

Selectboard
Meeting Minutes
July 29, 2020
Town Offices
Open Session via Zoom
6:00 p.m.

The open session of the Selectboard of the Town of Whately was called to order on July 29, 2020 at 6:05p.m. by the Chairperson, Fred Orloski. Also present via zoom were Selectboard Members Joyce Palmer-Fortune, Jonathan Edwards, and Town Administrator Brian Domina.

Review and vote on the meeting minutes of July 15, 2020.

The Board voted to approve the meeting minutes of July 15, 2020.

Roll call vote: Jonathan – yes, Joyce – yes, and Fred – yes.

Review past vendor and payroll warrants

The Board had no comments or questions on past vendor and payroll warrants

Public Comment: Listen to comments from the public related to items not listed on the agenda

a. Email from Mary Stuart (07/27/20) re: Chestnut Plain Road: speed and jake brake noise

The Board decided to table this discussion until the speed study discussion.

Scheduled Appointments:

6:10 pm (David Ullian – Torverde (Massachusetts) III, Inc.): To discuss and consider an Amended & Restated Host Community Agreement for the proposed marijuana retail establishment to be located at 424 State Road, Whately, MA –

David Ullian (ToroVerde Council) and Billy Beats (President and CEO) virtually appeared before the Selectboard to discuss and consider an amended & restated Host Community Agreement for the proposed marijuana retail establishment to be located at 424 State Road, Whately, MA. The Host Community Agreement with ToroVerde lapsed because the Cannabis Control Commission took longer than 18 months to issue their license. ToroVerde is requesting that the Selectboard vote to renew the HCA on the same terms and conditions. The Board appreciated Toroverde's preparing a detailed timeline. A motion was made to amend the Host Community Agreement with Toroverde. Motion was seconded. All in Favor. Roll call vote: Fred -yes, Joyce – yes, and Jonathan – yes.

6:20 pm (Lynn Sibley – Town Clerk): To discuss the various items listed below

To discuss and consider the location of elections to be held on September 1, 2020 and November 3, 2020; To discuss and consider the location and hours of early voting; To discuss and appoint election workers per the attached list

Lynn (Town Clerk) informed the Board that the location of the elections on September 1, 2020 and November 3, 2020. To change the election location, a survey of the potential site needs to be posted on the Town's website for three days prior to when the Selectboard votes on it. The survey and vote need to be posted 20 prior to the election. Lynn suggested using the Old Town Hall as an election site. Lynn discussed the advantages of using the Old Town Hall with specific attention to entrance/exits. The handicap accessible survey needs to be posted on the website before the Selectboard votes. Lynn requested a quick Selectboard meeting next week to take a vote on changing the elections location to the Old Town Hall. The Board had a brief discussion regarding the use of the Old

Town Hall, social distancing requirements, proper ventilation, air purifiers, potentially closing the first floor/restrooms, and the advantages of having the same elections location. Voting hours will be from 7:00am to 8:00pm. A Selectboard meeting will be held on August 05, 2020 to vote on the location of the elections to be held on September 1, 2020 and November 3, 2020.

Lynn stated that early voting must be held during normal business hours. Lynn's waiting for clarification on what normal business hours are: pre-covid hours? Lynn requested to have early voting held at the Town Offices. This year, the large conference room will be used to accommodate social distancing requirements. The Board approved the use of the large conference room for early voting hours. The Board reviewed the list of election workers. Lynn left all previous election workers on the list. Lynn will let the election workers decide if they would like to participate this year. Fred inquired how many residents responded to the census? Lynn stated that the Town has received around 70%. Lynn discussed the census process with specific attention to census collection, online entry, P.O. box delays, mailing issues, and duplicate entries. A motion was made to approve the list of election works. Motion was seconded. All in Favor. Roll call vote: Fred- yes, Joyce – yes, and Jonathan - yes.

To discuss and sign the ConnectCTY (robo service) agreement –

A motion was made to approve the ConnectCTY (robo service) agreement. Motion was seconded. All in Favor. Roll call vote: Fred yes, Joyce- yes, and Jonathan – yes.

6:40 pm (Laurie Scarbrough – FRCOG Transportation Planner): To discuss the results of the vehicle speed studies on Chestnut Plain Road, Haydenville Road and River Road.

