

STEPHEN C. BANNON
CHAIR

DANIEL BAILLY
EDWARD ABRAHAMAS
WILLIAM COOKE
KATE BURKE



Town Hall, 334 Main Street
Great Barrington, MA 01230

Telephone: (413) 528-1619 x2

Fax: (413) 528-2290

website: www.townofgb.org

TOWN OF GREAT BARRINGTON MASSACHUSETTS

SELECTBOARD

SELECTBOARD'S SPECIAL MEETING AGENDA

TUESDAY, OCTOBER 9, 2018

7:00 PM – REGULAR SESSION

TOWN HALL, 334 MAIN STREET

ORDER OF AGENDA

OPEN SESSION:

7:00 PM - OPEN MEETING

1. CALL TO ORDER:

2. SELECTBOARD'S ANNOUNCEMENTS/STATEMENTS:

A. General Comments by the Board.

3. TOWN MANAGER'S REPORT:

A. Department Updates

- Parking Policy

- Sign(s) Enforcement

B. Project Updates

4. LICENSES OR PERMITS:

A. Carol Noble/Great Barrington Land Conservancy for permission to hold the Run for the Hills 5K/10K (a 5 & 10 Kilometer Run & Walk event) on October 14, 2018 from 8:00 am – 11:00 am based at Bard College at Simon's Rock. (Discussion/Vote)

5. OLD BUSINESS:

A. SB - **Continuation** – Discussion of FY 20 Budget Policy. (Discussion/Vote)

B. SB – **Continuation** – Discussion of FY 20 Budget Meeting Schedule. (Discussion/Vote)

C. SB – **Continuation** – Discussion of Economic Development Committee. (Discussion/Vote)

D. SB – **Continuation** – Review of Selectboard's Policies and Procedures. (Discussion/Vote)

E. SB – **Continuation** of Selectboard’s Assignments. (Discussion/Vote)

F. SB – Communication with Staff/Job Descriptions and Evaluations. (Discussion)

6. NEW BUSINESS:

A. SB - Appointment of member to GB Affordable Housing Trust. (Discussion/Vote)

B. SB – Appointment of member(s) to Cultural Council. (Discussion/Vote)

C. SB – Appointment of GB member to the Five Town Cable Advisory Committee.
(Discussion/Vote)

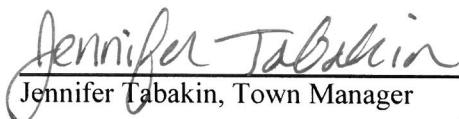
7. CITIZEN SPEAK TIME:

8. SELECTBOARD’S TIME:

9. MEDIA TIME:

10. ADJOURNMENT:

NEXT SELECTBOARD’S REGULAR MEETING: Monday, October 15, 2018, 7:00 P.M.


Jennifer Tabakin, 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 also be brought up for discussion to the extent permitted by law.

Great Barrington



Land Conservancy

Town Hall
334 Main St.
Gt. Barrington, MA 01230

September 27, 2018

Board of Directors

Janice Kabel, Esq.,
President

Dale Abrams,
Vice President

Rebecca Wolin,
Treasurer

Tim Geller,
Secretary

Elia Del Molino

Rachel Fletcher

Rabbi Liz Hirsch

Dr. Carol Noble

Christine Ward

Advisors

Robert Hoogs

Dennis Downing

Peter Jensen

Ira Kaplan, Esq.

Will Conklin

Rose Tannenbaum

Bridghe McCracken
Williams

P.O. Box 987
Great Barrington,
MA 01230
www.GBLand.org
info@GBLand.org

Dear Town Manager and Select Board Members,

Great Barrington Land Conservancy is in its 26th year as a land trust organization that supports land conservation, community trails, and farm preservation in Great Barrington. **Our projects include River Walk, Pfeiffer Arboretum on Long Pond, Lake Mansfield Alliance & Lake Mansfield Conservation Forest Trails, Great Barrington Trails & Greenways, and Rob's landing on the Housatonic River at the Sheffield town line.**

Since 2011 the Land Conservancy has organized the **Run for the Hills 5K/10K** (a 5 & 10 Kilometer Run & Walk event) to broaden our base of support to include fitness enthusiasts and local businesses. The event has proven to be successful and has become an annual tradition.

This year we would like to hold the event on Sunday, October 14th at 9:00 am; with the total time for the event running from 8 – 11 am, including set-up and take-down. As in the past, the event will be based out of Bard College at Simon's Rock - Kilpatrick Athletic Center. The course takes runners and walkers along a beautiful, winding, and hilly route around Seekonk, Seekonk Cross, and Round Hill Roads with the start on Alford Road and the finish on Seekonk Road.

We have consulted multiple event calendars to avoid conflicts with other local and regional events; particularly Construct's Walk for the Homeless, and the Josh Billings Run A Ground and Brock Trot events which take place in the fall. We are concurrently notifying the police and ambulance services DPW staff of the event and to be sure the route will be safe. GBLC has liability insurance coverage in place for the event.

At this time we would like to formally request the board's support and permission to hold the event on Sunday, October 14, 2018. We will provide a copy of our insurance certificate for the event shortly. We welcome your questions and thank you for your support.

Sincerely,

Carol Noble, Great Barrington Land Conservancy

DRT reviewed 10/2, and reminds Applicant that temporary sign permits may be obtained from the Bldg Dept. Also please notify the Ambulance service of the event. (CR)

Great Barrington Budget Financial Policy for Fiscal Year 2020

The Town of Great Barrington will manage municipal finances wisely. This will include planning for adequate funding to: 1) Provide and maintain public services and facilities at a level that will ensure public well-being and safety; 2) Comply with all Town by laws, rules and regulations; and 3) Meet the strategic priorities of the Town.

The budget and financial goals set forth by the Town Selectboard and the Finance Committee in the policy document outlines the priorities and objectives of the Town and provides agreed upon financial guidelines to be used in the preparation and review of the annual budget.

STRATEGIC PRIORITIES

- Ensure public safety.
- Ensure public health.
- Maintain a strong local economy.
- Maintain a high quality of life.
- Maintain developed, stable and healthy communities.
- Seek environmental sustainability.
- Ensure the fiscal stability of the Town.
- Maintain public infrastructure.
- Follow Great Barrington's Master Plan.

FINANCIAL GOALS

- Maintain adequate financial resources to sustain municipal services in the short and long term.
- Respond to the changes in the economy and meet the priority needs of our Town.
- Provide quality services efficiently and on a cost-effective basis.
- Maintain appropriate financial capacity for present and future needs.
- Maintain our top level AAA credit rating.
- Work to keep the overall tax levy as low as possible.

FINANCIAL MANAGEMENT POLICY

Revenue

- Services provided may not exceed available resources.
- Process must provide quality estimates of available revenue.
- Process must anticipate any changes in revenue in upcoming years.
- Seek to diversify revenue sources.
- Estimate available resources including state funds, local funds, fees, grants and other sources.

Real Estate Tax

- Town must restrict levy to a 2.5 % increase over the prior year levy limit adjusted for new construction growth and net debt and capital exclusions, as per Mass General Law.

- Proposed budget to not exceed legal property tax levy. Evaluate local estimated tax rate based on level of affordability including: average and median income; average and median value of real property and the cost of living.

User Fees

- Establish user fees and other non-property tax revenues to recoup, to the extent possible, the costs of supplying a particular service.
- Review current department fee structures and charges for services annually to determine if they reflect the cost of the service and are also reasonable and affordable fees.

Debt Management

- Allow no borrowing to fund operational programs.
- Debt service payments may not require the elimination of essential Town services.
- Ensure that the Town's general obligation debt ratio not exceed 50% of statutory limit (5% of equalized valuation).
- Exempt from Proposition 2 ½ any long-term capital debt for municipal buildings, WWTP improvements, fire apparatus acquisition and school facilities improvements.

Service Delivery

- Manage financial resources through internal controls.
- Establish operation practices that minimize the cost of government and financial risk.
- Provide efficient public services.
- Minimize the cost of administration.
- Identify and measure performance outcomes.
- Review the level of services and standards annually.

BUDGET PREPARATION PROCESS

The FY 2020 budget will be estimated in accordance to municipal code and applicable state law. The budget is based on separate funds set forth from anticipated revenues and expenditures for the General Fund and the Enterprise Fund.

The annual operating budget will contain complete financial statements that show outstanding obligations of the municipality, cash on hand to the credit of each fund, funds received from all sources during the preceding year, funds available from all sources during the ensuing year, revenue estimates to cover expenses in the proposed budget and the estimated tax rate required to fund the proposed budget.

For Fiscal Year 2020, the Selectboard and the Finance Committee agree that the budget preparation and review process shall include the following steps.

1. Review and approve Financial Policy.
2. Distribute Budget Books
 - a. Forecast Revenues.
 - b. Update Capital Plan.
 - c. Review Department Budgets
 - d. Review Projects Proposed for CPA Funds.
3. Participate in BHRC's joint budget meeting with Stockbridge and West Stockbridge on February 26, 2019 at 6 PM

4. Hold Budget Workshop Meetings.
5. Hold Public Hearing.

The Selectboard and the Finance Committee will jointly set the dates for the above budget meetings.

For Fiscal Year 2020, the Selectboard and the Finance Committee agree that the following will be done to ensure there is community engagement in the budget process:

- 1) Provide on-line access to budget information.
- 2) Provide printed budget books for the public at the libraries.
- 3) Provide a digital budget book on the town website.
- 4) Hold open meetings and hearing.

LOCAL GOVERNMENT SERVICES

- The Town Manager will prepare the budget for review by the Selectboard and the Finance Committee.
- The Town Manager may propose significant reorganizational changes and provide alternative ways to deliver services within the proposed budget.
- Performance objectives and goals will be identified and assessed.
- Town Manager may propose elimination of a service in the budget if it is not needed or cost-effective and/or propose new services as needed.
- Any service reductions shall be noted in the Fiscal 2020.
- Salaries and employee insurance contributions shall be set in the Fiscal Year 2020 budget pursuant to the Town's collective bargaining units and/or those already approved via a negotiated settlement and for non-represented personnel as authorized by the Town Manager.

For any proposed new needs, the Town Manager will:

- 1) Explain and justify the new need(s).
- 2) Identify alternatives to what is being proposed and the pros and cons.
- 3) Identify the cost and benefit of the proposed alternative.
- 4) Identify financing source to pay for new need.
- 5) New need(s) include: any expansion of municipal services necessary; any additional staff and any additional resource needed to meet service needs or expanded service needs.

TOWN BUDGET FORMAT

For Fiscal Year 2020, the Selectboard and the Finance Committee agree that the following will be done to ensure that the budget information is provided in a format that is clear, accurate and complete.

Operating Budget Report:

- Town Manager to request that Departments submit proposed budget with operational plan and report. Background information will include department goals and objectives, strategic initiatives, summary of activities and level of service.
- The Town Manager to review methods of operation, program service delivery and expenditure of resources inclusive of manpower allocation to ensure maximum efficiency of the Town.

- Town Manager to provide complete financial statements in the Budget Book to include:
 - Outstanding obligations.
 - Cash on hand.
 - Funds received from prior year.
 - Sources of funds from prior year.
 - Estimated revenues.
 - Estimated expenses.
 - Estimate tax levy.
 - Estimate tax rate.
 - Estimate user fees for services.

Capital Budget Report:

- The Town defines a capital project as having an overall expenditure of \$10,000 and a life expectancy in excess of 2 years.
- The Town’s annual budget will include a capital plan that identifies work to be started within that fiscal year.
- The budget shall include a five-year Capital Improvement Plan for all Town assets.
- Each year, the Selectboard and the Finance Committee will review the five-year Capital Improvement Plan to identify the future upcoming needs, review any changes to the schedule, cost estimate or sources of funding.
- Operational costs associated with any new equipment or infrastructure will be identified.
- The capital budget report will identify a funding plan that reflects available State funds, grants, bonds and tax levy dollars to finance each project.
- The capital budget report will include the Debt Schedule broken down by department and function and a 10-year history be provided if possible.

Enterprise Fund Report:

- The Town Manager shall prepare a budget for the Enterprise Fund that maintains it as self-supporting, without a property tax transfer.
- Enterprise Fund report will include a report on sewer fees and rate structure.

As adopted by the Selectboard the on the _____ th day of September, 2018.

Signed: _____
 Stephen C. Bannon, Selectboard Chair

As adopted by the Finance Committee on the _____ th day of September, 2018.

Signed: _____
 Thomas A. Blauvelt, Finance Committee Chair

Town of Great Barrington
Selectboard & Finance Committee
Fiscal 2020 Budget Meeting Schedule

Budget Meeting Date Schedule:

Wednesday January 9, 2019 Town Hall 6:00 PM

Tuesday January 15, 2019 Town Hall 6:00 PM

Tuesday January 22, 2019 Town Hall 6:00 PM

Tuesday January 29, 2019 Town Hall 6:00 PM

Additional Meeting Dates, if needed:

Wednesday February 6, 2019 Town Hall 6:00 PM

Tuesday February 12, 2019 Town Hall 6:00 PM

Finance Committee Public Hearing

Monday March 4, 2019 Town Hall 6:00 PM

DRAFT Economic Development Committee / for discussion by the Selectboard

Membership of the committee to be a partnership between public, local business, nonprofit and educational sectors.

Up to thirteen members, appointed by the Selectboard in the following categories:

- 1) One selectboard member; 2) one planning committee member; 3) one finance committee member; 4) one small business owner; 5) one large business owner; 6) chamber of commerce representative; 7) one expert in commercial real estate; 8) one representative from an association of non for profit organizations; 9) one member from a local higher educational institution; 10) one member from a k-12 educational institutional; 11) one member who has expertise in economic analysis; 12) one member with expertise in entrepreneurship and 13) one member at large.

Possible charter for the committee:

Advise the Selectboard, Planning Committee, Town Manager and other committees and departments on economic development issues. Develop guidelines and recommendations in such areas related to business retention, business attraction, workforce development, entrepreneurship and the development of infrastructure necessary to support economic growth, redevelopment and business development. Address issues concerning bylaws, policies, regulations, and zoning that foster commercial growth, strengthen the local economy, and are consistent with maintaining the character of our community.

Identify changing economic trends and develop recommendations to maximize interest in our community and attract these potential new businesses and support existing businesses.

Promote business growth and development for both existing and new businesses interested in locating in Great Barrington. Provide ongoing support existing businesses, the creation of new employment opportunities and the attraction of new investment. Undertake and support activities aimed at enhancing the economic well-being of the community by the promotion of a sustainable economy which will retain and create quality employment opportunities and a broadened tax base for the town and its residents. Encourage and promote scaled economic development within the town consistent with other ordinances and policies.

Work with other public and private entities and staff to promote the economic well-being of the community and participate in regional economic development efforts. Promote Great Barrington's identity in the region. Establish relationships and improve communication with local businesses; act as a liaison for our town in the business community. Represent our town in the local and regional business associations. Advocate for state and federal grants, incentives, or for improvement in regulations that help advance our economic priorities

Selectboard

Policies and Procedures

I. Selectboard Mission Statement / Values

Statement from Annual Report: The Town's executive authority is held by a five-member elected Selectboard. The Board set goals, establishes policy and formulates long-range plans for the Town. The Board exercises general supervision over all matters affecting the town's interest and welfare.

Sample Mission / DRAFT / FOR CONSIDERATION: *The mission of the Town of Great Barrington Selectboard is to ensure the safety, education and well-being of the community, to be a leader in the delivery of efficient and effective quality services that respond to community needs; to promote the continuous improvement of staff skills and performance; to encourage an environment of trust; to respect cultural and economic diversity and to preserve the historic character of the community. (Please review other sample mission statements and consider alternatives.)*

Sample Statements on Duty / Values / DRAFT for Consideration

- *Care: to ensure prudent use of all assets, including facility, people and good will.*
- *Loyalty: to advance town activities and public service to meet our mission, recognize and disclose conflicts of interest, make decisions that are in the best interest of the town as a whole, work collaboratively to reach objectives and encourage public participation.*
- *Law: to obey applicable laws and regulations; hold fair hearings; adhere to town by laws and stated mission.*

II. Selectboard Responsibilities

- Liaison with Town Boards and Committees – assigned to one or more of the Town Boards and/or Committees, to attend meetings and activities when considered appropriate and maintain current information to be passed on to the Select Board upon request or as per regular agenda item.
- Liaison with Town Departments – assigned one or more of the Town departments to serve as a policy liaison, to maintain overall information on the department status and operations and objectives, to assist Town Manager with resolution of issues and to advise the Town Manager on overall policy and strategy. Provide expertise to Selectboard on department area to guide general oversight.
- Liaison with Outside Groups – assigned to serve as liaison or member of outside committees, to represent the Selectboard and exchange information.
- Selectboard Subcommittees: - formed by the Chair or Board members to address specific issues, strategies or projects.

III. Selectboard Roles:

Leadership, governance and oversight responsibilities: promote the town, serve as advisor to town manager, oversight of town operations, management and strategic plan, set outcomes, evaluate impacts, measure performance, review agenda.

A. Legal responsibilities:

1. chief executive branch of town government
2. coordinates with other town elected committees, "government by committee"
3. appointments on boards, committees, assignments
4. local licensing authority
5. local permitting authority
6. a special permit granting authority
7. set policy and propose bylaws for town meeting warrant
8. oversee preparation of budget with finance committee and town manager
9. call for town meeting and approve all warrant articles for agenda
10. sets fees
11. create general rules and regulations for town operations
12. appoint town counsel and approve legal strategy
13. sign warrants to pay all town bills (rely on dept heads to monitor day to day spending and make recommendations)
14. serve as road commissioners
15. serve as sewer commissions
16. appoint town manager
17. communications to public on issues and respond to citizen concerns

B. Annual Tasks (Start of list / more to add)

1. annual board organization: establish roles and responsibilities.
2. Selectboard appointments to boards and committees
3. Tax classification hearing – August
4. annual financial policy and budget plan
5. issue annual report
6. set policy and strategic direction
7. coordinate the activities of other boards
8. resolve problems that have not been settled at lower levels.
9. participate in the budget process
10. provide leadership in the development of the capital improvement program
11. identify town projects for CPA funding
12. set risk management policy
13. monitor financial performance of the town
14. sign payment of warrants / invoices
15. review budget policy which includes hold tax classification hearing and establish free cash policy
16. establish stabilization fund policy
17. review monthly and quarterly financial reporting

18. participate in audit process

IV. The Officers of the Board

- A. The Chair: The Chair is chosen by fellow Selectboard members to serve a term of one year. The responsibilities of the Chair include: preparation of the agenda for all Selectboard meetings with the Town Manager, calling meetings of the Board, coordinating an annual evaluation of the Town Manager, presiding over all meetings and public hearings as per Robert's rule of order, recognizing others to speak during each meeting and encouraging complete discussion of all relevant issues before the Board. Being Chair does not mean the Chair forfeits the right to vote on any matter, the right to make a motion or the right to express himself as a Board member. The Chair of the Board shall sign all documents as required by law.
- B. Vice-Chair/Clerk: The Vice-Chair/Clerk is responsible for serving as Chair in the Chair's absence. Should the Chairman resign, the Vice-Chairman automatically succeeds him/her. The Clerk of the Board shall sign all documents as required by law.
- C. Designated Alternative: If the Vice Chair/ Chair are unable to perform their duties, the senior member of the board present at the time shall be designated to perform said duty.

V. Meeting Schedule

- A. Regular Meetings: Regular meetings of the Selectboard shall be the second and fourth Mondays of the month. The Board shall not meet on days designated as legal holidays. When a meeting date is to be rescheduled because of a legal holiday, the Board shall agree on a date to reschedule. **Public comment(s) is addressed in Section VIII. Citizen Speak Procedures.
- B. Notice of Meetings : All meetings of the Selectboard shall be duly posted in compliance with MGL Open Meeting Law requirements. The Town Manager on behalf of the Chair is responsible for providing the Agenda to the Town Clerk in accordance with the Open Meeting Law for posting on the Town's website, notice board inside and outside of the Town Hall, and notifying the media.
- C. Meeting Procedures:
 1. Meetings are to be conducted in accordance with generally accepted rules of parliamentary procedure. Robert's Rules of Order is used as a guide in matters requiring clarification of definition. Motions to reconsider must be made no later than the next regularly scheduled business meeting following the meeting at which the original vote was taken.
 2. A quorum shall consist of three members of the Board. At times when only three members are present, for a vote to be considered a majority, all three members must vote similarly. Approvals of Special Permits shall require a majority vote of four (4) members of the Board.
 3. Any rules or procedures as to functioning of the Board may be amended, repealed or otherwise acted upon by a majority vote, at a duly posted meeting of the Selectboard, provided a quorum of members is in attendance.
 4. Although the press and the public have the right to be present at any open meeting, they have no right to participate except during public hearings, citizen speak, or media time unless and until they are recognized by the Chair. All public inquiries shall be addressed to the Chair. The Chair is encouraged, but not required, to take public comment when appropriate.
 5. Meeting participants shall conduct themselves in a professional manner. No demonstrations or signs will be allowed in the meeting room. Individual shall refrain from verbal outbursts. Cell phones and pagers shall be silenced prior to the meeting.
 6. Anyone addressing the Board during the meeting, including citizen speak time, shall proceed to the lectern after being recognized by the Chair, and adhere to the Citizen Speak Procedure. Before speaking, they shall state their name and address. There shall

be a time limit of 3 minute per speaker unless extended by the Chair.

VI. Preparing the Agenda

- A. The responsibility for preparing the agenda for the Selectboard meetings shall be the Chair, Vice Chair, and the Town Manager. Finalized agendas along with supporting background information shall normally be available no later than the close of business on the Friday of the week prior to the next scheduled meeting. The deadline for having requested items on the agenda is 12:00 P.M. the Wednesday of the week prior to the next scheduled meeting. All information relevant to the agenda topic shall also be provided by this time. All information shall be provided to the office of the Town Manager to be included in the agenda packets.
- B. Any items requested by members of the Board shall be placed on the agenda, however, the Chair, Vice Chair, and Town Manager will use discretion and may need to defer a topic to the next available meeting. Agenda items will be deferred to the next meeting if supporting documentation is received after the 12:00 PM deadline.
- C. Agenda items should include background information with the agenda packets so that Board members can review and prepare for discussion prior to the meeting. This procedure does not limit an individual member of the Selectboard from raising a concern about an issue under "Selectboard Time". However, no formal action shall be taken by the Board until a future meeting.
- D. Before raising issues publicly at a meeting, Board members should first advise the Town Manager prior to the meeting of issues, concerns, or complaints so that an appropriate response or update can be provided.

VII. Public Hearing Procedures

- A. State law and various Town bylaws require the Selectboard to hold public hearings on certain issues before any action can be taken. The Board will schedule the dates for the hearings.
- B. The Chair will open the hearing by identifying the purpose of the hearing and the rules to be followed during the hearing. The Chair will ask for a motion to open the public hearing to be voted on by members of the Board.
- C. The Selectboard has the authority to subpoena a person or relevant information.
- D. The basic format of the hearing will be:
 - 1. Chair shall open the public hearing
 - 2. Explanation of project
 - 3. Speak in Favor/Opposition- Note if there are any letters submitted and if they were in favor or opposition
 - 4. Motion to close public hearing
 - 5. Motion re: findings of fact
 - 6. Motion re: approval/denial/table

VIII. Approval of Licenses

- A. The applicant is strongly urged to appear at the Selectboard meeting when the license will be discussed. If no representative is present, the Board reserves its right to postpone the issue to the next business meeting of the Board or disapprove the application.
- B. If a license application is filed between Selectboard meetings, and the license, if not obtained

before the next Selectboard meeting, would cause the applicant irreparable harm, the Chair will have authority to call a special Selectboard meeting. As stated above in the Meeting Procedures section, a quorum will consist of at least three members.

IX. Board and Committee Speak Procedures

- A. All boards and committees have the right to request agenda time to address the Board members on matters related to the board or committee. Prior to the meeting, the chair of the board or committee shall provide background material on the matter(s) to be discussed along with the results of any board or committee voting on the matter(s) being presented. All members of the board or committee shall be informed by its chair of said board or committee of the matter(s) that will be presented to the Selectboard and shall be the responsibility of the chair. When a board or committee addresses the Selectboard, the chair of said board or committee should be in attendance. If the chair cannot attend, the chair shall include with the background material a statement as to who will be speaking on behalf of the board or committee.

X. Citizen Speak Procedures

- A. All citizens shall have the right to speak for a period not to exceed five (3) minutes after being recognized by the Chair unless a longer period of time is granted by the Chair.
- B. Citizens who choose to speak during Citizen Speak time shall have the opportunity to address the Selectboard once during each meeting.
- C. The speaker shall not engage in personal attacks against citizens or public officials and shall remain courteous and respectful at all times.
- D. Citizens shall speak for themselves and not speak on behalf of others who are not present unless specific permission is granted by the Chair. Generalized accusations and innuendoes will not be permitted.
- E. The Chair may rule the citizen out of order and the citizen will lose the right to speak, if the speaker fails to remain courteous and respectful.
- F. The Chair may respond to a citizen and put an item on a future agenda, but the Selectboard and chair are unable to problem solve or enter debate during Citizen Speak.

XI. Minutes

- A. Regular Meeting: Minutes will be available to the public after review and approval by the Board or Meeting minutes are available, stamped as draft, in the agenda packet and not considered official public documents until approved by the board. Meeting minutes should be on the agenda of the next regular scheduled meeting or by 30 post meeting at the latest.
- B. Executive Session Meeting Minutes: Minutes of executive sessions should be reviewed at reasonable intervals to determine if the Open Meeting Law warrants continued non-disclosure. If minutes shall be released they shall be approved in executive session by the Board. Upon request for minutes of an executive session, the law requires a two-stage review of minutes. First, to determine whether executive session purpose continues to warrant confidentiality and second, to determine whether the attorney-client privilege or one or more of the exemptions under the Public Records Law apply to withhold the minutes, or a portion thereof, from disclosure. After review, the Selectboard must respond to the requester and either make the minutes available or provide an explanation of what is being withheld and why. Please refer to MA M.L. c. 30A, § 22(f), (g)(2).
- C. Approved minutes are considered public record and will be available immediately and posted on the Town's website within 48 hrs.

XII: Town Manager Evaluations:

Evaluation of the Town Manager shall be conducted annually by the Selectboard. The evaluation period shall begin by April 1st and be completed by May 1st. Public record of evaluation shall be available by the next board meeting after completion. In addition, the Selectboard shall bi-annually facilitate a 360 evaluation of the Town Manager shall by a third party. The results of the 360 evaluation shall be made public no later than 30 days of completion.

XIII. Selectboard Response on Received Communication

The Selectboard welcomes communication through whatever vehicle is chosen by its constituents, i.e. email, written letters, phone calls, personal contact. It is the intent to handle inquiries on a timely basis (within 24 hours) when possible. Communication sent to the Town Hall shall be considered public documents. When communication is addressed to the ENTIRE Selectboard, the Vice Chair/Clerk of the Selectboard will within 1 business day confirm receipt of inquiry to the individual and inform (CC) the rest of the Board and the Town Manager when a response has been sent. The Chair and Town Manager shall review the matter as follows:

- A. Routine Matters: If the matter can be routinely handled by staff, the Town Manager shall, within 1 business day from Vice Chair's email, contact the individual providing adequate information guide the individual with said matter. Appropriate staff should always be included in communication from Town Manager, where applicable.
- B. Non-Routine Matters: Should the matter be a non-routine administrative matter, the Chair and Town Manager shall arrange for the matter to be included on the agenda of the earliest/most convenient Selectboard meeting. The Chair shall notify the individual when the item will be on the Selectboard agenda. The Selectboard shall discuss the matter publicly and may refer the matter to the Town Manager and/or an appropriate board/commission/committee for further investigation. Should the matter be acted upon by the Selectboard, the Town Manager shall so inform the individual. Alternatively a meeting may be scheduled between the Chair, Town Manager and appropriate staff when appropriate.
- C. Should the matter be referred, a report from the referral entity shall be submitted at a regular meeting of the Selectboard as soon as possible.

This procedure is not intended in anyway to inhibit an individual Selectboard member from discussing any matter with his/her constituents. Individual members of the Selectboard may establish independent mechanisms for responding to inquiries including, but not limited to, forwarding the matter to the Town Manager for investigation and may forward to the Selectboard Chair also. However, those actions are the sole responsibility of the individual Selectboard member and should not be construed or conveyed to be the official policy of the Selectboard or Town of Great Barrington. Routine matters should always be sent to appropriate staff and include (CC) the Chair and Town Manager.

XIV. Executive Sessions

All Executive Sessions shall conform to the requirements of the open meeting law. There will be no outside discussion of the content of matters addressed in Executive Session, unless and until the Selectboard determines it appropriate to discuss an item in a public session. Recording secretary may be asked to attend. There shall be no audio recording of executive sessions.

XV. Confidential & Personnel Information

Information provided to the Board on confidential personnel matters will not be shared with the public and to the extent permitted by law.

XVI. Protocol for Implementing Zoning Bylaw for Housatonic Mills Revitalization Overlay District (HMROD)

When the HMROD is utilized, the following set of procedures shall be adhered to for implementation of any of the components of section 9.8. This is to ensure a smooth open process enabling all boards/commissions either elected or appointed and the public to have the proper ability to participate.

- When an individual/developer wishes to invoke the HMROD process, the initial step shall involve a meeting of the Development Review Team (DRT), which will examine the scope of the proposal. Within 30 days after the initial submittal to the DRT, a joint meeting of the Selectboard and Planning Board shall be scheduled where the two boards will review the DRT initial report and hear a presentation from the developer. All other boards/commissions of the Town of Great Barrington shall be notified of the joint meeting. Should both the Selectboard and Planning Board find merit in the concept proposal submitted, additional review meetings shall commence with the DRT, Planning Board and the developer to enable the developer to formally submit a special permit application. Upon receipt of the formal special permit application, the required public hearing shall be held within 65 days from date of submittal.
- The developer shall identify at the earliest possible stage any potential infrastructure inclusive, but not limited to, roadway or utility modifications desired, tax increment financing, property acquisition, and/or long term maintenance obligations to be borne by the Town of Great Barrington. These related matters will require concurrence of the Selectboard at the earliest opportunity and prior to the granting of any special permit by the Planning Board. A timeframe for development improvements inclusive of any improvements required by the Town of Great Barrington shall be subject to approval of the Selectboard and incorporated as necessary in the order of conditions in the issuance of a special permit.
- Minutes and agendas from all meetings involving potential developers utilizing the HMROD shall be distributed to the Selectboard and/or Planning Board.
- In the Planning Board deliberations with developers utilizing the HMROD, the Planning Board shall take into account the fiscal impact for the Town of Great Barrington inclusive of tax base revenues, infrastructure capability recognizing that various financial arrangements shall require Selectboard approval.
- This protocol for HMROD shall remain in full force and effect until modified by majority vote of both the Planning Board and Selectboard. This protocol shall be incorporated into the rules and regulations of the Planning Board, rules and regulations of the Selectboard and the permitting and development guidebook.

XVII. Special Permit Regulations

A. Authority and Jurisdiction

These rules and regulations are established and promulgated by the Great Barrington Selectboard pursuant to the provisions of Massachusetts General Laws, Chapter 40A, Section 9 as amended; Chapter 593 of the Acts of 1989, and Section 10.4 of the Great Barrington Zoning Bylaw, and are intended to augment and complement said statutes and the Great Barrington Code.

B. Effective Date

These rules and regulations shall take effect upon a majority vote of the Selectboard after a public hearing in a newspaper of general circulation in Great Barrington, said advertisement to be published not less than seven (7) days before the public hearing. They shall apply with the force of law to all special permit applications filed on or after the date of said vote.

C. Applications

1. Applications for special permits shall be filed with the Town Clerk on either Form SP-1 (short form) or SP-2 (long form) according to the primary use as determined by the Town's Inspector of Buildings. At least one complete copy, including all maps, plans and other documentation, shall be on sheets no larger than 11 inches x 14 inches.

The long form (SP-2) shall be used for any special permit application under the following subsections of Section 3.1.4 of the Great Barrington Zoning Bylaw.

- Subsection A (4) Assisted living residence
- A (8) Open space residential development
- A (9) Planned unit residential development (PURD)
- A (10) Publicly financed nonprofit age restricted housing

- Subsection B (1) Camping facilities
- B (5) Commercial amusements
- B (8) Educational use, nonexempt
- B (9) Golf or country clubs
- B (10) Hospitals, sanitariums, nursing homes, convalescent homes or philanthropic institutions
- B (13) Riding stables
- B (14) Ski tows
- B (15) Summer camps

- Subsection C (2) Fast food eating establishments
- C (3) Fuels storage and sales, excluding motor vehicle fuel stations
- C (4) Garages, public
- C (8) Hotels
- C (9) Institutional administrative offices or planned professional office developments or research centers
- C (10) Large scale commercial development
- C (11) Lumberyards
- C (12) Motels or overnight cabins
- C (13) Motor vehicle fuel stations

- Subsection E (1) Aviation fields, public or private
- E (3) Freight terminals, truck or rail
- E (6) Personal wireless tower or structure

- Subsection F (2) Gravel, loam, sand and stone removal for commercial purposes
- F (3) Light Manufacturing
- F (4) Sawmills and Manufacturing of Forest Products (Special provisions)

All other special permit applications may be filed on Form SP-1 (short form) unless the Inspector of Buildings or the Special Permit Granting Authority (SPGA) by majority vote requires the filing of Form SP-2 (long form). Applications may be submitted to the Inspector of Buildings or a representative of the SPGA for review before filing with the Town Clerk.

2. Elevation contours on plans submitted with any application filed under subsection F (2) of Section 3.1.4 shall be at intervals of no more than two (2) feet. Elevation contours on plans submitted with all other special permit applications may be at intervals of ten (10) feet, unless the SPGA shall require otherwise.

3. All plans submitted with special permit applications shall be drawn to scale and signed, sealed and dated by an engineer registered in Massachusetts. Specific scales on drawings and plans shall be as follows:

Site plan, parking plan, landscaping plan and drainage plan: one (1) inch shall equal forty (40) feet.

Separate plan showing general characteristics of land: one (1) inch shall equal a maximum of one hundred (100) feet.

Separate scaled drawing of the fully constructed building or change to the existing building shall be submitted. Any photos that are submitted shall be legible if reproduced.

4. Every application for a special permit shall be accompanied by a drainage plan demonstrating that all drainage is either accommodated on the property or directed to a drainage system approved by the SPGA. If post-development flows off the property will differ in any way from pre-development flows, the drainage system shall be designed by a civil engineer registered in Massachusetts and shall be reviewed and approved by the town's consulting engineer at the applicant's expense as provided by Section D of these Rules and Regulations.

5. Every application for a special permit shall be accompanied by a parking plan showing the specific locations of an adequate number of off street parking and loading places to comply with the provisions of Section 6.1 of the Great Barrington Zoning Bylaw and any additional requirements of the SPGA. Each parking space on the plan shall be numbered. Designated loading areas, employee parking and handicapped parking shall be labeled as such.

6. If requested by the Planning Board, an application for special permit shall be accompanied by a landscaping plan satisfactory to that Board, and the Planning Board shall certify in writing to the SPGA its approval of the plan before the SPGA acts on the application. Shall a continuance of the hearing be necessary to complete and certify such plan, it may be granted by the SPGA upon request of the Planning Board.

7. In the event of a continuance of the special permit hearing or decision beyond the statutory time limit set forth by MGL Ch. 40A, Sec. 9 is required for the purpose of completing any plan to the satisfaction of the SPGA, the Planning Board or any other Town Board or official, the applicant and the SPGA may agree in writing to such continuance.

Failure of the applicant to agree to such continuance shall be prima facie evidence that the applicant is

not in compliance with all provisions and requirements of Section 10.4 the Great Barrington Zoning Bylaw and these Regulations, and shall be grounds for rejection of the special permit application.

D. Schedule of Fees

1. The minimum filing fee for a special permit shall be \$150. No special permit application shall be accepted without payment in full of the required filing fee. Notwithstanding the foregoing, the SPGA shall be empowered to waive all or part of any fee for applications submitted by municipal or charitable organizations.

2. All reasonable costs approved by the majority vote of the SPGA as necessary for the employment of experts or consultants by any board, agency or official of the Town for the purpose of analyzing or evaluating any project that is the subject of a special permit application shall be assessed to the applicant and shall constitute part of the filing fee. Such costs shall be determined to the satisfaction of the SPGA on the basis of estimates from professionals such as civil engineers, traffic engineers, hydrologists, botanists, and the like, as well as the experience of Town boards, departments, agencies and officials derived from similar projects.

Upon determination by the SPGA of the monies required for evaluation or analysis, the SPGA shall notify the applicant in writing, by first-class mail, postage prepaid, of the consultant or the consultants chosen to evaluate the project and the fees required for such evaluation. The SPGA shall notify all other parties in interest by first-class mail, postage-prepaid, of the nature of the evaluation and the choice of consultant.

All required fees shall be paid by the applicant to the Town within ten (10) business days of receipt of such notification. Payment shall be by check certified by a bank doing business in Massachusetts or issued by such a bank. For the purpose of this section, receipt of notification shall be construed to be two (2) business days after the date of written notification to the applicant, or the postmark thereon, if such postmark is a later date.

In the event additional evaluation of the project is requested by any board, agency or official of the Town after the initial deposit of funds, and if such additional evaluation is approved by a majority vote of the SPGA, the SPGA shall determine the additional monies required and shall require those amounts to be paid to the Town.

The SPGA shall notify the applicant in writing, by first-class mail, postage prepaid, of the consultant or consultants chosen and the fees required for such additional evaluation. The SPGA shall notify all other parties in interest by first-class mail, postage prepaid of the nature of the additional evaluation and the choice of consultant.

Such additional fees shall be paid with ten (10) business days of receipt of notification by the application. Payment shall be by a check certified by a bank doing business in Massachusetts or issued by such a bank. For the purpose of this section, receipt of notification shall be construed to be two (2) business days after the date of written notification to the applicant or the postmark thereon, if such postmark is a later date.

3. All fees paid under the provisions of Section D (2) shall be deposited in a special account established by the Town Treasurer in the Town Treasury and shall be kept separate and apart from other monies. The special account, including accrued interest, if any, shall be expended at the direction of the SPGA without further appropriation; provided, however, that such funds shall be expended only in connection with carrying out the responsibilities of such SPGA under law.

Any excess amount in the account attributable to a specific project, including any accrued interest at the completion of said project shall be repaid to the applicant or to the applicant's successor in interest, and a final report of said account shall be made available to the applicant or to the applicant's successor in interest. For the purposes of this regulation, a project shall be deemed complete upon issuance of a final Certificate of Occupancy by the Inspector of Buildings, or if no Certificate of Occupancy is required, by written certification by the Inspector of Buildings that the project has been completed to his satisfaction.

The Town Accountant shall submit annually to the Selectboard a report of such special account for their review. Said report shall be published in the annual town report, and the Town Accountant shall submit a copy of same annually to the director of the bureau of accounts.

4. Failure or refusal to pay any fee assessed to the applicant by the SPGA acting under the provisions of this regulation shall be grounds for summary denial of the special permit application.

E. Administrative Appeal

In the event any party in interest in a special permit proceeding is dissatisfied with any consultant selected by any board, agency or official of the Town to analyze or evaluate any project that is the subject of said permit application, that person may file with the Selectboard a written appeal of the selection.

Any such appeal shall be accompanied by a filing fee of fifty dollars (\$50) and shall be filed within ten (10) business days of the appellant's receipt of notification of the selection of the consultant. For the purpose of this section, receipt of notification shall be construed to be two (2) business days after the date of written notification or the postmark thereon if said postmark is a later date.

Any appeal filed under this section shall be administrative in nature and shall be limited in its grounds to claims that the consultant selected has a conflict of interest or does not possess minimum qualifications consisting of an educational degree in or related to the field at issue, or three or more years of practice in the field at issue or a related field.

The required time limits for action by the SPGA on the special permit application that is the subject of any such appeal shall be extended by the duration of the administrative appeal. In the event that no decision is made by the Selectboard within the one month following the filing of the appeal, the selection of the consultant shall stand.

Such an administrative appeal shall not preclude further judicial review, if otherwise permitted by law, on the grounds provided for in this section.

F. Severability

The invalidity of any section or provision of these rules and regulations shall not invalidate any other section or provision thereof, nor shall it invalidate any special permit previously issued, not proceeding previously conducted thereunder.

G. Filing of Record of Proceedings and Order of Conditions

The Town Manager shall cause to be filed the Order of Conditions and the Record of Proceedings on any Special Permit with the Town Clerk within 30 days following the Selectboard's vote approving or denying the Special Permit, but in no case later than 90 days following the close of the public hearing.

Revised 9/5/95

Revised 8/25/05
Revised 2/12/07
Revised 7/23/07
Revised 1/24/11
Revised 4/25/11
Revised 9/12/11
Revised 10/11/11
Revised 3/26/12
Revised 10/24/16
Revised 8/25/18

DRAFT

ELECTED	Selectboard Liaison	Staff
Berkshire Hills School Committee	Steve	
Board of Health		
Finance Committee		
Housing Authority		
Library Trustees		
Planning Board		
Zoning Board of Appeals		
APPOINTED		
Agricultural Commission		
Board of Assessors		
Board of Registrars		
Cable Advisory Committee		
Cemetery Commissions	Steve and Ed	
Community Preservation Committee		
Conservation Commission		
Council on Aging	Ed	
Cultural Council		
Design Advisory Committee		
Energy Committee / Heat Smart		
Historical Commission		
Historic District Commission	Ed	
Lake Mansfield Improvement Task Force	Bill	
Parks Commission	Steve	
Tree Committee		
Housing Trust Fund	Bill	
DEPARTMENTS / Areas		
Management and Operations : management, oversight, administration, legal, human resources, technology, procurement, communication, real estate		
Finance (accountant, treasurer, collector, assessor)		
Planning and Community Development		
Public Safety (police, fire, emergency management)		
Public Works (highway, buildings and grounds)		
Inspectional Services (building, electrical, plumbing)		
Health		
Senior Center		
Library		
Special Events / Celebrations		
Wastewater Treatment Plant		
Special Projects		
Housatonic School		
Bridge Street – Railroad Street Mass Works		
Fairgrounds		
Bike Path / Riverwalk		
External Organizations, Boards and Committees		
Berkshire Hills School Building Renovation	Dan	
Berkshire Hills Regional School District Agreement	Dan	
Berkshire Regional Transportation Association	Bill	
Berkshire Municipal Planning Organization	Bill	
Economic Development Practioners Group/1 Berkshire		
Mass Municipal Association		
GB Economic Development Group (Business owners, young entrepreneur		
Cultural District Committee		
Southern Berkshire Chamber of Commerce		
Great Barrington Rotary		
Great Barrington Business District Planning Committee		
Broadband and Fiber in GB	Ed	

Fairview GB Opioid Prevention Task Force	Steve	
Master Plan		
Sister City Committee		
Railroad Street Youth Project (RSYP)	Ed	
WEB DuBois	Ed and Bill	
Rest of River Municipal Committee	Kate	
Internal Team		
Development Review Team		
Technology Team		
All Chairs Committee		
Marijuana	Ed and Kate	

Memo

To: SELECTBOARD

Date: 10.4.18

RE: GB Affordable Housing Trust - 1 Vacancy

Garfield Reed and Rita Dichele submitted letters of interest to serve on the GB Affordable Housing Trust. Presently the Housing Trust has 6 active members. As per Trust's Declaration, it allows for 7 Trustees. One (1) trustee member vacancy exists.

Helen Kuziemko

From: Garfield Reed <greed@gablanco.com>
Sent: Friday, October 05, 2018 12:45 PM
To: Helen Kuziemko
Subject: The Affordable housing trust fund

Oct 5,2018

Selectboard&The Affordable Housing Trust Fund of Great Barrington
Town Hall
334 main street
Great Barrington ma 01230
Re:affordable housing vacancy

Dear select board&Affordable Housing Trust Fund

My name is Garfield Reed, I read the mission of the Affordable Housing Trust Fund and it struck a cord with me. The house that I own on Castle Hill Ave
Was made possible through the auspices of Construct 36 years ago. Thirty six years ago Construct was giving preferential treatment to interracial couples with low income. We qualified. When I can, I like to give something back to them, as they champion the cause for affordable housing .
I grew up in Danbury CT in low income duplex housing.so I have a great appreciation for knowing what it is like to need a helping hand and how magnificent it feels to find a place you can both afford and call your own. Last year I took a homeless woman into my home when my friends wanted to know why. I told them I had to. If I could I would take everyone who needs a place to live into my home. Since I can't do that, I want to do the next best thing and become a member of the housing Trust Fund. It is my passion That everyone has a place to call their own. I will guarantee you I will work tirelessly in any capacity I can. please give my request serious consideration. Thank you

Sincerely
Garfield C Reed
107 castle hill ave
Gt Barrington Ma 01230
413 528 4127

Rita Mary Dichele
140 East Street, Apt. 5
Great Barrington, MA 01230
413-429-6922
rdichele1@gmail.com

September 26, 2018
Town Manager/Board of Selectmen/women
City Hall
Main Street
Great Barrington, MA 01230

Good Day!

It has come to my attention from *The Shopper's Guide* as well as the Great Barrington town website that you are seeking to appoint an individual to the Affordable Housing Board. I currently live in Great Barrington and have resided here for almost three years. Prior to this, I resided in Great Barrington for two years only having to move to Shrewsbury, Massachusetts to take care of my ailing mother for ten years. During my time spent in Shrewsbury, I was able to become involved in a town I enjoyed living in, serving on the Cultural Council, Council on Aging, as well as being the town liaison board member for Elder Services of Worcester. It was my pleasure to partake in these organizations where I served out my terms before moving back to Great Barrington in 2016.

As a recipient of affordable housing as well as an advocate to rid homelessness in our community, I am eager to become involved in the town's efforts to improve upon this relevant problem. On a personal note, I was a resident for five months at Construct's transitional living facility for women. It was an unfortunate situation to find myself in, but at the same time it was a blessing. Without Construct's help as well as being labeled homeless in terms of receiving government/state affordable housing I was indeed very lucky to have a happy ending to a story I could have done without. As a result, I know firsthand the struggles to find affordable housing and the fears and desperate feelings that accompany this experience. Therefore, I am in a strong position to advocate for additional affordable housing in our community that many face for circumstances that could be beyond their control.

As you can imagine, my passion to seek additional affordable housing in our town is important. In addition, I believe I have the business acumen as well as the human service experience to contribute greatly to your board's cause.

I am attaching my curriculum vitae (CV) which will provide additional information about my background and interests. I look forward to hearing more about this opportunity and possibly becoming an active participant.

Thank you in advance for your consideration.

Sincerely yours,
Rita Mary Dichele, M.H.A., M.A., M.S.

Rita Mary Dichele
(413) 429-6922 • rdichele1@gmail.com

EDUCATION

MS, Human Services, Multidisciplinary Studies in Human Services Capella University, Minneapolis, MN	2013
MHA, Health Administration A. T. Still University of Health Sciences, School of Health Management, Kirksville, MO	2007
MA, Counseling , Saint Joseph College, West Hartford, CT <i>Awards: Assistant Graduate Position in Campus Library</i>	1998
BA, Sociology/Social Work , Central Connecticut State University, New Britain, CT <i>Honors: National Sociology Honors Society</i>	1982
AS, Allied Health , Mount Ida College, Newton Center, MA	1977

TEACHING & TRAINING EXPERIENCE

UNIVERSITY FACULTY POSITIONS

Adjunct Faculty (On-line)

A.T. Still University of Health Sciences, College of Graduate Health Services
Kirksville, MO

2010 – 2016

Courses: *Death and Dying: Life and Living; Cultural Change in Long-Term Care; Health Reform*

- Instructed graduate students enrolled in Master of Health Administration and Master of Public Health
- Augmented syllabi with relevant material related to course content: PowerPoint slides, industry related websites, peer review literature, video presentations, and virtual classrooms
- Conducted phone conferences with students on one-to-one basis resulting in a proven track record where students increased academic performance
- Provided opportunity for students to reach a higher level of academic learning by offering detailed feedback for written assignments and weekly email correspondence
- Engaged in lively on-line discussion forum, utilizing multiple methods of engagement

Curriculum Developer

- Course developer of *Death and Dying: Life and Living; Culture Change in Long-Term Care*, developing peer review and accreditation acceptance curricula with course competencies and learning objectives
- Course developer of *Health Reform/Affordable Healthcare Act*; peer reviewed and accreditation acceptance
 - Presented at the College of Graduate Health Studies' Residential Learning Institute

ADDITIONAL ADJUNCT FACULTY POSITIONS

Adjunct Faculty (Campus)

Salter College, West Boylston, MA

2013

Courses: *College Survivor Skills (Research, Developmental English, Writing)*

- Instructed non-traditional students in a two-year healthcare technical training school

Adjunct Faculty (Campus)

Mount Ida College, Newton Center, MA

2010

Courses taught: *Abnormal Psychology*

- Instructed traditional and non-traditional undergraduate college students enrolled in the School of Arts and Sciences
- Developed course syllabi including selection of textbook; written assignments; quizzes, mid and final term examinations
- Worked one-on-one with students to secure passing grades.
- Collaborated with students to contract for grade resulting in 85% students making the commitment to perform required work as per their contract; overall class failure rate less than 2%.

Adjunct Instructor (Campus)

Morse School of Business, Hartford, CT

1984

Courses taught: *Office management, Word Processing, Keyboarding, English Grammar; Medical Assisting Administration*

- Instructed traditional and non-traditional students in office management and medical assisting courses; average class size of 25
- Developed course syllabi
- Provided weekly lecture on topic related to course content by conducting extensive library research
- Implemented alternative learning program for students to visit job sites, experiencing first-hand the course topics utilized in various forums; first time ever done in department

Corporate Trainer/Administrative Manager

The Hartford Insurance Group, Hartford, CT

1983 - 1986

- Developed training manual for life, health and accident sales department for administrators
- Trained administrative staff in four satellite offices
- Conducted informational seminars on topics related to life, health and accident sales
- Trained sales staff in underwriting procedures and computer applications

SALES AND ADMINISTRATIVE MANAGER

State Mutual Assurance Company, Hartford, CT

1982-1983

- Created training manual for sales and administrative staff
- Conducted classes in life and health and accident insurance
- Coordinated training and licensing for newly hired prospective producers

Facilitator/Instructor

Shrewsbury Senior Center, Shrewsbury, MA

2009 - 2014

Courses taught: *Current Events, World War II History, and Women Studies*

- Taught and facilitated weekly discussion group on newsworthy events
- Arranged for speaking engagements from recognized leaders in the community
- Coordinated intergenerational forum for high school students and seniors to discuss current events; first time ever done in the community
- Invited medical students to interact with older adults in a non-clinical setting

Tutor

South Berkshire Educational Collaborative, Great Barrington, MA

2003 - 2006

- Taught conversational and written English to adults; group and individual venues
- Prepared students for GED exam in English grammar and writing
- Counseled students in career development, writing resumes and cover letters

HUMAN SERVICE POSITIONS

ADVOCATE FOR HOMELESS POPULATION

Construct, Inc., Great Barrington, MA

2017-present

Developed peer support program for individuals who experience issues related to homelessness. Community funded and the only support group in Berkshire County. Forum includes lifestyle education, resource information, and peer exchange regarding problems associated with facing homelessness, being homeless, or past homelessness.

Facilitate and manage peer support group, often soliciting community subject matter experts to address the group.

Collaborate with other social service agencies regarding the establishment of solid program development for the homeless population.

PUBLIC SPEAKER

Senior centers, assisted living facilities, and fraternity clubs in state of Massachusetts

2010-present

- Conduct lectures on topics related to women studies, history, and health reform
- Radio talk guests on topics related to geriatric home care and homelessness

STAFF WRITER (ON-LINE)

www.ecarediary.com, New York, NY

- Write articles related to successful aging, end of life issues, and grief and loss for an educational website for caregivers averaging 140,000 monthly visitors

2010–present

CONTRIBUTING WRITER

The Berkshire Edge

2017-present

INDUSTRY RELATED EXPERIENCE

American Society on Aging, San Francisco, CA

- **Peer Reviewer for National Conference 3/2017; 3/2018** proposed presentations 2016-present
- **Contributing Writer** to *Aging Today* news publication 2012-2014
- **Students/Emerging Professionals Council** member 2014-2015
- **Peer Reviewer** for student presentations for *National Conference on Aging* competition 2014-2014

The Gerontological Society of America, Baltimore, MD

- **Peer Reviewer** for *The Gerontologist* 2012-2015

Association for Death Education and Counseling (ADEC)

2013-2016

- **Chair of the Credential Council Marketing Committee**

Shrewsbury Council on Aging, Shrewsbury, MA

2009-2013

- **Board of Directors**

Elder Services of Worcester, Worcester, MA

2010–2013

- **Board of Directors**
- **Strategic Planning Committee**

Certified SHINE Counselor (Serving the Health Information Needs of the Elders) Office of Elder Affairs, Boston, MA

2007–2011

- Counseled seniors on Medicare, Medicaid, and other entitlement programs
- Assessed client's needs, making appropriate referrals
- Consulted with multi-disciplinary teams including city and state governances

ADMITTING Officer

Berkshire Health Systems/Fairview Hospital, Great Barrington, MA 2004-2006

- Developed employee training manual for admitting department, the first used in the Hospital
- Admitted patients to an ambulatory setting, coding procedures, conducting pre-authorizations for hospitalizations and surgeries, and assisting health care providers with discharges

VOLUNTEER COORDINATOR

Volunteers in Medicine, Great Barrington, MA 2004

- Collaborated with other Administrative Committee members in the start-up of a newly designed program for free healthcare to the community, creating policy and procedures
- Coordinated clinical and lay staff volunteers, providing training and staff scheduling
- Developed and wrote referral manual of community resources

COUNSELING

School Adjustment Counselor (Professional Internship)

1997-1998

Conte Community School, Pittsfield, MA

- Designed treatment plans for short-term and long-term goals and objectives for children enrolled in an elementary school
- Provided case management to children and their families
- Carried out individual and group dynamic work to increase interpersonal skill development and peer relations to children who were emotionally impaired

Vocational Rehabilitative Counselor (Professional Internship)

1997

Massachusetts Rehabilitation Commission, Pittsfield, MA

- Counseled diversified group of clients with mental disabilities seeking employment in the community
- Administered assessment tests to clients to determine aptitude, abilities, and interests
- Developed individualized treatment plans in conjunction with interdisciplinary health teams

PEER REVIEW PUBLICATIONS

Dichele, R.M. (2013). Innovate or Else: Senior Centers in the 21st Century. *Ageing Today* (3/4), p. 14

Dichele, R.M. (2012). Geriatric Training: Crucial for Today's Medical Schools. *Ageing Today* (7/8), 12 p. 1

Dichele, R.M. (2012). *An Invisible Group of Women: Older Lesbians' Perceived Critical World*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org.

Dichele, R.M. (2010). *Setting Goals in Later Life for Quality Living*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org

Dichele, R.M. (2009). *Understanding Grief and Bereavement in the Elderly*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org

PROFESSIONAL PRESENTATIONS

Understanding Grief and Bereavement in the Elderly, Las Vegas, NV 2009

- Presented topic at the 2009 *National Conference on Aging in America*; sponsored by the American Society on Aging/National Council on Aging

PROFESSIONAL LICENSES/CERTIFICATIONS

Completion of a Certificate in Leadership Skills from the American Society on Aging	2014
Certification in Thanatology, Death and Dying, and Bereavement (CT) from the Association for Death Education and Counseling (ADEC)	2010- present
State of Massachusetts Life/Health and Accident Producer	2009 –present
State of Massachusetts certified SHINE Counselor	2008– 2011

PROFESSIONAL ASSOCIATIONS

Association of University Public Health Administrators	2011– present
Association for Death Education and Counseling	2009 – present
The Gerontological Society of America	2008 – present
American Society on Aging	2007 – present

PROFESSIONAL DEVELOPMENT

Association for Death Education and Counseling virtual workshop for 2014 national Conference (CEUs granted)	2014
National Institute of Death Studies (CEUs granted)	2010 & 2013
Association for Death Education and Counseling certificate training for Thanatology, Death and Dying and Bereavement work – completion of 60 CEUs	2011
Harvard Medical School Continuing Education on Aging	2010

TECHNICAL SKILLS

MS Excel, Word, Publisher and PowerPoint, SPSS, Volunteer Works, MediTech, Library Reference and Research Works, Blackboard Learning, WebCT, Safe Assign, Turn-it-in; Blackboard 9.1

COMMUNITY SERVICE

<u>Fairview Hospital Patient Family Council</u>	2018-present
<ul style="list-style-type: none"> • Appointed member - pending 	
<u>Claire Teague Senior Center, Great Barrington, MA</u>	2015-2016
<ul style="list-style-type: none"> • Facilitator of a women’s discussion group 	
<u>Saint Mary’s Parish, Shrewsbury, MA</u>	2015-2016
<ul style="list-style-type: none"> • Catechist instructor to ninth grade students preparing for confirmation 	
<u>Massachusetts Cultural Council, Boston, MA</u>	2009 - 2012
<ul style="list-style-type: none"> • Appointed town official for the Shrewsbury Cultural Council • Collaborated with other town officials administering grant funds to a diverse group of local artists for the purpose of providing and enhancing art and musical culture in the community 	
<u>Shrewsbury Senior Center, Shrewsbury, MA</u>	2009 -2015
<ul style="list-style-type: none"> • Facilitator of weekly current events group • Facilitator of weekly women’s support/social group 	

Memo

To: SELECTBOARD

Date: 10.4.18

RE: GB Cultural Council

Here is a List of Applicants who expressed an interest and submitted letters/emails to serve on the GB Cultural Council. Presently GB Cultural Council has 6 active members. As per MGL c. 10, sec 58, the Council can consist of at least 5 and not more than 22 members.

Evelyn Battaglia

Rita Dichele

David Hagerty

Tate Coleman

Patrick Barrett

Amy Taylor

EVELYN BATTAGLIA

SELECTBOARD

Town of Great Barrington | Town Hall | 334 Main Street
Great Barrington, MA | 01230

CONTACT

79 Christian Hill Road
Great Barrington, MA 01230
evelyn.battaglia@gmail.com
917.669.5834

September 11, 2018

Dear Selectboard,

I am writing to express my interest in filling one of the vacancies on the Cultural Council for the Town of Great Barrington.

As an avid concertgoer, film buff, museum visitor, and ardent fan of all the Berkshires has to offer, and as a freelance writer who takes inspiration from all of the above, I am personally and professionally invested in the cultural vitality of my home town—and committed to helping bolster that by collaborating with others on the Council and across other boards and organizations.

I hope you will consider me for the opening. References and clips available upon request. You can also find my profile at [linkedin.com/in/evelyn-battaglia/](https://www.linkedin.com/in/evelyn-battaglia/).

Sincerely,

Evelyn Battaglia

Rita Mary Dichele
140 East Street, Apt. 5
Great Barrington, MA 01230
413-429-6922
rdichele1@gmail.com

September 26, 2018

Town Manager/Board of Selectmen/women
City Hall
Main Street
Great Barrington, MA 01230

Good Day!

It has come to my attention from *The Shopper's Guide* as well as the Great Barrington town website that you are seeking to appoint members to the Cultural Council. I currently live in Great Barrington and have resided here for almost three years. Prior to this, I resided in Great Barrington for two years only having to move to Shrewsbury, Massachusetts to take care of my ailing mother for ten years. During my time spent in Shrewsbury, I was able to become involved in a town I enjoyed living in, serving on the Cultural Council, Council on Aging, as well as being the town liaison board member for Elder Services of Worcester. It was my pleasure to partake in these organizations where I served out my terms before moving back to Great Barrington in 2016.

I have always appreciated what culture has to offer and have actively attended many symphonic concerts and have made frequent trips to area museums. In fact, I am a classical pianist and because of that experience have come to appreciate even more the importance of having culture enrich our lives. I especially believe it is important that children come to know the value of culture and I think that it is wonderful that the Council is able to recognize this and grant the opportunity for children to attend cultural events at a cost that is affordable.

I am attaching my curriculum vitae (CV) which will provide additional information about my background and interests. I look forward to hearing more about this opportunity and possibly becoming an active participant.

Thank you in advance for your consideration.

Sincerely yours,

Rita Mary Dichele, M.H.A., M.A., M.S.

Rita Mary Dichele
(413) 429-6922 • rdichele1@gmail.com

EDUCATION

MS, Human Services, Multidisciplinary Studies in Human Services Capella University, Minneapolis, MN	2013
MHA, Health Administration A. T. Still University of Health Sciences, School of Health Management, Kirksville, MO	2007
MA, Counseling , Saint Joseph College, West Hartford, CT <i>Awards: Assistant Graduate Position in Campus Library</i>	1998
BA, Sociology/Social Work , Central Connecticut State University, New Britain, CT <i>Honors: National Sociology Honors Society</i>	1982
AS, Allied Health , Mount Ida College, Newton Center, MA	1977

TEACHING & TRAINING EXPERIENCE

UNIVERSITY FACULTY POSITIONS

Adjunct Faculty (On-line)

A.T. Still University of Health Sciences, College of Graduate Health Services
Kirksville, MO

2010 – 2016

Courses: *Death and Dying: Life and Living; Cultural Change in Long-Term Care; Health Reform*

- Instructed graduate students enrolled in Master of Health Administration and Master of Public Health
- Augmented syllabi with relevant material related to course content: PowerPoint slides, industry related websites, peer review literature, video presentations, and virtual classrooms
- Conducted phone conferences with students on one-to-one basis resulting in a proven track record where students increased academic performance
- Provided opportunity for students to reach a higher level of academic learning by offering detailed feedback for written assignments and weekly email correspondence
- Engaged in lively on-line discussion forum, utilizing multiple methods of engagement

Curriculum Developer

- Course developer of *Death and Dying: Life and Living; Culture Change in Long-Term Care*, developing peer review and accreditation acceptance curricula with course competencies and learning objectives
- Course developer of *Health Reform/Affordable Healthcare Act*; peer reviewed and accreditation acceptance
 - Presented at the College of Graduate Health Studies' Residential Learning Institute

ADDITIONAL ADJUNCT FACULTY POSITIONS

Adjunct Faculty (Campus)

Salter College, West Boylston, MA

2013

Courses: *College Survivor Skills (Research, Developmental English, Writing)*

- Instructed non-traditional students in a two-year healthcare technical training school

Adjunct Faculty (Campus)

Mount Ida College, Newton Center, MA

2010

Courses taught: *Abnormal Psychology*

- Instructed traditional and non-traditional undergraduate college students enrolled in the School of Arts and Sciences
- Developed course syllabi including selection of textbook; written assignments; quizzes, mid and final term examinations
- Worked one-on-one with students to secure passing grades.
- Collaborated with students to contract for grade resulting in 85% students making the commitment to perform required work as per their contract; overall class failure rate less than 2%.

Adjunct Instructor (Campus)

Morse School of Business, Hartford, CT

1984

Courses taught: *Office management, Word Processing, Keyboarding, English Grammar; Medical Assisting Administration*

- Instructed traditional and non-traditional students in office management and medical assisting courses; average class size of 25
- Developed course syllabi
- Provided weekly lecture on topic related to course content by conducting extensive library research
- Implemented alternative learning program for students to visit job sites, experiencing first-hand the course topics utilized in various forums; first time ever done in department

Corporate Trainer/Administrative Manager

The Hartford Insurance Group, Hartford, CT

1983 - 1986

- Developed training manual for life, health and accident sales department for administrators
- Trained administrative staff in four satellite offices
- Conducted informational seminars on topics related to life, health and accident sales
- Trained sales staff in underwriting procedures and computer applications

SALES AND ADMINISTRATIVE MANAGER

State Mutual Assurance Company, Hartford, CT

1982-1983

- Created training manual for sales and administrative staff
- Conducted classes in life and health and accident insurance
- Coordinated training and licensing for newly hired prospective producers

Facilitator/Instructor

Shrewsbury Senior Center, Shrewsbury, MA

2009 - 2014

Courses taught: *Current Events, World War II History, and Women Studies*

- Taught and facilitated weekly discussion group on newsworthy events
- Arranged for speaking engagements from recognized leaders in the community
- Coordinated intergenerational forum for high school students and seniors to discuss current events; first time ever done in the community
- Invited medical students to interact with older adults in a non-clinical setting

Tutor

South Berkshire Educational Collaborative, Great Barrington, MA

2003 - 2006

- Taught conversational and written English to adults; group and individual venues
- Prepared students for GED exam in English grammar and writing
- Counseled students in career development, writing resumes and cover letters

HUMAN SERVICE POSITIONS

ADVOCATE FOR HOMELESS POPULATION

Construct, Inc., Great Barrington, MA

2017-present

Developed peer support program for individuals who experience issues related to homelessness. Community funded and the only support group in Berkshire County. Forum includes lifestyle education, resource information, and peer exchange regarding problems associated with facing homelessness, being homeless, or past homelessness.

Facilitate and manage peer support group, often soliciting community subject matter experts to address the group.

Collaborate with other social service agencies regarding the establishment of solid program development for the homeless population.

PUBLIC SPEAKER

Senior centers, assisted living facilities, and fraternity clubs in state of Massachusetts

2010-present

- Conduct lectures on topics related to women studies, history, and health reform
- Radio talk guests on topics related to geriatric home care and homelessness

STAFF WRITER (ON-LINE)

www.ecarediary.com, New York, NY

- Write articles related to successful aging, end of life issues, and grief and loss for an educational website for caregivers averaging 140,000 monthly visitors

2010–present

CONTRIBUTING WRITER

The Berkshire Edge

2017-present

INDUSTRY RELATED EXPERIENCE

American Society on Aging, San Francisco, CA

- **Peer Reviewer for** *National Conference 3/2017; 3/2018* proposed presentations 2016-present
- **Contributing Writer** to *Aging Today* news publication 2012-2014
- **Students/Emerging Professionals Council** member 2014-2015
- **Peer Reviewer** for student presentations for *National Conference on Aging* competition 2014-2014

The Gerontological Society of America, Baltimore, MD

- **Peer Reviewer** for *The Gerontologist* 2012-2015

Association for Death Education and Counseling (ADEC)

2013-2016

- **Chair of the Credential Council Marketing Committee**

Shrewsbury Council on Aging, Shrewsbury, MA

2009-2013

- **Board of Directors**

Elder Services of Worcester, Worcester, MA

2010–2013

- **Board of Directors**
- **Strategic Planning Committee**

Certified SHINE Counselor (Serving the Health Information Needs of the Elders) Office of Elder Affairs, Boston, MA

2007–2011

- Counseled seniors on Medicare, Medicaid, and other entitlement programs
- Assessed client's needs, making appropriate referrals
- Consulted with multi-disciplinary teams including city and state governances

ADMITTING Officer

Berkshire Health Systems/Fairview Hospital, Great Barrington, MA 2004-2006

- Developed employee training manual for admitting department, the first used in the Hospital
- Admitted patients to an ambulatory setting, coding procedures, conducting pre-authorizations for hospitalizations and surgeries, and assisting health care providers with discharges

VOLUNTEER COORDINATOR

Volunteers in Medicine, Great Barrington, MA 2004

- Collaborated with other Administrative Committee members in the start-up of a newly designed program for free healthcare to the community, creating policy and procedures
- Coordinated clinical and lay staff volunteers, providing training and staff scheduling
- Developed and wrote referral manual of community resources

COUNSELING

School Adjustment Counselor (Professional Internship)

1997-1998

Conte Community School, Pittsfield, MA

- Designed treatment plans for short-term and long-term goals and objectives for children enrolled in an elementary school
- Provided case management to children and their families
- Carried out individual and group dynamic work to increase interpersonal skill development and peer relations to children who were emotionally impaired

Vocational Rehabilitative Counselor (Professional Internship)

1997

Massachusetts Rehabilitation Commission, Pittsfield, MA

- Counseled diversified group of clients with mental disabilities seeking employment in the community
- Administered assessment tests to clients to determine aptitude, abilities, and interests
- Developed individualized treatment plans in conjunction with interdisciplinary health teams

PEER REVIEW PUBLICATIONS

Dichele, R.M. (2013). Innovate or Else: Senior Centers in the 21st Century. *Ageing Today* (3/4), p. 14

Dichele, R.M. (2012). Geriatric Training: Crucial for Today's Medical Schools. *Ageing Today* (7/8), 12 p. 1

Dichele, R.M. (2012). *An Invisible Group of Women: Older Lesbians' Perceived Critical World*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org.

