



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

Minutes of February 9, 2018

The meeting convened at 6:00 p.m.

Present were Jim Huston and Phil Dowling. Also present were Wayne Parks, Ginny Curtis, Mary Powers, Joan Powers, Tim Fondakowski. Minutes were taken by Cheryl Provost.

- A Building Official Certification Committee New Employee Report Form is required upon hiring a new building official. Thomas Quinlan holds all the certifications required for Commissioner and Inspector under Chapter 143, section 3 of the Mass. General Laws. On a motion and second, voted to authorize Jim Huston to attest to the fact that Thomas Quinlan meets or exceeds the qualification requirements of Chapter 143, section 3 of the Mass. General Laws by signing the Building Official Certification Committee New Employee Report Form.
- Thomas Quinlan had submitted a FY19 budget proposal for Building Commissioner/Inspector salary. The board reviewed it and requested Tom be scheduled to meet with them to discuss it at a meeting.
- Art entered into the meeting.
- The Chair made a motion to enter into Executive Session at 6:15p.m., as he 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

Ms. Curtis called Point of Order and submitted reference to state law regarding appearance of conflict. Art is a former business partner with Chuck Miller, the former Building Inspector who issued the original building permit regarding the case so named. Ms. Curtis believes there is favoritism and added that in her opinion Mr. Pichette cannot act on this matter. Art noted he was in an LLC with Mr. Miller over ten years ago and that partnership has no effect on his determination of the matter. Art will file a disclosure with the town Clerk.

The motion to enter into Executive Session was seconded and so voted by roll call, 3 yeas, 0 opposed at 7:13 p.m.

- Closed executive session and returned to open session at 7:30 p.m.

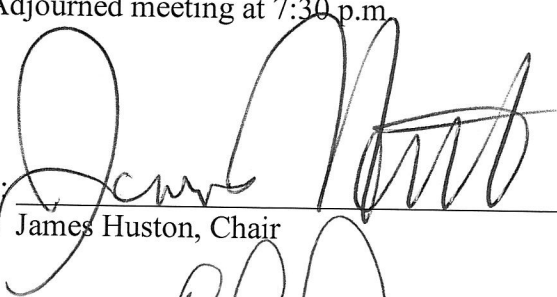
Present were Jim Huston, Phil Dowling, Art Pichette, and Cheryl Provost.

- Cheryl reported that the FY19 salary for Chief of Police is marginally higher than the Sergeants pay after last year's increase. Chief White and Cheryl had discussed it and Chief White left the proposal to Cheryl. The Selectboard requested he come in to discuss it. Discussion moved to Highway Crew pay rates and the proposal given by David Blakesley, Highway Superintendent. The FY19 highway department salary appropriation proposal could absorb the increase that was requested. It was agreed to discuss it with the Finance Committee. Discussion moved to the salary of the Administrative Assistant. Cheryl reported she was hired for 20-25 hours weekly and the job description states 25 hours. The past couple of years she has pushed the 25 hours consistently, often going over. Cheryl is dissatisfied with the amount of time allotted noting that items are continuously put off and she is often up against deadlines. She believes this affects her performance in that the time restraint does not provide time for proper presentation of important matters. Many of the administrative positions are 30-40 hours and/or have assistants. She believes this position requires a minimum of 30 hours weekly and calculated an hourly rate based on 25 hours at the FY19 proposed rate of \$33,114.00 and suggested an increase to \$39,736.00 for 30 hours (an increase of \$7,430.00 over FY18). On a motion and second, voted to propose an additional \$3,700.00 to the salary of the Administrative Assistant for FY19 (total \$36,814.00).

Next meeting at 6:30 p.m., February 12 and 5:00 p.m. February 14.

Adjourned meeting at 7:30 p.m.

Approve:

  
James Huston, Chair

  
Philip Dowling

  
Arthur Pichette