

Shutesbury Selectboard Meeting Minutes
September 10, 2024 Virtual 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: Mary Jo Johnson, Leslie Cerier, Lynn Feldmen, Henry Geddes, Bert Fernandez, Stephen Dallmus

Participants List:

Farrell calls the meeting to order at 6:03pm

Agenda Review: As posted.

Public Comment:

- Mary Jo: requests to make comments regarding the glyphosate to be used for knotweed control and how it is toxic for the environment and everyone's health. She asks Selectboard to consider coming up with a less toxic options. And also asks that there be some signage to give full transparency. She will send over the letter to the Selectboard with all information. They would like to make a presentation with options they have found.
- Leslie Cerier: mentions the town being a green community and these toxic sprays are not "green", suggests using pigs or goats to eat the knotweed.

Review of Minutes: Minutes of August 13, 2024 and August 22, 2024 were approved.

VOTE: Makepeace- O'Neil makes a Motion to approve the August 13, 2024 minutes; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye; motion carries.

VOTE: Makepeace- O'Neil makes a Motion to approve the August 22, 2024 minutes; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye, motion carries.

Discussion Topics:

1. Guest speaker: Lynn Feldmen, the Associates Executive Director with Life Path.
 - a. She gives a back story about Life Path and how they create communities that help support aging in home. Life Path helps people stay healthy and active, and stay close to people that are important to them. Shutesbury is one of 30 towns in Massachusetts that is partnered with Life Path. They did a survey with Shutesbury and Leverett to determine what the core issues across the community that are critical to help them develop and action plan. The action plan is divided into 8 domains for livability. The reason why she is here is because the grant ran out but they have received new funding. They will also have some grant dollars to work on town projects. Adding sidewalks in some parts of the community or speed bumps to slow drivers down especially in high traffic walk areas. Mentions it can be a longer wait to get seen with their care coordination

program for towns like Shutesbury but that has improved over the last 12 months. Farrell mentions that they need to discuss what follow up steps we need to take and that we will be in touch shortly.

2. Cultural Council member appointment of Cheryl Hayden. She introduces herself.

VOTE: Makepeace-O'Neil makes a Motion to approve the appointment of Cultural Council member Cheryl Hayden; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye, the motion carries.

3. Scheduling of meeting with Fincom rep and Personal Board rep and Selectboard rep regarding the TA contract and discussion with Town Counsel lawyer.
 - a. Fincom rep is George Arvanitis and the Personal Board rep is Kathy Salvador. Farrell asks for a volunteer. Makepeace-O'Neil volunteered to help with the connection of the contract. Makepeace-O'Neil will coordinate with Kathy and George and Donna as soon as possible.

VOTE: Stocker makes a Motion to designate Makepeace-O'Neil the Selectboard rep; Farrell seconds. Roll call vote: Stocker: aye, Makepeace- O'Neil: aye, Farrell: aye, the motion carries.

4. Historical Commission meeting with the Selectboard to discuss the guide board.
 - a. Henry Geddes is here to speak. The guide board is undergoing restoration by Williamstown Art Conservation Center while following the guidelines from Massachusetts Historical Committee and the Secretary of the Interior standards for the treatment of historic properties. The work on the guide board should be completed within 6 months to a year. Geddes states that it seems impractical and inconsistent with preserving its historical function if we put it indoors. WACC recommendation was covering it to protect from water damage especially over winter. Geddes has been in touch with the local government programs coordinator and she insisted that we not make a replica of this piece and for the design to protect the guide board "prioritize simplicity, viewability and minimize the covering as much as possible." The Historical Commission proposal is to create a gazebo with plexiglass sides over the winter months and then remove it in late spring through early fall. This would protect it from the weather and provide maximum protection and visibility in the winter. Plan to use durable materials to minimize maintenance requirements. The funding would amount to about \$5,000. Labor would be volunteer, and funding will be from the CPA or the Community Preservation Committee(CPC) funds. The Historical Commission would get some input from the Building Committee. Geddes shows all three options on the screen.
 - i. Option 1: Go with the Historical Commission's proposal and apply for the CPC funds by September 19th, this would involve urgency to protect it since we don't know when it will officially come back.
 - ii. Option 2: Wait another round of CPC funding that would take another year, but would require the guide board to be stored over winter, and continue to search for a solution.

- iii. Option 3: Is to return the guide board as is, however given the investment of CPC funds and the Historical Commission have made it has already had payments on it.
- b. Farrell asks Stephen Dallmus with the Building Committee if they have met with the Historical Commission. Dallmus says yes they have, a few weeks ago, and they have some concerns and questions. When the Building Committee received the proposal they were concerned the gazebo would overwhelm the guide board. The second concern they have was historical guide boards are not protected. The proposal has the guide board and gazebo being moved 6 feet away from the corner and heading towards the library. Bert Fernandez, speaks on how the design of the gazebo was to be simple and not to overwhelm. Fernandez also says that when you spend \$20,000 on historical things and you don't protect it then you are going to be looking back years from now doing it all over again. Fernandez states the best option is to cover it with the gazebo that is mentioned in the proposal or leave it out again and let it decay. Farrell calls upon Janice for a comment. Janice says that there is one in New Salem that is similar and has not been protected but does have a plaque in front with the number of times people have repainted it and it has been moved over. Janice says our guide board sign is pretty unique so we thought it would be important to restore it since it is an important symbol of the town on some of the old postcards and letter heads. Janice says the important question is what do we do if we don't put up the gazebo.
- c. Stocker asks how old is the guide board. He is confused why we would have to repair it again in 10-15 years. Torres states that it has been done about every 15 years, it has been repaired 3 times since the eighties. Farrell states that yes you have to go to CPC for funding but ultimately it's under the jurisdiction of the Selectboard because it is on the town common. Farrell asks how top heavy is it? Makepeace-O'Neil asks if the roof is like a metal roof? Fernandez answers that it would be shingle roof with wood on the inside. Makepeace asks how tall the structure, not the roof part but the structure itself looks pretty low. Fernandez says the structure will be just above the sign, so at 82 inches. Makepeace-O'Neil says the diagram looks like the structure will dominate the guideboard. Makepeace-O'Neil says her opinion is that the structure should be 1 foot to 2 ½ feet taller than the guide board. Fernandez says that would look weird, according to the opinion of the architect that if you make it really tall as well as it would not protect it as much if it was closer to the guide board. Makepeace-O'Neil asks if we put plexiglass around it, is there enough air flow so the guide board sign doesn't end up rotting? Fernandez says it was a new suggestion to put the plexiglass on the sides. They would put it partially up so it is easy to remove after winter. Farrell asks if the biggest concern is salt and snow? Geddes says yes. Janice states that the date of the monument is about 1913. Geddes says it dates back to the 19th century in 1845. Fernandez says he thinks it's about 180 years old. Mary Lou Conca asks if the Historical Commission is asking the Selectboard for more additional funds? Farrell says no they are not, they are seeking funds

from the Community Preservation Committee but the Selectboard has oversight for anything on the town common, so Selectboard has to approve any kind of design structure that goes on.

- d. Geddes has a question for Dallmus, do you have any alternative suggestions. Dallmus says no they do not. They have not had a meeting since the last meeting so they have not discussed it yet. Dallmus did ask if the plexiglass will be a clear span from corner to corner and how thick the plexiglass would have to be. Dallmus asks how will the structure be able to absorb that wind load. Geddes states there is a structure in Quebec City that is encased in glass is fairly substantial and is a climate controlled glass. Torres says that what Jeff described was a glass enclosed structure. Torres states it would have to be bulletproof or tempered. Makepeace-O'Neil says a concern with that is that the sun would be beating in on the guide board and baking it which would cause a moisture issue.
- e. Farrell asks if they were looking for a decision from the Selectboard tonight in order to have that before you go to the CPC? Geddes says they were looking to see what 3 options would be best to use. Selectboard would like to think this idea over more. Farrell says we can talk about this a little bit more before the next meeting and that they will get in touch with Geddes for more information.

5. Townwide Birthday party

- a. Deborah O'Brien is here representing the party. O'Brien states there is a large group of women residents that think it would be fun to just invite the town. Farrell says the Selectboard needs to sign off on it and asks Torres if the insurance would cover that. Torres replies yes. It will be on October 6th from 3pm to 5pm with cupcakes, ice cream and cider.

VOTE: Makepeace-O'Neil makes a motion to approve the Townwide Birthday party, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye, the motion carries.

- 6. Farrell asks the Town Administrator for updates. Torres says she received a resume of a person who is interested in both jobs, the Land Clerk and the Administrative Secretary. Her concern is that it is over 40 hours combined. There was a second person that is interested in just the Land Use Clerk job.

VOTE: Makepeace-O'Neil makes a motion to move into executive session, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye, the motion carries.

Administrative Actions:

- 1.

Documents and Other Items Used at the Meeting:

- 1.

Respectfully submitted,
Abbigail Hernandez

Administrative Secretary

** A full version of the 9/10/24 SB meeting is available to view on the Town of Shutesbury's Youtube page at <http://www.youtube.com/watch?v=MXrPkOWWy-A>