Dichele, R.M. (2010). *Setting Goals in Later Life for Quality Living*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org

Dichele, R.M. (2009). *Understanding Grief and Bereavement in the Elderly*. National Conference on Aging in America. American Society on Aging/National Council on Aging. www.asa.org

PROFESSIONAL PRESENTATIONS

Understanding Grief and Bereavement in the Elderly, Las Vegas, NV 2009

- Presented topic at the 2009 *National Conference on Aging in America*; sponsored by the American Society on Aging/National Council on Aging

PROFESSIONAL LICENSES/CERTIFICATIONS

Completion of a Certificate in Leadership Skills from the American Society on Aging	2014
Certification in Thanatology, Death and Dying, and Bereavement (CT) from the Association for Death Education and Counseling (ADEC)	2010- present
State of Massachusetts Life/Health and Accident Producer	2009 –present
State of Massachusetts certified SHINE Counselor	2008– 2011

PROFESSIONAL ASSOCIATIONS

Association of University Public Health Administrators	2011– present
Association for Death Education and Counseling	2009 – present
The Gerontological Society of America	2008 – present
American Society on Aging	2007 – present

PROFESSIONAL DEVELOPMENT

Association for Death Education and Counseling virtual workshop for 2014 national Conference (CEUs granted)	2014
National Institute of Death Studies (CEUs granted)	2010 & 2013
Association for Death Education and Counseling certificate training for Thanatology, Death and Dying and Bereavement work – completion of 60 CEUs	2011
Harvard Medical School Continuing Education on Aging	2010

TECHNICAL SKILLS

MS Excel, Word, Publisher and PowerPoint, SPSS, Volunteer Works, MediTech, Library Reference and Research Works, Blackboard Learning, WebCT, Safe Assign, Turn-it-in; Blackboard 9.1

COMMUNITY SERVICE

<u>Fairview Hospital Patient Family Council</u>	2018-present
<ul style="list-style-type: none"> • Appointed member - pending 	
<u>Claire Teague Senior Center, Great Barrington, MA</u>	2015-2016
<ul style="list-style-type: none"> • Facilitator of a women’s discussion group 	
<u>Saint Mary’s Parish, Shrewsbury, MA</u>	2015-2016
<ul style="list-style-type: none"> • Catechist instructor to ninth grade students preparing for confirmation 	
<u>Massachusetts Cultural Council, Boston, MA</u>	2009 - 2012
<ul style="list-style-type: none"> • Appointed town official for the Shrewsbury Cultural Council • Collaborated with other town officials administering grant funds to a diverse group of local artists for the purpose of providing and enhancing art and musical culture in the community 	
<u>Shrewsbury Senior Center, Shrewsbury, MA</u>	2009 -2015
<ul style="list-style-type: none"> • Facilitator of weekly current events group • Facilitator of weekly women’s support/social group 	

Amy Pulver

From: david hagerty <david.hagerty@verizon.net>
Sent: Monday, September 03, 2018 9:16 PM
To: Jennifer Tabakin
Cc: Helen Kuziemko
Subject: Application to serve on the Great Barrington Cultural Council
Attachments: GreatBarringtonCulturalCouncil.docx

Dear Ms. Tabakin:

At the suggestion of Rose Tannenbaum, a member of the Great Barrington Cultural Council, I am submitting my credentials and interest in serving on the GBCC Board. I am attaching a more detailed overview of my background, my credentials and my interest.

Thank you so much for your consideration.

Dave Hagerty

David Hagerty
President, Berkshire Leadership Partners
37 West Sheffield Road
Great Barrington, MA 01230
617 680-6331

Ms. Jennifer Tabakin,. Town Manager
Town of Great Barrington, Great Barrington, MA 01230
September 4, 2018

Dear Ms. Tabakin:

I was excited when Rose Tannenbaum, who is a member of the Great Barrington Cultural Council, asked me if I might be interested in applying to be a member of GBCC. I am writing to you to outline my interest and background.

My wife, Louise and I have owned a home in Great Barrington since 1994. As second home owners from Boston, we participated in almost all of the wonderful offerings that Great Barrington and all of the Berkshires had to offer. We recently moved here full time in 2016 and have since joined or participated in several Berkshire organizations as either members or contributors---Berkshire Sings, CATA, the Mahaiwe, Tanglewood, the Trustees of the Reservations and most recently the Guild of Berkshire Artists where I exhibited 7 of my photographs (and was fortunate to sell one!). We have loved being part of the arts and all of the rich offerings that Great Barrington has to give. We are so proud to be part of what we believe is the best town in the Berkshires. (it is not surprising that GB was voted by the Smithsonian Magazine a few years ago as a top retirement destination in the country)

My background (in addition to being an avid photographer) is business. I spent 35 years in a leadership development company as the Managing Director for New England and founder of the Executive Coaching Practice. I was responsible for business development, client relations, senior team facilitation and executive coaching.

I served on two non-profit boards in the Boston area---*Sharing a New Song* and *Spirituality in Business*. *Sharing a New Song's* mission was to promote friendship through music and for 30 years traveled to countries including Russia, China, South Africa, Brazil, Cuba, Columbia, Nicaragua, Estonia, Bulgaria, Romania, and others. *Spirituality in Business* was founded to promote more consciousness in business and attracted executives from major companies in the Boston area.

What I think I could offer to GBCC:

- A perspective on making good selections of diverse local artists who could make great contributions to GB's culture
- A good sense about balancing business decisions with art
- A team player who can be both a leader and participant
- Given my eye for beauty in my specialty of photography, I think I could judge artistic expression that would be appealing to many who apply for grants
- A desire to have Great Barrington continue to have a reputation of supporting local artists

As a Board member I would like to help build a community of local artists who can share their work, their passion and build a community which supports one another. Thank you for your consideration. I look forward to serving.

David Hagerty

37 West Sheffield Road, Great Barrington
Phone: 617 680-6331 David.hagerty@verizon.net

Amy Pulver

From: Tate Coleman <duzyyceo364@gmail.com>
Sent: Wednesday, September 19, 2018 5:38 PM
To: Jennifer Tabakin
Subject: Cultural Council

Dear Ms. Tabakin,

I am interested in becoming a member of the Cultural Council, since I think it is important to get involved in the workings of the town. I understand there is a vacancy on the Cultural Council and would like to fill the spot. I am currently a student at Simon's Rock and a resident of Gt. Barrington.

Sincerely,

Tate Coleman
142 Taconic Avenue
duzyyceo364@gmail.com

Patrick Barrett
P.O. Box 85
Housatonic, MA 01236

October 4, 2018

Jennifer Tabakin
Town Manager
Town Hall
334 Main Street
Great Barrington, MA 01236

Re: Cultural Council Letter of Intent

Dear Ms. Tabakin,

With this letter I would like to express my desire to serve on the Cultural Council of Great Barrington, MA.

In my professional career designing and building theaters and concert halls in North and South America and Europe, I have worked closely with arts groups, municipal and regional governments, and other stakeholders, helping to balance different interests and needs with budget and timeline constraints.

Locally, through my work as a theater and acoustics consultant for St. James Place, I saw clearly the need that local arts groups have for resources to fulfill their missions.

I have a desire to work to assist in the development of the arts in Great Barrington and its surrounding communities and believe that serving on the Cultural Council will be an effective means of doing so.

Yours sincerely,

Patrick Barrett

> Dear Jennifer,
> I'm writing to state my desire to become a member of the Great
> Barrington Cultural Council and to request the approval of the Selectboard.
> I am a resident of Housatonic. I am a clinical psychologist. I work
> at the Austen Riggs Center and teach at Simon's Rock. I enjoy our
> area's outdoor activities, theater, and music, and I'm committed to
> helping our region remain friendly and accessible to families (I have
> a 13-month-old). I welcome any questions you may have. Please also
> let me know if this mode of contact is adequate, or if I must submit my request in another form.
> Sincerely,
> Amy Taylor

Memo

To: SELECTBOARD

Date: 10.4.18

RE: GB Representative to the Five Town Cable Advisory Committee - 1 Vacancy

Michael J. Kernan submitted a letter of interest to serve as a GB Representative to the Five Town Cable Advisory Committee. Each of the five Towns is allowed three (3) representatives. Presently the Town of GB has two (2) representatives. 1 Vacancy exists for the appointment of a GB Representative to the Five Town Cable Advisory Committee.

MICHAEL J KERNAN
12 Mahaiwe Street
Great Barrington, Mass 01230
mkrn@nycap.rr.com
645-3434

Application for appointment as Great Barrington representative to Five Town Cable Advisory Committee

Recently moved from Albany NY to GB

Education: St Francis College, Brooklyn NY (BBA Accounting)
Cornell University, Ithaca NY (JD Law)

Profession: Attorney (now retired): 22 years of employment (in two stages) for the State of New York (State University of New York, NYS Dept of Correctional Services, NYS Dept of State) and 12 years as private attorney.

Community activities: Founder of Melrose Neighborhood Association
neighborhood representative to Council of Albany Neighborhood Associations
Board director of Friends of Albany Public Library
volunteer in various local political campaigns

Fun: former Board member and President of Dance Flurry
contra dance caller
Athletics: ice hockey, softball (not so much anymore); bicycling, walking.

Interest in cable regulation. I would like to see more choices for people, including a truly basic level of service and cost for those who can afford and only need or want minimal service. It is not necessary for everyone to have 100 Mbps internet or 100+ television stations.