

**STOCKBRIDGE SELECT BOARD MEETING MINUTES**  
**Thursday, January 14, 2021**  
**6:30 p.m.**  
**ZOOM MEETING - TOWN OFFICES, 50 MAIN STREET**

**Present:**

Chuck Cardillo, Roxanne McCaffrey, Patrick White and Mike Canales

**Call to Order:**

Chuck called the meeting to order.

Chuck made a motion to accept the minutes for December 10<sup>th</sup>, December 14<sup>th</sup> and December 17<sup>th</sup>, 2020. Roxanne seconded; all were in favor.

Chuck noted thank-you letters to St. Paul's Episcopal Church and the Berkshire Taconic Foundation for in-lieu of taxes payments. He extended thanks to both organizations.

Next was to discuss and vote on a Reserve Fund transfer for the HVAC system. Mike explained that they have a reserve fund transfer of \$59,500 for the Town Office's HVAC system that went down over the summer. The transfer has been approved by the Finance Committee at their meeting. \$90,500 will remain in the reserve account after this transfer and the balance in the Town Office building repair line will be \$22,033. Chuck made a motion to approve the transfer. Roxanne seconded; all were in favor.

Next, Chuck opened the Special Permit Hearing to consider the application of Chauncey E. and Elizabeth Hazen for property located at 22 Yale Hill Road. The applicant said that the existing garage has come down and the site is prepared for a new garage which has a smaller footprint from the original, minus about 42 square feet on the side closer to the brook. It will have the same height as the previous structure but without a second story. Chuck asked if there were any questions and an abutter, William Laidlaw, asked questions pertaining to the south-east corner of the building which is on his property. He questioned if the garage could be moved three feet to the north, taking it off of his property. Another question he had concerned an easement granted to the previous owners of both properties. The easement states "to erect and maintain" this structure and as it has been since torn down, is it technically still being maintained? This is noted on the Laidlaw's deed. Mike stated that there is an issue if the easement was to erect and maintain a garage and this application is for a new building, and permission cannot be granted to build on someone else's property. Unless the easement is corrected by the parties, or a new agreement, the Board cannot approve this special permit. Mr. Laidlaw questioned if this easement still exists. Mike said that the easement may no longer be valid but before the Board can approve a special permit there

has to be an answer to this question. The Hazens will have to prove that they have legal right to build on this property. Mrs. Hazen said that they would actually need to move the building three feet off of the property line and it will be a tremendous expense to move the foundation and dramatically change the whole thing. Chuck made a motion that the Board continue this hearing to the January 28<sup>th</sup> meeting at 6:30 p.m. Roxanne seconded; all were in favor.

Next was discussion on East Main Street sidewalks. Mike said that the clearing of sidewalks was discussed after the last snow storm. The State will only wing plow these sidewalks. Mike said that the consideration is that after the clearing of downtown, the Town would move onto secondary sidewalk clearing and add East Main sidewalks to this list. Hugh Page said with keeping the main focus on the heavier traveled areas, they could take this on but it may be later in the day or the next. Hugh said that they help to maintain sidewalks along Route 7 that the State does not always maintain. Chuck made a motion that the Town does the East Main Street and South Street sidewalks at the discretion of the highway department. Roxanne seconded; all were in favor.

Next discussed were Town CPC projects. Mike said that the two possible projects to submit for are the Chime Tower and the Soldier's Monument. There is not a price yet for the Soldier's Monument but Patrick would like to see money into it for this construction season. The Chime Tower prices are in and include masonry work, the bells reconfiguring and the rebuild of the roof back to historic standards. Without adding the clock face they are looking at over \$500,000. The CPC cannot handle this full project. Due to limited funding, Mass Preservation has indicated that they might not be considering the larger projects this year. The Town might be able to go out for up to \$100,000 in the grant application through the Preservation, but have a slight chance of getting a larger amount this year. Mike said that this could be a project the Town itself takes on. Chuck said looking at approximately \$525,000, see what the CPC can give us and put the rest on the Town Warrant. Mike added that a decent maintenance budget would be there for future repairs. Chuck was in favor of getting the whole project done in one shot. Patrick had concerns that the Soldier's Monument was in much worse shape and should be funded as a priority and request CPC funding. As for the Chime Tower, Patrick asked why to have the Town vote twice for it and put into the budget. Mike added that with interest rates low, borrowing could be an option to explore. The CPC applications are due on January 22<sup>nd</sup>. The Board agreed to put CPC funding in for the Soldier's Monument and to discuss the Chime Tower funding with the Finance Committee.

Patrick added that as one of the Select Board's two representatives on the CPC has not shown up in two years, he would be happy to keep showing up and would also be willing to represent the Board. It was agreed that appointment of the position will be done at the next meeting on January 21<sup>st</sup>.

Mike next began budget discussion. Mike screen shared the budget work sheet in which he created tabs that will feed the front sheet. He tabbed debt service going forward to FY2038 and explained that this allows us to look into the future to see when and where debt is coming off and when and where we can potentially take on capital expenditures which would have little to no impact on the tax rate itself. There is the need to remain concerned that there is a possibility of a school borrowing that could come on and what it could cost. As of 2025 we will have over \$300,000 annual debt payments come off and in 2027, another \$400,000 plus coming off. All together there is around \$800,000 in debt that will drop off by 2027. This is a tool to identify debt and timing for taking on capital projects. The Board expressed going back to meeting jointly with the Finance Committee and bringing in department heads. Mike reviewed the draft Police Department budget and showed how by inputting knowns, such as vacation time, it can build budgets that can be more easily analyzed; identifying impacts of changes. Revenue and a tax break down will also be tracked. Mike is going to be sending out a budget document to departments along with a request form for capital projects. This process will keep things more uniform. The Procurement Guidelines will also be sent out to Departments, Boards and Committees. Procurement Data forms for all purchases from \$10,000 to \$50,000 must be completed before ordering. This should correct the issues identified by the auditors over the last five years and will formalize and tighten up the process.

Chuck made a motion to vote to enter into Executive Session per MGL Ch 30A, sec 21(a)(3) to discuss strategy with respect to collective bargaining and that the Chair declare that an open meeting may have a detrimental effect on the bargaining position of the public body and the Board will not be coming out into public session after. Vote: I Roxanne, I Patrick, I Chuck.