

Shutesbury Board of Selectmen Meeting Minutes
July 14, 2015

Members present: April Stein, Mike Vinskey, and Michael DeChiara
Staff present: Becky Torres/Town Administrator; L. A. Scott/Administrative Secretary

At 6:32 pm, in the absence of a Chair, Torres/Town Administrator calls the meeting to order at the Shutesbury Town Hall.

Guests: Police Chief Tom Harding; Marnin Lebovitz and Zachary Shulman/Lake Street Development Partners; Michael Pill/Attorney for Lake Street Development Partners; Jeff Lacy and Deacon Bonnar/Planning Board; and Julie Stepanek/resident.

Select Board Action Items:

1. **Elect Select Board Chair & Organize Committee Assignments:** DeChiara nominates April Stein for the position of Select Board Chair. Stein states that she is willing to serve. Vinskey nominates himself for the position of Select Board Chair stating that he has the time and willingness to serve. Stein seconds herself. Stein acknowledges the good work Vinskey does for the Select Board and seconds him. Torres: the first nomination was for Stein and was seconded by Stein. The Select Board votes on this nomination: Stein: aye and DeChiara: aye. Torres: the second nomination was for Vinskey seconded by Stein. The Select Board votes on this nomination: Vinskey: aye. April Stein is the new Select Board Chair. Torres speaks to other aspects of re-organizing Select Board assignments: Vinskey serves as the Select Board representative to the Community Preservation Committee and has been attending School Committee meetings; Stein serves as Select Board representative to the Water Resources Committee and Lake Wyola Advisory Committee and Chairs the Personnel Board. Torres: typically, there is a Select Board liaison to the Police Department; all members of the Board are on the Emergency Management Committee and attend FinCom meetings as needed. Stein suggests returning to this matter later in the meeting, if there is time; otherwise, recommends members think about Board assignments and discuss them at the next meeting. DeChiara asks how new items are added to the agenda. Torres: agenda item requests are made to the Town Administrator.

Appointments:

6:35pm Chief Harding: Officer John Stewart is working out well; Officer Sawicki will start attending the Western Massachusetts Police Academy in Springfield on August 17th for 22 weeks. Harding states that he is looking for another part-time officer. Stein asks about the Fourth of July. Harding: no particular issues occurred on the Fourth; there has been further discussion about a legal fireworks display by lake folks. Vinskey notes that Stewart works part-time with Atlas Fireworks. Harding: the minimum cost of a professional display is \$10,000. Harding: residents reported the illegal dumping of seven bags of trash on Leonard Road; these same residents cleaned up the trash, which had been dumped by former UMass students by report. Harding: the Lake Wyola Beer and Wine Tasting will be held this weekend; the Lake Wyola Association is expecting a lower than usual turnout, about 200-250 folks; two officers will be assigned; there have been no

issues in the past. Harding asks where the funds for officer cell phone payments and evidence collection training will come from. Torres: these items will be paid from the Department's salary account; FinCom will reimburse \$2,400 through the reserve fund. Torres: the cell phone reimbursement is \$100/month; one-half of the "evidence training" fee will be paid at mid-year; the union contract will be signed tonight and Torres will provide Harding with a copy. Chief Harding reports that he met with State Trooper Carmichael about general school safety training; Carmichael will conduct a training program at the Superintendent's Office in September, which will include a review of lock down, evacuation, and accountability procedures. Harding plans to attend this training and is working with the Shutesbury School Principal on a uniform coding system. Vinskey asks if Harding has made any progress on the Town Hall locking system. Chief: financially, what we have is the best system; the alarm is now converted to VOIP; the office fax line is unreliable and the Assessors' is slightly better; Verizon is willing to check the back panel to pole at no cost; if the problem is inside, there will be a cost to the Town. Harding looked into the fob system and found that it is expensive and could be an issue with the flow of people in Town Hall; we are better off with the procedure we have: the last person out is responsible for locking the doors and setting the alarm. Harding explains that if the alarm goes off he is called; when he gets called, he recognizes that there is a problem, gives the password and knows who had the problem. Torres: if the alarm goes off by accident, the person calls Citizens and gives the password; the alarm company then calls the Chief anyway and he makes the decision whether to send an officer or a State Trooper; for the money, the system we have is the best. Harding: the outdoor locks we have are horrible; the price for replacing the front/back door locks is \$800. Torres asks if Harding will be more comfortable if the outdoor locks are changed. Harding: yes, we will have better locks and more accountability about who has keys. Torres: funds will come from the "building repair line." Vinskey confirms that all who need them would get new keys. Harding will give advance notice to all who have keys that they must see him to get a new key for the entry doors; staff and certain others will have two keys. Torres: fewer people have universal keys. Harding: to have just one key that works for all doors will cost much more. DeChiara moves that the funds be allocated to replace the Town Hall front and back door locks as soon as reasonable; all Select Board members agree.

