

## Shutesbury Board of Selectmen Meeting Minutes April 29, 2014

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

**Members Absent:** None.

**Remote participation:** None.

**Staff present:** Town Administrator Rebecca Torres, Administrative Secretary Leslie Bracebridge.

**Press present:** None.

**Chairman Puleo opened the meeting at 6:30 P.M. at the Shutesbury Town Hall.**

### **Appointments**

At 7:00 PM the Board turned the meeting over to a question and answer and general discussion session held in anticipation of the May 3 Annual Town meeting:

Community members present: Karen Traub, Frank Citino, Paul Lyons (left early), Jeff Lacy (left early), William "Bill" Wells, Michael "Mike" Vinskey, Karen Czerwonka, Bill Czerwonka, Steve Puffer, Janet Puffer, Melissa Makepeace, unknown female who left half-way through the discussion, Bob Groves, Jim Aaron, Anna Aaron, Library Director Mary Anne Antonellis, Finance Committee Members: Louise "Weezie" Houle, Rus Wilson, Lori Tuominen, and George Arvanitis.

The notes of the question and answer session are recorded separately.

### **Select Board Action Items**

1. There were no meeting minutes available for approval.
2. Selectmen reviewed the April 10, 2014 revised Rules and Regulations of the Massachusetts Department of Transportation (DOT) Winter Rapid Recovery Road Program (WRRRP).
  - Shutesbury is eligible to \$20,294 for filling potholes and repairing road damage caused from the 2013 to 2014 winter season.

**Selectmen unanimously voted to authorize Elaine to sign the contract form to participate in the Massachusetts Department of Transportation Winter Rapid Recovery Road Program in the amount of \$20,294 for the past winter season.**

3. **Selectmen unanimously voted to appoint Donald Tardy as temporary Highway Equipment Operator.**
4. **Selectmen unanimously voted to appoint Town Administrator Torres Chief Procurement Officer for the purpose of signing contracts.**
  - a. **Selectmen left signing of the contracts for the Hearse House renovations to Becky:**
  - b. **Selectmen unanimously voted to approve a contract with Jeremy Brown in the amount of \$5,300 for masonry work on the hearse house.**
  - c. **Selectmen unanimously voted to sign a standard contract for the sum of \$10,150.00 with Jesse Brown for timber framing and structural work and carpentry for the Shutesbury Hearse House with Jesse Brown.**

### **Topics the Chairman Could Not Reasonably Have Anticipated**

1. **Selectmen unanimously voted to sign the one-day liquor license for the July 26, 2014, 10<sup>th</sup> Annual Lake Wyola Association Wine and Beer Tasting event.**
2. **Selectmen unanimously voted to sign a Personnel Action Form appointing Lawrence Reynolds to the Shutesbury Fire Department.**

### **List of Documents and Other Exhibits Used at the Meeting:**

1. Massachusetts Standard Contract Form for the 2014 Winter Rapid Roads Recovery Program  
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2. Lake Wyola Beer Tasting 1-day Liquor License form.
3. Standard Contract forms for masonry work and timber framing/structural and carpentry work on the Hearse House.
4. Personnel Action Forms for Lawrence Reynolds and Donald Tardy.
5. May 3, 2014 Annual Town Meeting Warrant.
6. May 3, 2014 Annual Town Meeting FY 15 budget.
7. May 3, 2014 Reserve Funds Analysis
8. Fire Department Equipment inventory with values, cost and funding sources

The Select Board **adjourned at ? P.M.**

Respectfully submitted,

Leslie Bracebridge  
Administrative Secretary