

**Shutesbury Board of Selectmen
Tuesday September 27, 2011 Meeting Minutes**

Members present: Chairwoman Elaine Puleo, Al Springer and April Stein.

Also Present: Town Administrator Rebecca "Becky" Torres and Administrative Secretary Leslie Bracebridge, recording.

Meeting opened at 6:30 P.M. at the Shutesbury Town Hall.

Appointments

1. Police Chief Tom Harding and Sergeant Wall:

- Follow-up on sharing police officers with Leverett:
 - Leverett Police Chief Billings is not inclined to "cross-swear" and share police officers based on his impression of public sentiment regarding doing so. He prefers to use the standing mutual aid agreement.
 - Chief Billings is OK with Shutesbury approaching Leverett officers on their interest in working part time in Shutesbury in addition to their positions in Leverett.
 - Challenges with a "shared hire" include which town to work in when simultaneous needs arise, differences in training, which town actually hires and dismisses, and at what rate.
- Chief Harding prefers to hire part time unless the right full time officer comes along.
 - Becky will put up an employment posting to be in full compliance with employment statute.
- Chief Harding is working on staffing for the Saturday October 1st Bulky Waste Day.
- Medical and personal leaves within the department will challenge staffing for the short term.

2. Assessors did not meet with Selectmen; but sent a letter of recommended actions for the Selectmen to: 1. Waive the town's right of first refusal of 2.17 acre lot D-9 and 5 acre lot D-102 both within the Morse Hill Recreation Center's bounds, and

2. Appoint Susan Reyes as an Assessor.

Selectmen unanimously voted to appoint Susan Reyes as an Assessor for Shutesbury.

3. Selectmen reviewed Jeff McQueen's letter regarding a right of first refusal due to Mr. McQueen's 2003 oversight to exclude some land within the Morse Hill Outdoor Education Center property from Chapter 61 classification. Selectmen read from a letter sent to them by Jeff that explained the oversight, and Jeff needed in order to move forward with building his planned cabins for the site: that Selectmen vote to waive the town's right of first refusal, if the oversight created such a situation, of lots D-9 and D-102. Based on Administrative Assessor Kenneth Holmberg's recommendation, Town Administrator Torres will prepare a formal letter for Selectmen to sign waiving the town's right of first refusal.

Topics

1. Police Chief's Contract: See Appointment #1 above with Chief Harding.

2. Right of first refusal: See Appointments above#3 above regarding lots D-9 and D-102.

3. Fire Station Gas Leak Update – Water Test Results:

- Based on a telephone conversation with Licensed Site Professional Jim Okun of O'Reilly, Talbot & Okun (OTO), Becky reported the following:
 - A comparison of the amounts of gasoline removed and the costs in doing so between the summer 2010 dig and the Soil Vapor Extraction (SVE) pilot study and the SVE method proposed by OTO for future soil clean-up under the fire station.
 - Well test results on the 4 newer wells put in the parking lot:
 - Three wells: – one by the road and the two further south of the site all came back with zero findings (about 10 feet deep).
 - The fourth well closest to the hottest corner (20 feet west of the hottest corner, where flames were frequent during the dig) came back with a reading of 500 ppm.
 - It appears that with no tar and no hard pack on the parking lot and lots of rain, there has been movement of the gasoline from under fire station.
 - Does this suggest that it may be more cost effective to do one or more additional digs in the parking lot rather than more SVE?

- Is it possible to dig with the high water table? It would cost \$1.50/gallon to decontaminate water.
- The Highway Department is already short-handed to be asked to help dig.
- Selectmen need more conversation with Jim Okun, and then they need to talk with the Department of Environmental Protection consultant Ben Fish about best options.
- We only have until December 31 to have a plan in place or return the American Recovery and Reinvestment Act (ARRA) funds to the DEP so action is needed soon.

4. Plow Truck Bid Award:

One bid was received for a new plow truck. The bid met the criteria except needing a longer lead time. Highway Superintendent Hunting has reviewed and recommends acceptance of the bid. **Selectmen unanimously voted to award a contract to Ford of Greenfield for a 19,000 pound plow truck in the amount of \$52,783.** The 16-18 week wait time will require the Highway Department to put some repairs into the truck presently in use.

5. Flood insurance information – Request to inform citizens impacted directly/follow-up.

- There is no new information concerning the National Flood Insurance Program.

