

**Selectboard
Meeting Minutes
January 30, 2019
Town Offices
Open Session
6:00 pm**

The open session of the Selectboard of the Town of Whately was called to order on January 30, 2019 at 6:02 p.m. by Selectboard Chair, Jonathan Edwards. Also, present were Selectboard members Fredrick Orloski, Joyce Palmer-Fortune, Town Administrator Brian Domina and Administrative Assistant Amy Schrader.

The Board voted to approve the meeting minutes from January 9, 2019.

Comments from the public– No public comment

Scheduled Appointments

Sue Monahan (Western Mass Mother's Day Half Marathon) appeared before the Selectboard. Sue held a preliminary discussion with the Board regarding the road race and the request for Hitchcock Brewery to serve beer to race participants and attendees on the field between the Fire Station and Highway garage. Since this event will be held on a Sunday May 12th, the Board questioned if Massachusetts's Blue Laws apply. Brian stated that along with updating the Town's One Day Event Permit and Alcohol License, he will also research Massachusetts's Blue Laws. The Board will be presented with the updated policy documents at the next meeting. Once these policy documents are adopted by the Board, they will be available for future events. The Board appreciates Sue's interest in the Town of Whately and looks forward to working with her to ensure the success of the event.

Right of first refusal under Chapter 61A for 12.16 acres of property (Assessors Map 21, Parcel 15) owned by Scott Hutkoski and Wayne Hutkoski to be converted for a solar energy generating facility. – Brian informed the Board of the current Nexamp solar project to be located behind the Blue School on Christian Lane. Nexamp is proposing to purchase the property owned by the Hutkoskis to construct the solar array for which it received a special permit from the ZBA last year. Nexamp has also entered into a PILOT agreement with the Selectboard. Due to several concerns of the Building Inspector the project is currently at a stand-still. Brian contacted the Agricultural Commission and Conservation Committee for feedback but has yet to hear back from either board. Judy Markland (resident) stated that the Conservation Commission and Agricultural commission should be involved. Keith Bardwell, Highway Superintendent, suggested that the Housing Committee should be informed of the right of first refusal so the Housing Committee could render an opinion if these lands would be appropriate for low income housing or elderly housing. The Board discussed what

amount of Whately's viable farm land is currently being used for solar farms. Nexamp's scheduled appointment was continued to a future meeting.

Old Business

Complete Streets project – Brian informed the Board that the Town has received \$209,000 in Complete Streets funding from the Massachusetts Department of Transportation to reconstruct the sidewalks along Chestnut Plain Road from the Center School to the Town Hall and from the Center Cemetery to Haydenville Road. The project also includes the installation of five crosswalks in the project area to improve pedestrian safety and ADA compliance. The next phase is preparing a preliminary design for residents to provide feedback on. Keith Bardwell, Highway Department Superintendent, contacted Engineer, Sarah Campbell. Sarah did the sidewalk design work for Sunderland's recent project. Sarah is going to provide the Town with a proposal to complete the design work. Brian informed the Board that the sidewalk currently goes through the Whately Inn's parking lot and to maintain ADA compliance that will need to change. Keith Bardwell, Highway Superintendent, stated that the parking at the Whately Inn may need to be addressed due to sight line issues. The Board had a brief discussion regarding Whately's current sidewalks, the Town's lack of a sidewalk by-law, feasibility of the project, and community involvement. No action was taken at this time.

Veterans Memorial project – Jim Ross, Veterans Memorial Committee, discussed the Landscape Plan for the Whately Veteran Memorial designed by Cameron Cox from the Conway School. A slideshow of the different design options was shown. These design plans are ADA compliant and easily maintainable. The Board had a lengthy discussion as to the different design plans, materials proposed for the memorial, and community impact. The Veterans Memorial Committee favors the final design alternative # 1. Jim Ross, Veteran Memorial Committee, has and will continue to notify abutter of advancements in the project. Joyce Palmer-Fortune suggested putting an article in the Whately Scoop to inform residents. Jonathan Edwards suggested displaying the design at the Annual Town Meeting. The potential start date for the designs work is spring 2019 with an estimated completion date of June 2020.

CPA applications - The Board had a lengthy discussion regarding the proposed final budget for Frontier Regional's proposed track replacement. The Board estimated that the cost would be no more than \$9,000 each year over a 10-year period. This amount is equal to the proportion of debt service for each year that's attributable to the track project. The CPC requested that the Recreation Commission approve this application as well. The Board will not pursue a CPC application for the Veterans Memorial Project now but asked that that CPC be willing to consider an application in June 2019.

