

Shutesbury Selectboard Meeting Minutes
June 17, 2025 Hybrid Meeting Format

Selectboard members present: Melissa Makepeace-O'Neil/Co-Chair, Eric Stocker
Staff present and Guests: Hayley Bolton: Town Administrator, Brennan Mailloux, Gail Fleischaker, Tom Siefert, Jeff Lacy, Linda Newcomb, Mark Rivers, Dina Stander, Keith Hastie, Grace Bannasch, Frank McGinn, Michael DeChiara, Miriam DeFant, Nathan Murphy

Makepeace-O'Neil calls the meeting to order at 5:01pm

Agenda Review: As posted.

Public Comment: Dina Stander shared that we have an “inexperienced Highway Department Chief” that she believes needs more training from the Town. She shared her concerns about where her house is located on 106 Sand Hill Rd, that there is a ditch that is almost three feet deep. She stated this is a major safety issue, she has emailed the Select Board about it, especially about the holes in the road that are 6 inches deep and would like a better course of action in place. She stated she has only heard back from Hayley Bolton but not the Select Board. She would like to hear back from the Select Board in writing with a plan and more training for the Highway Superintendent.

General Business:

- I. Review Meeting Minutes for 6.3.25:
 - a. This agenda item will be moved to next Select Board Meeting as Board Member Stocker was not able to review the Minutes prior to the meeting, and they would need at least two Board Members to vote on their approval.
- II. Accept Gabe Voelker's Letter of Resignation as Assistant Treasurer:
 - a. A thank you letter will be sent for her service.

VOTE: Makepeace-O'Neil makes a motion to accept Gabe Voelker's Letter of Resignation as Assistant Treasurer, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

- III. Accept Linda Newcomb's Letter of Resignation as a Part-Time Police Officer:
 - a. A thank you will be sent for her service.
 - b. Linda Newcomb was present and publicly asked that the residents of Shutesbury come together and figure out what is going on with the Police Department and Select Board. Makepeace-O'Neil stated that discussion would not continue any further as the comments were of personnel nature, and those are to not be

discussed in a Select Board Meeting. She stated that Newcomb could email the Board anything she would like them to know.

VOTE: Makepeace-O'Neil makes a motion to accept Linda Newcomb's Letter of Resignation as a Part-Time Police Officer, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

IV. Vote and Sign Community Preservation Committee's CPA Grant Agreements:

- a. These were voted on at the Town Meeting and are the follow-up steps. These will get sent to Matteo Pangallo and the Conservation Commission.

VOTE: Makepeace-O'Neil makes a motion to vote to sign the Community Preservation Agreement for the Base for Town Common Guideboard, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to vote to sign the Community Preservation Agreement for the Historic Guideboard Restoration Project Phase Two, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to vote and sign the Community Preservation Agreement for the South Brook Conservation Area Trail Repairs, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to vote and sign the Community Preservation Agreement for the West Cemetery Preservation Project, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to vote and sign the Community Preservation Agreement for the Lake Wyola Dam Preservation and Repair, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to vote and sign the Community Preservation Agreement for the Invasive Plant Management at the top of the Lake Conservation Area, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

V. Review for vote, FY26 Annual Appointment List:

- a. Mark Rivers shared there are three openings on the Lake Wyola Advisory Committee. These positions would be the Planning Board Representative, the Conservation Commission Representative, and the Emergency Management Director. There was discussion about who will be appointed as Emergency Management Director on the Lake Wyola Advisory Committee. This could be potentially Leonard Czerwonka, Fire Chief and Emergency Management Team

Director. It was discussed that he will be reached out to, to see if he would like to take on that role.

- b. Tom Siefert raised the question as to why his Planning Board Representative appointment to the Lake Wyola Advisory Committee has not come into fruition after the Planning Board voted and recommended it. Makepeace-O'Neil expressed the Board wishes for more time to review and discuss the logistics around the appointment. We have not had a Planning Board Representative on the Lake Wyola Advisory Committee for 25 plus years.

VOTE: Stocker makes a motion to approve the FY26 Annual Appointment List, Makepeace-O'Neil seconds. Roll call vote Makepeace-O'Neil: aye, Stocker: aye; motion carries.

VI. Appointment of John Aierstuck as Associate Member and Kathleen Lugosch as Full Time Member on the Zoning Board of Appeals:

VOTE: Stocker makes a motion to approve the appointment of John Aierstuck as Associate Member on the Zoning Board of Appeals, Makepeace-O'Neil seconds. Roll call vote Makepeace-O'Neil: aye, Stocker: aye; motion carries.

VOTE: Makepeace-O'Neil makes a motion to approve the appointment of Kathleen Lugosch as Full Time Member on the Zoning Board of Appeals, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VII. Re-appointment of Tom Siefert as Associate Member of the Planning Board. (Joint session with Planning Board):

- a. The Planning Board fulfilled a quorum and joined the Select Board for this re-appointment.
- b. Nathan Murphy shared the Planning Board voted to recommend his appointment for another term as Associate Member.
- c. DeChiara said Siefert has been a great Associate Member who shows up to all the meetings and actively participates.

VOTE: Makepeace-O'Neil makes a motion to approve the re-appointment of Tom Siefert as Associate Member of the Planning Board, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye, DeChiara: aye, Murphy: aye, Bonnar: aye, Hastie: aye; motion carries.

VIII. Town Administrator Report:

- a. The Board signed the National Grid Pole Hearing from the 4/22/25 Select Board Meeting.
- b. Bolton stated she has a contract amendment for the library building project to be made and signed.

VOTE: Makepeace-O'Neil makes a motion to appoint Hayley Bolton as the Contract Manager for the MBLC Grant Standard Contract Form, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

- c. Bolton shared she has done a lot of research with the help of AI into opioid settlement fund programs and the Commonwealth. She stated she has two reports. One that is generalized and stated all the things that are possible, and the other which states information she believes to be very good for Shutesbury. She will do a little presentation at the next meeting, and will need to form a committee in order to disperse any of the funds that we receive.

IX. Meeting adjourned at 5:34pm

VOTE: Makepeace-O'Neil makes a motion to adjourn the meeting at 5:34 pm, and enter Executive Meeting for reason #3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Pending Litigation- 2 Matters.

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

Administrative Actions:

1. Select Board to discuss Tom Siefert's appointment as Planning Board Representative on the Lake Wyola Advisory Committee.
2. Brennan Mailloux to send the signed National Grid Pole hearing paperwork to Town Clerk Bannasch as well as National Grid.
3. Brennan Mailloux to send thank you letters to individuals who have resigned.
4. The Board to review and vote on approval of 6.3.25 Meeting Minutes at the 7.1.25 Select Board Meeting.
5. The Select Board to investigate appointing Leonard Czerwonka or another member of the Emergency Management Team to the Lake Wyola Advisory Committee.
6. Hayley Bolton to present research on opioid settlement fund programs at the next meeting.
7. Hayley Bolton to sign and return the library building project contract amendment to Mary Ann Antonellis.

Document and Other Items Used at the Meeting:

1. FY26 Appointment List
2. National Grid Pole Hearing
3. Appointment Letters for Tom Siefert, John Aierstuck, and Kathleen Lugosch.

Respectfully submitted,
Brennan Mailloux
Administrative Assistant
Town Administrator/Select Board

** A full version of the 6/17/25 SB meeting is available to view on the Town of Shutesbury's YouTube page:

