the fact that there is no town property involved.

BES Usage Requests

Requests were received for BES use; one for Rec Commission volleyball and the other from the JEHH Foundation for basketball skills and drills. Ken motioned to approve both requests. Brian seconded and the motion passed 3-0.

New Positions for efficient operation

Stan said that it's time to consider adding a part time position, one that could help in the Selectboard office and help out with the Finance Committee. Brian concurred, pointing out to the increase in reporting duties to the state. He also mentioned adding the Assistant Town Clerk position a few years ago to help that office with the increased workload. Stan asked for terms to be included in a job description and he would like more information in time for the first regular meeting in August.

Old Business

Town Hall Drop Box location

Stan described a location for the drop box. He met with Highway Superintendent Brian Miner and suggested that the area surrounding the flag pole and moving back toward the front steps of Town Hall would be made level with the sidewalk. A concrete pad would be poured and the drop box would be located near the flag pole.

Fire Station update

Stan said that there will be a Special Town Meeting held at the Senior Center on July 26th at 7:00pm. The primary warrant article will be for the town to consider the purchase of Raymond's Repair, located at 167 Northfield Road and 0 Merrifield Road. He spoke about issues that have been encountered with previous potential locations and why this location made the most sense for the town. He explained that a vote would be taken to rescind the spending authority that was granted in 2021, for \$3 million. The cost for the Raymond property would be a total of \$1.6 million; \$300,000 from Stabilization and ten annual payments of \$130,000. He added that Chief Shedd would have a presentation at the Special Town Meeting and would respond to questions.

(continued on next page)

Selectboard Meeting Minutes

July 12, 2023

(continued)

Other Business

Highway Employee Appointment

After interviews, Brian Miner requested that Robert Hunter be appointed as the new crew member. Brian motioned to hire and appoint Robert. Ken seconded and the motion was unanimously approved.

FRCOG Accounting Software agreement

Ken motioned to approve the agreement which gives Marcum MIP access until they are able to close out FY23. Brian seconded and the motion passed 3-0.

Landfill monitoring agreement

Mark Popham submitted his annual agreement for the ongoing monitoring the capped landfill. His fee remains the same as FY23: \$8,080. Ken motioned to accept the agreement. Brian seconded and the motion to engage Mark Popham passed unanimously.

Employee time-off request

Ken motioned to approve the request. Brian seconded the motion, which passed unanimously.

Town Coordinator Report

After complimenting the crew from Snow and Sons on their plantings at the library, he said that the \$100,000 reimbursement request from the Comerford earmark had been received by the town. He also said that state WRAP money (\$104,227) and Chapter 90 reimbursement money (\$74K) has been received. Next, he said that sales tax revenue from The Heirloom Collective was received for the most recent quarter, in the amount of \$45,107.03. He said that Dan Werner returned a call and would be able to survey the Town Hall lot for about \$2,200.

Finance Chair Jane Dutcher returned with three transfer requests for the end of FY23. First, Ken motioned to transfer \$6,500 within the police budget. Brian seconded and the motion passed 3-0. Next, Ken motioned to transfer \$156.31 from Transfer Station to Snow & Ice payroll. Brian seconded and the motion passed 3-0. Finally, Ken motioned to transfer \$13,514.31 from Transfer Station expense to Snow and Ice expense. Brian seconded and the motion passed 3-0.

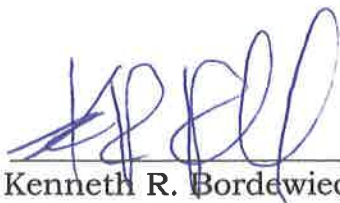
With no further business to be discussed, Brian motioned to adjourn the meeting at 7:06pm. Ken seconded and the meeting adjourned.

Attest: Louis Bordeaux, Town Coordinator



Stanley D. Garland

, Chairman



Kenneth R. Bordewieck



Brian J. Keir

Request for Transfer
(Year End)

Finance Committee
Selectboard

Request is hereby made for the following transfer in accordance with Chapter 44,
Section 33B, of the Massachusetts General Laws:

1. Amount Requested

156,31

2. To be transferred to:

Sm + ICF

(Appropriation Name)

423 5110

(Appropriation Number)

3. To be transferred from:

Transfer Station

(Appropriation Name)

433-5110

(Appropriation Number)

Requested by:


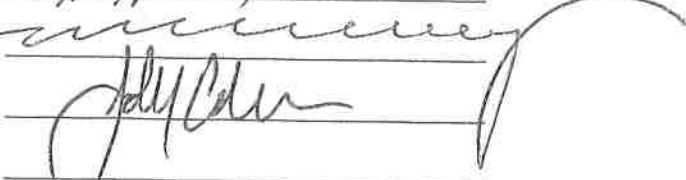
Brian Miner 

APPROVED:

Selectboard




Finance Committee:

Date:

7-12-23

Date:

7-12-2023

Request for Transfer
(Year End)

Finance Committee
Selectboard

Request is hereby made for the following transfer in accordance with Chapter 44,
Section 33B, of the Massachusetts General Laws:

1. Amount Requested

13,514.31

2. To be transferred to:


Snow + ICE
(Appropriation Name)

123 5400
(Appropriation Number)

