

Call to Order: Chairman Manners called the Selectmen's meeting to order at 7:35 p.m. following the "All Board's" meeting. Other members present: Joe Judd and John Payne.

Media Present: Diane Broncaccio, The Recorder

Acceptance of Minutes: John presented a motion to accept the minutes of December 3, 2012. Bob seconded the motion. Motion passed.

OLD BUSINESS:

Cowell Gymnasium RE: Mold Remediation Work – Joe reported that the remediation work is complete however, when Indoor Air Technologies removed the ceilings, they caused damage to existing electrical and plumbing. Following a walk-through of the building with Palmeri Electric, Joe estimates that repair will cost \$2,500 to \$3,000. Joe spoke with Bob Melton, a representative of Indoor Air Technologies who indicated a willingness to resolve any concerns. Joe will take photographs of the damage and forward them. Section #11 of the bid document states that "the contractor will be required to indemnify and hold harmless the Town and the Franklin Regional Council of Governments for all damages to life and property that may occur during the contract. If any property is needlessly damaged by an act or omission of the contractor, the amount of damages will be deducted from money due the contractor or may be recovered from said contractor in legal action."

Arms Library Elevator Phone – After speaking with members of the Pratt Building Committee, Bob ordered a replacement phone for the elevator. The Building Committee has agreed to cover the expense. Bob hopes to have the new phone installed next week.

Arms Library Restoration Project – Bob reported that the Pratt Building Committee is working with the Franklin Regional Council of Governments to develop "Request for Proposals" for the library restoration project. The library will invite architectural firms who specialize in historic restoration to meet with them and tour the building in February.

NEW BUSINESS:

Matt Marchese, Planning Board RE: Community Energy Strategies Pilot Program – With the Select Board's approval, members of the Planning Board would like the Franklin County Regional Council of Government to apply for a Community Energy Strategies Pilot Program funding on behalf of Shelburne. If the F.R.C.O.G.'s application is successful; Shelburne would receive technical assistance, participate in broad based discussions that would identify every available clean energy resource, determine what resources best suit our community, and develop and/or revise our zoning by-laws in preparation for future development. If members of the Select Board are supportive of the application, Peggy Sloan would like to include a letter of support. Following a brief discussion, Joe presented a motion to support the Planning Board's participation in the Community Energy Strategies Pilot Program and to write a letter of support for inclusion in the F.R.C.O.G.'s application. John seconded the motion. Motion passed.

Maintenance of Cowell Gym – Norman Beebe reported that the Cowell gymnasium floor is extremely slippery. It appears that someone may have waxed the floor. Because of the gym's frequent use, the Recreation Committee's short term goal is to dry mop the floor daily. By doing so, the floor seems less slippery. The athletic director for Charlemont Academy and Emily

Crehan, Cowell's Director have been researching proper floor care. The long term goal is to sand the floor and reseal with polyurethane. There is \$1,000 in the Cowell Gym maintenance budget for this purpose. Joe offered to obtain some quotes from vendors who specialize in this type of floor care.

Bill Baker, Mohawk Youth Football League RE: December 29th Helmet Drive – the Mohawk Youth Football League would like to hold a “helmet drive” on Saturday, December 29, 2012 from 10:00 a.m. to 1:00 p.m. Adults will collect the money and youth players will remain on the sidewalk. Chief Walker has reviewed and approved the request. John presented a motion to approve the request. Joe seconded the motion. The motion passed unanimously.

Norman Beebe, Recreation Committee RE: Appointment of Emily Schoelzel – members of the Recreation Committee would like the Select Board to appoint Emily Schoelzel of 323 Shelburne Center Road as the 5th member of the Recreation Committee. Emily was an active participant in the Recreation Committee's West County Soccer program and members believe that she will be a wonderful addition to the Committee. Both John and Joe know Emily and spoke highly of her however, in keeping with past practices, John recommended that Emily meet with the Board before they appoint her. Terry will schedule Emily for a January meeting.

