

Shutesbury Select Board Meeting Minutes
June 13, 2017 Shutesbury Town Hall

Select Board members present: Mike Vinskey/Chair, Michael DeChiara, and Melissa Makepeace-O'Neil

Staff present: Becky Torres/Town Administrator; Linda Avis Scott/Administrative Secretary

Guests: Barry Field/Shutesbury Conservation Commission, Russ Mizula/Commissioner-elect; Joan Hanson, Penny Kim, and Susie Mosher/Positive Presence; Jeff Lacy and Deacon Bonnar/Planning Board; Police Sergeant Wendy Masiuk, Police Chief Tom Harding; April Stein and Anna Aaron/Personnel Board; Tim Logan/Select Board member-elect; Elaine Puleo, Jim Hemingway, Eric Stocker, George Arvanitis, Bob Groves/Finance Committee; Al Springer, James Schilling-Cachat, and Mary Lou Conca/Residents; Malik Rehner and Kyanee Ferro/Guests; Meryl Mandell, Michelle Cunningham and Mary Anne Antonellis/Master Plan Working Group.

Vinskey calls the meeting to order at 6:30pm.

Agenda Review: completed

Public Comment Period: none offered

Unanticipated Topic:

1. Appointment to the Conservation Commission: Vinskey moves the Select Board appoint Russ Mizula to the Conservation Commission; Makepeace-O'Neil seconds the motion. Barry Field/Conservation Commissioner: Mizula has been attending meetings and site visits for a couple of months; he will bring commonsense to the Commission who welcomes his willingness to join and obtain the necessary training. The need for two more Commissioners is noted. The Select Board unanimously appoints Russ Mizula to the Conservation Commission.

Discussion Topics:

1. Police Department Staffing/Police Chief Harding: Vinskey acknowledges the resignation of former Officer Sean Sawicki and asks Harding about staffing needs and patterns. Harding: besides shift coverage, there are other responsibilities including court appearances, investigations, meetings with the District Attorney, and school projects; at this time, the load will be shared among fewer people. DeChiara: can the part-timers perform the additional activities? Harding: they are trained and capable however there is a limit to what is expected of a part-timer; hiring a full-timer to replace Sawicki is probably not possible due to funding constraints. Vinskey: will we be able to meet the needs of the town with the current staff? Harding: the work will be spread over two instead of three. DeChiara: reason why funding is a problem? Harding: the department was fully funded. Lacy: Sawicki's salary is not sufficient to cover a new person? Harding:

part of the problem is finding staff; at this time, there is not much interest from the town in putting someone through the academy. Vinskey: is it possible and reasonable for the work to be accomplished by two full and two part-time staff? Harding: Sawicki became a resource to other schools in the surrounding communities; his leaving will not affect police resources for Shutesbury's school. Harding: the options are one experienced full-time officer or more part-time staff; training someone without police experience is a drain on the department; young people will not stay in a small community – they are more interested in criminal law enforcement; part-timers need to work at least one shift per week and they cannot be regularly scheduled for more than 20 hours/week. Al Springer: he was a member of the Select Board when the last two officers went to the academy – they needed to sign an agreement to repay the town if they left employment prior to a specified time period. Torres: Wall and Soto paid back the balance of the cost of their academy training; Sawicki was not provided with a contract to sign – he worked a year and four months on a three-year contract. Springer recommends not sending young officers to the academy although he was very much in favor of sending Sawicki, a town resident, to the academy. Puleo: asks about the status of the auxiliary program. Harding: the department did not have much success with the program. Vinskey: how many part-timers? Harding: there is a balance between the number of part-time staff and the ability to maintain communication. Stein states her concern about overburdening the two full-time staff; are there shifts that could be cut out and/or is Sawicki available to work part-time? Harding: would like to have a pro-rated permanent part-time person – the person he has in mind has the required credentials and would not need health insurance; they would have to work a minimum of twenty and no more than thirty hours/week. Logan: how long does “on the job training” take? Harding: it all depends upon the individual. Vinskey asks Harding to let the Select Board know how the department is managing. Harding: the contract to pay back the cost of the academy is not much of an anchor. DeChiara: would want to hear from Harding if managing with the current staff is not working or when he has a recommendation for hire. Arvanitis: the budget is set for FY17 and there are funds to pay for part-time staff; benefits are in the health insurance budget. Harding: the budget is not the problem; the problem is finding the person to fit the community; the salaries for a permanent part-time and a second part-time officer would be covered by Sawicki's payroll.

