

Shutesbury Board of Selectmen (Monday) April 9, 2012 Meeting Minutes

Members present: Chairwoman Elaine Puleo and members Al Springer and April Stein.

Also Present: Town Administrator Rebecca Torres, Administrative Secretary Leslie Bracebridge recording.

Guests: Town Moderator Penelope Kim and residents Melissa Makepeace O'Neil and Christopher O'Neil.

Meeting opened at 6:30 P.M. at the Shutesbury Town Hall

Appointments

Police Chief Harding: Not present.

Topics

1. **Annual Town Meeting Warrant – third draft:** In the presence of Town Moderator Kim and Highway Superintendent Tim Hunting:
 - Becky reviewed the changes from Draft 2:
 - Town salaries increased by 3%
 - Assessors' request for mapping service that includes updating maps and posting online at \$1900/yr.
 - Will people want the maps online?
 - Property owners can opt out of the photo image
 - The aerial photos are already on Google™.
 - \$748 to the school budget.
 - A minor adjustment to new growth to accommodate changes.
 - A new article putting additional increments on the longevity schedule.
 - Article 12: Using Free Cash to augment funding for the Other Post Employment Benefits Liability Trust Fund (OPEB): \$40,000 from Free Cash this year and in increments of \$10,000 less from Free Cash and \$10,000 more from the operating budget each year until a regular \$50,000 annual contribution in operating expenses is reached.
 - This will be the only item funded from Free Cash.
 - Moderator Kim will start with the usual announcements and a quote from the preamble to the Constitution of the Commonwealth.
 - Selectmen discussed order of warrant articles, putting the paper ballot (municipal lighting plant) vote at Article 5 instead of Article 1.
 - The Moderator has the authority to tweak the order of articles at town meetings if needed.
 - Community Preservation Committee Chairman Fletcher will be asked to summarize a brief history of community preservation in Shutesbury. Town Accountant Weis may be able to create a graphic to ease the complexity of the finances of the community preservation articles.
 - Reports article is for committees which don't have articles later in the warrant.
 - Regional School officials must present both in Pelham and Shutesbury on the same day. School Committee representatives answer finance questions within the budget discussion.
 - The presentation of the Regionalization Study Committee will come after the budget.
 - The Water Resources Committee will have a presentation.
 - Becky will report for the Broad Band Committee with the WiredWest article.

- The Finance Committee will give a presentation before the budget. Moderator Kim will ask town meeting members to review the budget section-by-section. Elaine reintroduced Select Board discussion of the budget later in the meeting with an inquiry to Al on his impression:
 - Al: Right now we're not broke; we're lucky to be in the position that we are in. Listed current world events that could affect world economy; so, he doesn't want to spend money needlessly.
 - April: What about the 3% increase salaries to town employees totaling \$9,000?
 - Elaine: Town employees haven't gotten a lot in recent years.
 - Al agreed, but wondered how school employees will feel.
 - The Board concluded the difference is that school employees get a combination of steps and raises.
 - Other points brought up about the budget in the subsequent discussion included:
 - Percent increase to education:
 - 4.58% equates to 1.5%/year over the 3 years of zero increases.
 - Of the local \$80,000 increase \$40,000 is due to the end of the "Stimulus" money the school was receiving, \$19,000 is for salary increases, and that leaves \$20,000.
 - April: Regional budget transportation for children of homeless families is a big but important investment in the future.
 - Some of what the Fire Chief asked for in his (2/29/12) letter was built into the capital budget and some into operating. The Capital Plan Committee allocated \$25,000 from the capital budget and felt the Fire Chief had better technical knowledge of how to allocate those funds than the Committee members.
 - Revenues: Amherst, Sirius and Quabbin all make payments in lieu of taxes.
 - Any reductions to the budget will be added back to the reserve funds because the reserve fund was used to balance out a few requests.
 - There are no charter school declarations at this time.
 - We fund 75% of budget from tax levy and 25% from state and other sources.

More of the points made by the Select Board and Moderator review of the Annual Town Meeting Warrant:

- Chairman McKay will speak for the Capital Plan Committee if it happens early enough in the day, if not member Jeff Quackenbush will speak instead.
- Articles 8 (Bd. Of Health Consultant) and 9 (Regional school funding formula) are routine.
- Article 11 (acceptance of MGL c.32B s.20 OPEB) and 12 (transfer of funds to OPEB) will be kept together. Becky and maybe someone from the Finance Committee will speak to it.
- Article 13, acceptance of Chapter 90 funds: Highway Superintendent Hunting does not plan to be present at town meeting this year.
- The Recycling Committee needs to report on the selection of new trash haulers and it is expected that the new haulers' truck will be parked out front.
- Article 14 (budget), 15 (acceptance of grants not requiring town appropriations) and 16 (Revolving funds) are routine. There could be a new revolving fund for the flu clinic.
- Articles 17 and 18 (Floodplain Overlay District) - text not final at this time.
- Article 22 (really article 19) concerning citizen's petition will be typed into the warrant and the Moderator will suggest to dispense with the reading.
- Selectmen assigned to themselves who would make which motions at town meeting.
- Moderator Kim: On the expectation of large numbers of people being present to vote in the election this year, would like to capitalize on the attendance and has prepared a draft booklet about town government and asks if Selectmen feel it is useful and appropriate to distribute on May 5 or at another time such as a fall newsletter? The Shutesbury Education

Foundation, in lieu of a local League of Women Voters are interested in publishing it, maybe at town meeting, maybe with a newsletter next fall? Selectmen agree that Moderator Kim should proceed with its publication and have a stack at the town meeting handouts table as they felt that it would be a good time to hand it directly to people.

