

**Town of Bernardston  
Selectboard Meeting Minutes**



**Board Members**

Brian J. Keir

Stanley D. Garland, Chairman

Kenneth R. Bordewieck

***Minutes for the meeting of August 9, 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 6:01pm.

**Warrants**

Ken motioned to approve the Payroll Warrant in the amount of \$55,219.84.  
Brian seconded and the motion was approved 3-0.

The Vendor Warrant did not have the appropriate summary document. Stan suggested holding off on approval of the Vendor Warrant until the correct summary report was available.

**Minutes**

Ken motioned to approve the minutes of the Regular Meeting of July 26, 2023.  
Brian seconded and the motion was approved 3-0.

**Calendar and Announcements**

Stan read the calendar and announcements as presented on the attached agenda.

**Appointment**

**Jesse Snow**

Jesse and Amber Snow appeared before the Selectboard because they are in the process of purchasing the Country Corner store. They were seeking the approval of the Local Licensing Authority (Selectboard) as the first step in applying to the state ABCC for the transfer. After a brief discussion, Ken motioned to permit the transfer of the liquor license. Brian seconded and the motion passed unanimously.

*(continued on next page)*

*Selectboard Meeting Minutes*

August 9, 2023

(continued)

**New Business**

Street Entrance permit

The Selectboard received a street entrance permit request for 478 Fox Hill Road. Highway Superintendent Brian Miner had given his preliminary approval for the permit. Ken motioned to approve and grant the permit. Brian seconded and the motion was approved 3-0.

Employee time-off request

Ken motioned to approve the request. Brian seconded and the motion was approved 3-0.

Stan recognized COA Director Jennifer Reynolds who was in attendance. Jen said that they are still experiencing issues with the new stove that was delivered in a damaged condition. Following a discussion, Ken made a motion to remove and replace the damaged stove with a new, undamaged stove. Brian seconded and the motion was approved 3-0. Jen then mentioned that she was awarded a grant to enhance digital literacy among senior citizens. The award was \$88,000. The funding will allow for the purchase of 50 Claris tablets, all configured with CyberSeniors architecture which will enable seniors to quickly adapt to using the tablet and being able to easily locate information. Further, the Senior Center will get enhanced internet coverage in the facility with the addition of several access points throughout the center. Ken motioned to accept the grant. Brian seconded and the motion to accept was approved 3-0.

**Old Business**

Job Description for Administrative Assistant

A modified draft for the proposed new position was reviewed by the Selectboard (attached to these minutes). After some further suggestions, Ken motioned to accept the job description for a position up to 26 hours per week. Brian seconded and the motion was approved 3-0.

**Town Coordinator Report**

The Town Coordinator discussed pending legislation regarding the Cannabis Control Commission's Draft Regulations which could adversely affect Host Community Agreements that are in place. He then spoke about the success of the Recreation Commission's summer program. He also reported on a safety walk-through at BES on Friday August 25<sup>th</sup> at 12:30pm.

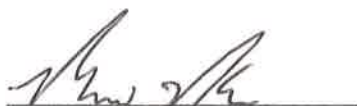
With no further business to be discussed, Ken motioned to adjourn the meeting at 7:04pm. Brian seconded and the meeting adjourned.

Attest: Louis Bordeaux, Town Coordinator

  
Stanley D. Garland

, Chairman

  
Kenneth R. Bordewieck

  
Brian J. Keir



**Town of Bernardston**  
**Selectboard Meeting Agenda**  
Wednesday, August 9, 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 August 5, 2023

**Meeting Minutes**

- Regular Meeting of July 26, 2023

**Appointment**

- Jesse Snow

**New Business**

- Street Entrance permit
- Employee time-off request

**Old Business**

- Job Description for Administrative Assistant

**Other Business Unknown at time of posting**

**Adjourn**

This meeting will be telecast and streamed live by BNC-TV on their YouTube page:  
<https://www.youtube.com/@bernardston-northfieldcomm9137>

This meeting was posted on Monday August 7, 2023 @ 4:00pm