**Selectboard Meeting Minutes December 5, 2022 Zoom Teleconference 5:30 pm**

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

**Acceptance of Meeting Minutes:** A motion was put forth by Margaret to approve the minutes of November 21, 2022 and December 1, 2022. This was seconded by Bob. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Senior Center** – The Boards of the Senior Center and the Senior Center Foundation will be meeting later this week.

**Highway Department** – Bob said the crew was working on various projects depending on the weather. Sand barrels are now out. Designs for the pole barn are now awaiting the engineering component.

**Police Department** – The shared services working group will be meeting later this week. They are preparing for the next information session, which will be in February. A draft intermunicipal agreement is being created.

**Village Task Force** – Andrew said planning is underway to get assistance in defining a structure for the successor organization to the business association. The group is also working on keeping ShelburneFall.com as a viable information source.

**Energy Committee** – Andrew said the committee received a positive review from MassSave on its use of a MassSave grant for outreach.

**Appointments:**

**5:45 pm Board of Assessors RE: Tax Rate Classification Hearing** (Assessors Jody Lewandowski, Maya Winfrey, Joel Dwight; Assistant Assessor Karen Tonelli) – Each year the Board has to vote on whether to have a single or split tax rate. A split rate takes some of the burden off residential taxes and places it on commercial, industrial, and personal property taxes. Shelburne has always had a single tax rate. The Board was in agreement that considering the small size of Shelburne’s commercial and industrial sector and not wanting to place any more burden on businesses and farming operations, the town should continue with a single tax rate. Karen noted that there had been a considerable increase in the amount of residential value in the past year. Some of that was due to the Residences @ Mill Falls project. A motion was made by Bob that the Town of Shelburne adopt a single tax rate for FY’23. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0. Three other votes need to be taken. The Board decided not to approve an open space discount as there are no properties classed as open space in Shelburne. A motion was put forth by Bob to decline adoption of an open space discount. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0. The residential exemption is primarily for towns with a lot of second homes. In Massachusetts those towns are mostly on the Cape and in the Berkshires. Shelburne does not have many second homes. A motion was made by Margaret that the town accept the residential exemption. This was seconded by Bob. Roll call vote: Bob – no; Margaret – no; Andrew – no. Motion failed 0-3-0. The final required vote was the small business exemption which, if accepted would shift some tax burden from some qualifying small businesses to other small businesses. The tax break would go to the building owner, not to any business owner who was renting space. The thinking was that not many Shelburne businesses would see a benefit from this exemption. A motion was put forth by Bob to reject the small business exemption. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

**6:15 pm Eversource Pole Hearing RE: Shelburne Center Road & Jim Barnard Road** (Joe McCarthy, Eversource; Joanne Herron, John Pollard) – The hearing was opened at 6:15 pm by Andrew. Eversource plans to install two new poles on the side of Shelburne Center Road and relocate one existing pole on Jim Barnard Road. The relocation will make the access for maintenance easier. Eversource felt there was too much distance between some of the existing poles, which is why two poles will be added. Joanne Herron and John Pollard each asked questions about pole placement. A motion was made by Margaret to accept the pole relocation and installation plan from Eversource for Jim Barnard and Shelburne Center Roads. This was seconded by Bob. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0. The hearing was closed at 6:26 pm.

**Old Business:**

**375 & 379 Main Street RE: Demolition Update –** Contracts are being signed and a demolition permit has been pulled. The work could begin as soon as this week.

**Relocation of Veteran’s Memoria at BSE** – Placing the memorial in front of Town Hall is still the most favored option. Quotes are being sought from Negus & Taylor for moving the monument. The adjoining flagpole will most likely be relocated to the Historical Society at the former Arms Academy.

**Proposed Pavilion on Pocket Park – ZBA Hearing 12/8/2022 @ 7:15 pm** – Terry and Andrew plan to attend the hearing. They are requesting that the front setback requirement be waived.

**New Business:**

**ABCC 2023 Seasonal Population Increase Estimation Form** – Each year the Board has to vote to notify the ABCC that the town’s population does not increase seasonally. A motion was made by Bob, to certify that the Town of Shelburne’s population will not be more than 3,000 for 2023. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

**Budget Directives for FY’24** – Each year the Board is asked to discuss budget directives so the various departments will have a basis for building their budgets. For the past several years departments have been asked to use budget projections based on actual expenses for the current year. One change to be considered is employee wages and the effect of inflation. Bob said he was torn between responsibility for the overall budget and showing the town’s employees their value. He said the town’s employees do outstanding work and suggested a wage increase of 3 to 3 ½ %. Margaret agreed that this will be a tough year budget-wise but that shouldn’t be on the backs of the employees. Last year the cost of living increase was 3 ½ %. A motion was made by Bob to set a 3 ½ % cost of living increase for wages and keep the budget directive the same as in previous years with budgets based on actual numbers and considering inflation. This was seconded by Margaret. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

**Any Other Business:**

**Affordable Housing/Short-term Rentals** – Andrew is planning to attend the next meeting of the Planning Board. Building affordable housing on some of the tax-title lots is a goal, but the lots are non-conforming which means at the present time they are unbuildable. Andrew hopes the Planning Board will re-engage in the discussion of affordable housing. There is some concern that some of the affordable housing in Shelburne is now being used for Air B&Bs. Andrew said the town of Williamsburg has a well thought out bylaw regarding short-term rentals. He will share that bylaw with the Planning Board with the hope that something similar might be considered for Shelburne. He welcomed the Board’s thoughts and opinions on these subjects, Bob would like more information on how many Air B&Bs there are in Shelburne. Terry said based on the license revenue for Air B&Bs there seems to be a significant amount. Andrew would be interested in knowing how many Air B&Bs are homeowner occupied compared to how many have absentee landlords.

**Next Meeting** – The next Board meeting will be on December 19.

**Correspondence:** None

**Public Comment:** None

**Adjournment**: At 6:40 a motion was made by Bob to adjourn the meeting. This was seconded by Margaret. Roll call vote: Margaret – yes; Bob – yes; Andrew – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary