**Selectboard Meeting Minutes June 16, 2025 Zoom Teleconference 5:30 pm**

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

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

**Department Liaison Reports:**

**Visitor’s Information Center –** Terry reported that work on the building started today and appears to be close to being finished. She has reached out to the painter, telling him that he will soon be able to start. The owners of the adjacent property would like to remove two or three trees that are on their property but are close to the Visitor’s Center. They hoped costs could be shared. Terry will meet with them and Rick said he would look at the site.

**Iron Bridge** – A routine Mass DOT inspection has found deficiencies in the walkway on the south side. Repair work will be scheduled.

**Highway Department** – Equipment demonstrations by the laborer candidates have taken place. An offer has been accepted by one of the applicants. Two weeks are left in the MassWorks grant for Old Greenfield Road. Jeff Johnston is using the remaining funds. The crew is fixing various washouts with stone. Jeff is working on a vegetation management plan for the Mass Department of Agricultural Resources. Once the plan is approved, knotweed treatments can continue. Jeff and Terry are working on $1 million bridge grant.

**Sewer Commission** – The Commissioners are working on a job description for a new administrative assistant.

**Memorial Hall** – The contractors are at work. They have unhooked eight radiators which will need to be declared as surplus. A motion was made by Rick, seconded by Andrew to declare the Memorial Hall radiators as surplus. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0. Andrew suggested seeing if anyone wants any of the radiators before they are scraped.

**Pratt Library Committee** – It was agreed that the same person who is planning to discuss shared services with Buckland should be the liaison to the Pratt Committee, as the Arms Library is one of the shared services. Andrew agreed to do this.

**Tax Title Property, 49 Mechanic Street** – After Town Meeting failed to pass the vote for funding more exploration of the property, some citizens have offered to donate funds to pay for a survey. Habitat for Humanity is willing to sponsor a private initiative to do the survey. People could make a tax-deductible donation to Habitat and once enough funds had been gathered, Habitat would hire a surveyor to do the work. Andrew felt because this is town property, the Board should endorse the initiative. Rick preferred to bring this up again in two weeks when the full Board would be present.

**Mohawk Trail Regional School District Personnel Negotiations Subcommittee**: Rick said that a settlement agreement had been reached. It will be voted on by the union. Results are expected in July.

**Franklin Regional Transportation Authority Advisory Board:** The next meeting will be September 18.

**Police and Police Services Advisory Committee:** The June 4 meeting failed to reach a quorum. No new meeting date was set. It was the opinion of those in attendance that the Chief could start the process of finding a qualified administrative assistant. The committee needs to begin work on updating the renewal of the three-year inter-municipal agreement for police services between Buckland and Shelburne.

**Appointments:**

**5:45 pm Eversource/Verizon Pole Hearing RE: (1) Pole Mohawk Trail –** The hearing was opened at 5:45 p.m. by Rick. No one from Eversource was present. The proposed new pole would be opposite Catamount Traders. It would facilitate connecting to a new pole, which would be located on private property to service a new building. The new pole would be located on the south side of Mohawk Trail, possibly in the state right of way. A motion was made by Andrew to approve the new pole as shown in the plans provided by Eversource. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

**6:00 pm Linda Overing RE: FY’22/23 CDBG Public Hearing –** The hearing was opened by Rick at 6 pm. One letter, from Ellen Jenkins, had been received and shared with Linda. Also present were Highland Village residents Penny Clark and Edwin Sauce, Tom Coy from Franklin County Housing and Redevelopment, and Frances Hall from Community Action Pioneer Valley. The hearing was required as part of the CDBG process to report on progress and receive input. In 2016 engineering was done for upgrades to Highland Village bathrooms and kitchens. Because the bids came in too high only the bathrooms were done. Eventually two years of CDBG funds were used to finish the project. Tom said construction in the kitchens is being done in phases, five units at a time. Residents are moved into hotel units, then moved back to their homes following construction. Tile, cabinets, range hoods, countertops, and flooring are being replaced. Edwin Sauce mentioned that there was a problem with the floor in his main room. He was told that was not part of the project but Tom would submit a work order to get the floor fixed. The project is expected to be finished by the end of November. At that time the hotel units will be rented out as regular units. Frances reported on the West County Food Pantry, where since October 2023, 137 Shelburne residents have been served, averaging 24 meals per person per month. Bi-weekly deliveries are available with 17 Highland Village residents getting deliveries. There were no questions. The hearing was closed at 6:20 pm.

**6:20 pm Linda Overing RE: Discussion – Future of CDBG Grants** – After helping the town, with grants, for over 20 years, Linda is retiring. She explained that the Shelburne demographic has changed a lot in that time. When she started the town was high need, with many low or moderate-income families. That is no longer the case so Shelburne is no longer as competitive for the grants as they tend to go to the neediest communities. In order to get CDBG, fully engineered plans are helpful but towns often don’t want to pay for engineering for projects that may not get grant funded. Also, the amount of the grants is now less. Shelburne’s priorities may not match with CDBG priorities. Linda said a lot of towns are now setting aside funds at Town Meetings for grant matches or engineering services. Andrew thought setting aside funds was a good idea and is helpful in getting all sorts of grants. He and Rick thanked Linda for her great work over so many years.

**Old Business:**

**Highway Laborer Position Update – Employment Offer in Process** – An offer has been accepted by one of the applicants. It is anticipated that he will start in July.

**Transfer Station Attendant RE: Schedule Interviews** – Pending the availability of the applicants, interviews will be done next week.

**New** **Business:**

**Element Brewing RE: One Day Beer & Wine License – Apex Orchards 8/24/25** – All the paperwork for this license is in order. Apex has hosted several of these events and there have been no problems. A motion was put forth by Andrew to approve the one-day beer and wine license for Element Brewing for 8/24/25. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

**Shelburne Grange RE: 4th of July Parade Permit** – The parade will line up in Buckland at 11 am and step off at noon, crossing the Iron Bridge and proceeding to BSE. The police have signed off on this event. A motion was made by Andrew to grant the parade permit for the July 4th event. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

**Any Other Business:**

**Cultural Council Appointment** – The Cultural Council has requested that Diane Johnson be appointed to fill the final spot on the Council. She has an impressive background. A motion was put forth by Andrew to appoint Diane Johnson to the Cultural Council. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

**Pocket Park** – Three quotes are needed for excavating work at the park, to reshape the contours of the land. Dick Hillman is willing to do the work, but two more quotes must be sought. A conduit to bring electricity to the site will be installed while the area is dug up. Andrew was reminded that the funds for this project must be spent by December 31. Terry will try to get the required quotes. Also needed are updated quotes from Ashfield Stone and from Kay Cafaso for trees and plantings.

**Senior Center Consortium Termination Agreement** – With the West County Senior Services District about to start on July 1, the consortium agreement needs to be terminated so the district can proceed. A motion was made by Andrew to terminate the Senior Center Consortium Agreement. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

**Next Meeting** – The next Board meeting will be on June 30, via Zoom.

**Correspondence:**

**Richard Grant RE: Resignation from Part-time Positions** – Richard will be resigning from his work at the transfer station and from doing winter snow and ice removal. His resignation was accepted with regret and thanks for his steady presence.

**Deborah Phillips RE: Short-term Rentals** – It was felt that the proposed bylaws, passed at Town Meeting, should address many of her concerns.

**Mass DOT Municipal Small Bridge Award Phase 1 – Dragon Brook $100,000 –** This award to for engineering for the temporary bridge over Dragon Brook.

**Mass DOT** **Municipal Small Bridge Award Phase 2 – Dragon Brook $385,000** – This award is for bridge repair in the area near the Shelburne Free Public Library.

**Public Comment:** None.

**Adjournment**: At 6:55 pm a motion was made by Andrew to adjourn the meeting. This was seconded by Rick. Roll call vote: Andrew – yes; Rick – yes. Motion passed 2-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary