

## Shutesbury Board of Selectmen August 2, 2011 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.

Meeting opened at 6:30 P.M.

### Appointments

#### **Police Chief Harding checked in mid-way through the meeting:**

- He was tied up at the start of the meeting and was now waiting for a call so he couldn't stay long.
- He met with the Recycling Committee and they will meet again before the next Bulky Waste Day. The Recycling Committee is putting together a list of questions.
- Has received a request for a 4-week paternity leave from a full time officer for a late November due date. The Town Treasurer has been notified. The December schedule will be finalized after the baby is born.
- New Police Officer Shlosser is fitting in well.

### Topics

#### **1. Selectmen unanimously voted to appoint Barry Field to the Conservation Commission.**

#### **2. Fire Station Gas Leak Update:**

- The permeable reprocessed hard-pack has been applied to the parking lot. It will be compacted tomorrow.
- John Henry came out last week and ran a preliminary soil vapor extraction (SVE) test. It was successful, smelling strongly of gas. The week long test will start on Thursday, August 4. An analysis of the initial week to 10 days testing results will determine how to structure the more permanent SVE. Results should be available by the end of the following week.
- The test needs to be done before the Green Communities grant application is due on August 20 as the furnace will be replaced and other energy efficiency modifications will be considered for the fire station with those funds once it is resolved that the town will not need to tear down the Fire Station.
- The SVE will be run as much as possible when the water table is down. It will be less efficient if the water table goes back up.
- The length of time that it will run is yet to be determined.

#### **3. Union 28 health insurance benefit meeting with Rosenberg and Kulik, 7/29/11 update:**

- 21 people attended the meeting.
- Town Counsel MacNicol wrote draft wording which everyone agreed to.
- Senator Rosenberg and Representative Kulik will review with House and Senate Counsels and edit the draft for any wording needed for a legislative bill, get it back to Becky to distribute to towns for final approval, and then it will be sent back to Senator Rosenberg and Representative Kulik to file.

#### **4. Wired West Invitations for August 13, at 12:30 PM:**

- No Selectman expressed availability for the August 13 Wired West Incorporation Celebration.

#### **5. Right of First Refusal – Crawford Moore property:**

- Morse Hill Recreation area inquired of the Planning Board what was needed to put up some cabins.
- Research revealed some confusion concerning what part of the property is in Chapter 61 and whether it was in Forestry or Recreation.
- It is in Forestry now. The acreage for the cabins may have to be removed from Chapter 61 and include the right of first refusal process, which would go first to the Planning Board for a recommendations and then to the Select Board.

- The buildings will be subject to property tax..
  - At this point, a 5-acre plot will come out of Chapter 61 Forestry and be put into Chapter 61 Recreation.
- 6. Green Communities Grant Progress:**
- The Buildings Committee met to talk about how to approach the \$142,275 Green Communities grant and held a meeting and walk through at the Fire Station with the Fire Chief.
  - The Buildings Committee is making calculations for the Fire Station.
  - The Fire Chief provided the Buildings Committee with a set of plans for the elementary school and Becky just returned from a meeting of the Fire Chief and Buildings Committee at the school:
    - The school has from 6 to 12 inches of fiberglass insulation.
    - The Buildings Committee is figuring out the major known problems at the school in order to make a lot of improvements in a short amount of time, as they want the work to be done before the next heating season.
    - In the future, when the roof is replaced, additional insulation improvements could be made.
    - Large steel I-beams are causing condensation and allowing heat to escape. The I-beams need to be sprayed with insulation foam.
  - The Buildings Committee will take their school measurements and calculations and make recommendations in time for the grant application deadline.
  - We probably will not get more funding for a while from Green Communities.
  - The Energy Committee is exploring potential solar projects in town buildings based on Larry Hunter's shadow sensor.
    - Any solar project would be in conversation with the corresponding town department.
    - The Highway Department roof is not recommended because the panel mounts would puncture the new roof and insulation.
- 7. SRECS:**
- No new information.
  - Becky is waiting for a check.
  - The monitor is not functioning to allow Becky to see results on the Internet as she should be able; Soltrex is working on the problem.
- 8. Police Union Contract:**
- Selectmen unanimously voted to approve and sign the Police Union Contract opened for salary negotiations only in the amount of 1.5% for FY 12.
- 9. 250<sup>th</sup> Ball permits**
- Selectmen voted to sign a one-day liquor license for the September 10 beach ball with Rebecca Torres as the manager. (April was not present having temporarily excused herself from the room.)
- 10. 250<sup>th</sup> Ball – Invitations, tents, food, drink**
- April provided costs for tents, tables, chairs and dance floors.
  - Becky reported that the Lake Wyola Association (LWA) borrows a tent from the Department of Conservation and Recreation for their Beer and Wine Tasting event. If they will loan their tent to the town, manpower will be needed to set it up.
  - The LWA has 2 smaller tents which they might loan to the town.
  - April will make some follow-up calls.
  - The Selectmen elected to rent a 16' X 18' dance floor for \$320; April will order.
  - Elaine is playing phone tag with Berkshire Brewing and will make sure that a light beer is available. Spirit House may give a better deal than local breweries. Whichever provider is used the provider may be expected to pour.

- April will call to borrow tables and chairs from the elementary school, and the Athletic Club. Town Hall tables and chairs can also be borrowed.
- April will order 15 thirty-six inch round tables at \$7 each that will come to \$105.
- Al will look into plywood from the Highway Garage for the band floor.
- Al reported that he has requested and received permission to use the generator from the Fire Station and he will ask for the Highway Department generator also.
- Sound for the band will cost approximately \$200.
- A riser may be available at the school.
- Kathy Burbank and BZ Reilly will do the decorations.
- Becky will put out a request for decorating items in her TA reports.
- April and Elaine will visit Costco to order food platters. Becky will notify the Board of Health that the food will be prepared by a commercial kitchen such as Costco.
- The \$500 from the 250<sup>th</sup> Committee will be taken up by security details and lifeguards as required by the Department of Conservation and Recreation.
- Calculate \$12.50 per person for income.
- Publicity: Becky will put something in *Our Town*.
- Posters will be made to match the invitation.
- An announcement will be put on the website and announcements made on the email announce system.
- Tickets will be available for sale at the Market, the Library and Town Hall.
- Bad Band is not reliably available.
- The one available band, Dad Come Home will bring in other performers.

#### Select Board Action Items

1. Selectmen unanimously voted to approve the minutes of July 19 as written. **Selectmen unanimously voted to approve the minutes of July 22 with re-wording of the bullet concerning tables and chairs as follows: April will look into provision of tables, chairs and dance floors which should run about \$1,000.**
2. Selectmen signed payroll warrants totaling \$75,913.20.
3. Selectmen signed vendor warrants totaling \$117,269.04.

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

1. Becky reported on the three-town Finance Subcommittee meeting for the Education Study Committee. The next meeting will be August 29. Fred got a list of questions for Pelham to answer, so that consistent comparisons can be made.
2. **Selectmen agreed to hold an additional meeting on Friday, August 5 at 7:30 AM.**

The Select Board **adjourned at 8:48 P.M.**

Respectfully submitted,

Leslie Bracebridge  
Administrative Secretary