

**Selectboard  
October 3, 2018  
Town Offices  
Open Session  
6:00 pm**

The open session of the Selectboard of the Town of Whately was called to order on October 3, 2018 at 6:00 p.m. by the Chair, Jonathan Edwards. Also present were Selectboard members Fredrick Orloski, and Joyce Palmer-Fortune (via remote video connection). Town Administrator Brian Domina and Administrative Assistant Amy Schrader were also present.

Jonathan informed the audience that Joyce was participating remotely in the meeting due to geographic distance and that all votes would need to be done by roll call vote.

The Board voted to approve the meeting minutes from September 12, 2018 and September 28, 2018. Roll call vote: Jonathan – yes, Fred – yes, Joyce – yes. All in favor.

**Comments from the Public** – Fred Orloski (Selectboard) discussed the Town Hall Open House & Ribbon Cutting Ceremony and the Whately Historical Society Fall Festival. Mr. Orloski heard a lot of positive comments and wanted to thank everyone for showing up and supporting the project. For those people who were not able to attend, FCAT is working on a presentation that should be available soon on YouTube.

**Old Business**

**Town Hall Project Updates** – Brian Domina (Town Administrator) stated that the Town Hall project is almost complete with a few punch list items remaining. Earlier in the week, Wesfield Construction was at the Town Hall adjusting some of the doors and completing a couple other requests of the Building Inspector. The Friends of Town Hall will be donating some audio visual equipment. Some electrical work needs to be completed first before the installation of the equipment can happen. Due to the audio visual equipment, certain rooms will be locked, such as the storage closet in the auditorium and the community room. The community room will have a flat panel tv display. There will be 3 microphone stands and 3 wireless microphones that will be located in the storage closet in the auditorium. Some of FCAT's equipment will be moved from the Center School to the Town Hall, the majority of their equipment will be moved to the Town of Deerfield. Brian is going to check with Chris at FCAT on what needs to be done at the Town Hall. Fred Orloski (Selectboard) thanked the Friends of Town Hall for their efforts in obtaining the audio visual equipment for the Town Hall. Joyce Palmer-Fortune (Selectboard) stated that Wasserman gave the Town a substantial discount on the equipment. Jonathan Edwards (Selectboard) discussed that he has been approached by some residents that are concerned about the lack of handicap parking spots in front of the Town Hall. Mr. Orloski stated that our Highway Superintendent, Keith Bardwell, can post a sign that says "parking for persons with limited mobility" at a space in the front of the building. One of the reasons why the handicap parking spots are in the rear of the building is because the wheelchair lift is located there.

**Town Hall Use Policy** –Brian Domina (Town Administrator) discussed that the Town received a wide range of comments from the public. Paul Newlin (resident) expressed concern about the seating capacity of the auditorium and the hours of operation. Mr. Newlin requested that the Town double check the capacity of 135 people for the auditorium to make sure that it couldn't be more. The Building Inspector would be the one who sets the capacity for the building. Parking is also a concern for the capacity of the building.

Neal Abraham (resident) noted that the wheelchair lift is a one person lift and that it operates slow. He recommended that setting up a staging area would be beneficial due to the wheelchair lift being slow in case people need to be evacuated. There's concern that the good condition of the building would be jeopardized by the moving of tables up and down the stairs. There are four 6-foot tables downstairs. There could be four or five more tables stored upstairs. He suggested that the Town might restrict usage of the building for the first year until the Town gets used to the new building.

Dan Denehy (resident) suggested that a town representative should be checking on the building after events and that a parking lot monitor would be beneficial during certain events.

Paul Newlin (resident) stated that anybody using the space will be signing a contract with the Town saying that any damage that happens the user would have to pay for it. If it's a bigger event it should go through the Selectboard for approval.

Ruth Leahy (resident) expressed concern that if by chance there is tailgate drinking the event contact person should be responsible for the financial burden to the Town.

Donna Wiley (resident) suggested that one solution might be to establish a training program and that before Amy gives someone a key that person should be given an orientation on how to take care of the property.

