**Shelburne Select Board**

Meeting Minutes

Monday, September 21, 2015 7:00 pm

Memorial Hall

**Present:** Bob Manners (chair), Joe Judd, Andrew Baker

**Minutes:** The September 10, 2015 Select Board meeting minutes were accepted by unanimous vote.

**Noteworthy News**: Joe Judd reported that there will be a Planning Board meeting on Wed. September 23 at 7:00 pm with Jeff Lacy to discuss state zoning and sub-division reforms.

**Department Liaison Reports**:

**Town Offices**: Joe reported that Town Administrator, Terry Narkewicz, is back at work as of today after medical leave and will be working at her own pace about 4-5 hours per day as her recovery progresses.

**Library:** Bob Manners reported that the copper roof is now on the building.

**Highway**: Bob reported that the Highway Dept. has reviewed the 4-5 bridges in town that the town is responsible for. Only one bridge is deficient – the department is getting repair estimates. The state also has a bridge that it will be repairing in 2016 – south of the old Wellsmont Orchard on Bardwells Ferry Road. In 2016, the deptartment is also planning to repair the section of Bardwells Ferry Road from Zerah Fiske Road to Taylor Road, and will be repairing several other roads as well.

Dept. Liaison Change: The select board voted to appoint Andrew Baker as the Town Administrative Dept. liaison, replacing Joe Judd. Joe moved, Bob seconded. The **motion** was approved. Andrew Baker abstained.

**Public Comment:** None

**Appointments:**

1. **Massachusetts Bus Plus Program**: Larry Bourget of Peter Pan Bus Lines attended to report that Peter Pan won the state bid to operate a bus service from Springfield to Albany that will pass through Shelburne Falls four times a day. He reviewed proposed locations of bus stops – a westbound stop outside the library on Main Street and an eastbound stop outside the dentist office on Main Street just before the Keystone parking lot entrance. He said tickets will generally be purchased online, though if there is enough demand that local merchants will be recruited to serve as ticket agents. Bob raised a concern that snowbanks might impede bus boarding in winter. Joe requested that the state program provide some funding support to the town to maintain the bus stops. Andrew noted that the FRTA stop is a few yards up the street from the proposed Peter Pan stop and requested that Peter Pan and FRTA coordinate to create a single stop and a single bus stop sign, rather than having two stops right next to each other. Larry Bourget agreed to take these suggestions under consideration and will report back on snow removal plans and signage at the October 5 meeting. He noted that the routes may be cancelled for severe winter weather and ticket holders would be notified by email or text. Andrew expressed appreciation for the return of Peter Pan bus service and noted that it is a significant asset for the village.
2. **Police Officer Appointment:** Sgt. Greg Bardwell introduced new recruit Brandon Lopez to the board. Following interview and discussion Joe Judd moved to appoint Brandon Lopez to the Shelburne Police Dept. on Chief Walker’s recommendation. 2nd by Andrew Baker. The motion was unanimously approved.
3. **School Committee liaison discussion**: Shelburne School Committee representative, Willow Cohen, met with the board to continue liaison updates and discussion about school issues – regional agreement changes, interim replacement for Shelburne School committee rep, BSE renovations, and budget.

* Willow recommended that the board appoint Lori Grant as interim Shelburne School Committee representative for a one year term. She noted that Lori has a strong finance and accounting background and would be a valuable participant in the school budget setting process. The board requested that Lori Grant attend the October 5 meeting to introduce herself.
* Willow noted that Lark Thwing has been elected chair of the Mohawk School Committee following Bob Aeschback’s resignation.
* Regional Agreement: Willow noted that the School Committee is undertaking professional development sessions with legal counsel to review the regional agreement and review possible changes. Next meeting will be on October 26 and is open to the public. The first step in the review has been to identify obsolete language for deletion – language regarding old loans, the Buckland-Shelburne-Colrain elementary school (now BSE), etc. The second step is to review language regarding addition of pre-Kindergarten. Board members noted that attorneys for Buckland and Shelburne have come to different conclusions than the Mohawk attorney regarding the adequacy of the language authorizing the District to assess the towns for pre-K. Buckland select board has submitted a letter of concern about the assessment language. Bob noted that Shelburne is preparing a letter on that subject. Willow also reported that the School Committee is reviewing Rowe’s interest in rejoining the District and is studying the budget impact. Joe voiced concern that the voting structure of the District needs to be clarified before a 9th voting town is added, and also expressed concern about the transportation cost of adding Rowe students. Willow noted that the budget projections for including Rowe do include transportation costs.
* Superintendent Evaluation: Willow reported that the District superintendent is enthusiastic about scheduling more in –person meetings with town select boards. Andrew noted that these would be most useful in the October – December window prior to the beginning of the budget setting process, to gather useful input from the boards. Joe requested that the School Committee expand the Superintendent evaluation process to provide a means for town select boards to weigh in on his performance and effective communications with towns. Board members expressed appreciation to Willow for providing more frequent liaison communications and expressed optimism about steady improvements in overall communications with the towns.
* BSE capital project: The Mohawk School Committee’s building sub-committee has met to review town input and has been in communication with the Superintendent and facilities manager – they are preparing revisions to the renovation plan. The building sub-committee will meet next on Oct. 14 at 5pm.
* Willow agreed to return for her next liaison meeting on Nov. 16.