2. **Open Space Plan Comments from the Select Board:** April reported:

- Amherst’s Director of Conservation and Development David Ziomek was present at the Open Space Plan Public Hearing. He was very impressed by the work of the volunteers and also with the amount of feedback they received. He declined to make content comments as he is not from Shutesbury.
- The Open Space Committee will hold open their comments period a little longer than the original timeline to allow draft reviews to align with up-coming Lake Wyola Association meetings, so the Lake Wyola community can participate in an open exchange of ideas.
- The Water Resources Committee is also impressed with the professionalism of the Plan.
- The Select Board commended the professional report, the way the Open Space Committee conducted the meeting, and their openness to take accept input. The Committee was extremely professional and receptive to working with the people who offered comments.

3. **Update on the Registrar Of Voters appointment:**

- Becky reviewed a three-way telephone conversation with Town Clerk Leslie Bracebridge and Town Counsel MacNicol relative to the selection of the next Registrar of Voters in the context of Town Clerk Bracebridge’s February 13, 2012 registration in the Democratic party and how Massachusetts General Laws MGL Ch. 51§15 and Ch. 4§12 apply to the selection of the next appointment to the Board of Registrars:
 - A member of either party could be appointed this year as Leslie’s affiliation only takes effect after 2 years of membership in the Democratic Party.
 - The wording of the law doesn’t seem to allow for just a 1 or 2 year appointment.
 - If a Democrat is selected this year, because Leslie’s party affiliation would become effective before the expiration of the 3-year term of the next year’s appointment, a Republican would need to be appointed next year to replace the present Democrat.
 - **Selectmen unanimously voted to select a Republican as the next Registrar.**
 1. Selectmen will invite the 3 Republican candidates to their next meeting to become better acquainted with them before making an appointment.
 2. Selectmen concurred that the phrase in Chapter 51§15 “...and every member of a board of registrars of voters shall serve until the expiration of his term and until his successor has qualified...” implies that Registrar Ruth Todrin, whose term was due to expire on March 31, 2012 is still a member of the Board of Registrars until a new person is appointed and sworn to duty.

4. **Fire Station Remediation – Update of Oxidation Remediation:**

- Becky reported on the progress of O’Reilly, Talbot & Okun’s Licensed Site Professional James “Jim” Okun.
- Set-up for the chemical oxidation procedure will be conducted on Friday, April 13.
- They are still “shooting for” the treatment to be completed by the end of April.
- Indoor air quality will be monitored due to the possibility of vapor intrusion during the treatment procedure.

Select Board Action Items

1. **Selectmen unanimously voted to sign the FEMA reimbursement forms for Tropical Storm Irene.**
2. See discussion and vote of Select Board to appoint a Republican Registrar under Topics above.

3. Selectmen delayed signing the Annual Town Election Warrant until April 24, due to concerns of the Town Clerk that a higher than usual volume of voters might require extended polling hours. By their next meeting, the Select Board will have a better sense of the anticipated volume of voters; a final decision on polling hours can be made; and both the Annual Town Election and Town Meeting Warrants can be signed at the same time for posting by Saturday, April 28.
4. **Selectmen unanimously voted to appoint Nancy Long and Denise Chiminiello for the coming May 1 to April 30 Animal Inspector appointment year.**
5. Selectmen will sign vendor warrants after they are prepared tomorrow. (Totalled: \$70,411.72.)
6. Selectmen will sign payroll warrants after they are prepared tomorrow. (Totalled: \$82,503.31.)
7. Due to the mild winter and insulation projects we only used 2800 gallons of the 6500 gallons we committed to. Prices will be going up this year. We are allowed to keep excess fuel at the old price until December 31. The stocking fee is 5 cents/gallon. Since 2 furnaces are switching to propane (at the school and at the fire station) there should be no need to bid on fuel oil. **Selectmen unanimously voted to authorize the Franklin Regional Council of Governments (FRCOG) to go out to bid to get prices for gasoline and diesel fuels as stated in their agreement in the amounts of 7000 gallons for gasoline and 6500 for diesel fuel. Further Selectmen unanimously voted to give procurement officer Andrea woods of FRCOG authority to go out to bid for the Town of Shutesbury.**
8. **Selectmen unanimously voted to approve the minutes of March 26 and 27 as written. Al and Elaine alone approved the April 3, minutes as written as April did not attend that meeting.**

Topics the Chairman Could Not Reasonably Have Anticipated

1. Elaine noted a non-urgent letter, the content of which she could not recall at the moment regarding the FRCOG which she will pass to Becky.
2. **Selectmen unanimously approved signing PAFs for police department personnel as follows: Justin Wall - resignation, and 3 new Police Officer hires: Michael Thomas, Jeffrey Soto and Patrick Gonzalez.**
3. **Selectmen unanimously voted to authorize use of the downstairs of town hall for a rabies vaccination clinic between 8 AM and 1:30 PM on Saturday, April 28.**
4. **Walk-In: Highway Superintendent Timothy "Tim" Hunting:** The Highway Department needs temporary supplemental help. Tim requests a 40 hour/week un-benefited temporary hire. **Selectmen agreed to running an ad and limiting the position to 4 months. Becky will put an ad in the paper.**

The Select Board **adjourned at 9:00 P.M.**

Respectfully submitted,

Leslie Bracebridge
Administrative Secretary