

Mark Pruhenski
Town Manager

E-mail: mpruhenski@townofgb.org
www.townofgb.org



Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619 x2900
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON MASSACHUSETTS

OFFICE OF THE TOWN MANAGER

Selectboard and Planning Board Special Joint Meeting &
Selectboard Regular Meeting via Zoom and in person at 334 Main Street Great Barrington MA
Order of Agenda for Monday, February 13, 2023, at 5:30 PM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84727797185?pwd=NDFRUjFITE12eDN3bE5LaTNBQ0RmZz09>

Webinar ID: 84727797185

Dial-in, audio-only: (929) 205 6099

Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor’s July 16, 2022 Revised Order extending remote participation by all members in any meeting of a public body, this meeting of the Selectboard will be conducted both in-person and via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on town’s website, at www.townofgb.org. For this meeting, members of the public and committee members may attend the meeting in person, or, for those who wish to do so remotely may by following the instructions at the top of this agenda. For those who are not in-person every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means.

1. CALL TO ORDER SELECTBOARD AND PLANNING BOARD SPECIAL JOINT MEETING

- a. SB/PB Housing Sub-Committee Recommendations

2. CITIZEN SPEAK TIME

Citizen Speak Time is an opportunity for the Selectboard to listen to residents. Topics of particular concern or importance may be placed on a future agenda for discussion. This time is reserved for town residents only unless otherwise permitted by the chair, and speakers are limited to 3 minutes each.

3. MEDIA TIME

4. ADJOURNMENT OF SPECIAL JOINT MEETING

1. CALL TO ORDER SELECTBOARD REGUALR MEETING

2. CONVENE AS SEWER COMMISSIONERS

- a. Vote to approve current period of sewer abatements

3. APPROVAL OF MINUTES

- a. January 9, 2023
- b. January 23, 2023

4. SELECTBOARD’S ANNOUNCEMENTS/STATEMENTS

5. TOWN MANAGER’S REPORT

- a. Housatonic Water Works–Draft Selectboard letter to DEP
- b. Department Head Updates
- c. Division Street Speed Trailer Data

6. LICENSES AND PERMITS

- a. Shivadas Guthrie for the Guthrie Center for 3-One Day Beer and Wine Licenses for their Clan Gathering event.
 - i. Friday, June 23 from 12:00 PM to 10:00 PM
 - ii. Saturday, June 24 from 12:00 PM to 10:00 PM
 - iii. Sunday, June 25 from 12:00 PM to 8:00 PM
- b. Shivadas Guthrie for the Guthrie Center for 2-Temporary Weekday Entertainment Licenses and 1-Temporary Sunday Entertainment License for their Clan Gathering event
 - i. Friday, June 23 from 12:00 PM to 7:00 PM
 - ii. Saturday, June 24 from 12:00 PM to 7:00 PM
 - iii. Sunday, June 25 from 10:00 PM to 6:00 PM

7. NEW BUSINESS

- a. Selectboard vote to transmit proposed zoning amendments, including those by citizen petition, to the Planning Board for a public hearing.
- b. Selectboard vote to approve Arbor Day Proclamations for 2022 and 2023
- c. Town Manager Annual Performance Evaluation

8. CITIZEN SPEAK TIME

- a. *Citizen Speak Time is an opportunity for the Selectboard to listen to residents. Topics of particular concern or importance may be placed on a future agenda for discussion. This time is reserved for town residents only unless otherwise permitted by the chair, and speakers are limited to 3 minutes each.*

9. SELECTBOARD’S TIME

10. MEDIA TIME

11. ADJOURNMENT

NEXT SELECTBOARD MEETING

February 27, 2023 FY24 Budget Meeting #1 February 28, 2023 FY24 Budget Meeting #2
March 1, 2023 March 6, 2023 FY24 Budget Meeting #3



Mark Pruhenski, Town Manager

Pursuant to MGL. 7c. 30A sec. 20 (f), after notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium. At the beginning of the meeting, the chair shall inform other attendees of any such recordings. Any member of the public wishing to speak at the meeting must receive permission of the chair. The listings of agenda items are those reasonably anticipated by the chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.

Great Barrington Selectboard and Planning Board Housing Subcommittee

EXECUTIVE SUMMARY

TITLE: Real Estate Transfer Fee to Support Affordable and Workforce Housing

BACKGROUND: Great Barrington is grappling with a housing crisis that adversely affects the community's sustainability, workforce, and quality of life. The Great Barrington Selectboard and Planning Board Housing Subcommittee have been assessing policies and programs that create and preserve affordable and workforce housing. Among those studied is a mechanism establishing a sustainable revenue source for the town's Affordable Housing Trust Fund.

PROPOSAL SUMMARY: A transfer fee of between 0.5% and 2% would be applied to certain real estate transactions involving property sold above the median sale price for a single-family home in Great Barrington. Fee-generated revenue would be deposited annually in the Great Barrington Affordable Housing Trust Fund to replenish it. The money would provide affordable rental and homeownership opportunities to low and moderate-income households in Great Barrington.

PROPOSAL HIGHLIGHTS:

- A fee between 0.5% - 2% would be applied to certain real estate transactions, e.g. -
 - Properties sold above an established percentage of the median sale price for single-family homes in Great Barrington (e.g., 120%, 150%, 200%).
 - Properties sold above a set dollar amount (e.g., homes sold over \$1 million).
- The fee would be split between the buyer and seller or paid by the buyer or the seller.
- Exemptions can be added and adopted in the future, such as transfers between family members, transfers involving vulnerable populations, and transfers for affordable housing.
- The Principal Assessor could project potential annual yields using historical fiscal year property sales data (e.g., FY22: 150 % over median x 2% = \$453,634 estimated yield).
- Public input, local prices, and market conditions can help determine if a transfer fee is suitable for the community and what exemptions, terms, and conditions are appropriate.
- The implementation of a transfer fee is a multi-step process:
 - Town Meeting approval by a majority vote is needed.
 - If approved, the Home Rule Petition will be filed in the state legislature.
 - Once the legislature approves the Home Rule Petition, the Governor must sign it.
 - Town Meeting then must vote to approve the acceptance of the signed legislation.

RECOMMENDATION: The Selectboard vote to advance the proposal, *Real Estate Transfer Fee to Support Affordable and Workforce Housing*, for further study and public input with the view of drafting a Home Rule Petition for inclusion on a town meeting warrant.

WRITTEN BY:

Leigh Davis
Chair, Selectboard-Planning Board
Housing Subcommittee

DATE: 02/10/2023

APPROVED BY:



DATE: 2/10/2023

Great Barrington Selectboard and Planning Board Housing Subcommittee

EXECUTIVE SUMMARY

TITLE: Tax Exemption for Owners of Affordable Year-round Rental Housing

BACKGROUND: Great Barrington is grappling with a housing crisis that adversely affects the community's sustainability, workforce, and quality of life. The Great Barrington Selectboard and Planning Board Housing Subcommittee have been assessing policies and programs that create and preserve affordable and workforce housing. Among those studied is a program that increases affordable, long-term rental housing inventory by incentivizing property owners.

PROGRAM SUMMARY: Property owners who provide affordable housing are exempt from paying property tax on the portion of their property being rented at, or below, affordable rates to income-eligible households.

PROGRAM HIGHLIGHTS:

- Landlords must rent to verifiable, income-eligible households earning up to 80% of AMI.
- Long-term rentals only (12-month lease).
- Rents assume the landlord pays all utilities - utilities paid by tenants must be deducted.
- The exemption is granted year-to-year by Assessor. No deed restrictions are required.
- The program offers a significant, cost-saving alternative to building new housing.
- The program allows for a small-scale, "scattered sites" approach to affordable housing rather than grouping lower-income renters in dense housing developments.
- The program incentivizes property owners to offer housing that is affordable to the local workforce rather than charge higher rents / operate short-term rentals.
- Exempted properties can be inspected for quality control.
- Exemptions can be capped and budgeted annually to control revenue loss to the Town.
- The implementation of the program is a multi-step process:
 - Town Meeting approval by a majority vote is needed.
 - If approved, the Home Rule Petition will be filed in the state legislature.
 - Once the legislature approves the Home Rule Petition, the Governor must sign it.
 - Town Meeting then must vote to approve the acceptance of the signed legislation.

RECOMMENDATION: The Selectboard vote to advance the proposal, *Tax Exemption for Owners of Affordable Year-round Rental Housing*, for further study and public input with the view of drafting a Home Rule Petition for inclusion on a town meeting warrant.

WRITTEN BY:

Leigh Davis
Chair, Selectboard-Planning Board
Housing Subcommittee

DATE: 02/10/2023

APPROVED BY:



DATE: 2/10/2023



TOWN OF GREAT BARRINGTON MASSACHUSETTS

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

DATE: January 27, 2023

TO: Mark Pruhenski, Town Manager

FROM: Joe Aberdale, DPW Superintendent

SUBJECT: Sewer Abatements – for the Period 01/01/2022 through 06/30/2022

Paula Ely, WWTP Superintendent, and I met to discuss the requests of those persons applying for an abatement of their sewer bill. After careful consideration of the information submitted and field data gathered during site visits, we herewith make the following recommendations relative to those applications.

The following temporary and permanent sewer abatement applications were received and approved for the reason stated on the application. (see enclosed)

cc: Paula Ely, Wastewater Superintendent
Alicia Dulin, Tax Collector / Treasurer

Applicant	Service Address	Current Billing	Abatement	Duration	DPW Recommendation	Reason Provided
X John Fitzgerald	114 Cottage Street	\$ 308.25	\$ 164.25	Temporary	Approval	House is vacant, water is shut off
X George Guerrero	127 - 129 Castle Hill Avenue	\$ 1,314.00	\$ 328.50	Temporary	Approval	Units 129 1&2 vacant - under renovation
X Robert Holcomb	34-36 Cottage Street	\$ 657.00	\$ 164.25	Temporary	Approval	There are two units, only one is occupied - no payment backup
X Alton Stalker	39 Humphrey Street	\$ 657.00	\$ 164.25	Temporary	Approval	Vacant Apartment
X Gary Storti	77 East Street	\$ 253.00	\$ 164.25	Temporary	Approval	House is vacant
X The Du Bois Freedom Center	9 Elm Court	\$ 328.50	XXXXXXXX	Temporary	Disapproved	Building is vacant, water is shut off. Abatement not received in time
X Mountain Realty Trust	11 School Street	\$ 3,613.50	\$ 1,478.25	Temporary	Approval	Laundry formerly (closed now). Two apartments are being renovated Oct. 20 (no tenants)
X 650 Aaron Management Inc.	232 Stockbridge Road	\$ 1,869.96	\$ 938.98	Permanent	Approval	Building burned, service was capped in April
X Ruth and David Banchard	54 East Street	\$ 657.00	\$ 164.25	Temporary	Approval	Vacant for over 1 year (June 2021)
X Chris Cobb	78 East Street	\$ 985.50	\$ 164.25	Temporary	Approval	1 apartment has been vacant for 2 years while renovating-no toilet
X Edwin and Elizabeth Meek	7 Haley Road	\$ 328.50	\$ 164.25	Temporary	Approval	House was under construction and unoccupied during this period
X Michael Anglin	70 Castle Hill Ave	\$ 657.00	\$ 164.25	Temporary	Approval	Being billed as a multifamily house, however it is used a single family home
X Little Brook Farm, LLC	16 Depot Street	\$ 1,971.00	XXXXXXXX	Temporary	Disapproved	Abatement not received in time/account not current
X Little Brook Farm, LLC	203 South Street	\$ 328.50	XXXXXXXX	Temporary	Disapproved	Abatement not received in time
X Peter DelGrande	425 Park Street	\$ 1,642.50	XXXXXXXX	Temporary	Disapproved	Brick House not open in 2022 and very rarley open in 2019-2021. Abetment Received after deadline

Joseph Aberdale, DPW Super Date

Mark Pruhenski, Town Manager Date

Stephen C. Bannon, Chair
Leigh Davis
Edward Abrahams
Eric Gabriel
Garfield Reed



Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619 x2900
Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON MASSACHUSETTS

SELECTBOARD

February 2, 2023

VIA EMAIL: Deirdre.doherty@state.ma.us

Ms. Deirdre Doherty
Drinking Water/Municipal Services Chief
Bureau of Water Resources
Massachusetts Department of Environmental Protection/ MA DEP
436 Dwight Street
Springfield, MA 01103

RE: Housatonic Water Works (HWW)

Dear Ms. Doherty,

At its meeting of January 23, 2023, the Great Barrington Selectboard once again discussed the topic of water quality provided to the residents in the Village of Housatonic by the Housatonic Water Works Company.

The Selectboard continues to receive complaints from residents on a regular basis, and we remain concerned with how MA DEP is handling enforcement and oversight on several fronts. Repeated enforcement orders from your department for elevated or exceedance levels of HAA5 rarely if ever result in improvements to water quality. Elevated levels of Manganese have continued to result in water clarity levels that vary from the color of tea, to the color of black coffee at times.

While deemed safe for consumption by MA DEP, the water provided by HWW to many of its customers does not meet the water quality standards residents of the Commonwealth expect from a water utility.

The Selectboard formally requests that DEP immediately hold HWW to a higher standard since your current approach does not appear to be effective. By this we mean additional oversight and regulation enforcement, monetary fines for exceedances, additional training of HWW staff, facility and infrastructure upgrades, or any combination of these actions. Our residents and the customers of this privately owned utility deserve more.

Respectfully and on behalf of the entire Selectboard,

Stephen Bannon/Chair

Cc: MA DPU

Representative Pignatelli

Senator Mark

GB Board of Health

Extended Speed Summary

division st, EB



Start: 2023-02-01

End: 2023-02-07

Times: 0:00-23:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Dependent Messages	40	8	1	12.5%	1.1	0.1	31.1	33.9	37.4	100.0%
1:00	Dependent Messages	40	6	0	0.0%	0.9	0.0	29.7	28.3	30.7	83.3%
2:00	Dependent Messages	40	2	0	0.0%	0.3	0.0	21.0	21.0	21.0	100.0%
3:00	Dependent Messages	40	0	0	0.0%	0.0	0.0	n/a	n/a	n/a	n/a
4:00	Dependent Messages	40	5	0	0.0%	0.7	0.0	32.0	31.2	32.8	80.0%
5:00	Dependent Messages	40	21	0	0.0%	3.5	0.0	35.9	35.3	40.1	85.7%
6:00	Dependent Messages	40	55	1	1.8%	9.2	0.2	36.3	34.8	41.7	78.3%
7:00	Dependent Messages	40	332	4	1.2%	55.3	0.7	36.9	37.3	41.7	79.4%
8:00	Dependent Messages	40	349	2	0.6%	58.2	0.3	35.7	36.4	41.5	83.2%
9:00	Dependent Messages	40	347	2	0.6%	57.8	0.3	35.3	36.0	40.3	83.1%
10:00	Dependent Messages	40	306	0	0.0%	51.0	0.0	33.4	35.1	39.7	81.1%
11:00	Dependent Messages	40	334	2	0.6%	55.7	0.3	32.9	34.1	39.7	82.7%
12:00	Dependent Messages	40	378	1	0.3%	63.0	0.2	34.3	35.4	39.7	78.7%
13:00	Dependent Messages	40	365	0	0.0%	60.8	0.0	34.9	35.1	40.1	84.6%
14:00	Dependent Messages	40	392	1	0.3%	65.3	0.2	34.4	35.3	40.2	79.3%
15:00	Dependent Messages	40	402	2	0.5%	67.0	0.3	34.6	35.6	41.2	77.1%
16:00	Dependent Messages	40	347	2	0.6%	57.8	0.3	35.4	36.4	40.1	84.4%
17:00	Dependent Messages	40	298	3	1.0%	49.7	0.5	34.0	34.5	40.0	75.4%
18:00	Dependent Messages	40	173	5	2.9%	28.8	0.8	34.4	36.3	42.4	75.2%
19:00	Dependent Messages	40	92	1	1.1%	15.3	0.2	35.3	35.4	39.6	71.8%
20:00	Dependent Messages	40	80	1	1.3%	13.3	0.2	38.4	36.4	40.9	76.4%
21:00	Dependent Messages	40	51	0	0.0%	8.5	0.0	38.3	37.0	42.9	88.4%
22:00	Dependent Messages	40	28	0	0.0%	4.7	0.0	32.6	32.8	38.0	82.3%
23:00	Dependent Messages	40	42	0	0.0%	7.0	0.0	35.3	33.7	39.1	76.1%
Total Volumes/ Avg			4413	28	0.6%	735.0	4.6	34.0	34.2	38.7	82.0%
Total/Avg w/o Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a
Total/Avg w/ Feedback			4413	28	0.6%	735.0	4.6	34.0	34.2	38.7	82.0%

Volume by Speed

division st, EB



Start: 2023-02-01
End: 2023-02-07
Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 100
Time View: By Hour (Total Volumes)

Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	Avg Speed	Total
0:00	0	0	1	0	4	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	31.3	8
1:00	0	1	0	0	0	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	29.5	6
2:00	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	21.0	2
3:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
4:00	0	0	0	0	1	2	1	0	0	1	0	0	0	0	0	0	0	0	0	0	32.0	5
5:00	0	0	1	0	0	5	4	4	4	3	0	0	0	0	0	0	0	0	0	0	35.8	21
6:00	0	0	0	2	2	8	10	21	8	3	1	0	0	0	0	0	0	0	0	0	36.1	55
7:00	0	1	4	7	6	18	86	130	64	12	1	2	0	0	0	0	0	0	0	0	36.5	331
8:00	0	8	4	10	10	29	85	129	58	14	1	0	0	0	0	0	0	0	0	0	35.3	348
9:00	0	2	11	5	9	26	113	128	41	10	1	0	0	0	0	0	0	0	0	0	35.0	346
10:00	0	15	7	10	9	30	81	115	30	9	0	0	0	0	0	0	0	0	0	0	33.4	306
11:00	0	12	14	11	11	35	100	99	41	9	2	0	0	0	0	0	0	0	0	0	33.1	334
12:00	2	2	5	8	11	50	107	149	36	7	1	0	0	0	0	0	0	0	0	0	34.4	378
13:00	0	3	4	6	13	29	133	125	43	9	0	0	0	0	0	0	0	0	0	0	34.8	365
14:00	1	12	8	8	7	38	119	130	59	9	0	1	0	0	0	0	0	0	0	0	34.3	392
15:00	0	5	12	10	7	42	127	119	70	8	2	0	0	0	0	0	0	0	0	0	34.7	402
16:00	0	3	5	4	6	39	87	152	42	7	2	0	0	0	0	0	0	0	0	0	35.4	347
17:00	1	7	18	5	8	21	97	91	42	5	2	0	0	0	0	0	0	0	0	0	33.5	297
18:00	0	2	15	5	4	16	38	51	26	11	4	1	0	0	0	0	0	0	0	0	34.5	173
19:00	0	0	0	2	6	8	28	31	14	2	1	0	0	0	0	0	0	0	0	0	35.5	92
20:00	0	0	0	0	1	6	24	25	18	5	0	0	0	0	0	0	0	0	0	0	37.3	79
21:00	0	0	0	0	0	3	11	20	13	4	0	0	0	0	0	0	0	0	0	0	38.4	51
22:00	1	0	1	1	2	4	7	8	4	0	0	0	0	0	0	0	0	0	0	0	32.5	28
23:00	0	1	1	0	2	4	12	12	9	1	0	0	0	0	0	0	0	0	0	0	35.3	42
Total	5	75	111	94	119	414	1273	1541	623	130	19	4	0	0	0	0	0	0	0	0	34.7	4408

Fee: \$25.00 (per day)



APPLICATION FOR ONE DAY LIQUOR LICENSE

TO THE LICENSING AUTHORITY:

The undersigned hereby applies for a License in accordance with the provisions relating thereto:

Applicant's Name: Shivadas Guthrie

Organization Name: The Guthrie Center

Applicant's Address: 2 Van Deusenville Rd

Telephone Number: 413 528 1955

Type of License: ONE DAY BEER & WINE ONE DAY ALL ALCOHOLIC
(Circle one)

Event: Guthrie Gathering

Date: 6/23/23 Start Time: 12 pm End Time: 10 pm

Event Address: 2 Van Deusenville Rd Gt Barrington, MA 01230

Is the Event on Town property? YES **NO**

PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION:

- ✓ 1. TIPS or ServSafe Alcohol certification for anyone serving alcohol.
- ✓ 2. Certificate of Insurance showing proof of Liquor Liability coverage.
(If the event is on Town property, the certificate must name the Town of Great Barrington as additional insured.)
- 3. If the event is not on applicant's property, a letter of permission from the owner is required.

Liability: The below individual agrees to take responsibility for the above-noted event and further agrees to indemnify, save harmless, and defend the Town of Great Barrington, its officers, employees and agents, from and against any and all liabilities, claims, penalties, forfeitures, suits, and the costs and expenses incident thereto, which may occur in connection with this event.

Shivadas Guthrie
Signature of Applicant

2/7/23
Date

FOR TOWN USE:

Approved _____

Denied _____

Postponed _____

Fee: \$25.00 (per day)



APPLICATION FOR ONE DAY LIQUOR LICENSE

TO THE LICENSING AUTHORITY:

The undersigned hereby applies for a License in accordance with the provisions relating thereto:

Applicant's Name: Shiradas Guthrie

Organization Name: The Guthrie Center

Applicant's Address: 2 Van Deusenville Rd

Telephone Number: 413 528 1955

Type of License: ONE DAY BEER & WINE ONE DAY ALL ALCOHOLIC
(Circle one)

Event: Guthrie Gathering

Date: 6/24/23 Start Time: 12pm End Time: 10pm

Event Address: 2 Van Deusenville Rd Gt Barrington, MA 01230

Is the Event on Town property? YES **NO**

PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION:

1. TIPS or ServSafe Alcohol certification for anyone serving alcohol.
2. Certificate of Insurance showing proof of Liquor Liability coverage.
(If the event is on Town property, the certificate must name the Town of Great Barrington as additional insured.)
3. If the event is not on applicant's property, a letter of permission from the owner is required.

Liability: The below individual agrees to take responsibility for the above-noted event and further agrees to indemnify, save harmless, and defend the Town of Great Barrington, its officers, employees and agents, from and against any and all liabilities, claims, penalties, forfeitures, suits, and the costs and expenses incident thereto, which may occur in connection with this event.

Shiradas Guthrie
Signature of Applicant

2/7/23
Date

FOR TOWN USE:

Approved _____ Denied _____ Postponed _____

Fee: \$25.00 (per day)



APPLICATION FOR ONE DAY LIQUOR LICENSE

TO THE LICENSING AUTHORITY:

The undersigned hereby applies for a License in accordance with the provisions relating thereto:

Applicant's Name: Shivadas Guthrie

Organization Name: The Guthrie Center

Applicant's Address: 2 Van Deusenville Rd

Telephone Number: 413 528 1955

Type of License: ONE DAY BEER & WINE ONE DAY ALL ALCOHOLIC
(Circle one)

Event: Guthrie Gathering

Date: 6/25/23 Start Time: 10am End Time: 8pm

Event Address: 2 Van Deusenville Rd G+ Barrington, MA 01230

Is the Event on Town property? YES NO

PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION:

- ✓1. TIPS or ServSafe Alcohol certification for anyone serving alcohol.
- ✓2. Certificate of Insurance showing proof of Liquor Liability coverage.
(If the event is on Town property, the certificate must name the Town of Great Barrington as additional insured.)
- 3. If the event is not on applicant's property, a letter of permission from the owner is required.

Liability: The below individual agrees to take responsibility for the above-noted event and further agrees to indemnify, save harmless, and defend the Town of Great Barrington, its officers, employees and agents, from and against any and all liabilities, claims, penalties, forfeitures, suits, and the costs and expenses incident thereto, which may occur in connection with this event.

Shivadas Guthrie
Signature of Applicant

6/25/23
Date

FOR TOWN USE:

Approved _____ Denied _____ Postponed _____



TOWN OF GREAT BARRINGTON
Temporary Weekday Entertainment License Application
\$25.00 per day

The undersigned hereby applies for a license in accordance with the provisions of MA General Laws, Ch.140 Sec.183A amended, Ch.351, Sec.85 of Acts of 1981 and Ch.140 Sec.181.

Name: Shiradas Guthrie

Business/Organization: The Guthrie Center

D/B/A (if applicable): _____

Address: 2 Van Deusenville Rd

Mailing Address: Same

Phone Number: 413 528 1955

Email: guthrie center@gmail.com

TYPE: (Check all that apply) Concert Dance Exhibition Cabaret DJ
 Live band with up to 6 pieces, including singers Public Show
 Other (please explain) Food Vendor

INCLUDES: Live music Recorded music Dancing by entertainers/ performers
 Dancing by patrons Amplification system Theatrical exhibition
 Floorshow Play Moving picture show Light show Jukebox
 Other (please explain) _____

As part of the entertainment, will any person be permitted to appear on the premises in any manner or attire as to expose to public view any portion of the pubic area, anus, or genitals, or any simulation thereof, or whether any person will be permitted to appear on the premises in any manner or attire as to expose to public view a portion of the breast below the top of the areola, or any simulation thereof? (M.G.L.Chp.140 Sec.183A)

___ YES NO

Please circle: **INDOOR** or **OUTDOOR** Entertainment

Exact Location of Entertainment (include sketch): see attached

Date(s) of Entertainment*: Fri 6/23/23 Sat 6/24/23

*Does not include SUNDAY

Start & End Times of Entertainment: 12pm - 7pm

Does your event involve any of the following? (Check all that apply)

- Food Temporary Bathrooms Tents Stages Temporary Signs
 Electrical Permits Building Permits Police Traffic Details Street Closures

ALL entertainment licenses will be reviewed by the Design Review Team (DRT), which is comprised of several Town departments, for comments/concerns on this application.

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Shirley Carter
Signature of Individual or
Corporate Officer

1/17/2023
Date

04-3137289
SS# or FID#

TOWN USE ONLY:

DRT Review with Conditions: See attached note. (CR)

APPROVAL DATE: _____

LICENSE # _____



TOWN OF GREAT BARRINGTON
Temporary Sunday Entertainment License Application
(Local Approval ONLY-State Approval Required Separately)

Hours between 1:00 pm-11:59 pm
(\$2.00 per Sunday)

Hours between 9:00 am- 11:59 pm
(\$5.00 per Sunday)

The undersigned hereby applies for a license in accordance with the provisions of Massachusetts General Laws, Ch.136 Sec.4.

Name: Shivadas Gothrie

Business/Organization: The Gothrie Center

D/B/A (if applicable): _____

Address: 2 Van Deusenville Rd GB MA01230

Mailing Address: Same

Phone Number: 413 528 1955

Email: gothriecenter@gmail.com

TYPE: (Check all that apply) Concert Dance Exhibition Cabaret DJ

Live band with up to 6 pieces, including singers Public Show

Other (please explain) Food vendors

INCLUDES: Live music Recorded music Dancing by entertainers/ performers

Dancing by patrons Amplification system Theatrical exhibition

Floorshow Play Moving picture show Light show Jukebox

Other (please explain) _____

As part of the entertainment, will any person be permitted to appear on the premises in any manner or attire as to expose to public view any portion of the pubic area, anus, or genitals, or any simulation thereof. or whether any person will be permitted to appear on the premises in any manner or attire as to expose to public view a portion of the breast below the top of the areola, or any simulation thereof? (M.G.L. Chp.140 Sec.183A)

YES NO

Please circle: INDOOR or **OUTDOOR** Entertainment

Exact Location of Entertainment (include sketch): see attached

Date(s) of Entertainment: Sunday, June 25th 2023

Start & End Times of Entertainment: 10:00am to 6:00pm

Does your event involve any of the following? (Check all that apply)

- Food Temporary Bathrooms Tents Stages Temporary Signs
 Electrical Permits Building Permits Police Traffic Details Street Closures

ALL entertainment licenses will be reviewed by the Design Review Team (DRT), which is comprised of several Town departments, for comments/concerns on this application.

Pursuant to M.G.L. Ch. 62C, Sec. 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Shirley Curtis
Signature of Individual or
Corporate Officer

1/17/2023
Date

043137289
SS# or FID#

TOWN USE ONLY:

DRT Review with Conditions: _____

APPROVAL DATE: _____

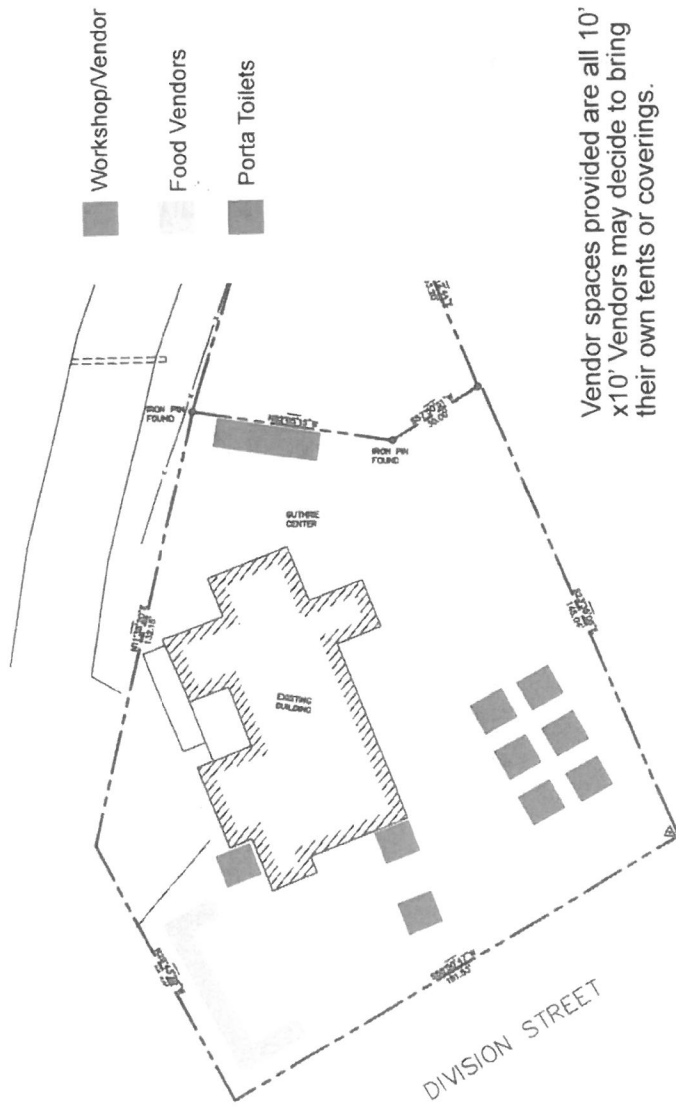
LICENSE # _____

Event description

The Guthrie Gathering will consist of three days of music and workshops. The outdoor portion of this event will be open to the public for free and will consist of vendors, workshops and crafts. This event is scheduled to be held on June 23rd, 24th and 25th 2023 on the grounds surrounding the Guthrie Center building at 2 VanDeusenville Rd.

If you have any questions or concerns please feel free to contact me at 413.528.1955. I look forward to working with you all in my new position here as Director of The Guthrie Center.

Sincerely,
ShivaDas Guthrie
Guthrie Center, Director



Chris Rembold

Subject: RE: For DRT: Guthrie Gathering June 23, 24 & 25
Attachments: Entertainment License 2023.pdf; GC Parking lot plan 1242023.pdf

DRT staff has reviewed the proposed event attached. We have the following information and comments:

1. The Guthrie Center anticipates a maximum of 200 attendees.
2. If the above number of attendees requires it, the Guthrie Center is willing to hire a police officer. At this time the Police Dept. will not
3. Alcohol will not be served during the outdoor event open to the public, but may be served indoors during the ticketed concerts and panels scheduled at the end of each evening.
4. Parking for attendees, vendors and staff will be in the field adjacent to (immediate north of) the Guthrie Center and the parking lot across the street. Attached is a plan provided by the Guthrie Center for parking using the field adjacent. The blue line represents the proposed flow of attendees from the parking lot to the main event area.
5. Volunteers will be available to help ensure people can get safely to and from the parking.
6. There will be porta potties on site and the indoor bathrooms will be open.
7. Friday and Saturday all outdoor music/amplified sound will take place between 12pm and 5pm; Sunday would be between 10am and 5pm.
8. Staff recommends a barrier or fencing or rope barrier that would keep people on the grounds from wandering into traffic on the streets.



Christopher Rembold, AICP

Assistant Town Manager /
Director of Planning and
Community Development
413-528-1619, x. 2401
crembold@townofgb.org

Town of Great Barrington
334 Main Street
Great Barrington MA 01230

The Secretary of State's office has determined that most e-mails to and from municipal offices and officials are public records. Consequently, confidentiality should not be expected.

From: Amy Pulver <apulver@Townofgb.org>
Sent: Tuesday, January 17, 2023 2:59 PM
To: Chris Rembold <crembold@Townofgb.org>
Cc: Carmen Morales <CMorales@Townofgb.org>
Subject: For DRT: Guthrie Gathering June 23, 24 & 25

Rebecca Smith of the Guthrie Center sent these over for an event they're having in June. They have an annual entertainment license for inside however this will also be outside.



Amy Pulver

Office Administrator
IT Coordinator

413-528-1619 ex 2900

apulver@townofgb.org

Town of Great Barrington
334 Main Street
Great Barrington MA 01230



The Secretary of State's office has determined that most e-mails to and from municipal offices and officials are public records. Consequently, confidentiality should not be expected.

From: The Guthrie Center <guthriecenter@gmail.com>
Sent: Tuesday, January 17, 2023 2:02 PM
To: Amy Pulver <apulver@Townofgb.org>
Subject: Guthrie Center Clan Guthrie Entertainment License

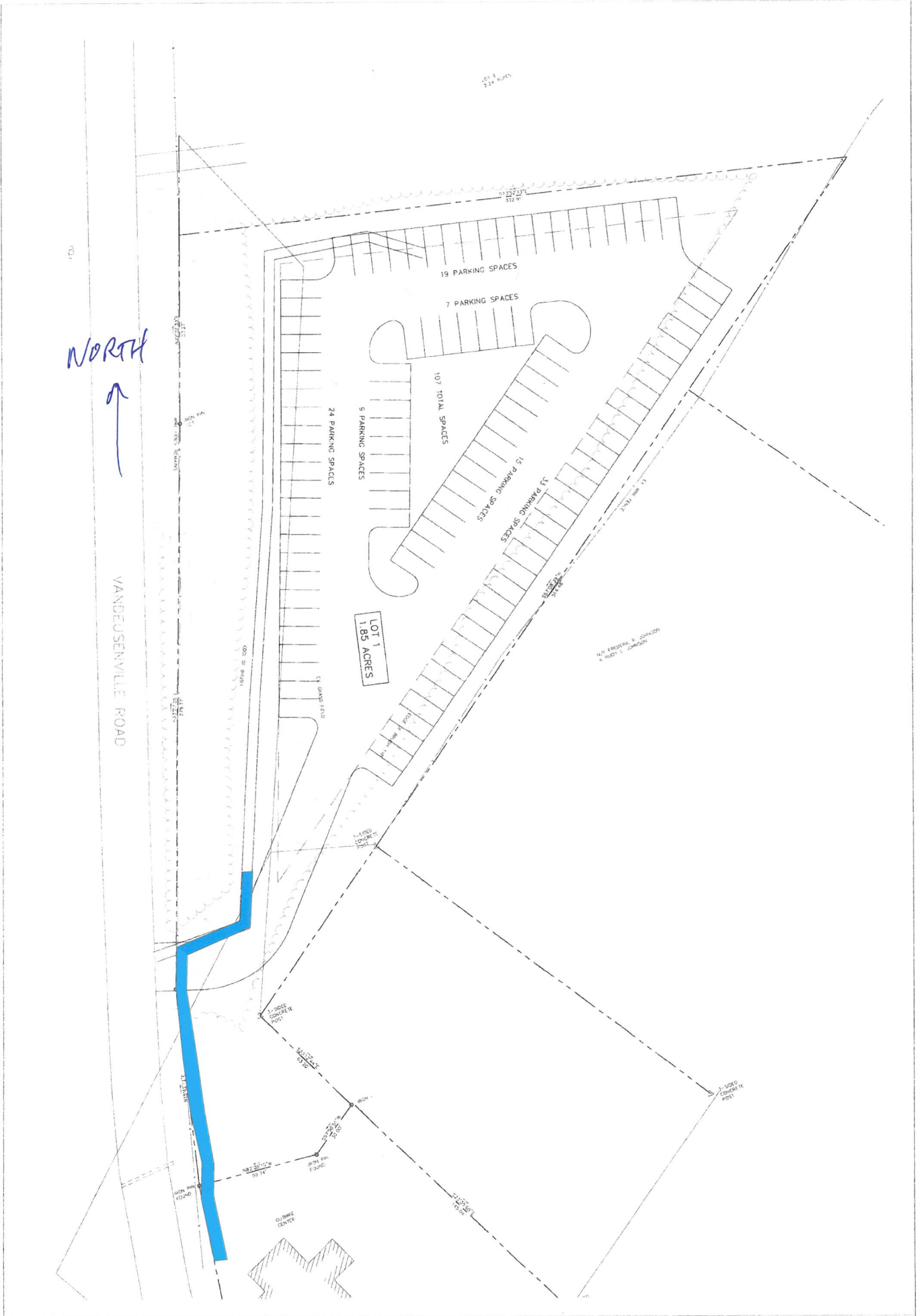
****CAUTION:****

****This is an external email, be vigilant****

*****Do not click links or open attachments unless you recognize the sender (and their email address) and know the content is safe*****

Please see attached, and thank you!

Rebecca



Town Hall, 334 Main Street
Great Barrington, MA 01230



Telephone: (413) 528-1619

Fax: (413) 528-2290

TOWN OF GREAT BARRINGTON
MASSACHUSETTS

PLANNING BOARD

February 10, 2023

Stephen Bannon, Chair
Great Barrington Selectboard

Re: Proposed Zoning Bylaw Amendments for the 2022 Annual Town Meeting

Dear Steve:

Enclosed please find proposed zoning amendments from the Planning Board for the next Annual Town Meeting.

We ask the Selectboard to refer these zoning proposals, as well as any other zoning proposals you may have received, back to the Planning Board for a public hearing in accordance with MGL Ch. 40A, s.5, and to place these proposals on the Annual Town Meeting warrant. The Planning Board's public hearing is tentatively scheduled for Thursday, March 9, 2022 at 6:00 PM.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brandee K. Nelson', is written over a light blue rectangular background.

Brandee K. Nelson, Chair

cc: Mark Pruhenski, Town Manager
Jennifer Messina, Town Clerk
Chris Rembold, Assistant Town Manager/Director of Planning
Edwin May, Building Inspector

PB proposed zoning amendments for transmittal to SB
February 10, 2023

Article 1: DEFINITIONS

This proposal is intended to eliminate the outdated term “family” which can discriminate against non-nuclear families, unmarried couples, group homes, and people who choose to live together in group housekeeping arrangements, sometimes referred to as cohousing or coliving.

ACCESSORY DWELLING UNIT: a subordinate dwelling unit on the same lot as a primary single ~~residential family unit dwelling~~ or two ~~family unit dwelling residential~~ use, whether in an accessory building or within the same building as the primary dwelling, with provisions for independent cooking, living, sanitation and sleeping. A Movable Tiny House (MTH) connected to electricity, water, and sewer or septic that has its chassis, wheels, and hitch concealed shall be considered an accessory dwelling unit.

DWELLING, ~~MULTIFAMILY~~ MULTI-UNIT: A residential building containing three or more dwelling units designed for or occupied by three or more families, with the number of families in residence not exceeding the number of dwelling units provided.

DWELLING, SINGLE ~~FAMILY~~ UNIT: A detached residential dwelling unit, other than a mobile home, ~~designed for and occupied by one family only.~~

DWELLING, TWO- ~~FAMILY~~ UNIT: A detached residential building containing two dwelling units, ~~designed for occupancy by not more than two families.~~

DWELLING UNIT: ~~One or more rooms constituting a separate, independent housekeeping establishment with cooking, living, sanitary and sleeping facilities for the use of one family. A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.~~

~~FAMILY:~~ ~~One or more individuals related by blood, marriage or adoption, or not more than five individuals who are not so related, living together as a single housekeeping unit.~~

LIVE/WORK UNITS: Space used by artists, craftspeople or persons engaged in creative services for the following two purposes: making items and/or performing services and residing on the premises. Such residency shall be limited to one family household per unit.

MOBILE HOME: A detached single ~~family~~ dwelling unit with substantially all of the following characteristics...

PLANNED UNIT RESIDENTIAL DEVELOPMENT: Any multi family unit development consisting of 10 or more dwelling units on a single lot or on separate lots within the same development, whether for rental or for sale, either as condominiums or under cooperative ownership.

[Perform a full code search for “family” and replace with “unit.”]

Article 2: 6.4 PERFORMANCE STANDARDS

This proposal is intended to amend Section 6.4, Performance Standards, in order to codify certain criteria into the regulations by which all land uses must abide, rather than leaving these criteria to the discretion of a permit granting authority. An example is exterior lighting, which is frequently a concern of neighbors and of permitting boards, but for which currently there ~~is~~ are only ambiguous regulations.

6.4.1 General. Hereafter, no land, building or structure in any district shall be used in a manner that creates any dangerous, injurious, noxious or otherwise objectionable fire, explosion or other hazard; noise or vibration, smoke, dust, dirt or other form of air pollution; electrical or other disturbance; glare or any other dangerous or objectionable substance, condition or element in any amount that adversely affects the surrounding area or premises. The determination of the existence of any dangerous or objectionable elements shall be made at or beyond the property lines of the use creating such elements, wherever the effect is greatest. Any use already established on the effective date of this Bylaw shall not be altered or modified to conflict with, or further conflict with, these performance standards.

6.4.2 Deposited Materials. No materials or wastes shall be deposited upon a lot in such form or manner that they may be transferred off the lot by natural causes or forces. Erosion control measures such as covering, planting, paving or other means to eliminate wind and water erosion shall be utilized to stabilize bare earth and/or stockpiled materials at all times.

6.4.3 Fire Hazard; Pests. All materials or wastes which constitute a fire hazard or which may be edible by or attractive to rodents or insects shall be stored outdoors only in closed containers.

6.4.4 Discharges. No discharge at any point into any public sewer, private sewage disposal system or stream, lake or pond or into the ground of any material of such nature or temperature as may contaminate any water supply or cause the emission of dangerous or offensive elements shall be permitted, except in accordance with standards approved by the Massachusetts Department of Public Health and the Board of Health of the Town of Great Barrington.

6.4.5 Site Design. All site development shall meet the following objectives and shall be reviewed at staff level for compliance for any two-unit or three-unit development. Any deviation for these criteria shall require approval by the Planning Board through the Site Plan Review process

1. Existing grade should be changed minimally, typically departing from existing grade by no more than six feet, and resulting in a balance on site between cut and fill, except for basement and cellar excavations.
2. Site circulation. Site circulation should have clarity from the driver's perspective, shall be designed to minimize glare from headlights, and shall be designed to promote safe pedestrian access.
3. Pedestrian access. Pedestrian access should be provided among all facilities on the site, including parking, between them and the street and between them and adjacent premises developed for uses open to the public to ensure accessibility and pedestrian and vehicular safety, both on the site and accessing and exiting the site.
4. There shall be no contamination of groundwater from on-site waste-water disposal systems or operations on the premises involving the use, storage, handling, or containment of hazardous substances in ~~quantities~~ quantities greater than those normally associated with household use.
5. Drainage controls shall be specifically designed for the site based on the project's and site's characteristics, and such controls shall be detailed on application documents.
6. Parking, storage, or other outdoor service areas viewed from public ways and abutting properties residentially used or zoned shall be screened.

7. All proposed lighting shall comply with 6.4.65 of this by law.

8. All proposed projects shall comply with 6.2 and 6.3 of this by law. The removal of trees 6" caliper or larger is discouraged and shall require replacement as is feasible for the site and project.

6.4.6 Lighting. It is the intent of this section to establish lighting standards that result in exterior lighting systems that are designed, constructed, and installed to control glare and light trespass, to minimize obtrusive light, to conserve energy and resources while maintaining safety, visibility, security of individuals and property, and curtailing the degradation of the nighttime visual environment.

The following standards shall apply to all exterior light fixtures, whether new or replacement, except for temporary lights.

1. All lights shall have full horizontal shielding such that the housing does not allow any light dispersion or direct glare to shine above a ninety-degree or horizontal plane from the base of the fixture.
2. Any LED lights shall have a color temperature of 3,000 Kelvin or less.
3. No light shall remain permanently illuminated between the overnight hours from 11:00 PM to 5:00 PM unless the light can be dimmed to ~~not more than~~ 50 percent or less luminance, except for lights at emergency facilities. Motion sensors and photo cells may be utilized to turn on lights or to increase lighting to full luminance.

6.4.7 Special Permit. The Planning Board may, by special permit pursuant to Section 10.4, authorize a deviation from any requirement set forth in this Section 6.4. In instances where an application is pending before a different Special Permit Granting Authority, that body may, in accord with a finding by the Planning Board, authorize the deviation from the requirements of Section 6.4.

Article 3: TABLE OF USE REGULATIONS

This proposal is intended to regulate three-unit residential uses in the same manner as two-unit residential uses; in other words, three-unit structures would be allowed by right in all zones, rather than special permit in residential zones and by right in business zones. It would thus classify as multi-unit residential uses those uses with four or more units, and they would be allowed as per A (3) of the Table of Use Regulations.

Permitted Use		ZONING DISTRICT ¹														ADDITIONAL APPLICABLE REGULATIONS		
		R1A	R1B	R2	R3	R4	B	HVC	B1	B2	B2A	B2X	B3	MXD	I		I2	
A. Residential uses																		
(1)	Dwelling, Single family unit	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	SB	SB	
(2)	Dwelling, Two- family and three-unit	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	Y ²	See also 8.1-8.7 .
(3)	Dwelling, multi- unit family																	
	3 to 8 units	SB	SB	SB	SB	N	Y	SB	SB	Y	SB	Y	Y	Y	N	SB	See also 8.3	
	9 units or more	N	N	N	SB	N	SB	SB	N	SB	SB	SB	Y	SB	N	SB	See also 8.3	

² NOTE: Dimensional and lot size requirements and other conditions as set forth in 8.1.1 and 8.1.4 shall apply even where the use is permitted by right.

Article 4:

This proposal is intended to amend the regulations in 8.1 and 8.3 of the bylaw to reflect that two-unit and three-unit residential uses are now regulated similarly.

This proposal is also intended to remove site plan review requirement from accessory dwelling units, and from two- and three-unit proposals. Instead the design, performance, and neighborhood impact of these uses will be required to comply with clear criteria set forth in the bylaw at Section 6.4.

8.1 ~~TWO- AND THREE-UNIT FAMILY RESIDENTIAL USES OF A SINGLE LOT~~

8.1.1 General. The two- ~~and three-unit family~~ residential use of a single lot is permitted as set forth in Section 3.1.4, Table of Use Regulations. For the purposes of this section, any two ~~or three~~ dwelling units on a single lot, whether in the same building or in separate buildings, shall be considered two- ~~or three-unit family~~ residential use. ~~except where Section 8.2 applies.~~

~~**8.1.2 Site Plan Approval Required.** Two family residential use of a single lot shall require site plan approval from the Planning Board. Every application for a site plan approval shall be accompanied by site plans, floor plans and elevations meeting all applicable requirements of this Bylaw.~~

8.1.3~~2~~ Requirements. All two-~~family~~ ~~and three-unit~~ residential uses shall comply with the following requirements:

- ~~1. All repairs, renovations or construction specified by the applicant in his application shall be made to the satisfaction of the Inspector of Buildings before an occupancy permit is issued.~~
- ~~2. There shall be separate toilet, bath and kitchen facilities for each dwelling unit.~~
3. Fire escapes and outside stairways leading to a second or higher story, where practicable, shall: not be located on any building wall facing a street; be located on the rear of the building; and comply with Section 4.2.3, Permitted Projections into Yards.
4. One and one-half (1.5) off-street parking spaces shall be provided for each dwelling unit, located in such a manner that permeable surfaces, including lawns and/or garden areas but exclusive of all structures, driveways, walkways and parking spaces, shall be no less than 15% of the total area of the property. Deviation from this requirement may be permitted in accordance with Section 6.1.9.
5. Drainage controls shall be specifically designed and detailed on drawings. ~~Drainage improvements may be required as a condition of the site plan review approval.~~
- ~~6. Any other conditions specified by the Planning Board.~~

~~**8.1.4 Notice.** The Planning Board shall notify the Inspector of Buildings of its site plan review approval and any conditions prior to the issuance of a building permit.~~

8.2 ACCESSORY DWELLING UNIT (ADU)

8.2.1 General. An accessory dwelling unit (ADU) is permitted in any district, except where an ADU is proposed in a legally pre-existing nonconforming structure, in which case the ADU shall require a special

permit issued by the Zoning Board of Appeals in accordance with Sections 5.0, 8.2, and 10.4.

~~8.2.2 Site Plan Approval. Any new ADU shall be subject to site plan review and approval based upon the criteria set forth herein and in Section 10.5. The Planning Board will conduct the site plan review in accordance with Section 10.5 and all criteria specified in Section 8.2. An approved site plan for an ADU is required prior to the issuance of the building permit by the Building Inspector. The Board of Health shall give its approval prior to the issuance of a building permit.~~

8.2.32 Requirements.

1. Only one ADU may be established per lot.
2. An ADU may not in any case be larger than 900 square feet of net usable floor area. If a dwelling unit greater than 900 square feet of net usable floor area is created within a single-family home, the residence will be considered a two-family unit dwelling and will be subject to the requirements of Section 8.1 of this Bylaw.
3. The structure in which the ADU is to be located must meet the zoning requirements for residences, except when it is a legally pre-existing nonconforming structure and the Zoning Board of Appeals authorizes the use by special permit.
4. One parking space shall be provided in addition to that required by the present building. All required parking spaces, including the parking space for the ADU, must be provided no closer to the street than the building setback line, ~~unless other specified provisions are made and agreed to by the permit granting authority. The Planning Board, or SPGA, in accord with a finding by the Planning Board, may, by special permit pursuant to Section 10.4, authorize a deviation from this requirement.~~ Deviation from these requirements may be permitted in accordance with Section 6.1.9.
5. An ADU may be created within a new or a previously existing single-family unit or two-unit family residential structure.
6. A home occupation may be allowed within any dwelling unit and/or accessory structure. Any such home occupation shall meet the provisions of Section 3.3.
7. Fire escapes and outside stairways leading to a second or higher story shall comply with Section 4.2.3.
8. Farm Dwellings: More than one ADU shall be allowed on lands used for the primary purpose of commercial agriculture, aquaculture, silviculture, horticulture, floriculture, or viticulture as defined in MGL Ch. 128, Sec 1A, provided such ADUs are solely used for the farm's full time employees.
9. The Board of Health or its agent shall give its approval prior to the issuance of a building permit.

8.3 MULTI-UNIT FAMILY DWELLINGS

8.3.1 General. Multi-unit residential family-uses may be permitted by-right or by special permit as set forth in the Table of Use Regulations, and. ~~All multi family uses~~ shall require site plan approval in accordance with Section 10.5.

8.3.2 Definition. For the purposes of this section, the placing of more than ~~two-three~~ dwelling units on a single lot, under any circumstances, shall be considered a multi-~~unitfamily use residential use~~. Example: an accessory dwelling unit on the same lot as a three-unit residential use would classify as a multi-unit residential use.

8.3.3 Requirements. Multi-~~unitfamily~~ dwellings shall comply with all the following special requirements ~~and procedures~~, as applicable, ~~which shall be made conditions of the special permit~~. The Special Permit Granting Authority (SPGA) may waive any or all of these requirements for multi-~~unitfamily~~ dwellings in existence as of May 9, 2016, after making a specific finding of why the requirement should not apply, and shall note any waivers in the Special Permit decision.

~~1. In a multi-unit multifamily development, more than one principal building may be permitted on a lot, provided that there shall be at least 2,500 square feet of lot area for each dwelling unit. The SPGA may, by special permit, allow the lot area per unit to be less than 2,500 square feet per unit.~~

~~2.1~~ Permeable open space on the lot, including lawn and/or garden area but exclusive of structures, driveways, walkways and parking spaces, shall be no less than 50% of the total area of the property.

~~3.2~~ One and one-half (1.5) off-street parking spaces shall be provided for each dwelling unit. No space shall be considered available for parking if such space reduces the effective width of a driveway providing access to more than one dwelling unit to less than 12 feet. In the event that the required parking spaces cannot be provided on the property, deviation from this requirement may be permitted in accordance with Section 6.1.9.

8.3.4 Procedures. ~~When filing a special permit application, if required, the applicant shall submit to the SPGA at least six copies of a site plan showing, in addition to all characteristics specified in Section 10.5, the general plan and elevations of the buildings, as well as provisions for proposed parking spaces, interior roadways, walkways, drainage and recreational facilities.~~

~~1. Such site plan, subject to such amendment thereof as may be required by the Planning Board under the provisions of this Bylaw shall be made a part of the building permit.~~

~~2. The SPGA shall notify the Inspector of Buildings of its approval of a special permit.~~

8.3.5 Occupancy Permit. ~~All repairs, renovations or construction specified by the applicant in his application shall be completed to the satisfaction of the Inspector of Buildings before an occupancy permit is issued.~~

8.3.64 Exemptions in Downtown B District, B2X, HVC, MXD District, and General Business B2 District. The requirements of Section 8.3.3 shall not apply to any multifamily dwelling in a single existing building within the Downtown Business B District, B2X, HVC, or MXD District.

Article 5:

This proposal will amend Route 7 landscaping requirements because the existing requirement for a new tree for every 25 feet of frontage has proven to be impractical. [REFERENCE 6.2.1 applicability](#)

6.2.7 Required Trees. At least one deciduous tree shall be planted within the lot's front setback for every ~~25~~50 feet of frontage on a lot on which a new building is erected or when any activity or use requires Site Plan Review as set forth in Section 10.5.1. The tree or trees shall be planted between the roadway and the building line that is closest to the roadway, provided that this does not interfere with utilities.

Article 6:

Amend the B-2 zone regulations

These amendments would change certain regulations in Section 3.1.4, the Table of Use Regulations, governing the B-2 zone. Specifically, the amendments would change the permissions for Multi-Unit Residential Development of more than 9 dwelling units and for Mixed Use development from Special Permit to by-right. These amendments will remove the costs, risks, and uncertainty inherent in a special permit, from a developer's feasibility analysis. However, the Town will require that a portion of the dwelling units be available at an affordable price.

1. Amend the Table of use Regulations for the B-2 zone to allow Multi-unit dwellings of 9 units or more and Mixed Use by-right.
2. Add a footnote to the above of the above that requires at least 10% of the units to be affordable at not more than 100% AMI for 20 years; (achieves goal 2 above)

TABLE OF USE REGULATIONS

Permitted Use		ZONING DISTRICT ¹	ADDITIONAL APPLICABLE REGULATIONS
		B2	
A. Residential uses			
(1)	Dwelling, Single family	Y	
(2)	Dwelling, Two-family	Y ²	See also 8.1 , 8.7 .
(3)	Dwelling, multifamily 3 to 8 units	Y	See also 8.3
	9 units or more	SB <u>Y</u> ^x	See also 8.3 , Affordable housing per footnote x
(4)	Assisted living residence	PB	See also 8.8
(5)	Live/work units	Y	See also 9.4 , 9.6 .
(6)	Lodging house or tourist home for transient guests	SB	See also 7.16
(7)	Mixed <u>use</u>	SB <u>Y</u> ^x	See also 8.4 , 9.6 . Affordable housing per footnote x

^x In any development containing 9 or more residential units, at least ten percent of those units shall be dedicated as a unit affordable to a household earning not more than 100 percent of the area median

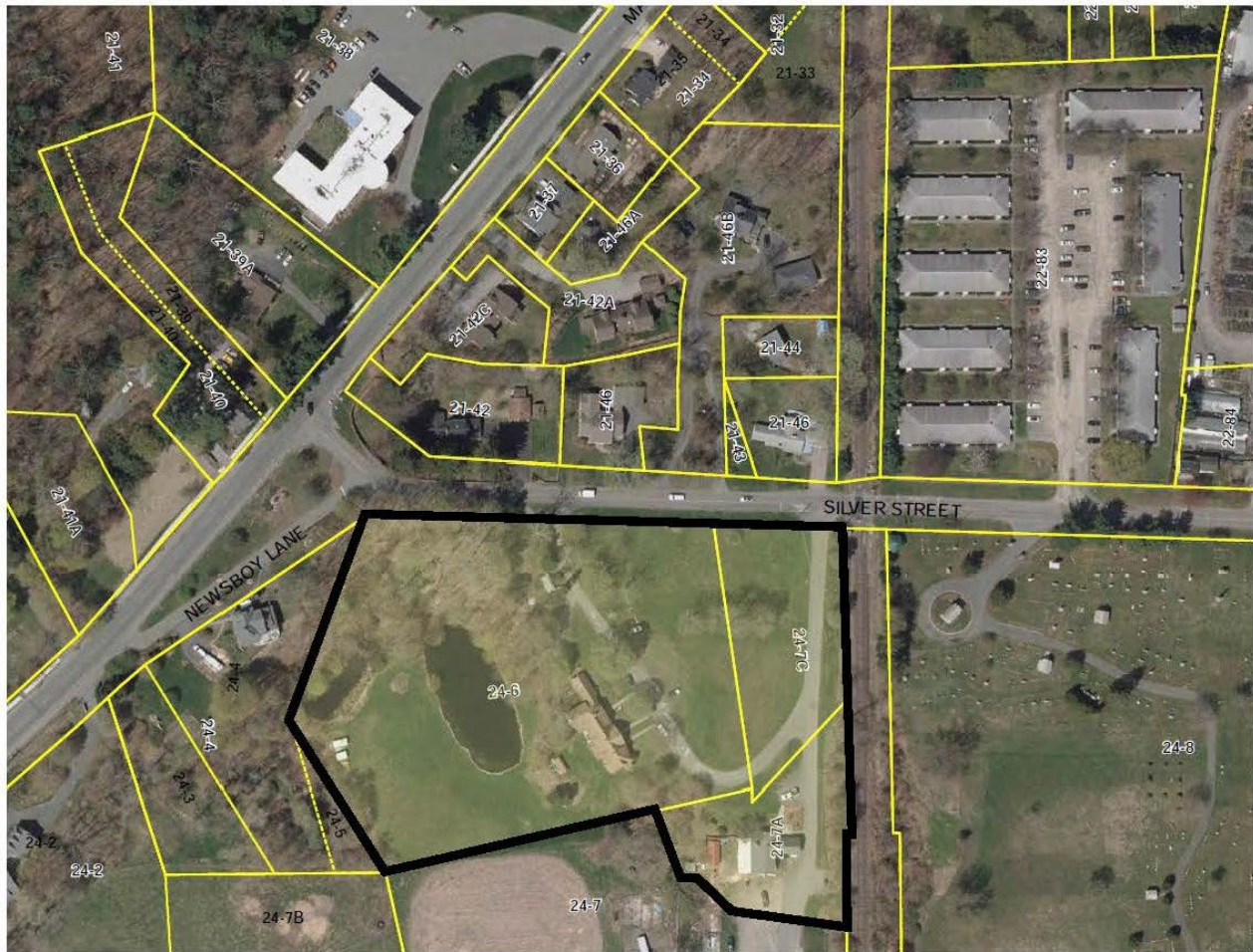
income. Any fractional unit shall be rounded to the next whole number. The unit(s) shall be set forth in a covenant, deed restriction or similar legal document running with the land for a period of not less than 20 years from the first date of certificate of occupancy of the unit.

And:

Amend the table of dimensional requirements to allow up to 4 stories and 40 feet instead of current 3 stories and 40 feet.

Article 6:

To see if the Town will vote to amend the Zoning Map by changing the zoning designation of parcels 6, 7A, and 7C on Assessor's Map 24 from R2 to R1A.



DATE and TIME this paper received by
Registrars

1/31/23 KVC 1:32p

TOWN MEETING - CITIZEN'S ARTICLE

We the undersigned residents of the Town of Great Barrington do hereby request a warrant to be on the agenda for the May 1st 2023 Annual Town Meeting to present the following motion for the following addition to the General bylaws;

(Citizen's Petition) To see if the Town will vote to add under the General Legislation / Zoning Section 9.3.16.5 Wireless Telecommunications Overlay District; to adopt a Wireless Telecommunications Facilities (WTFs) application requirement for completeness:

WTF applications, will be considered incomplete until the FCC completes the DC Circuit court-mandated Environmental Review of the entire 800,000 to 1 million WTF roll out to the conditions as stated in the NEPA Policy Act 1969¹ including studies from scientists independent from industry, who have fully investigated millimeter wave 5G small cell technology safety; and that the FCC regulations have been updated to include measures that comply with the results of this review; and, that the Town of Great Barrington shall consider reasonable alternatives such as fiber optic.

SIGNERS' STATEMENT We are qualified voters of the Commonwealth of Massachusetts and of the Town of Great Barrington.

INSTRUCTIONS TO SIGNERS:

Your signature should be written as substantially as registered. If you are prevented, by physical disability, from writing you may authorize some person to write your name and residence in your presence.

	I	II	III	W	P	PRINTED NAME
	C h e c k	Signatures to be made in person with name substantially as registered (except in case of physical disability as stated above)	Now Living At (Street and Number)	a r d	r e c	
1	✓	Randi M Jordan	55 Blue Hill Rd	0	1	Randi M Jordan
2	✓	Thomas C Jordan	55 Blue Hill Rd	0	1	Thomas C Jordan
3	✓	Roland W Duprey	51 Blue Hill Rd	0	1	Roland W Duprey
4	✓	Elissa M Duprey	51 Blue Hill Rd	0	1	Elissa M Duprey
5	✓	Richard V Lane	51 Blue Hill Rd	0	1	RICHARD V LANE
6	✓	Frances Kollman	34 Blue Hill Rd	0	1	Frances Kollman
7	✓	Susan Fish	136 Pine St	0	1	Susan Fish
8	✓	Ben Fish	136 Pine St	0	1	Ben Fish
9	✓	Peter Fish	136 Pine St	0	1	Peter Fish
10	✓	Jeremy K. Higgin	5 Rose Ct E	0	1	Jeremy K. Higgin
11	✓	Ronald J Goldberg	24 Silver St E1	0	1	Ronald J Goldberg
12				0	1	
13				0	1	
14				0	1	
15				0	1	
16				0	1	
17				0	1	
18				0	1	
19				0	1	
20				0	1	

Instructions to Registrars

You must time-stamp or write in date and time these papers are received.

Check this ✓ against the name of qualified voter to be certified. For names not certified, use the codes opposite.

N no such registered voter at that address.

S unable to identify signature or address as that of voter because of form of signature or address, or illegible.

W wrong district or community.

T already signed this petition.

CERTIFICATION OF SIGNATURES

We certify that (11) Eleven signatures

checked thus ✓ are names of voters of the Town of Great

Barrington and are qualified to sign this petition.

(at least three Registrars= names must be signed or stamped below)

Jennifer L. Messier

Marie Y. Ryan

Ellen Smith

Linda A Coone

Registrars of Voters of the Town of Great Barrington

¹ The FCC is required by the National Environmental Policy Act of 1969, among other things, to evaluate the effect of emissions from FCC-regulated transmitters on the quality of the human environment. On August 9, 2019, the D.C. Circuit Court of Appeals, in its Ruling in [Case 18-1129](#), vacated [FCC Order 18-30](#)'s deregulation of small-cell Wireless Transmission Facilitie(s) [sWTFs] and remanded this to the FCC. In Case 18-1129, the judges stated that "the FCC failed to justify its determination that it is not in the public interest to require review of [sWTF] deployments" and ruled that "the Order's deregulation of [sWTFs] is arbitrary and capricious." The FCC was mandated to do this review in two court rulings which are submitted into the record: one in 2019 in Case 18-1129, *Keetoowah et al. v FCC*; and another in 2021 in Case 20-1025, *EHT/CHD v FCC*. To date the FCC has not complied.

<https://scientists4wiredtech.com/2019/08/federal-court-overturms-fcc-order-bypassing-environmental-r>

<https://www.fcc.gov/document/dc-circuit-decision-environmental-health-trust-v-fcc>

Definition: Wireless Telecommunications Facilities means the plant, equipment and property including, but not limited to, cables, wires, conduits, ducts, pedestals, electronics, and other appurtenances used or to be used to transmit, receive, distribute, provide or offer wireless telecommunications service. October 1, 2019, the D.C. Circuit Court of Appeals in Case No, 18-1051, *Mozilla et al. v FCC*, confirmed internet "Services" to be reclassified by the FCC as Title I, unregulated "Information Services". At present, only wireline and wireless telephone and text transmissions are classified as Title II, regulated "Telecommunications Services". Title I and Title II applications, therefore, need to be regulated differentially by local planning boards and commissions. **Every new [wireless telecommunications facility ("WTF")] must undergo NEPA review, and that WTF applications cannot be batched for such purpose**

DATE and TIME this paper received by
Registrars
1/31/23 KVC 1:32p

TOWN MEETING - CITIZEN'S ARTICLE

We the undersigned residents of the Town of Great Barrington do hereby request a warrant to be on the agenda for the May 1st 2023 Annual Town Meeting to present the following motion for the following addition to the General bylaws;

(Citizen's Petition) To see if the Town will vote to add under the General Legislation / Zoning Section 9.3.16.5 Wireless Telecommunications Overlay District; to adopt a Wireless Telecommunications Facilities (WTFs) application requirement for completeness:

WTF applications, will be considered incomplete until the FCC completes the DC Circuit court-mandated Environmental Review of the entire 800,000 to 1 million WTF roll out to the conditions as stated in the NEPA Policy Act 1969¹ including studies from scientists independent from industry, who have fully investigated millimeter wave 5G small cell technology safety; and that the FCC regulations have been updated to include measures that comply with the results of this review; and, that the Town of Great Barrington shall consider reasonable alternatives such as fiber optic.

SIGNERS' STATEMENT We are qualified voters of the Commonwealth of Massachusetts and of the Town of Great Barrington.

INSTRUCTIONS TO SIGNERS:

Your signature should be written as substantially as registered. If you are prevented, by physical disability, from writing you may authorize some person to write your name and residence in your presence.

	I	II	III	W	P	PRINTED NAME
	C h e c k	Signatures to be made in person with name substantially as registered (except in case of physical disability as stated above)	Now Living At (Street and Number)	a r d	r e c	
1	✓	<i>Alkest</i>	15 Pleasant St GB	0	1	Andrea Krest
2	✓	<i>[Signature]</i>	18 Rosseter St GB	0	1	Krystyna Kurzyca
3				0	1	
4				0	1	
5				0	1	
6				0	1	
7				0	1	
8				0	1	
9				0	1	
10				0	1	
11				0	1	
12				0	1	
13				0	1	
14				0	1	
15				0	1	
16				0	1	
17				0	1	
18				0	1	
19				0	1	
20				0	1	

Instructions to Registrars

You must time-stamp or write in date and time these papers are received.

Check thus ✓ against the name of qualified voter to be certified. For names not certified, use the codes opposite.

N no such registered voter at that address.

S unable to identify signature or address as that of voter because of form of signature or address, or illegible.

W wrong district or community.

T already signed this petition.

CERTIFICATION OF SIGNATURES
We certify that (2) Two signatures checked thus ✓ are names of voters of the Town of Great Barrington and are qualified to sign this petition.

(at least three Registrars= names must be signed or stamped below)

Jennifer L. Messier
Marie G. Ryan
Ellen Smith
Linda A. Coone

Registrars of Voters of the Town of Great Barrington

¹ The FCC is required by the National Environmental Policy Act of 1969, among other things, to evaluate the effect of emissions from FCC-regulated transmitters on the quality of the human environment. On August 9, 2019, the D.C. Circuit Court of Appeals, in its Ruling in [Case 18-1129](#), vacated [FCC Order 18-30](#)'s deregulation of small-cell Wireless Transmission Facilitie(s) [sWTFs] and remanded this to the FCC. In Case 18-1129, the judges stated that "the FCC failed to justify its determination that it is not in the public interest to require review of [sWTF] deployments" and ruled that "the Order's deregulation of [sWTFs] is arbitrary and capricious." The FCC was mandated to do this review in two court rulings which are submitted into the record: one in 2019 in Case 18-1129, *Keetoowah et al. v FCC*; and another in 2021 in Case 20-1025, *EHT/CHD v FCC*. To date the FCC has not complied.

<https://scientists4wiredtech.com/2019/08/federal-court-overturms-fcc-order-bypassing-environmental-r>

<https://www.fcc.gov/document/dc-circuit-decision-environmental-health-trust-v-fcc>

Definition: Wireless Telecommunications Facilities means the plant, equipment and property including, but not limited to, cables, wires, conduits, ducts, pedestals, electronics, and other appurtenances used or to be used to transmit, receive, distribute, provide or offer wireless telecommunications service. October 1, 2019, the D.C. Circuit Court of Appeals in Case No, 18-1051, *Mozilla et al. v FCC*, confirmed internet "Services" to be reclassified by the FCC as Title I, unregulated "Information Services". At present, only wireline and wireless telephone and text transmissions are classified as Title II, regulated "Telecommunications Services". Title I and Title II applications, therefore, need to be regulated differentially by local planning boards and commissions. Every new [wireless telecommunications facility ("WTF")] must undergo NEPA review, and that WTF applications cannot be batched for such purpose

1/31/23 KVC 1:32p

TOWN MEETING - CITIZEN'S ARTICLE

We the undersigned residents of the Town of Great Barrington do hereby request a warrant to be on the agenda for the May 1st 2023 Annual Town Meeting to present the following motion for the following addition to the General bylaws;

(Citizen's Petition) To see if the Town will vote to add under the General Legislation / Zoning Section 9.3.16.5 Wireless Telecommunications Overlay District; to adopt a Wireless Telecommunications Facilities (WTFs) **application requirement for completeness:**

WTF applications, will be considered incomplete until the FCC completes the DC Circuit court-mandated Environmental Review of the entire 800,000 to 1 million WTF roll out to the conditions as stated in the NEPA Policy Act 1969¹ including studies from scientists independent from industry, who have fully investigated millimeter wave 5G small cell technology safety; and that the FCC regulations have been updated to include measures that comply with the results of this review; and, that the Town of Great Barrington shall consider reasonable alternatives such as fiber optic.

SIGNERS' STATEMENT We are qualified voters of the Commonwealth of Massachusetts and of the Town of Great Barrington.

INSTRUCTIONS TO SIGNERS:

Your signature should be written as substantially as registered. If you are prevented, by physical disability, from writing you may authorize some person to write your name and residence in your presence.

	I	II	III	W	P	PRINTED NAME
	Check	Signatures to be made in person with name substantially as registered (except in case of physical disability as stated above)	Now Living At (Street and Number)	ard	rec	
1	✓	Mary Patrice Atchison	31 Pleasant St, GB	0	1	Mary Patrice Atchison
2	✓	Daniel Seitz	31 PLEASANT ST.	0	1	DANIEL SEITZ
3	✓	Cole Seitz	31 Pleasant St.	0	1	Cole Seitz
4	W	Olivia Rieser	52 Old Joe Rd	0	1	Olivia Rieser
5	N	Sean Murphy	47 Railroad St	0	1	Sean Murphy
6				0	1	
7				0	1	
8				0	1	
9				0	1	
10				0	1	
11				0	1	
12				0	1	
13				0	1	
14				0	1	
15				0	1	
16				0	1	
17				0	1	
18				0	1	
19				0	1	
20				0	1	

Instructions to Registrars

You must time-stamp or write in date and time these papers are received.

Check thus ✓ against the name of qualified voter to be certified. For names not certified, use the codes opposite.

N no such registered voter at that address.

S unable to identify signature or address as that of voter because of form of signat or address, or illegible.

W wrong district or community.

T already signed this petition.

CERTIFICATION OF SIGNATURES

We certify that (3) Three signatures checked thus ✓ are names of voters of the Town of Great Barrington and are qualified to sign this petition.

(at least three Registrars= names must be signed or stamped below)

Jennifer L. Messina

Mary Ryan

Ellen Smith

Linda A Coone

Registrars of Voters of the Town of Great Barrington

Arbor Day Proclamation, 2022

Town of Great Barrington, Massachusetts

Whereas, Arbor Day celebrates the role of trees in our lives and promotes tree planting and care. It was initiated in 1872 by J. Sterling Morton of Nebraska City who said “Other holidays focus upon the past; Arbor Day focuses on the future”. Arbor Day is now celebrated throughout the nation and the world.

Whereas, trees are important, we couldn’t live without them: they clean the air and produce the oxygen we breathe. They provide habitat for wildlife and help to keep the climate in balance. They give us paper, wood for our homes, fuel for our fires and countless other wood products.

Whereas, trees increase property values, and enhance the beauty and vitality of our community.

Whereas, planting trees is an act of kindness and optimism. The celebration of Arbor Day represents a priceless opportunity for all of you to take positive actions and make your world a better place.

Therefore, we, the members of the Selectboard of the Town of Great Barrington, Massachusetts, do hereby proclaim **April 29th**, 2022 to be known as ARBOR DAY in Great Barrington, and we urge all citizens to celebrate Arbor Day planting and caring for trees, and to support efforts in our Town to protect our trees.

IN WITNESS THEREOF, We have hereunto set our hands this 13th day of February, 2023.

Steve Bannon
Leigh Davis
Ed Abrahams
Garfield Reed
Eric Gabriel

Arbor Day Proclamation, 2023

Town of Great Barrington, Massachusetts

Whereas, Arbor Day celebrates the role of trees in our lives and promotes tree planting and care. It was initiated in 1872 by J. Sterling Morton of Nebraska City who said “Other holidays focus upon the past; Arbor Day focuses on the future”. Arbor Day is now celebrated throughout the nation and the world.

Whereas, trees are important, we couldn’t live without them: they clean the air and produce the oxygen we breathe. They provide habitat for wildlife and help to keep the climate in balance. They give us paper, wood for our homes, fuel for our fires and countless other wood products.

Whereas, trees increase property values, and enhance the beauty and vitality of our community.

Whereas, planting trees is an act of kindness and optimism. The celebration of Arbor Day represents a priceless opportunity for all of you to take positive actions and make your world a better place.

Therefore, we, the members of the Selectboard of the Town of Great Barrington, Massachusetts, do hereby proclaim **April 28th**, 2023 to be known as ARBOR DAY in Great Barrington, and we urge all citizens to celebrate Arbor Day planting and caring for trees, and to support efforts in our Town to protect our trees.

IN WITNESS THEREOF, We have hereunto set our hands this 13th day of February, 2023.

Steve Bannon
Leigh Davis
Ed Abrahams
Garfield Reed
Eric Gabriel

Selectboard Meeting Packet for February 13, 2023
Item 7. c. Town Manager Annual Performance Evaluation

SB	LD	EA	GR	EG	Total	Average	
1. INDIVIDUAL CHARACTERISTICS							
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Diligent and thorough in the discharge of duties, "self-starter"
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Exercise good judgment
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Displays enthusiasm, cooperation, and will to adapt
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Mental and physical stamina appropriate for the position
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Exhibits composure, appearance and attitude appropriate for executive position
						<u>4.92</u>	
2. PROFESSIONAL SKILLS AND STATUS							
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Maintains knowledge of current developments affecting the practice of local government managers
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Demonstrates a capacity for innovation and creativity
5.00	5.00	5.00	4.00	4.00	23.00	4.60	Anticipates and analyzes problems to develop effective approaches for solving them
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Willing to try new ideas proposed by Selectboard members and/or staff
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Sets a professional example by handling affairs of the public office in a fair and impartial manner
						<u>4.84</u>	
3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD							
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Carries out directives of the body as a whole as opposed to those of any one member or minority group
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Disseminates complete and accurate information equally to all members in a timely manner
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Assists by facilitating decision making without usurping authority
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Responds well to requests, advice, and constructive criticism
						<u>4.92</u>	
4. POLICY EXECUTION							
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Implements Selectboard actions in accordance with the intent of council
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Understands, supports, and enforces local government's laws, policies, and ordinances
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical
						<u>4.88</u>	
5. REPORTING							
5.00	5.00	5.00	4.00	5.00	24.00	4.80	Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town Charter as a guide
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Responds in a timely manner to requests from the Selectboard for special reports
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Reports produced by the manger are accurate, comprehensive, concise and written to their intended audience
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny
						<u>4.88</u>	
6. CITIZEN RELATIONS							
5.00	X	5.00	5.00	5.00	20.00	5.00	Responsive to requests from citizens
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Demonstrates a dedication to service to the community and its citizens
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Maintains a nonpartisan approach in dealing with the news media
5.00	X	5.00	4.00	5.00	19.00	4.75	Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Gives an appropriate effort to maintain citizen satisfaction with Town Services
						<u>4.95</u>	
7. STAFFING							
5.00	5.00	5.00	5.00	5.00	25.00	5.00	Recruits and retains competent personnel for staff positions
5.00	X	5.00	X	4.50	14.50	4.83	Applies an appropriate level of supervision to improve any areas of substandard performance
5.00	5.00	5.00	X	4.50	19.50	4.88	Stays accurately informed and appropriately concerned about employee relations
5.00	5.00	5.00	X	5.00	20.00	5.00	Professionally manages the compensation and benefits plan
5.00	X	X	X	4.50	9.50	4.75	Promotes training and development opportunities for employees at all levels of the organization
						<u>4.89</u>	
8. SUPERVISION							
5.00	X	X	X	4.00	9.00	4.50	Encourages heads of departments to make decisions within their jurisdictions with minimal Town Manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
5.00	X	X	X	4.00	9.00	4.50	Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
5.00	X	X	X	4.50	9.50	4.75	Develops and maintains a friendly and informational relationship with the staff and work force in general, yet maintains the professional dignity of the Town Manager's Office
5.00	X	X	X	4.50	9.50	4.75	Sustains or improves staff performances by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing third progress, and providing appropriate feedback
5.00	X	X	X	5.00	10.00	5.00	Encourages teamwork, innovation, and effective problem-solving among the staff members
						<u>4.70</u>	

9. FISCAL MANAGEMENT

5.00	5.00	5.00	X	4.50	19.50	4.88	Prepares a balanced budget to provide services at a level directed by council
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
5.00	5.00	5.00	X	4.50	19.50	4.88	Prepares a budget and budgetary recommendations in an intelligent and accessible format
5.00	5.00	5.00	X	5.00	20.00	5.00	Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Appropriately monitors and manages fiscal activities of the organization
						4.89	

10. COMMUNITY

5.00	5.00	5.00	5.00	5.00	25.00	5.00	Shares responsibility for addressing the difficult issues facing the Town
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Avoids unnecessary controversy
5.00	5.00	5.00	5.00	4.00	24.00	4.80	Cooperates with neighboring communities and the country
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Helps the council address future needs and develop adequate plans to address long term trends
5.00	5.00	5.00	5.00	4.50	24.50	4.90	Cooperates with other regional, state, and federal government agencies
						4.88	

5.00	5.00	5.00	4.79	4.66
SB	LD	EA	GR	EG



Town of Great Barrington

Town Manager Performance Evaluation

period of April 2022 through January 2023

LEIGH DAVIS

Selectboard Member's Name

Each member of the Selectboard should complete this evaluation form, sign it in the space below, and return it to the Selectboard Chair. Evaluations will be summarized and included on a future Selectboard meeting.



Selectboard Member's Signature

1/28/20

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Town manager's performance.

5 = Excellent (almost always exceeds the performance standard)

4 = Above average (generally exceeds the performance standard)

3 = Average (generally meets the performance standard)

2 = Below average (usually does not meet the performance standard)

1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the Selectboard to the Town manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- 5 Diligent and thorough in the discharge of duties, "self-starter"
- 5 Exercises good judgment
- 5 Displays enthusiasm, cooperation, and will to adapt
- 5 Mental and physical stamina appropriate for the position
- 5 Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal 30 ÷ 5 = 5.00 **score for this category**

2. PROFESSIONAL SKILLS AND STATUS

- 5 Maintains knowledge of current developments affecting the practice of local government management
- 5 Demonstrates a capacity for innovation and creativity
- 5 Anticipates and analyzes problems to develop effective approaches for solving them
- 5 Willing to try new ideas proposed by Selectboard members and/or staff
- 5 Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal 25 ÷ 5 = 5.00 **score for this category**

3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD

- 5 Carries out directives of the body as a whole as opposed to those of any one member or minority group
- 5 Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement in administrative actions
- 5 Disseminates complete and accurate information equally to all members in a timely manner
- 5 Assists by facilitating decision making without usurping authority
- 5 Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal 25 ÷ 5 = 5.00 **score for this category**

4. POLICY EXECUTION

- 5 Implements Selectboard actions in accordance with the intent of council
- 5 Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
- 5 Understands, supports, and enforces local government's laws, policies, and ordinances
- 5 Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- 5 Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal 25 ÷ 5 = 5.00 **score for this category**

5. REPORTING

- 5 Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town charter as guide
- 5 Responds in a timely manner to requests from the Selectboard for special reports
- 5 Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
- 5 Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- 5 Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal 25 $\div 5 = 5.00$ **score for this category**

6. CITIZEN RELATIONS

Responsive to requests from citizens

- 5 Demonstrates a dedication to service to the community and its citizens
- 5 Maintains a nonpartisan approach in dealing with the news media
- Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- 5 Gives an appropriate effort to maintain citizen satisfaction with Town services

Add the values from above and enter the subtotal 15 $\div 5 = 3.00$ **score for this category**

7. STAFFING

- 5 Recruits and retains competent personnel for staff positions
- Applies an appropriate level of supervision to improve any areas of substandard performance
- 5 Stays accurately informed and appropriately concerned about employee relations
- 5 Professionally manages the compensation and benefits plan
- Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal 15 $\div 5 = 3.00$ **score for this category**

8. SUPERVISION

Encourages heads of departments to make decisions within their jurisdictions with minimal Town manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff

Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Town manager's office

Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

9. FISCAL MANAGEMENT

5 Prepares a balanced budget to provide services at a level directed by council

5 Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively

5 Prepares a budget and budgetary recommendations in an intelligent and accessible format

5 Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability

5 Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal 25 ÷ 5 = 5.00 **score for this category**

10. COMMUNITY

5 Shares responsibility for addressing the difficult issues facing the Town

5 Avoids unnecessary controversy

5 Cooperates with neighboring communities and the county

5 Helps the council address future needs and develop adequate plans to address long term trends

5 Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal 25 ÷ 5 = 5.00 **score for this category**

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

Mark's communication with the Selectboard has been excellent. He is not afraid to make tough decisions. He is approachable and responsive. He appears to have the respect of all department heads and has a good grasp on municipal policies and procedures.

What performance area(s) would you identify as most critical for improvement?

None.

What constructive suggestions or assistance can you offer the manager to enhance performance?

None.

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period?

I truly thinks Mark cares about future of our town. It has been a pleasure to work with him.

(I have left items blank where I did not have enough information to comment)



Town of Great Barrington

Town Manager Performance Evaluation

period of April 2022 through January 2023

ERIC GABRIEL

Selectboard Member's Name

Each member of the Selectboard should complete this evaluation form, sign it in the space below, and return it to the Selectboard Chair. Evaluations will be summarized and included on a future Selectboard meeting.



Selectboard Member's Signature

2-6-2023

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Town manager's performance.

5 = Excellent (almost always exceeds the performance standard)

4 = Above average (generally exceeds the performance standard)

3 = Average (generally meets the performance standard)

2 = Below average (usually does not meet the performance standard)

1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the Selectboard to the Town manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

5 Diligent and thorough in the discharge of duties, "self-starter"

5 Exercises good judgment

5 Displays enthusiasm, cooperation, and will to adapt

5 Mental and physical stamina appropriate for the position

5 Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

5

2. PROFESSIONAL SKILLS AND STATUS

- 4.5 Maintains knowledge of current developments affecting the practice of local government management
- 5 Demonstrates a capacity for innovation and creativity
- 4 Anticipates and analyzes problems to develop effective approaches for solving them
- 4.5 Willing to try new ideas proposed by Selectboard members and/or staff
- 5 Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category
4.6

3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD

- 4 Carries out directives of the body as a whole as opposed to those of any one member or minority group
- 4 Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement in administrative actions
- 5 Disseminates complete and accurate information equally to all members in a timely manner
- 5 Assists by facilitating decision making without usurping authority
- 5 Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category
4.6

4. POLICY EXECUTION

- 5 Implements Selectboard actions in accordance with the intent of council
- 5 Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
- 5 Understands, supports, and enforces local government's laws, policies, and ordinances
- 5 Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- 4 Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

4.8

5. REPORTING

- 5 Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town charter as guide
- 5 Responds in a timely manner to requests from the Selectboard for special reports
- 4.5 Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
- 4 Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- 4.5 Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

4.6

6. CITIZEN RELATIONS

- 5 Responsive to requests from citizens
- 5 Demonstrates a dedication to service to the community and its citizens
- 5 Maintains a nonpartisan approach in dealing with the news media
- 5 Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- 5 Gives an appropriate effort to maintain citizen satisfaction with Town services

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

5

7. STAFFING

- 5 Recruits and retains competent personnel for staff positions
- 4.5 Applies an appropriate level of supervision to improve any areas of substandard performance
- 4.5 Stays accurately informed and appropriately concerned about employee relations
- 5 Professionally manages the compensation and benefits plan
- 4.5 Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

4.7

8. SUPERVISION

- 4 Encourages heads of departments to make decisions within their jurisdictions with minimal Town manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff
- 4 Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level
- 4.5 Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Town manager's office
- 4.5 Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- 5 Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category
4.4

9. FISCAL MANAGEMENT

- 4.5 Prepares a balanced budget to provide services at a level directed by council
- 4 Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- 4.5 Prepares a budget and budgetary recommendations in an intelligent and accessible format
- 5 Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- 4.5 Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category
4.5

10. COMMUNITY

- 5 Shares responsibility for addressing the difficult issues facing the Town
- 4 Avoids unnecessary controversy
- 4 Cooperates with neighboring communities and the county
- 4.5 Helps the council address future needs and develop adequate plans to address long term trends
- 4.5 Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category
4.4

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

Mark keeps me very well informed
and gets me any additional information if
Request so we all can make a well informed
Decision -

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the manager to enhance performance?

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period?



Town of Great Barrington

Town Manager Performance Evaluation
period of April 2022 through January 2023

Selectboard Member's Name

Each member of the Selectboard should complete this evaluation form, sign it in the space below, and return it to the Selectboard Chair. Evaluations will be summarized and included on a future Selectboard meeting.

Selectboard Member's Signature

2/8/23

Date Submitted

Stephen Bonner

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Town manager's performance.

- 5 = Excellent (almost always exceeds the performance standard)
- 4 = Above average (generally exceeds the performance standard)
- 3 = Average (generally meets the performance standard)
- 2 = Below average (usually does not meet the performance standard)
- 1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the Selectboard to the Town manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- 5 Diligent and thorough in the discharge of duties, "self-starter"
- 5 Exercises good judgment
- 5 Displays enthusiasm, cooperation, and will to adapt
- 5 Mental and physical stamina appropriate for the position
- 5 Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

2. PROFESSIONAL SKILLS AND STATUS

- 5 Maintains knowledge of current developments affecting the practice of local government management
- 5 Demonstrates a capacity for innovation and creativity
- 5 Anticipates and analyzes problems to develop effective approaches for solving them
- 5 Willing to try new ideas proposed by Selectboard members and/or staff
- 5 Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD

- 5 Carries out directives of the body as a whole as opposed to those of any one member or minority group
- 5 Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement in administrative actions
- 5 Disseminates complete and accurate information equally to all members in a timely manner
- 5 Assists by facilitating decision making without usurping authority
- 5 Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

4. POLICY EXECUTION

- 5 Implements Selectboard actions in accordance with the intent of council
- 5 Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
- 5 Understands, supports, and enforces local government's laws, policies, and ordinances
- 5 Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- 5 Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

5. REPORTING

- 5 Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town charter as guide
- 5 Responds in a timely manner to requests from the Selectboard for special reports
- 5 Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
- 5 Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- 5 Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

6. CITIZEN RELATIONS

- 5 Responsive to requests from citizens
- 5 Demonstrates a dedication to service to the community and its citizens
- 5 Maintains a nonpartisan approach in dealing with the news media
- 5 Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- 5 Gives an appropriate effort to maintain citizen satisfaction with Town services

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

7. STAFFING

- 5 Recruits and retains competent personnel for staff positions
- 5 Applies an appropriate level of supervision to improve any areas of substandard performance
- 5 Stays accurately informed and appropriately concerned about employee relations
- 5 Professionally manages the compensation and benefits plan
- 5 Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

8. SUPERVISION

5 Encourages heads of departments to make decisions within their jurisdictions with minimal Town manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff

5 Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

5 Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Town manager's office

5 Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

5 Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

9. FISCAL MANAGEMENT

5 Prepares a balanced budget to provide services at a level directed by council

5 Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively

5 Prepares a budget and budgetary recommendations in an intelligent and accessible format

5 Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability

5 Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

10. COMMUNITY

5 Shares responsibility for addressing the difficult issues facing the Town

5 Avoids unnecessary controversy

5 Cooperates with neighboring communities and the county

5 Helps the council address future needs and develop adequate plans to address long term trends

5 Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 **score for this category**

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

Mark is a perfect fit for Great Barrington. No one is perfect but Mark's enthusiasm, level of leadership and love of the town makes him a perfect fit.

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the manager to enhance performance?

Make time for yourself and your family.

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period?



Town of Great Barrington

Town Manager Performance Evaluation

period of April 2022 through January 2023

Selectboard Member's Name

Each member of the Selectboard should complete this evaluation form, sign it in the space below, and return it to the Selectboard Chair. Evaluations will be summarized and included on a future Selectboard meeting.

Selectboard Member's Signature

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Town manager's performance.

5 = Excellent (almost always exceeds the performance standard)

4 = Above average (generally exceeds the performance standard)

3 = Average (generally meets the performance standard)

2 = Below average (usually does not meet the performance standard)

1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the Selectboard to the Town manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

I. INDIVIDUAL CHARACTERISTICS

- 5 Diligent and thorough in the discharge of duties, "self-starter"
- 5 Exercises good judgment
- 5 Displays enthusiasm, cooperation, and will to adapt
- 5 Mental and physical stamina appropriate for the position
- 5 Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

2. PROFESSIONAL SKILLS AND STATUS

- 5 Maintains knowledge of current developments affecting the practice of local government management
- 5 Demonstrates a capacity for innovation and creativity
- 5 Anticipates and analyzes problems to develop effective approaches for solving them
- 5 Willing to try new ideas proposed by Selectboard members and/or staff
- 5 Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD

- 5 Carries out directives of the body as a whole as opposed to those of any one member or minority group
- 5 Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement in administrative actions
- 5 Disseminates complete and accurate information equally to all members in a timely manner
- 5 Assists by facilitating decision making without usurping authority
- 5 Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

4. POLICY EXECUTION

- 5 Implements Selectboard actions in accordance with the intent of council
- 5 Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
- 5 Understands, supports, and enforces local government's laws, policies, and ordinances
- 5 Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- 5 Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

5. REPORTING

- 5 Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town charter as guide
- 5 Responds in a timely manner to requests from the Selectboard for special reports
- 5 Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
- 5 Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- 5 Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

6. CITIZEN RELATIONS

- 5 Responsive to requests from citizens
- 5 Demonstrates a dedication to service to the community and its citizens
- 5 Maintains a nonpartisan approach in dealing with the news media
- 5 Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- 5 Gives an appropriate effort to maintain citizen satisfaction with Town services

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category 5

7. STAFFING

- 5 Recruits and retains competent personnel for staff positions
- 5 Applies an appropriate level of supervision to improve any areas of substandard performance
- 5 Stays accurately informed and appropriately concerned about employee relations
- 5 Professionally manages the compensation and benefits plan
- ? Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal ~~0~~ ÷ 5 = ~~0.00~~ score for this category 5
20 ÷ 4 = 5

8. SUPERVISION

Left Blank. We need to develop a formal method to evaluate these standards.

Encourages heads of departments to make decisions within their jurisdictions with minimal Town manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff

Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Town manager's office

Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

9. FISCAL MANAGEMENT

5 Prepares a balanced budget to provide services at a level directed by council

5 Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively

5 Prepares a budget and budgetary recommendations in an intelligent and accessible format

5 Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability

5 Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category *5*

10. COMMUNITY

5 Shares responsibility for addressing the difficult issues facing the Town

5 Avoids unnecessary controversy

5 Cooperates with neighboring communities and the county

5 Helps the council address future needs and develop adequate plans to address long term trends

5 Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category *5*

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the manager to enhance performance?

Any areas of suggestions for improvement are beyond my expertise.

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period?

Keep it up. Don't change a thing.



Town of Great Barrington

Town Manager Performance Evaluation

period of April 2022 through January 2023

Selectboard Member's Name

Each member of the Selectboard should complete this evaluation form, sign it in the space below, and return it to the Selectboard Chair. Evaluations will be summarized and included on a future Selectboard meeting.

Samuel C. Reed
Selectboard Member's Signature

2/8/2023
Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Town manager's performance.

- 5 = Excellent (almost always exceeds the performance standard)
- 4 = Above average (generally exceeds the performance standard)
- 3 = Average (generally meets the performance standard)
- 2 = Below average (usually does not meet the performance standard)
- 1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average"

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the Selectboard to the Town manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- 4 Diligent and thorough in the discharge of duties, "self-starter"
- 5 Exercises good judgment
- 4 Displays enthusiasm, cooperation, and will to adapt
- 5 Mental and physical stamina appropriate for the position
- 5 Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal 0 23 ÷ 5 = 4.6 0.00 score for this category

2. PROFESSIONAL SKILLS AND STATUS

- ↳ Maintains knowledge of current developments affecting the practice of local government management
- ↳ Demonstrates a capacity for innovation and creativity
- ↳ Anticipates and analyzes problems to develop effective approaches for solving them
- ↳ Willing to try new ideas proposed by Selectboard members and/or staff
- ↳ Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal 0 $23 \div 5 = 4.6$ 0.00 **score for this category**

3. RELATIONS WITH ELECTED MEMBERS OF THE SELECTBOARD

- ↳ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- ↳ Sets meeting agendas that reflect the guidance of the Selectboard and avoids unnecessary involvement in administrative actions
- ↳ Disseminates complete and accurate information equally to all members in a timely manner
- ↳ Assists by facilitating decision making without usurping authority
- ↳ Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal 0 $25 \div 5 = 5.0$ 0.00 **score for this category**

4. POLICY EXECUTION

- ↳ Implements Selectboard actions in accordance with the intent of council
- ↳ Supports the actions of the Selectboard after a decision has been reached, both inside and outside the organization
- ↳ Understands, supports, and enforces local government's laws, policies, and ordinances
- ↳ Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- ↳ Offers workable alternatives to the Selectboard for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal 0 $23 \div 5 = 4.6$ 0.00 **score for this category**

5. REPORTING

- 4 Provides regular information and reports to the Selectboard concerning matters of importance to the local government, using the Town charter as guide
- 5 Responds in a timely manner to requests from the Selectboard for special reports
- 5 Takes the initiative to provide information, advice, and recommendations to the Selectboard on matters that are non-routine and not administrative in nature
- 5 Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- 5 Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal 0 24 ÷ 5 = 0.00 4.8 score for this category

6. CITIZEN RELATIONS

- 5 Responsive to requests from citizens
- 5 Demonstrates a dedication to service to the community and its citizens
- 5 Maintains a nonpartisan approach in dealing with the news media
- 4 Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- 5 Gives an appropriate effort to maintain citizen satisfaction with Town services

Add the values from above and enter the subtotal 0 24 ÷ 5 = 4.8 0.00 score for this category

7. STAFFING

- 5 Recruits and retains competent personnel for staff positions
- Applies an appropriate level of supervision to improve any areas of substandard performance
- Stays accurately informed and appropriately concerned about employee relations
- Professionally manages the compensation and benefits plan
- Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

I am not ground enough to offer a fair and accurate rating. Hence the Blank scores

Genev

8. SUPERVISION

7

Encourages heads of departments to make decisions within their jurisdictions with minimal Town manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff

Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Town manager's office

Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

§ Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

again I am not involved enough in these situation to make a fair and accurate decision

9. FISCAL MANAGEMENT

Prepares a balanced budget to provide services at a level directed by council

§ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively

Prepares a budget and budgetary recommendations in an intelligent and accessible format

Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability

§ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal 0 ÷ 5 = 0.00 score for this category

same answer applies here for me as well

10. COMMUNITY

§ Shares responsibility for addressing the difficult issues facing the Town

§ Avoids unnecessary controversy

§ Cooperates with neighboring communities and the county

§ Helps the council address future needs and develop adequate plans to address long term trends

§ Cooperates with other regional, state and federal government agencies

Add the values from above and enter the subtotal 0 25 ÷ 5 = 5.00 score for this category

NARRATIVE EVALUATION

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement?

What constructive suggestions or assistance can you offer the manager to enhance performance?

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period?

I am very pleased with our town manager's performance and how he carries himself
I am not involved on a daily basis to answer the above questions