Topics:

1. **Review Solar Moratorium Petition:** Stein: the Board has had two weeks to reflect on the petition. Vinskey needs clarity on the timeline, i.e. what happens when it goes to the Planning Board. Bonnar: upon receipt, the Planning Board has sixty-five days to schedule a public hearing, if received today, that date would be September 17th. DeChiara asks if MacNicol/Town Counsel has checked on the process for timing the public hearing in relation to annual town meeting. Lacy: the answer to this is pending. Torres: for a special town meeting, a petition needs two hundred signatures. Stein: refers to the 6.30.15 meeting, in order to meet the timing for annual town meeting, there will need to be two public hearings. Pill: per Chapter 40A Section 5, a hearing is only good for six months; so, there has to be a new notice and a new public hearing within the six months prior to annual town meeting; regarding the question about which one is valid, on his end, the

second notice and public hearing are valid. Pill: both he and an attorney from Boston will put their names on a zoning opinion regarding this matter; no doubt if special permit is not issued by time of second hearing. Stein asks if any Select Board action is needed regarding the 7.10.15 letter from William Czerwonka requesting that his name be removed from the petition that he signed at the Shutesbury Athletic Club on 6.17.15. Pill explains advocates' opinion: ten valid signatures are needed for a valid petition; it is fair to say that having more than ten signatures does not affect the validity of the petition; recognizes that no Select Board action is needed. Torres: the Town Clerk officially attached Czerwonka's letter to the petition. Vinskey: at the public hearing, to be scheduled within sixty-five days, the public expresses their comments. Lacy: after the close of the public hearing the Planning Board has fourteen days to make a report of the Board's recommendations. Vinskey asks who receives the report and what happens next. Lacy notes needs to reread statute; the report probably goes to the Select Board. Torres: the petition, with ten signers, made the decision for a town meeting warrant article; the Select Board is responsible for placing the article on the annual town meeting warrant. Lacy: the Select Board could make a decision to put the article on a special town meeting warrant. DeChiara notes the need for the petition article's language to be re-crafted and asks if the report would include re-tooled language. Lacy explains there are a number of approaches with an imperfectly drafted article: 1. work with petitioners to re-craft language, 2. the Planning Board could draft a parallel article to go to town meeting and there would then be two articles, 3. leave language alone. Lacy: if option #2 is used, the Select Board would have to decide whether to put the Planning Board article on the warrant. Vinskey asks what happens after the Select Board receives the report. Lacy: the report definitely goes to town meeting for presentation. Torres: the Select Board will have the report available for the public; there will be no decision on the report and no editing of the report by the Select Board. Vinskey verifies that the report is funneled through the Select Board. Stein: this keeps the process public. DeChiara asks if, as a body, the Select Board could voice an opinion and would this be done within the public hearing. Vinskey: this is an issue that the Select Board ought to be able to weigh in on; not being able to so doesn't seem right to him. DeChiara: the "Rule of Necessity" will allow both himself and Vinskey to be involved. Vinskey: seems odd that the Select Board would go to a Planning Board meeting to weigh in. Torres: the role of the Select Board is to keep the process public, to give options to the public, and ensure the process is being honored correctly. Stein: the Planning Board is an elected board; the Select Board's job is to ensure facilitation and maintain the process. Torres: when you have a warrant article, the Select Board could vote on whether or not to support the article. Vinskey confirms that the article will automatically be on the warrant and that the Select Board will indicate whether they support it or not. Motion made and seconded to submit to the Planning Board the warrant article petition filed on 6.22.15, duly signed, regarding a temporary solar moratorium; all Select Board members unanimously agree.

2. **Receive Solar Farm Bylaw Petition:** The Select Board receives the 7.9.15 warrant article petition “Amend Zoning By-Law – Large Scale Solar Photovoltaic Installation” signed by fourteen citizens. DeChiara: this will follow the same timeline, send to the Planning Board two weeks hence or send tonight and asks the Planning Board if they have a preference. Lacy: the petitions could probably go together then folks can come the same night. Torres asks the Planning Board if they would hold two public hearings on the same night. Vinskey and Stein request time to further review the petition prior to moving forward. Torres: combined hearings will still be possible. Stein: continue discussion during 7.28.15 Select Board meeting.
3. **Planning Board’s Professional Services Contract (Select Board Action Item #5):** Lacy requests the Select Board review the Tighe & Bond contract as interested parties are present at the meeting. Torres hands out copies of the revised 7.7.15 contract received in today’s mail and notes the change in the proposal fee to \$6,600 because services now outline an additional meeting. Lacy: includes attendance at 7.27.15 public hearing; the Town Clerk received the \$5,700 check last week from Lake Street Development Partners; Lebovitz/Lake Street Development delivered an additional check this evening to cover the difference. Lacy reports that he discussed the addition to the contract amount with Tighe & Bond today and arrived at a figure of \$6,330 to cover the cost of the extra meeting and has oral permission from Jean Christie/Tighe & Bond to change the amount on the contract to \$6,330. A motion is made and seconded to review and sign contract with Tighe & Bond for the review of the ground mount solar array proposal at Pratt Corner Road. Torres: for the record, a letter from Michael Suter/94 Pratt Corner Road was received via email earlier today. Lacy: subsequently, Tighe & Bond responded to Suter’s email. DeChiara states that he will not vote on the contract today. DeChiara: approval of this contract would be poor government as this is a proposal, not a contract; cites a sample contract between Tighe & Bond and Franklin Regional Council of Governments (FRCOG). Torres: typically, you have a proposal with dollar amount for professional services to be provided. DeChiara: for the first industrial project in town, a complete, detailed contract is needed. DeChiara, referring to last night’s Planning Board meeting, reports that Lacy contacted three vendors, two of which were not eligible so did not actually count toward contacting three; refers to highlighted statement of “Chapter 1 – Introduction” (page 4): “Using the competitive procedures for Chapter 30B, even for exempt contracts, is a best practice that allows you to obtain the best value for your local jurisdiction through an open and fair process.” DeChiara also refers to the *Shutesbury Zoning Bylaw* (page 56) Section 9.2-2 A. General Findings 1-3. Lacy: the stated proposal could be expanded and amended. DeChiara: Lacy made these contacts without Planning Board discussion about what the Board wants for services from a vendor; concerned this process is rushed. DeChiara wants to see a Planning Board document regarding what they are looking for, contact with three eligible vendors, and a contract that includes a sense of the deliverables. Torres offers to provide DeChiara with sample proposals from other vendors for simple professional services projects; it is the Select Board’s responsibility to determine if vendor is a

responsible party. Stein requests to hear from the Planning Board members present. Lacy: hiring a third party reviewer, paid for by the applicant, is available through the Bylaw; on behalf of the Planning Board, he contacted reviewers on his own initiative, and brought the information to the Planning Board last night and with input from the audience, the Planning Board voted to approve. Lacy: the public hearing is scheduled for 7.27.15; the Planning Board will not meet prior to the public hearing and the consultant must have the materials for review before the public hearing. Lacy: the Planning Board feels Tighe & Bond has the qualifications needed; reviewed the GZA GeoEnvironmental, Inc. website, a firm the Alliance for Appropriate Development referred to; GZA has solar experience similar to Tighe & Bond. Lacy: as soon as the Suter letter was received, it was forwarded to Tighe & Bond. Lacy reads Tighe & Bond's response to Suter's letter into the record and will subsequently provide a copy to Torres. DeChiara: timing issue is a red herring; cites the Conservation Commission's action to open and continue; feels opening and continuing the hearing is an option in order to allow adequate time to follow procedure. Stein, acknowledging that Lacy and Bonnar do not represent the entire Planning Board, asks for their response. Lacy: Tighe & Bond will review all relative aspects of the Zoning Bylaw and special permit criteria which is what the Planning Board expect and needs. DeChiara refers to Tighe & Bond letter and notes that they wrote a proposal and the Select Board is responsible for a complete contract; it is necessary to take the time to be complete; this is what the town deserves. Vinskey: it is not a real tight contract; he would like to see more detail if the Select Board were looking at using Town money, although in this case, Town money is not being used. DeChiara: the proposal does not state deliverables. Vinskey: these contracts are done on a regular basis; they are being hired to ensure project is in compliance; reasons can be found that any company is not the right one. Vinskey states that he is okay with the proposal. DeChiara states that he is not questioning the company, per se, he is concerned about the deliverables and wants to be sure deadlines are met. Lacy: the contract is to the satisfaction of the Planning Board; it was reviewed and approved last night by the Planning Board; Tighe & Bond know what they are supposed to do as per paragraph three of the contract. Torres: this is very similar to other service contracts; it becomes a contract when signed; offers to have MacNicol/Town Counsel review the proposal. DeChiara states that he respectfully disagrees. Lacy: Tighe & Bond will have three Shutesbury experiences: a site visit with a wildlife biologist, important attendance at the initial public hearing where they will hear Planning Board concerns and needs as well as those of the public, and attendance at a second meeting to present their findings. Torres: the Select Board could vote contingent upon review by MacNicol. DeChiara appreciates that MacNicol will review; he will not vote before the review. Stein asks DeChiara if he will not vote even with a contingency pending MacNicol's review. DeChiara: no; does not think due diligence has been done. Torres: three vendors have to be solicited. DeChiara: it is the spirit and intent. Lacy: urges the Select Board to vote in favor citing the need for reviewer to receive documents. Lacy does not have confidence the Planning Board can continue the public hearing based on their word. Scott explains the Conservation Commission public

hearing was opened solely for the purpose of rescheduling because the public legal notice was not published. Stein states she feels confident, if the Select Board signs, services looked for will be received; will feel more comfortable with review by Town Counsel, feels comfortable with the Select Board moving forward and acknowledges DeChiara's comments. Stein makes a motion for the Select Board to sign the Tighe & Bond contract with the Planning Board to do peer review services for ground mount solar array contingent upon a positive review by Town Counsel. Motion moved by Vinskey and seconded by Stein. DeChiara asks how the process will work with Town Counsel. Torres will contact MacNicol then forward MacNicol's review to the Board. Torres: if MacNicol says yes, the contract moves forward with no further discussion. DeChiara: the contract may be legal; his concern is that the contract is not sufficient; questions if we will have the necessary paper trail; is concerned about quality. Lacy asks if part of the Select Board motion authorizes Torres to sign the contract. Torres: Stein will sign the contract. Lebovitz: funds have been received in full. Torres reminds all that the Planning Board is in charge of the special permitting process. Pill affirms this point; the Planning Board members are the municipal officials in charge. Stein: the Planning Board members are elected officials. Stein asks if there is any further discussion. Stein: aye, Vinskey: aye, DeChiara: nay. Torres: Stein will sign tonight contingent upon MacNicol's review. Stein: will sign; document will be destroyed if Counsel does not give a positive review.

4. **Broadband Committee Proposal Regarding Private Companies:** Torres summarizes 7.1.15 email from Broadband Committee Co-chair Gayle Huntress inquiring about how to handle private companies when they contact members of Committee and verifies that they will refer them to the Select Board to whom the private company would make their proposal. Torres: the Select Board members are the Municipal Light Plant (MLP) Directors; the Broadband Committee's charge is to be an advisory committee to the Town; the MLP holds meetings as needed. Stein suggests setting up a process for when private companies contact the Broadband Committee: the private company will be advised to contact the Select Board, as MLP Directors, to make their proposal. All Select Board members agree for the MLP to be the primary contact for any Broadband and/or related proposals.

Select Board Action Items:

1. Approve Select Board 6.30.15 meeting minutes: Stein and Vinskey agree to table item until the 7.28.15 meeting; DeChiara abstains.
2. Springfield Materials Recycling Facility (MRF) Agreement: DeChiara asks why the agreement is past the deadline. Torres explains that Bernhard/Recycling Coordinator received the document via email and that she usually receives a hard copy however did not this year. Torres spoke with Stephen Ellis/DEP and there will be no disruption in service if the agreement is signed tonight. DeChiara motions to approve the contract for a five-year agreement with the MRF, the motion is moved and seconded. DeChiara: the contract is new to him and he has not had time to fully review it. Vinskey states that he would like to read through the contract and suggests signing it contingent upon his review by Thursday.

DeChiara: appreciates intent, however, is not sure if that will work for him and asks what the implications will be for waiting two weeks. Torres: recycling materials will not be accepted at the MRF. Torres suggests scheduling a meeting to sign the agreement Friday morning. Torres: this contract is for a service that is not provided by anyone else, the system has a twenty-five year history, and there are no changes to the contract. Vinskey notes the need for more timely management of contract; current situation puts the Select Board in a bind. DeChiara states that he will consider signing the agreement however needs there to be a conversation on how to obtain documents in a more timely way, particularly electronically. Stein and DeChiara agree to sign; Vinskey will review and sign in a timely way.

