

**Selectboard
May 9, 2018
Town Offices
Open Session
6 pm**

The open session of the Selectboard of the Town of Whately was called to order on May 9, 2018 at 6 pm by the Chair, Frederick Orloski. Present was Selectboard member Jonathan Edwards, Town Administrator Brian Domina and Administrative Assistant, Janet Scully. The Board previously signed the Vendor and Payroll warrants.
Minutes from April 24, 2018 were approved.

Comments from the Public – none

Scheduled Appointments

Keith Bardwell (Highway Superintendent): Appointment of Operator/Laborer to Highway Department – Brian informed the Board that he, Keith and Jonathan (liaison to Highway Department) interviewed 3 candidates (15 total resumes received) for the Operator/Laborer position. The unanimous recommendation of the Committee is that Douglas Scoville be promoted to the Senior Operator/Laborer position and Dylan Uzdavinis be appointed to the Operator/Laborer position.
Motion was made and seconded to accept the recommendation of the hiring committee. All in favor.

Jennifer Reynolds: (250th Committee) – Jennifer spoke to the Board about the Committee's desire to hold a town-wide tag sale/flea market as a fund raiser for the 250th celebration coming up. The flea market would potentially be located at the Fire Department with individual tag sales happening throughout the town on the same day. The 250th Committee is asking that the Board consider gifting any tag sale fees paid for permits back to the Committee. The Committee is considering holding this town wide event each year leading up to the 250th celebration. Tentative date of September 8th with a rain date of September 9th. General discussion occurred. Motion was made and seconded to support the Town-Wide tag sale/flea market fundraiser sponsored by the 250th Committee. All in favor.

Jessica Atwood: FRCOG Economic Development Planning – Jessica discussed with the Board the economic development visioning session to be planned in Whately this summer and to review the draft presentation for the session. Some discussion on the content of the presentation, the timing of the presentation with a recommendation that it happen before June 30th and lastly, how to best get the word out. Two dates were offered for consideration, June 20th or 27th. Jessica will be in contact with Brian as to which of the two suggested dates is best for the FRCOG team.

Old Business

Town Hall Project Updates – Finish work is continuing. Tiling and paint are happening on the inside and sidewalks and the rear parking lot will begin soon. The Board recommended that the townspeople be kept informed of times that parking lot construction might be more inconvenient. A brief discussion occurred on the impact of construction on the Post Office.

New Business

Scanlon Associates Engagement Letter – Brian presented to the Board an engagement letter from Scanlon Associates for the financial audit being performed for the town.

Renewal of Property, Liability and Workers Compensation Insurance (FY19)– The Board reviewed the FY19 policy from MIIA.

Review of 2018 Annual Town Meeting Projects – Brian reviewed with the Board the procurement process for the projects approved at the 2018 Annual Town Meeting. The Board agreed to move forward with the projects, asking that Brian be closely involved with the process.

Police Department, Part-Time Officer Posting – Brian discussed with the Board the difficulty the Police Department is having filling weekend shifts in a way that doesn't have officers working more than 20 hours. The Police Chief recommendation is that additional part time officers be added to the roster. The Board reviewed the job posting and agreed that the vacancies on the roster be filled.

Declaration of Surplus Property – It was requested that the Board declare the 2009 Chevy Impala Police Cruiser (now off the road) as surplus property so that it can be disposed of, likely through an online auction (Municipibid). Motion was made and seconded. All in favor.

Emergency Generator – the Board discussed the possibility of purchasing a used generator to be installed at the elementary school which is designated as the Town's emergency shelter. Discussion occurred as to other fuel sources for generators versus diesel which is less environmentally friendly. While it was acknowledged that this used generator would be much less expensive up front, the Board had questions on programming as well as the fuel concern. Brian will look into this further to get more information.

Library Sponsored Events – The Library Director asked that the Town consider the possibility of holding book club meetings off-site at restaurants, vineyards and pubs. The Town would not provide alcohol or food but only run the book club group. Town Counsel did not see any direct liability however, the insurance company recommended against it. Discussion occurred on the pros and cons of such events and the Board asked that Brian get more information before a decision is made.

Town Administrator Updates

1. The Board received a letter from Katherine Fleuriel resigning her position with the Board of Assessors. The Board will need to fill the vacancy for the remainder of the one-year term. Brian recommended that the Board ask the Assessors for a recommendation. The Board suggested that the vacancy be posted on the website. The Assessors will have a suggestion when they meet next on May 22. A vote will be taken by the Selectboard at their next meeting on May 30.
2. There will be a Complete Streets Public Meeting on May 16th at the Town Offices seeking public input on prioritizing street and sidewalk projects in the Town.
3. FRCOG electricity aggregation effort – Brian expects to receive additional information from Bob Dean shortly. Brief discussion about whether individual townspeople can opt in and out as wanted.
4. Memorial Day Parade – May 27, 2018 starting from the church at 11 AM. It has been requested that the Board attend if they are available.
5. Nexamp Solar Projects – Nexamp is targeting late 2018 or early 2019 for the start of commercial operations on the Hutkoski and Kocot projects. Still waiting for the State to start the SMART program likely in September.
6. Blue School Update – Brian contacted Patti Cavanaugh for an update however none was available.
7. Williamsburg Road Bridge construction estimates are coming in high from the engineers and Keith is working with Tighe and Bond on exploring ways to reduce those costs.

The agenda lists topics reasonably anticipated within 48 hours of the meeting. The chair of the board reserves the right to add items to the agenda that may not be listed here; additionally, members of the board may have unanticipated concerns not listed here that they may bring to the board.

Next Meeting Dates

May 30, 2018

June 13, 2018

Meeting adjourned 7:30pm

Respectfully submitted,

Brian Domina, Town Administrator

Document List on File in the Selectboard Office

4/10/18 Email from Jennifer Reynolds
4/30/18 Scanlon & Assoc. Engagement Letter
4/30/18 MIIA Insurance renewal
Whately Police Dept. job posting
4/9/18 Surplus Property Request
4/26/18 Backup generator email
2/8/18 Off site book club request
4/2/18 Request for Transfer from the Reserve Fund
5/2/18 SMART program email
5/7/18 Electricity Aggregation
5/8/18 Katherine Fleuriel resignation letter