

# Town of Sandisfield

## Select Board

Minutes for Select Board meeting held on April 5, 2023 at 6:30PM at the Town Hall, 66 Sandisfield Road, Sandisfield, MA

Members present: Steve Seddon, Alex Bowman, John Field by remote

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

### **2. Conservation Committee Appointment**

A motion was made, seconded and so voted to appoint Eric Hartshorn to the Conservation Commission.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

### **3. Letter to Verizon, RE: Pole Removal on Route 57 Culvert Bridge**

Communication has been made to all the owners of the wires on the poles (Verizon, Spectrum & MBI) and a plan has been made to begin the removal process of the pole. A letter is not deemed necessary at this point.

Alex Bowman notes there are still many double poles on New Hartford Rd. He requests these be moved at the same time.

### **4. Discuss Purchase Order Limits for Departments**

Police Chief, Michael Morrision has requested to increase his Purchase Order minimum from \$250 to \$1,000. The Police Department does not make many POs, but the purchase of any necessary equipment typically surpasses \$250, so the Select Board is agreeable to increasing the minimum to \$500, so long as the policy is still followed as written.

Fire Chief, Ralph Morrision requests to increase the PO minimum for the Fire Department to \$2,000. He references an ambulance restocking order to be made that totals \$1,700, noting the order is time sensitive and recurring. Inventory of the ambulance is only done monthly, which attributes to the time sensitivity, as they are in need of replacement products. The Select Board recommends conducting inventory bi-weekly, rather than monthly. Should this not solve the problem, they will revisit increasing the PO minimum. Barbara Cormier suggests paying a volunteer firefighter their on-call rate to conduct the bi-weekly inventory.

A motion was made, seconded and so voted to increase the Police Department Purchase Order minimum to \$500.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

## **5. Discuss Room Occupancy Excise Tax**

As the town moves forward with the Short Term Rental Bylaw, another opportunity for the town would be adding a local occupancy tax for the rentals up to 6%. Otis, Great Barrington, and Sheffield have already added the 6%. This will be discussed at the Planning Board's Public Hearing on the STR Bylaw. The Select Board will consider this item to be included on the upcoming ATM warrant after listening to what the residents have to say at the Public Hearing.

## **6. Massachusetts Emergency Management Agency Snow Analysis**

The Select Board declared a state of emergency for the March snow storm. However, the state reported Berkshire County did not have enough snow accumulation to qualify for reimbursement.

## **7. Building Code & Bylaw Violation Updates**

The Court ruled in favor of the Town against Jennifer Pilbin of 12 West Hubbard Rd for living in a trailer in violation of the Zoning Bylaw on March 29, 2023. The judge has given her 30 days to vacate herself and her trailer from the property. She will still owe all fees up to March 29, 2023. Should she come into compliance, The Select Board may consider waiving any fees within her 30-day deadline. If Jennifer does not come into compliance, since her trailer is not registered or insured, the Police Department can legally tow it. Additionally, all fees will be tied to her property as liens, which means should she be unable to pay her tax bill, a tax-taking can occur.

## **8. Select Board Updates**

The COA would like to include the purchase of a van for elderly transportation on an STM warrant, and ask the Select Board provide a list of any supplemental materials they would like to see. Another option would be whether a neighboring town would be willing to share a van or transportation program/driver. The Select Board requests a narrative expressing the need for a van, the amount of people it would serve, hiring of a driver, etc.

## **9. Future Agenda Items**

## **10. Review and vote to approve minutes of meetings, 2/17**

A motion was made, seconded and so voted to approve the minutes of 2/17.

Steve Seddon	Aye
Alex Bowman	Aye
John Field	Aye

**11. Review and sign purchase orders, warrants, and mail**

**12. Adjourn Meeting**

Meeting adjourned at 7:16pm

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Steve Seddon

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Alex Bowman

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John Field