**Selectboard Meeting Minutes August 12, 2024 Zoom Teleconference 5:30 pm**

**Call to Order**: Rick LaPierre called the meeting to order at 5:31 pm. Others present: Selectboard members Andrew Baker and Tricia Yacovone-Biagi, and Town Administrator Terry Narkewicz.

A motion was put forth by Andrew to approve the minutes of July 29. This was seconded by Tricia. Roll call vote: Rick – yes; Andrew – yes; Tricia – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Town Hall** – Tricia spoke with the Tax Collector about inserts in the town tax bills, once again. Such enclosures need to be approved by the Selectboard. Any inserts for the December mailing would need to be approved by the Board by November 4. Inserts for the June mailing would need approval by May 5. Terry agreed to provide members of the Energy Committee with this information.

**Emergency Management** – Tricia reported that the Comprehensive Emergency Management Planning document is being updated, section by section, with the goal of having it completed in mid to late September. The Selectboard should look at it, as their roles, in case of an emergency, are described. EMD Tom Williams met with Nathan Moreau, the local MEMA coordinator. They are working on a tabletop exercise scheduled for October 17. Selectboard members, department heads, and the Emergency Management Committee should plan to attend on October 17. There will be two rehearsals prior to that date. A Facebook page for emergency management is in the process of being created. Tom has submitted the FY’23 EMPG reimbursement request. The state has created a permanent disaster relief and resiliency fund. It is only a one-time transfer of funds and will likely be used up quickly It is not clear when those funds will become available.

**Highway Department** – Andrew met with Jeff Johnson who seems to be settling in well. Jeff is working on several projects. The solar project is coming along. Jeff obtained three quotes for a single overhead door for the pole shed, so that a secure storage area can be created. The sign for the pocket park is ready to be installed. Two Chapter 90 projects, one on Cooper Lane the other on Fiske Mill Road, are being finished. Once done, there will be about $126,000 remaining in Chapter 90 funds. There has been a culvert failure on Patten Road. FRCOG has done a culvert assessment which may be of use.

**Police Department** – Detective Tucker Jenkins is the recipient of the Children’s Advocacy Center’s Champion of Children Award. He will be honored at a breakfast at GCC, next month. Detective Jenkins currently has over a dozen active cases involving children.

**Appointments:** None.

**Old Business:**

**Shelburne’s Americans with Disabilities ACT (ADA) Self-Evaluation and Transition Plan RE: Public Comment Period Ends August 12, 2024** – The public comment period is now over. Terry said only one comment had been received via telephone from a Northampton resident who was concerned that many of the businesses in town are not accessible. Terry asked the individual to submit her comments in writing yet, nothing was received. A motion was made by Andrew to adopt the document as presented. This was seconded by Tricia. Roll call vote: Rick – yes; Andrew – yes; Tricia – yes. Motion passed 3-0-0.

**Police Chief, Greg Bardwell RE: Ice Cream Vending** – Andrew said that Chief Bardwell has a detailed process as to how to create a bylaw to allow background checks to be conducted. This will be discussed at a future meeting.

David Kong had been denied a license to operate an ice cream truck because the town does not have the necessary bylaw to allow a state-mandated fingerprint background check of ice cream vendors. Mr. Kong later said he had a license from Charlemont and had learned that a license from one town would be acceptable in another town. Chief Bardwell has now heard from the acting police chief of Charlemont. The state-mandated process was not followed in Charlemont. Further, the license issued by Charlemont has now expired and the town will not renew it. Shelburne cannot grant the request for an ice cream truck due to the lack of a license elsewhere. This will be communicated to Mr. Kong. He is welcome to reapply once, or if, Shelburne gets the required bylaw in place. Rick noted that other fully licensed ice cream trucks have been in town in recent months for special events.

**New** **Business:**

**Old Greenfield Road Safety Improvements RE: Bid Award** – Five companies submitted bids for the project. The low bidder being Warner Brothers from Sunderland, with a bid of $723,923. FRCOG’s Procurement Officer, Andrea Woods recommended that the bid be awarded to Warner Brothers. A motion was put forth by Tricia to accept the bid of Warner Brothers, for $723,923, for safety improvements for Old Greenfield Road. This was seconded by Andrew. Roll call vote: Andrew – yes; Tricia – yes; Rick – yes. Motion passed 3-0-0.

Old Greenfield Road resident Connie Clarke has expressed concerns about knotweed growing in an area where fill was deposited over an embankment, by the town crew, on or near her property. Ms. Clarke would like the Town to address the issue without the use of toxic herbicides. Jeff is reaching out to a handful of individuals who specialize in the removal of invasive plants. Other options for remediation include removing the soil or smothering the plants with a heavy black plastic. Highway Superintendent Jeff Johnson hopes to address the problem before Warner Brothers begins construction. Because wetlands are involved, Jeff was asked to meet with the Conservation Commission. The Commission will be meeting on August 13.

**Any Other Business:**

**Senior Center Driver** – Senior Center Director Juli Moreno has asked permission to hire a per-diem back up driver. She would like to offer the position to Beverly Finnivan at a per diem rate of $18/hour. A motion was made by Andrew to authorize the Senior Center Director to hire Beverly Finnivan as a per diem FRTA driver. This was seconded by Tricia.Roll call vote: Andrew – yes; Tricia – yes; Rick – yes. Motion passed 3-0-0.

**Old Village Road Closure** – Jodi Lewandowski has asked if Old Village Road could be closed on September 21, from 4:30 to 7 pm for the purpose of holding a neighborhood picnic. The Board questioned whether the road needed to be closed or whether neighbors could offer space for parking, tables, etc. Rick was concerned that closing even a portion of a road would be precedent setting and wondered about the need for police officers at each end of the road. Andrew mentioned that Mechanic Street was often closed for Halloween and thought maybe barriers and signage would be all that was needed. Tricia thought perhaps the road could be limited to one lane in the area of the picnic. Police Chief Greg Bardwell should be asked for his thoughts on this matter. Andrew suggested that Jodi should poll the neighbors about the road closure and report back to the Board. Terry mentioned the example of the Bridge of Flowers road race. That event is widely publicized and the roads are only closed for a short time, yet many complaints are received each year. Tricia felt closing the road for a private event was not a good idea and mentioned safety issues. Andrew suggested having Jodi come to a meeting to explain why closing the road was necessary. Since both Rick and Tricia were opposed to closing the road, Rick felt that asking Jodi to poll the neighbors and speak with the police wasn’t worth it without the support of the Selectboard. Terry was asked to respond to Jodi. A motion was made by Andrew that the Board deny the request to close Old Village Road. This was seconded by Tricia. Roll call vote: Andrew – no; Tricia – yes; Rick – yes. Motion passed 2-1-0.

**Pocket Park Sign** – The Board discussed the placement of the sign and decided it should be placed near the trash receptacles on the Foxtown side of the park. Andrew will follow up with the Highway Department.

**Next Meeting** – The next Board meeting will be on August 26, at 5:30 pm via Zoom.

**Correspondence:** None.

**Public Comment:** None.

**Adjournment**: At 6:30 pm a motion was made by Tricia to adjourn the meeting. This was seconded by Andrew. Roll call vote: Rick – yes; Andrew – yes; Tricia – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary