



# Select Board

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## Select Board Meeting Minutes November 30, 2020

### Open Meeting

**Quorum present:** Roger Kavanagh, Select Board Chair, Eric Shimelonis, Select Board Member, Kathleen Keresey, Select Board Member, and Marie Ryan, Town Administrator.

**Others Present:** Town Accountant Elaine Markham and Finance Committee Chair Bob Salerno

Roger called meeting to order at 6:00 PM.

### Meeting Minutes:

Eric made a motion, seconded by Roger, to approve minutes from October 29, November 2, 12 and 16, 2020 as amended. Roll call vote was taken:

**Kathleen, Yes      Eric, Yes      Roger, Yes**  
Motion Passed.

### Town Administrator Update:

- Sparkles Holiday event will take place on Sunday Dec 6 at Town Hall from 5 PM-7PM with a fire pit, Santa and Music.

### Discussion Items:

#### Alcoholic Liquor License Fees:

Discussion ensued in regards to a reduction of the Alcoholic Liquor License fees for local restaurants for the calendar year 2021. Roger was concerned about giving relief to a few businesses that pay license fees to sell alcoholic beverages when all businesses and town residents have been impacted by COVID related restrictions. He suggested the possibility of waiving the fee for 6 months and then revisiting the issue. Eric made a motion to reduce the fee to \$100 for the calendar year 2021 only, Kathleen seconded. The Board took a roll call vote:

**Kathleen, Yes      Eric, Yes      Roger, No**  
Motion Passed.

**Purchasing from Online Vendors:**

Elaine researched and discussed this issue with the auditor and the consensus is that the Town should not have a credit card. She told the Board that some towns apply for a credit card through their local banks with a limit of \$10,000. The main concern the Board has is that once the card reaches the limit they would like to have it cleared/paid up as soon as possible to use the card again. Elaine explained the warrant procedure and said they can only pay on a monthly statement from the bank.

Roger thanked Elaine for the research she did and for her thoughts on getting a credit card. She will research a possible line of credit from the bank as well as a credit card from Berkshire Bank. Marie and Elaine will gather information on what other towns in Massachusetts are doing in regards to purchases with grant money and report at the Dec 7<sup>th</sup> Select Board meeting.

Elaine will continue to work with vendors to set up accounts to pay by invoice.

**Select Board Speak:**

Roger told the Board that he had written to Senator Adam Hinds and Representative Smitty Pignatelli in regards to changing the rules for Town Meetings so that they may be virtual. Smitty called Roger and said the issue had been reviewed earlier this year and that the conclusion was that Open Town Meetings have to, by definition, be open to all residents. Moving them to a virtual format would not allow all residents to participate. He mentioned parking lot meetings held in Richmond and several other towns as an alternative approach.

Roger asked Marie to gather ideas for holding future outdoor Town meetings that could include using the parking lot and to report back at the December 14<sup>th</sup> meeting.

Roger said he would like to see documents related to the Master Plan Project posted on the Town website to keep residents up to date on the project. He asked Eric to check with Dana Bixby, who is managing the project, to see if that would be okay with her.

Kathleen said she would like to see the Shared Streets proposal posted on the website as well.

**Citizen Speak:**

Joe Roy thanked the Board for a productive meeting.

Bob Salerno asked what the current status of the audit is and Marie told him they have begun and are expecting to have the report sometime in January.

Roger made a motion to adjourn at 7:36 PM, Eric seconded. A roll call was taken:

**Kathleen, Yes      Eric, Yes      Roger, Yes**

Motion Passed.

Meeting adjourned.

Respectfully submitted,

*Marie U. Ryan*

Town Administrator

Documents:

Sparkles event flyer

Liquor License information