

Shutesbury Selectboard Meeting Minutes
January 17, 2023 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: Susie Mosher, Miriam DeFant, Tom Siefert, Paul Lyons, Elizabeth O'Brien, Shannon's dad, Penelope Kim, Frank McGinn

Farrell calls the meeting to order at 5:30 pm.

Agenda Review: As posted. No Minutes to review.

Public Comment: Susie Mosher thanks the SB for the work they do, had to go through several agendas and minutes and is astounded by how much information the SB processes.

Review of Minutes: Minutes will be reviewed at next SB meeting.

Discussion Topics:

1. Review Special Town Meeting: the SB will be asking everyone to wear masks while in attendance and also ask people attending to Test before attending. A Town Announce will be sent reminding people about the STM, and also asking that people wear masks and test before coming to the meeting. This is voluntary but strongly urged. Donna McNichol will be present at the STM. Miriam DeFant has forwarded power point slides on behalf of ConCom and would like to have the ability to set up the power point. TA has not planned for any power point presentation. Farrell suggests ConCom have a handout rather than the power point presentation and is happy to do the presentation of the West Quabbin Woodlands. DeFant agrees however she is concerned people may have questions regarding the timeline and how all of this fits with these different grants. DeFant is prepared to answer any questions and will defer to Kestrel if she is unable. ConCom will have flyers to hand out as well as a poster and a binder with some of the documents regarding this acquisition for people to review. Farrell would like to include in the Town Announce any links regarding the land acquisition as well as the Solar Bylaw. Town Clerk asks that any links needing to be posted should be emailed and they will be posted. Article 3 is on the Solar Bylaw. There was a hearing and materials have been posted. Article 4 is regarding money for PFAS engineering and other technical work at the fire station. Article 5 Ellen will be covering. TA will post for FinCom and SB for STM in case there is something they will need to vote on or discuss. TA will do an update of Gale Associates review of school roof. Matt Foster will be doing the setup including seating and microphones and the TA will drop off the banner so he can put that up as well. A table for handouts will be located right after people come in through check-in. Check-in will be located at the big doors by the kitchen, check-out is right there as well. There is only one entry point by the kitchen and there will be plenty of signage. Town Clerk has the handouts from PB to distribute and asks ConCom to bring their handouts to town hall and she will bring with her to STM. The Clerk will also have a table with masks and covid tests. SB should be there for 5:45 pm. TA has heard concerns about the meeting being held indoors with covid. It has been suggested that people who are immunocompromised could wait in their vehicles and be notified before a vote is taken to come inside and vote. We are not able to do a remote zoom for TM per the state. The clerk has heard the same concerns and feels they are legitimate but does not think there is a good answer. Chief Burgess will go outside and notify people, not sure if this is something Paul and the Clerk can support. There is some concern with people voting without hearing discussion or participating in discussion. Paul Lyons is not crazy about this, wondering about an overflow room with a speaker is that possible. Concern with that would be putting immunocompromised in an even

smaller space. The clerk will have enough people to help if they are needed. The thought is they would check in and go back and wait in their cars. Town Meeting demands in person participation, meaning you are present in the space at the time. The clerk can handle it from a check-in/check-out standpoint. DeFant wonders if there is a way to have an audio feed for people in their cars? DeFant also wonders if there would be an issue with people idling longer than 5 minutes per the state law. Elizabeth Fernandez O'Brien, wonders if it is possible to expand the TM legal space to the parking lot and for Grace and others to go out and count votes people may be holding up outside? Paul Lyons is concerned this will create a precedence. Paul is also concerned it will add time to a meeting where we are already concerned with timing. The suggestion has been made that the blue lights on the PD vehicles are flashed to indicate a vote is being taken and people should come in. We should also consider some reserved spaces for those in their vehicles. TA will discuss specifics with Chief Burgess and have specific information in the Town Announce regarding parking spaces and the outside signal for voting. Paul Lyons is concerned people will expect a vote regarding the school roof and is hoping we could head off any discussion with a brief announcement at the beginning explaining why that is not happening. TA will do a brief announcement regarding the school roof. There will be an opportunity for the public to ask questions and for discussion.

2. Work Zone Policy Review: No discussion tonight.
3. Discussion about MSBA Boiler Invitation and FinCom Recommendation: The town received an invitation from the School Building Authority to apply for a grant to replace the boiler at the elementary school. The TA brought this to FinCom for their recommendation on the town pursuing the boiler grant from the MSBA invitation. At that time the MSBA indicated they were anticipating a \$1,000,000 project. The town would have to vote in secure design funding of the project of between \$60,000 and \$100,000. These numbers are based on cost data that the MSBA directed TA to review to get a sense of costs. The TA and Bob Groves met with the MSBA and we would not know if we received the grant until late fall next year. TA did speak with our engineer from Hessner who had just worked on the valves and all other HVAC work done this summer and he does not believe there is a \$1,000,000 worth of work to do in the boiler room. FinCom has given a negative recommendation after evaluating all the work done over the summer and learning that this project was restricted to the boiler room only. Susie Mosher, FinCom, states we know what we need and that is a roof. We talked about the boilers and the offer from the state doesn't match our needs.

MOTION to notify the MSBA that Shutesbury is declining their offer to apply for a boiler replacement at the elementary school.

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

4. Contract for Designer for the New Library: No Discussion
5. Cultural Council Grant: The Cultural Council is a committee in town and they receive a yearly allocation from Mass Cultural Council. This year it is for \$5,500. They take applications from artists all over town and divide this money out between applicants, including the library. The library gets some funding and as a result we have a lot of programs in Shutesbury. This grant being awarded requires the traditional state contract to be signed by the SB Chair. Rita will sign as SB Chair this year and we will correct the chair information for next year.

MOTION to accept this \$5,500 grant from the MA Cultural Council.

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

6. District Local Technical Assistance (“DLTA”) Issues Offered by FRCOG: FRCOG runs on grant funding they receive from the State to manage planning grants for cities and towns. Every year they group a number of things they have to offer, climate change/energy & environment, economic development & housing, municipal & regional capacity building, shared services, transportation, zoning. They want you to rank your top three choices. The culvert assessments are on a waiting list only and want you to put your name in if that is something you would like to be involved in. This needs to be submitted by 1/27/23, but we can let them know we are meeting on the 31st and we can give them SB decision then. Some years the SB goes through this some years they don’t. This does not equate to money. They are asking what topics the town is in need of. TA found that when we have a need just letting them know what that need is was sometimes sufficient and they then dig and find out if they can service it. Miriam has been working with them on a regional conservation agent. We can only give three ideas at the end of the survey. SB members would like time to review this before making any decisions. Miriam asks that when these forms are distributed they get shared with committee chairs. ECAC would have an interest in looking at this and advising the SB and imagine the ConCom would like to share their thoughts as to priorities as well. TA will forward to all SB members and Miriam. (TA resent DLTA email to SB and Miriam which had been sent out on 1/3/23).
7. Appointment to the Board of Assessors: George Arvanitis is not able to be at tonight’s meeting. His name has been put forward to fill one of the Board of Assessor positions. All SB members are in agreement with appointing George to the Board of Assessors.

MOTION to appoint George Arvanitis to the Board of Assessors.

- Stocker moves and Makepeace-O’Neil seconds Roll call vote: Makepeace-O’Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.
8. MVP Review of Ideas and Criteria: Municipal Vulnerability Preparedness Program is taking inquiries from communities who are interested in applying for funds. These funds are made available by the state and are used to make communities more climate resilient. Shutesbury did apply last year but did not receive funding. The first step in the process is the MVP staff will discuss what communities are interested in. The MVP staff will begin meeting with communities on January 30 with a final cutoff date of February 3 to preview ideas with MVP staff. Previewing ideas does not preclude us from changing our minds. The Request for Proposals (“RFP”) does not come out until May. At the last meeting ECAC and ConCom spoke and submitted some suggestions. ECAC discussed the three priority areas ECAC identified earlier. ECAC picked one from each category and there are two under storm water. We were aware of what MVP is looking for and might think is good. The culvert assessment is something that would be high cost and give us information and it’s an assessment. Looking at the rain gardens are real life, do something projects, in the ground that also deal with storm water. They are nature based solutions which MVP has said they really want. Regarding the invasive species there is information gathering and plans we think will help us but not sure if that is a “thing” that MVP would want to buy. Regarding solar ECAC would want the town to have 100% solar on all its town owned buildings or in net have the town getting its energy from solar. According to Graham we are putting are putting \$10,000/ \$12,000 in our budget for electricity. If we increase solar and our net metering increased we can drive it down to zero. It would be useful if ECAC could have access and authorization to monitor the production meters at the fire department and town hall. That would allow ECAC to know what we are actually talking about. Because the municipal buildings are only net metered we know only the difference between the use and what we are producing by solar but we do not know what the solar production is. If we knew that we would have a

better handle on what we need to get to 100% solar support of the five buildings as a group. At this point we are simply gauging 10 kilowatt at one place and 15 kilowatt at another without knowing what the actual production is. ConCom would like to see the town prioritize these issues even if it isn't through MVP. There are other grants and avenues it doesn't have to be an either/or. A culvert assessment would be helpful to the highway department as well as the town when it comes to future grant writing for culvert replacements. ConCom also believes a proposal for looking at storm water engineering around the lake is a top priority that has been fraught with many complications because of the private vs. public road issues. The third has to do with dams, in particular the Lake Wyola Dam that needs repairs and MVP will not be a viable option for that because dam repairs are not eligible. The Lake Wyola Dam is however, CPA eligible because it is a historic structure. There is another grant source for culvert assessment other than MVP. The Compact Communities Program with the state, we do not participate but is one of the things listed on the DLT list. The Highway Department was working with Walter to get the assessment done but they did not get the funding. Now the funding is back and we should get on the waiting list as well as looking at other resources. Stocker believes doing any storm water survey around the lake is MVP eligible and if that is true many grants and many surveys due to the ownership around the lake are not eligible, perhaps this is a good idea. Invasives would become a regional asset or template because the whole area in the hill towns and the valley there will be a new definition of what is invasive and this would be innovative in a way that would be applicable to other communities in a regional application that might have some merit in terms of MVP looking at it. TA reached out to other neighboring towns and no one was addressing this issue. The culvert assessment is a current problem. The rain gardens, there is current flooding now but we pointed out with the new library that would be a good place to put one. The invasive species is really investigative we do not have a good sense of the extent of it but we know it is important. Solar we talked about addressing the problem so it is not getting worse and then there is resilience. We are going to have to do resilience mitigation for 20 to 30 years as things change but to get ahead of it you would want to move towards non fossil fuel generation. Farrell wants to take this opportunity to meet with MVP get some feedback. We have the dam we talked about last week located at Brown's Pond and there is a culvert there. Farrell wonders if we could kind of weave that into a culvert assessment? DeChiara believes ECAC would agree if this is the only funding source for Lake Wyola, which would be addressing storm water and MVP thought it was good. Stocker states would that kind of assessment conflict with FRCOG? Miriam responds FRCOG watershed plan is not an engineering study per say. It is an assessment that would be a preamble to another application cycle for an action grant. The problem with the DEP Action grants is that if this FRCOG watershed analysis is done sometime this year it remains to be seen if there would be enough time to apply for anything next year. Now you are talking about possibly applying in 2025. In both cases you need to do an analysis of the situation. DeFant suggests looking at the 2007 nearing report from DCR, looking at the work done around the culvert replacement and the preliminary work that was already done for the watershed analysis. We do not have the full watershed analysis completed but we could probably develop something focused on the west side of the lake where there has already been some engineering done without having the whole watershed analysis. What would storm water engineering at Lake Wyola look like. Is it looking at roads and where water runs off? Is it an engineering study that then is a plan for how to address runoff? Makepeace-O'Neil states it may identify the water sources where it naturally flows and an engineering plan to solve it or identify maybe options for that. There was some discussion about town roads and where they intersect and what happens with runoff from town roads into the private roads at Lake Wyola. Miriam believes it would be possible without too much expense to come up with an action plan application for work to improve the storm water in one area and suggests looking at Locks Pond Road. There is a collapsing cracked culvert just uphill of where Lake Drive and Locks Pond Road intersect. It is a storm water system where there is a buried old rusting undersized pipe going along the right of way up the hill. It is rusting, aged and needs to be replaced and it is running straight into the lake. There needs to be a way to intercept the storm water besides just funneling all the runoff into the lake. There may be more culverts that needs to be

