

Shutesbury Select Board Meeting Minutes
February 4, 2020 Shutesbury Town Hall

Select Board members present: Melissa Makepeace-O'Neil/Chair and April Stein

Select Board member absent: Elaine Puleo

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

Guest: Jeff Lacy

Makepeace-O'Neil calls the meeting to order at 6:30pm.

Agenda Review: No changes.

Public Comment:

Jeff Lacy refers to his 1.7.20 public meeting questions and his 1.4.20 email to the Select Board requesting time for these items on the agenda which has yet to happen. Torres is composing a letter in response to Lacy's inquiries. Lacy notes that both the Zoning Board of Appeals and Planning Board attempt to answer questions asked during their public comment periods and appreciates that he will be receiving a letter from the Select Board. Lacy reports that a major solar facility challenged the State Board of Taxation who subsequently ruled that solar installations are not taxable. Torres: Town officials are aware of this situation. Lacy refers to an article in the *Montague Recorder* about Leverett's grant to investigate the potential for shared police chiefs with both Wendell and New Salem; the article did not mention Shutesbury being included in the study. Torres has been in touch with New Salem's Town Administrator who indicated that New Salem is aware that Shutesbury has some level of interest in sharing police services with New Salem.

Discussion Topics:

1. 2.1.20 Four Town Meeting Review: Lacy requests the Select Board amend the date of his 2.5.20 letter to 2.4.20. The Select Board receives Lacy's 2.4.20 letter for the record. Makepeace-O'Neil notes the change in tone during the 2.1.20 meeting from the December 2019 four-town meeting. Stein: as Shutesbury moves in one direction, Leverett seems to be moving in the opposite direction; Shutesbury's representatives did speak about our position. Makepeace-O'Neil notes the need to follow-up on the outcome of the meeting. Torres has reached out to one of Amherst's committee members to seek an understanding about how they voted as it is unclear that Shutesbury's message was heard during the 2.1.20 meeting; ultimately, the assessment method is a School Committee vote. Torres suggests the Select Board make a clear statement reiterating Shutesbury's position and that the Town wants to move forward in a reasonable way. Stein and Makepeace-O'Neil agree for Torres to draft a letter on their behalf because she understands what is not being heard; the letter will include the fact that Shutesbury is nearing the \$25/\$1,000 tax rate. Torres emphasizes that Shutesbury's position really matters. Lacy offers the use of the content of his letter; the funds Shutesbury has spent on the regional system in recent years is money the Town could have uses on other necessary projects. Torres: Shutesbury has made significant financial contributions to the Region; we are working to achieve recognition of the existing inequities. Lacy

appreciates the Select Board's presence at the 2.1.20 meeting. The Select Board thanks Lacy for his contributions. Makepeace-O'Neil moves and Stein seconds a motion for Torres to draft a letter; the motion passes unanimously. Next steps are pending the response to Torres' letter.

2. Update on Saleem/Dog Agreement & Watkins Agreement:
 - a. Torres: per Town Counsel Donna MacNicol, Attorney Andrew Bass/representing Lori Saleem planned to send the amended agreement to Saleem earlier today along with a letter of termination. Makepeace-O'Neil: if the mutually agreed upon 12.17.19 "Agreement between the Town of Shutesbury and Lori Saleem" is not signed by Saleem, the Select Board will be forced to create an order requiring removal of the Saleem's dog, Mocha.
 - b. Per Torres, the Watkins agreement is on hold pending further review by Watkins and Attorney Michael Pill; the court case has been continued to 2.27.20; attendance on that date will not be necessary if the agreement is signed.
3. Review Newsletter Policy Letter: Stein moves the Select Board approve the letter to Paul Vlach/NextDoor Shutesbury Moderator explaining the revised Shutesbury *Our Town* Policy and, because NextDoor is no longer a non-profit organization, articles about NextDoor Shutesbury are not eligible for publication in *Our Town*; Makepeace-O'Neil seconds the motion that passes unanimously.
4. Town Administrator Updates:
 - a. MMA Conference: the workshops Torres attended were generally very informative and helpful.
 - b. Locks Pond Culvert: on 2.3.20, Emergency Management Director Walter Tibbetts, Highway Superintendent Tim Hunting, Mark Rivers/Lake Wyola Advisory Committee and Torres met with a representative from Nitsch Engineering; the current plan is for construction to begin in August 2021; Nitsch expects to submit the Notice of Intent to the Conservation Commission in April 2020.
 - c. Community Eco Power Agreement: Recycling Coordinator Gary Bernhard recommends a five-year contract however, Torres suggests the Select Board approve a three-year contract which includes an automatic renewal for no difference in the overall price. Stein moves and Makepeace-O'Neil seconds a motion to approve a three-year "Disposal Services Agreement" with Community Eco Power, LLC; the motion passes unanimously.
 - d. Stein moves and Makepeace-O'Neil seconds a motion to approve the Warrant for the Presidential Preference Primaries on 3.3.2020; the motion passes unanimously.
 - e. Complete Streets: no update
 - f. Municipal Vulnerability Preparedness (MVP) Grant: Torres attended the required workshop earlier 2.4.20 to learn about next steps and examples of current municipal MVP action grant programs; the MVP focuses on society and reaching out to all parts of the community; the Town's Hazard Mitigation Plan can be updated via the MVP planning process.
 - g. Town Hall leak: the Police Department's evidence room has been emptied out; shredding for the Police Department and Town Administrator has been arranged for 2.7.20; SERVPRO will evaluate the damaged areas at 10am on 2.5.20.

Administrative Actions:

1. Select Board members will sign vendor warrants totaling \$101,844.08.
2. Select Board members will sign payroll warrants totaling \$100,844.08.
3. Select Board members will sign broadband warrants totaling \$8,467.60.
4. The 1.28.20 meeting minutes will be considered during the 2.18.20 meeting.

At 8:21pm, Makepeace-O'Neil moves and Stein seconds a motion to adjourn the meeting; the motion passes unanimously.

Documents and Other Items Used at the Meeting:

1. 2.5(4).2020 letter and 1.14.2020 email from Jeff Lacy
2. Shutesbury *Our Town* Newsletter Policy, December 23, 2019
3. Community Eco Power, LLC Disposal Services Agreement
4. 2.4.2020 letter to Paul Vlach
5. Warrant for Presidential Preference Primaries 3.3.2020

Respectfully submitted,
Linda Avis Scott
Administrative Secretary