**Select Board Meeting Minutes January 3, 2022 Zoom Teleconference 5:30 pm**

**Call to Order**: Bob Manners called the meeting to order at 5:30 pm. Others present: Selectboard members Margaret Payne, Andrew Baker, and Town Administrator Terry Narkewicz.

**Acceptance of Meeting Minutes:** A motion was put forth by Margaret to approve the minutes of December 20. This was seconded by Andrew. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Senior Center –** Margaret said that 75 people were served a holiday meal last month. The Senior Center Board is working on its FY’23 budget. A grant has been received from the Ashfield Cultural Council for an event to be held in Ashfield in the spring. Activities at the Center will continue, with to-go meals and very small group meetings.

**Police Department** – Chief Greg Bardwell said there has been an increase in phone scams. He urged people to report them as they happen. The 2021 cruiser, which was ordered last July, should be in the shop by next week. Greg is starting to research electric vehicles for possible future purchase. The town of Templeton has just purchased one. The cost is about $10,000 more than a gas vehicle.

**CPA Committee** – The working group will be meeting this week.

**Downtown** – Terry has found some examples of lease agreements that could be adapted to be used for the lease of a pocket park at the former Singley lot.

**Highway Department** – As there has been little need for plowing the highway crew has started some prep work on Little Mohawk Road. The truck that was out for repair to its computer system has returned. The cost of $8,400 was more than expected. Mark Shippee is working with Joe Judd on creating a map of where people can park during winter parking bans. The highway crew would like to meet with the Selectboard to review the call-in policy. The policy is that if someone is called in for an emergency they will receive at least two hours of pay. The crew would like this to be three hours of pay to be consistent with other area towns.

**Appointments:**

**5:45 pm Board of Health RE: Proposed Mask Mandate** – Fred Vohr of the Board of Health said the mask mandate issue has been “volatile.” The Board has received both praise and criticism for past mandates. However, the Board feels it is time to reintroduce a mask mandate. The Board of Health has the authority to issue emergency orders. Those orders can be communicated on the town website, by reverse 911 calls, news releases, and notices at public spots such as the transfer station and the libraries. Board of Health member Ron Kelter said a mandate would be stronger if it came from both the Board of Health and the Selectboard. Health board member Jody Stetson said she was not opposed to a mandate but enforcement is impossible. Meg Ryan of FRCOG agreed, saying a mandate sends a message but it is hard to enforce. She said FRCOG is still doing contact tracing. The Board was willing to support the Board of Health in its issuing of a mask mandate. Discussion followed including how to communicate with the public, would the mandate be for indoors only or outside as well, and when should the mandate be reviewed. A motion was put forth by Andrew to support the Board of Health in instituting a mask mandate for the month of January, to be reviewed on January 31 and the Board of Health will promulgate the details. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

As this meeting was also a meeting of the Board of Health, Fred Vohr moved that the Board of Health re-establish a mandate for mask wearing in public places and when in close proximity to others and encourage people to observe social distancing. This policy will be reviewed on February 1. This was seconded by Ron Kelter and unanimously approved.

The Covid Task Force could be reconvened if conditions warrant it.

**6 pm Meg Ryan, FRCOG & Nour Elkhattaby Strauch, LifePath RE: Age Friendly Communities** – Age-Friendly Communities is a worldwide movement. The United States has a rapidly aging population and this area has a greater percentage of elders than most. The program has four phases: enrollment, assessment, planning, and implementation. The Selectboard would need to send a letter of intent to join the program. There is no cost to the town. Age-Friendly projects are based on local needs. Nour said that LifePath has applied for a grant which would allow them to coordinate between area towns. In this area, 10 communities joined the Age-Friendly program in 2021 and about 10 more are in the process of enrolling. Support will be needed in recruiting elders from diverse backgrounds to serve on committees. A survey will be distributed to find out the local needs and identify any gaps in services. The Board and Senior Center Director Amanda Joao were all supportive of the program. A motion was made by Margaret that the Selectboard will write a letter of support indicating the town’s desire to enroll in the Age-Friendly Communities program. This was seconded by Andrew. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

**Old Business:**

**Senior Center Expansion** – Nothing new to report.

**Brian DeVriese, Architect RE: Proposal for Visitor’s Information Center $2,500** ­– Terry suggested using the Reserve Account to pay for the design. The account currently has a balance of $2,500 and to use it requires a vote of both the Selectboard and Finance Committee. It is doubtful that there is funding enough left in the FY’20 CDBG to pay for the project. A town meeting vote might be needed to complete the funding. Margaret thought this project should go ahead as it sends an important message to the public that Shelburne wants to be accessible. A motion was made by Andrew to use $2,5000 from the Reserve Account for design work for the bathrooms at the Visitor’s Information Center. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

**Proposed Police Regionalization Efforts** – Andrew said the working group would be meeting on January 7 and there would be nothing new to report until after that meeting.

**New Business:**

**Lukas Gordon, R.I. School of Design RE: Short Film Request** – Lukas would like to make a film as part of his senior degree project. He would like to use various sites such as the Trolley Museum, the Bridge of Flowers, and some streets. He would need to contact Buckland for permission to film on that side of the river. This is a small project, involving seven people and would be shot outdoors. Lukas would like to film the week of January 14. Andrew felt as long as the crew is abiding by the town mask mandate and not proposing to close or block any streets or sidewalks, he was supportive of the idea. It was mentioned that the Bridge of Flowers Committee should be contacted for permission to film on the bridge. A motion was put forth by Andrew to grant permission to Lukas Gordon and a six-person crew to shoot scenes from “The Wych Elm,” a school project, in Shelburne between approximately January 14-22, as long as they abide by all mask mandates and are not blocking public ways.

**Any Other Business**

**Amanda Joao RE: Job Description for Senior Center Van Driver** – Demand for use of the van has increased and an additional driver is needed. The new driver would be hired on an as-needed basis. The driver would be paid through the FRTA contract. Amanda has made several changes to the language of the job description to make it more specific. The Board agreed that the changes were appropriate. A motion was made by Margaret to approve the proposed updates to the job description for a Senior Center van driver. This was seconded by Andrew. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

**COVID Testing Kits** – Shelburne did not qualify for free test kits. Towns are allowed to purchase kits at the state contract price of $19 apiece. The most advantageous supplier would require that the town purchase 232 two-packs at a cost of $4,408. If the town has the kits there would be a question of how to distribute them. Terry has checked with other towns and found distribution varies. Some towns give the kits to social service agencies to distribute, other towns just give the kits to anyone who asks. Shelburne has received some American Rescue Plan funds which could be used for test kits, but there are many other projects that are eligible for the funds. Bob saw many possible problems with test kit distribution, and noted area testing sites are available. Margaret was only in favor of buying kits if there could be assurance that they would only go to people who really need them. Andrew was concerned about families with children who are too young to be vaccinated. The schools are already doing weekly testing. It was decided to revisit this at the next Board meeting.

**Next Meeting** – The next Board meeting would normally be held on January 17, 2022, at 5:30 pm, but that is a holiday. January 18 was set aside if a meeting is necessary.

**Correspondence:**

**Stefan Topolski RE: Public Ice Skating Rink on Bridge Street** – The letter said that the rink was set up and skating would be possible as soon as the weather allowed.

**Public Comment:** None

**Adjournment**: At 7:17 pm a motion was made by Andrew to adjourn the meeting. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary