

**Selectboard
Meeting Minutes
November 8, 2022
Hybrid Session Via Zoom
6:00 pm**

The open session of the Selectboard of the Town of Whately was called to order on November 8, 2022, at 6:02 pm by the Chairperson, Joyce Palmer-Fortune via Zoom. Also present were Selectboard members Fred Baron and Julie Waggoner. Present were Town Administrator Brian Domina, Community Development Administrator and Assistant Town Administrator Hannah Davis via Zoom, Administrative Assistant Amy Lavallee, Water Superintendent Wayne Hutkoski, Tyler Henseler Attorney representative for Circle K via Zoom.

1. Meeting Minutes: Review and vote to approve the meeting minutes from October 25, 2022

Motion made to approve the minutes from October 25, 2022. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

2. Vendor & Payroll Warrants: Review past vendor and payroll warrants

No Comments

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

No Comments

4. Scheduled Appointments:

None

5. COVID19:

None

6. Old Business:

a. To discuss and vote on a joint request for CLFRF monies from the Treasurer/Collector and Water Department to purchase billing software

The Selectboard previously offered to pay for half the cost of the \$16,900 that was needed for the Treasurer/Collector to process and issue water bills. The software incompatibility exists because the Treasurer/Collector changed software with the unintended consequence that the new software isn't compatible with the water billing software. This money will cover the new software for the Water Department that will communicate with the Treasurer/Collector's new software and cover the cost for a mobile scanner to read meters. Brian explained that the Water Department provides benefits to the Town in the form of unmetered water to town buildings and the Water Department is seeking access to the CLFRF funds in return.

Motion made to approve the appropriation of CLFRF funds in the amount of \$16,900 to pay for the billing software for the Water Department and Treasurer-Collector. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

b. To discuss providing a letter of support for the submission of an Efficiency and Regionalization grant to support the South County Senior Center

Brian shared with the Board the Budget breakdown he received from the Town of Deerfield for the SCSC grant submission. The Board agreed it appears incomplete and the Board is unclear if the intention of the grant funding is to address a specific building or not. He also shared the revised Draft letter to send to the South County Senior Center on behalf of the Selectboard which is due November 9, 2022.

Motion made to sign the letter of support for the Efficiency and Regionalization Grant for the South County Senior Center. Motion seconded. All in Favor. Joyce-yes, Fred-yes, Julie-yes.

c. To review and vote to approve the Special Town Meeting warrant for November 29, 2022

Brian shared with the Board a draft Warrant for the Special Town Meeting to be held on November 29, 2022, for review. He gave a brief synopsis of each warrant article. The Board requested the language in Article 7 be changed from Cannabis Stabilization Fund to Cannabis Impact Stabilization Fund.

Motion made to approve the STM warrant as reviewed and amended. Motion seconded. All in Favor. Joyce-yes, Fred-yes, Julie-yes.

7. New Business

a. To discuss and vote on a requested change in officers on the off-premises retail sales alcohol license for Circle K, Massachusetts, LLC (1 Sunderland Road, Whately, MA)

Tyler Henseler, attorney representative for Circle K discussed the Change in Officer application for Circle K at 1 Sunderland Road for the liquor license. There was a change of officers at the corporation. MA law requires approval for changes in the officers of a corporation that hold an alcohol license. MA law allows corporations with more than 10 officers to apply only to the state for approval, but not for off-premises retailer. The background checks and investigation are done by the ABCC. Selectboard had no questions.

Motion made to approve the application as presented. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

b. To discuss the tax classification options for FY23 and to set the date of the tax classification public hearing

Brian discussed with the Board the choices for FY23 are a single or split tax rate, an open space discount, a residential exemption, or a small commercial exemption. Brian included the PowerPoint presentation from last year for review as well as the DLS information handout on the four options. The Selectboard also needs to set the date of the tax classification public hearing. The hearing needs to happen prior to the vote by the Selectboard. Brian requested the Board let him know of any additional information they want

so he can request it from the Board of Assessors prior to or at the tax classification hearing. The Board agrees to have the tax classification hearing on November 21, 2022, at 6:00 pm. The Board requested data on small businesses in Whately.

8. Town Administrator Updates: (Items likely to be discussed)

Water Merger Project Update – the Water Department has taken over servicing customers of the Water District fulfilling a project that has been 20 plus years in the making. Water meter upgrades still need to be made at most homes and Brian believe there are still 6 outstanding hook-up fee payments.

Haydenville Road Reconstruction project - Northampton has scheduled a meeting with EOEEA to discuss Whately's request. Brian updated Senator Comerford and Representative Blais and requested their support when needed. He is expecting to setup a meeting with Northampton after next Tuesday.

Winter Maintenance of Sidewalks/Town Buildings - The Town intend to use John Hannum for sidewalks and JDR Builders for town buildings for snow clearing again. Both John and JDR have performed well over the past two years.

Recent Grant Awards - Hannah informed the Board that the Town has received 4 grants- 2 One Stop for Growth (\$59,000 for Exit 35 planning studies and \$58,950 Egypt Road water main loop closure) and 2 Community Compact Grants (\$7,500 for Town personnel policy updates and \$25,000 for Master Planning with FRCOG).

Center School RFP and Herlihy Park Restroom Invitation for Sealed Bids available Center School RFP and Herlihy Park IFB have been published seeking responses

9. Items not Anticipated:

None

10. Adjourn

Motion to Adjourn at 7:27 pm. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

Next Meetings: November 29, 2022, and December 13, 2022

Documents:

Meeting Minutes, October 25, 2022

Invoice Warrant Report, WP23-10, 10/24/2022

Quote, Stiles Company, August 15, 2022, for Whately Water Department

Letter to South County Senior Center from Selectboard, RE: South County Senior Services Efficiency & Regional Grant Application, October 25, 2022

Draft, *Special Town Meeting Warrant*, November 29, 2022

Application for Amendment ABCC Change of Officer, from Circle K, October 20, 2022

PowerPoint, *Chapter 4 Tax Classification Module*, 01/22