

**Shutesbury Board of Selectmen Meeting Minutes
June 9, 2015**

Members present: Elaine Puleo and Mike Vinskey

Member absent: April Stein

Staff present: Becky Torres/Town Administrator; L.A. Scott/Administrative Secretary

Meeting called to order at Shutesbury Town Hall by Puleo/Chair at 6:35pm

Guests: Amanda Alix/Chair Assessors, Steve Schmidt/Assessor, and Ken Holmberg/Administrative Assessor.

Appointments:

6:35pm Chief Harding: not in attendance

6:45pm Assessors

Topics:

1. **Rental of Vibratory Roller:** Torres reports that the Shutesbury Highway Department is looking into renting the appropriate sized roller. Puleo asks if any purchases have been made on the “used equipment” website. Vinskey: as far as he knows, no purchases have been made to date; this site is open for anyone to bid. Vinskey reports that he visited the individual on Buffam Road with a lot of equipment in the yard; resident is not in business to sell this equipment, however, will, on occasion sell an item; currently has a dump truck that could have a snow plow attached to it; would sell truck for \$20,000 with an additional cost of \$10,000 to add the plow; use of such a truck could extend the life span of current trucks. Torres: Hunting would use a truck like this as a back up; concern is storage as would not want to leave out in the weather. Puleo suggests a portable garage such as the police use. Vinskey: these are military vehicles, which are not usually garaged. Torres: life span would be extended with storage; appreciates there would be an opportunity to inspect vehicle in person. Vinskey: this person has other sorts of equipment, such as, tire chains available for sale. Torres: FRCOG has a listing for cooperative rental of equipment that she has forwarded to Hunting/SHD.

2. **Hiring of New Clerk to the Assessors:** at 6:45pm, Ken Holmberg/Administrative Assessor, Amanda Alix/Assessor, and Steve Schmidt/Assessor join the meeting. Alix: the Board of Assessors would like to recommend Leslie Bracebridge for the position of Clerk to the Assessors; Bracebridge is overwhelming qualified and known. Alix: there were five applicants, all from Shutesbury; the other applicants would have needed more training. Puleo asks if there is any issue with Bracebridge’s retirement. Alix: no issue. Schmidt: Board of Assessors consulted with Voelker/Treasurer to confirm that there will be no problem with Bracebridge’s retirement. Alix: Assessors feel fortunate to have Bracebridge. Puleo and Vinskey affirm the recommendation. Torres: next step is to create the Personnel Action Form (PAF). Holmberg would

like Bracebridge to start immediately. Schmidt: there are funds to train Bracebridge for the remainder of June prior to Grybko's retirement at the end of the month. Schmidt acknowledges the need for a new Assessor as Alix is retiring. Puleo suggests Leslie Luchonok as a candidate. Holmberg will contact him to determine his interest. At 6:53pm, Holmberg, Alix, and Schmidt leave the meeting.

- 3. Executive Session for Reason #3, Salt Issue on Leverett Road:** postponed to 6.30.15.

Select Board Action Items:

1. Select Board members unanimously approve the 4.29.14 meeting minutes as presented. Puleo recommends using the meeting minutes from the previous year as a guide in writing the Select Board annual report.
2. Torres reports on the 6.3.15 pre-school visit to Town Hall; a mock town meeting and election were held.
3. There are no vendor or payroll warrants to sign.
4. The Select Board reviews the annual list of Appointed Officials for July 1, 2015 to June 30, 2016. Puleo recommends not re-appointing the Shutesbury Education Study Committee as the work of this committee has run its course. A motion is made and seconded to approve the list as amended; Puleo and Vinskey unanimously approve the Appointed Officials list as amended.
5. The Select Board unanimously approves the Fire Department PAF retiring Angus Rogers who has moved away.
6. Board considers the Commonwealth of Massachusetts Dog Officer requirements per MGL Chapter 140. Torres: per former Town Clerk Leslie Bracebridge, the document is to be completed by June 10 of each year. Puleo does not recall signing this document in the past. Vinskey: this is the enforcement tool for the Dog Officer to use in those cases when owners do not license their dogs. Vinskey would like to know that dogs in Town are vaccinated; vaccination is a requirement for licensure. Torres: suggests it may be helpful to have more information about the current number of dog licenses issued and notes that Shutesbury does not have the resources to pursue unlicensed dogs. Vinskey asks what additional information is needed. Puleo: how many dogs have to be relicensed this year and how does Long/Dog Officer feel about the document. Vinskey: the number of dogs registered last year is a known; asks if it is up to Long to call those who have not renewed. It is noted that it is optional to list the number of cats and dogs in a household on the annual town census. Motion made, seconded, and Select Board votes unanimously to sign the document.
7. M. N. Spear Memorial Library summer event schedule and use of Town Hall unanimously approved by the Select Board.

Items not reasonably anticipated by the Chair of the Committee:

Brief discussion about whether Celebrate Shutesbury, created and sponsored by the Shutesbury Education Foundation, will continue now that the organization has disbanded.

Torres: Jessica Carlson-Boulanger is interested and willing to maintain Celebrate Shutesbury as per the Shutesbury Education Foundation's closing letter.

List of Documents and Other Exhibits used at the meeting:

1. Resume for Leslie Bracebridge
2. Shutesbury Select Board 4.29.15 meeting minutes
3. Fire Department Personnel Action Form: Angus Rogers
4. Commonwealth of Massachusetts dog officer requirement form 2015
5. M.N. Spear summer 2105 event schedule
6. 7.1.15 to 6.10.15 Expense Report

Next meeting: Tuesday, June 30, 2015 at 6:30pm, Shutesbury Town Hall
Meeting adjourned at 7:55pm.

Respectfully submitted,
Linda Avis Scott
Administrative Secretary