

**Selectboard
December 12, 2018
Town Offices
Open Session
6:00 pm**

The open session of the Selectboard of the Town of Whately was called to order on December 12, 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 November 28, 2018.

Roll call vote: Jonathan – yes, Fred – yes, Joyce – yes. All in favor

Comments from the Public

No comments from the public.

Scheduled Appointments

James Sevigne (Whately Police Chief) appeared before the Selectboard. Chief Sevigne discussed the following topics:

1. Increase in Police Detail Rate – Chief Sevigne stated that the most recent detail rate increase was in March of 2017. The Department's detail rate is currently \$45.00 an hour. Chief Sevigne presented the Board with a list of detail rates from twelve comparable departments. The average detail rate of these communities is approximately \$49.00 an hour. Some communities have elected to pay the same detail rate as the State Police. Chief Sevigne is recommending that the Board adopt the same detail rate as the State Police. The Board decided to continue the discussion of this topic at its next meeting.
2. Community Outreach – Chief Sevigne presented the Board with an outline of the community outreach activities that the Police Department has been involved with in 2018. (Identity Theft & Scam Workshop for Seniors, RAD Safety Awareness Classes, Senior Center Triad Picnic & Spaghetti Supper, Whately Elementary School Public Safety Day) Then Chief Sevigne discussed with the Board the Police Department's on-going and planned activities for 2019 (Blankets for Kids program with the Northwestern District Attorney's Office, Sand for Seniors with the Senior Center, Recreational and Medical Marijuana Public Discussion, Stuff the Cruiser event to support the Western Mass Food Bank, Cops and Kids Reading Program and a public CPR class and firearms safety classes)

The dates and times of these sessions will be posted on the Police Department's webpage and Facebook page.

3. Call Logs - The Police Department will be posting its daily call logs on its website. The logs will contain information on police activities such as the time of the call, reason for the call and the services provided in response to the call.

Old Business

- a. Frontier Draft Capital Plan Proposal – Fred discussed the latest proposal for funding capital improvements at Frontier Regional High School. Fred informed the Board that the capital plan had been prepared by a building subcommittee and FRSD staff along with assistance from Joe Markarian, a financial consultant from the FRCOG. Fred briefed the Board on the capital plan proposal. The capital plan includes approximately fifty (50) projects and proposed cost estimates for those projects. The capital plan also includes different options for how the proposed projects could be funded (i.e. borrowing, stabilization funds, etc.). The Board had a lengthy discussion regarding Whately's proposed costs. The capital plan has not been approved yet by the Frontier School Committee. Jonathan expressed his interest in determining what projects might be eligible for CPA funding and he questioned whether the school district has any plans to pursue grant funding for some of the items. The Board took no action on the draft capital plan.

The Board voted at 7:00 pm to adjourn its meeting and to reconvene immediately upon the conclusion of the Special Town Meeting. Roll call vote: Fred, yes – Jonathan, yes – Joyce – yes. All in Favor.

The Selectboard reconvened its meeting at 7:04 pm.

New Business

- a. Annual license renewals for calendar year 2019 – The Selectboard vote to renew all of the licenses listed below for calendar year 2019. The Class 2 licenses were approved subject to the receipt by the Town of proof that the licensee has an active \$25,000 surety bond. Roll call vote: Jonathan, yes – Fred, yes – Joyce, yes. All in favor.
 1. Castaways - Liquor-general on premise all alcohol, Entertainment
 2. Whately Inn – Liquor-inn holder all alcoholic beverages, Inn Holders, Common Victualler
 3. Circle K – Liquor-retail package goods store-wine, malt
 4. Muffins – Liquor-retail package goods store-all alcohol, Common Victualler

5. Whately Diner (NEC OPCO) – Liquor-retail on premise-wine, malt, (4) Automatic Amusement Device, Common Victualler
6. Northampton Coop Auction Barn – Common Victualler
7. Tom's Long Dog and Grill – Common Victualler
8. Orchards Trailers – Class 1 Used Car Sales
9. Whately Vehicle Service – Class 1 Used Car Sales
10. Zononi's Garage – Class 2 Used Car Sales
11. 1 Call Does It All – Class 2 Used Car Sales

The Board asked Brian to write a letter to NEC OPCO as the owner of the Whately Diner informing it about conditions agreed to by its predecessor (FL Roberts) pertaining to traffic flow through the property.

