Shutesbury Selectboard Meeting Minutes
August 4, 2026 Hybrid Meeting Format

Selectboard members present: Melissa Makepeace-O'Neil/Chair, Eric Stocker/ Vice-Chair, James Walton/ Board Member.
Staff present and Guests: Hayley Bolton: Town Administrator, Brennan Mailloux, Gail Fleischaker, Tom Siefert, Michael DeChiara, Nathan Murphy, Steven Bressler, Ashleigh Pyecroft, Dean Dendron, Carl Lounder, Leslie Bracebridge, Mary David, Keith Hastie, John Kinder, Frank McGinn, Howard Kinder, Mark Rivers, Jennifer Wallace.

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

Agenda Review: As posted.

Public Comment: John Kinder stated in 2023 as part of the Lake Wyola Dam Study Safety Committee, they (the committee as a whole) in good conscience could not go to the Select Board and recommend that it was a safe place for public access and for recreation. John Kinder then raised regulations to consider, and asked if there are regulations in place, who is going to monitor the dam and any activities that go on there?

General Business:

1. Approve Meeting Minutes for 7/21/26 and 7/29/26:
    a. Stocker mentioned adding "see attachment for Amanda Alix's full public comments" to the 7/21/26 Meeting Minutes.

VOTE: Walton makes a motion to approve the Meeting Minutes for 7/21/26 and 7/29/26, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

2. Vote to restore public access to the Lake Wyola Dam:
    a. There was discussion by Howie Kinder, the Dam Keeper, about the risks associated with public access to swimming and walking around the Dam area.
    b. DeChiara stated this is an issue that could be put together and presented at the upcoming Special Town Meeting in October.
    c. Keith Hastie asked if Town Counsel has offered any input on liability. Makepeace-O'Neil stated Town Counsel has voiced risks and liability aspects of keeping it open.
    d. Walton asked what the benefits are of having it open. Stocker stated from what he recalls hearing at Town Meeting, is that it is a place for friends to meet up, hang out, and have a drink or picnic. Tracy McNaughton stated she believes the main draw to the area is fishing.
    e. Mary David stated there is no real way to get to the Dam without walking across the neighbor's property to access it. She also stated that with all of the ongoing repairs needed, engineers in the past stated that the increase in foot traffic on

and around the dam has contributed to the deterioration historically. She stated there are safety issues with kids running up and down the dam, and with individuals using the area for recreation, such as dragging grills out onto it to have a "cookout."

f. Jennifer Wallace stated it is a good fishing spot because of the deep water located in front of the Dam. Wallace suggested maybe using a buoy on the water that discloses "no fishing."
g. John Kinder stated signs have limited effectiveness as he described an experience of his with an individual fishing at the dam despite the five posted signs that are present.
h. Bolton advised the Board that her preference would be to keep it closed due to the safety concerns.
    i. The Board agreed and stated they would vote to keep it closed, knowing more repairs and evaluations are coming in the future. They stated if the residents truly want it open, it could be considered for a vote at a future Town Meeting.

VOTE: Stocker makes a motion to keep the Lake Wyola Dam closed to public access, Walton seconds. Roll call vote Stocker: aye, Walton: aye, Makepeace-O'Neil: aye; motion carries.

3. <u>Appointments:</u>

Planning Board called their meeting to order at 5:46 pm.

a. <u>Joint Meeting with Planning Board for appointments of Carl Lounder and Dean Gendron as Associate Members to the Planning Board.</u>
    i. Nathan Murphy gave background information pertaining to Gendron's and Lounder's interests in joining the Planning Board. Both Gendron and Lounder provided short snip bits of their backgrounds and personal qualities that will make them good fits for the board. They also provided responses to Makepeace-O'Neil's request of giving an example of a time when they had to make a decision that went against what they personally believe, for the sake of the better good.

VOTE: Walton makes a motion to approve the appointments of Carl Lounder and Dean Gendron as Associate Members on the Planning Board, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

Planning Board did a roll call vote and voted unanimously for the appointments.

Planning Board did a roll call vote and adjourned their meeting at 5:59 pm.

4. <u>Discuss plans for setting a date for a Lake Wyola Advisory Committee Charge Second Discussion:</u>

a. Makepeace-O'Neil suggested making this a one agenda item meeting.
b. The Board stated that they will hold a second discussion for a new proposed Lake Wyola Advisory Committee Charge on August 25th at 5:30 pm.

5. <u>Discussion about the formation of a Town Common Beautification Committee:</u>
   a. Bolton gave a presentation introducing a new proposed committee: Ad Hoc Town Common Beautification Planning Committee.
   b. The Committee's mission would be to facilitate a community-driven design process to reimagine the Shutesbury Town Common, and transform the space into an accessible, vibrant gathering spot for residents and individuals of all ages to enjoy.
   c. The committee will work with the community to generate thoughts and ideas through surveys and public workshops featuring interactive tools such as dot voting. They will also consult with the Shutesbury Historical Commission, Conservation Commission, Recreation Commission, and the Town's Veterans' agent and Veterans Groups.
   d. The committee should aim at achieving a 0% impact on the Town's operational budget and avoid increasing any local property taxes. The committee is expected to prepare a formal Community Preservation Act (CPA) funding application for the 2027 Annual Town Meeting.
   e. Membership is outlined to include 5 voting, resident-at-large members appointed by the Select Board. Backgrounds are not limited to, but should include experience in landscape design, master gardening, historic preservation, or community organizing. There will also be (1) ex-officio member, being either the Town Administrator or a designee to help with project management and procurement support.
   f. The committee is temporary and is expected to dissolve at the conclusion of the May 2027 Annual Town Meeting, unless otherwise extended by a vote of the Select Board.
   g. Bracebridge asked if the idea was presented from a committee or just one person. She asked the Board to consider the visual of looking out at the Town Common from the Town Hall. Bracebridge also asked the Board to consider the fact that the Town Common is one of the only open spaces available in Shutesbury.
      i. Bolton stated no one in particular reached out to her about forming the committee but stated she wanted to hear from the community about what it is that they really want.
      ii. It was discussed that the Town Common includes around the Church and the land behind Town Hall.

VOTE: Walton makes a motion to support going forward with the Town Common Beautification Committee proposal, with the expanded definition of "Town Common" outlined, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

6. <u>Discussion about Tighe and Bond PFAS 6-Month Proposal Amendment:</u>
   a. The amendment and the Scope of Services are intended to cover services through December 2026, until a formal proposal is finalized for fiscal years 2027, 2028, and 2029.
   b. The total cost for Tighe and Bond to perform the Scope of Work is to not exceed $62,700.
   c. There was discussion about how the PFAS testing is evolving in terms of tests required and detection numbers, and it was mentioned that a lot of information around PFAS is unknown at this time.

VOTE: Makepeace-O'Neil makes a motion to sign the Tighe and Bond 6 Month Proposal Amendment, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

7. <u>Discuss/vote on end of year budget transfers/line to lines:</u>
   a. The total amount of budget transfers is $140,567.62. The total amount of overdrawn accounts is $93,082.17 and then $47,485.45 for the Finance Committee Reserve Fund.
   b. Overdrawn accounts include salaries for positions, Legal Expenses, Snow and Ice, IT Support, Rubbish and Recycling Hauling, Veteran Benefits, Medicare, and longevity bonuses, amongst others.
   c. Sources of Funds include the Town Clerk Salary line, Town Newsletter, Police Wages, Highway Wages, Health Insurance, Assistant Treasurer line, Buildings/Telephone, and Council of Governments.

VOTE: Makepeace-O'Neil makes a motion to approve and sign the end of year budget transfers/line to lines, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

8. <u>Town Administrator Report:</u>
   a. Bright Arrow Emergency Communication Platform
      i. Bolton stated she is working with the Town's account technician to set up the platform. Promotional flyers and mailings are to be created to let residents know of the new change. The overall goal is to coordinate the launch of the new platform with house numbers and lock boxes.
   b. Good Neighbor Day
      i. Bolton shared that Good Neighbor Day is sponsored by the MA Coalition to Build Community and End Loneliness.
      ii. This event is held the weekend of September 25-29.
      iii. Bolton has begun preparations to host a "Celebrate Shutesbury Day," on Saturday, September 26th, with more details to be announced in the near future.

c. Grant for a Grader
    i. Bolton shared the Town was awarded $250,000 towards the cost of a new grader. This award will not cover the entire purchase, so the Town will be actively seeking funding sources to cover the gap. The Town is still waiting for the contract papers to come in so that they can move forward with the future purchase.
d. Emergency Planning Survey
    i. Bolton shared that she has received 149 survey submissions thus far. Results of the survey will be shared at the upcoming Emergency Management Meeting on Monday, August 10th.
e. Personnel Board
    i. Bolton stated that there is a vacancy on the Personnel Board, and that interested individuals should email the Town Moderator for more information.
f. Grants to watch for
    i. Bolton stated we are on grant watch for a Technical Assistance Grant and a Lake Wyola Dam Design Grant.

9. <u>Discuss purchasing a second microphone pod and microphone hub for the Downstairs Meeting Room.</u>
    a. A new microphone pod will cost $379.00, and a new microphone hub will cost $249.99. Total expense would be $628.99.

VOTE: Makepeace-O'Neil makes a motion to approve the purchasing of a second microphone pod and microphone hub for the Downstairs Meeting Room, Stocker seconds. Roll call vote Walton: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

10. <u>Meeting Adjourned at 7:09 pm</u>

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

Document and Other Items Used at the Meeting:
1. Meeting Minutes for 7/21/26 and 7/29/26
2. Appointment Letters for Carl Lounder and Dean Gendron
3. End of Year Line to Line Transfers Sheet
4. Tighe and Bond 6 Month Proposal Amendment
5. Town Common Beautification Presentation and Information Sheet

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

** A full version of the 8/4/26 SB meeting will be available to view on the Town of Shutesbury's YouTube page: https://youtu.be/u_WHeGYDrUM