6, 7, and 8: Special Fall Town Meeting Warrant Article & Election Ballot Review:

- Selectmen need to include the new generator warrant article on the Special Town Meeting Warrant.
- The Finance Committee will meet before the next Select Board meeting to make their recommendations on the warrant articles.
- To get regionalization planning funding from the state we need a three person regional board.
 - Both Pelham and Leverett are talking directly with Amherst concerning regionalization. Pelham might be subsumed by Amherst.
 - Another outer ring region could be: Leverett, Shutesbury, Wendell and New Salem.
 - New Salem and Wendell would have to pay teachers more to come up to Shutesbury salaries, and their school lunches are only \$2, while Shutesbury charges are \$2.50.
- A strong opponent of regionalization, Paul Burnham has retired as Principal from Orange.
 - Sometime in October other towns (Petersham) are voting regarding an Orange K-12 region.
 - New Salem-Wendell voted not to join the Orange K-12; it was a split decision.
- Farshid Hajir (Chairman of the Leverett School Committee) is talking about a region with Amherst and Pelham with Shutesbury and Leverett becoming innovation schools. This would not benefit us at all, as Leverett and Shutesbury would lose local control.
- Pelham is keeping its options open.
- Becky spoke with Amherst Finance Committee member Andy Steinberg who warned her of towns needing to fund “OPEB” (Other Post Employee Benefits) a trust fund for regional school retirees health insurance. Becky said that our Treasurer, Gabriele Voelker advised Shutesbury to fund \$10,000 last year and we’re working toward it.
 - Andy was receptive to outer ring idea as a starting point to regionalization.
 - Hopefully Town Manager John Musante will be better soon.
- Special Town Meeting Article 2: We’re moving forward with a regional planning committee no matter what, because we want to have something in place.
- Still no meeting with Maria Geryk.

Selectmen will meet at 8 AM on Friday, September 30 to sign the warrant for the October 25 special town meeting.

Selectmen unanimously voted to approve the wording for the debt excluded override ballot wording as follows: “Shall the Town of Shutesbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to design, construct, originally furnish and equip the new Shutesbury library? Yes _____ No _____.”

9. **250th Ball Post Mortem/collect all receipts:**

- We're within \$50 of breaking even.
- The 250th Anniversary Celebration Committee is covering the bills from DCR and the Environmental police.
- Music and sound for \$200 has been paid.
- Collected \$700 for alcohol sales.
- Ended up collecting just under \$2500: \$180 on alcohol and \$2320 in ticket sales.
- Need to resolve the cost on the tent, tables & dance floor, the one outstanding bill.
- Becky will have a full accounting at the next meeting.

Select Board Action Items

1. **Sign Police Chief's Contract** – See Appointments above.
2. **MIIA Grant Application:**
 - Selectmen unanimously voted to sign a MIIA Grant Program Application for Fiscal Year 2012 as prepared and requested by Emergency Management Director Walter Tibbetts in the amount of \$1,958.83 to increase security at the Shutesbury Elementary School by adding a set of remote magnetic locks to the outer main doors, and adding a corresponding panic button in the office.
 - **FEMA:** Becky and Walter went to South Deerfield for training in completing reports for Tropical Storm Irene expenses and later met with a FEMA person who helped pull together the culverts replacement costs. We will get fully reimbursed at 75%. We need photos.
 - Culvert replacements got through the Conservation Commission with emergency status.
 - Fire department part-time hours is the third worksheet.
 - The sand bags had no monetary value.
 - Truck time needs to be calculated.
 - We have 60 days to complete the FEMA paper work.
3. Selectmen unanimously voted to appoint Susan Reyes as an Assessor as in Appointments #2 above.
4. See vote of Selectmen in Topics #4 above **to award a plow truck contract to Ford of Greenfield.**
5. **Selectmen signed vendor warrants totaling \$99,327.11.**
6. **Selectmen signed payroll warrants totaling \$83,455.94.**
7. **Selectmen unanimously voted to approve the September 13, 2011 meeting minutes as written.**

Topics Not Reasonably Anticipated by the Chairman:

1. **Resident Ralph Armstrong read a letter of praise and thanks of the 250th Celebration Ball.**
2. **Elaine described a presentation that she attended** in Springfield regarding a project to create a vibrant shopping center including supermarkets in Mason Square in Springfield. She also described an October 22 FRCOG presentation concerning use of community capital funds to create food processing plants and community kitchens to provide local farmers with options for local food processing.
3. **Review of the Celebrate Shutesbury event.** A question arose as to whether the church or the town owns the benches housed at the old town hall that needs further research.
4. **Selectmen reviewed mail** including the annual report of the Massachusetts Association of Finance Committees and the invitation to the invitation legislative breakfast.
5. **Selectmen unanimously voted to authorize the Library to use the lower meeting room of Town Hall meeting room on October 17 for the digital download training.**
6. **Selectmen unanimously voted to appoint previous town hall custodian Chris O'Neil back into the position of town hall custodian.**

Selectmen **adjourned at 9:15 P.M.**

Respectfully submitted,

Leslie Bracebridge, Administrative Secretary