

Shutesbury Selectboard Meeting Minutes
June 22, 2026 In-Person Meeting Format

Selectboard members present: Melissa Makepeace-O'Neil/Chair, Eric Stocker/ Vice-Chair
Staff present and Guests: Hayley Bolton: Town Administrator, Brennan Mailloux, Gail Fleischaker, Tom Siefert, Garrett Simonsen, Michael Miller, Michael DeChiara, Frank McGinn, Leslie Bracebridge, Dean Gendron.

Makepeace-O'Neil calls the meeting to order at 4:44 pm

Agenda Review: As posted.

Public Comment: No public comments raised.

General Business:

1. Approve Meeting Minutes for 6/9/26:

VOTE: Makepeace-O'Neil makes a motion to approve the Meeting Minutes for 6/9/26 as posted, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

2. Review and Approve the FY27 Annual Appointments List:

- a. Makepeace-O'Neil raised the idea that the Town separates at-will hires and employees from the volunteer committees/boards for appointment purposes.
- b. The Select Board removed the paid, at-will hires and employees from the list of appointments to be made.
- c. Josh Kingsbury was appointed as Assistant Electrical Inspector, not Electrical Inspector.
- d. Clif Read was not appointed to the Community Preservation Committee as his committee has not voted on his appointment yet. That appointment will be tabled until a vote is taken, and his appointment is further recommended.

VOTE: The following appointments were voted on individually and each passed unanimously 2-0
Makepeace-O'Neil aye and Stocker aye:

Board of Health Administrative Consultant	Catherine Hilton
Buildings Committee (3-yr)	Stephen Dallmus
Capital Improvement Planning Committee	Ellen McKay, Member-at-Large
Capital Improvement Planning Committee	George Arvanitis, Fincom rep
Capital Improvement Planning Committee	Nate Longcope, School Comm. Rep.
Community Preservation Committee	Elaine Puleo, Open Space/Rec Comms
Community Preservation Committee	Henry Geddes, Historical Comm

Community Preservation Committee
Community Preservation Committee
Community Preservation Committee
Conservation Commission
Electrical Inspector Assistant
Electrical Inspector
Elliott Park Committee
Elliott Park Committee
Elliott Park Committee
Energy and Climate Action Committee
Energy and Climate Action Committee
Energy and Climate Action Committee
Energy and Climate Action Committee
Energy and Climate Action Committee
Fire Department
Franklin County Coop Inspection Program Rep
Franklin Regional Council of Governments Rep
Franklin Regional Emergency Planning Comm. Rep
Franklin Regional Transit Authority A.B. Rep
Gate & Dam Keeper
Gate & Dam Keeper
Hampshire County Insurance Trust Rep
Historical Commission (3-yr)
Historical Commission (3-yr)
Historical Commission, Associate Member
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Library Building Committee
Memorial Day Committee
Open Space Committee

Matteo Pangallo, member-at-large
Rita Farrell, Housing Authority
Scott Kahan, ConCom
Beth Willson
Josh Kingsbury
Maurice Gregoire
Catherine Hilton
Gail Fleischaker
Mary Anne Antonellis
Dean Gendron
Gail Fleischaker
Greg Day
Michael DeChiara, Chair
Nathan Heard
Leonard Czerwonka
Frank McGinn
Ellen McKay
Leonard Czerwonka
Hayley Bolton
Howard Kinder
John Kinder, Asst.
Ryan Mailloux
Bert Fernandez
Janice Stone
Leslie Bracebridge
Brad Foster
Dale Houle
Elaine Puleo
Jeff Quackenbush
Mary Anne Antonellis
Molly Moss
Penny Jaques
Stephen Dallmus
Melissa Makepeace-O'Neil
Barbara Bigelow