Joyce Palmer-Fortune (Selectboard) stated that she liked the idea about a small group working with Brian to revise the policy. She stated that it is not the Town's intention to make this building a party destination. Ms. Palmer-Fortune is fine with putting restrictions on the use for the first 6 months or the first year.

The Board took no formal action on the draft policy and asked Brian Domina, Town Administrator to prepare a revised draft of the policy.

**Whately Elementary School Generator Installation** – Electrical – Brian informed the Board that the Town has acquired the generator and the quote from Mark Bussiere for the electrical work. Keith Bardwell (Highway Superintendent) met with Bob Lesko as to where the generator is going to be installed. The 15-minute generator test can be programmed on the weekend. The Selectboard approved the installation of the generator at the elementary school. Brian Domina, Town Administrator, will research the location of the nearest abutter.

**Municipal Aggregation Plan** – Brian stated that the Municipal Aggregation plan is available for public comment on the Town's website. This plan will set the default supplier for those residents who

have not selected a competitive supplier of electricity. This is assuming that the Selectboard enters into an agreement with another competitive supplier. Fred Orloski (Selectboard) questioned the monthly bill as to the supply and delivery charges. It was discussed that nothing changes except for the generation service charge. The Board recommended that residents read this plan since it's an opt-out program. The plan will be available on the Town's website. Please get comments back to Brian Domina, Town Administrator before October 24<sup>th</sup>.

### **New Business**

**Highway Garage Roofing Award contract** – Brian stated that the Town received quotes to do the work. The lowest quote received wasn't complete. The company submitting the lowest quote didn't supply any references nor submit all the information required. Brian and Keith Bardwell (Highway Superintendent) discussed the bids and decided to recommend JJS Universal Construction. Jonathan made a motion to approve the bid from JJS Universal Construction, seconded by Fred. Roll call vote: Jonathan – yes, Fred – yes, Joyce – yes. All in favor.

**Special Town Meeting (October 24, 2018)** – Brian read the warrant articles proposed for October 24<sup>th</sup> 2018 at 7:00 pm.

Article 1: To see if the Town will vote to transfer the sum of \$655.79 from available funds to pay unpaid bills of a prior fiscal year, or take any other action relative thereto.

Article 2: To see if the Town will vote to transfer the sum of \$75.70 from available funds to pay unpaid bills of a prior fiscal year, or take any other action relative thereto.

Article 3: To see if the Town will vote to transfer the sum of \$5,100 from available funds to pay the accrued benefits of a retiring town employee, or take any other action relative thereto.

Article 4: To see if the Town will vote to transfer the sum of \$24,000 from available funds to pay for the archiving of town records and the implementation of a comprehensive records management system, or take any other action relative thereto.

Article 5: To see if the Town will vote to transfer the sum of \$5,072 from available funds to pay for the operating expenses of the South County Senior Center, or take any other action relative thereto.

Article 6: To see if the Town will vote to transfer the sum of \$5,000 from the Water Department Enterprise Fund (available funds) to pay for the replacement of the Water Department truck, or take any other action relative thereto.

Article 7: To see if the Town will vote to confirm the acceptance of a deed by the Selectboard for the Whately Town Hall located at 194 Chestnut Plain Road, being a deed recorded with the Franklin Registry of Deeds in Book 7211, Page 94, said property shown as "Town Hall Lot" on a plan entitled "Plan of Boundary Line Agreement Between The Inhabitants of the Town of Whately and Daniel F. Riley," dated August

1947, recorded with the Registry of Deeds in Plan Book 7, Page 40C, or take any other action relative thereto.

Article 8: To see if the Town will vote to amend the General Bylaws of the Town by amending Chapter 43 “Recreation Commission” by deleting the lined-out words and replacing with the words in underlined italics bold.

§ 43-1. Establishment; membership - There is hereby established a Recreation Commission in the Town of Whately to consist of seven nine members to be appointed by the Board of Selectmen to serve as an advisory committee on all matters involving recreation and related activities.

The Selectboard signed the Special Town Meeting Warrant for October 24<sup>th</sup>, 2018 at 7:00pm.