2. Record Storage/Town Clerk Susie Mosher: Mosher presents the 6.7.17 draft for the “Records Storage Advisory Committee Charge” and notes that it is not necessary for a Select Board member to sit on the Committee; it is necessary to be clear about what possibilities are coming forward and that these possibilities are aired publicly; the Advisory Committee would not make the final decision; the Massachusetts Roving Archivist Rachel Onuf's guidance is that there are short and long-term solutions; Onuf is available for further consultation. Mosher: per Leslie Bracebridge, the Historical Commission has a lot on their agenda and may not be available to participate on the committee - their membership is not necessary as the charge is about record storage, however, they will need to have

input on potential uses of the Old Town Hall. Makepeace-O'Neil suggests the Historical Commission receive the same updates received by the Select Board. DeChiara asks about budget cycle timing. Mosher: the next budget cycle will come too soon. DeChiara suggests the committee consist of either five or seven members and that a member of the Library Board of Trustees be considered. Mosher: Susan Millinger is interested in participating on the committee. Groves notes the need for the Building Committee to participate; there are some complex considerations and different interested parties; feels there is a creative solution for a project that needs to be done. The draft charge includes representation from the Building Committee; membership will be five plus the Town Administrator/ex officio; one more community member will be needed. DeChiara: as it has a short-term charge, this would be a working group. Mosher agrees. Mosher asks Antonellis/Library Director about the relevance of Trustee participation or would updates suffice. Antonellis will ask the Library Trustees during their 7.10.17 meeting. It is noted that including a town hall employee on the committee would be important and it is agreed that a town hall employee will be a member in lieu of a member of the library trustees; a representative of the library could fill the second community-at-large position; the Select Board will receive the final report. Mosher will prepare a final draft of the committee charge for the 6.27.17 meeting.

3. “Community Vision Report”/MPWG and Planning Board: Vinskey, citing his handout “Capital Spending with \$100,000/year Free Cash replenishment” states his concern about the financial component of the “May 2017 Town of Shutesbury Community Vision Report”; the handout is a rough estimate of free cash and stabilization funds over the next ten years; the Town needs to have a handle on these before embarking on visioning; recommends putting the visioning process on hold for one year until there is more financial clarity. DeChiara: the report has a lot of data; there are standing committees that could analyze this data to see if there is something relevant that could inform their current and future work; the budgeting process would pull it all together rather than letting the data sit at the committee level. Makepeace-O'Neil recommends pulling some teasers out of the data and perhaps do some additional surveys to further define the data; as it is a good start, she does not want to let the data sit. DeChiara: something actionable needs to come out of the next round. Logan: option two does not necessarily affect the town fiscally. Vinskey: once an exploration begins, a proposed project may become a “given”. Lacy: the Planning Board voted to endorse the “Community Vision Report” during their 6.13.17 meeting. Lacy reads from “Finances” on page 9 of the report. DeChiara: the conclusions drawn are not consistent with the raw data. Mandell: fiscal, financial, and other issues come up repeatedly in the raw data. Mandell refers to Michele Cunningham’s 6.9.17 letter to the Select Board and Planning Board and states her surprise at Vinskey’s lack of support because there was unanimous MPWG, of which Vinskey is a member, support for the vision. Mandell: these are aspirations, there are built in conflicts, the whole vision is data driven; the Planning Board voted unanimously to endorse the “Community Vision Statement” and recommended a next step. Scott reads the approved Planning Board motion into the record: *“Lacy moves the Planning*

Board request the chair of the MPWG and the Select Board that the MPWG convene those members interested in serving further, for up to two months, to make recommendations for working groups as per step two 'Directly Implement the Vision' (page 27). Mandell states her concern that the Select Board is not listening to the MPWG and the residents who participated in the visioning process. DeChiara acknowledges that the visioning process was healing in some ways however that is very different from coming up with a vision and policy for the town; a vision sets a direction – there is not clear direction in this statement; more analysis is needed in order to make recommendations for the next steps. Groves states that he is not happy with the product and feels there is no coherence to the vision – it needs to be reality tested. DeChiara acknowledges the authenticity of the process. Mandell: the MPWG did not come up with the data – it came from the participants; the vision identifies the concerns worth grappling with; to move the vision forward, we need to take the next steps – we want to look more closely at the common themes, i.e. what are the possible options for infrastructure, finances, community building. Vinskey: the Planning Board wants the MPWG to stay together to look at certain areas. Mandell: a subset of the MPWG would look at the data again and identify some short/long term items the town may want to consider; it would then be up to the Select Board to determine whether there will be committees whose membership and charge would be to further examine the issues. DeChiara states that he is not in favor of endorsing the “Community Vision Statement”; he is in favor of reconfiguring the MPWG to analyze the data. Cunningham: a vision is bigger than a plan – it is a very first step; hears concern from the Select Board that there may not be a way to stop pursuit of particular direction. DeChiara: one of his concerns is that participants’ data falls on both sides of a topic. Mandell: through the visioning process, we found out what was on people’s minds. DeChiara: there are boards/committees who can utilize the data; the vision is disconnected from the data. Makepeace-O’Neil states her support for the Planning Board recommendation and the need to come up with more direction relative to the data. Makepeace-O’Neil endorses the “Community Vision Statement” and the second step “Directly Implement the Vision”. Logan states his support for step two. Mandell: after all of the effort put forth by herself and the members of the MPWG, she is discouraged to not receive the support of the Select Board. DeChiara endorses step two however does not endorse the vision statement; the Planning Board or MPWG needs to own the process. Vinskey suggests the Select Board identify five areas for further study. Lacy asks if the vision statement could be taken to the town for endorsement; step two is to directly implement the vision. DeChiara: “government efficiency and lower taxes” needs to be clarified; what would the FinCom do with a vision of financial sustainability? Kim acknowledges the time the Select Board has spent on the topic and notes that the town runs on committees. Kim suggests the Select Board thank the MPWG for their work; the Select Board does not need to do all the legwork; there is a way to wrap the topic up: endorse the document and step two. DeChiara acknowledges the hard work and commitment of the MPWG. Torres confirms that Makepeace-O’Neil endorses the “Community Vision Statement”, DeChiara does not, and Vinskey finds the vision to be contradictory

in nature. Vinskey: more clarity is needed. The topic is carried over to the 6.27.17 meeting.

4. Preservation of Native American Sites on Town Owned Land: Vinskey acknowledges that Jim Cachat-Schilling is video recording this portion of the meeting. Vinskey has reviewed relative emails on the topic: documentation of the sites has been done, therefore the next step is determining how to protect the sites on town property; referring to a 5.30.17 email, Rolf Cachat has identified the sites. DeChiara: assuming the inventory is complete, it needs to be brought into the public realm and codified; refers to Town Counsel MacNicol's recommendation to go through the Historical Commission; there can be up to seven associates who do not have to be residents of the town; notes the need for demographic representation of those with Native American heritage; currently, the only Commission member up for renewal is Leslie Bracebridge and she has been the member most involved with the topic; as per Cachat, the Massachusetts Historical Commission (MHC) has the ability to keep the records confidential as the preservation needs to be shrouded from public view. James Schilling-Cachat affirms that this would be the MHC's responsibility. Makepeace-O'Neil: taxpayers will need some information. DeChiara: an expanded body of those with interest and expertise is needed. Mary Lou Conca: some of the sites on public land have been vandalized; it would not be a big secret, however, it would not be a museum. Vinskey states that he thought the public would be able to visit the sites. Schilling-Cachat: certain town officials will know the locations; the MHC preserves the information so the public will not know the locations. Vinskey: it sounds like the sites would then only be available to a small number of people. Schilling-Cachat: in the fall, we would like to do a series of informational lectures for the townspeople at the school. DeChiara: educational workshops grow appreciation and could prevent unintentional disruption. Vinskey: the sites are known therefore we can move forward with preservation. Makepeace-O'Neil: subsequent to meetings on this topic, there have been times that emails have used the words racist and genocide in relation to town committee members; the content of these emails has created hesitancy on the part of the Historical Commission to move forward and creates roadblocks; emails labeling people prohibits open discussion. Makepeace-O'Neil notes the need to acknowledge the reality of these emails. DeChiara acknowledges the need for civil dialog; expanding the Historical Commission associates to people with Native American heritage will help. Makepeace-O'Neil reaffirms the need to acknowledge the roadblocks that exist. DeChiara: the full membership of the Commission is white. Makepeace-O'Neil: identifying the race of the Historical Commission members is not necessary – either side does not feel safe talking about the topic. DeChiara reaffirms the need for representation by those with Native American heritage. Conca shares her experience with witnessing stone formations created to point to the correct directions; we are at a standstill until people can understand the sites. Joan Hanson: how is preservation accomplished? Torres: as town officials, preservation can only occur on town property. Schilling-Cachat: sites are on town property and in the town forest. It is clarified that the town does not have a forest;

the State has authority over the forest. Torres: the town owns very little property; the sites may not be on town owned property – therefore there will be no town authority; it is critical, to verify ownership of the property where sites are located. Torres: access to the parcels owned by the Town is available on the Assessors website using the GIS mapping function. Vinskey: the goal is to move forward in a straightforward way with education; the plan for an educational event is acknowledged. Conca: would the Select Board appoint the associate members of the Historical Commission? DeChiara: educational workshops are one pathway and it would be good and proactive to expand the associate membership of the Historical Commission; the Select Board makes appointments effective 7.1.17. Citing the example of the Municipal Lighting Plant Board membership process, DeChiara suggests that associate member qualifications be determined, i.e. some members with Native American heritage, some with preservation expertise and recommends the Select Board take time to consider qualifications and seek letters of interest. Vinskey: the goals are to identify, preserve, and educate; what other expertise is needed? DeChiara: perhaps grant writing experience. Makepeace-O’Neil suggests those with expertise be brought in as needed. Schilling-Cachat: there are Tribal Historic Preservation Officers (THPOs) and others who would volunteer and back-up the work done by himself and Cachat. Vinskey: the inventory and photos are complete. Logan: who takes responsibility? Schilling-Cachat: the Historical Commission; the associates would not have voting rights. DeChiara: the Historical Commission would vote on the plan; the expansion of associate members would provide the expertise. Vinskey: what if the plan is not approved? DeChiara: with additional associate members, a larger collegial body would be created. Vinskey: if the Commission does not accept the point of view of the associate members the situation could become confrontational and disruptive. DeChiara: per MacNicol, the only avenue is expanding the Historical Commission. Vinskey: we have people who know what they are looking at. Logan to Schilling-Cachat: suggests appointing a working group with those who are knowledgeable; doing so will decrease rancor and ease the burden on the Commission. Makepeace-O’Neil: the Historical Commission is asking for help. DeChiara: per MacNicol, the town was threatened with legal action if a working group is formed; if there are resignations from the Historical Commission, the Select Board can appoint new members. Logan: MacNicol did not provide enough background for her recommendation. Makepeace-O’Neil: the threat of legal action shut down the conversation before finding out what is best for the town. Kim: the first step is to determine ownership of the land where the sites are located. Mosher: any citizen initiative can hold an information session. Vinskey to Schilling-Cachat: clarify ownership of the land on which the sites are located; asks about a working group. Schilling-Cachat states that he thinks the working group is the best idea and will check with Cachat. Conca: regarding the Planning Board special permit (Wheelock parcel solar project), that piece of land was to be assessed for ceremonial sites and, in her opinion, the Planning Board miss-issued the permit; the land was never assessed by a THPO and many of us were trespassed; what did the Select Board have to say about that permit? Vinskey and DeChiara: the Select Board has no oversight over Planning Board issuance of

special permits. Makepeace-O'Neil: overtime, when the topic shows up on the agenda, follow-up emails labeling town officials shuts down the conversation and prevents progress. The topic will be carried over to the 6.27.17 meeting.

5. Review Draft FY18 Appointed Officials List: DeChiara: per MGL Chapter 51, Section 15, the Board of Registrars consists of the town clerk and three other persons. DeChiara does not think the appointment of Marilyn Tibbetts is accurate because *“Every such appointment shall be made in a town by the selectmen or the appointing authority from a list submitted to them by the town committee of the political party from which the position is to be filled”*; our decision was not made from a list; is unsure whether the chairs of either party were notified of the need for a list. Susie Mosher/Town Clerk: the letter requesting a list was written. DeChiara: the vote was done on 4.4.17. Kim: there is equal representation. Mosher: the former Town Clerk identified as a Democrat; Mosher is unenrolled so, currently, the Board is made up of one Democrat and two Republicans, which is out of balance with the representation of the town. DeChiara: the only thing about party affiliation is that there are two and two. Mosher: a letter to each party was in the Select Board packet; Peter Nyzio's (R) will be the next open seat and a different choice could be made at that time. DeChiara: were we cognizant that we received the letter or waited the requisite time period? Vinskey notes the need to confirm that the letters went out. Mosher will confirm; at this point, there is little for the Registrars to do. Mosher states she will do more next year to ensure the process requirements are met. Torres: the letter goes to both parties each year. DeChiara: we need to confirm the letters went out and that we are in compliance; this process is supposed to happen in February or March of the year. Vinskey appreciates those who responded to the inquiry about reappointments. Torres suggests the COA be consulted for a recommendation for the ADA Committee. The community-at-large position on the Capital Improvement Planning Committee will be open; the 250th Celebration Committee is finishing up their work; the Aging in Place Task Force is a COA sub-committee. DeChiara would like to hold off on appointing the Energy Committee. Torres: the Committee met recently; Marty Wells is interested however did not attend; the next meeting is in August; Craig Marden will help with projects and Steve Rice will be the Chair. DeChiara notes the need to check on where the committee wants to go with their work; agrees that it is okay to re-appoint. Torres: there is a need for younger membership. Vinskey: Chief Tibbetts is looking into the possibility of having a member of the Highway Department cross-trained. Makepeace-O'Neil will bring the concept to the Personnel Committee. DeChiara: the MPWG could be disbanded and those who may be interested in serving further will be re-appointed. The work of the Memorial Day Committee is reviewed. Per Torres, the Town Center Committee generally meets when there is specific matter of concern – their interest is in taking care of the common; they assisted with the design of the new memorial. The Town Administrator's position is a three-year appointment with a contract; all the other managers are listed the same way; the police officers are under contract “at will”. Appointments are made based upon the contracts after they are settled. Vinskey acknowledges the recent

death of long-time Tree Warden Tom Houston. Torres: the Highway Department works closely with the tree warden; will ask Dave Hawkins if he is interested in becoming the Tree Warden. Appointments will be made during the 6.27.17 meeting. Vinskey: the Historical Commission needs to be consulted before the appointment of associate members.

6. Committee Meetings Attended:
 - A. Regional Assessment Working Group: Per DeChiara, potential consultants were interviewed during the 6.6.17 meeting; a meeting will be held sometime during the week of 6.19.17 to chose one of the candidates.
 - B. Torres attended the Small Town Administrators of Massachusetts (STAM) 6.8.17 meeting; participants raised Lt. Governor Polito’s awareness about the \$25 levy limit in reference to Chapters 90 and 70. DeChiara suggests the Town plan to meet with Representative Kulik and Senator Rosenberg in the early fall about regional school assessment formulas. Torres learned that the Mass DOT chief engineer might be helpful with the small bridge grant.
 - C. Broadband Committee: Per Torres, the Municipal Lighting Plant Board and BBC are reviewing the WiredWest (WW) memorandum of understanding; a draft of the document will be forwarded to the Select Board along with the comparative costs Craig Martin is working on; Graeme Sephton is trying to make use of municipal space on the poles, however, this may not be possible for residential use – Town Counsel MacNicol will be asked for guidance on the topic; WW looked into this possibility as well.
7. Town Hall Well: Torres, referring to informative documents about well water provided by Susan Steenstrup/DEP Special Projects: the problem is classified as secondary which is an aesthetic issue; the Town needs someone to assist with solving the problem which may affect those with heart conditions; has yet to find a grant source for a secondary problem; after the start of the new fiscal year, Torres will work on having the holding tanks replaced to prevent wear on the pump.
8. Solar PILOT: Torres: the reports from Harald Scheid/Regional Resource Group, received earlier 6.13.17, have been forwarded to the Board; Holmberg/Administrative Assessor has yet to review the reports. DeChiara suggests waiting to sign the PILOT agreement until the reports have been reviewed. Vinskey states that he would like to close out the PILOT agreement process by signing the document because, even with Holmberg’s reading, the agreement is not going to be cancelled. Makepeace-O’Neil states she is willing to sign the document. DeChiara states that he would like to wait until Holmberg reviews Scheid’s documents noting that Town Counsel MacNicol recommended waiting to sign the PILOT agreement until Scheid’s documents were received. Vinskey moves the Select Board accept and sign the “Agreement For Payment In Lieu of Taxes For Personal Property between LSDP 12, LLC and The Town of Shutesbury dated as of June 1, 2017” and signed by Marnin Lebovits/LSDP; Makepeace-O’Neil seconds the motion; DeChiara states that he does not want to

sign the PILOT agreement until he has had an opportunity to review Scheid's documents. Makepeace-O'Neil: aye, Vinskey: aye, and DeChiara: abstain. Vinskey and Makepeace-O'Neil sign the document.

9. Town Administrator Updates/Becky Torres:
 - A. 6.13.17 email from Rita Farrell suggesting the use of microphones "to insure that everyone in the audience is fully able to hear all of the deliberations". Vinskey suggests it may be helpful for the audience to use a microphone as well. Board members agree to research the options for next meeting.
 - B. The Select Board receives the 5.20.17 loose dog report compiled by Sgt. Masiuk; as this is a first violation, there is no Select Board action at this time.
 - C. In reference to the 5.25.17 letter sent by Building Commissioner James Hawkins to Aaron Snow regarding Lot B27: per an uncertified survey done by R. Levesque Associates, Inc., a portion of Snow's structure is over the lot line for Lot B26; the survey was done on behalf of Evan Jones; B27 is part of the land swap (2017 Annual Town Meeting Warrant Article 15). Torres: per Snow, the building cannot be moved, however, Hawkins seems to think it can be; both the Building Commissioner and Town Counsel MacNicol recommend that the town have a certified survey done; the Select Board could ask Jones to pay for the survey or request funds from the FinCom; MacNicol suggested redrawing the lot lines however this can only be done with Jones' agreement. DeChiara suggests Jones be asked to pay for the survey. Vinskey: Lot B27 is currently town-owned property and if someone builds on town property, the issue needs to be resolved. Torres: if the building is on town property, the Building Commissioner could require that building be torn down. Makepeace-O'Neil recommends Lot B28 be surveyed as well. Vinskey: the back lot line of the Mary Clark lot also needs to be surveyed. Torres: the town does not have to pay for the survey on the Mary Clark lot. Vinskey notes the need to have room for flexibility in the use of the Mary Clark lot. The Select Board agrees to have both Lots B 27 and B 28 surveyed if the cost does not go above \$2,000. Torres will follow-up with Representative Kulik's office regarding a question they have about the special legislation.
 - D. "Procedure for Police Officer Training at the Academy" prepared by Torres will be reviewed by the Select Board and considered at the next meeting.
10. Future Agenda Items: 6.21.17: one hour website training followed by the "All Chairs" meeting; 6.27.17: FY18 appointments, Town Administrator's review, MPWG vision statement, preservation of Native American sites, and, if available, a land survey update.

Administrative Items to Consider:

1. The Select Board will sign vendor warrants totaling \$265,205.07.
2. The Select Board will sign payroll warrants totaling \$118,804.06.
3. Select Board Procedures and Policies Manual: Vinskey moves the Select Board accept the "Procedures and Policies Town of Shutesbury Select Board, Adopted

March 2017” that includes an “Information and Guides” section and is set up to be reviewed annually; Makepeace-O’Neil seconds the motion that passes unanimously.

4. Select Board Meeting Minutes: Vinskey moves to approve the 5.24.17 meeting minutes; DeChiara seconds the motion and the Select Board unanimously approves the 5.24.17 minutes as amended.

Vinskey moves to approve the 5.30.17 meeting minutes; DeChiara seconds the motion and the Select Board unanimously approves the 5.30.17 minutes as amended.

At 10:46pm, Makepeace-O’Neil moves to adjourn the meeting; the motion is seconded by DeChiara and passes unanimously.

Documents and Other Items Used at the Meeting:

1. “Draft for the Records Storage Advisory Committee Charge 6.7.17” by Susie Mosher/Town Clerk
2. Vinskey’s 5.30.17 “Capital Spending with \$100,000 Free Cash replenishment”
3. Michele Cunningham’s 6.9.17 letter to the Select Board and Planning Board
4. “Shutesbury Community Vision Report” May, 2017
5. 6.2.17 email from RG Cachat “Setting Record Straight – Enter this testimony in your next board meeting minutes”
6. Chapter 51 Section 15 “Board of Registrars in Certain Cities and Towns”
7. NH Department of Environmental Services “Environmental Fact Sheet: Sodium and Chloride in Drinking Water”
8. “Secondary Drinking Water Standards: Guidance for Nuisance Chemicals”
9. “Agreement for Payment in Lieu of Taxes for Personal Property between LSDP 12, LLC and Town of Shutesbury dated as of June 1, 2017”
10. 6.13.17 email from Rita Farrell “Improving ‘communications’”
11. 5.20.17 Town of Shutesbury Dog Officer Control Form
12. 5.25.17 letter from James Hawkins/FCCIP Building Commissioner to Aaron Snow/7 Oak Knoll
13. “Procedure for Police Officer Training at the Academy” dated June 2, 2017

Respectfully submitted,
Linda Avis Scott
Administrative Secretary