**Select Board Meeting Minutes April 11, 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 March 28. This was seconded by Andrew. Roll call vote: Bob – yes; Margaret – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Town Hall** – The conversation with Town Hall employees regarding a mask mandate is ongoing. The building will be reopening on a limited basis beginning Monday, May 2nd, but the COVID situation will be closely monitored.

**Senior Center** – Juli Moreno, the new Director, started work today. She has reviewed resumes for the Outreach Coordinator position and has flagged four individuals for interviews.

**Arms Library** – Andrew met with the library board to discuss the recent budget presentation. The library will be gathering data to help to better understand the cost split between Shelburne and Buckland.

**Police Department** – Police Chief Greg Bardwell and Andrew said that the shared services group have met with the people from the Collins Center and organized next steps. First, a contract will be created between the two towns to address Greg’s administrative work for Buckland. Currently, Greg is spending five hours per week doing administrative work for Buckland, which that town feels is not enough for the longer term. During the next year Buckland should share in the chief’ salary as well as his time. Buckland has budgeted for that. A contract between the two towns will be discussed at a future meeting. A contract of this type does not need Town Meeting approval.

**Highway Department** – The MassWorks grant for the reconstruction of Little Mohawk Road has been approved but the funds have not been received. In order for the work to proceed there is a need to borrow a short-term note against the grant. Terry will place an article on the annual town meeting warrant to authorize short-term borrowing.

**Appointments:**

**5:45 pm Jessica Atwood& Laura Christopher RE: MassDevelopment Economic Development administration Grant and Regional Economic Org. Project** – Laura, of MassDevelopment, is looking for the opportunity to partner on a new pilot program. MassDevelopment has a program for gateway cities, which are larger cities. Now something similar is in place for smaller towns call the Portico Project. A person, funded by MassDevelopment, would facilitate partnerships, development work, community engagement, and focus on priority projects in a defined area. Partnerships would be built and plans implemented in a way that would be sustainable. Shelburne Falls was one of only four communities in the state selected for the program. This is a pilot phase so there is no expectation of funds from the towns. A motion was put forth by Andrew to support a group application for the Transformative Development Initiative, a program that Shelburne would happily join, if selected and that the Board will send a letter of support. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

Jessica said that a Shelburne project, applied for last fall under the Rapid Recovery Project, was selected for funding. A sum of $19,000, to be shared with Buckland, was granted to create temporary seasonal outdoor space. The money is to be used for equipment such as jersey barriers, tables, etc. needed to create the space. The other component is to have a public art project. The funds must be used by June 30. Jessica needed to know locations for such a site, what equipment the town might need, and what group to work with. Locations include the former Singley lot, and perhaps the area near the Visitor’s Center. Margaret suggested the area behind the Arms Library, which is owned by the town. Jessica explained that public art could be anything like a mural, a fun crosswalk, sculpture, or a performance. She suggested soliciting proposals. Jessica will work with the Selectboard on this project.

The Village Task Force is almost complete with 10 of 11 spots filled. The only open spot is for a Buckland public official. The first meeting will be scheduled soon.

**6:15 pm High River LLC RE: Public Hearing for Sunday Entertainment License for “Sunday Stroll” Summer Music Series** – The hearing was opened at 6:15 pm by Bob Manners.

Crystal Stinson, the owner of Bridge Street Bazaar would like to use the area behind the building for a 10-week Sunday afternoon music and craft market series, from noon until 5 pm each week. Some evening music events would be held from 5 pm until 8 pm. The series would start just before the Fourth of July and end on Labor Day weekend. The space is about 50 feet square. Crafts tables would be arranged along the edges of the space. Andrew said the music would be a draw for commercial businesses in the area but wondered how residents might feel. He suggested approving one event as a trial run before approving a 10-week series. Crystal said if a trial run were to happen it should be done in May since the bands for the summer series are tightly booked. Bob mentioned an unsanctioned music event that was held last year. Greg Bardwell said the police received calls about that event since the music went late. The proposed events are to be over by 8 pm. His two concerns were not having the music go beyond 8 pm and alcohol consumption. Shelburne has an open container law. Crystal said they were not planning to serve alcohol but if they did, they would obtain the proper licensure and, there would be a person in place to make sure no one left the area with alcohol. Abutter Nina Talayco said she had talked with neighbors on Water Street who felt that everyone had to listen to the music whether they wanted to or not. She said when amplified music was played she had to close her windows. She said it even impacts visitors to the Bridge of Flowers. Nina felt that having music every weekend would change the character of the town. Crystal said that seven of the 10 weeks would have only acoustic music, and she would keep the dialogue with the residents open and ongoing. Bob saw no problem with the acoustic events but was struggling with the amplified ones. It was felt that a one-time trial run wouldn’t necessarily give a true reading on residents’ reactions and that the whole series should be approved and evaluated. Greg said if people didn’t like the events they would definitely let the police know about it. It was decided to have only two amplified events on the weekends closest to the Fourth of July and Labor Day and change the proposed July 10 amplified event to an acoustic event. A motion was made by Andrew to approve the Entertainment License for High River LLC according to the plan presented with the exception that the July 10 event would be changed from an amplified to an acoustic event. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

Crystal questioned what type of permits might be needed to the July 10 Porch Festival, which takes place mostly on private properties. Terry said that typically permits are only issued to commercial businesses not to private properties. Crystal asked about using the Memorial Hall balcony for Porch Fest. Since the Memorial Hall Association is not currently able to hold events, that request would be up to the Selectboard.

**Old Business:**

**West County Senior Services District Public Forum Schedule** – Public forums to discuss the formation of a West County Senior Services District have been scheduled for Ashfield, Buckland, Shelburne Falls and Shelburne Center. A mailing to all residents will most likely be going out next week. Town Counsel Donna MacNicol has made some minor changes to the document, as did the Town Counsel for Buckland. The forums may result in the need for other small changes.

**Town Hall RE: Re-Opening – May 2nd Mondays & Thursdays 8 am until noon** – Terry reported that all but one office is now ready for re-opening and that one will be finished soon. Per recommendation of the Health Agent, the Memorial Hall Association is still on hold in terms of holding large gatherings. The use of the balcony for Porch Fest is up to the Selectboard. The Building Inspector will be asked to check it for safety.

**Pre-Town Meeting Forum, May 26, at 6:30 pm Buckland-Shelburne Elementary School Cafeteria –** Andrew asked if people would be able to attend via Zoom as there are still many people who are avoiding large, indoor gatherings. Terry will explore technology needs in order to make that happen. She will also contact Falls Cable. Topics to be discussed may include, police regionalization, CPA, senior services district, a gift of land, potential lease of Singley lot, and zoning by law changes.

**New Business:**

**Energy Committee RE: Energy Advocate Position/MassSave Community First Grant** (John Walsh, Energy Committee) – The committee has received a $15,000 MassSave Community First grant. $10,000 of that grant is to be spent on an outreach coordinator who is to work eight hours per week. The committee interviewed two people and voted to hire Cynthia Boettner. A motion was put forth by Andrew to accept the Energy Committee’s recommendation to hire Cynthia Boettner as outreach coordinator. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0. John had questions about how Cynthia was to be paid and how a press release was to be handled.

The Energy Committee is hoping to apply for a Green Communities grant for Cowell Gym. The application is due in two weeks, but the committee does not have all the necessary information. If the deadline is missed, there is another opportunity to apply in September. If the grant comes through, the Energy Committee will recommend mini-splits for the gym and part of the basement. They would recommend leaving the old oil burner in place in case it is needed to heat part of the basement.

**FY’21 CDBG Grant Administration Proposal Award** – The town went out to bid for proposals to administer the grant. Breezeway Farm Consulting was the sole proposer. Given the past successes in working with them, Terry highly recommended that they be awarded the position. Breezeway has a fixed fee of $36,000, which is within the budget. A motion was put forth by Andrew to accept Breezeway Farm Consulting as the FY’21 CDBG grant administrator This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

**Bridge Street Trees**: The Bridge Street tree planting, part of the previous CDBG, will tentatively take place in early May.

**Review of FY’23 Proposed Budget Materials** – All capital requests came from the Highway Department. There are questions about how to handle funding for the proposed pole barn and about how to avoid having overlapping truck replacement costs. This will be discussed at a joint Selectboard Finance Committee meeting on April 25th. Terry said it was time to start planning for other “big ticket” items such as windows for Cowell Gym and the Senior Center. Such items would take five or more years to pay off. She said it was hard to plan when other capital requests come unexpectedly.

**Any Other Business:**

**Senior Center Outreach Coordinator** – Senior Center Director Juli Moreno has flagged four resumes for interviews. Terry asked if the Board would want to get involved with the interview process from the start or would they prefer to wait until the field was narrowed down to two candidates and have a second round of interviews. The Board agreed to a one-step interview process if that were possible. Interviews will be tentatively scheduled during the last week of April.

**Correspondence:** None

**Public Comment:** None

**Adjournment**: At 7:35 pm a motion was made by Margaret to adjourn the meeting. This was seconded by Andrew. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary