

Selectmen's Meeting Minutes

May 6, 2013

Memorial Hall

7:00 p.m.

**Call to Order:** Robert Manners called the meeting to order. Other members present: John Payne and Joe Judd.

**Media Present:** Diane Broncaccio, The Recorder and Fred DeVecca, Shelburne Falls Independent

**Acceptance of Meeting Minutes:** John presented a motion to accept the meeting minutes of April 22, 2013 as presented. Joe seconded the motion. Motion passed unanimously.

**Noteworthy News:**

- Annual Town Meeting, May 7<sup>th</sup>, Memorial Hall Auditorium @ 7:00 pm
- Mass DCR Presentation on the Emerald Ash Borer, May 8<sup>th</sup> @ 5:00 p.m. Buckland-Shelburne Community Center
- Historical Society's Annual Meeting, May 10<sup>th</sup> @ 6:30 p.m. Arms Academy
- Open Meeting Law Training, May 15<sup>th</sup> @ 6:00 p.m. FRCOG
- FRCOG Town Accounting Program Meeting, May 16<sup>th</sup> @ 7:00 pm, John Olver Transit Center

**Department Liaison Reports:**

Highway – Department is busy performing spring road maintenance (sweeping and patching roadways).

Police – John reported that the department is busy.

FRCOG Quarterly Council Meeting Report:

- Northfield Pump Station & Turner Falls Hydroelectric Project are up for renewal; 50 year term, important to evaluate long term impact on our area; Tom Minor has done some extra ordinary preparation work; series of meetings in May, comments due by July 14<sup>th</sup>;
- Legislation transferring FRCOG and town employees to state retirement system filed; expect we will want to send a letter of support at some point; benefit to Shelburne = \$7,166;
- Transit Center costs - overpaid rent by about \$17,600; no more paid this year;
- Mass Broadband reports the two issues making access to its fiber systems difficult for some towns
  - Town IT systems that are old and non-networked,
  - Lack of technical expertise in towns to access voice and data services from MB;
- FRCOG is hosting a Medical Marijuana Workshop on May 29<sup>th</sup> for Planning Boards, Boards of Health and Select Boards regarding our options and responsibilities;
- The Select Board Essential Workshops series has been a great success, with broad attendance; discussed ways to broaden and improve workshops – round two coming soon, some changes were suggested.
- Continue to advocate for more rail service and expand to include commuter rail service between Greenfield and points south;
- Will be doing a regional wage and salary review, asked to expand to include job descriptions and appropriate compensation levels for each job;

Town Office – Terry Mosher has returned to work on a full-time basis. The recent Town Election yielded over 400 voters. Bob recognized the Town Clerk and her Election staff for all of their hard work.

Pratt Memorial Library – the Library Committee recently interviewed four Architectural firms and chose the top two finalists. The Committee meets again on Thursday.

**7:15 p.m. Sylvia Smith, Town Moderator RE: Review of Annual Town Meeting Warrant and Town Meeting Protocol** – The Board met with the town’s newly elected Moderator Sylvia Smith to review the town meeting warrant and discuss protocol for the meeting. Joe reported that Attorney MacNicol will be in attendance should procedural questions arise during the meeting.

**7:45 p.m. Peter Novak, Production Manager, Warner Bros. Production RE: Introductions** – Mr. Novak introduced himself to members of the Board and explained that Warner Bros. Inc. is interested in filming a major motion picture in Shelburne. Before revealing dates and intended filming locations, Warner Bros. is waiting for the Board to complete the Film permit application. Both John and Joe agreed that they are impressed with the level of professionalism and transparency thus far and hope that the level of communication experienced to date will continue throughout the filming. Peter indicated that Warner Bros. has an office located at 31 Bridge Street and would encourage anyone who has concerns to contact them.

**8:55 p.m. Chris Macek RE: Zoning Board of Appeals Appointment** – members of the Zoning Board of Appeals met with Chris and recommended that he be appointed as an Alternate member of their Board. Chris and his family reside at 105 Main Street. He moved to town approximately ten years ago and operates a small software development firm. When asked about his interest in serving on the ZBA, he indicated that he would like to contribute to the town by becoming more involved. Following a brief question and answer period, Joe presented a motion to appoint Chris as an alternate member of the Zoning Board. John seconded the motion. Motion passed.

