

**Board of Selectmen  
September 28, 2010 Meeting Minutes**

**Members Present:** Chairman Elaine Puleo, Al Springer, and J. April Stein

**Also present:** Town Administrator Rebecca Torres and Administrative Secretary Leslie Bracebridge

Meeting opened at 6:30 PM

Appointments

**Police Chief Harding and Sergeant Wall:**

- **Chief Harding will speak with Shutesbury Athletic officials regarding a September 25** gathering at the Club that had 4 bands and 300 people present, and report back to the Board of Selectmen.
- Multiple options were discussed for **filling the vacant officer position**. Department needs are for the right “fit” and knowing who to call when something is not clear, over experience.
  - A part time officer does not have as much Academy training as a full time officer.
  - Start with an ad for full time for 1 week then part time for 1 week.
- Discussed details of return to duty of Officer Gelinias.
- **Kirschner death:**
  - The local Police Department’s role is to support the state police.
  - Not all information in a newspaper is accurate.
  - In the absence of information, people shouldn’t “fill in the blanks” on their own.
  - The District Attorney’s (DA) office is conducting an investigation. The DA’s office feels that the lack of public information now will lead to a successful investigation.
  - Call the state police if you have information that might be of interest.
- There has not been a rash of breaks in Shutesbury but **people should still lock their cars and doors**.
- Leverett officer Sam Deane, who has worked **Bulky Waste Day** before will work with Constable Tibbetts on October 2.
  - Becky will communicate with Recycling Coordinator Gary Bernhard.
  - Officer Wall will be on duty to help set up.
  - Request to Selectmen to think about other locations.
- **Halloween:** Is it possible to block off through west bound traffic from Rte. 202 during the Leverett Road trick-or-treating event because it’s also a big party night in Amherst?
  - Chief Harding will start with Mass Department of Transportation.
  - East-bound traffic which is more residential will not be blocked.
  - Officer Don, Mike, Ken and Justin all plan to work.

Topics

1. Selectmen **reviewed letters of Interest for the New Shutesbury Library Building Capital Fundraising Committee** in the presence of Library Director Maryanne Antonellis and Library Facility Needs Assessment Committee Secretary Weezie Houle:

- Maryanne mailed off the letter of intent (to apply for a library building assistance grant) today.
- Letters of interest were received from George Arvanitis, Susan Mosher and Kristin Mattocks.
  - New to Shutesbury, Kristin comes very well qualified with an extensive fund-raising capacity.
  - Susie Mosher is a long term town resident who has served on many committees, including the Finance Committee.
  - George Arvanitis is a long term town resident and an experienced accountant who has served many years on the Finance Committee, and also served on Library Building Committee in the 90’s.

**Selectmen unanimously voted to appoint George Arvanitis, Susie Mosher and Kristin Mattocks as the community-at-large members to the New Shutesbury Library Capital Fundraising Committee. Selectmen also unanimously voted to appoint Jen Davies and Karen Traub as the Library trustees representatives and M. Louise “Weezie” Houle and Jane Urban as the Friends of the Library representatives to the New Library Capital Fund Raising Committee.**

- The first meeting is October 14 at 7 PM, and successive meetings will be on Thursdays, as determined by the committee.
  - NSLFC will be the new acronym.
- 2. Discussion of the October 26 Special Town Meeting Warrant Articles:**
- Warrant language is currently being reviewed by Town Counsel.
  - Article 3: Addresses an error on the May 1 Annual Town Meeting warrant in which an article raises and appropriates \$37,500 for capital expenses that is also covered by a line item in the budget, so essentially the funds were raised and appropriated twice. The new article rescinds the duplicated expense.
  - Article 7: At some point in time \$139 of grant money intended for repairs to the War Memorial was used for flowers (an allowable use of the grant money) and the \$139 from another line intended for flowers went back to free cash. The \$139 is now wanted back for the War Memorial.
  - Article 1: The \$70,000 is an estimate for the \$4,000 Department of Environmental Protection (DEP) filing fees, re-surfacing around the Fire Station and maybe treatment of soil under the Fire Station. The DEP may find another \$30,000 for under the fire station but it is important to have this money, if needed.
    - The original \$80,000 budget line is under \$2,000.
    - Test wells are still needed.
    - Jim Okun of O’Reilly, Talbot & Okun is working on a report (due Monday) with a flat fee for the balance left in the account.
    - There is nothing left of the \$200,000 LUST (Leaking Underground Storage Tank) funds.
      - We spent the first \$100,000 and then another \$100,000 was estimated to be needed. We went over 3000 tons.
  - Free Cash right now: \$770,000 is the Town Accountant’s estimate.
    - Not balancing the books with free cash has helped.
    - Expense lines were under-spent significantly. A tribute to town departments working hard.
    - Selling Haskins Way got back what was spent.
  - Stabilization has \$330,000 plus \$30,000 added at the May 1 Annual Town Meeting for a total of \$60,000.
  - We need to be cautious in the next few years.
    - We have a potential \$200,000 bill coming from the DEP LUST program.
    - If all articles pass, we will spend \$140,000 at the first special town meeting on October 26.
    - We’re still solvent.
    - Capital Planning will be evaluating town vehicle needs.

