

**Selectboard
Meeting Minutes
August 24, 2022
Town Offices
Hybrid Session Via Zoom
6:00 pm**

The open session of the Selectboard of the Town of Whately was called to order on August 24, 2022, at 6:04 pm by the Chairperson, Joyce Palmer-Fortune via Zoom. Also present were Selectboard members Fred Baron, Julie Waggoner via Zoom. Present were Town Administrator Brian Domina, Administrative Assistant Amy Lavallee, Highway & Buildings Superintendent Keith Bardwell via Zoom, Foothills District Public Health Nurse Michael Archbald.

Meeting Minutes: Review and vote to approve the meeting minutes from July 13, 2022, and July 26, 2022

Motion made to approve the minutes from July 13, 2022, with correction of the name "Paul Florio" changed to "Paul Fleuriel". Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes.

Motion made to approve the minutes from July 26, 2022. Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes.

Vendor & Payroll Warrants: Review past vendor and payroll warrants

No comments.

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

Keith spoke about the Chapter 90 project on Fairview Way to repair and replace the current drainage system with a "rain garden and drainage system" to mitigate water pooling, especially in the wintertime.

Scheduled Appointments:

a. 6:05 pm - Michael Archbald (Whately Board of Health/Public Health Nurse) to discuss the new public health nursing program starting in Whately

Michael informed the Board that on every 2nd and 4th Tuesday from 10:00 am -11:30 am the Foothills Health district will be holding walk in wellness clinics for residents in the Town Hall. The clinics are funded through the Excellence grant. The clinic is for any medical or medication questions, blood pressure checks, temperature checks, etc... Michael is waiting for a sharps container and when it arrives residents can also drop off used needles. More information will be in the Scoop and on the town website.

COVID19:

No comments

Old Business:

a. To discuss and vote to approve additional CLFRF monies for the installation of door openers at the Town Hall

Brian discussed with the Board its prior approval of \$12,000 in ARPA money to install 5 automatic door openers at the Town Hall. The contractor has given the Town a more recent quote that is just over \$16,000, plus \$2,000 in electrical work. Motion made to approve another \$8,000 in additional ARPA funds (total of \$20,000) to pay for the purchase and installation of the 5 door openers. Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes

b. To discuss installing a solar photovoltaic system with battery storage at the Town Offices funded through an MVP action grant

Brian updated the Board on the solar array project at the Town Offices. He informed the Board that he and Hannah are meeting with the Energy Committee to talk about some of the technical questions that have come up, such as the 3 phase HVAC system and the SREC versus net metering options. Joyce discussed how net metering versus SRECs works with the battery storage systems. Julie questioned the size of the project and the connection fee. Brian stated that the project is small enough so there will be no interconnection fees; however, it's likely that a transformer upgrade will be needed. Brian will provide an update at the next meeting.

c. To discuss and approve the bid documents for the purchase and installation of wall panels to create additional office spaces at the Town Offices

Brian informed the Board that he is looking for approval from the Board to put out the bid documents to solicit quotes for the installation of modular office panels to create an additional three offices in the back room at the Town Offices. The money for the project has already been approved. Motion made to approve bid documents and to send out for price quotes. Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes

d. To discuss the weatherization project at the Whately Elementary School funded through a Green Communities grant

Brian informed the Board that he and Hannah are meeting with the school facilities director and principal at the elementary school to discuss weatherization plans to the elementary school building. They also found out that they must go through Baystate Gas and not Eversource for the energy rebates. The Department of Energy Resources has not issued the Notice to Proceed yet, but the town has 2 years to get the project done.

New Business

a. To discuss the desired terms and conditions to include in the Request for Proposals for the reuse of the Whately Center School

Brian discussed with the Board the next steps with the Center School RFP. Brian reminded the Board that its past decision instructed staff to prepare a RFP for the lease of the building. The Board discussed the pros and cons of a long-term lease vs. short term lease and decided that the only likely option, where the developer pays the redevelopment costs, would be with a long-term lease – subject to restrictions that protect the historic integrity of the building. The Board determined that a short-term lease would likely not be feasible due to the current condition of the building and the current lack of town resources to put the building into leasable condition. Brian and Hannah will finalize the RFP and bring it to the Board for final approval before sending it out for responses. Brian will be contacting town counsel for help drafting the lease provisions.

b. To discuss the establishment of cooling centers for residents during times of extreme heat

Brian suggested that the Board request that staff develop a policy for the opening of cooling centers in town when there are times of extreme heat. The Board requested that an operational policy be drafted and brought to the Board for discussion and approval.

c. To declare various items as surplus property and make them available for disposition

Brian shared with the Board a spreadsheet put together from various Town Department's regarding surplus items. Motion made to declare the items on the sheet available for disposition. Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes

d. To appoint Edwin Zaniewski as a part-time police officer

Motion made to appoint Edwin Zaniewski as a part time police officer. Motion seconded. All in Favor. Roll Call Vote: Joyce-yes, Fred-yes, Julie-yes

Town Administrator Updates:

Herlihy Park Accessibility Project - The Town received Conservation Commission approval

for the parking lot work and the sidewalks. Work will start this fall.

Haydenville Road Reconstruction Project - Brian informed that the Town that they are working with the City of Northampton regarding the ½ acre land that falls under state protection. Talks are ongoing and a proposal for mutually acceptable mitigation has been sent to the City of Northampton.

South County Senior Center building ownership preferences - The Board discussed some different options for the Town regarding the new Senior Center being built and how it may financially impact the Town. Will continue talks with the Towns of Deerfield and Sunderland and how the new ownership will work.

MassDOT Community Grant award - The Town of Whately was awarded a grant from MassDOT to address areas of high roadway departures in rural areas. The grant will offer technical assistance to towns with roadways deemed at high risk by MassDOT. Christian Lane in Whately is eligible for the grant. MassDOT will be sending out a consultant to assess specific needs.

Special Town Meeting needed in the near future - The Water Department is anticipating the need to reborrow money for a loan payment due in October because it has not collected all the hook-up fees. The town has requested an opinion from its financial consultant as to whether anew borrowing authorization is needed or whether previous warrant article is sufficient.

Water merger project update - The pumphouse is waiting for a new pole to be set by Verizon and for electricity to be hooked up.

Complete streets project update - The sidewalks on Chestnut Plain Road and at the Elementary

School will be completed by the spring of 2023. Brian and Keith plan to hold a public open house for residents to review the plans in September/October.

Items not Anticipated:

Brian asked if a Selectboard member would be willing to participate on an informal screening committee for the Recreation Coordinator position. Julie agreed to participate as the Selectboard Representative.

Adjourn

Motion to adjourn at 7:35 pm

Next Meetings: September 14, 2022, and September 28, 2022 (both tentative)

Documents

Selectboard Meeting Minutes, July 13, 2022

Selectboard Meeting Minutes, July 26, 2022

Invoice Warrant Report 7/15/2022 WP23-03, WP23-04, W23-05

Walk in Wellness Clinic, Town of Whately website

Email from Neal Abraham to Brain Domina, Keith Bardwell, *FWD: estimate update for Town Hall door openers/closers*, July 31, 2022

Proposal, NSA to Marc Bussiere, 7/1/2022

Attachment A-Scope of Work, Modular Office Buildout

Letter to Brian Domina from Department of Energy Resources, July 25, 2022

Town of Whately Elementary School Building Envelope Improvements, April 19, 2022

Email to Joyce Palmer-Fortune, Fred Baron, Julianna Waggoner from Brain Domina, *Restarting the Center School Discussion*, August 18, 2022

Spreadsheet, Surplus Equipment 2022

Chapter 115 of the Acts of 2022, Commonwealth of Massachusetts, July 13, 2022

Email from MassDOT Community Grants to Brian Domina, *MassDOT Award Notice: Rural streets Material*, August 9, 2022