- b. Whately Cultural Council – Brian informed the Board that Riina Viise and George Reynolds are willing to serve on the Cultural Council. Joyce made a motion to appoint Riina and George to the Cultural Council. Jonathan seconded the motion. Roll call vote: Jonathan, yes – Fred, yes, Joyce, yes. All in Favor.
- c. Capital Improvement Planning Committee (CIPC) – Brian informed the Board that a vacancy exists on the CIPC for a planning board member and the Planning Board is recommending that Nicholas Jones be appointed to fill the vacancy. Joyce made a motion to appoint Nicholas Jones to the Capital Improvement Planning Committee. Jonathan seconded the motion. Roll call vote: Jonathan, yes – Fred, yes, Joyce, yes. All in Favor.
- d. Whately Elementary School Sprinkle Repair Project – Brian informed the Board that that the bids came in significantly higher than the available funds so no contract can be awarded.
- e. Federal Communication Commission's Rulemaking re: PEG Access Funds – Joyce informed the Board that the Town's franchise agreement with Comcast includes a provision that requires Comcast to pay the Town money to support public access television. Recently, Comcast and other providers have been trying to negate this provision through an FCC rule change. The Selectboard signed a letter requesting that the FCC not adopt the proposed rule and asked Brian to submit the letter to the FCC.
- f. Town Holiday Schedule – After a brief discussion by the Board, Jonathan made a motion to close the Town for business on Monday, December 24, 2018 for the entire day and to close the Town for business on December 31, 2018 at 12:00 (noon). Roll call vote: Jonathan, yes – Fred, yes – Joyce, yes. All in favor.

Town Administrator Updates

Brian informed the Board that the Whately Library director, Candace Bradbury-Carlin has resigned and taken a position in Deerfield. Cyndi Steiner has been appointed by the Library Trustees as the interim Library Director. The Library Director position will be posted in the near future.

Brian informed the Board that on December 2, 2018 the annual Whately Library Craft Fair was held at the Town Hall and by all accounts it was a successful event with over \$1,000 raised for library programming.

Brian informed the Board that the Town received a Letter from the Friends of Town Hall group officially donating the audio-visual equipment at the Town Hall. The Board requested that Brian send a thank you letter to the Friends of Town Hall for the donation.

Brian informed the Board that the generator installation at the elementary school is nearly complete. The concrete pad has been poured and the generator has been placed on the pad. All that remains is for the electrician to connect and test the generator.

Brian informed the Board that the Veterans Ad Hoc Committee has been working with a graduate student from the Conway School to come-up with preliminary designs for the veterans memorial. The Committee anticipates that several preliminary conceptual designs will be completed and presented to the Committee by the end of the year.

Brian informed the Board that the Blue School closing is still scheduled for December 31, 2018.

Brian reminded the Board of its invitation to attend the Yankee Candle Annual Gifts Presentation on December 17, 2018 at 8:30am. This year the Whately Fire Department will be receiving the annual donation.

Brian informed the Board that he and Keith will be meeting with Charlie Conant next week to discuss the Poplar Hill Road right-of-way issues.

Brian informed the Board that wireless internet is now available at the Town Offices.

Brian informed the Board that FCAT's equipment has been moved from the Center School basement to the Town Offices, which should allow live broadcasts from the conference room. FCAT will be giving the Town a recommendation for the type of camera and other equipment that will be needed for broadcasting live. Joyce suggested that the Town might use its PEG Access capital funds to purchase the necessary camera and equipment.

Brian informed the Board that FRCOG is conducting an IT assessment for interested Towns to determine whether a regional IT program may be worthwhile. During the assessment, internet speed tests were done and the library and town offices were very slow (approximately 3 mbps). Brian informed the Board that he is going to explore switching from MBI (current provider) to Comcast. Joyce stated that Comcast is supposed to provide free internet installation to the Library in accordance with the Town's franchise agreement.

Brian informed the Board that Jim Ross, Library Trustee, met with him and wants to start the process of making the Library handicapped accessible. The Library Trustees want to engage Jones Whitsett Architects for a feasibility study.

Items not anticipated within forty-eight (48) hours of the meeting.

Adjourn – Jonathan made a motion to adjourn at 7:57pm. Joyce seconded.

Respectfully submitted,

Brian Domina, Town Administrator

Next Meeting Date: January 9, 2019

Document List on File in the Selectboard Office

Meeting Minutes dated 11/28/2018

Whately Police Department's call list for 2017-2018 for all on premise alcohol licenses

Frontier Regional Capital Project Proposal spreadsheets

Letter from Attorney Brian J.O'Toole dated 12/07/2018

List of Whately License Holders

Email from Nancy Talanian dated 12/03/2018

Letter to Chairman Pai and Commissioners dated 12/12/2018

Federal Communication Commission's Rulemaking PEG Access Funds Document

Letter from Whately Historical Society dated 11/29/2018

Letter from Chief Sevigne dated 12/12/2018