Fred informed the Board and Laurie that our Town Administrator, Brian Domina, received two detail letters regarding Chestnut Plain Road speed study results. Brian read the letters received from Chestnut Plain road residents, Mary Stuart, Donna Wiley, and Neal Abrahams with specific attention to the need for speed/stop signs, enhance monitoring by local police, adding additional historic district signate, and concerns of high traffic volume intersections on Chestnut Plain Road. Laurie Scarbrough (FRCOG Transportation Planner) discussed the results of the vehicle speed studies on Chestnut Plain Road, Haydenville Road, and River Road with specific attention to average speeds, speed study locations, usage of automatic traffic recorders, speed violations, and new data software. Joyce suggested that the next speed study be conducted on the south section of Chestnut Plain Road. Laurie stated that she can give the town a report of which types of vehicles are speeding in the speed study locations. A lengthy discussion ensued regarding the Chestnut Plain Road residents' concerns, speed study results/locations, appropriate speed/noise signs, funding sources for radar signs, Whately Police Department speeding enforcement efforts, local town ordinances, jake breaks vs. engine breaks,

Fred suggested writing a letter to the two trucking companies that go through town regarding their speed and truck noise, having our police department develop a speed monitoring program, and the importance of speed monitoring on town roads. Fred requested that the Police Chief develop a speed monitoring plan that would be presented at the Selectboard meeting at the end of August. The Board requested that the Police Department provide how many hours a week the Police Department does doing speed monitoring. Chief Sevine discussed the daily tasks of the Police Department with specific attention the challenges of monitoring speed, residents' concerns, and measuring success of speed/truck noise signs. Laurie recommended contacting Mass State Police Commercial Vehicle enforcement unit to assist with enforcement and replacing informational signage. Laurie stated that MassDOT would want the town to do every other measure before considering a geographic change. Laurie discussed the installation of crosswalks on Chestnut Plain Road and the potential impact on decreasing speeding. There are three e's with traffic enforcement: engineering, enforcement, and education. Those three things should all work together. Keith Bardwell (Highway and Building Superintendent) discussed the installation/acknowledgement of speed signs, potential new signage, MassDOT funds for traffic calming measures,

and contacting surrounding towns regarding the success of implementing speed/truck noise signs. Brian will convey to the Chestnut Plain Road residents what the Selectboard and Police Chief discussed tonight. Chief Sevigne inquired how the Police Department and the Selectboard are going to measure the success of the enforcement? If another speed study is going to be done?

FRCOG offered to conduct a speed study in three months for the southern section of Chestnut Plain Road and re-due the speed study for the northern section. Laurie will rerun the speed data for Chestnut Plain road and will get the data for the vehicle classification speed study. Fred offered to help draft a letter with Brian along with the Police Chief's efforts to monitor speed for the concerned residents on Chestnut Plain Road. The Board agreed to review the draft letter at their next meeting on August 12, 2020.

7:00 pm (Jim Sevigne – Chief of Police): To discuss the following items listed below

To review and discuss policing strategies as they relate to the employment agreement between the Town and the Chief of Police.

Police Chief Sevigne appeared before the Board to review and discuss policing strategies as they relate to the employment agreement between the Town and the Chief of Police. Chief Sevigne discussed the policing strategies with specific attention to posting of the police logs, traffic monitoring reporting, police log reporting information, community policing response,

Joyce suggested adding the Police Officers traffic monitoring hours to the police log.

Chief Sevigne requested that the police logs be posted monthly instead a weekly basis. A discussion ensued regarding the administrative burden of posting police logs. After much discussion, the Board approved Chief Sevigne's request to have the police logs posted monthly instead of a weekly basis. Chief Sevigne discussed the challenges of community policing with specific attention to lack of interest from residents. The Board discussed the importance of taking advantage of timing public events, Whately Police Department's use of force policy, police reform, Zoom informational sessions, and new community outreach ideas. Fred inquired how residents get ahold of the Police Department if no one is at the station? Chief Sevigne stated that all appropriate contact phone numbers are listed on the door of the station. The Board requested a quarterly report either in writing or to appear before the Selectboard to give an update on the community outreach efforts. The Board will be individually reach out to Brian with suggestions for community outreach events and new training policies for the Police Department. Brian will relay those suggestion to the Chief. Due to the COVID19 outbreak, very minimal community policing events have occurred. A motion was made to approve the employment agreement between the Town and the Chief of Police, as is, along with on-going specific suggestions from the Board regarding Community outreach events and new trainings. Motion was seconded. All in Favor. Roll call vote: Jonathan – yes, Fred – yes, Joyce, yes.

To discuss and consider adopting a policy for the timely payment of officers working police details

Brian informed the Board that the town currently pays Police Officers for police details once payments have been received from the vendor. Chief Sevigne requested that the Selectboard consider adopting a policy for the timely payment of officers working police details. Brian has discussed adopting a policy with Dara (Town Accountant) and Lynn (Treasurer/Collector). A discussion ensued regarding the current process of detail payments, out of town Police Officer detail payments, vendor payments, collection efforts, and risks of non-payment. Chief Sevigne will continue to monitor the revolving account and hold vendors accountable for payments. The Board requested that Brian put together a policy that will be reviewed at the next Selectboard meeting on August 12, 2020.

