

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

**Acceptance of Meeting Minutes:** A motion was put forth by Margaret to approve the minutes of February 27. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes. Motion passed 2-0-0.

**Department Liaison Reports:**

**Senior Center** – Margaret said the Center continues to grow and add activities. Volunteers now have tee-shirts which say “Giving Groupies.” A facelift is underway at the Center with new carpeting, furniture, storage units, and a desk for the receptionist being added. More programming for younger seniors is being planned.

**Highway Department** – The crew is preparing for a large storm which has been forecasted. Andrew is seeking quotes for possibly putting solar on the 20 x 80-foot roof of the pole barn. There are several variables to consider.

**Police Department** – The entire shared services budget will appear on the annual Town Meeting warrant. It will be explained that half of the budget will be coming from Buckland. If the voters say no, the budget can be reduced to a Shelburne-only budget at a Special Town Meeting in the Fall. The next step will be a joint meeting of Selectboards and Finance Committees from the two towns to go over budget details. After that there may be a final public meeting to present the budget.

**Appointments:**

**5:45 pm Dan Alden RE: Revised Arms Library Budget/Working Group Recommendations** (Deb Andrew, Terri Mitchell, Todd Dubreuil, Matt Popoli, Finance Committee) – The revised budget showed a decrease in Shelburne’s assessment of \$1,900. Concern about the funding split between Shelburne and Buckland resulted in a working group studying the situation. Factors considered included historical patterns, usage, card ownership, and annual services which Shelburne provides without charge. The working group came up with a 60/40 split, with Shelburne paying the larger amount. Another factor is that the state requires that each town increase libraries budgets by 2.5% each year. That has also been factored into the budget. Buckland officials have asked that the Shelburne Selectboard and Finance Committee approve the working group’s report and the budget prior to Annual Town Meeting. Andrew said that the two towns share many services and he wants to make sure costs are determined in an open and transparent way, He suggested collecting data “the old-fashioned way” by having someone ask each patron where they live. He added that the Senior Center seems to be able to determine where each patron lives. Matt Popoli said, looking at the big picture, the library’s financial management needs some improvement. Margaret said concerns are being addressed and by next year a lot of things will be different. Terri had done some research and discovered that the library has a lease with the Town of Shelburne as of July 1, 2019. The lease states that the library agreed to pay for all capital costs related to the structure. This seems to include the capital costs for the elevator and the windows. Andrew said when the lease was signed it was the price for a quarter

million dollar grant. He would like the library trustees to come back to the Selectboard for modification to the lease. His feeling was that the library is still a town building. Deb suggested a meeting between the Finance Committee, Selectboard and library trustees prior to Town Meeting to discuss all of this further. Andrew and Margaret agreed. Dan said the capital requests could be tabled for now.

**6:00 pm Juli Moreno RE: Senior Center Budget** – The budget is based on a five-year average of use by the three member towns. Shelburne’s use has decreased and its assessment is down by 4.29%. LifePath has some grants, and hopes to get others, which will hopefully defray the cost of the director and outreach coordinator. Aside from increases in utility expenses, the overall budget is about the same as last year. It was noted that service units are down but that can be attributed to COVID. Service units are now growing again.

**6:30 pm John Wheeler RE: Planning Board Budget** – The budget request is up by \$536 from FY’23. Some of that is attributed to the Selectboard-approved salary increase for clerical. The operating budget shows an increase for advertising and supplies, since those costs have gone up. The Selectboard had no questions, nor did the Finance Committee. John was asked to put comments in the comments column, in the future, so there would be a written record.

**7:00 pm Tom Williams, EMD RE: Emergency Management Budget & Yearly Plan** – Tom presented an operating budget that is 33% lower than last years. Last year the budget included funds for furnishing the EMD office. This year the plans and estimate line item is not needed and the \$900 set aside for furnishing was largely unused as he used mostly donated items. A capital expense of about \$5,500 was requested to transfer the radios from the fire station to the municipal building. Neither the Selectboard nor the Finance Committee had any questions about the budget.

Tom also presented his 2023 Emergency Management Plan. The main goal for the year is to get the emergency operations center fully operational. Once that happens Tom also helps to be able to help Shelburne Control during emergencies. Other goals include educating town personnel, increasing public awareness of emergency management, refining and developing shelter plans, and refining and developing evacuation plans. Andrew suggested that Tom might be in contact with other department heads as a way of helping to engage the community.

