

Shutesbury Selectboard Meeting Minutes
November 9, 2022 Virtual Meeting Format

Selectboard members present: Rita Farrell/Chair, Melissa Makepeace-O’Neil, and Eric Stocker
Staff present: Becky Torres/Town Administrator; Geneva Bickford/Administrative Secretary
Volunteers & Other Staff present:

Guests: Cara Bostrom, Dr. Matteo Pangallo, Leslie Luchonok, Hilda Greenbaum

Farrell calls the meeting to order at 5:33 pm.

Agenda Review: Public Comment. Only the minutes from the 10/26/22 SB meeting will be reviewed. Appointments to Cultural Council and Lake Wyola Dam Study Committee. Discussion of Right of First Refusal. Community Compact Best Practices Grant for FY 23 and Town Administrator updates.

Public Comment: NONE

Review of Minutes: Change to 10.26.22 minutes, Eric would like to add to #5 in minutes “matter of personal safety and liability” (2nd sentence).

MOTION to approve the October 26, 2022 Selectboard Meeting Minutes.

- Makepeace-O’Neil moves and Stocker seconds Roll call vote: Makepeace-O’Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Discussion Topics:

1. Appointments to Cultural Council and Lake Wyola Dam Study Committee: Matteo Pangallo and Cara Brostrom are present for appointment. Cara is from Shutesbury and has been on Cultural Council since 2019. This would be her second confirmation. Matteo is from Shutesbury. He serves as Chair of the Preservation Committee as well as being on the Historical Commission. Matteo has a background working with grants in the theatre and arts industry and as a staff member with the Essex National Heritage Commission.

MOTION to appoint Cara Brostrom to the Cultural Council.

- Makepeace-O’Neil moves and Stocker seconds Roll call vote: Makepeace-O’Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

MOTION to appoint Matteo Pangallo to the Cultural Council.

- Makepeace-O’Neil moves and Stocker seconds Roll call vote: Makepeace-O’Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

2. Lake Wyola Dam Subcommittee Appointment: The dam has increasingly become a recreational facility. There is a fear someone will get hurt and the town will have some liability. Most importantly, is the issue of people getting hurt. People have also mentioned there are no bathrooms. The idea is to appoint a study committee to recommend to the SB what kind of rules and regulations should be in place. The secondary issue is there is no longer legal access to the dam for the dam keepers or construction crews should we need access. Currently we are allowed access by the Zaveruha family. The idea would be to solve the problem by securing an easement or by buying the land or whatever needs to be done so we can have access. Interested parties able to sit on committee

are Kristin Burgess (Police Chief), Dustin Cupak (son of elder Cupaks), Mary David (LWAC member), Howie Kinder (Dam Keeper), John Kinder (Dam Keeper), Eric Stocker (SB member & LWAC member), Glenn Stockton (abutter) and Ryan Zaveruha (abutter). A letter was mailed. The first meeting is scheduled for 11/16/22 and all meetings will be posted. Glenn will be gone 11/28 to 12/22, he's an abutter and will be an important player. The Committee will need to prepare something for the SB and for Town Meeting. It may cost money if we decide we should build a fence, buy the land or for an easement on the land. The Charge of Lake Wyola Subcommittee states: "This Selectboard Subcommittee is created to advise the Selectboard and ultimately the Annual Town Meeting on two policies. Firstly, they will look at policies related to the use of the Lake Wyola Dam for recreational use. Secondly, they will make recommendations for a permanent solution to the issue of access to the Dam for the Dam Keepers, authorized personnel, and repair equipment. Ideally, they will report to the Selectboard by the end of January 2023". Members will need to contact the Town Clerk ahead of the first meeting to be sworn in, in person. The first meeting may need to be a live meeting to get members sworn in.

MOTION to approve the Charge of the Lake Wyola subcommittee of the Selectboard.

- Makepeace-O'Neil moves and Stocker seconds Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

MOTION to appoint Kristin Burgess, Dustin Cupak, Mary David, Howie Kinder, John Kinder, Eric Stocker, Glenn Stockton and Ryan Zaveruha to the Lake Wyola Dam Study Committee.

- a. Makepeace-O'Neil moves and Stocker seconds Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

3. Right of First Refusal, Greenbaum Property, input from Planning Board, ConCom and Historical Commission: Information originally went to everyone. There was a misunderstanding, the Conservation Commission Chair thought it was for SB not for ConCom. It is on their agenda for 11/10/22 and will discuss whether to recommend for town purchase or not. The Planning Board is aware of the property. They have not discussed as a committee and it is on their agenda for 11/14/22. Although SB may make decision before getting input all SB members agree ConCom and Planning Board should be allowed to weigh in. The SB has an obligation to hear from ConCom and Planning. Owner, Hilda Greenbaum is present. This has been a problem for a while. The Town must have the money to match the offer. Hilda would like a decision made as this has been going on for a couple of summers now. Legally letter was sent to Conservation Commission and to the Planning Board as required by law.

