

**Board of Selectmen** 2011 LB  
**February 8, 2011 Meeting Minutes**

**Members Present:** Chairman Elaine Puleo, Al Springer, and J. April Stein

**Also present:** Town Administrator Rebecca Torres and Administrative Secretary Leslie Bracebridge

Meeting opened at 6:30 PM

**Police Chief Harding met with Selectmen:**

- The University of Massachusetts (**UMass**) **cruiser** with a bid due date of February 16 is buried under the snow. If the town is to bid on the cruiser, Chief Harding needs to catch up with a swing-shift UMass police officer to get a key just to see the odometer. He also needs to take it for a test drive to check the reported steering problem.
- The Greenfield Police Department is switching from IMC record management system to **Spillman Technologies data-sharing network** and is encouraging surrounding Franklin County towns to join in the transition, so that all the towns' information can be integrated.
  - It will be housed in side-by-side dual servers in the Greenfield Police Department.
    - Capital costs would be absorbed by Greenfield.
    - Greenfield will oversee the program.
  - Actual fees for each town will depend on the number of towns that chose to sign on.
  - Shutesbury's estimated assessment, based on an estimate of the number of towns that will select to switch with Greenfield to Spillman, could be \$600 less than the fee Shutesbury currently pays to be an IMC licensed user.
  - Shutesbury would have an additional assessment fee (also dependent on the number of towns that chose to sign on) to pay up front.
  - Chief Harding has communicated with Fire Chief and Emergency Management Director Tibbetts about the possibility of conversion to the Stillman data-sharing system:
    - Since Shutesbury's fire department isn't currently connected to a records management data-system, this would positively increase access to information for Shutesbury's (and surrounding towns') fire department(s).
    - The system would work well with the "tough-books" (recently donated to the town from the University's police department) providing important information to both Police and Fire officers when they are in their vehicles.
      - The system would be secured through DPN.
      - The air cards would be through Sprint, deemed to have the best local coverage.
      - Community policing funds would be used for the cards for the notebooks.
  - Officers coming on duty would have instant access to information.
  - A big determining factor for Shutesbury to convert to Spillman will be if Shelburne Dispatch makes the switch and that will be decided by the state.
  - Conversion would eliminate the need for a lot of paper records.
  - Pelham is excluded because Pelham is part of Hampshire County.

Topics

1. **Town Hall insulation project:** Some people are moving back into their offices following the ceiling, painting, rug & insulation project:
  - Scaffolding will be picked up tomorrow, then the ram board can be removed and the copier moved back upstairs.
  - Things are moving slowly but we will be OK in the end.
2. **Selectmen unanimously voted to appoint Rebecca Torres to be Shutesbury's representative to the Union 28 Retiree Health Insurance Committee.** Elaine will attend the meetings as well. Town Treasurer Gabriel Voelker will attend the meetings also if they are not in conflict with Gabriel's other commitments.

- Though the Amherst-Pelham Regional Schools (APRS) retirees are getting higher benefits than the Shutesbury teacher and town employees, all employees and administrators within the APRS are getting the same benefit. With Union 28, only the top 7 or 8 administration staff are receiving higher (“Cadillac”) retiree benefits and the many more teachers and the principals get a different lower benefit, which is contrary to statute.
- Governor Patrick recently announced that everyone must meet the “GIC” standards, so that everything is equitable.

**3. In the presence of Emergency Management Director and Fire Chief Tibbetts, Finance Committee Chairman Patrick Callahan and members Lori Tuominen, Rus Wilson, Gary Hirschfield, William “Bill” Wells, Weezie Houle, and George Arvanitis, Police Chief Harding, Buildings Committee Chairman Dale Houle and Capital Plan Committee Chairman F. Ellen McKay a discussion of what to do about the remaining unknown component of the gasoline clean-up under the rescue truck bay of the fire station took place:**

- A potential option for clean-up: “soil vacuum extraction” (SVE) includes up to a million dollar wiring fee, for 3-phase power to the site.
- A number of trenches would be put down under the slab to pump/pull the gas out.
- There is no way of knowing if that will work or how long it could take (6 months or 20 years?) to work.
- A second estimate for 3-phase wiring is between \$300,000 to \$400,000, plus an annual fee.
- Venting could be done without 3-phase wiring by lowering the original venting volume by 1/3, and perhaps take 3 times as long.
- The pumps have special calibrators, which would be monitored by a paid scientist traveling up from Springfield 3 or 4 times/week.
- The pilot test would cost \$60,000 to install. Adjustments made after commitment to the system could make final installation \$100,000.
- If there is glacial till and/or lots of boulders, the remediation trenches could miss what’s on the other side of any boulder.
- The negative pressure from a 300 cubic foot/minute fan would draw the air and fumes from the trenches through an electronic incinerator and then through carbon filters in an outside shed.
- The concept is similar but larger scale to a radon evacuation system in a house.
- Three borings from last summer indicated 800+ parts per million in the work area. When it was actually dug it was even higher. The same could be true under the fire station.
- The contamination could go further under the fire station than just the rescue bay.
  - The height of the drilling rig did not allow for test drilling in the office area.
  - Earlier hammer drillings did not reveal any hot soil, but only at ten inches deep.
  - Experience has shown that we can’t trust all the tests, because pockets of contamination exist at different levels.
- Another option: Take down the fire station and dig out the contaminated soil as was done in the parking lot and under the road.
  - We want to avoid it, but with a million dollar 3-phase electric installation estimate and a couple hundred thousand for soil removal, we have to consider the building removal option.
  - We would first have to build a fire station to make sure the town would have fire protection, then remove the current building and then replace the contaminated soil with clean soil.
- Chief Tibbetts was asked to project potential future maintenance costs on the current building:
  - Needs a new heating system and a new hot water system: current efficiency is 50 or 60%.
  - Upgrade the florescent lighting.
  - Shore up ceiling in bay area: A leaking roof caused the ceiling to sag.
  - The building is in good shape: It has a new roof and new siding.

- Some of the electric has never worked; we live with that.
- Chief Tibbetts states that he likes the current building.
- Town Buildings Committee Chairman Dale Houle added that the town has put \$50,000 into the building in the last 5 years. Dale estimated it would take \$12,000 to \$15,000 to replace the heating system, and water heater and fix the roof in the apparatus bay.
- How much would be salvageable if the building were taken down?
  - Compressors, fume evacuation system, furniture, tools, shelving, storage can all be moved to another building. Some parts of the building are not practical to move.
- Capital Plan Committee Chairman Ellen McKay noted that future new vehicles may need bigger bays and doors than the current building offers.
  - Emission control systems are adding to the length of the wheel base of new trucks.
- Select Board Chairman Elaine Puleo summarized that there is nothing major that needs to be done to the building and yet if it is torn down, there's not much salvageable.
- The doors are good, but it probably wouldn't be feasible to move them.
- A new building would have to be ADA compliant.
- Chief Tibbetts was asked: If there are components not in the current building that it should have, or something that would be wanted if it were to be refurbished or a new building were to be built?
  - A couple more bays. Right now the spill response trailer is buried under the snow.
  - There's no inside storage.
  - One more surplus truck to pull the outside trailer.
  - Additional apparatus storage space;
  - A real washer and drier for turn-out gear
  - A place to wash and dry hose.
- Town Administrator Torres and Chief Tibbetts have visited the new 68' X 68' Tully Fire Station in Orange: It is about 1000 feet square feet smaller than the current Shutesbury building (because we have and use the second story.) Tully fire station features:
  - The Tully building is a single story building with a single roof line and high ceilings.
  - Four bays: two wide and two deep and 2 doors. They ran out of funds for a door in the back.
  - It cost \$20,000 to bring electricity to the building because of the cost of a new pole.
  - In floor radiant heat.
  - Drains in the floor with a recovery system: New buildings are required to have an oil/water separator. Town Buildings Committee Chairman Dale Houle explained:
    - We planned for that in the original \$150,000 for buildings renovations.
    - The funds were used elsewhere.
    - It's only a matter of time until the Department of Environmental Protection (DEP) requires a recovery system for cleaning our town vehicles.
    - It could be used for Police, Fire and Highway vehicles.
    - It's a good feature.
  - Emergency showers for men and women.
  - A fancy HVAC system has computer controls in every closet and room as they don't have 24 hour staff, so they can control and monitor the building temperature even remotely.
  - Their training room is available for the public to use so they can program the heat to warm it up before, and put the temperature back down after meetings.
  - Tully cost \$1.5 million with \$300,000 in design costs.
  - Actual building construction was \$1.2 million, below the amount requiring Orange to hire an Operations Project Manager. A retired ex-fire fighter and engineer acted as clerk of the works. They had someone on site at all times.

- It's a green building: recycled concrete, clapboards that will last 50 years and a 10 Kilo-Watt roof-mounted photovoltaic array.
- It houses 2 engines, a brush truck and a trailer in a very well utilized space.
- How many square feet does Shutesbury need?
  - Chief Tibbetts would have to sit down and make a rough list of what would be nice and what would be extravagant.
  - A meeting room used strictly for the fire department wouldn't have to be accessible, but it would have to be accessible to be used by the Emergency Management Team, for example.
  - A bay area requires thinking out 20 to 50 years; we would need to plan for a third truck and thus more space. Expanded bay area would add some cost, but it is the least expensive part of a fire station to build per square foot. All the expensive things would be needed either way.
- Are we talking about putting the police there also? Should that be considered?
  - The Turners Falls public safety building is lovely.
  - Shutesbury Police have only recently thought about this.
  - Do they need more space? More but not a lot more: add a booking area.
  - Being out of Town Hall would contribute a huge amount to confidentiality.
  - 2 car bays right to the booking room would be ideal.
  - Currently have 300 to 400 square feet.
  - Add an evidence room with secure storage: 500square feet would be a "round figure."
- Can we actually put a new fire station behind current station before we tear the old one down?
  - Becky: 100 feet away from the wetland is 20 feet away from the opposite lot line, so a new building would have to be moved back into the field.
  - It would have to go through permitting with the Conservation Commission.
  - The field is not used too much right now even in summer. The diamond hasn't been maintained in years. There's no Recreation Committee.
- There used to be federal funds for police/fire building projects.
  - Ware got federal ARRA funds in 09.
  - There's no ARRA money this year.
  - Becky: Senator Rosenberg suggested asking Rep. John Olver if there is any federal money.
    - We have a better story to tell (with soil contamination, than other potential applicants.)
    - We will fight for resources if people think this is the right step.
  - Walter: It needs to be the right step financially for the town.
  - Becky appreciates that the Library Facility Needs Assessment Committee did a lot of public forums to get public input; they thoroughly looked at potential costs, and financing sources.
  - Bonding is a real possibility.
  - Debt payments for the school are coming to a close: Bond for a fire station with the library if we're already paying to get a bond rating anyway; use the same bond rating for both projects.
- What is the worst case scenario for saving the current building?
  - \$400,000 to \$500,000 for 3-phase wiring,
  - Remediation maintenance: \$30,000 to start, plus \$1,000/per month for years unknown.
  - Will it be effective? Spend a million and have it only ½ work?
  - Or spend \$200,000 and find it does or doesn't work?
  - You still have doubt with remediation. Until you go in and take the soil out you won't know.
  - Once you disturb the soil how much is leaching back into the clean soil from last summer?
- What is the cost of deconstruction of the old fire station?
- \$200,000 was spent on this past summer's project.
- Tully cost \$1.2 million and is only 2/3 of what we need.

- Would Shutesbury's go beyond \$1.5 million and everything associated with that? (An OPM would then be required.
- We're looking at a minimum of 3 bays wide and 2 deep.
- Could a Morton or Kirby building be built faster?
  - What is the lifespan of a Morton or Kirby building?
  - If it's a possibility we could look into it more.
- Licensed site professional Jim Okun is still looking at the possibility of "surgical removal" of the contaminated soil under the building, even to 12 feet deep.
- A comparison was made to a \$150,000 mile vehicle that the owner feeds a lot of dollars into: then it works OK or it may not, and in the end the vehicle may still need to be repaired or replaced.
  - \$800,000 to \$900,000 for hope. Versus \$2 million to build, deconstruct and have clean soil.
- It is now possible to get a loan for mitigation. Would mitigation be as beneficial?
  - There's a case in Northampton that has been going on for 15 years.
  - If the readings are there, will it go on forever?
  - One of the people advising the town to opt for mitigation is a paid mitigation monitor.
- There would be a noise issue with a 300 cubic foot fan running 24 hours per day for over a year.
- Finance Committee Chairman Patrick Callahan: If we make a decision that doesn't handle the problem we're only handing the problem on to the next group of public officials:
  - Fix it; kill it; take a strong action.
  - A long-term loan for a new green building that is what both fire and police need.
  - In the long run we could mitigate the issue and still need a place for police, more bays for the fire department and getting the fire station up to code.
  - Would rather invest in an asset than a repair job.
- 2/3 of the library expense will be covered by the library building grant; a public safety building at \$2.5 million and the remainder of the library is still less than the cost of the school.
- Becky: These two projects support each other; both are really needed: "wed the two projects in a positive way." Bonding could be shared between the two projects.
- April: It would make our town really attractive. Our town is shrinking: Look to future rejuvenation.
- Patrick: Deal with the contamination. Find a way to get rid of it.
  - Walter and Tom did not ask for a new building.
  - The contamination has to be fixed so it is not passed off to the future.
  - We would be remediating a very dangerous problem.
  - It's already sucked up our money and time.
  - If we can, be done with it.
- Gary: Bottom line: That's the one way to get the job done.
- Becky: It's the most aggressive action we can take.
- George: Don't we have to get the contamination taken care of more quickly? We have to make a decision real soon.
  - We already got a 12 month extension on LUST funds pay back.
  - We're in phase 2 – 4 of remediation: This is part of the remediation process.
  - We're working closely with DEP. They are aware of this and totally on-board. We meet with them next Friday at 10 AM.
  - Elaine: Requests a "white paper" put together with all the options laid out clearly for people to read about before they come to a meeting.
  - Something that we can all "sign-off" on being most appropriate.
- Should there be a vote tonight? It's not on the agenda to vote tonight:
  - What would we vote on?
  - Are we moving forward with a mitigation system or going forward with a plan to build new?

- The key question is how do we get rid of contamination?
  - Which one of the 2 options is closest to doing getting rid of contamination?
  - Gary: Probably if you dig deep enough, a new building won't be on top of it, and a new building would be accessible.
  - We need a white paper; committees need to vote on it; we need to inform the town; public forums need to happen and all before town meeting.
  - There has to be some consensus amongst Selectmen, Finance, Capital Plan, and the Buildings Committees, if it is to go to town meeting.
  - The other piece that people will need to understand is the need for a feasibility study and a building committee: It's not something where we just pick up the phone and order a building.
  - The steps of the process would need to be laid out for a town meeting vote.
  - We have the budget from Tully and another budget for a larger building, and plans for Morton, Butler and Kirby buildings.
  - Becky will do the white paper: a 6-page draft: where we are, what our options are.
  - Selectmen will talk to DEP next Friday and come back if they get radically different information.
  - Start with one forum before town meeting.
4. **Selectmen unanimously voted to sign a response letter to Jeff Lacy regarding his letters concerning snow-plowing in Shutesbury, with a copy to Highway Superintendent Tim Hunting.**
5. **Finance Updates:**
- The budget is going together bit by bit using conservative assumptions and zero percent increases.
  - New health insurance numbers have "eaten up everything" extra in the budget.
  - The Amherst Pelham Regional budget works in our favor.
  - The Elementary School wants \$60,000 more than level funding.
  - A balanced budget will be very dependent on what the state does or doesn't do.
  - Any little thing like a bump in health care can upset everything.
  - This is the third year of zero increases.
  - We're having a delay to the recession
  - Becky: "We'll be OK and will be able to fund everything needed, but there will be no extras.
  - That it's reasonable is amazing:
    - We have reserves: It's better to have reserves and have to use them than to not have reserves and need them.
  - The Finance Committee will meet on February 15<sup>th</sup> at 7.
  - The Capital Plan Committee will meet on Thursday February 17 at 7 PM.
6. **No planning was done for a 250<sup>th</sup> Ball.**
7. **An email complaint concerning the on-going complaint of barking dogs on West Pelham Road** came to the Select Board via the Town Administrator, and requests a Select board response:
- Owners previously stated that they would not get collars or do anything suggested to stop barking,
  - Some complaints have not been substantiated.
  - Selectmen do not believe that the current dog behaviors require stronger action on their part right now but they will keep monitoring the situation.

### Select Board Actions

1. **Selectmen unanimously voted to approve the minutes of January 24, 25 and 27, 2011.**
2. A septic betterment loan of 20 years ago was paid off, but the paperwork was never properly completed, and the deed still shows a lien. **Selectmen unanimously voted to approve the discharge of a mortgage for Patricia Gonzalez for 184 (now 536 with current 911 numbering) West Pelham Road.**

3. There were **no payroll warrants** to sign due to the meetings being out of the warrant cycle due to the storm cancellation on February 1. New payroll warrants will be signed next week.
4. There were **no vendor warrants** to sign, as above.
5. **Selectmen unanimously voted to appoint Al Werner to the Water Resources Committee**, joining David Green, Hugh Harwell, April Stein, and William Elliott. The next meeting is tomorrow night.

### New Topics

#### 1. **Regionalization of the Boards of Health:**

- Will be good for consistently trained personnel and consistent goods and services.
- Shutesbury will be a part of it once it moves forward.
- Franklin Regional Council of Governments contact Phoebe Walker wants to make sure that the Select Board is aware that the current Board of Health opted not to participate in this grant application to start the regionalization process.
- Selectmen are aware of the elected Board of Health position.
- Selectmen are "on-board" with regionalization.
- Shutesbury is fortunate to have our current Chairman William "Bill" Elliott, as he stays appraised and connected with everything for the Board of Health. It is unlikely that others who follow him will have the time to attend every meeting the way he does. At that point, a regional coordinator will be a valuable resource.
- There will be one regional coordinator for all the Franklin County Boards of Health.
- There will be a central hub of training and information which many local boards of health do not now have.
- This is just the grant application to regionalize.
- Becky will clarify the Board's thinking with Board of Health Chairman Bill Elliott.

#### 2. **Report on the Sunday, February 6 Amherst-Pelham Regional Superintendent selection meeting:**

- The meeting was well-run with a welcome compromise solution.
- 90% of the letters were in support of Maria Geryk.
- The teachers are willing to go the extra mile for Maria Geryk.

2. Selectmen need do nothing with a required notice of a **public waterways dock application** which they received unless they care to attend the Conservation Commission public hearing concerning that dock installation.

2. Becky has reached out to Shutesbury Athletic Club (SAC) President Paul Danielovich regarding the **disapproved Form 43**.

- The SAC is aware of the situation and is trying to bring things around.

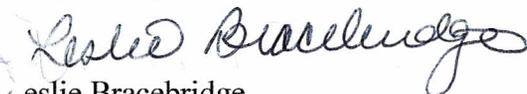
#### 3. **Selectmen signed their annual report to the ABCC.**

4. Selectmen will read a January 21 document on **statewide regional aid** and discuss it at their next meeting.

5. Selectmen agreed to attend the **Emergency Management Team meeting at 5 PM on February 21**, instead of at the usual 6:30 PM. Pat Smith from the FRCOG Planning Department will speak regarding National Flood Insurance.

Meeting adjourned at 10:15 PM

Respectfully submitted,



Leslie Bracebridge  
Administrative Secretary  
110208 Select Board