

**Selectboard
July 5, 2017
Town Offices
6:00 pm**

The regular meeting of the Selectboard of the Town of Whately was called to order on July 5, 2017 at 6:00 pm by the Chair, Frederick Orloski. Present were Selectboard members Jonathan Edwards and Joyce Palmer-Fortune, Town Administrator Brian Domina and Administrative Assistant, Maryellen Cranston. Vendor and Payroll Warrants were previously signed. The minutes from May 30 were approved (Joyce abstained).

Public Comments.- Discussion occurred regarding changes to the capital planning process. This will continue to be discussed going forward.

Scheduled Appointments

Lynn Sibley – Public Records Guideline Adoption & Vote to Adopt MGL, c. 32B, s. 21-23 – Lynn reviewed the requirements of adopting public records guidelines and posting them on the website. Motion was made and seconded to accept the guidelines as presented. Vote was unanimous

Extensive discussion occurred regarding adopting MGL 32B, s. 21-23. The advice from Town Counsel is the Board needs to accept these sections or be open to a potential labor complaint. The Hampshire Group Insurance Trust will present one plan which needs to be approved. The Town's other option is to join the GIC. Motion was made, and seconded, to accept the provisions of General Laws Chapter 32B Sections 21-23 and at this time the Board does not have any intent to engage in the health care change process without consultation with the union. Lynn emphasized there will be many opportunities for input. Vote was unanimous.

Chief James Sevigne – Policing Strategies – Chief Sevigne and the Board reviewed and discussed his performance goals. The Chief reported the police blotter will be available when dispatch updates their software. Jonathan wants the focus of the new events to be on Whately. The Board discussed the many ways available to advertise these events. The Chief will meet with the Board once a quarter to let them know what worked over the past quarter and what is coming up. Motion was made, and seconded, to approve the document as amended. Vote was unanimous.

Old Business

Housing Trust – Appointment of Trustees – This will be passed over until the next meeting.

East Whately School – Consider the Request to Waive the Right of First Refusal from Frontier School

Committee – Extensive discussion occurred regarding potential reuse of the Blue School and easements for the septic system and ball fields. This needs to go to a special town meeting vote. Jonathan was fine with waiving the right of first refusal as long as the town has access to the ball fields. The discussion continues.

Egypt Road – Donation of Easement Rights to Layout Egypt Road Alteration – This item needs to go on the special town meeting warrant.

Energy Committee Recommendation on ECA Solar Host Customer Agreement & Nexamp Off-taker – The energy committee met and unanimously agreed the Town should be the host community for the array in Chicopee, ECA Solar. Motion was made, and seconded, to accept the recommendation of the energy committee. Vote was unanimous. Fred signed, as chair, the Right of First Refusal and Host Agreement.

Town Hall Renovation Project – Brian gave a general review of the status for the project and the projected schedule. The Board will need to execute a preservation restriction.

Project Priority List – This will be discussed at the next meeting

New Business

Franklin County Cooperative Inspectional Services – Fred signed, as chair, the Professional Services Agreement.

Jones Whitsett Architects Contract Extension – Town Hall Renovation Project – Motion was made, and seconded, to extend the contract as presented. Vote was unanimous..

Award of Bid to Sell 2000 GMC Dump Truck – The Town received no bids for the dump truck at \$7500. After discussion, the Board agreed the Surplus Property Bylaw needs to be amended in order to simplify the process. Keith will continue to use the truck until the bylaw is changed and try one more time to sell it.

Green Communities Competitive Grant – Fred signed, as chair, this contract for \$164, 310.

Tighe & Bond Proposal Acceptance – Williamsburg Road Bridge – The cost should not exceed \$497,000 as long as we do not exceed contingency. Motion was made, and seconded, to accept the engineering proposal of Tighe & Bond. Vote was unanimous. Fred signed as chair, the contract.

Committee Appointments – Motion was made, and seconded, to accept the slate of appointments as presented (see below). Vote was unanimous.

Town Administrator Updates

1. Mass DOT has assigned an engineering firm to prepare preliminary design for the road replacement. Brian and Keith will be attending a meeting on August 7th. The Board asked that Northampton officials be invited to that meeting.
2. The Comcast drop from the street to the Town Office building is complete. FCAT is getting price quotes for the system to best connect the conference room, whether it be hard wired or wireless.
3. The Manganese Filtration Project will hopefully be going out to bid in August with installation in September.
4. We are waiting on the preliminary cost estimates for the Water Merger project from Berkshire Design Group. Once we know the costs, then we need to have a discussion about how to proceed with financing the project. The suggestion was made to see if FCAT would be interested in producing a video regarding the importance of the merger to the entire town.
5. We are waiting for the IT upgrade money to arrive in order to proceed with this project.

Next Meeting dates

July 26, 2017

August 9, 2017

August 24, 2017

September 13, 2017

September 27, 2017

Meeting adjourned 8:18 pm.

