**Select Board Meeting Minutes June 30, 2025 Zoom Teleconference 5:30 pm**

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

A motion was put forth by Andrew to approve the minutes of June 16 and June 23. This was seconded by Rod. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Emergency Management** – EMD Tom Williams would like to hold table-top exercises in mid-September and again in January.

**Veteran’s Service Center** – Rodney has contacted the service center but has not yet heard back from them.

**Pratt Building Committee** – The committee will be meeting soon.

**Memorial Hall** – Andrew reported that work is progressing smoothly. A new floor is being laid in the lobby.

**Highway Department** – The crew is doing road patching and cleaning up the final touches on Old Greenfield Road. The legislature has approved $7 million for dirt roads. Rick said he has signed the orders for the two new vehicles which were approved at Town Meeting.

**Transfer Station** – Terry said that 415 transfer station tags have been distributed. The new attendant is being trained.

**Mohawk Trail Regional School District Personnel Negotiations Subcommittee** – Rick said the union has agreed to terms. The contract now goes back to the School Committee.

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

**Police Department** – Chief Bardwell is looking into modernizing time sheets. When Buckland and Shelburne merged departments, Buckland supplied two tasers. With six full time and six part time officers, two tasers are not enough. Thanks to the efforts of Sergeant Kurt Gilmore, who worked on getting enough tasers for everyone, the town now has enough tasers, donated by various departments, for everyone. The value of the donated tasers is $24,522.

**Police Services Advisory Committee –** The past three meetings have not been able to have votes taken due to lack of quorums. No new meeting date has been set. The group needs to discuss hiring an administrative assistant and updating the inter-municipal agreement.

**Appointments:**

**5:45 pm James Boehmer RE: Accessing Property at 22 Baker Ave** (Town Counsel, DonnaMacNicol) **–** Jim owns property at 18-22 Baker Avenue. The rear of the property is adjacent to the town-owned parking lot. He said due to the configuration of the property is it hard to park cars and the property is difficult to access. He hoped to be able to create a space for his tenant to park and had started to construct a car port. Jim asked for a curb cut near the EV charging station so he could access his property. Apparently, some people were upset when Jim blocked off two parking spaces to build the carport. When the Building Inspector was notified a cease and desist order was issued and Jim was told to remove the partially built carport. Rick did not want to set a precedent by allowing a resident to access property through a public lot. Jim said he could not access the property from Baker Avenue due to trees and gardens being in the way. Donna said it was not clear that allowing access from a public lot was doable and encouraged Jim to make use of his frontage on Baker Avenue to access the property. She felt a parking area could be created behind his house. Donna said there were a lot of legal issues involved. The partially built carport is in the setback and that is not allowed. Jim could apply for a variance but Donna did not believe one could be granted. She said the parking lot was not an appropriate place for a curb cut. Town Meeting would need to approve an easement. There would also be liability issues. Jim said there were other places that allowed this sort of access and said he would like to talk with the ZBA. Rodney said he didn’t want the town to lose any more parking spaces, but going to the ZBA would be OK with him. Rick said the Board needed to follow the legal advice of Town Counsel.

Andrew said the Board should look into the issue of long-term parking in town-owned lots. The town has no bylaw regarding long-term parking. Donna said a bylaw could be drafted and the police could keep track. Rick said there have been three registered vehicles parked near the EV charging station for a long time and it is known who owns them. A letter could be sent to the owners asking that the vehicles be moved. Donna said a letter could say that the vehicles are not allowed to stay there on a long-term basis and if they are not moved formal action can be taken. Andrew thought a letter should go out and that a bylaw should also be drafted. Terry will write a letter. The Attorney General’s office will be contacted to see if they have an approved long-term parking bylaw that could be used as a template.

**Old Business:**

**Transfer Station Attendant RE: New Hire Bailey Cole** – Bailey has been training with Joe Giard and will officially begin work next week. Andrew asked if there were any backup attendants in place. Rick said there was nothing official buy they had people who would volunteer to help as needed.

**Pocket Park – Landscaping Proposals –** Landscaping RFPs are due to be returned by July 21, at 2 pm.

**Visitor’s Information Center –** Terry reported that the siding and new windows are complete. It is hoped that painting will be done in a few weeks.

**Reminder to Boards and Committees to Utilize Town Website for Postings & Minutes –** In February a memo was sent to all Boards and Committees concerning the use of the website. It has not been completely successful. Terry will resend the memo.

**New** **Business:**

**MassDOT & FRTA RE: Proposed Improvements to Bus Stop on Bridge Street** – The DOT has proposed to increase the bump out near the Senior Center and create an island across the nearby sidewalk. The latter is intended to slow traffic. The Board did not think either of those actions would affect the bus stop, which is near the Arms Library, and it would impeded snow plowing. Andrew felt that without having resident or business input it as impossible to know if the community was in favor of the changes. He thought the matter should be brought to the Planning Board so a public hearing could be held. Rick said the DOT wanted an answer by July 1. A motion was put forth by Rod, seconded by Andrew, that the Selectboard is not in favor of the proposed changes and does not recommend that they proceed, however if the DOT cares to pursue the matter through the Planning Board and get more input, they are welcome to do that. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**End of Year Budgetary Transfers** – Three budget transfers, ranging from 21¢ to $500 were presented. The $500 was to transfer funds from the street light account to the legal expense account. A motion was made by Andrew, seconded by Rod, to approve the budget transfers as presented. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Buildings, Facilities & Grounds Laborer RE: Position Description** – While Shelburne has been fortunate to have two or three people and volunteers do a lot of maintenance work, a specific person is needed. The person would do plumbing, carpentry, painting, lawn care, snow removal, and other similar tasks. A motion was put forth by Rod, seconded by Andrew, to create and advertise the position of Buildings, Facilities & Grounds Laborer. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Annual Appointments** – The Board was given a list of annual appointments, which are largely filled by incumbents. A motion was made by Andrew, seconded by Rodney to reappoint, for one year, those people currently listed. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0. A motion was made by Andrew, seconded by Rodney to reappoint, for three years, those people currently listed. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0. A motion was put forth by Andrew, seconded by Rodney, to reappoint Eric Lucentini to the ZBA for a five-year term. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0. A motion was put forth by Andrew, seconded by Rodney, to reappoint the appointed officials as presented. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Any Other Business:**

**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 even though this would cost the town nothing. A survey would determine if the lot is buildable. The Board acknowledged the plan and supported it.

**Next Meeting** – The next Board meeting will be on July 14, via Zoom.

**Correspondence:**

**Larry Flaccus RE: Resignation from Open Space Committee** – Larry has resigned because he has sold his farm and is moving out of town. A motion was made by Andrew, seconded by Rodney, to accept the resignation with regret and thanks for his service. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Edith Bingham RE: Resignation from Community Preservation Committee** – A motion was made by Andrew, seconded by Rodney, to accept the resignation with regret and thanks for her service. Roll call vote: Andrew – yes; Rodney – yes; Rick – yes. Motion passed 3-0-0.

**Public Comment:** None.

**Adjournment**: At 7:04 pm a motion was made by Rodney to adjourn the meeting. This was seconded by Andrew. Roll call vote: Rodney – yes; Andrew – yes; Rick – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary