

Shutesbury Selectboard
Meeting Minutes 12/3/24
Shutesbury Elementary School

Present: Selectboard Members: Melissa Makepeace O'Neil, Eric Stocker (Minutes), and Rita Farrell (Chair), Gabe Voelker (Interim Town Administrator). There were no guests.

The meeting was called to order at 5:15 PM.

We reviewed and modified the Job Description for the new Town Administrator. Melissa will present the modified document to the Personnel Board on 12/5 for additional comments or modifications. A final version of the Job Description will hopefully be approved at the Selectboard's 12/10 meeting.

We also approved the application from the Shutesbury Community Church who want to use the Town Common for their Tree Lighting on 12/8. This was an emergency approval because the original application did not get to the Selectboard in a timely fashion. We do not have a meeting scheduled before the requested date of 12/8.

We adjourned at 5:50 PM.

Respectfully submitted by Eric Stocker