

Call to Order: Chairman Manners called the meeting to order. Other members present: Joe Judd and John Payne.

Media Present: Diane Broncaccio, the Recorder

Acceptance of Minutes: Joe presented a motion to accept the minutes of April 5, 2013 as presented. John seconded the motion. Motion carried unanimously.

Noteworthy News:

- Annual Town Meeting Forum, April 19, 2013 at 7:00pm @ Fellowship Hall

Department Liaison Reports:

Police – John and Steve are preparing for department-related discussions at town meeting.

F.R.C.O.G. – John attended an F.R.C.O.G. sponsored workshop. Topics included liquor licensing requirements and teen related programs.

Highway – Joe had nothing to report. Bob expressed kudos for the two crew members that came to work on Sunday to remove a large tree limb from the road.

Senior Center – Joe had nothing to report.

Town Hall – Terry is busy finalizing documents for annual town meeting.

Pratt Building Committee – Bob reported that the Committee's "Request for Qualifications" yielded proposals from ten architectural firms.

Old Business:

Covino Environmental Associates, Inc. RE: Cowell Gymnasium Post-Remediation Inspection – Covino Environmental conducted a post remediation inspection on February 26, 2013 and sent a summary of the laboratory report to the Town for review. Members of the Board were pleased with the results and gave credit to Joe Judd for a project well done. Following the annual town meeting, the Board will begin to discuss plans for restoring the basement area.

Proposed Street Vendor Permit – Joe has nothing new to report.

MTRSD School Committee RE: Representation to District Long-Range Planning

Committee – On March 13th, School Committee members voted unanimously to authorize the School Committee Chairman to request member towns to appoint a Selectboard member to work with the School Committee Chair and Superintendent on District Long-Range Planning. Joe, having served as a member of the MMAC Committee for many years expressed an interest in representing the Town in this capacity. Both Bob and John agreed to have Joe serve on this committee. The first meeting is on June 6, 2013 at 7:00 pm. John suggested that a member of the Finance Committee participate as well. Terry will contact John Rees to see if he would be interested in participating.

Christine Dwight RE: Interest in Agricultural Commission – Christine Dwight of 266 Old Greenfield Road has expressed an interest in serving on the town's Agricultural Commission. Terry will forward the letter of request to the Agricultural Commission and suggest that they meet with Christine and bring forth a recommendation for appointment in mid-June if there is a vacancy.

Proposed Revisions to Overtime Policy – the Board reviewed Joe’s proposed revisions to the overtime policy. Bob and Joe felt that these changes would address some of the concerns voiced by highway personnel. In addition, they hope that a review of the town’s compensation plan in the coming year will also be of benefit. Following a brief discussion, Board members agreed to revise section “N” of the town’s personnel policies entitled: “Overtime” as follows:

For purposes of computing overtime pay; vacation, sick, personnel, or bereavement days taking during the work week shall not be considered as time worked. Paid holidays approved by the Board of Selectmen shall be considered as time worked. Those holidays are as follows:

New Years	Memorial Day	Columbus Day	Christmas
Martin Luther King	Independence Day	Veteran’s Day	
President’s Day	Labor Day	Thanksgiving	

The Board also agreed to revise Section “O” of the town’s personnel policies entitled: “Minimum Hours Called In” as follows:

Emergency Call In – regardless of hours worked, Highway Department crewmembers shall be paid a minimum of two hours; at the overtime rate; when responding to an emergency call in as defined in section 5 of the town’s personnel policies.

Before voting on the proposed language (which will take effect July 1st), the Board will define “Emergency Call-In.”

Film Permit Guidelines & Location Filming Permit – representatives of the towns of Buckland and Shelburne have been working with the Shelburne Falls Area Business Association and the Massachusetts Film Association to develop guidelines and a permitting procedure in the event a Production Company wishes to film or photograph any commercial motion picture or advertisement within the Town limits. Joe circulated the draft document amongst Board members seeking comments, revisions, etc. John recommended a few minor revisions and recommended clarification and/or definition of the term: benefited wage rate. Once the Board adopts the document, Town Counsel will conduct a final review.

Proposed Development of the Glacial Pothole Area RE: Botanical Detail Survey – Joe received an estimate from Botanist, Roberta Lombardi of Amherst, MA who is willing to conduct a survey near the glacial pothole area to search for and document occurrences of Mountain Alder; a threatened species under the Massachusetts Endangered Species Act. The survey would be conducted in accordance with Massachusetts Natural Heritage and Endangered Species Program for an estimated cost of \$1,350. If the survey identifies additional endangered or threatened species, they too must be documented at an additional charge of \$62.50 per hour. Joe explained that this effort would determine whether there are any habitat related restrictions should the town proceed with the development of the area. Given the town’s financial situation, John felt that \$1,350 was a substantial cost when it is unclear whether the Town is supportive of future development in that area. While John agrees that the survey is of beneficial, he suggested discussing the concept at the April 19th forum to determine whether taxpayers feel that it is a good use of their tax dollars.

Vote to Close the Annual Town Meeting Warrant and to Support the Proposed FY'14 Budget – John presented a motion to accept the annual town meeting warrant and proposed budget as presented (with the exception of the Mohawk Trail Regional School District budget) and to officially close the warrant. Joe seconded the motion. Bob indicated that he will be drafting a letter to District member towns notifying them of the Select Board's and Finance Committee's decision to reject the MTRSD budget. John will draft a memorandum to Superintendent Michael Buoniconti notifying him of Shelburne's concerns. Motion passed unanimously.

Hill Cemetery RE: Tapping of Maple Trees – Joe drafted a letter to the family who had tapped maple trees in the historic Hill Cemetery without the town's consent. Members of the Board reviewed and signed the letter.

New Business:

FY'14 Chapter 90 Apportionment – the Governor's letter certifies that Shelburne's Chapter 90 apportionment for Fiscal Year 2014 is provisionally \$327,954.

Correspondence: None

Public Comment: None

Adjournment: Joe presented a motion to adjourn the meeting at 8:30 p.m. John seconded the motion. Motion carried unanimously.

Respectfully submitted,

Terry Mosher
Town Administrator