Open Space Committee	Penny Jaques
Recreation Committee	Ann Brigham
Recreation Committee	Annie Gagliardi
Recreation Committee	Barbara Bigelow/ Co-Chair
Recreation Committee	Christine Marglin
Recreation Committee	Diane Adams
Recreation Committee	Elaine Puleo
Recreation Committee	Jessica Carlson-Belanger
Recreation Committee	Samantha Spisiak/Co-Chair
Recycling & Solid Waste Committee	Barbara Bigelow
Recycling & Solid Waste Committee	Gail Fleischaker
Recycling & Solid Waste Committee	Marla Killough
Recycling & Solid Waste Committee	Mary Glavin
Recycling & Solid Waste Committee	Meryl Mandell- Recycling Coordinator
Recycling & Solid Waste Committee	Peg Ross
Recycling & Solid Waste Committee	Steve Rice
Recycling & Solid Waste Committee	Tim Logan/Chair
Stormwater Mitigation & Implementation Committee	Bob Douglas
Stormwater Mitigation & Implementation Committee	Greg Day
Stormwater Mitigation & Implementation Committee	James Moore
Stormwater Mitigation & Implementation Committee	Jennifer Wallace
Stormwater Mitigation & Implementation Committee	Stephen Sullivan
Town Counsel	Donna MacNicol
Town Vexillologist	Albert Springer
Upper Pioneer Valley Veterans District Rep	Albert Springer
Veteran's Agent	Christopher Demars
Web/Communication Committee	Fred Steinberg
Web/Communication Committee	Gail Fleischaker
Zoning Board of Appeals	Thomas Williams

3. Sign Community Preservation Act Grant Agreement for Franklin Regional Council of Governments. (Project: Affordable Housing Coordination Services):
 - a. The project is to partner with Leverett and Shelburne to hire the Franklin Regional Council of Governments to provide regional Housing Coordinator services through a shared services agreement.
 - b. Approved by May 9th, 2026 Shutesbury Annual Town Meeting

VOTE: Makepeace-O'Neil makes a motion to sign the Community Preservation Act Grant Agreement for Franklin Regional Council of Governments, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

4. Town Administrator Report:
 - a. Town Administrator Bolton shared that Lake Wyola is close to the full summer water level.
 - b. Bolton shared an update regarding the Shutesbury Elementary School oil tank leak. She stated that on Wednesday, June 24th, removal of the contaminated soil will be conducted.
 - c. Bolton stated the elementary school identified some areas on their sidewalk that are a safety risk. They have become a tripping hazard where concrete is crumbling. The Town has received some initial estimates from two vendors that were a bit higher than the FY24 appropriation to the school for sidewalk repair. There will be a meeting scheduled between the Finance Committee, Buildings Committee, the school, and other town officials to discuss how they can go about making the repairs. Makepeace-O'Neil suggested the Highway Department as a possible resource for the work.
 - d. Bolton stated interviews for the Town Clerk position have begun and the Select Board stated they would like to meet with them and ask them questions before an appointment is made.
 - e. Bolton stated we received a \$10,000 grant to do an ADA transition study. The results from that study are now available and posted on the Town's website for public review.
 - f. It was stated the Select Board meeting scheduled for Tuesday, July 7th, will have the Ad-hoc Lake Wyola Advisory Committee joining the Select Board to discuss a new, permanent committee. This may include a new member composition.
 - g. Bolton stated Town Employees received the new Personnel Handbook and have been asked to sign the acknowledgment forms and submit them to her by the first week of July. Bolton will be getting out the Personnel Action Forms.
 - h. The next Select Board meeting will be July 7th at 5:00 pm with new Select Board Member Jim Walton filling Rita Farrell's seat on the board. Bolton will open the meeting and the new board's positions such as Chair and Vice Chair will be assigned.

5. Meeting Adjourned at 5:16 pm

VOTE: Makepeace-O'Neil makes a motion to adjourn the meeting, Stocker seconds. Roll call vote Stocker: aye, Makepeace-O'Neil: aye; motion carries.

Document and Other Items Used at the Meeting:

1. Meeting Minutes for 6/9/26
2. CPA Grant Agreement for FRCOG
3. FY27 Annual Appointments List

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

** A full version of the 6/22/26 SB meeting will be available to view on the Town of Shutesbury's YouTube page: <https://youtu.be/w2c4L-sYMGs>

