

**Board of Selectmen
Minutes
November 12, 2008
Center School Offices
7:00 p.m.**

Select Board Chair Alan Sanderson, Jr. called the regular meeting of the Board of Selectmen of the Town of Whately to order on Wednesday, November 12, 2008 at 7:00 p.m. Also present were Selectmen Paul Newlin and Jonathan Edwards, Town Administrator/Town Clerk Lynn Sibley, and Municipal Secretary Barbara Hancock. Vendor and payroll warrants were reviewed and signed. Minutes from the October 14th and October 28th meetings were accepted as written.

Town Administrator, Lynn Sibley: Trench Regulation – The Selectmen reviewed information about the new trench regulation sent from the Department of Public Safety in response to FrCOG’s request for clarifications. Lynn explained some of the clarifications. The regulation applies to ‘construction’ related trenches, not graves. The hoisting license requirement was discussed including the provision for a temporary hoisting license. The Selectmen discussed the need to set a fee schedule and designate someone to issue the permits. **Open Space Advisory Committee** – A committee needs to be formed to implement the Open Space Plan. Lynn will see if the original Open Space Committee members are interested in serving on the advisory committee. The Town fulfilled one of the plan’s initiatives by passing the CPA. The plan will need to be updated in 2011(every five years). **Spring Bulky Waste Day** – The District is discussing the possibility of adding a spring bulky waste collection day. Whately usually runs its own bulky waste day in May. A District sponsored spring collection would save Whately the expense, approximately \$1000. Lynn will check to see if the spring collection will include four district-wide sites like the fall event. The Highway Superintendent also suggested a reduction in district fees for Whately in exchange for hosting the event every year. The event does require overtime for the Highway Department personnel. **Regional Advisory Committee** – DOR recommends that regional school districts form a regional advisory committee. Sunderland has contacted Whately about forming a regional committee which would be comprised of a Finance Committee member from each town. This committee would keep each town updated on Frontier’s budget. **Water Department Solar Panels** – The solar panels on the water tanks are no longer charging the batteries. It will cost approximately \$3600 to replace them. Bill Smith plans to pay for the expense out of his budget, but may run short towards the end of the fiscal year. In addition, the department’s pickup truck required a new intact manifold recently that cost \$1200. **Clarkdale Fruit Farm** – The Selectmen signed a thank you letter to Clarkdale Farm for their donation of apple cider served at the Police Station open house. **Franklin County Selectmen’s Association Meeting** is scheduled for Nov. 20th at FCTS. RSVPs are required. **CDBG Committee Forming** – Looking for a member of each town to serve on the committee. Low to moderate-income individuals are encouraged to serve. Lynn suggested Richard Korpieski because he attended some of the informational meetings held in Town. Anyone interested in serving should contact Lynn. **Tom’s Hot Dog** – The Building Inspector has determined that the trailer parked next to Tom’s Hot Dog, which is registered and being used for storage, is not in violation of any bylaw. The Selectmen asked Lynn to contact DiMaio’s owner to see if there are plans to remove the tractor-trailer that has remained on the restaurant’s vacant lot for several years. **Departments’ Spending** – Lynn sent a notice asking all departments to limit spending in

anticipation of a very tight state budget next year. **Town Hall Flag Pole** – The flagpole at Town Hall needs some parts and a new cord before a flag can be flown. Some residents complained that the flag was not flying on Election Day. Town veteran, Roland Kinsman has offered to paint the pole. The necessary parts will be ordered. **Contractor Evaluation** – Lynn is working on completing an evaluation of the contractor used for the police station renovation project for DCAM. The Selectmen were pleased with the contractor's services throughout the project. **MMA Breakfast** – Paul and Lynn attended the meeting on Oct 31st. Topics discussed focused largely on finances: budgets, regionalization efforts, and other cost saving ideas. Some ideas included: Relief of the procurement requirement to pay prevailing wage on any construction project costing \$1 and up, Allow Health Insurance changes without going through the collective bargaining process, and the Municipal Relief Act that allows towns to raise meals tax. **WMECO Vegetation Management** – WMECO plans to do some vegetation management. Lynn sent WMECO a list of road that are not on the town water system and also a note that residences still have private wells even though town water is available. WMECO will send notification if any areas in Whately will be treated. **Elementary School Roof** may need to be replaced this year. Shingles are breaking off. The superintendent's office is soliciting quotes for a new roof, contacting the manufacturer regarding any warranty for the 30 year shingles since they are only 17 years old, and has contacted the town's property insurance company to see if the breaking shingles are a result of damage from the July storm. **Town Clerk, Lynn Sibley: Elections** – Large turnout for the Nov 4th Presidential Elections. 86% of registered voters voted, 993 out of 1156. The CPA passed, 569 to 378. The CPA bylaw needs to be passed in April. The first CPA fee will appear on the July 2009 tax bill. The following year October, 2010, the match will be determined and collected. A CPA committee and CPA by-law will be created at the next Annual Town Meeting. The committee will accept projects, have hearings and present the projects to the Selectmen, who determine what goes on the Town Meeting Warrant. The 7-9 member committee will have at least 2 at-large positions and one member from each of housing, parks, historical, conservation and planning. These members should be from those departments or someone with experience in that field. **Lynn Away** – Lynn will be out of the office Nov 19th and 20th to attend a conference.

Highway Department: Superintendent, Keith Bardwell – Haydenville Rd Bridge – Keith met with the Planning Board last month for an ANR approval. The Board voted to approve the ANR based on 75% design plans as long as there are no major changes on the completed Mylar. Lynn has the completed plans ready. The Planning Board should be able to sign it at their Dec 15th meeting. The state project (estimated cost 1,567,870) should begin next spring. Construction should be advertised in Feb 2009. The Town's costs associated with the plans and easements (\$2500) are scheduled to go on December's STM warrant. **Long Plain Rd** – Keith needs to get together with the engineer to create plans to satisfy DEP regarding the NOI. Unable to estimate the costs. **New One Ton Truck** is here. The smaller truck is much easier to use around town. The two-way radios still need to be installed. **Hazardous Mitigation Grant** is available again-application deadline is Nov 21. Plan to submit the same application as last year with more letters of recommendation. A letter of support from the conservation commission explaining how the washouts run into the reservoir would be especially helpful. Will need to contact Northampton to see if they are still willing to contribute at the same level as last year. **Strap Grant Program** – Keith suggested applying for strap grant funds. He had heard that Towns no longer have 20% charged over a period of time off their cherry sheets. Will investigate eligibility, the cherry sheet

deduction status, and eligibility of Conway Rd based on scenic road status. Possible projects: Pave Conway Rd or Egypt Rd. Discussed the merits of paved vs. dirt roads. Strap grants only need preliminary engineering work to apply (unlike TIP projects that require more costly engineering plans). The Selectmen encouraged Keith to investigate. **Storm Damage Reimbursement** – Lynn explained that the money is still in a special account. The Town Accountant is checking with Terry Williams from DOR to see if the money can be transferred from the special account to the Highway Department.

New Business

Mutual Aid Agreement – The Selectmen signed the final (third) version of the fire mutual aid agreement with Hatfield.

Heritage Landscape Inventory Program – Public Hearing to be held Dec 16th. Letters have gone out to Town Departments inviting them to attend and contribute ideas at the hearing. Information will appear in the Scoop to invite residents.

Special Town Meeting scheduled for Dec 16th. Discussed some of the warrant items: Changing Town Elections to second Tuesday in June, Tax Takings (which are allowed to run in deficit, up to a certain limit), Funds for a Smith Vocational student, and Funds to pay veteran's benefits. The police cruiser lease will cost \$1400 more and the vehicle will cost \$1500 more because the order was not placed in the spring. The new model year is causing the increase in costs. The Selectmen were hesitant to support that item. They thought the vehicle should have been ordered last spring when the article was approved by Town vote.

ESCO – The Selectmen will invite Roland Butzke from Siemen's Energy to their Dec 9th meeting (Dec 2nd as an alternate date) to discuss the energy audit.

Vacancies – Still have a Historical Commission position available. The Council on Aging has two opening also, but they may change from a 7 to 5 member group. So, those vacancies may remain unfilled.

There being no further business to come before this meeting, it was adjourned at 8:30 p.m.

Respectfully submitted,

Paul K. Newlin, Clerk