

**Board of Selectmen
Minutes
August 10, 2010
Center School Office
7:00 p.m.**

Select Board Chair Paul Newlin called the regular meeting of the Board of Selectmen of the Town of Whately to order on Tuesday, August 10, 2010 at 7:00p.m. Also present were Selectmen Joyce Palmer Fortune and Jonathan Edwards, Town Administrator/Town Clerk Lynn Sibley, and Municipal Secretary Barbara Hancock. Minutes from the July 27th meeting were accepted as written. Payroll and vendor warrants were reviewed and signed.

Town Administrator, Lynn Sibley: South County Senior Center – The new Center director, Mary Wheelan will begin August 16th and plans to work her 25 hours per week on Monday, Wednesday and Friday. She would like to stay longer on Monday, if acceptable with the Town of Deerfield's personnel policies, to get her paperwork done. Grants have been applied for recently. A CoA formula grant along with Franklin County Homecare for aid to seniors in administering medications and Sunderland applied for an exercise grant to cover the cost of the teacher. **MIAA** – Lynn submitted a \$5000 MIAA loss control grant application to purchase a utility trailer to be used by the highway dept. The trailer would come equipped, cutting the department's response time in the event of a road closure or other emergency. The trailer is estimated to cost \$5800, leaving an \$800 balance if awarded the grant. Whately has purchased confined space equipment with previous year's grants and received partial funding for fall protection equipment through this grant in the past. **CDBG** quarterly status report is available for review. There are still funds available under this grant and the income guidelines have been expanded. Residents were encouraged to contact Charity Day at Franklin Regional Housing & Redevelopment Authority for more details. Information is available in the Selectmen's office and on the website. **CORI** - Lynn has applied for authorization to request the criminal history report of individuals on behalf of the Town. **Commonwealth Capital Score** remains unchanged. **Audit Management Letter** – The Selectmen reviewed the response letter addressing the recommendations made by the auditor's report.

Town Clerk, Lynn Sibley: Dog Licenses – Still some unlicensed dogs.

Highway Department – Lynn updated the Board. **Haydenville Rd Bridge** – Work seems to be starting. **Haydenville Rd/Mountain Rd** – Lynn spoke with Rich Masse at Mass DOT regarding the enhancement program. He felt the project may meet the requirements but would need to investigate the funding. **Old State Rd** – Received notice from Rich Masse that paving will be done on Old State Rd and the MassDOT would then like the Town to take ownership of the road. The Highway Superintendent has concerns about the stretch that runs behind the truck stop. Tractor-trailer trucks park there regularly which may make maintenance of the road difficult. There is one privately owned parcel on that part of Old State Rd. Lynn will try to reach the owners to see if they have plans for its use. **Conway Rd Culvert** – A glitch in the paperwork has caused a delay and it has yet to be filed with MassDEP or the Natural Heritage Endangered Species Program. **Chapter 90 Paperwork** – The Selectmen reviewed and signed reimbursement forms to be submitted to Mass DOT and Terry Williams at DOR as part of Free Cash certification.

Old Business

Chapter 61 – Still working on the policy.

One-person, one-vote – Lynn will speak with Deerfield to see if they would be willing to meet to discuss creating an agreement regarding the composition of the Frontier School Committee that would satisfy each town and adhere to the State's requirements. Sunderland has recently agreed to meet. There will be a regionalization meeting between the towns in Sunderland on Sept 27th.

Zero Tolerance Policy – Police Chief Seigne supported the Selectmen’s draft policy, which agrees with the Whately Police Dept’s policy.

New Business

DCR Survey will be forwarded to Jonathan by email.

Fire Station Roof Bids – The Attorney General’s office recommended that Whately refuse the two bids received. One was over-budget and the other did not include a bid bond or proof of insurance. The project will be placed back out for bid as soon as possible. Bid opening must be at least 14 days following its listing in the central registry which can take up to 2 weeks to post.

ABCC New Requirements – All on-premises liquor license holders must now carry liability insurance. In Whately, the new regulation will apply to the Castaway Lounge and the Whately Inn. Proof of insurance will be required to renew their liquor licenses each year.

MMA Sixth Grade Essay Contest – The Selectmen signed an enrollment form endorsing Whately Elementary School’s involvement in the annual essay contest, “If I were an elected official in my community”.

Municipal Relief Act – A provision to allow towns to offer early retirement to personnel and allow the Towns to reduce that position to one-third the hours. It is not likely that Whately would have a position that would allow such a reduction.

Hazardous Waste Day – The Selectmen reviewed and signed the MOU for the Sept 25th event to be held in Greenfield and Orange. Whately contributes \$800 as an assessment for the event. Whately residents are encouraged to take advantage the opportunity to dispose of hazardous materials.

Primary Warrant – The Selectmen reviewed and signed the primary warrant.

Municipal Secretary’s Position – It was announced that Barbara Hancock would be leaving her position as Municipal Secretary as of August 19th. The Board was generous in their compliments of Barbara’s work and wished her luck in her new position. There was a discussion regarding the fiscal merits of cutting the position’s hours from 22 per week to 20. In the end, the Board agreed to advertise the position without any changes.

7:30pm Liquor License Hearing Con’t - Muffin’s Convenience Store/Korza

Present: William and Diane Korza

Lynn explained that Town Counsel did not feel there was any need to reexamine the ZBA issued special permit, as the permit did not exclude alcohol. Town Counsel did provide some guidance to the Local Licensing Authority (the Selectmen) regarding pertinent conditions to consider in making their decision. There was a question brought up regarding how long a liquor license can remain inactive before it becomes void. Must investigate. Jonathan motion to approve the license. Paul seconded the motion and Joyce agreed. The hearing closed at 7:42pm.

FCAT

Joyce Palmer Fortune appeared before the Board on behalf of FCAT to review the Summary Report (handout), update the Board, and present a capital request. Kevin Murphy and Doug Finn have been hired recently to fill the vacancy created when Director Martin McGuane resigned. The FCAT Board will discuss its future at their next meeting. The past year has seen an increase in the number of events being recorded and rebroadcast; concerts, plays, sporting events, coffee house performances, and Frontier’s live music telethon. Live feeds are expected to expand to other locations this year. There has also been an increase in the number of programs being produced at the studio. The Governor is scheduled to appear in the studio on Friday. Joyce reviewed the budget which is still largely dependent on PEG access funds. Memberships and grant applications are expanding. Some income is being generated by DVD sales. Joyce reviewed the expenses, personnel accounting for the largest amount. A new intern program will enroll members, train them, and then offer them paid positions to tape local meetings and events. The group plans to work on generating income, create a more broad outreach in the communities, support the towns’ Channel 15s by training personnel and facilitating/coordinating their pay for tapings. Moving forward,

FCAT would like to purchase equipment that would make the studio a more modern and user-friendly facility. The capital expense proposal was reviewed as three options. The least expensive option would provide a one channel video server that would take care of Channel 12. Option two would provide a video server that would take care of up to 4 channels and would enable the towns to request Channel 17 from Comcast. Although to adequately handle four additional channels (12, 17, 15 Whately, 15 Sunderland), option three would be needed. Option three would enable meetings to be broadcast on demand, remotely through one system. Deerfield has endorsed option three and Sunderland is expected to do the same. Paul moved the sum of \$7,348.91 as requested for option three under the capital budget, Jonathan seconded with noted need for accountability of the organization's goals.

Next Meeting – August 31.

There being no further business to come before this meeting, it was adjourned at 9:08 p.m.

Respectfully submitted,

Jonathan Edwards, Clerk

Documents used and filed in Selectmen's Office

Formula, FCHCC medication and MIIA Grant Applications.
CDBG quarterly reports
Commonwealth Capital Score
Audit Management Letter and response
Chapter 90 reimbursement forms
Zero Tolerance Seat belt Policy
ABCC Liquor Liability Insurance Letter
Hazardous Waste Day Contracts
September 14, 2010 State Primary Warrant
MMA 6th grade essay contest information
Korza Liquor License Application
Handouts explaining FCAT's accomplishments and budget