COVID19 State of Emergency

To discuss, review and consider modifications to the following:

Brian informed the Board that the Town has a significant amount of PPE. Chief Sevigne is going to contact the school to see what their PPE supply needs are. Chief Sevigne stated that the Police Department went to the Northampton Cooperative Auction to make sure they were complying with face masks requirement. The Police Department will also be monitoring Tom's hot dog's antique car show for social distancing compliance. Fred inquired if the Order for reopening Town buildings needs to be amended due to the Town Hall being used for the upcoming elections? Brian stated that he will review the language in the order.

i. Directive on Town Employees Returning to Work During the COVID19 Pandemic

The Board took no action and will revisit this on August 12, 2020

ii. Order Reopening Town Buildings to the Public for Limited Hours and Appointment Only

The Board took no action and will revisit this on August 12, 2020

Old Business:

To discuss an updated Priority Project List for the remainder of calendar year 2020 –

The Board decided to table this discussion until their next Selectboard meeting on August 12, 2020.

New Business:

To discuss and consider awarding the contract for the Chestnut Plain Road Crosswalk and Sidewalk Reconstruction Project. Apparent low bidder is Taylor Davis Landscape Co., Inc (base bid - \$175,671.20 with add alternate of \$19,240.75)

A motion was made to award the contract for the Chestnut Plain Road Crosswalk and Sidewalk Reconstruction Project to Taylor Davis Landscape Co., Inc. Motion was seconded. All in Favor. Roll call vote: Jonathan – yes, Fred – yes, and Joyce – yes.

Town Administrator Updates:

Center School Committee Presentation (August 12, 2020). –

Brian informed the Board that the Center School Committee Presentation is scheduled for August 12, 2020.

CDBG – Regional Microenterprise Assistance Grant Program – funds awarded and available. -

Brian informed the Board that this is the regional program that Greenfield took the lead on. The funds have been awarded. Once the Town receives the program package, we will send it out to our local businesses.

Williamsburg Road Bridge Replacement Project. –

Brian informed the Board that there is no update, but the project is on-going.

Water Conservation Restriction (update). -

Brian informed the Board that the ultimate solution for the Water Conservation restriction is the installation of booster pumps. The project went out for bids today and will be out to bid for two weeks. The water levels are lower but there is no need currently for a stricter outdoor watering ban.

Brian informed the Board that the town is going to receive \$27,800 settlement for deceptive practices from Pioneer and Noble.

Items Not Anticipated within forty-eight (48) hours of the meeting:

None

The meeting was adjourned 8:53pm

Respectfully submitted,

Brian Domina, Town Administrator

Next Meetings: August 12, 2020_ & August 26, 2020

Document List on File in the Selectboard Office

Selectboard Meeting Minutes dated July 15, 2020

Payroll Warrant WP21-03 dated 07/20/2020

Vendor Warrant WP21-03 dated 07/20/2020

Email from Mary Stuart (resident) dated 07/27/2020

ToroVerde III, Inc. Estimated Timeline for Marijuana Retailer Establishment in Whately
Town of Whately Amended and Restated Host Community Agreement with ToroVerde
2020 Election Workers Appointment List

Blackboard Connect Contract dated June 30, 2020

FRCOG Speed data Analysis – Whately

Chief of Police Performance Measurers & Strategies dated 07/05/2017

Priority Project List – Draft dated 07/29/2020

FRCOG Whately Complete Streets Bid Opening July 20, 2020

2020 Election Worker Appointment List

Montserrat Archbald	D
Larry Ashman	R
Allison Bardwell	U
Fred Baron	D
Susan Baron	D
Patricia Barschenski	R
Elaine Cooper	R
John Cooper	R
Suzanne Cycz	R
Jeff Derosé	D
Katherine Fleuriel	D
Cathleen Grady	D
Jane Grybko	R
Robin Gurdak-Foley	R
Connie Ludlam	D
Esti McCoy	D
Jenny Morrison	U
Betty Orloski	U
Claire Patton	Not registered
Jim Ross	U
Maryann Sadoski	U
Beverly Sanderson	R
Janet Scully	D
Randy Sibley	U
Marianne Simon	D
Briana Taylor	D
Sharon Tower	U
Peter Westover	D
Dominique Whitney	U
Donna Wiley	D