**Union #38 Teacher Contract Negotiations** – Brian informed the Board that it is Union #38 Contract negotiation season. The four Towns need to appoint a single representative for the Frontier Regional School District and the Town needs to appoint one representative for the Union #38 negotiations. Joyce Palmer-Fortune (Selectboard) volunteered to be the Union #38 representative. Jonathan made a motion to appoint Joyce Palmer-Fortune as the Union #38 representative. Fred seconded the motion. Roll call vote: Jonathan, yes – Fred, yes, - Joyce, yes. The Board asked Brian Domina, Town Administrator to research if each Town could have its own municipal representative for the Frontier negotiations.

**Warrant for State Election** – Sign State Election Warrant – Fred and Jonathan signed the State Election Warrant.

**Pre-Disaster Mitigation Grant Program Award** - Sign contract – Brian reminded the Board that a couple months ago the Town applied for a grant to update the Town’s Hazard Mitigation plan. The Town was awarded a \$9,000 grant from FEMA to update the plan. Jonathan signed the contract award.

**Re-appointment of Julie Waggoner to the Cultural Council** - Jonathan made a motion to re-appoint Julie Waggoner to the Cultural Council. Fred second motion. Roll call vote: Jonathan, yes – Fred, yes, - Joyce, yes. All in Favor.

**Town Administrator Updates** – Brian informed the Board that the Whately Elementary school sprinkler system. The entire system has been flushed. The school is getting quotes to measure and replace the sprinkler heads. The work might be done over winter vacation.

Brian Domina discussed the magnesium filtration project with the Board. The scope of the project will be decreased and the project will go back out to bid.

Complete Streets Program. – Brian informed everyone that the Selectboard had a meeting on September 28, 2018 at 9:00 am to sign a grant application for \$297,000 to complete nine projects through the MassDOT Complete Streets Program.

Brian informed the Board that the Ad Hoc Veterans committee is still meeting on the redesign of the veterans memorial. A student from the Conway School of Design is going to help design that project.

Brian informed the Board that there is going to be a MassDOT public hearing on November 8<sup>th</sup> at 7:00pm at the Town of Deerfield offices for the resurfacing of Route 5 and 10.

Adjourn – 7:58pm.

#### Next Meeting Dates

October 24, 2018

November 7, 2018

#### **Documents List on File in the Selectboard Office**

Meeting Minutes dated September 12<sup>th</sup>, 2018 and September 28<sup>th</sup>, 2018

Town Hall Use Policy Comments Memorandum

Email from Melissa Caldwell dated September 28<sup>th</sup>, 2018

Email from Frank Skawski dated September 26<sup>th</sup>, 2018

Email from Patrick Reardon dated September 26<sup>th</sup>, 2018

Email from Ann Barker dated September 26<sup>th</sup>, 2018

Email from Mary-Lou Rup dated September 26<sup>th</sup>, 2018

Letter from Attorney John C. Gates dated September 20<sup>th</sup>, 2018

Email from Donna Wiley dated September 23<sup>rd</sup>, 2018 and September 21<sup>st</sup>, 2018

Letter from Ruth Leahy

Letter from Judy Markland dated September 16<sup>th</sup>, 2018

Email from Nicholas Jones dated September 17<sup>th</sup>, 2018

Email from Paul Newlin dated September 15<sup>th</sup>, 2018

Whately Town Hall Use Policy – Draft for Public Comment

Town of Whately Community Choice Power Supply Program Aggregation Plan

Highway Garage Bid Details worksheet

JJS Universal Construction Co. Quote dated September 14<sup>th</sup>, 2018

Special Town Meeting Warrant for October 24<sup>th</sup>, 2018

Letter from Interim Superintendent of School, Darius E. Modestow dated September 21, 2018

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Warrant for State Election

Letter from the Department of Conservation and Recreation dated September 21<sup>nd</sup>, 2018

Letter from the Massachusetts Municipal Association dated September 13<sup>th</sup>, 2018

Letter from the Department of Environmental Protection dated September 27<sup>th</sup>, 2018

