

**Selectboard  
July 14, 2015  
Center School  
7:00 pm**

The regular meeting of the Selectboard of the Town of Whately was called to order on Tuesday, July 14, 2015 at 7:00 pm by the Chair, Jonathan Edwards. Present were Selectboard members, Paul Newlin and Fredrick Orloski, Town Administrator, Mark Pruhenski and Administrative Assistant, Maryellen Cranston. Minutes from the June 16, 2015 and June 30, 2015 meetings were approved. Joyce Palmer Fortune was presented with a plaque in recognition of her service to the Town of Whately.

**Scheduled appointments – Joyce Palmer Fortune – FCAT follow up** – Also present was General Manager Chris Collins. Joyce requested the Board approve the FCAT interim budget so they no longer have to operate from their reserve funds. As a follow-up to a questions asked in the previous meeting, an audit has not been done. There is money in the new budget to have one done. Chris plans to apply for more grant funding. He emphasized the FCAT budget is well maintained. The Board voted unanimously to approve the FCAT budget as presented.

**Public Comment**

**Old Business**

**Town Office Consolidation/WMRLS Update – Purchase and Sale Agreement** – Mark reported the Municipal Building Committee met earlier today at 1 pm. Final design options reflecting employee and SCEMS input will be emailed to Mark by next Wednesday. The MBC will forward a design to Deerfield and Sunderland to receive their input for the SCEMS portion. Mark reviewed with the Board pertinent details/changes to the Agreement. The Board signed the agreement. Discussion occurred regarding a Finance Committee representative on the MBC. While Bob Fydenkevez was nominated by the Finance Committee, Dan Kennedy may be a more logical person given his role on the Capital Committee. Jonathan asked Mark to investigate how much of the construction phase can be performed by jail employees. Mark plans to meet with someone from the United States Department of Agricultural on Thursday to discuss financing the purchase.

**Water Department Manganese update** – Mark reported the Water Department has met the requirements set forth by the Department of Environmental Protection in response to the manganese issue. They have notified their customers and monitored manganese levels. They have agreed to the recommendations of Berkshire Engineering to purchase a filtration system.

**List of Official/Employees who owe Conflict of Interest** – Mark presented a preliminary list of officials/employees who have not completed their Conflict of Interest training. He will bring back an updated list at their next meeting and ask for their assistance in encouraging people to complete the training.

**Special Town Meeting Date in September** – The Board agreed to hold a special town meeting on September with the preceding meeting schedule as outlined below.

**Performance Evaluations for staff – Update** – Mark reported staff employee evaluations have been completed except for the police department. Mark sent out multiple email reminders with no response. Jonathan requested Mark inform the police chief the requirement to do performance evaluations for the staff is coming from the Selectboard.

**End of Fiscal Year transfers – Sign** – Mark reported the Finance Committee met last week to approve 3 small reserve fund transfers. The Board approved a \$2000 transfer from Group Insurance to the FICA account. Mark will research why this line item is overdrawn.

**FRTA Advisory Board appointment** –The Board unanimously approved Frederick to be the FRTA representative.

**New Business**

**Change August 11<sup>th</sup> meeting date** – The Board agreed to the following meeting schedule:

July 27<sup>th</sup> – 7 pm

August 4<sup>th</sup> – 6 pm

August 25<sup>th</sup> – 7 pm

September 8<sup>th</sup> – 7 pm

September 22<sup>nd</sup> – STM at 7 pm followed by a brief Selectboard meeting.

**The agenda lists topics reasonably anticipated within 48 hours of the meeting. The chair of the committee reserves the right to add items to the agenda that may not be listed here; additionally, members of the committee may have unanticipated concerns not listed here that they may bring to the committee.** Further discussion regarding the WMRLS building purchase occurred. Mark will investigate if we will need bid ready documents for renovations or a building permit with architectural oversight.

Discussion occurred regarding the engineering design for merging the Water Department and Water District. If Berkshire Engineering is not interested in submitting a plan, Mark will find out from other towns what engineers they used in similar situations.

Mark reported the Dump Truck has been picked up by the buyer and a \$10,000 check received.

Because it was discovered since the last meeting that the gas bid is .19 higher than the previous year, the Board unanimously voted to rescind their vote on June 30<sup>th</sup> and to reject the gas bid presented. Gas bids will be advertised and brought back at a future meeting for consideration.

The Board unanimously approved Jonathan signing, as chair, an unabatement of an ambulance bill for \$329.61.

The Board signed a Chapter 90-Project Request for \$9000 on Haydenville Road; a Chapter 90 – Environmental Punch List for \$126,000 for River Road/Sugarloaf Street Extension. Frederick has concerns regarding the \$25,000 Chapter 90 request for Egypt Road. He has concerns regarding moving the pole and where exactly the right of way lines exist. Jonathan asked Mark to invite Keith in to the next meeting to discuss Frederick's concerns.

Mark reviewed with the Board the final letter issued to delinquent dog owners before filing a complaint in court.

Mark reported we have received the signed contract for the work to be done on the grave stones. Work should begin in the next few weeks.

Jonathan recognized Frederick for his contribution of a flag pole to Herlihy Park.

Jonathan requested the Cell Tower Agreement be placed on the next agenda.

**Next Meeting dates**

July 27, 2015 – 7 pm

There being no further business to come before this meeting it was adjourned at pm.

Respectfully submitted,

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Frederick Orloski, Clerk

**Documents Used at Meeting and are on file in Selectmen's Office**

Vendor and Payroll Warrants #15-28/#16-02 (on file in the Accountant's Office)

FCAT FY16 budget and agreement

Purchase and Sale agreement for the Western Massachusetts Regional Library Building

8/14/2014 Response Required regarding Compliance Action Plan for water manganese levels

7/6/15 Reserve Fund Transfer Requests

6/30/15 FRTA correspondence regarding FRTA appointment

FY08 Ambulance Bill Unabatement for \$329.61 (not a public record)

7/27/15 late dog letter

List of non-compliant employees for Conflict of Interest Training

Chapter 90 Paperwork for Haydenville Road, Egypt Road and River Road/Sugarloaf Street Extension