replaced along that stretch. MVP likes to replace culverts. DeChiara believes last year failed effort was too broad if we are focusing on the area around Lake Wyola is more focused if nothing else it's worth trying to get their feedback on. SB is in agreement looking at Lake Wyola as one of the two ideas to run by MVP. In regards to solar ECAC identified 5 buildings, fire department, highway, town hall, school and the future library. The idea would be those five buildings should have as much solar as possible. What's possible depends on the building. In formal conversation with ECAC the sense is the school has the least probability given limitations. The library has it built into the plans and town hall has already got some solar but it would have to maximize solar. The highway department and the fire department we do not know what those look like but it is something in the middle. The idea would be to put as much solar in as you can either on the roofs or pole mounted. The other objective would be just to say as a town we are generating all of our municipal electricity through solar meaning our net metering would gain us enough addition that we wouldn't be paying for electricity. The net metering would basically zero us out. The issue is you don't know how to approach it because you don't know how much each of those five buildings can support. For example, Graham talked about running additional poles down part of the field behind town hall and that might get town hall to 100%. The school has so many limitations between trees and safety we don't even know if it would get 10%. That's what we are trying to figure out. The grant would just analyze what is possible and that would set us up for another action grant. Presumably there would be additional grant money through federal infrastructure funneled through the state for building out solar. If we had the assessment and knew what we were shooting for we could then turn around and apply for it and depending on where the town is at we could build something into the Annual Town Budget. Fleischaker states each of the five buildings has different limitations that has to be dealt with and has a whole set of constraints that are different than the other and it takes somebody with know/how of installation of solar to determine what is possible and what is plausible. Stocker agrees we should look at that and make that a reality as much as possible. Makepeace-O'Neil agrees with solar being idea no. 2. Michael DeChiara and TA will meet with Andrew at MVP. With the solar we want to end up with the knowledge of what we have to do, it seems to me Lot O32 among its other problems might well be the fact that it is more or less a denuded piece of land that has already destroyed by the topsoil being stripped off, it faces south, seems there is a real potential to do something there.

9. Administrator Updates: For months the TA has been trying to get Gale Associates, engineers for the asphalt section of the school roof, to come and do their evaluation of the SES roof. They came Wednesday, we did have snow on the roof but were able to work around it. They did a full cutting into the asphalt roof to check for asbestos within the core. They did this on the outer asphalt roof as well, and also in the attic tested the original roof which is below the rafters. They pulled back some insulation where you see the old school roof and cut into that surface as well and took a sample that they will test for asbestos. They worked on the roof determining where to take samples from. They then worked in the attic space where they explored the insulation and structure of the upper roof. Shutesbury's design was to put the new roof over the old roof in the areas where the building footprint was. The building is larger on most of the edges, the rafters extend out into a new space where it is only a single layer of roofing. They explored the insulation throughout the building locating patches. There are patches that were discovered this summer where insulation was not fully secured as it should be. There were many areas in the hallways where the insulation has a layer of sheetrock holding it in place and those areas are good. They flew a drone over the building to take pictures of areas they couldn't see. We will be hearing from them in the next couple of days. The goal is to have engineering completed so they can go out to bid and have a bid in place to vote at our ATM and schedule construction for the summer. Farrell wants to make sure people understand Gale Associates was divided into two parts. We voted at ATM \$60,000 to get the engineering done for the roof replacement and Gale suggested this first part be done, the evaluation, and then the engineering comes next. They will send a proposal with a timeline. There will likely be an amendment to their first outline now that they have the detailed information. The evaluation was \$12,000, \$2,000 of that

