

Selectboard
Meeting Minutes
November 29, 2022
Town Offices
Hybrid Session via Zoom
6:00pm

The open session of the Selectboard of the Town of Whately was called to order on November 29, 2022, at 6:00 pm. Present were Selectboard members Joyce Palmer-Fortune, Fred Baron, and Julie Waggoner. Also present were Town Administrator Brian Domina, Community Development Coordinator Hannah Davis, and Administrative Assistant Amy Lavallee via Zoom.

1. **Meeting Minutes: Review and vote to approve the meeting minutes from November 8, 2022, and November 21, 2022**

Motion made to accept the Minutes from November 8, 2022, and November 21, 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:** ***Reminder- COVID19 rapid tests are available at the Town Offices***

6. **Old Business:**

a. To discuss the Conway School of Design's proposal to develop a climate resilience plan for the Town of Whately

Hannah Davis shared with the Board that the Conway School of Design offered to work on a Climate Resilience Plan pro bono as one of their class projects with a focus on social implications and carbon sequestration. Hannah will be meeting with them once or twice a month and is looking at a possibility of forming a committee to work with them. Joyce and Julie volunteered to be on the committee.

7. New Business

a. To discuss the Herlihy Park Restroom Accessibility project bids and vote to award the contract to the qualified low bidder

Brian discussed with the Board that this is a rebid of the project due to only receiving one bid the first time that was over budget. This rebid brought in 4 bids with the winning bid being from Cornerstone Building Services LLC out of Holyoke in the amount of \$52,721. Brian contacted the references listed for the bidder and has no hesitancy in awarding it to them. Motion was made to award the Herlihy Park Restroom Accessibility Project work to Cornerstone Building Services LLC for the amount of \$52,721. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

b. To discuss the installation of water meters on town buildings

Brian discussed with the Board that when the Water Enterprise Fund was created water meters were not placed at the Fire Station, Highway Garage, Police Station, Herlihy Park, Cemeteries. The Enterprise Fund has been carrying the costs for these buildings. The Town Hall, Library, Center School, and Smike's House were part of the Water District which is now the Water Department. All meters have to be installed or upgraded. Brian has asked Wayne to come up with the total costs for this to be done. Board agrees to table discussion until costs presented.

c. To discuss the Municipal Digital Equity Planning Program

Hannah discussed with the Board the program to assist the Town with developing a digital equity plan. The plan will assess the status of internet availability and quality across the town. The plan could be used to pursue future funding to increase broadband accessibility and affordability for residents. Motion made to apply to the Municipal Digital Equity Planning Program. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

d. To discuss and vote on whether to adopt winter parking regulations

Motion made to adopt the Winter Baking Restriction as presented with the amended year from 2022 to 2023. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

e. To discuss and vote on whether to allow the Whately Snowmobile Club to park at the former Dimaio property on State Road

Motion made to allow the Whately Snowmobile Club to park at the former Dimaio lot on State Road. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

f. To discuss and vote on whether to appoint Larry Ashman as a Library Trustee until the next annual election

Vacancy due to resignation of Sheila Powers.

Motion made to appoint Larry Ashman as Library Trustee until next election. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes.

g. To discuss and vote on whether to appoint Andrew Pepyne as a member of the Recreation Commission

Motion made to appoint Andrew Pepyne as a member of the Recreation Commission. Motion seconded. All in Favor. Joyce-yes, Fred-yes, Julie-yes.

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

tax classification hearing follow-up: Last meeting was the tax classification hearing; Brian would like to try to make it more streamlined for next year. The Board would like to request more information from the Assessors and a possible recommendation. They should also look at the possibility of doing a community informational campaign before the next meeting to help inform residents.

Center School RFP outreach: Brian informed the Board that the RFP has been published and so far, the Town has only sent out one copy of the RFP to an interested party.

Haydenville Road Reconstruction project: Brian formed the Board the designer is looking to see if all impacts to Article 97 land can be avoided through design changes.

Capital planning project requests due 12/30/22: capital planning request letters have been sent out with a requested reply date of 12/30/22.

Town Offices modular offices installation: Union Office will be in the Town Offices for the office installation on December 5th and 6th.

Fire Chief mandatory retirement and replacement process: as a reminder our current Fire Chief reaches mandatory retirement age this June. Fred Baron and Brian have met with the officers of the Fire Department and have requested them to review the job description and provide feedback. Any proposed changes would need to be brought to the Personnel Committee for review and recommendation.

FY22 Free Cash certification received: Free cash is certified in the amount of \$593,010 and the Enterprise Fund Retained Earnings are \$18,833.

9. Items not Anticipated:

The Town has put in a CPA application for their share of the Tennis Courts reconstruction at Frontier Regional in the amount of \$11,000 which is Whately's share of the cost requested. The total cost is \$300,000.

The space that Nupro was renting is now available for use or to rent. The Board needs to decide what the next steps are for that space.

10. Adjourn

Motion to adjourn at 6:58 pm. Motion seconded. All in favor. Joyce-yes, Fred-yes, Julie-yes

Next Meetings: December 13, 2022, and TBD

Board agrees that the next meetings will be on December 13, 2022, and December 27, 2022

Documents

Minutes, Selectboard, November 8, 2022

Minutes-Tax Classification Hearing, November 21, 2022

Winter Parking Restriction, 2022

Warrants, W32-12

Email to Brian Domina from Robert Sabola, Greater Whately Snowmobile Club-Parking, November 16, 2022

Email to Brian Domina from Robert Smith, Trustee resignation/Interim appointment, November 11, 2022