

Please attend fragrance free
Shutesbury Selectboard Agenda
1 Cooleyville Rd.,
Shutesbury, MA 01072
6:30 p.m.
Tuesday, June 27, 2017



Posted: 6/22/17
At: 4:00pm
By: Becky Torres

posted in
accordance with
the provisions of mgl 30A, sec. 18-2

- 6:30pm Call to Order
Review of agenda
6:35pm Open Public Comment
(*time allotted at discretion of the Chair*)

Discussion Topics (*see below; normally taken in order listed*)

- 6:45pm 1. Annual Town Administrator review
7:05pm 2. Master Plan Working Group Visioning
7:25pm 3. Preservation of Native American sites on Town owned land
7:45pm 4. Appoint/reappoint committee/board members

8:05pm 10 minute break

- 8:15pm 5. Transparency topics
8:30pm 6. Discuss Procedure for Police Officer Training at the Academy
8:40pm 7. Finance committee suggestion to study police coverage
8:45pm 8. Board of Health potential inspector contract
8:50pm 9. Signage complaint at Wyola dam
9:00pm 10. Review All Chairs meeting
9:10pm 11. Coordinate June 30 meeting with OTO/DEP
9:15pm 12. Select board member to write Annual Report document
9:20pm 13. Committee reports
9:35pm 14. Town Administrator Updates-property survey/service dog
9:45pm 15. Future Agenda Items

Administrative Actions to Consider:

1. Vendor Warrants
2. Payroll Warrants
3. PAFs (personnel action forms) for employees
4. Selectboard Minutes of 1/7/17, 1/24/17, 6/13/17

And any other issue not reasonably anticipated by the Chair of the Committee
Adjourn

Future Select Board Meetings:

- July 11, 2017, 6:30pm Shutesbury Town Hall Meeting Room
July 25, 2017, 6:30pm Shutesbury Town Hall Meeting Room

Any other topics or walk-ins

Persons with chemical sensitivities are advised to call the ADA Coordinator as no meeting can be guaranteed to be 100% smoke/chemical/fragrance free.

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PUBLIC PARTICIPATION AT SELECT BOARD MEETINGS

The Shutesbury Select Board welcomes everyone to their meetings. All regular and special meetings of the Select Board shall be open to the public and shall conform to the Open Meeting Law: Executive sessions are closed to the public and will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

We are your elected officials. The Shutesbury Select Board serves as the leadership body for the community and as such, believes that community participation is vital to help us to be as informed and responsive as possible. This policy is designed to help the Select Board be better informed and to listen.

During its meetings, we will strive to find a balance between hearing from members of the community and conducting the required business. In order to achieve this, the following rules and procedures are established for Select Board meetings:

1. At the start of each regularly scheduled Select Board meeting, individuals, or group representatives will be invited to address the Committee during the Public Comment period. We welcome the opportunity to hear the wishes and ideas of the public. Public Hearing is the time for community members to bring up something not already on the agenda. In general, it is a time for us to listen, to acknowledge, to clarify, and, possibly, to direct your concern/issue to the appropriate place. It is not a time for lengthy discussion. The Chairperson will determine the length of the public comment period given the urgency and relevancy of the items raised the number of other speakers, and the number of items on the agenda.
2. The Chair of the Select Board shall preside over the meeting. In this role, s/he will acknowledge speakers from the public. S/he and will determine the length of time for public participation and insure that comments are appropriate. During any part of the meeting, the public may be recognized by the Chair to speak on an item before the Committee. All remarks will be addressed through the Chairperson of the meeting rather than directly to other participants.
3. Comments made by anyone at the meeting should at all times be respectful. If a speaker persists in improper conduct or remarks, the Chairperson may rescind the individual's right to address the committee. Defamatory or abusive remarks are always out of order.
4. Speakers may offer criticisms or concerns about town operations or decisions, but consistent with Open Meeting Law, the Select Board will not hear personnel complaints regarding town employees or volunteers in public session. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving employees or volunteers.
5. The Select Board will provide information to the public at the meeting to help them participate in an informed manner. This will include providing copies of the agenda and materials to be discussed. Since not all materials are easily reproduced and public attendance will vary, the number of documents provided for the public should be reasonable. Minutes of the meetings shall be maintained as required and available to the public.

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