MOTION to continue this discussion to next Selectboard meeting of November 22, 2022.

- Makepeace-O'Neil moves and Stocker seconds Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.
4. Community Compact Best Practices Grant FY23: This is a regular state grant that has the normal state language, written between the State and the Town of Shutesbury. All the work was done by the Collins Center and Union 28 Superintendent, Jenn Culkeen. This is a Regional Grant with Shutesbury as the lead applicant. It is to look at efficiencies and ways to save money within the union. The Collins Center at UMass is the contractor. The money passes through Shutesbury but goes to the Collins Center.

MOTION to approve the Community Contract Best Practices Grant.

- Makepeace-O'Neil moves and Stocker seconds Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Administrator Updates: Our senior exemption has been approved and the Governor did sign off. TA is reaching out to another community who has accepted it to help make sure notes we have on procedures are complete so we can get that information out to the public. Leslie Bracebridge has been working on this as well. We are trying to outline the timing on how it works, we know it will be SB vote on the percentage amount that will be offered to the community. Before that happens calculations need to be done so the SB has an understanding of the financial impact. Taxes are raised to cover the senior exemption grant amount and spread over the entire community. Even people that receive a senior exemption grant will have this slight increment to their taxes. This is referred to as the Senior Circuit Breaker. To qualify you must be eligible for the senior exemption on your state income tax. If you don't qualify on your state income taxes you don't qualify for this. SB will determine what rate is best for the town to start at. SB will need the financial information to determine what the impact will be.

HVAC system is close to being finished at SES. We will be having the first exploration work done on the asphalt roof by Gale Associates next week and they will be working with the roofing contractor. This will be the basis for the first step and most of the work to come. They are first identifying all the problems so we can have a complete scope. This is the initial step and then the full design process will be based on that exploration. Eric would like to ask that the roof be able to hold the weight of solar panels. The school has not been recommended as a current site for solar due to trees that are not town owned. They are encroaching upon the roof quite a bit. It has been identified as potentially one of the major issues of why the leaking has occurred. A full analysis of whether it would be a site for solar should be done. But it has been taken off the list of solar sites at this point. Jo Comerford emailed alerting us she was successful in getting \$200K for the town for the school roof. We have a running start on financing the roof between that money and the ARPA money.

Yesterday's election ran very smoothly. Would like to thank all the volunteers and commend Grace Bannasch for her excellent leadership, we had 1,058 people come through town hall to vote.

Finance Committee will be receiving their first two budget requests on 11/15/22. They will be reviewing the police budget and the highway budget. The guardrail committee that had been formed at the region has completed its work rather abruptly. The report from Ajay & Bob at the prior meeting was that towns do not seem to be interested in the guardrail and the guardrail does not seem to have a benefit that's clearly understood. It takes money from some and gives to others. Shutesbury last year had to pay more while another town paid less. Not clear on what the administration and school committee are going to do about it moving forward. There might be a request to make an amendment to the Regional Agreement but we have not heard yet. There are also concerns about the track and field project and how that is going to move forward. Fundraising for the project was supposed to be done by January, we have not heard how much is done. They may switch projects and might not move ahead with the artificial turf if there is not enough funding. There are still a lot of unknowns about the track and field. The finance committee may want to meet with the SB to discuss.

The Personnel Board is reviewing the firefighter responder, on call wage rates at the request of the Fire Chief.

The EMPG Grant (Emergency Management Annual Grant) that we get from the State, emails had been going to Lenny. Today they were forwarded to the TA who forwarded them to Kristin our Police Chief who is going to step in as lead for emergency management. Despite the fact that the deadline for the application is 11/30/22 we believe we will have all the pieces together. The goal is to bring it to the SB on November 22.

The Designer RFQ is also out and will be due back on 11/22/22. We have gotten over 24 inquiries and sent out bids to 24 design firms. Some may just be informational but we believe at least 20 are from architects. We will be expecting those results in and they will go to the library building committee. They will be processing them and hope to have a conclusion by the middle of January.

Classification hearing may need to be postponed. Jeff and Roy are working through all required assessor forms on Gateway for the recap. The LA4 was done today, LA13 and LA3 are coming up in the next couple of days, then we should be entering the recertification posting. All the new values will be posted on the website for a week and will try and get an estimate for the tax rate at that time for people. We are expecting a large drop in the tax rate as a result of this over 20% increase in values.

MOTION TO ADJOURN

- Makepeace-O'Neil moves and Stocker seconds roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Administrative Actions:

1. Add Lot O32 update to next meeting, need update of status of wetland delineation and any other permitting issues.

Documents and Other Items Used at the Meeting:

1. 10/26/22 Meeting Minutes;
2. Community Compact Grant;
3. Charge of Lake Wyola Subcommittee.

Respectfully submitted,
Geneva Bickford
Administrative Secretary