

**Selectboard  
Virtual Meeting Minutes  
March 25, 2020  
Town Offices  
Open Session via Zoom  
6:00 p.m.**

The open session of the Selectboard of the Town of Whately was called to order on March 25, 2020 at 6:15 p.m. by the Chairperson, Joyce Palmer-Fortune. Also present via Zoom were Selectboard Members Frederick Orloski and Jonathan Edwards: Town Administrator Brian Domina, and Administrative Assistant Amy Schrader.

**Review and vote on the meeting minutes of March 11, 2020, March 13, 2020, March 16, 2020 and March 24, 2020**

Meeting minutes from March 11, 2020, March 13, 2020, March 16, 2020 and March 24, 2020 will be voted on at the next Selectboard meeting scheduled for April 8, 2020.

**Review past vendor and payroll warrants**

The Board had no comments or questions on past vendor and payroll warrants

**Comments from the public on items not listed on the agenda**

None

**COVID-19 STATE OF EMERGENCY**

**To discuss the current state of emergency, emergency orders and emergency legislation** – Joyce (Selectboard Chair) informed the public that the Board held an emergency meeting yesterday, Tuesday March 24, 2020. Brian informed the Board that schools are now closed through May 4, 2020 and that the Town will continue to adapt to the ongoing changes. Brian gave a summary of the Board's decisions over the last week due to the COVID19 outbreak. Brian informed the public that the last regular meeting of the Board was March 11, 2020 and since then the Selectboard has met three times in emergency session due to the COVID 19 outbreak.

- March 13, 2020, the Board met and declared a local state of emergency for the Town of Whately due to the COVID19 outbreak.
- March 16, 2020, the Board met and issued an emergency order restricting the access of the general public to all Town Buildings.
- March 24, 2020, the Board held an emergency session to respond to Governor Baker's order that was issued the previous day, that close all non-essential business.

The Board took three actions at this meeting:

- First action - the Board issued a directive that all town employees shall limit work from town buildings, except when necessary to conduct essential businesses or essential functions. At all other times, employees are expected to work remotely from home where possible. If working remotely is not possible, to remain on-call to respond if needed to carry out essential activities. This order was effective immediately and will be reviewed at the next Selectboard meeting on April 8, 2020.

- Second action - the Board voted to continue paying their employees their regular base pay at least until April 8, 2020 for those who could not work or working less hours from home during their duration of the directive.
- Third action - the Board voted to request permission from the Department of Local Services to deficit spend the Towns emergency management account and other accounts as needed.

The Town Office building is closed and staggered employee schedules have been worked out internally.

Brian informed the Board that there are a few news items on the Town's website ([www.whately.org](http://www.whately.org)) that the residents might be interested in:

- The Transfer Station will continue to operate with special precautions;
- Meals for Seniors – Jonathan informed the Board that a robo call went out to all Whately residents yesterday. The Senior Center received an increase in calls for reserving lunches and home deliveries. The Senior Center Staff is working on organizing delivery of meals. Front-door deliveries only; staff will not enter into the home. Frontier will start dropping off a light breakfast to the Senior Center: for example, a light muffin.
- Information regarding meals for Whately Elementary School Students

Fred expressed concern that he saw some people coming to the Town Offices for routine business, checking mail, or socializing. The Board had a brief discussion regarding the Board's directive, how to address this situation, and stressed the importance of not coming to the Town Offices unless necessary. Brian stated the most effective thing would be to send a reminder email stating "please don't come into the buildings unless you need too". The Board decided to send out a reminder email to all department heads to address this issue.

#### **New Business:**

**To appoint Rick Adamcek as the Inspector of Animals for the Town of Whately** - A motion was made to appoint Rick Adamcek as the Inspector of Animals for the Town of Whately. Motion was seconded. Roll call vote: Jonathan – yes, Fred – yes, Joyce – yes. All in favor.

#### **Town Administrator Updates:**

Brian informed the Board that the Town had two big planning projects going on: Hazard Mitigation and MVP Planning both require in person meetings. Due to the COVID19 outbreak, Brian is assuming that both of these deadline requirements will be extended.

Brian expressed concerns that the Complete Streets sidewalk project has not gone out to bid yet. The contract for the grant ends on June 30, but he fully expects that an extension will be given.

Brian informed the Board that the Green Communities Grant and Culvert Grants deadlines have been extended.

Brian informed the Board that he submitted a request to MassDOT for the Williamsburg Road Bridge project. MassDOT District 2 is supportive of \$272,000 increase and offered to forward the request to Boston for approval. If the Town receives the additional funds then very little of the Town's Chapter 90 funds will be used.

Jonathan informed the public that electric vehicle charging stations will be installed at the park and ride off of Exit 24. MassDOT and Eversource have to finalize a host agreement. A vendor has already been selected to do the installation work.

**Items Not Anticipated within forty-eight (48) hours of the meeting:**

A motion was made to adjourned at 6:37 p.m. Motion was seconded. Roll call vote: Jonathan – yes, Fred – yes, Joyce – yes. All in favor.

Respectfully submitted,

---

Brian Domina, Town Administrator

Next Meetings: April 8, 2020 and April 29, 2020

**Remote Participation Information**

**How to Participate – Two Options**

(1) Join the Whately Selectboard Meeting by computer by clicking the link below:

<https://zoom.us/j/990697432>

Meeting ID: 990 697 432

(2) Join the Whately Selectboard Meeting by telephone by calling one of the numbers below:

1-877-853-5247 US Toll-free

1-888 788 0099 US Toll-free

Meeting ID: 990 697 432

**Document List on File in the Selectboard Office**

Vendor warrant dated 03/16/20

Payroll warrant dated 03/16/20