

# Town of Sandisfield

Select Board  
February 28, 2022

Minutes for Select Board meeting held on Monday, February 28, 2022 at 7:00p.m. at the Town Hall Annex, 66 Sandisfield Road, Sandisfield, MA

Members present: George Riley, Alex Bowman, Steve Seddon, Kevin Flynn

Called to order at 7:00PM

- 1. Call to order: Note that the meeting is being recorded**
- 2. Review and sign minutes of meetings. Points to minutes**
- 3. Review and sign purchase orders**

#### **4. Discuss and vote to include Planning Board vacancy for three years on 2022 Election Ballot**

George motions to include Planning Board vacancy for three years on 2022 Election Ballot. Steve seconds. Motion passes unanimously.

#### **5. Discuss and vote to include Planning Board one-year vacancy (Willard Platt deceased June 2021) on 2022 Election Ballot**

George motions to include Planning Board one-year vacancy on 2022 Election Ballot. Alex seconds. Motion passes unanimously.

#### **6. Discuss and act on creation of an ARPA Committee**

The American Rescue Plan Act provides funds that are available to cities and towns. Sandisfield expects to receive around \$260,000 and the Select Board would like to create a committee that will look for beneficial places for these funds to be allocated. George proposes to create an ARPA Committee with ideally five members, including the Town Manager, who is recommended as the Chair, a Finance Committee member, and a Select Board member. The mandate of this committee would be to make recommendations to the Town Manager and Select Board on appropriate use of ARPA funds with input from other departments.

#### **7. Debriefing/ follow-up on Special Town Meeting results**

George notes the STM was well-attended, fairly contentious, and included a lot more misinformation than usual. Traditionally, STMs only include administrative warrant items; the inclusion of the truck purchase may have caused a higher attendance rate.

Steve proposes including a written explanation for each warrant item. The explanation would describe the item's intent, how it was established, how it will be paid for, etc. The Town Clerk is currently scheduling a "pre-Town Meeting" for the upcoming Annual Town Meeting, in which residents will receive a verbal explanation of warrant Articles and have the opportunity to ask questions. Nonetheless, it was agreed to provide a written explanation for any warrant item requiring it.

## **8. Town Manager Updates**

Kevin reached out to Town Counsel for guidance on how to proceed with the West Street STM Article. They suggest conducting in-depth records search beginning with Select Board minutes and Annual reports.

Kevin reports Mary Kronholm has submitted her letter of resignation. She will continue as Town Clerk until March 25. Kevin also received a letter of interest for the Town Clerk position from Douglas Miner. Mary's intentions are to step down as Town Clerk, and instead take on the Town Clerk Assistant position. This will give Mary time to train Douglas.

Kevin has been in contact with an emergency notification company called Code Red. This service will notify residents of things like Town Hall closings, Town meetings, road closures, and inclement weather. It was suggested the service be purchased in conjunction with a surrounding town since Sandisfield has a low population. Kevin will request Code Red give a short demonstration at a future Select Board meeting. The service is estimated at \$5,000 if shared.

## **9. Select Board Updates**

Steve reports Don Torrico's time serving as Sandisfield's temporary Building Commissioner has come to a close. However, Don has agreed to be appointed as Sandisfield's Alternate Building Commissioner. Last year, the Select Board raised the Building Commissioner's rate to \$12,000/year. However, with the large-scale commercial projects occurring in Sandisfield, it was suggested the rate be raised to \$18,000/year, which would be about \$1,500/month.

## **10. Future agenda items**

Berkshire Planning Commission is scheduled in April  
Discuss posting policy for Connect Sandisfield and other platforms

**11. Review mail**

**12. Review and sign warrants**

**13. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting**

Meeting adjourned at 7:45pm.

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George Riley

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Alex Bowman

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Steve Seddon