



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

Minutes of January 29, 2018

The meeting convened at 7:00 p.m.

Present were Jim Huston, Phil Dowling and Art Pichette. Also present were Steve Holt, Wayne Parks, Ginny Curtis, John Zimmerman, Mary Powers, Joan Powers, Judy Madzunovic. Minutes were taken by Cheryl Provost.

- Reviewed the article for the warrant of the Special Town Meeting scheduled for February 12 to seek funding for a copier to replace the one at the annex. Currently, \$6500.00 is on the FY19 budget proposal under Town Offices Expenses. deRenzy Office Equipment provided quotes and product information for a new copier for the annex. Two identical machines were quoted; one for \$55806.00. The other is identical with the addition of capability for single-pass double-sided scanning for \$6229.46. A quote for fax option was provided on both at \$749.00. The equipment is from the state bid, includes installation, and has a life expectancy of at least ten years. The church recently purchased the same machine from deRenzy after researching service plans and companies. The approved proposed article must be submitted to the Finance Committee for their recommendation. On a motion and second, voted to approve the following article for the Special Town Meeting warrant and to submit it to the Finance Committee for their recommendation.

Article 5:

To see if the Town will vote to appropriate a sum of money from Free Cash to pay for a large capacity multi-function copier, or take any action in relation thereto. (Free Cash balance \$331,369.00)

- Signed the warrant for the Special Town Meeting to be held at 7:30pm, February 12.
- On a motion and second, voted to approve a renewed license to Stillman Brooks for a repair shop.
- On a motion and second, voted to approve a license to Stillman Brooks for a tag sale.
- Funds were appropriated in the amount of \$1,000.00 for the current year to replace the copier in the town hall. Received a quote from deRenzy for \$1035.00 for a color copier/scanner/printer. A fax option for a total of \$1342.00. By including the fax option the equipment will replace three separate pieces of equipment, reducing maintenance and replacement costs. Also, the price per copy is less than on any other current equipment in the town hall. This is office grade equipment made for this environment and is also on the state bid. KRM equipment was not responsive to the request; did not quote the equipment requested. The \$35.00 above appropriation would likely not cause a deficit in the account. The fax option can be added later with a service charge. Funds

in the Selectboard expense account are available and could be used towards the purchase, including the fax. On a motion and second, voted to authorize purchase of the printer/copier/scanner/fax quoted by deRenzy for \$1,342.00.

- Concil On Aging Coordinator Julia Lennen asked if the state grant contract was signed. In response, it was signed at the previous meeting.
- The Selectboard voted by roll call, 3 yeas, 0 opposed, to enter into Executive Session at 7:18p.m., as the Chair declared that discussion in a public meeting may have detrimental effect on the town's litigating position with respect to the following litigation:

Amber Kellogg and Michael Barbeau v. Zoning Board of Appeals of the Town of Westhampton, MA, Leo Aloisi, Richard W. Tracy, Wayne Parks, John Kelsey, Shirley Morrigan, and Steven St. Marie; Trial Court; Housing Court Dept. Western Div., Docket No. 18CV 0012

- Adjourned Executive Session and returned to Open Session at 7:45 p.m.
- Documents submitted:
 - Quotes and product information for annex copier
 - Quote, product information, and order authorization for town hall copier
- Documents signed:
 - Article recommendation to the Finance Committee
 - Order authorization for town hall copier/printer/scanner /fax for \$1,342.00
 - License to Stillman Brooks, 15 Chesterfield Road for Repair Shop
 - License to Stillman Brooks, 15 Chesterfield Road for tag sale

Next meeting at 6:30 on February 5.

Adjourned meeting at 7:46 p.m.

Approve: _____

James Huston, Chair

Philip Dowling

Arthur Pichette