

Shutesbury Selectboard Meeting Minutes  
May 20, 2025 Hybrid Meeting Format

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

Staff present and Guests: Hayley Bolton: Town Administrator, Chief Burgess, Gail Fleischaker, Tom Siefert, Beth Willson, Mark Wightman, Matteo Pangallo, Frank McGinn, Grace Bannasch, Linda Newcomb, Meryl Mandell, Ajay Khashu, Nathaniel Masse, Mary Lou Conca, Officer McGuire, Tracy McNaughton, April Stein, Ted Keys, Deborah O' Brien, Nettie Pangallo.

Makepeace-O'Neil calls the meeting to order at 5:03pm

Agenda Review: As posted.

General Business:

I. Review and approve Meeting Minutes from 5.6.25, 5.13.25:

**VOTE:** Farrell makes a motion to approve the meeting minutes for 5.6.25, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

**VOTE:** Makepeace-O'Neil makes a motion to approve the meeting minutes for 5.13.25, Farrell seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

II. Review and sign Real and Personal Property Interim Year Value Adjustment Agreement FY 2026. Assessors:

**VOTE:** Farrell makes a motion to sign the letter for the Real and Personal Property Interim Year Value Adjustment Agreement for FY 2026, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

III. Review and vote on approval of Assessor's request to move forward with advertising and a search committee for Administrative Assessor Position:

- a. Leslie Bracebridge shared that the Assessors do want to move forward with the advertising and search committee, and that she has compiled a list of places and websites in which they would like to advertise the position.

**VOTE:** Makepeace-O'Neil makes a motion to approve the Assessor's request to move forward with the advertising and search committee, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

**VOTE:** Makepeace-O'Neil makes a motion to appoint April Stein, George Arvanitis, Hayley Bolton, Howard Shpetner, David Burgess, and Leslie Bracebridge as the Administrative Assessor Search Committee, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

- IV. Review and vote on a Conservation Restriction for the Town to obtain a parcel at 101 Leverett Road. Conservation Commission. Beth Willson. Mark Wightman:
- a. Beth Willson explained how the conservation restriction is being put on 14 out of the 18 acres on Mark Wightman's parcel of land. The Conservation Committee at their last meeting voted on accepting the conservation restriction. They would be the holder of the restriction; they have signed it and are now looking forward to the Select Board signing it. IT will then be sent to the state.
  - b. Beth Willson stated it must be notarized and then be sent to Matteo Pangallo when it is signed and completed. Bracebridge was in attendance to notarize.

**VOTE:** Makepeace-O'Neil makes a motion to sign the conservation restriction for the town to obtain parcel 101 Leverett Road, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

- V. Discussion of childcare at Town Meeting:
- a. Bannasch stated there is a demand for childcare to be provided at the Town Meeting. She believes childcare should be a regular thing at Town Meeting. She stated Chief Burgess told her she could pull funds for this from the Community Policing Fund to help fund this. She stated she reached out to a preschool teacher at the school and offered to pay \$200 to provide the childcare. Bannasch stated the children will need to be signed up by next Thursday, so they will have a sense of attendance numbers. Bannasch did not have an answer as to if there will be a limit on the number of kids. The Board raised the concern of not having any available classrooms and the potential risk of rain which would complicate outdoor childcare. They ultimately felt with time restraint it would be best to wait and provide this in the coming year with more planning and engaging the Principal.

- VI. Review and Finalize Annual Town Meeting Warrant:

**VOTE:** Farrell makes a motion to approve the Town Meeting Warrant as amended this evening, Stocker seconds. Roll call vote Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye; motion carries.

VII. Town Administrator Report:

- a. Bolton is meeting with Elena and Representative Saunders regarding PFAS loan.
  - i. Rep. Saunders put half a million dollars into a bond bill. This is a work in progress and will not be a quick process.
  - ii. Rep. Saunders will be putting in a request to reduce PFAS testing from quarterly to either twice a year or three times a year to save time and money.
- b. Quabbin Watershed Letter
  - i. The Board and specifically Eric Stocker offered input into the letter on Shutesbury's behalf.
- c. Bolton believes in the near future the Town should establish a committee to oversee use of the old library site
- d. Bolton discussed how Kevin Williams has concerns with traffic at the dam and overall children safety.
- e. North Quabbin Fire District
  - i. A proposal to establish a North Quabbin Fire District.
  - ii. There was a meeting earlier in the morning where Bolton was designated with the task of talking with a representative of the Select Board and deciding if they want to pursue this. Makepeace-O'Neil offered to be the Select Board Representative to talk with Bolton about this.
- f. Highway
  - i. Sand Hill Road is closed until further notice due to safety issues caused by rainwater washing out part of the road. Houses can be accessed by West Pelham Road. This could potentially take a few weeks to repair.
- g. Police
  - i. Bolton stated Chief Burgess informed her that new body cameras are in and will be operational within a few weeks.
- h. Library
  - i. Shutesbury Library users have participated in 556 live classes and 165 video classes of Om practice since last August.
  - ii. Friends of the Library: At the Florence Bank Customer's Choice Community Grants awards ceremony on May 13<sup>th</sup>, the Friends of the Library were awarded a \$4,181.54 grant.
- i. Bolton shared we will need to rescind our letter to Shelbourne Control 911 Dispatch Center stating Devon Pelletier to be the Officer in Charge. The rescinding of this is due to Chief Burgess coming back.

**VOTE:** Makepeace-O'Neil makes a motion to approve rescinding the letter to Shelbourne Control Dispatch stating Devon Pelletier would be the Officer in charge, Stocker seconds. Roll call vote Farrell: aye, Stocker: aye, Makepeace-O'Neil: aye; motion carries.

VIII. Meeting adjourned at 6:18pm

**VOTE:** Farrell makes a motion to adjourn the meeting, Stocker seconds. Roll call vote  
Makepeace-O'Neil: aye, Stocker: aye, Farrell: aye; motion carries.

Document and Other Items Used at the Meeting:

1. Real and Personal Property Interim Year Value Adjustment Agreement FY 2026
2. Conservation Restriction for 101 Leverett Rd.
3. Town Meeting Warrant Draft
4. Shelbourne Control Dispatch 911 Letter

Respectfully submitted,  
Brennan Mailloux  
Administrative Assistant  
Town Administrator/Select Board

\*\* A full version of the 5/20/25 SB meeting is available to view on the Town of Shutesbury's  
YouTube page: <https://www.youtube.com/watch?v=qGyNZEwMt10>