will be paid directly to ATC who does the asbestos analysis. The reason Gale Associates was trying to accommodate the schools request to only come on Wednesdays. The TA believes they can finish the engineering by the end of March. They were accommodating the school's request to only come on Wednesdays. They are a very reputable firm and Jeff Quackenbush has worked with them through UMass. Stocker would like to make sure the roof can handle the weight of solar. TA indicates the old Energy Committee dismissed the school roof for solar as the roof itself is surrounded by trees giving constant shade and the trees account for the moss growing on the roof, it is not an ideal site for solar. There is a 2 ½ kilowatt system on the building now and one question will be what to do with it. It was put on in 2006 or 2007. TA believes that size array now would be about 10 kilowatts. TA believes that will come down and not go back up on the roof. At this time solar is not being advised for the school roof. Farrell asks where additional money will come from if it is needed for engineering, would we use ARPA money or go to FinCom? TA indicates with STM dates being what they are we cannot use that avenue without having another STM. The deadline for our Incident Response Action report ("IRA") was today. We have submitted a 103 BWSC Form to DEP which is a Notification of Release, saying that we have hired Tighe & Bond as our LSP and we are taking responsibility. We submitted the 105 BWSC and that is the writeup on the PFAS that was forwarded today. That is a 5 page summary that describes the history. They then review a proposal of what they believe are the actions that need to be taken in the next year or two. The mapping identifies the areas where we have PFAS around the fire station by Lot and they are color coded. Green is non detect the lowest level, yellow is for under 20 and red is for over 20. We have six sites currently that are over 20 that we are actively involved in. The plan then will be to go back and retest houses and expand the search so we are going 500 ft from where any PFAS reading was noted. For example, if PFAS is noted in town hall they will go out 500 ft from here in every direction. Miriam reminds the SB that part of the fire station lot is in the buffer zone of some jurisdictional wetlands and environmental testing within the buffer zone is not an exempt activity under Shutesbury's Wetland Protection Bylaw. DeFant encourages the SB to review this with your LSP and come back to ConCom with permitting plans. TA displays map showing the breakdown of PFAS findings. All things outlined in green, yellow, red and purple have been tested. The difference between purple and red, purple is for imminent hazard ("IH") over 90 parts per trillion. Red is between 20 and 90 parts per trillion. We will be testing homes on Wendell Road that haven't been tested before, as well as doing testing down to 21 and 34 Cooleyville Road. On the Leverett Road end we are going down as far as 128 Leverett Road and 135 Leverett Road, as well as, 15 and 23 Pelham Hill also which are new. Anything on Pelham Hill Road is because low level reading of 2.37 at 113 Leverett Road. The other change is installing Point of Entry Treatment Systems ("POETS") into any homes that are not non-detects that are 20 or below. We will be doubling the filters that are currently in the five areas with IH levels. Frank McGinn, asks if the town common will be tested, thinking in the future we were looking into using the well at the town common for the old library's future bathroom. TA will put it on the list for testing. IF we don't install the single POETS into the homes under 20 the other option is to provide bottled water to those households indefinitely which can get very expensive depending how much is needed weekly. Lastly, the new generator has been installed at the fire station.

MOTION TO ADJOURN (8:03 pm)

- 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) Farrell sign MA cultural council
- 2) Warrants will need to be signed;
- 3) Appointment Letter for Farrell signature.

Documents and Other Items Used at the Meeting:

- 1) MA cultural council grant;
- 2) PFAS Map;

Respectfully submitted,
Geneva Bickford
Administrative Secretary