

Shutesbury Selectboard Meeting Minutes
September 26, 2023 Virtual Meeting Format

Selectboard members present: Rita Farrell/Co-Chair, Melissa Makepeace-O'Neil, Co-Chair and Eric Stocker

Staff present: Becky Torres/Town Administrator, Geneva Bickford/Administrative Secretary

Volunteers & Other Staff present: Nathan Murphy, Michael DeChiara, Jeff Weston, Ashleigh Pyecroft, Robert Raymond, Keith Hastie, Deacon Bonnar, Donna MacNicol

Guests: Penelope Kim, Henry Geddes, Elizabeth Tonne, Meryl Mandell, Joseph's Ipad, Gail Fleischaker, Renee, Carlos Fontes, Joyce Brauhn, Jan, Marylou Conca, Mark Roblee, Mike S., Jill Buchanan, Sharon Weizenbaum, Elizabeth, Steve Schmidt, Mary David, Town Hall Meeting Room, Susie Mosher, Janice Stone

Makepeace-O'Neil calls the meeting to order at 5:30 pm.

Agenda Review: As posted.

Public Comment: NONE

Review of Minutes: No minutes to approve

Discussion Topics:

1. Discuss Guideboard with Historical Commission: The Historical Commission is here to discuss the guide board restoration and a possible covering for the guide board. The commission has funds available from CPA as well as having access to a donation fund to use for this project. The commission has decided to work with the Williamstown Art Conservation Center. The restoration project will be done in two phases. The cost is anticipated to be \$23,000, that is \$17,000 for Phase 1 and the commission is estimating \$5,000 for Phase 2. The Williamstown Art Conservation Center has also recommended that a structure be placed over the guide board to cover it and help protect it from the elements. The historical commission is asking the SB for approval to move forward with Phase 1 and will come back to the SB when Phase 2 is ready to begin. There was discussion regarding liability insurance on the structure and moving the structure. TA will discuss the contract and the insurance requirements with Town Counsel. The hope is to move the guideboard before the winter sets in and it would not be returned until after the winter.

VOTE: Farrell makes a Motion to approve the guide board contract relying upon a review by Town Counsel and our Town Administrator with our insurance provider to determine the satisfactory provisions and go ahead with getting guide board done by the Williamstown Art Conservation Center; Stocker seconds. Roll call vote: Farrell: aye, Stocker: aye, and Makepeace-O'Neil: aye; the motion carries.

2. Library Trustee Joint Appointment with Selectboard: Elizabeth Murphy was appointed as a Library Trustee.

VOTE: Farrell makes a Motion to appoint Elizabeth Murphy to the Shutesbury Library Trustees; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

3. Athletic Club Request for an ATM article to allow for earlier hours on Sunday: SAC would like to open at 10 am on Saturday and Sundays and the license currently doesn't allow them to open before 11 am. SAC is asking the SB to put this on as a warrant article. The SB supports the request for ATM Article

VOTE: Makepeace-O'Neil makes a Motion to support the Shutesbury Athletic Club putting a warrant article on Town Meeting to extend their hours earlier on Saturday and Sunday; Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

4. Discuss SB response to phone calls and other communication: Makepeace-O'Neil has received telephone calls at home with comments that are not nice or bullying comments. Makepeace-O'Neil advises that phone calls will not change her opinion and is asking that those phone calls and messages stop. Makepeace-O'Neil is happy to speak to people and have rationale conversations. The public is reminded that family members also answer telephones. The SB are volunteers and get paid a minimal amount and do not deserve to be maligned.
5. Selectboard Check in on ConCom Bylaw and Regulations: The ConCom meeting scheduled for 9/27/23 at 6 pm is not a posted SB meeting. Stocker will not be able to attend but Farrell and Makepeace-O'Neil will attend. SB members can individually respond without causing open meeting violations. Farrell also wants to follow up on the draft bylaw that ConCom has posted and forwarded to the SB. It is incumbent upon the SB to think about scheduling a discussion about the bylaw and look ahead to when a STM can be held. Farrell asks for this to be on the agenda for the next SB meeting.
6. Joint Appointment of a Planning Board Associate Member and Appointment of a CPC Planning Board Representative: Keith Hastie was appointed to the PB as an associate member. Cliff Read was appointed as the PB representative for CPC.

VOTE: Makepeace-O'Neil makes a Motion to appoint Keith Hastie as an PB Associate Member; Farrell moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; Jeff Weston: nay; Deacon: aye; Nathan: aye; Michael: nay; Robert Raymond: aye; Steve: aye; the motion carries.

VOTE: Makepeace-O'Neil makes a Motion to appoint Cliff Read to the CPC as the PB representative; Farrell moves, Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

7. Town Administrator Updates: PFAS is moving along. The LSP turned in the quarterly report on PFAS. The annual report will be turned in on 11/18/23 and is hoping to submit final documents to SFR soon. The school roof is complete. MAS Building & Bridge is working on bringing the ground water down to appropriate levels so they can install the concrete sections of the culvert structure. The project is on track at this point and completion is scheduled for 11/12/23. GZA has submitted a proposal for the drawdown. The drawdown won't happen before 11/1/23 and should not interfere with the culvert project. TM voted 35K/35K and this proposal includes both pieces at about 42K. In past years we paid 2K over 2 years for the dam consultant. The building committee is going through town hall very carefully and discovered an issue in the boiler room at town hall and TA has since reached out to Jamrog. The building committee has also been working to figure out the most cost efficient method to repair the sky lights in the highway barn roof. A bid to replace the roof came in at 20K. The building committee is working with the engineering to complete all the exterior work at the school.

Makepeace-O'Neil Motions to Adjourn at 7:43 pm and enter into Executive Session for Reason No. 3, and not to return to open session. Farrell moves and Stocker seconds. Roll call vote: Makepeace-O'Neil: aye, Stocker: aye, and Farrell: aye; the motion carries.

Administrative Actions:

1. Appointment Letters, Elizabeth Murphy, Keith Hastie & Cliff Read

Documents and Other Items Used at the Meeting:

1. Chapter 90 Reimbursement Forms;
2. Historical Commission Guideboard Restoration Project Updates;
3. GZA Proposal; and
4. DeChiara Comments regarding Keith Hastie Appointment.

Respectfully submitted,
Geneva Bickford,
Administrative Secretary

** A full version of the 9/26/23 SB meeting is available to view on the Town of Shutesbury's YouTube page at: <https://www.youtube.com/channel/UC4ajoOcJsNzf5DBgMTZgcJA>