



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE BOARD OF SELECTMEN  
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Nathaniel H. Yohalem, Chair  
Tara B. White, Vice Chair  
Richard E. Long  
Board of Selectmen

**VIA TELECONFERENCING  
Minutes  
Board of Selectmen  
Monday, May 11, 2020  
6:15 p.m.**

**Board Members Present:** Nathaniel H. Yohalem, Chair  
Tara B. White  
Richard E. Long

**Others Present:** Mari Enoch, Town Administrator  
Sharon Fleck, Administrative Secretary  
Barry Shapiro, Town Moderator

**The meeting of the Board of Selectmen convened at 6:18 p.m.**

Discuss options for Annual Town Meeting with Moderator

A Task Force will be formed and chaired by Barry Shapiro to discuss conducting the Annual Town Meeting.

**A motion was made, seconded and so voted to form a Task Force for the purpose of advising the Board and the Moderator as to how to conduct the Annual Town Meeting safely. The Task Force will be chaired by Barry Shapiro who will appoint the members. Suggestions for its members include Police Chief or his designee, Fire Chief or his designee, Board of Health or its designee, Town Clerk, Tara B. White as Selectman, and one other member to be selected by the chairman.**

Nathaniel H. Yohalem	Aye
Tara B. White	Aye
Richard E. Long	Aye

Discuss and Finalize Caucus procedures with Town Clerk

Richard drafted procedures for the participants of the Caucus which were reviewed with the Town Clerk and the Board. These procedures will be posted on the Town website and Maggie's List.

Discuss and act on COVID19 pandemic as necessary

- Town Clerk, Kathy Chretien is sending out a notice that absentee ballots will be available for the June 29 Annual Town Election.
- The Board agreed to discuss the continuation of the public WiFi hot spots into the summer at a future meeting when they have more information.

**A motion was made, seconded and so voted to recommend that the Finance Committee fund the request for \$3024.52 to pay for the two Wi-Fi hotspots through the month of June.**

<b>Nathaniel H. Yohalem</b>	<b>Aye</b>
<b>Tara B. White</b>	<b>Aye</b>
<b>Richard E. Long</b>	<b>Aye</b>

Discuss and act on Transfer Station permits and fees

**A motion was made, seconded and so voted to raise the fee for the Transfer Station permits for FY21 to \$150.00.**

<b>Nathaniel H. Yohalem</b>	<b>Aye</b>
<b>Tara B. White</b>	<b>Aye</b>
<b>Richard E. Long</b>	<b>Aye</b>

**A motion was made, seconded and so voted that Transfer Station permits for the upcoming fiscal year will not be sold before June 1 of each year.**

<b>Nathaniel H. Yohalem</b>	<b>Aye</b>
<b>Tara B. White</b>	<b>Aye</b>
<b>Richard E. Long</b>	<b>Aye</b>

No one will be permitted to use the Transfer Station after August 15 without a current permit.

Discuss and act on Report of HR Working Group re Compensation

Richard reported that the HR Working Group has completed its evaluation of the grade classification and comparative wage analysis study prepared by the Collins Center. The HR Working Group has made a recommendation that the grade pay ranges and certain market rate adjustments be implemented, but the across-the-board increase for all employees be made by the Board of Selectmen.

**A motion was made, seconded and so voted to adopt the approach as presented using the 1.6 per cent (1.6%) across-the-board increase, a stipend not to exceed \$1,800.00 for the new Highway Department mechanic position, as determined by the Highway Superintendent and a one-time market rate adjustment for the nine positions as set forth on the spreadsheet presented and filed with these minutes.**

**Nathaniel H. Yohalem**  
**Richard E. Long**  
**Tara B. White**

**Aye**  
**Aye**  
**Abstained**

Richard explained that the nine positions represent the position description and is not based on the performance of the person in that job.

Discuss FY 2021 budget

To be discussed at the May 18 meeting.

**TOWN ADMINISTRATOR UPDATES**

None

**BOARD OF SELECTMEN UPDATES**

Nat reported that there is a School Finance Committee meeting on Thursday and a 1:00 p.m. Town Finance Committee meeting on Friday.

**ADMINISTRATIVE: FINANCIAL WARRANTS, BUSINESS LICENSES, RESERVE FUND REQUESTS, OTHER**

Warrants have been signed.

**PUBLIC COMMENT**

None.

**Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting at 8:35 p.m.**

**Nathaniel H. Yohalem**  
**Tara B. White**  
**Richard E. Long**

**Aye**  
**Aye**  
**Aye**

Approved by:



Date: May 26, 2020

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Administrative Secretary