#### **OLD BUSINESS:**

**Proposed Street Vendor Permit** – Tabled until after annual town meeting.

**Draft Permit Procedure for Future Films** – Joe met with Attorney MacNicol to review the proposed permit application for Film Productions. Aside from a few minor changes, Donna recommended that the town require the Applicant to establish a municipal escrow account to cover the costs of any unpaid expenses associated with use of town services (police, fire, water, highway, etc). Members of the Board debated what percentage of the total production cost should be earmarked the escrow account. Bob was suggested 50%; John and Joe recommended 25%. John felt that the amount should reflect a balance between protecting the town and encouraging business; Bob argued that the amount should be enough to protect the town’s assets. Following a lengthy discussion, John, and Joe’s suggestion of 25% was accepted (2 to 1) with the understanding that if the amount is insufficient, the Board will revise the permit application at a later date. At the end of the discussion, Joe presented a motion to accept the Film Permit Guidelines and Application for Permit as discussed. Distribution of the final document is subject to the Board’s final review of the incorporated revisions. John seconded the motion. Motion passed unanimously.

**Proposed Development of the Glacial Pothole Area RE: Two Proposed Studies (Flood Plain Survey and Botanical Survey)** – Joe is recommending that the Board authorize Guntlow & Associates, Inc to survey and map the floodplain in the Glacial Pothole area in order to verify that flood waters will not negatively impact any proposed development plans. Because the work is survey related, Joe recommends that funds from the Highway Maintenance Account pay for costs associated with the work (\$800). Once Guntlow delineates the floodplain, working with the Conservation Commission; Joe will proceed with the Botanical Survey (\$1,350). If Botanist, Roberta Lombardi is able to complete the work by June 30<sup>th</sup>, Joe recommends that Highway funds pay for this expense as well. Following a brief discussion, Joe presented a motion to expend up to \$2,150 from the Highway Maintenance account for the completion of two surveys in the glacial pothole area: one to determine the floodplain area and; one to identify and protect any endangered or threatened species. John seconded the motion. Motion passed unanimously.

#### **NEW BUSINESS:**

**Senior Center RE: Appointment of Dot Lyman to the Part-time Position of Office Assistant** – members of the Senior Center Interview Committee recommended that the Board appoint Dot Lyman to the part-time position of Office Assistant for the Senior Center. Director, Cathy Buntin recommends an hourly rate of \$11.52 for the six hour per week position. Dot served as the Center’s Volunteer Coordinator in 2012 and volunteers on a regular basis. Joe presented a motion to appoint Dot Lyman to the part-time position of Office Assistant. John seconded the motion. Both Bob and Joe agreed that Dot was extremely qualified. Motion passed unanimously.

**Cub Scout Pack 85 RE: July 4<sup>th</sup> Parade** – Steven Finck submitted a Parade Permit on behalf of Cub Scout Pack 85 for a parade on Thursday, July 4<sup>th</sup>. The parade will line up at 10:30 a.m. at the Buckland Maintenance Yard on Conway Street in Buckland and will end at the Buckland-Shelburne Elementary School around noon. John presented a motion to approve the parade request. Joe seconded the motion. Motion passed unanimously.

#### **OTHER BUSINESS:**

**Cowell Gymnasium Floor Restoration** – Joe reported that A. Dion and Son is scheduled to begin gymnasium floor restoration work next week.

**Cowell Gymnasium Panel Mats** – the Cowell Gymnasium Director has received an estimate for the replacement of the gymnasium’s panel mats. Estimated cost of mats is \$949.00. The Recreation Committee will determine whether there is enough money in their revolving account to purchase in this fiscal year.

#### **CORRESPONDENCE:**

**Mass Highway RE: Structural Repairs to Iron Bridge** – Within the next few months, the Massachusetts Department of Transportation has scheduled steel repairs to the truss bridge on Bridge Street (over the Deerfield River). The repair work will be on the underside of the bridge. At certain times during the work it will be necessary to have alternating traffic on the bridge. The alternating traffic will be limited to the work day and will be open to two way traffic at all other times. One of the sidewalks will close at certain times throughout the project. Terry reported that she contacted Mike Fabiano to request a construction schedule so to better coordinate the scheduled events in the Village.

**PUBLIC COMMENTS:**

**Michael Budrewicz** – After having sat thru the entire meeting Mike first commented on the film permit application. He commended Bob for looking out for what is in the best interests of the town. He indicated that he is very familiar with the movie industry having worked for them as a landscaper for many years. He acknowledged that his employment with the Industry ended on a less than positive note however, he has put that behind him. He is concerned about the impact this next movie production will have on the residents and businesses in the community. He stated that he is not seeking money; he just wants to work; and to have unobstructed access to his places of business. Mike finds the lack of information and communication frustrating. He would like an opportunity for citizens and business owners to be heard in a public forum. He read a prepared statement which will be attached to the town's copy of the minutes. Members of the Board thanked him for his comments.

**ADJOURNMENT:** Joe presented a motion to adjourn the meeting at 9:43 p.m. John seconded the motion. Motion passed unanimously.

Respectfully submitted,

Terry Mosher  
Town Administrator