

Town of Sandisfield

Select Board

Minutes for Select Board meeting held on Monday, January 30, 2023 at 6:30PM at the Town Hall, 66 Sandisfield Road, Sandisfield, MA

Members present: Steve Seddon, Alex Bowman, John Field, Jonathan Sylbert

Called to order at 6:30PM

1. Call to order: Note that the meeting is being recorded

2. Discuss the Town Manager Performance Evaluation Process

Each Select Board member will independently review a performance evaluation form, make comments, and the entire Board will collaborate during a Work Session to conduct the final Town Manager evaluation.

3. Charter Committee Appointment Review

A motion was made, seconded and so voted to appoint Joanne Olson to the Charter Committee.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

4. FRRSD Hybrid Meeting Request

Jonathan sent the School Committee and FRRSD Administration a request to make all future meetings hybrid to allow for more resident participation. Only FRRSD Interim Superintendent, Robert Putnam responded to the request.

5. Tractor From Chapter 90

The current DPW tractor, which was purchased used, has oil and hydraulic leaks, the A/C is broken, is stuck in second gear, and is estimated to cost \$16,000 in repairs. Rather than make these repairs, using Chapter 90 funds to purchase a new tractor for \$72,700 may be a more cost-effective solution.

6. CORI Policy

Jonathan reached out to MIIA, who recommended that a Criminal Offender Record Information (CORI) check be conducted on any town employee with the potential to work alone at any point with children, elderly, or people who are physically or mentally challenged. All schools are required to conduct CORI checks, but the majority of surrounding COA and Rec departments are following suit. The CORI procedure would have to be determined, but it is likely the Police Chief would be in charge of conducting the background checks. Steve will draft a CORI Policy to be voted on at the following meeting.

7. Town Clerk updates

- **Updating Town Bylaws**

Both the Zoning Bylaws and the General Bylaws will need to be reviewed and updated. The Town Clerk's office will be prioritizing this project.

- **Hiring MGL Qualified Assistant Town Clerk**

Currently, previous interim Town Clerk, Mary Kronholm is on emergency reserve in Sandisfield. She is the only MGL qualified assistant who can operate the office in Douglas's absence at this time. Douglas will now work towards finding a qualified assistant to assure continuity within his office. In the meantime Brenda Larson will stay on as Assistant to the Town Clerk, and continue clerical work. Including training within the Town Clerk budget may also assist in creating a qualified candidate for the position. It's noted that many towns have changed the Town Clerk position from elected to appointed, which makes finding qualified candidates easier, as the position can be filled by an individual who lives outside of Sandisfield.

- **May 14, 2022 ATM - Article 20 on HOLD by Attorney General**

The Cannabis Bylaw amendment was misconfigured when presented at the Annual Town Meeting, as there were items included in Section 8.I. that should have been included in other sections of the bylaw. The Attorney General has the opportunity to approve Section 8.I. and it would be up to the Planning Board to bring the amendment back to Town Meeting, remove the unnecessary items from 8.I. and insert them into their appropriate section. Douglas will send the Attorney General a letter confirming there is nothing missing from the bylaw amendment and they should proceed as usual.

8. Town Manager Updates

Upon review of the Capital obligation in the town, it was determined there will be \$30 million in projects over the next 15 years. After disclosing this information to State Representative, Smitty Pignatelli and District 1 Highway Director, Francisca Heming, noting Sandisfield does not have the tax base to support these projects, MassDOT agreed to pay for the \$352,000 remaining costs for the No-Name Culvert Bridge on Route 57.

9. Select Board Updates

Alex reached out to HullForests to ask their interest in a 105 acre piece of town-owned property on Beech Hill Rd, as Hull Forests owns an abutting lot. The property is on a road that is not well-maintained and the lot itself does not appear much value to the town.

10. Future Agenda Items

- Dilapidated Vehicles Letter Updates

11. Review and sign minutes of meetings, purchase orders, warrants, and mail

12. Adjourn Meeting

Meeting adjourned at 7:57pm

Steve Seddon

Alex Bowman

John Field