Resignations:

Catherine Smith, Zoning Board Alternate – In a letter dated December 9th, Catherine indicated that it has been an honor to serve as a member of the Zoning Board. She indicated that she has recently moved to Northampton therefore, she is no longer able to serve. John stated that he was sorry to lose such a knowledgeable and capable member. He presented a motion to accept Catherine's resignation with sadness and regret. Joe echoed John's comments and seconded the motion. Motion passed unanimously.

David Thompson, Conservation Commission – David submitted a letter to the Select Board on December 17th indicating his desire to resign from his position on the Conservation Commission. He thanked the town boards that he has worked with as well as the citizens of Shelburne for their cooperation while serving. He did not cite a reason for his resignation. Joe presented a motion to accept David's resignation with regret. John seconded the motion. Motion passed.

FY'12 Community Development Block Grant Award RE: Highland Village Parking Lot Improvements Phase II and Sears Street Reconstruction Phase I – The towns of Buckland and Shelburne received a total of thirteen (13) bids at the December 6th bid opening. After reviewing each bid for completeness and checking references, John Ryan of Breezeway Farm Consulting recommends that the low bidder, Gomes Construction Company, Inc. of Ludlow, MA receive the contract award in the amount of \$520,636. John Payne presented a motion to award the bid to Gomes Construction Company, Inc. in the amount of \$520,636. Joe seconded the motion. Motion passed unanimously.

Ambulance Service Zones – Before the discussion began, Bob publically disclosed that Baystate Health Services employs him therefore; he would recue himself from the discussion. In January, 2006, representatives from Buckland and Shelburne Select Board; the Shelburne Falls Fire District, Baystate Health Services and Western Mass Emergency Medical Services met to discuss the need to formally adopt a service zone plan that identifies, coordinates, and makes optimal use of all available EMS resources within each service zone (this discussion was prompted by Chapter 54 of the Acts of 2000). Minutes of that meeting indicate that the Ambulance Director for the Shelburne Falls Fire District (who has since retired) would spearhead the coordination of the service zone plan that will include all three Districts.

It has recently come to the Select Board's attention that the task of delineating and adopting emergency service zones was not completed. Following a brief discussion, John presented a motion authorizing Joe to send a letter to each Emergency Medical Service provider requesting that they finalize the emergency zone plan and bring their recommendation back to the Shelburne Select Board for final review.

OTHER BUSINESS:

Year-End Financial Report – John reported that the financial books for fiscal year 2012 are closed. Of the \$3.8 million budgeted, the town spent approximately \$3.3 million. John noted that most of the town's departments did a good job at staying within budget.

Overview of All Board's Meeting – John presented an overview of the comments heard earlier this evening at the "All Boards" meeting. There are three areas that need attention: 1) upgrade the town's computer systems and provide a secure means of data backup and storage; 2) the need for a five-year plan that identifies large capital needs as well as individual building needs and uses; and 3) the need to document systems and procedures of the various Departments, Boards, and Committees.

S.F.A.B.A. Partnership Meeting – John attended last week's S.F.A.B.A. meeting. He reported that he volunteered Joe to work with Mary Vilbon and Kevin Fox to develop shared protocol for street musicians, performers, etc. Currently, entertainers can perform on the streets of Buckland without a permit.

Volunteers Waiver Form – Joe recently had a discussion with the town's insurer with regard to paid volunteers who provide services at the Senior Center in the absence of certificate of insurance. Given the high cost of insurance, the Town's insurer recommends that every participant and volunteer (paid or unpaid) sign a release form that indemnifies "the Town, its' employees, agents, board members, volunteers, and any and all individuals and organizations assisting or participating in any voluntary or recreation programs." Joe will forward a copy of the form to everyone for their review.

CORRESPONDENCE: None

PUBLIC COMMENT: None

ADJOURNMENT: Joe presented a motion to adjourn the meeting at 9:12 p.m. John seconded the motion. Before closing the meeting Bob wished everyone a "happy and safe" holiday season and sent heartfelt thoughts and prayers to the community of Newtown, Connecticut. Motion passed unanimously.

Respectfully Submitted,

Terry Mosher
Town Administrator