Respectfully submitted,

Brian Domina, Town Administrator

Document List

Vendor and Payroll Warrants #17-27/#18-01

Town of Whately Public Access Guidelines

6/30/17 email from Timothy Zessin regarding benefit changes

6/17/17 memorandum from Brian Domina regarding MGLc.32B s. 21

Chief of Police Performance Measures & Strategies

7/5/17 memorandum from Brian Domina regarding Affordable Housing Trustee Appointments

9/15/17 email from Richard Tillberg regarding Housing Trust appointments

6/21/17 email from Judy Markland regarding CPC representation

Quitclaim deed for 219 Christian Lane

FRCOG Agreement to Donate

Host Customer Agreement from ECA Meadow, LLC and Town of Whately

ECA Solar Right of First Refusal on net metering credits at 425 Meadow, Chicopee MA

7/5/17 Memorandum from Brian Domina on Tentative Town Hall Schedule

FY17 Priority Projects List

Professional Services agreement between the FRCOG and Town of Whately

Summary of Jones Whitsett Architects Construction Administration

6/27/17 proposal from Jones Whitsett Architects for bidding and construction administration

6/19/17 letter from Department of Energy Resources regarding the Green Communities Grant award

6/14/17 letter from the Mass Historical Commission regarding the Preservation Projects Grant award

6/27/17 proposal from Tighe & Bond regarding Haydenville Road

7/24/17 Town Hall floor plans

SELECTMEN'S APPOINTMENTS
July 5, 2017 – for FY18

<u>Position</u>	<u>Term</u>	<u>Incumbent</u>
Town Administrator	By contract	Brian Domina
Administrative Assistant	one year	Maryellen Cranston
Town Accountant	By contract	FRCOG
Town Counsel	one year	Kopelman & Paige
Superintendent of Streets/Tree warden	one year	Keith Bardwell
Keeper of the Pound	one year	Daniel Denehy, Jr.
Police Chief	3 year contract	James Sevigne, Jr. (Contract to July 2018)
Full Time Officers	1 year	Donald Bates
<i>Special Police Officers</i>	<i>one year</i>	<i>James Purcell Marc Bryden Randall Williams Jeffrey Baker, Court officer Robert Warger Edwin Zaniewski Jeffrey Soto Joshua Thomas Raymond Vandoloski Kristjan Viise Adam Zaniewski</i>
Fire Chief	one year	John Hannum
Emergency Management Director	one year	Lynn Sibley
Asst. Emergency Management Director	one year	Alan Sanderson, Jr.
Animal Control Officer	one year	Richard Adamcek

SELECTMEN'S APPOINTMENTS

July 5, 2017 – for FY18

<u>Position</u>	<u>Term</u>	<u>Incumbent</u>
Assistant Animal Control Officer	one year	Presently okay to be vacant
Hazardous Waste Coordinator	one year	Fran Fortino
FCSWMD Representative	one year	Fran Fortino, alternate
Municipal Right to Know Coordinator	one year	John Hannum
Franklin County Cooperative Building Inspector	one year	Jim Hawkins, Building Comm. James Cerone – Building Insp
Wiring Inspector	one year	Tom MacDonald, Wiring Insp. Robert Graves, Alternate
Plumbing Inspector	one year	Andrew French, Plumbing/Gas Dale Descavich, Alternate
Weights & Measurers	one year	Auction - Janet Land Kim Reardon John Payne Samantha Vanos
Fence Viewer & Field Driver	one year	Ai S. Annis, Jr. David Chamutka Richard Adamcek Vacancy
Veterans Agent	one year	Upper Pioneer Valley Veterans District
Veterans Graves Officer	one year	Raymond Billiel
Representative to Upper PV Veterans District	one year	Donald Sluter
ADA Coordinator	one year	Brian Domina

SELECTMEN'S APPOINTMENTS

July 5, 2017 – for FY18

<u>Position</u>	<u>Term</u>	<u>Incumbent</u>
BOARDS AND COMMITTEES		
Registrars of Voters	3 years	Theresa Billiel
Zoning Board of Appeals	3 year	Debra Carney
Zoning Board Alternates	1 year	Fred Orloski
	1 year	Kristin Vevon
Conservation Commission	3 years	Montserrat Archbald Andrew Ostrowski
Tri-Town Beach Committee	3 years	Vacancy
Historical Commission	3 years	Judy Markland
Council on Aging	3 years	Virginia Allis
	3 years	Maryann Sadoski
Capital Improvement Planning Comm.	1 year	Fred Orloski
Personnel Committee	1 year	Joyce Palmer-Fortune
REPC	1 year	Lynn Sibley
Franklin Regional Council of Governments Rep.	1 year	Lynn Sibley Brian Domina (alternate)

SELECTMEN'S APPOINTMENTS

July 5, 2017 – for FY18

<u>Position</u>	<u>Term</u>	<u>Incumbent</u>
Energy Committee	1 year	Jonathan Edwards Nathanael Fortune Paul Newlin
Cultural Council	3 years 3 years 3 years 3 years	Caroline Gear Julie Waggoner Joyce Palmer-Fortune Vacancy
Cable TV Advisory Committee	1 year	Vacancy Randy Sibley Joyce Palmer Fortune
Agricultural Commission	3 year	Timothy Nurse David Chamutka
FRTA	1 year	
Municipal Building Committee	1 year	Adelia Bardwell Virginia Allis Fred Orloski Judy Markland Anita Husted John Wroblewski Edward Sklepowicz
Housing Committee	1 year	Fred Orloski Richard Tillberg Catherine Roegge Fred Baron
South County Emergency Medical Services Board of Oversight Representatives	1 year	Gary Stone Jonathan Edwards