**A motion was made and seconded and unanimously voted to approve the warrant contingent on Town Counsel’s approval of the wording.**

**3. All Boards Meeting:**

- Report from the Chairman of the Finance Committee.
- Report from the Community Preservation Committee.
- The 250<sup>th</sup> Celebration Committee’s charge requires an update to the Selectmen.
- Becky will do a short overview of the Department of Conservation and Recreation Forest Futures Visioning Process (FFVP). Becky told Selectmen:

- Shutesbury's Conservation Commission member Don Wakoluk was on the DCR Visioning Committee. Don underscored to Becky that there are differing points of view. Don is hopeful that the town will listen to both perspectives and not go over-board with one point of view.
  - Selectmen will fill out the related DCR survey in action item number 7 below.
4. **Selectmen discussed ideas for sponsoring an adult 250<sup>th</sup> Celebration Ball:**
- Hold it at the school in the summer under tents (with the gym as the back-up if it rains.)
  - Can we have alcohol at the school? – Get a one-day permit.
  - Use of the school encourages participation by the school community adults and the school has better parking than the Town Hall.
  - Will the 250<sup>th</sup> Celebration Committee be flexible with the time? They want the ball to happen in November.
  - Selectmen are willing to take it on
  - Selectmen want to get younger bands as well as older bands.
  - There are many different ways for this to happen:
    - The school, Lot O-32, the Delaney House.
    - There might be someone in town with a barn that would want to host a ball.
    - There could be many little balls all over town on the same night. Selectmen could go from place to place.
5. Becky gave an update on **Brown's Pond:**
- Liz Lacy thinks it is possible that breaching the dam could be done without cost to the town.
  - The town still needs a lot of information; Becky will speak with Lois Brown concerning any interest in re-building the dam to preserve frontage for Lois's house.
6. **Update of the Gas Clean-up:**
- There is no new information from DEP until OTO's report is complete next week.
  - After that a meeting will be set up.
7. **Water Resources Committee:**
- Becky reported that at the most recent Lake Wyola Advisory Committee (LWAC) meeting, LWAC Chairman David Green asked where the Water Resources Committee was at. Bob Thompson has raised \$30,000 for the purpose of conducting a study for a waste-water treatment plant at the Lake and David wanted to know how the Lake Wyola Environmental Committee can move forward on that project.
  - The Water Resources Committee's founding charge was to conduct a town-wide assessment of water quality and to map the areas of concern. That work may take 10 years.
  - Members of the Water Resources Committee are resigning. There is one member of the 3 originally appointed and they never met.
  - Becky provided some information:
    - i. Leverett spent \$15,000 for a UMass professor and graduate students to do similar research in their town and produce a 365 page report that cannot be tracked down.
    - ii. Leverett's Town Administrator has shared the scope of work.
  - The Leverett scope of work might be a good sample for the Shutesbury Water Resources Committee to start with.
  - Selectwoman April Stein volunteered to try to "bring life back" into the Water Resources Committee," review Leverett's report, and conduct a Shutesbury town-wide water resources analysis including possible sites of pollution, and an inventory of under-ground gas tanks.
  - Shutesbury residents Kevin and Nancy McGarigal have expertise in this field.

**Selectmen unanimously voted to appoint April Stein to the Water Resource Committee.**

### Select Board Actions

1. See votes to appoint members to the New Library Capital Fundraising Committee in Topics #1 above.
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2. **Selectmen unanimously voted to approve the September 7, 2010 minutes of the joint Select Board, Library Trustees and Friends of the Library minutes as written. Selectmen unanimously voted to accept the September 14 minutes as written.**
3. See review of special town meeting warrant in Topics #2 above. **Selectmen agreed to meet with the Town Moderator Penelope Kim on Friday, October 8 at 8 AM to review the October 26, 2010 Special Town Meeting Warrant.**
4. **Selectmen signed vendor warrants totaling \$82,343.95.**
5. **Selectmen signed payroll warrants totaling \$124,146.25.**
6. See vote to approve the Special Town Meeting Warrant in Topics #2 above.
7. Selectmen completed a **Department of Conservation and Recreation Forest Futures Visioning Process (FFVP) survey together.**

### New Topics

1. **Serve-Safe permits are needed at Celebrate Shutesbury events.** Required use of the large event applications would solve the oversight because the form requires a Board of Health sign-off.
2. Selectmen unanimously voted to accept the **PAF for a resignation of Christie Speck from the Fire Department.**

Meeting adjourned at 8:50 PM

Respectfully submitted,

Leslie Bracebridge  
Administrative Secretary