



# Lake Wyola Advisory Committee (LWAC)

## I. Purpose and Mission

The Lake Wyola Advisory Committee (LWAC) is established as a permanent standing advisory committee to the Shutesbury Select Board. The mission of the LWAC is to serve as a municipal liaison to the lake community and to advise the Select Board and relevant town boards on the preservation, safety, maintenance, and enhancement of Lake Wyola as a vital environmental, recreational, and fiscal resource for the entire Town of Shutesbury.

## II. Scope of Authority and Functions

The LWAC is strictly an advisory body with no regulatory, enforcement, or independent budgetary authority. Its primary functions include:

- **Infrastructure & Safety Advisory:** Providing tracking, oversight, and advisory support regarding the safety, operations, and long-term maintenance of the Lake Wyola Dam, the Locks Pond Road culvert, and related watershed infrastructure.
- **Environmental & Water Quality Monitoring:** Collaborating with the Board of Health and Conservation Commission to monitor water quality, combat invasive species (such as milfoil), and mitigate stormwater erosion and runoff.
- **Public Education:** Developing and distributing educational materials to watershed residents regarding proper septic system maintenance, safety, and pollution prevention.

## III. Membership and Composition

The LWAC shall consist of nine (9) voting members, all of whom must be formally appointed by the Shutesbury Select Board. The composition shall be balanced into three distinct functional blocks:

- **Town Board Representatives (5 Seats):**
  - One (1) member of the Select Board
  - One (1) member of the Planning Board
  - One (1) member of the Conservation Commission

- One (1) member of the Recreation Committee
- One (1) member of the Board of Health
- **Town Operational & Technical Staff (3 Seats):**
  - The Shutesbury Dam Keeper (Ex-Officio)
  - The Shutesbury Fire Chief / Emergency Management Director (Ex-Officio)
  - One (1) independent Resident Technical Expert (to be appointed based on engineering, environmental, or dam safety expertise)
- **Community Residents (4 Seats):**
  - Three (3) residents or property owners within the Lake Wyola watershed area, appointed to represent the geographic interests of the neighborhood.
  - One (1) at-large community member

#### IV. Terms and Appointment Authority

All appointments to the LWAC shall be made solely by the Select Board through the town's standard application process. No private third-party entity or non-profit organization may directly appoint or designate members to this municipal committee.

Town Board and Operational representatives shall serve 1-year renewable terms matching their respective board cycles. The independent Resident Technical Expert and the 4 Community Resident seats shall serve staggered 3-year terms to maintain institutional knowledge.

#### V. Conflict of Interest Policy (Interlocking Directorships)

To maintain public trust and satisfy M.G.L. c. 268A, the LWAC must operate with strict independence from any private non-profit entity:

- While members of private organizations (such as the Lake Wyola Association) are welcome to apply as independent town citizens, no more than two (2) voting members of the LWAC may simultaneously serve as Officers or Directors on the governing board of any private, lake-related 501(c)(3) non-profit organization.
- Any member holding dual roles must proactively file a Disclosure of Appearance of Conflict of Interest with the Select Board and must fully recuse themselves from discussing or voting on any town matter that directly or substantially impacts the financial or legal interests of said private organization.