

Shutesbury Selectboard Meeting Minutes
January 31, 2023 Virtual Meeting Format

Selectboard members present: Melissa Makepeace-O'Neil and Eric Stocker

Staff present: Becky Torres/Town Administrator, Geneva Bickford/Administrative Secretary

Volunteers & Other Staff present:

Guests: Tracy McNaughton; Tom Siefert; Joan Hanson; Mary Lou Conca; Susie Mosher

Makepeace-O'Neil calls the meeting to order at 5:32 pm.

Agenda Review: As posted. TA forgot to add the Police Report.

Public Comment: No public comment

Review of Minutes: Approval of Minutes from November 22, 2022, December 20, 2022, January 3, 2023 and January 17, 2023. November 22, 2022 minutes to be amended, do not use the letter "I" as it is not clear who it refers to. December 20, 2022 to be amended, do not use the letter "I" as it is not clear who it refers to. Correction on Page 1 "CP monies can no" should read "CP monies can NOT". January 3, 2023 minutes to be amended, do not use the letter "I" as it is not clear who it refers to. Page 4 CR should be "Conservation Restriction ("CR"). January 17, 2023 to be amended, do not use the letter "I" as it is not clear who it refers to. Page 3 DLTA should read District Local Technical Assistance ("DLTA").

MOTION to approve Minutes from November 22, 2022 as amended.

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

MOTION to approve Minutes from December 20, 2022 as amended.

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

MOTION to approve as Minutes from January 3, 2023 as amended.

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

MOTION to approve Minutes from January 17, 2023 as amended.

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

Discussion Topics:

1. Review Special Town Meeting: There were 133 residents in attendance. SB feels the meeting went well. There are concerns with people coming in and out during the meeting to vote. The TA states we cannot do that again after speaking with Donna MacNichol, people need to be present in the meeting and hearing discussion prior to votes. Fortunately, people did stay in to listen and vote. Makepeace-O'Neil suggests the Wifi password be available and have a portable printer for SB use or use the copier at the school. In the future TA will make sure all handouts are complete and have all required

information. The Planning Board's ("PB") handout did not include the full text of the bylaw which is a requirement. Makepeace-O'Neil suggests an electronic way to have documents like these available such as a google drive. The school staff was wonderful in helping with setup and Jackie has been wonderful in allowing the meeting to be held at the school. Tracy McNaughton comments you need to make the text of the bylaw change available to the town's people prior to STM. To cover all bases legally the full text of the bylaw has to be on the warrant or available with the warrant at the meeting. The full text of the warrant was available on the website and distributed at the STM.

2. CPC Appointment: Miriam DeFant is volunteering to sit on the Community Preservation Committee ("CPC"). Miriam states CPC would like to have representation from the Conservation Commission ("ConCom"), unfortunately no one else volunteered and Miriam is willing to sit until someone else is available to sit on the committee. The appointment will be through June 30, 2023 as all CPC appointments are good for one year.

MOTION to appoint Miriam DeFant to the Community Preservation Committee.

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

3. DLTA Issues Offered by FRCOG: The TA shares the DLTA Request Form. The first category is climate change adaptation, then we have Economic Development and Housing, Municipal and Regional Capacity Building, Shared Services, Transportation, Zoning and Policies and Plans. Shutesbury can pick three items. The ConCom has been involved in the shared ConCom Agent and they have already completed a feasibility report. We will sign up for the Culvert Assessment waiting list. Stocker asks about Transportation – EV Charging Station Implementation Assistance. TA states we had grant in hand but could not get Highway Dept to complete their part due to vacation schedules. TA believes it is worth adding to the list if nothing else is available. Flood Risk is covered through MVP. The Pollinator Habitat Corridor was included in the Open Space Plan. Economic Development doesn't really fit. TA indicates the main topic at the MMA conference was housing. The governor spoke about the need for housing and the housing crunch. Stocker believes Municipal and Regional Capacity Building may be one we could list. Shutesbury has some abandoned and distressed property but not much. Makepeace-O'Neil suggests Foster Municipal Engagement and Involvement. We definitely have an issue with volunteers coming forward and we can see a potential for some retirements. TA suggest Rural Policy Plan Implementation. Linda Dunlevy has been doing a lot of work advocating for our area. They have gotten more grant money for the schools. Erin Saunders is lobbying heavily for the new PILOT formula's. A change in the PILOT formula can help Shutesbury. Makepeace-O'Neil believes the long term effect of Covid on rural economies is different than what it may be out in the other part of the State. Makepeace-O'Neil also suggests New Collective Purchasing Ideas, perhaps they could explore some office supply or procurement of other items that towns use regularly. If bought in bulk with multiple towns it could lessen the cost of each of those items for each town. The idea would be that FRCOG would be the ones to establish the initial deals and then provide a way to order certain items at a discounted cost. Miriam DeFant is on the fundraising committee for Village Neighbors and they are working toward looking for funding streams in order to have a paid staff with the goal of really expanding our membership and services across the four towns that Village Neighbors serves. Miriam suggests it could fall under Age and Dementia-Friendly Community Planning. SB agrees this would be a good one to consider. Regional Sludge Pressing and Composting Opportunities would not apply as you have to have a water treatment facility. TA suggests Regional Public Water Supply Opportunities and Feasibility, Shutesbury may need that due to PFAS. Stocker & Makepeace-O'Neil agree this should be one. TA indicates there is now concern about the sediment in the sludge that comes out of a water treatment plant. Makepeace-O'Neil and Stocker agree Shutesbury has a lot of that under control as well as

zoning bylaws. TA does not believe we will need the Recreational Marijuana. We did have a request for a Host Agreement but TA has not heard from the person since the initial discussion. It is cultivation which might be helpful. Eventually the town will need to have a policy on that. There is a big debate as to whether you should have a host agreement at this point. There is no benefit to towns having a Host Agreement when it comes to cultivation, there's no financial benefit. There used to be the 3% on sales but if it is only cultivation there are no sales and there would be no additional incentive. If we do have someone doing it we will want to address and make sure there is a clear policy in place. Stocker agrees there should be rules around where you can do it and what you can do and believes this should be on the list. Makepeace-O'Neil agrees. SB has agreed to include Regional Public Water Supply Opportunities, Recreational Marijuana and Rural Policy Plan Implementation.

4. MSBA Boiler Accelerated Program – SOI Removal Documents: TA indicates SB voted not to participate and as a result there are two documents that need to be signed to protect the MSBA and will be in Melissa's box for signature.
5. Gale Associates Contract for the SES Roof: This is the engineers final contract and we are close to a final contract. TA needs clarification on one item from the building inspector. TA sent reports to the building inspector and will be held up until we get a response from the building inspector.
6. Police Chief Report: Chief Burgess is here to talk about Officer Devon Pelletier, Shutesbury's newest Officer. Officer Pelletier responded to an overdose call in the Town of Wendell on January 14, 2023. An Officer from the New Salem Police Department, Officer Pelletier from Shutesbury and an Officer from Leverett all responded and Officer Pelletier was the second officer on the scene. Chief Burgess received an email from the Sargent in Leverett in regards to Officer Pelletier. "Dear Chief Burgess, I would be remiss if I didn't reach out to offer my praise and thanks to Officer Devon Pelletier. This past Saturday, January 14, 2023, Officer Pelletier assisted with an overdose call located in Wendell. While on the scene his demeanor was professional, calm and collected. As you can imagine the scene was a bit chaotic with a seemingly dead person coming back to life, very vocal and upset parents and multiple agencies working together to care for this patient. Officer Pelletier was very willing to offer his assistance in whatever needed to be done. This would include providing me with pamphlets for the family so they could seek services through the CSO and the Franklin County Outreach Program. Officer Pelletier's aid was a great help and I am happy to have him patrolling alongside me for whatever comes next." Following that he also forwarded from the Opioid Task Force Team an email that states: "I just wanted to send you a message with a thank you. Our Connect Outreach Team has made contact with your recent SIMMS referral. First by phone, then they were able to meet in person and the visit went very well. We are currently proposing locations for treatment and assisting them to navigate insurance barriers. Today the mother reached out for services as well so she can help support her son. The mother specifically said that the responding officer was great, gave her flyers with information and explained Connect. This is a text book example of how the process works and what we can do to accomplish it. Signed Randy Hurd, Connect Project Team Manager". With the blessing of the town and our SB Chief Burgess presents Officer Pelletier with a Commendation Certificate (Attached to Minutes). Chief Burgess is so proud, proud every day. The care that Officer Pelletier shows to people in crisis is above and beyond, it is exemplary. Officer Pelletier thanks Chief Burgess for the Commendation, he is truly humbled by it and truly appreciates it. SB thanks Officer Pelletier for his hard work. The Commendation will go into his permanent file and will be posted on our social media and perhaps the website as well. More great news, Chief along with the police department have been working very diligently to gain the trust of our community. With the recent events in Memphis, TN, Chief responded on the police department social media page and will be making a statement for our webpage as well in regards to the disgusting behavior of the police officers in Memphis, TN. Chief is working diligently to gain the trust of the community and the outlining communities and standing in the forefront of policing and outside the box to show not only we speak about what we

stand for but to act on that. Chief feels it would be important for the Shutesbury Police Department to submit what we believe our core values are, and we stand by these core values and we act on these core values. Chief came across the Police Department in Wayland, MA's web page who has core values very similar to Shutesbury and would like to adopt these as well. Chief Burgess reads "Shutesbury Police Core Values" (attached to minutes). Chief would like the Police Department to adopt these core values, have the SB recognize that, and have a vote of faith and approval. Chief Burgess indicates every new officer in Shutesbury will receive these core values in their new hire packet and will sign off indicating they will adhere to those core values. The current officers that we currently have had input in that and they stand by those core values.

MOTION to adopt core values presented by Chief Burgess.

- Stocker moves and Makepeace-O'Neil seconds Roll call vote: Stocker: aye, and Makepeace-O'Neil: aye, the motion carries.
7. ACM Roof Sampling Report: The TA is waiting to hear from the Engineer. The Designer does the exploration of the roof and another company comes out and does sampling. They then have it tested for asbestos. Asbestos has been found in the tar paper on the old roof. The TA is waiting to hear back on what the recommendation is regarding it being removed. TA hopes to hear by the end of the week. Makepeace-O'Neil indicates it is encased in tar paper and it is stabilized. The testing will tell us if it is even more stabilized by what it is surrounded by. There is nothing on the new outer roof, it was all negative. It is only in the original roof built in 1972.
 8. Set Annual Town Meeting Date: Grace Bannasch, Town Clerk emailed a draft election calendar to the SB and the TA. The Town Clerk has proposed May 20th. It is the same weekend that was used last year. The TA believes having it in May will be able to address the issues without spending the whole three months rehashing the same issues over and over again. It would be beneficial to have it outdoors. The Town Clerk suggests adding to the warrant for Annual Town Meeting ("ATM") this year that all future ATM's will be held on the 3rd Saturday of May going forward to avoid having the SB vote to decide every year. The SB agrees to set the date to the third Saturday in May for ATM. This year ATM will be held May 20, 2023. The last day to submit nomination papers is going to be April 1, 2023. The Clerk also mentions in MA in terms of local elections towns get to decide if we want to do Vote By Mail and/or Early Voting. Automatically we would have Vote by mail and we don't have early voting. If that's the case SB doesn't need to take any action and this is the Clerk's preference. Vote by mail is popular in Shutesbury. Early Voting turnout is really low, it is a huge labor investment and there is in office Absentee Voting available if you are not in town on election day. The Town Clerk does not think we need Early Voting, however, if we decided we really want to increase the options we can decide closer to election day. The SB would have to vote five days before Early Voting started. Clerk's preference would be to have Vote by Mail for local elections and to not have in person Early Voting. The Clerk suggests the SB would want to make a decision later in February. Stocker mentions TM should ideally be in one tent. From a sound perspective. The biggest complaint has been that they couldn't hear.

MOTION to set the date for this ATM for Saturday, May 10, 2023.

- Stocker moves and Makepeace-O'Neil seconds Roll call vote: Stocker: aye, and Makepeace-O'Neil: aye, the motion carries.
9. Town Administrator Updates: The TA attended the MMA conference. They had a great PFAS workshop. The TA learned of a lot of PFAS horror stories out east, about communities that do have public water supplies and treatment plants. Not all have been upgraded. A lot of communities are not

yet addressing all the PFAS leaving people to get bottled water. Shutesbury's PFAS problem is almost controllable in comparison to other communities. We will do our best to make sure anyone who has signs of PFAS is taken care of. The problem is not everyone who has PFAS in town has a responsible party to pay to remedy the situation. There are grants for people to get if they are responsible for cleaning up their own PFAS. Stocker asks if there is a sense of whether the state will get involved? The TA states the Feds are getting involved, it is not just a MA problem. Every state has a different standard on how it is measured. The workshop panelist explained there is no instrument to measure the small quantity newly set by the feds as detectable limit . There is a lot to learn and identify. Seems eventually the state or federal government will have to step in.

MOTION TO ADJOURN (7:09 pm)

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

Administrative Actions:

- 1) CPC Appointment Letter

Documents and Other Items Used at the Meeting:

- 1) Draft Election Calendar;
- 2) Officer Pelletier Commendation Certificate

Respectfully submitted,
Geneva Bickford
Administrative Secretary