**Old Business:**

1. **MIA Rewards Grant Program:** Of the available free equipment options, Bob expressed interest in the Mobile Message Board and light sticks and police training. Andrew agreed to review the list again. The board will make a decision on October 5.
2. **Ford Expedition:** Joe agreed to bring a recommendation from Chief Walker to the next meeting to help decide how to dispose of the Ford Expedition.
3. **Assessor Transition Planning:** William Barry submitted his resignation as Assistant Assessor, effective Thursday, Sept. 24. He has offered to continue working for the town via a consulting contract for the next few months to help the town prepare the annual property tax bills. Joe is exploring whether state Conflict of Interest regulations will allow the town to accept this consulting contract. Bob noted that the proposed contract does not specify any weekly or total hours needed to complete the job. Andrew agreed to meet with Mr. Barry on Tuesday.

A **motion** was made to extend William Barry’s resignation from Sept. 24 to Oct. 1, with his agreement, in order to answer questions as to what consulting hours he is proposing and whether the consulting contract is legal. Moved by Joe Judd, seconded by Andrew Baker. Unanimously approved.

1. **FRCOG Community Compact Program**: The board reviewed a letter from Franklin Regional Council of Governments notifying Shelburne about opportunities to work with FRCOG on municipal best practices. The letter offered a menu of best practice areas and requests that the town select up to three. FRCOG will work with the town to provide funding and technical assistance to pursue projects in selected areas. Joe expressed interest in energy efficiency and agriculture. Andrew expressed interest in IT and web site improvements. The school can also be engaged. The board agreed to review the best practices list again on October 5.

**New Business:**

1. **Mohawk Booster Day Parade permit**: The Mohawk school district administration requests a permit for the Oct. 9 Booster Day parade. Chief Walker has reviewed the request and offered police support if approved. Joe Judd made a **motion** to approve the Mohawk Booster Day parade permit for October 9 on the same basis as past permit requests for this event. Andrew seconded the motion. Unanimously approved.
2. **Thomas Rabideau lease**: The board received communication from the Cowell Gym Recreation director that Mr. Rabideau has forfeited his lease for space in the Cowell Gym basement to operate a recreation facility. Joe Judd made a **motion**, seconded by Andrew Baker, to accept the recommendation of the Cowell Gym Recreation Director to accept Mr. Rabidea’s nerf guns and mats as town property. Unanimously approved.
3. **Franklin County Technical School**: The board reviewed a letter from FC Tech School requesting town representatives to participate in collective bargaining negotiations. The board agreed to post the request.
4. **Art Garden permit request**: Joe Judd made a **motion**, seconded by Bob Manners, to grant a one-day liquor license to the Art Garden for its Halloween Ball at Cowell Gym and to waive the permit fee. The motion was approved. Andrew Baker abstained as he noted he has volunteered with the Halloween Ball in the past and may do so again this year. The Halloween Ball is a fundraiser for Cowell Gym and the Art Garden programs.

Correspondence: Bob shared a notice of a multi-agency emergency response coordination meeting on October 6 at 3:0 pm at the Franklin County Jail.

Meeting adjourned at 9:55 pm.

Respectfully submitted by:

Andrew Baker

Clerk