



**SELECTBOARD**  
**TOWN OF WESTHAMPTON**  
**TOWN HALL**  
**1 SOUTH ROAD**  
**WESTHAMPTON, MASSACHUSETTS 01027**

March 21, 2016

The meeting convened at 7:70PM.

Present were Jim Huston, and Phil Dowling. Also present were Cheryl Provost and Chris Norris.

Warrants were signed for:     Payroll: \$68,580.63  
   Vendor: \$379,219.61  
   Town Caucus

Accepted minutes from March 7, 2016.

- Highway Superintendent update:  
Cheryl reported that David was at the HRMC meeting so could not attend the Selectboard meeting. She and David will be going to Boston Wednesday to meet with Representative Kocot and Transportation Secretary Pollack to discuss funding for the Northwest Road culvert project.
- Fire Department and EMS update, Chris Norris, Fire Chief reported:
  - the Hazard Mitigation Plan draft is complete and requires approval. The board will review it and discuss it at their next meeting.
  - the department is being re-organized and interviews for officers will be sometime in May. Chris wishes to have a member of the Selectboard present in addition to a representative for the Police Department and current fire dept. deputies.
  - the department budget looks good for the remainder of the year. He submitted a level FY17 budget to the Finance Committee. Phil pointed out that the Finance Committee brought forth their concerns that the EMS and Fire budgets were combined when submitted. The board discussed it at the March 7 meeting and determined it best to wait a year before doing so. Chris replied he heard the committee's concerns of transparency. He argued that surrounding towns running ambulance through the fire department typically combine the budgets. When asked if there are items that overlap in those budgets Chris replied that there are scenarios where that can happen and gave an example. He also suggested that without a separate EMS Director managing the EMS budget it makes more sense to combine them. Chris then requested an article be placed on the Annual Town Meeting warrant seeking the town to vote to combine the accounts. The board will review the request when all members are present.
  - ambulance service charges go into the EMS Reserve Receipt account. The funds can only be expended through the budget or by vote of town meeting. There is an estimate of \$5,000.00 in the account. Chris recommended leaving it there for a year to accumulate, and then consider what the funds can be used for.
  - Pioneer Valley Ambulance supports hours not covered by Westhampton ambulance at no charge to the town. This reduces the overall cost of ambulance service. Chris for-sees no immediate

capital expenses from fire or EMS in the near future. Engine-2 has been upgraded and well maintained and should last another ten years. A new ambulance was submitted to the Capital Planning Committee but Chris is seeking alternatives to purchasing a new one. Discussion ensued regarding the Public Safety Complex. He wishes to move forward with a study for a new complex. He suggested combining the fire, EMS, police, Council on Aging, and Building Inspector within a new complex. Chris stated that Pioneer Valley Planning Commission may provide funding for a feasibility study. Phil replied that Pat Miller, Council on Aging Coordinator previously expressed interest in such a design. Chris acknowledged that although such a project is in the future he is interested in continuing to research options. He would like to see the Public Safety Complex Committee moving forward.

-Phil inquired about the two recliners purchased through the EMS budget for a total of \$1,366.75. Chris responded they were purchased for the day room at the safety complex for on-call EMT's. They're quality chairs to withstand the use intended for and made of leather which is easily wiped down. Chris preferred that over cloth which can be difficult to clean, expressing concern of transmitting disease. Phil and Jim expressed they're not opposed to the idea but the cost seems excessive. Chris agreed they were costly. Phil suggested that Chris come before the Selectboard when considering making such purchases as the town is not in a position to purchase items that may not be necessary. Chris replied that the idea was to provide volunteers a location to relax while on call and appeal to bring in additional volunteers. Phil and Jim acknowledged the volunteer department and agreed some accommodations are acceptable but in the future suggested that Chris seek opinions first.

