**Selectboard Meeting Minutes May 20, 2024 Zoom Teleconference 5:30 pm**

**Call to Order**: Andrew Baker called the meeting to order at 5:30 pm. Others present: Selectboard member Rick LaPierre and Town Administrator Terry Narkewicz.

A motion was put forth by Rick to approve the minutes of May 6 and May 13. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Department Liaison Reports:**

**Town Hall** – Rick will be meeting with Terry and Treasurer/Collector Angel Bragdon next week to discuss tax collections and town-owned property.

**Emergency Management** – EMD Tom Williams had an informational display, with information on the Emergency Operations Center, at Town Meeting. He signed up 17 people for the emergency blackboard connect system, handed out 94 emergency information cards, and a lot of other publications. Tom and Fire Chief John Taylor are planning for an emergency operations center rehearsal in early June. Tom will be having office hours on Mondays from noon until 4:30 pm.

**Pratt Library** – Andrew has asked that a meeting be scheduled to move forward with the grant-seeking program for the library elevator.

**FRTA** – Andrew has been acting as liaison to the FRTA. He asked Rick to fill in for him at the next meeting, which will be happening later this week.

**Memorial Hall** – The protocol for using the elevator may need tightening up. A service call was placed when the elevator car appeared stuck on the second floor. The technician discovered that someone had locked the elevator by placing the interior key in “independent service” mode. Terry noted that the key(s) should only be used for the interior lights and “run/stop” operations.

**Appointments:**

**5:45 pm Representative Natalie Blais RE: Annual Visit** – This is Natalie’s annual visit with the Board to catch up and answer any questions. Rick and Andrew thanked her for the effort she puts in representing Western Mass towns. Andrew mentioned three projects that are in the works, all of which need further funding: the renovation of Memorial Hall Theater, replacing decades-old equipment at the sewer pumping station, and the replacement of the Arms Library elevator. Natalie promised to keep an eye out for funding sources. Natalie reported that the House just worked on the FY’25 budget. She was able to get $25,000 for the Mary Lyon Foundation and $25,000 for Mohawk to continue sustainability work. The house has significantly increased per-pupil aid. Natalie and Senator Jo Comerford have created legislation for a Disaster Relief Fund. The House budget includes $124 million for that new fund.

**6:00 pm Jeff Boettner & John Walsh RE: Eversource Letter & RTE Contract** – A draft of a professional services agreement for conversion to LED lights was sent to the Board. John said the plan is to eliminate seven existing lights. He asked if a public hearing was needed and if so, when it should happen. His recommendation was to sign a purchase and sale agreement with Eversource. Andrew asked about the timing of the purchase and sale, the necessary public hearings for removal of lights, and the decommissioning process. Jeff said the decommissioning would not impact the purchase process and the purchase and sale agreement would not trigger anything. John Walsh suggested waiting until the next meeting before signing the purchase and sale agreement as he still wanted some more information.

As for the contract with RTE, they are a state-approved company and there is no need for another bid. All agreed that it would be best to continue working with RTE. Terry will set up pole hearings. All seven lights can be discussed at one hearing. Abutters will be notified. RTE will be named as the contact with Eversource, but a town contact will also be named. Jeff mentioned that a storage area for lighting inventory will be needed, perhaps at the highway department.

**6:20 Chad Flasinski RE: Public Hearing Transfer of Liquor License, 24 Bridge Street** – The hearing was opened at 6:22 pm. This would be the transfer of a full liquor license. Chad plans to offer draft beer, a small selection of local brews, and pre-made cocktails from a New York business called Wandering Barman. Chad has done the requisite training. Once hired, his staff will also get the training. Chad has worked in the culinary field since 1998, including work at Cafe Martin. West End Pub, Crumpin Fox, and Zeke’s Restaurant. Terry said his application is in order and will be submitted to Boston for review. There were no public comments. A motion was put forth by Rick to approve the transfer of an on-premise, all-alcohol license to Chad Flasinski of the Hot Fire Bar and Grill at 24 Bridge Street. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0. The hearing was closed at 6:30 pm.

**Old Business:**

**RFP for Proposed Solar Array for Highway Pole Barn Roof RE: Award** – One proposal was clear as to the price and what might be expected for rebates. The other proposal did not mention tax credits or rebates. Andrew was concerned that the RFP included a request for services on rebates and neither proposal gave as much information as hoped. Andrew’s view was that rebates were a big piece of the project. Rick noted that both proposals said the town should consult a tax attorney. John Walsh said neither proposal offered any help with rebate paperwork. He said one proposal was for $3.24 per watt and the other was for $2.94 per watt. The Board, along with John Walsh and Jeff Boettner, discussed various technical aspects of the proposals. At a previous meeting, the four people reviewing the proposals were split on which one to pursue. John said that, technically, the proposals were both good. The higher cost proposal would also produce more energy but it was calculated that the benefit of the extra energy would not be enough to offset the higher bid price. It was decided to go with the lower bid. A motion was made by Rick to award the contract for the solar installation at the highway department pole barn to PV Squared. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Police Services Advisory Committee Representation – Ken Eisenstein** – Ken has expressed interest in serving on the committee. Rick said he sounded like a great addition. A motion was made by Rick to appoint Ken Eisenstein to the Police Services Advisory Committee. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0. The committee is now complete.

**Pocket Park Use/Rules for Consideration** – This item has been tabled until June. It was noted that Tech students were at work today. The hope is still to have the pavilion completed before school lets out for the summer.

**Schedule Joint Meeting w/Finance Committee & Auditors** – Terry has not heard back from the Finance Committee regarding a possible meeting date. She will schedule the auditors for a future Selectboard meeting and hope the Finance Committee can attend.

**New** **Business:**

**Proposed Personnel Policy Revision RE: Defining “On-Call” Status** – The Board had reviewed language written by Town Counsel regarding on-call status. It included parameters for when an employee is put on-call. Both Rick and Andrew were happy with the language. A motion was put forth by Rick to accept the recommended change to the Shelburne personnel policy with regard to restricted on-call status. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Brick and Feather Brewery RE: One Day Liquor License** – Brick and Feather is located in Turners Falls. They would like to participate in an event at Apex Orchards on August 31. A motion was put forth by Rick to approve a one-day liquor license for Brick and Feather Brewery for August 31. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Parade Permit Request RE: 44th Annual Bridge of Flowers Road Race 8/10/2024** – The permit request has been approved by the police. A motion was made by Rick to approve the request to close various streets for the annual road race on August 10, 2024. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Community Clothing Closet RE: Request to Open One Saturday per Month (9 am to noon)** – The organizers of the clothing closet feel that the hours need to be expanded to better serve the public. John Walsh said he had no problem letting that happen. The room is usually accessed via the food pantry area. John will set up a different route for use on Saturdays. A motion was put forth by Rick to approve the request to open the Clothing Closet one Saturday per month. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Community Public Health Services RE: Regional Opioid Shared Spending Plan** – CPHS, which is made up of 15 towns, will be receiving $623,824 over the next nine years. The hope is to put the money to the best use by doing regional programs, rather than each town doing programs on their own. The plan for the first year would be to offer three different programs – a recovery project, moms who care, and the Center for Human Development. The Board of Health has already offered its support for the regional programs and it is hoped the Selectboard will support the programs as well. A motion was made by Rick to support the shared spending plan as proposed by the CPHS. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Town of Charlemont RE: Renewal of Transfer Station Lease – Five Year Term** – Nothing in the lease had changed except for the dates. It was noted that the lease clearly states that the facility is for the use of Charlemont and Shelburne residents only. A motion was put forth by Rick to renew the transfer station lease, as presented. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Jim Perry, Open Space Committee RE: Installation of River Sign on Bridge Street** – The Open Space Committee has voted to place a small, 1 ½” x 5 ½” x 3’, sign on the sidewalk railing opposite Mechanic Street identifying that the river in view is the Deerfield River. Jim Perry made the sign and said that it was surprising how many people don’t know what river it is. A motion was made by Rick to authorize the Open Space Committee to install the Deerfield River sign on Bridge Street. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Element Brewing RE: Request for a One Day Wine & Malt License at Apex Orchards** – Apex Orchards has invited Element Brewing to pour at two events, one on September 1, the other on September 8. Apex will set up the area and Element will provide the beverages. Both Apex and Element are experienced and have good reputations. A motion was made by Rick to approve one-day wine and malt licenses for Element Brewing, at Apex Orchards, on September 1 and 8. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

**Any Other Business:**

**Holly Sontag RE: 21 Church Street Wall and Sidewalk** – Holly owns the home at 21 Church Street. She explained that storm water runoff comes down Church Street and ends up in the yard. The water is causing issues with the foundation of her house. She plans to have the foundation repaired but her contractors are concerned that a nearby wall could be damaged in the process and Holly wants to know who owns the wall. Rick researched the deed to the property and found that Holly owns the wall. There is also some concern about what might happen to the town-owned sidewalk adjacent to the wall, if the wall were to be damaged. Terry will arrange a site visit with Rick, Andrew, and Mark Shippee to study the situation.

**Next Meeting** – The next Board meeting will be on June 3, at 5:30 pm via Zoom.

**Correspondence:** None

**Public Comment:** None

**Adjournment**: At 7:25 pm a motion was made by Rick to adjourn the meeting. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes. Motion passed 2-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary