

**Shutesbury Board of Selectmen  
Tuesday, August 16, 2011 Meeting Minutes**

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

Also Present: Town Administrator Rebecca Torres, Administrative Secretary Leslie Bracebridge recording. Meeting opened at 7:10 P.M. at Town Hall.

Appointments

**Police Chief Harding and Sergeant Wall:** Not present due to no big things to report.

- Town Administrator Torres reported that the Chief's only issue are outstanding dog complaints:
  - Visits to one site have not revealed barking dogs. It is not a dangerous issue. The dog owner has tried different techniques to limit the dog's barking.
  - One dog is no longer residing at another complaint site on West Pelham Road.
  - One cat has been released from rabies quarantine following an animal bite involving a dog.

Topics

**1. Fire Station contamination clean-up update:**

- Selectmen should receive the pilot test report by the end of this week. The pilot test results are needed before the town can commit to the Green Communities grant application, due on Friday, because of proposed grant-funded fire station work if the fire station does not need to be replaced.

**2. Eastern Franklin County Health District (EFCHD) Treasurer payment issue:**

- State law requires the EFCHD Treasurer be a member of one of the member communities.
- Shutesbury's Town Treasurer has held the position through more than one Treasurer, and still does.
- The salary has historically been reported on a 1099 form.
- Federal IRS law is inconsistent with the state law and requires the salary be paid by regular payroll with regular payroll withholdings.
- To resolve the inconsistency, **Selectmen unanimously voted to accept the change in payment practice so that the Treasurer's pay roll taxes will be withheld in keeping with the Federal Internal Revenue Service mandates. The town will assess the EFCHD the amount of the Treasurer's annual earning plus the federal taxes and add that amount to the Treasurer's payroll.**

**3. Wired West August 13 Report:**

- Town Administrator Becky Torres, Shutesbury's delegate to WiredWest attended the celebratory incorporation event at the Cummington House on Saturday, August 13 and signed the agreement.
- The 22 founding member communities will begin having monthly meetings at rotating locations within the region. Becky and Shutesbury's alternate delegate Weezie Houle will be attending the meetings and participating on the different sub-committees.

**4. National Flood Insurance Program (NFIP) Information Meeting planning:**

- The Planning Board met with Franklin Regional Council of Governments Senior Land Use Planner Patricia Smith to review the National Flood Insurance Program.
- The next step will be to hold a public meeting on September 3 at 9 AM to discuss the NFIP. Lake Wyola Association President David Green will bring a representative from the bank where he works who will also answer questions related to mortgages and the NFIP.
- A map of the town with a plot plan overlay will be available showing which properties lie in which zones on the NFIP maps.

**5. Green Communities Grant Progress:**

- a. Fire Station: New HVAC system with 3 zones to replace the 1972 furnace currently running at 62% efficiency - \$30,000 and a replacement hot water heater - \$10,000.
- b. Town Hall - Replace boiler - \$ .

- c. School: I-Beam insulation cost still to be estimated. If an insulation solution is identified, the major ice dam areas on the school roof will also be addressed.
- d. The goal is to create energy efficiencies and save on fuel oil.
- e. The Energy Committee re-evaluated 7 town properties for solar access: The only potential site for a 4 pole photo voltaic system similar to that behind the town hall lies 230 feet behind the fire station. The energy gained would be used to offset both the Fire Station and the Highway Department electric bills. The estimated cost for installation from grant funds is about \$65,000. Additional funds can be used from the alternative energy line, if necessary.
- f. The classification of the Fire Chief's vehicle has not yet been resolved. The agreement states the date is when the vehicle is purchased. If an energy efficient vehicle is needed, a request will be made to fund 50% from the grant and 50% from free cash via a town meeting vote. The vehicle would be expected to last for 10 years.
- g. If there is enough money, \$1,000 will be allocated for an air machine that would be located outside at the fire station so that all citizens could check their tire pressure, and put air in their tires for optimal fuel efficiency.
- h. Becky proposed that the Big Belly compactor, to be kept at town hall be used to compact water bottles that could then be used as a sculpture to send a message to Boston that water bottles be added to the bottle bill.

**Selectmen unanimously voted to support the framework presented tonight for the Green Communities grant application as presented above.**

6. **SRECs payment report:** Shutesbury just received \$2,425 to make up for SRECS not received last year. At least 1800 kilowatt hours were offset in July. The average SRECs payment could be \$1200 to \$1500 per quarter, \$4850 to \$6,000 per year. Another solar array would increase SRECs. SRECs will continue at least through 2020.
7. **250<sup>th</sup> Ball:**
  - Becky will pick up posters and tickets tomorrow.
  - Colored tickets will be bought at Staples for beverages.
  - Selectmen have selected photos for publicity.
  - April will be ordering 10 36" tables and 10 48" tables; 20 tables total.
  - A 30 by 50 foot rented frame tent will be delivered and put up for \$600. The band will be in the big tent with the dance floor. If the weather is "iffy", a separate tent would be nice where people can chat. Smaller tents will be used for food.
  - Eric Stocker and Becky met at the Lake to firm up electricity needs for the band.
    - Eric thought sound would cost \$500 to \$1,000 rather than the estimated \$200. April will review what is needed with Eric.
    - Mark Rivers does the lights in the parking lot for the beer tasting. He will be asked to provide his lighting equipment for the Ball.

Select Board Action Items

1. Selectmen unanimously voted to approve the minutes of August 2 and 5 as written.
2. Selectmen signed payroll warrants totaling \$99,358.10.
3. Selectmen signed vendor warrants totaling \$81,785.65.

Topics the Chairman Could Not Reasonably Have Anticipated

**None**

The Select Board **adjourned at 8:45 P.M.**

Respectfully submitted,

Leslie Bracebridge, Administrative Secretary

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