3. To be transferred from:

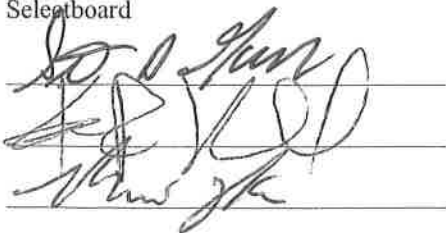
Transfer Station
(Appropriation Name)

433 - 5400
(Appropriation Number)

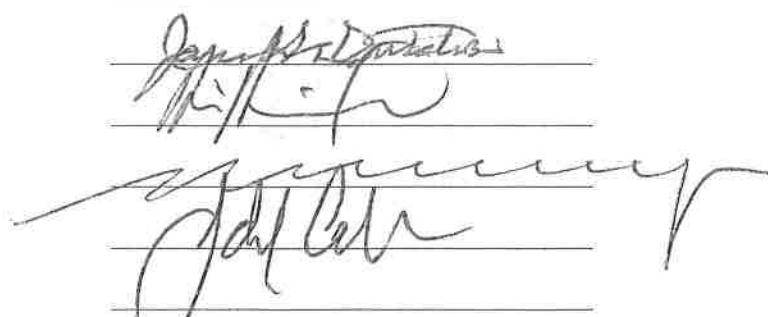
Requested by: Brian Mines 

APPROVED:

Selectboard



Finance Committee:



Date: _____

Date: 7-12-2023



BERNARDSTON SELECTBOARD - MEETING SIGN-IN SHEET

Meeting Date: 7/12/23

Meeting Time: 6:00 **AM/PM** AM

Name

Address

Phone / Email

[Signature]

712 Common

[Lined area for additional sign-ins]

Request for Transfer
(Year End)

Selectboard
Finance Committee

Request is hereby made for the following transfer in accordance with Chapter 44,
Section 33B, of the Massachusetts General Laws:

1. Amount Requested \$6,500.00

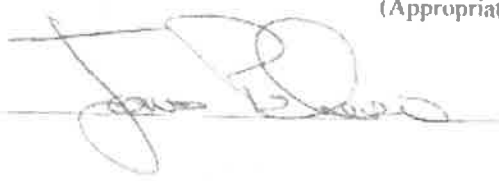
2. To be transferred to: General Expenses
(Appropriation Name)

0012105400
(Appropriation Number)

3. To be transferred from: Salaries and Wages
(Appropriation Name)

0012105110
(Appropriation Number)

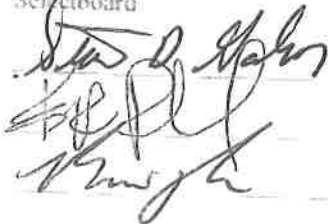
Requested by: James Palmeri



Date: July 10, 2023

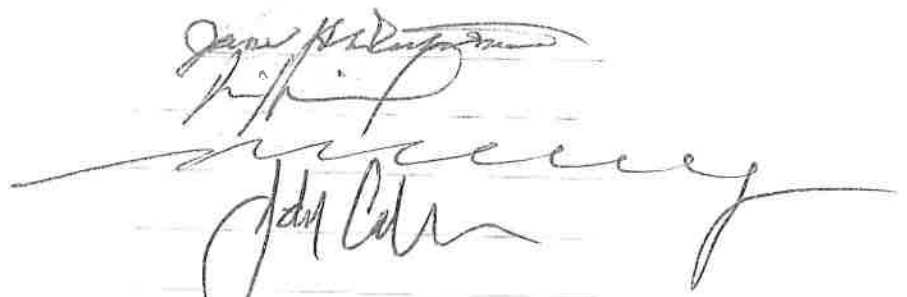
APPROVED:

Selectboard



Date: 7-12-23

Finance Committee:



Date: 7-12-23

**Town of Bernardston
Selectboard Meeting Agenda**

Wednesday, July 12, 2023

6:00PM



Bernardston Town Hall, 38 Church Street, Bernardston MA

Board Members

Brian J. Keir

Stanley D. Garland, Chairman

Kenneth R. Bordewieck

Call to Order – 6:00pm

Warrants

- Payroll and Vendor; weeks ending June 30, 2023 and July 8, 2023

Meeting Minutes

- Regular Meeting of June 28, 2023

Calendar & Announcements

- Fire and Water District; Thursday July 13, 2023 @ 6:00pm; District Office, 295 South Street
- Finance Committee; Monday July 17, 2023 @ 6:30pm; Town Hall
- Selectboard; Monday July 17, 2023 @ 6:30pm; Town Hall
- Council on Aging; Tuesday July 18, 2023 @ 9:30am; Senior Center
- Fire Station Building Committee; Tuesday July 18, 2023 @ 4:00pm; Town Hall
- Special Town Meeting; Wednesday July 26, 2023 @ 7:00pm; Senior Center
- Farmers Market; Saturdays through October 7th from 10:00am to 1:00pm; United Church parking lot

Citizens Concerns

New Business

- Cushman Library Story Walk request
- COA Outreach Coordinator appointment
- BES Usage request
- New positions for efficient operation

Old Business

- Town Hall Drop Box Location
- Fire Station update

Other Business Unknown at time of posting

Town Coordinator Report

Adjourn