

**Board of Selectmen
March 10, 2015
Whately Elementary School
7:15 pm**

The regular meeting of the Board of Selectmen of the Town of Whately was called to order on Tuesday, March 10, 2015 at 7:25 pm by the Chair, Joyce Palmer Fortune. Present were Selectman Jonathan Edwards and Paul Newlin, Town Administrator, Mark Pruhenski and Municipal Secretary, Maryellen Cranston. Minutes from the February 24, 2015 were approved. Vendor and Payroll warrants were signed.

Scheduled Appointment - Montserrat Archbald – Proposed Kinder Morgan pipeline resolution – Also present was Mike Archbald. Montserrat discussed with the Board proposed wording for an annual town meeting resolution opposing the Kinder Morgan pipeline. Discussion occurred regarding arguments for and against the pipeline. Jonathan will propose potential changes to possibly make the resolution more palatable to a larger group of people. Montserrat was amenable to changes as long they don't impact the main points of the resolution. Motion was made, and seconded to accept and recommend the pipeline resolution as proposed at the next annual town meeting. Vote was unanimous.

Old Business

Town Office Consolidation Update – Mark reported he has submitted a first draft of a Request for Proposal for conceptual drawings for the Western Mass Regional Library building and a scaled down Town Hall to the Municipal Building Committee. He hopes to have a final draft after their next meeting on March 26 at 5 pm at Town Hall.

New Business

Frontier Long Range Planning Study-Mark presented the Board two options to consider for the study of sharing and consolidating existing school buildings. The first was from the Frontier Long Range Planning Committee. They would like to pursue the study requested under the Community Innovation Challenge Grant whose funding was cut. The cost of this study is \$48,000. Another potential source for the same study, not including child care, is thru the UMass Landscape Architecture and Regional Planning program. The cost for the study is \$24,000. The Board would like to know how long their study would take. Is their proposal in writing? Paul was concerned that less money may mean less return. Mark will bring more information to the next meeting.

Regional Collaboration Funding – The Franklin Regional Council of Governments Local Technical Assistance grants were announced. The Regional Police request for Deerfield, Sunderland and Whately will either be funded under Regional Public Safety collaboration or Sub-regional Collaboration.

Job Description Approval – Administrative Assistant/Payroll clerk – The Board reviewed the old job descriptions for Municipal Secretary and Payroll Clerk and the proposed updated descriptions. The Municipal Secretary title will be changed to Administrative Assistant. The Board voted unanimously to accept both new job descriptions as presented.

Regional Emergency Planning Committee endorsement – The Board unanimously agreed to support the Town's commitment and participation in the Regional Emergency Planning Committee. Joyce signed, as chair, the endorsement..

Wickles contract for rubbish hauling & disposal and recycling hauling – The Board reviewed the changes in the Wickles contract. The Board agreed to have Joyce sign, as chair, the contract.

Grange 75th anniversary letter – The Board signed a letter of congratulations to the Whately Grange for their 75th anniversary.

Back up/external hard drive – Mark reported he has purchased three external hard drives for the Center School. The finance committee supports including computer back up in the FY16 budget.

Mileage Rate reimbursement – The Board unanimously agreed to establish the mileage reimbursement rate as the IRS rate at the first of the year. Mark will investigate if other towns have a policy regarding a deadline for mileage submissions.

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. Mark discussed with the Board the Municipal Building Committee does not want to include South County EMS in the RFP without a formal commitment from them. Jonathan indicated the SCEMS Board of Oversight is working on a letter of support to move to the WMRLS building. Their concern is that such a move is contingent on approval of all three towns. If the vote fails, then SCEMS will have a short window of time to move out of the South Deerfield Fire District. Mark will work on arranging more communication between the Board and the SCEMS Board of Oversight.

For the viewing public, Mark reported how a resident had made him aware of an insurance promotion for exterior water lines. This is not something the town has initiated or endorsed.

Motion was made, and seconded to go in to executive Session and not return to open meeting per MGL 30A Section 21, Subsection 6 to consider the purchase of real estate if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body (Joyce Palmer Fortune so declared) Roll Call Vote: Paul – yes; Joyce – yes; Jonathan – yes.

Next Meeting dates

March 31, 2015 – 7 pm

April 14, 2015 – 7 pm

April 28, 2015 – To Be Determined

May 12, 2015 – 7 pm

There being no further business to come before this meeting it was adjourned at 8:30 pm.

Respectfully submitted,

Paul K. Newlin, Clerk

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

Vendor and payroll warrants 15-19 (filed in the Accountant's office)

Job Descriptions for Municipal Secretary, Administrative Assistant and Payroll Clerk (2)

2/10/15 memo regarding Frontier Long Range Planning request along with various emails

3/2/15 memo from Linda Dunlavy regarding Local Technical Assistance Funded Projects in 2015

3/10/15 letter from the Selectmen regarding the Whately Grange's 75th anniversary.

3/10/15 IRS web print out regarding 2015 mileage rates

2015 Franklin County REPC endorsements

2/19/2015 Dave Wickles Trucking contract

2/3/15 mailing from Homeserve regarding water line insurance

Draft Town Office Consolidation Request for Proposal