-suggested a Department head meeting

- Capital Improvement Planning Committee updates:  
Maureen Dempsey visited on behalf of the Capital Improvement Planning Committee. She reported the Committee received requests from different departments. After reviewing the requests the Committee voted on a capital plan and created a schedule. A copy of the spreadsheet will be submitted at a later date.
- Smith Vocational, FY17 tuition waiver:  
Jeff Peterson, Superintendent of Smith Vocational School, notified school superintendents of sending schools/towns that Smith Vocational submitted a request to the Commissioner of Dept. of Elementary and Secondary Education to defer implementation of the new regulations regarding enrollment and tuition for out-of-district students. This would allow Smith Vocational to maintain tuition for FY17 to remain at FY16 level. The Dept. of Elementary and Secondary Education set the FY17 rate at \$16,456.00, \$1,100.00 less per student than the FY16 rate of \$17,556.00. Hampshire Regional District Superintendent Jurgensen recommended writing to the Commissioner expressing concerns and impacts on their town. The board voted to approve and sign a letter submitted by Cheryl to be sent to the Commissioner.
- Westhampton Elementary School, roof replacement bond proceeds:  
Cheryl reported that Joe Boudreau, Town Accountant has determined that the excess funds of \$71,199.04 from the Mass. School Building Authority roof project were determined to be replacement bond proceeds. Thus, they are available for appropriation to another capital project or acquisition. Discussion was held regarding capital projects that it could be used for; such as the tanker truck, elementary school boilers, painting the Town Hall, or pay down the school roof note. Additional discussion was tabled until a full board is present.

- Counsel representation for Town Meeting:  
Cheryl reported that counsel submitted the Outlook Farm Winery and Brewery article for Annual Town Meeting and inquired if the town will need representation. Discussion ensued briefly regarding the article and it was determined that counsel will not be needed at town meeting.
- Insurance:  
Cheryl reported that a representative from Berry Insurance visited last week soliciting for property and casualty insurance business while Art Pichette was in reviewing business. Art expressed an interest in seeking quotes and requested it be on the agenda for discussion. Voted to seek quotes from Berry Insurance and compare the cost to the current policy held by Mass. Inter-local Insurance Agency.
- Annual Town Meeting articles:  
Cheryl submitted a draft Annual Town Meeting warrant for review. The draft Outlook Farm Winery and Brewery article was included. Counsel is still working on the Cemetery Commission article as well as the revisions to the dog control bylaw.
- Injured-On-Duty; coverage, workshop:  
An Injured-On-Duty workshop for Police and Fire is being held on Wednesday, April 13 in Woburn, MA. It will cover Injured-On-Duty laws and regulations, understanding coverage, and claim reporting. Cheryl reported that Dave White, Chief of Police, is interested in learning more about the coverage. It was agreed to have Cheryl look into it and pass along the information to Dave White.
- Reviewed correspondence:  
-Massachusetts Emergency Management Agency is holding a hurricane preparedness conference on Thursday, May 26 at the Four Points Sheraton in Norwood, Mass.  
-Comcast submitted the 2015 license fee payment and the current policies and procedures including samples of subscriber bill and a work order, and rates and channel line-ups. A programming change notification was also submitted.  
-Western Mass Forest Legacy Partnership seeking support
- Administrative Assistant, Cheryl Provost reported:  
-The website is live and there has already been positive feedback from departments and users. Some edits were done immediately in response to comments received. The website committee will meet and review it in April. Discussion ensued regarding the photos on the site and if they'll be updated. Cheryl reported that there are other photos available that require determination as to what page they will be placed on. Furthermore, the website design allows a maximum size photo and automatically crops photos that are too large. Some of the photos currently published were cropped and have lost some effect. Cheryl acknowledged that updating photos will be a working progress.
- Signed the waiver of Right of First Refusal owned by Leo and Anita Aloisi voted on March 7.
- The Selectboard voted by roll call, 3-0 to enter into Executive Session at 8:00PM as the Chair declared that discussion in a public meeting may have detrimental effect on the towns' litigating

position. The public meeting will reconvene at the end of the Executive Session.

- Closed the Executive Session and resumed Public Session at 8:05.PM.

Adjourned meeting at 8:20 p.m.

Approved: \_\_\_\_\_  
James Huston, Clerk

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Philip Dowling