New Business

Center School building - Brian informed the Board that the Center School is no longer being used by the Town or the Whately Historical Society. The Board had a lengthy discussion regarding the future of the building and the parcel of land. Jonathan Edwards suggested that the building be preserved and not demolished. Joyce Palmer-Fortune stated that she thinks that the Center School parcel is beneficial to the Town, but the building isn't. The Board discussed the building use, zoning, and the Town's vision for the town center. . Judy Markland (resident) stated that the Planning Board is working on the adaptive reuse overlay which is typically used when municipalities try to reuse old school buildings. Judy Markland suggested that the Town shouldn't sell the property until the zoning changes have been finalized. Judy Markland requested that one of the conditions of the sale be that the Milk Bottle stay where it is. Keith Bardwell, Highway Superintendent, suggested that the Town do an updated perc test. Dan Denehy (resident) suggested that the parcel be turned into a small parking lot. No action was taken by the Board at this time.

Town-owned building maintenance and oversight responsibility – Brian informed the Board that since the Center School is no longer being used by the Town or the Whately Historical Society, it would be an appropriate time to establish who is responsible for Town Building oversight and maintenance. Fred Orloski stated that the Town should look at our current Departments to see who can take over this responsibility. . Keith Bardwell, Highway Superintendent, stated that it would be best to have one janitor and/or custodian type person who would be supervised under the Highway Department. The Board had a brief discussion as to the custodian's job description, additional responsibilities for the supervising department, and what the cost would be to the Town. The Board requested that Brian draft a proposal as to what the additional responsibilities would be for the Highway Department and what the janitorial/custodian job description would entail.

Town Hall Appeal – Brian informed the Board that the ZBA Town Hall Appeal meeting has been continued to the tentative date of April 4, 2019. The Board had a brief discussion on how the delayed ZBA hearing will affect scheduling Town Hall events. Brian informed the Board that Town Counsel will render an opinion as to what counsel believes is the scope of the grandfathered uses in the building. Per Town Counsel's advice, the Town may use the building in accordance with his opinion until instructed to do otherwise.

Approval of Mileage Reimbursement Rate – Motion was made and seconded to accept the IRS mileage rate for 2019 at 58 cents. All in favor

Municipal Vulnerability Preparedness grant – Joyce made a motion to apply for the Municipal Vulnerability Preparedness Grant. Motion was seconded. All in favor.

New England Public Radio Arts & Humanities Award – Judy Markland requested that the Board nominate resident, Paul Newlin, for the New England Public Radio Arts & Humanities award based

on his outstanding contribution to the cultural life of Western New England. The Board voted unanimously to nominate Paul Newlin.

Performance evaluation of the Town Administrator – The Board unanimously voted to begin contract negotiation with the current Town Administrator, Brian Domina. The Board will discuss specifics of the negotiations at the next Selectboard meeting likely during an Executive Session.

Town Administrator Updates

Brian informed the Board that MassDEP has a couple of grants available for electrical vehicle charging stations. The Board suggested contacting the Whately Diner/Truck stop and MassDOT (park and ride off exit 24) to see if they would be interested in installing electrical vehicle charging stations.

Items not anticipated within forty-eight (48) hours of the meeting –A unanimous decision was made to change the next Selectboard meeting time from 6:00pm to 6:30pm.

To go into Executive Session per M.G.L. c. 30A, § 21(a)(2) to conduct strategy sessions in preparation for contract negotiations with non-union personnel. The Board will not be returning to open session – The Board decided not to go into Executive Session.

Adjourn – Jonathan made a motion to adjourn – 8:46 pm. Motion was seconded. All in Favor.

Next Meeting Dates: February 13, 2019 and February 27, 2019

Respectfully submitted,

Brian Domina, Town Administrator

Document List on File in the Selectboard Office

Meeting Minutes dated January 9, 2019

Email from Susan Monahan dated January 11, 2019

Town of Whately's Request for One-Day Liquor License

Town of Northfield's Event Permit Application

Notice of Intent to Sell Property and Convert to Other Use M.G.L. Chapter 61A, Section 9

Frontier Modified Final Capital Plan dated January 8, 2019

Frontier Projected Capital Improvements dated January 8, 2019

IRS Standard Mileage Rates for 2019 dated December 14, 2018

Municipal Vulnerability Preparedness Grant Program FY19 Planning Grant dated January 9, 2019

Email from Judy Markland dated January 21, 2019 along with New England Public Radio Arts & Humanities Award Nomination Form

Letter from the Town of Westhampton dated January 22, 2019