

Call to Order: Robert Manners called the meeting to order at 3:00 p.m. Other members present: Joe Judd and John Payne.

Media Present: None

Others in Attendance: GSFABA Executive Director Mary Vilbon; Police Chief, Steve Walker; Fire Chief, John Taylor; Fire Chief, Rick Bardwell

Warner Bros Production Representatives: Production Supervisor, Peter Novak, Location Manager, Nancy Haecker; Assistant Location Manager, Lee David Lee; and Assistant Location Manager, Neil Fishback.

Lisa Strout, Director, Massachusetts Film Office

3:00 p.m. Meeting with representatives from Warner Bros. Productions to review Film

Permit Application – Production Supervisor, Peter Novak reviewed the film permit application with town officials. Since filing the application, there have been a few changes to the filming schedule. Peter reviewed those changes as well. Warner Bros. will make every effort to speak with and accommodate residents and/or businesses impacted by the filming. Their goal while filming on Bridge Street is to keep one lane of traffic open at all times with intermittent closings. If at any time the Police Chief feels that there is a risk to public safety, traffic will be re-routed. Peter indicated that the Production is still exploring the idea of hiring “community” liaisons from each town to work with the location department so that familiar faces are on staff when working with residents and businesses

Comments regarding the permit included:

John Payne requested that Peter revise the film permit and indemnification agreement to reflect the Production Company's legal name (Warner Bros. Production, a Division of WB Studio Enterprises, Inc.)

Bob Manners asked about the removal of signage and white parking lines and how those changes might impact traffic, parking, and events like RiverFest when filming is not taking place. Peter indicated that he will coordinate any removals or changes with Mark Shippee, Chief Walker, and Mary Vilbon. The Production Company may leave street markings as they are and remove them digitally once filming is complete.

Police Chief, Steven Walker requested that vehicles used in the filming be registered with the RMV should an accident occur. Steve also asked if the Production Company would be utilizing a security company. Peter indicated that they are in the process of speaking with several.

Shelburne Falls Fire Chief, Rick Bardwell discussed approved landing zones for the helicopter and noted that the closest airport for refueling is located in Turners Falls. Ideally, the Production Company would like to find a location with a refueling truck on standby to expedite the filming. In the event the Production Company needs use of a hydrant during the filming, Rick suggested that they contact the Water Superintendent. He also indicated that a “pressure suppression” valve might be useful when trying to control the flow of water. The Production Company would like to repaint the hydrant located near Mocha Maya's to be more in keeping with the surroundings. Rick had no problem with the request.

Shelburne Fire Chief, John Taylor asked if there would be Town representatives who will establish a chain of notification in the event there are significant changes to the schedule and/or road closings. Joe indicated that the film permit designates a municipal contact, a municipal point person, and a film liaison. Those individuals will disseminate information (to include any changes) as it becomes available.

Bob noted that the Board of Selectmen has received 28 or more letters from local businesses who support the movie production. There were also three letters of concern from local businesses.

Peter indicated that he has spoken to each of the businesses who have concerns.

Joe expressed appreciation to Warner Bros. and their representatives for the level of communication and professionalism. He is pleased that Warner Bros. chose Shelburne as a location and believes that the Town will benefit from the filming for years to come.

Lisa Strout, Director of the Massachusetts Film Office stated that she has 33 years of experience in the filming industry (20 on the production side, and 13 on the government side). She thanked everyone for their hard work. She stated that Warner Bros. is the best in the industry in terms of sharing information. She acknowledged that schedules, scenes, and locations are bound to change given the creative nature of the business; but she encouraged everyone to have fun. She spoke briefly of the long-term benefits of film productions such as this and the long-term positive effects it will have on Shelburne's economy and tourism if the Production is successful. Warner Bros. newest team member, Nancy Haecker introduced herself as the Location Manager.

Following the discussion, Joe presented a motion to approve Warner Bros. film permit application as presented with the understanding that the Production Company will provide revisions to the schedule and clarifications as requested. John seconded the motion. Motion passed unanimously.

Town Representation to the Film Production: Joe presented a motion to appoint Town Administrator, Terry Mosher to serve as the Municipal Point Person and Mary Vilbon to serve as the Film Liaison. John seconded the motion. Motion passed unanimously. In a subsequent motion, John appointed Joe to serve as the Municipal Contact. Bob seconded the motion. Motion passed unanimously.

Other Film Related Discussion: John thanked Bob for raising the issue of "conflict of interest" last week. Warner Bros. is using a field owned by John as one of their filming locations. John disclosed that he is not receiving compensation for use of his field unless there is property damage. John wants members of the Board to feel comfortable asking difficult questions such as this noting that "it is the right thing to do."

MTRHSD RE: Proposed Task Force Committee – Following the school budget discussion at annual town meeting, several individuals expressed appreciation for the Selectboard's candor regarding the fiscal year 2014 budget and concern for the lack of transparency throughout the process. In response to the recent comments, John suggested forming a multi-town task force comprised of Finance Committee members to spend a year taking a hard look at the budget, compare to other school districts, and be prepared to interface with Selectmen and residents at annual town meeting. Joe believes that this type of work is underway after the MTRHSD recently formed a Long Range Planning Committee comprised of area Selectboard representatives. While John has no doubt that the Long Range Planning Committee is capable of

similar work; the Committee structure and the tasks assigned are under the direction of the Superintendent. John would like to see a task force independent of the Superintendent. Deborah Andrews who was present for the discussion, shared John's concerns. She felt as though the Superintendent was evasive when asked questions at town meeting and the overall format of the budget were difficult to decipher. Following the discussion Board members discussed the Superintendent's pending contract renewal and agreed to invite Shelburne's School Committee representatives in to their next meeting to learn more about the process and share their thoughts.

Cowell Gymnasium Floor Restoration – Restoration of the Cowell Gymnasium floor is underway. If funding allows, Joe would like to purchase wall mats to install under the basketball hoops (approximately \$950).

Long Range Planning Committee RE: Use of Town Buildings – The Board briefly discussed the possibility of forming a Long Range Planning Committee comprised of five residents to look at the utilization of town-owned buildings, suggest ways to better make use of, and develop a capital plan to address building needs. John suggested asking Leo Ojala if he would be interested in chairing the Committee and recommending potential members. The Board would like to explore options for the basement level of Cowell gymnasium; leaving the first floor for its intended use.

Highland Village – John has had two lengthy discussions with Highland Village resident, Susan Frankewicz who has several concerns about the structure of the Housing Authority's Board of Commissioners. Following a brief discussion, the Board agreed to invite Housing Authority representatives in to a meeting in early June.

Adjournment: John presented a motion to adjourn at 5:15 p.m. Joe seconded the motion. Motion passed unanimously.

Respectfully submitted,

Terry Mosher
Town Administrator