The Finance Committee asked if they had overstepped their authority following changes made to their webpage. Apparently some concerns had been expressed. Andrew felt the changes were appropriate.

#### **Old Business:**

**Relocation of Veteran’s Memorial at BSE** – Terry has been talking with local businesses to see if any are capable of moving the monument.

**Proposed Pavilion at 19 Bridge Street** – Local architect Kristian Whitsett volunteered his services to create a design for the pavilion. The design shows a metal roofed structure, with six columns, and a cathedral truss interior. The style is semi-Greek revival. The structure will be built by sophomores from Franklin Tech. Terry after the snow goes, will be meeting with the Franklin Tech landscaping department to see if landscaping the area might be a possible project for the future.

**Frankton Road Intersection – Zoom Meeting with MassDOT** – Terry and Highway Superintendent Mark Shippee, as well as Colrain officials, met with Francisca Heming MassDOT District 1 Director. Changing the intersection would be a significant project and

would mean cutting into the newly vacated lot. The only way to cover the large cost of the project would be with a MassWorks grant and that would not cover engineering. It was suggested that FRCOG be asked if its engineering department could handle such a project. Mark has other projects that are more pressing and since there have been no accidents at the intersection, MassDOT does not see it as a priority. This seems to be a distant project, said Andrew.

**Discussion of West County Senior Services District Board of Managers Appointees** – March 15 is the final day for people to express interest in the positions. Margaret said questions and interview procedures are ready to go.

**Eversource Streetlight Conversion** – There are three pilot test sites in the village. Main Street has some 50 watt LED lights, Church Street has 36 watt LED lights, and Water Street now has some 28 watt LED lights. Comments from residents indicate that they are not happy with the 50 watt lights and favor the lower wattage lights. Andrew said the Energy Committee feels the lower wattage lights are fine. He said the LED lights cast a lot of glare no matter the wattage. A motion was made by Margaret to tell Eversource to proceed with the 28 watt LED street lights, contingent upon the approval of the Police Chief. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes. Motion passed 2-0-0.

**Hager's Farm Market RE: Lease of Land** – Hagers Farm Market has been notified of the change in the lease. There has been no response thus far.

#### **New Business:**

**Towns E-Newsletter Content RE: Advertising on Behalf of Local Businesses** – Businesses have been sending in items about events and special activities, but in the last issue there was also a help wanted ad. Should the town newsletter be providing a free venue for businesses to advertise? Andrew said in the absence of a business association he was OK with it as long as it didn't get out of hand. Terry felt that advertising for things other than town or board-related items is questionable. She will reach out to other towns with newsletters to see what policies might be. The Board decided to let things go for a while and review the situation in the future.

**Bridge Street Phase II Update & Schedule Tree Hearing** – The tentative construction date is April 3, with sewer work being the first item. Dan Fleuriel will be overseeing that portion of the project. Some of the Cross Street parking lot will be used to stockpile materials and some equipment. There will probably be a kickoff meeting with the Selectboard, business owners, and anyone else who is interested to find out more details about the project. The Board will need to hold a tree hearing. It is hoped the Tree Committee will again be actively involved.

**Parade permit for Bridge of Flowers Road Race, August 12, 2023** – A motion was put forth by Margaret to approve the parade/street use permit for the annual Bridge of Flowers Road Race. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes. Motion passed 2-0-0.

**Franklin County Tech School Seeks Shelburne Representative to Serve on District Committee** – This item will be placed in the town newsletter with the hope that someone will step forward. Terry Dun was thanked for his many years as Shelburne representative.

**Municipal Aggregation Program RE: Selection of Energy Product Options** – The Energy Committee has recommended that pricing be sought for three options: basic; 10% Mass class 1 REC; and 38% Mass class 1 REC. A motion was made by Margaret to present the three options for energy aggregation, as recommended by the Energy Committee, to Colonial Power. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes. Motion passed 2-0-0.

**Any Other Business:**

Residents are reminded that the transfer station will be closed on March 14.

**Correspondence:**

**MassDOT Chapter 90 Program – FY'24 Allotment \$207,591.86** – This is a multi-year contract. The town gets a portion each year. It is comparable to the amount received last year.

**Next Meeting** – The next Board meeting will be on March 27, 2023.

**Public Comment:** None

**Adjournment:** At 7:38 a motion was made by Margaret to adjourn the meeting. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes. Motion passed 2-0-0.

Respectfully submitted,  
Faye Whitney, Recording Secretary