

Shutesbury Selectboard Meeting Minutes
August 13, 2024 Hybrid Meeting Format

Selectboard members present: Rita Farrell/Co-Chair, Melissa Makepeace-O'Neil/Co-Chair and Eric Stocker

Staff present: Becky Torres/Town Administrator

Volunteers & Other Staff present:

Guests: Chris Cummings, Norene's Ipad, Meaghen Mikolajczuk, Kathy Salvador, Selectboard Meeting Room, Carol J's Ipad, Eric Stocker, Liz Goodsell, Donna MacNicol, Frank McGinn, Mike S, Joseph's Ipad, J, Paula Moore, Bryan Donovan, Corrine, Grace Bannasch, Paula, Mary Louc Conca, Mike S, Cheryl Holmes, Bryan Donovan, Amy Lehane, Paul Lyons, Gail Fleischaker, dbpic, Shutesbury Host, Mark Rivers, Judy Rimmel, Jennifer Wallace, Kathy C, Chad Grybko, Melissa, Lauren Grybko, Lynda Grybko, Michell's Iphone, Stephen Dallmus, Janice Rowan

Farrell calls the meeting to order at 6:03 pm.

Agenda Review: As posted.

Public Comment: NONE

Executive Session for Reason No. 3 at 6:09 pm, To discuss strategy with respect to litigation if any open meeting may have a detrimental effect on the government's litigating position. Litigation specific to Complaint received from Cows regarding the Shutesbury Solar Bylaw with Special Counsel, Town Counsel and Planning Board Representative:

VOTE: Farrell makes a Motion to go into Executive Session for Reason No. 3 at 6:09 pm, To discuss strategy with respect to litigation if any open meeting may have a detrimental effect on the government's litigating position. Litigation specific to Complaint received from Cows regarding the Shutesbury Solar Bylaw with Special Counsel, Town Counsel and Planning Board Representative; Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Farrell calls the meeting to order in open session at 6:40 pm.

Review of Minutes: Minutes of June 4, 2024 were approved.

VOTE: Makepeace-O'Neil makes a Motion to approve the June 4, 2024 minutes; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye and Farrell: aye; the motion carries.

Discussion Topics:

1. Police Union Discussion with Selectboard regarding their Agreement with Selectboard to put funding for the new Duty Detail Account on a town meeting warrant: The SB signed an agreement with the Police Union to setup an account for Private Duty. The fund will have \$25,000 that will come from free cash. The DOR needs to certify free cash before the town can vote at TM. Devon Pelletier discusses demands the union wants. The union wants another agreement signed stating that it will be funded when free cash is certified. The union also wants to have a final date for the STM however the SB is unable to provide a final date at this time. The SB will work on language for a new agreement ASAP.
2. Selectboard Review of September Primary Election Warrant: The SB executes the 2024 State Primary Warrant.

VOTE: Farrell makes a Motion to execute the warrant for the 2024 State Primary; Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

3. Final Review of Special Town Meeting on August 25, 2024 to be held at Town Hall: A revote of the article concerning PFAS contamination funding was passed at ATM by a majority vote and it should have been a 2/3rds vote. STM will be held in the SB meeting room in town hall. In the event there are too many people tables and chairs will be moved outside.

4. Firefighter Appointment: Jason Papkonstantinou was appointed as a Shutesbury Firefighter.

VOTE: Farrell makes a Motion to appoint Jason Papkonstantinou to the Shutesbury Fire Department; Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

5. Selectboard Review of Regional Request to pursue Phase 2 of the Regionalization of Fire Depts of New Salem, Wendell, Leverett and Shutesbury presented by fire chiefs from Leverett and Shutesbury: Chief Czerwonka and Brian Cook, Leverett Fire Chief are present. Leverett applied to the Collins Center at UMass and the Collins Center did Phase 1 of a study where they did a preliminary evaluation and they are now looking to complete Phase 2. Cook is asking Shutesbury to take the lead to apply for the Community Compact Grant because Leverett received the grant last year and are not eligible this year. Last year's grant was for \$20,000 and then another \$5,000 was received from FRCOG to do Phase 1.

VOTE: Farrell makes a Motion to authorize the Town of Shutesbury to apply to the Collins Center for the Phase 2 of the Leverett Fire Regionalization Feasibility Study; Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

6. Review and establish criteria for selecting applications for appointment to the new Boating and Safety Committee: Next week the SB will be meeting August 22, 2024 to do the appointments to the Lake Wyola Boating and Safety Committee. SB members discussed what criteria they will be using to select members. SB members will go through letters of interest and rank their choices and come back at the next SB meeting to appoint members.

7. Approve PAFs (personnel action forms): No Discussion

8. Discuss use of Town Seal/Letterhead: The SB Will begin using the town seal on documents and letters that are sent out. Makepeace-O'Neil will add to documents until the Admin Secretary has been hired.

9. Discuss revamp of Warrant form: Makepeace-O'Neil updated the vendor warrant form. The seal was added and added signature lines for the Selectboard members.

10. Admin Secretary job posting: The SB wants to have the posting posted beyond Shutesbury to hopefully get more interest. The posting will also be changed to ask people to email their interest rather than sending via US Mail. No responses have been received as of yet.

11. Unanticipated Items: Shutesbury was awarded the MVP Grant for \$222,000. It does require a \$21,000 match. The grant is for the library solar and the truck which will act as backup for the library solar. The truck will be an F150 Lightning Ford Pickup. They have send contracts that will need to be signed.

VOTE: Farrell makes a Motion to sign the contract with the Municipal vulnerability Program for a \$222,000 grant to be used for the solar on the new library and a truck; Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

12. Town Administrator Updates: The Land Use Clerk position is open again and needs to be advertised. We have been awarded an MVP Grant for \$222,000 it does require a \$21,000 match for the library solar and the truck which will act as the backup for our library solar. Dudleyville Dam removal will be happening the third week in August. The police will be there to help with traffic. The majority of the work will be done from either side of the dam and the road should not be closed for very long. The Fire Chief has completed his ICS300 and his ICS400. The AG's office requested a 90 day extension on the Stand Alone Battery Storage General Bylaw and that will extend another 2-3 months. The generator test officially will NOT happen on Saturday morning again. The official day has been moved to Wednesday. The teachers contract is almost settled just waiting for the official word. The final walk through for the painting job will be done on Thursday. There has been a lot of progress on the library lot as well. Discussion was had about possibly looking into truck maps so trucks are not using roads that they shouldn't be.

Farrell Motions to Adjourn (8:13 pm); Makepeace-O'Neil moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Administrative Actions:

1. Admin Secretary Job Posting expanded outside of Shutesbury;

Documents and Other Items Used at the Meeting:

1. Jason Papkonstantinou Resume;
2. Leverett Fire Study;
3. Police Agreement for Detail Fund;
4. MVP Contract

Respectfully submitted,
Geneva Bickford,
Administrative Secretary

** A full version of the 8/13/24 SB meeting is available to view on the Town of Shutesbury's YouTube page at: <https://www.youtube.com/channel/UC4ajoOcJsNzf5DBgMTZgcJA>