



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

Minutes of October 16, 2017

The meeting convened at 7:00 p.m.

Present were Jim Huston, Phil Dowling and Art Pichette. Also present were Steve Holt, Ginny Curtis, Mary Powers, Amber Kellogg, and Matthew Hathaway. Minutes were taken by Cheryl Provost.

Warrants were signed for:     Payroll: \$73,375.17  
   Vendor: \$156,876.11

Minutes of October 2 were approved, as amended.

- Highway Department updates; David Blakesley reported:
  - attended a Bay state Road program for ice & snow. The message was no sand, all salt and to plow more.
  - finalized specs for the new truck. Recently learned components will be available on the state bid list on November 1; will use that rather than go out to bid.
  - researched additional crew information and spoke to Steve Holt about hours spent maintaining lawns. Will need more information from the Accountant or Treasurer on costs. Phil offered to help with recording information.
  - getting Tod Alexanders lift for the crew to paint the salt shed.
- Appointments to Cultural Council:  
Roberta Armenti and Julie Held have served one three year term on the council. Each submitted in writing their interest to continue to serve on the Cultural Council another three years. On a motion, voted unanimously to re-appoint Roberta Armenti and Julie Held for three-year terms on the Cultural Council.
- Public Safety Complex Review Committee updates:  
Art reported the committee is recommending removing the salt shed from the complex project; same for the storage tanks. David thinks the tanks should be included as a bundle package. Discussed the pros and cons of "bundle".  
The committee is in favor of a two-phase design if there are no objections from the Selectboard.
- Zoning Bylaw Review Committee update:  
John Shaw presented bylaw proposals approved by the committee for the Selectboards approval to submit to the Planning Board. Upon their approval they'll return them to the Selectboard for town meeting vote. Mass law requires that any municipality which supported legalization of marijuana on the state ballot cannot place a ban on dispensaries within their town. Westhampton voters passed the question. The town does hold the right to place reasonable restrictions on



those. The proposed marijuana bylaws were reviewed.

John reported that the committee has also worked on Solar and Cell Tower bylaws which are expected to come to a vote at their meeting October 17. Those bylaw drafts were reviewed. The Selectboard will go over the marijuana bylaw and moratorium and take a vote on October 30.

- FY18 budget revision articles:  
Waiting on estimate of benefit charges from the Veterans Agent. The final Vocational Tuition is \$342,092.32; the current appropriations are \$386,330.00; difference of \$44,237.68. Articles will be prepared for approval on October 30.
- Volunteers:  
Mick from Massachusetts Interlocal Insurance Association met with Cheryl on October 18 at the Town Hall. He confirmed volunteers are covered under town insurance.
- Hampshire Power:  
Board members had the opportunity to review additional information from Zach Holt regarding solar and biogas energy credits. On a motion, voted to schedule a meeting with Zach Holt at their meeting on October 30.
- Cemetery Commission, Karl Norris reported:  
The Commission has held two meetings and organized with Karl as Chair, Rick Tracy as Clerk and Thomas Warren as member. Karl provided copies of Mass General laws Chapter 114, section 23-26 pertaining to Cemetery Commissions which were reviewed. The former Westhampton Cemetery Association intends to turn monies in their treasury over to the Town Treasurer. They wish to keep the funds separate from the town general fund. The current cemetery fund accounts were reviewed and Karl explained how each was dedicated to separate purposes. Cheryl confirmed that the Town Treasurer will set up a separate account in the bank of her choice for cemetery deposits. Cheryl will oversee the transition. They reviewed a copy of the Cemetery Superintendent's job description and will make some small revisions. Karl explained that in the past if Ed Thornton (Supervisor) is unavailable for a burial a member of the highway department would serve as back-up. David Blakesley confirmed that and the department is willing to continue that service.
- Kim Florek, HRHS IT Director visited to provide an update on the Community Compact IT grant awarded in May to Westhampton, Southampton, Williamsburg, Goshen, and Chesterfield in the amount of \$60,250.00; Williamsburg is the lead town. She assisted with the grant application and although the school was not awarded a grant she's excited for the towns. The grant provides funding for the towns to enter into an MOU with Northampton for access to their document management system, General Code. Each town will be given individual logins. The system provides management and archiving (private and public) of uploaded documents. It has redundant local backup and Cloud based off-site backup. With a partnered grant through Pioneer Valley Planning Commission each town has the opportunity to obtain a sophisticated mobile scanner and laptop that allows uploading of documents into the database. Demos have been provided by General Code and the City of Northampton. Grant funds cover the initial set-up, training, and scanner. Continuing annual support fees will be charged to each town for the fiscal year beginning July 1, 2017. Early estimates are \$1,400.00-\$2,000.00 per town. Funds must be spent by June 30, 2018. Towns need to decide soon if they're signing on. A meeting is



scheduled for 6:00 p.m. on Tuesday, October 24 at Williamsburg Town Offices. Cheryl is attending and a board member is encouraged to. Discussion ensued regarding the current status of the town IT infrastructure and the decision to move to a terminal or cloud based backup. Peter Cleary was planning to discuss this with the board but was unable to stay. Updates will be provided at the October 30 Selectboard meeting.

- 0 Main Road junkyard:  
Building Inspector Tom Quinlan is on a pre-scheduled vacation and could not meet tonight. He will meet the board on October 30 to discuss violation notices.
- Unregistered vehicle violations:  
The last report received from Chief White was four vehicles in violation at 48 North Road. No updates provided by John Zimmerman. Notices will continue to be sent to him.
- Campground updates:  
Health Agent Ron Lauren is meeting the campground owner and pumper at the campground Wednesday (Oct. 18) morning. A Title 5 inspection has been requested. The campground owners have been invited to the next Board of Health meeting to discuss any concerns over the request.
- 109 Northwest Road update:  
Amber Kellogg submitted an application for a variance last week. The Zoning Board of Appeals rescheduled their October 10 meeting to October 24.  
Amber Kellogg was present and submitted written documents regarding the process she's gone through to try to obtain a building permit. She expressed disappointment in the management of the process and believes she's been treated unfairly. A written response from the board was requested.
- Administrative Assistant updates:  
-submitted schedule for October 17-October 30  
-Attended DOR's "What's New in Municipal Law" Thursday, October 19.
- Correspondence was reviewed:  
Paul Silvernail-request to terminate Town Counsel was reviewed. No action or discussion.
- Ms. Curtis reported that the Selectboard minutes of October 2 incorrectly stated that Michael Barbeau was present; it was Matthew Hathaway.
- The Selectboard voted by roll call, 3-0 to enter into Executive Session at 8:55 p.m., as the Chair declared that discussion in a public meeting may have detrimental effect on the town's litigating position with respect to:  
Enforcement action for property at 0 Main Road-Westhampton Auto/JAWS

Open session will continue following executive session.

Adjourned Executive Session and returned to Open Session at 9:25 p.m.

Present were Jim Huston, Phil Dowling and Art Pichette. Minutes were taken by Cheryl Provost.

- The next Selectboard meeting will be 7:00 p.m. Monday, October 30.
- Documents submitted:
  - Medical Marijuana Dispensary Bylaw
  - Moratorium on Recreational Marijuana Bylaw
  - Dimensional and Density Regulations (Zoning Bylaws)
  - Cemetery Superintendent Job Description
  - Cemetery accounts list
  - Copies of Mass General Laws Chapter 114, section 23-26

- Documents signed:

Adjourned meeting at 9:30 p.m.

Approve:

  
James Huston, Chair

  
Philip Dowling

  
Arthur Pichette