3. MBI Planning Assistance Grant to WiredWest: Torres emailed the MBI Broadband Planning Assistance Grant application to the Select Board and has a hard copy available. Torres explains that this is a rolling application so it is okay to postpone. All agree to continue item to a future meeting in order to allow time for review prior to discussion.
4. Appoint the Shutesbury Regional Assessment Summer Study Committee: Torres was appointed to the Committee at last meeting; the following people have expressed interest in being considered for membership on the Committee: Eric Stocker, Jeff Lacy, Dan Hayes, Bill Wells, George Arvanitis, and Steve Sullivan. Torres notes that an additional at large member is needed. Torres: the first meeting of the Summer Study Committee is already posted for next Wednesday. Committee "charge" is referred to. Motion is made to appoint the individuals named above to the Committee. DeChiara asks if the date the report is due should be revised. Torres recommends keeping date as it can be revised if needed. Vinskey: due date provides a target. Stein agrees. No further discussion. All members of the Select Board vote in favor of appointing Eric Stocker, Jeff Lacy, Dan Hayes, Bill Wells, George Arvanitis, and Steve Sullivan to the Shutesbury Regional Assessment Summer Study Committee.
5. FRTA Advisory Board Representative Appointment: Torres asks if the Select Board chair wants to be the representative to the Franklin Regional Transportation Authority (FRTA) Advisory Board. Torres was the representative for the last fiscal year; Shutesbury was assessed \$92 for no services; our Med-Ride program is strong; regular FRTA service to Shutesbury would be very costly. Stein states that she would rather not be the FRTA representative. Torres: there are four meetings/year. Stein asks if it is possible to split the responsibility as Vinskey can only attend two of the four meetings. DeChiara: per the letter, each member may appoint a designee and suggests Vinskey as the representative member as Torres as the back up. Torres reports that Donna MacNicol/Town Counsel regularly attends the FRTA Board meetings. All Select Board members agree for Vinskey to be the Shutesbury FRTA Advisory Board Representative and for Torres to be the alternate.
6. Vendor Warrants totaling \$201,516.46 are signed. Torres explains that at least a quorum of the Select Board is needed to sign the warrants.
7. Payroll Warrants totaling \$81,721.41 are signed.

8. Sign Police Union Contract: DeChiara moves the Select Board approve and sign the Town of Shutesbury Police, Teamsters Local Union No. 404 and the Town of Shutesbury contract. DeChiara will abstain as he was not present to the process. Torres: the only changes to contract are on the summary sheet. Stein: the Select Board previously agreed to the changes and signed the tentative agreement document one month ago; these changes have been folded into agreement. Stein and Vinskey agree to sign the Town of Shutesbury Police, Teamsters Local Union No. 404 and the Town of Shutesbury, July 1, 2015 to June 30, 2018 contract; DeChiara abstains.
9. Personnel Action Forms are signed for new the Police Department hire John Stewart, to correct the wages for Steve Sullivan/Shutesbury Highway Department and new hire India Meyer/Firefighter, and Walter Tibbetts to correct position to "Fire Chief." Torres explains that the firefighters receive a stipend for Thursday night training sessions and an hourly wage for on-call time; there are no new leads on applicants for the Highway Department position.
10. Library Use of Town Hall Form: DeChiara moves to approve use of the Town Hall as an alternate site for Library programs through the summer. All members of the Board agree to sign the "Request to Use Town Hall" 7.9.15 form.
11. Site walk rescheduling: Torres: the Cowls representative and the host for the walk cannot make the 7.28.15 date; the proposed new date is Tuesday 8.4.15 at 5:00pm. All Select Board members are available on 8.4.15. Walk participants will meet at the gate to the Cowls' parcel located above the Fairfield's property on Leverett Road

Topics continued

5. End of Year Transfers: All refer to the "Schedule of Proposed Budget Transfers – Fiscal FY 2015" document. DeChiara moves to approve the proposed budget transfers per 7.13.15 document with an overdraw of \$71,686.72. Torres: joint approval by the FinCom and Select Board is required; use of \$42,707.10 of the reserve fund leaves a balance of \$18,000 in the finance reserve fund with the one outstanding issue being the potential \$5,000-\$7,000 overrun by the after-school program; two program staff have been let go; monies were not collected timely or appropriately. Vinskey asks how this problem got so far along. Torres: the new principal inherited the problem; previous director built the program and the surplus; the program reserve funds were then used by the new director; Voelker/Treasurer and the new principal worked with the director on collections; there was a lag in the director's reporting of problems with collections. Torres: the \$30,000 program reserve was eroded over time; there was a drop in enrollment from 19 students down to 2. DeChiara: the school is not set up to collect funds. Vinskey: the program was doing so well and now funds have evaporated; there needs to be a new way to manage. Torres: the principal is focusing on restructuring management of this program working with the superintendent; the music program has a surplus; issue may need to go to Town Meeting; the personnel issues have been handled. DeChiara suggest the "power school" software, used in Amherst, as a way to more easily track funds. Torres: Unibank does not allow the use of Visa charge cards for the after-school fee; they can be used for lunch fees; the principal is looking for a solution.

DeChiara asks for an explanation of “Principal – Land Purchase.” Torres: this is the last payment on the land purchase of Lot 032. Torres: there is an excess of \$43,000 in the health insurance fund; this can easily change as it depends on who takes coverage and if their status is single or family. Those things change year to year. Vinskey asks about the “Building/Telephone” line (Verizon). Torres: Verizon has been slow in cancelling our Internet lines; she has been seeking relief from Verizon, however, the Town may have to pay; there have been some add-ons with police, administrative secretary office, and headphones; this is a transition year. Torres: telephone and vehicle fuels are two lines that will not match because amounts for unpaid bills are included. Torres: the fuel contract was for \$5000; we may have been overbilled as we were charged at a higher rate and Torres is seeking repayment of those funds. Vinskey notes that more fuel used due to winter driving. Torres: the Town Clerk line overage was for vacation payout. Referring to the expense report, Torres notes that some items have carryovers from the prior year and that there are still some pay outs to be done before the final reconciliation; expects to end up with a positive balance; at the end of the year, this positive balance moves into free cash and may be used for school choice; the final re-cap process is done by DOR; Weiss/Accountant applies for free cash certification in the fall. Vinskey: asks what will be left when, at town meeting, free cash is transferred to stabilization. Torres: \$800,000- \$900,000. Torres: unemployment may go negative this year as well as health insurance which can go in either direction; recommends leaving the finance reserve higher and leaving snow removal as is; we can absorb extra costs and may be eligible for extra state money; our departments do not spend down to zero every year. Vinskey notes that people talk about taxes. Stein agrees, notes the need to have this conversation with the FinCom and suggests a joint meeting in the near future. Vinskey notes the need to ask what we want to receive from the different departments that work for us, i.e., do we need more or less from the Police Department. DeChiara asks what kind of input the Select Board has and notes the need to consider the well being of the Town. Stein: keeping the tax rate in line is an important discussion and suggests tabling the topic for now noting the need to continue the discussion. No further discussion; all Select Board members agree to sign the 7.13.15 Schedule of Proposed Budget Transfers – Fiscal 2015 already signed by the FinCom.

Any other issue not reasonably anticipated by the Chair of the Committee:

DeChiara asks about the timing for receipt of agenda items and documents, how future agenda items are added, receipt of hard copy versus electronic files, and how email system works and requests to review/discuss these items at a future meeting. Torres encourages DeChiara to have conversation on how the email system works with Vlach/Web Committee.

List of Documents and Other Exhibits used at the meeting:

1. 6.22.15 Warrant Article Petition Form: Temporary Solar Moratorium
2. 7.9.15 Warrant Article Petition Form: Amend Zoning By-Law – Large-Scale Solar Photovoltaic Installation
3. Consent to Grant Application by Delegated MLP Cooperative

4. FY15 Schedule of Proposed Budget Transfers
5. 7.14.15 Letter from Michael Suter
6. 4.24.15 DEP letter and FY16 Springfield Materials Recycling Facility Municipal Agreement
7. 7.1.15 to 6.30.18 Town of Shutesbury Police Department, Teamsters Local Union No. 404 and Town of Shutesbury Agreement
8. 6.30.15 FRTA letter and attachments regarding FY16 FRTA Advisory Board membership
9. 7.9.15 M.N. Spear Library Request to use Town Common or Town Hall
10. 7.2.15 Town of Shutesbury Expense Report
11. 7.6.15 Dog Officer Control Form
12. Shutesbury Highway Department notice to hire permanent full time laborer/truck driver/equipment operator
13. 7.4.15 *Daily Hampshire Gazette* article: "Solar farm developer: moratorium a death knell"

Motion to adjourn is made; at 9:40pm all agree to close the meeting.

Respectfully submitted,
Linda Avis Scott
Administrative Secretary