

Shutesbury Board of Selectmen November 5, 2013 Meeting Minutes

Members present: Chairwoman Elaine Puleo and members Al Springer and April Stein.

Also Present: Town Administrator Rebecca Torres, Administrative Secretary Leslie Bracebridge recording.

Meeting opened at 6:30 P.M. at the Shutesbury Town Hall

Appointments

Fire Chief Tibbetts:

- Reviewed Schoolhouse Road fire – fully involved structure/shed.
- Chief Tibbetts was out of town at training at the time of the fire.
- Octagon structure about 20 feet in diameter.
- The structure was fully engulfed when the Fire Department got there.
- Other area fire departments also responded.
- The Fire Department was on scene for a little over 2 hours.

Police Chief Harding:

- The Franklin County Police Chiefs have decided to stay with Imc (public safety emergency call integrated software) program with Montague as its hub. Greenfield is sticking with Spillman.
 - If Shutesbury selected Spillman we would have to maintain the 2 systems in order to communicate with other Franklin County towns besides Greenfield.
 - Chief Harding doesn't see prices going down:
 - Each town is assessed on the version used; Shutesbury uses the most basic version.
- Lock down drill at the elementary school:
 - State police assessment teams were here.
 - The alarm and strobes were not offensive, but did not alert visitors in the hallways, so an upgrade is needed.
 - The grant money has paid for a lot of the system over the years. Upgrade expenses will go to the School Committee.
- Dogs:
 - Elaine got an email, which needs to be addressed.
 - Chief Harding: State police have gone to that address 4 to 6 times.
 - Most of the time when our officers go to that address, they don't find anything.
 - Local response process to dog complaints:
 - Log notes: Sent an officer, this is what we found.
 - We do not know what the state police are finding.
 - Elaine: Do we bring them together at a meeting with the dog officer to stop the complaints.
 - Becky: What is the purpose a dog hearing? She got rid of the second dog. She was already fined in June when there was a police report.
 - Chief Harding: Any meeting would be contentious.
 - Elaine requests a report of the number of calls over the past year from this one caller.

Topics

1. **Discuss Fire Response (Franklin County Initiative for Regional Excellence in Response) CIC Grant Proposal – Chief Tibbetts** is not on the committee developing the grant proposal, but distributed a summary sheet concerning a Massachusetts Community Innovation Challenge (CIC) Grant proposal which

the Franklin Regional Council of Governments (FRCOG) is pursuing on behalf of Franklin County Fire Departments:

- A group of Franklin County Fire Chiefs see the benefits of having uniform CAD (Computer Aided Design) information system similar to the Imc system used by many Franklin County Police Departments as described above by Chief Harding.
- With a Fire department EMS CAD system, participating Franklin County Fire Departments would share the information from Dispatch about specific incidents with all responding fire departments. The information would be automatically propagated into report forms, including some information concerning interactions with police.
- Right now such a program is a little expensive; group purchasing might improve the costs.
- The CIC grant would allow FRCOG to support interested Franklin County Fire Departments in their 3 main goals listed in the summary sheet:
 1. Sharing Data, with a consistent software platform across all participating departments,
 2. Development of standard performance measurements based on National Fire Protection Association (NFPA) standards, and
 3. Development of collaboration between departments, including automatic aid agreements to better help fire departments to meet NFPA standards for response time.
- Chief Tibbetts will not be present when the grant proposal is presented on Nov. 26. Chief Tibbetts advises Selectmen that he recommends participation in the CIC grant; it won't be detrimental, it can only be beneficial.

Selectmen unanimously agreed to sign a notice indicating the town's support and send it to FRCOG.

At 7 PM Selectmen recessed for the Special Town Meeting with the Select Board meeting to resume following the Special Town Meeting.

Select Board Action Items

1. Selectmen unanimously voted to approve the October 8 and 21, 2013 meeting minutes as written.
2. Selectmen unanimously voted to sign the 2013 Cultural Council Grant.
3. Selectmen signed payroll warrants totaling \$90,950.60.
4. Selectmen signed vendor warrants totaling \$85,260.87.
5. Selectmen unanimously voted to appoint Tani Wilson to the Cultural Council.
6. Selectmen accepted a resignation from Weezie Houle who has served as the alternate Wired West delegate. Selectmen then unanimously voted to appoint Craig Martin as Shutesbury's Wired West alternate Delegate.
7. Selectmen unanimously voted to sign the town hall use form for up-coming library programs.

Topics the Chairman Could Not Reasonably Have Anticipated

1. **Franklin Regional Council of Governments (FRCOG) Cooperative Purchasing Program for Cooperative Fire Products and Services – Chief Tibbetts:**
 - Described the new program and the benefits for Shutesbury's membership in such a cooperative:
 - The town signs a form saying only that the town would be interested in cooperative purchasing.
 - FRCOG Chief Procurement Officer Andrea Woods told Chief Tibbetts that he would not be obligated to buy anything even if Shutesbury joins the cooperative, and even at the point of Shutesbury being a part of a contract with Company "A" for Product "X", and Shutesbury's only obligation would be to not buy product "X" from Company "B." This would not preclude Shutesbury from buying Product "Y" from Company "B".

Selectmen unanimously voted to sign a Franklin Regional Council of Governments Cooperative Purchasing Program authorization form for the Shutesbury Fire Department to participate in the Franklin Regional Cooperative Fire Products and Services Bids and Contracts program for calendar year 2014 with the option to renew two additional 1-year terms.

2. Chief Tibbetts reported on his recent training in New York that Type3 Incident Management Teams must take: It was a lot of hard work and long days but he learned a lot.
3. **Elaine reported that she had signed the NEXTERA Energy Business Electricity at.08083 cents per Kilowatt on October 23, 2013 for the month of November.** Becky will communicate with Geoff Rogers regarding a contract for the month of December and report back to the Board.
4. There is an Amherst-Pelham Region four-town meeting coming up sometime in November at the Amherst Regional Middle School.
5. FRCOG has a Mass in Motion grant to provide safe walks to school. How would one tell Leverett Road residents that they will lose 20 feet of their front yards for a sidewalk? Elaine has hope that there is a way to improve conditions for children to walk to school.
6. The paver did not lay pavement down as smoothly as it should have on Pelham Hill Road. The southbound lane is bumpier than the northbound lane. It is not going to cause a structural problem. Selectmen feel it would be best to document that at a meeting. (Scheduled for Friday 11/8 at 8 AM.
7. New readings will be taken at the fire station for a December IRA (Immediate Response Action) report. We have not heard anything from the state Department of Environmental Protection (DEP) since June. Becky will touch base with DEP before O'Reilly, Talbot & Okun personnel proceed with testing. These reports still run \$4,000 each. Once we get down to a temporary solution, the reports will be \$2,000.
8. The Lake has been drawn down.
9. Highway projects: The Baker Road culvert area is not dry enough yet to proceed with replacing the culvert. The paperwork is in place. Highway Superintendent Hunting suggests the Farrar Road project will be next. Permitting would take a minimum of a month so Farrar Road will happen in the spring.
10. There will be no senior lunch for December, January and February.
11. Town Hall heat: Baseboard was been installed in the Senior Lounge and the Selectboard meeting room on Friday. On Monday morning the building heat was off, and has been repaired. The blower valve could not be controlled on Monday causing overheating in the Finance office, which was also repaired. The overhead heater in the senior lounge has been hooked up and is working. The town will be going out to bid on a new boiler.

The Select Board recessed at 7 PM to attend the Special Town meeting, resumed meeting at 7:52 PM and **adjourned at 8:21 P.M.**

Respectfully submitted,

Leslie Bracebridge
Administrative Secretary