

Shutesbury Select Board Meeting Minutes
April 6, 2020 Virtual Meeting

Makepeace-O'Neil calls the virtual meeting to order at 5:02pm.

Select Board members present: Makepeace-O'Neil/Chair, Elaine Puleo, and April Stein

Staff present: Becky Torres/Town Administrator; Linda Avis Scott/Administrative Secretary

Guest: Town Council Donna MacNicol

Discussion Topic:

1. Signatory Authorization: Puleo moves that in the event Makepeace-O'Neil is unable to sign documents/warrants on behalf of the Select Board, she (Puleo) will be next in line and if Puleo is not available, then Stein will become the signatory and to authorize Torres, as Town Administrator, to sign contracts on behalf of the Select Board; Stein seconds the motion. Torres refers the document compiled by Torres and Town Counsel Donna MacNicol. Puleo restates the motion to approve the language as written by MacNicol and Torres: "The Selectboard votes to authorize the members of the Selectboard in descending order, Chair, Vice-Chair, member and last of all the Town Administrator, if no Selectboard is available, to sign the payroll and vendor warrants, and other documents required on behalf of the Selectboard as needed during the emergency declaration. We hereby further authorize the Town Administrator to execute documents for the day to day operation of the town as needed during the emergency declaration and keep the Selectboard informed of any such documents." Stein seconds the motion. Roll call vote: Stein: aye, Puleo: aye, and Makepeace-O'Neil: aye. The motion carries.

At 5:06pm, Stein moves and Puleo seconds a motion to enter executive session for reason #3/PILOT solar batteries agreement. Roll call vote: Makepeace-O'Neil: aye, Puleo: aye, and Stein: aye. The motion passes unanimously.

Open session resumes at 5:43pm with a brief discussion about "Zoom bombing".

At 5:44pm, Stein moves and Puleo seconds a motion to adjourn the meeting. Roll call vote: Puleo: aye, Stein: aye, and Makepeace-O'Neil: aye. The motion carries.

Respectfully submitted,
Linda Avis Scott
Administrative Secretary