



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

Minutes of October 15, 2018

The meeting convened at 7:00 p.m.

Present from Selectboard were Phil Dowling, Art Pichette and Maureen Dempsey.  
Others present were Steve Holt, David Blakesley, Dave White, Tom Quinlan, Ginny Curtis.

Minutes were taken by Cheryl Provost.

Warrants were signed for:      Payroll: \$76,988.62  
   Vendor: \$77,833.88  
   Special Town Meeting October 29

- Special Town Meeting:  
Reviewed the draft articles for the Special Town Meeting and approved two articles to be presented to voters on October 29.
- All Boards Meeting:  
Jim Barry, Regional Coordinator, Green Communities Division, Dept. of Energy Resources gave a presentation on the Green Communities Program and Stretch Code. A town meeting is scheduled for October 29 when voters will be asked to adopt the Stretch Code to meet 1 of 5 criteria to become eligible to apply to the program. Jim Barry will provide information at the meeting as well.
- Highway Department updates, David Blakesley reported:
  - North Road all asphalt patching complete
  - began work to improve the last 250 feet of Burt Road
  - running brush mowers; have shared mower for one month
  - set up for Fall Festival
  - replacing wooden planks on Tob Hill bridge
- Energy Reduction Plan:  
Considered adoption of an Energy Production Plan to meet 1 of 5 criteria to become eligible to apply to the Green Communities Program. The plan will propose a 20% decrease in energy use of municipal buildings over the next 5 years. Funds from the program may be used to fulfill the plan. On a motion and second by roll call of 3 yeas-0 nays, voted to adopt the Energy Reduction Plan as submitted by Pioneer Valley Planning Commission.
- Fuel Efficient Vehicle Policy:  
Considered adoption of a Fuel Efficient Vehicle Policy to meet 1 of 5 criteria to become eligible to apply to the Green Communities Program. Vehicles with over 8500 GVWR are exempt,

which includes fire trucks, ambulances, and most highway department trucks. Police Cruisers are exempt. On a motion and second by roll call of 3 yeas-0 nays, voted to adopt the Fuel Efficient Vehicle Policy.

- Authorization to submit application to Green Communities Program:  
The application must be submitted by October 26 and will be processed pending town meeting approval of adoption of the Stretch Code. On a motion and second, voted to authorize the Administrative Assistant, Cheryl Provost, to submit the application to Green Communities Program upon final approval of Chair, Philip Dowling.
- Outsource payroll update, Treasurer Patricia Cotton reported:  
The Finance Committee approved a transfer from the Reserve Fund to pay for the conversion and services to outsource payroll. Harper's Payroll has begun the conversion and has November as a target start period. P. Cotton requested the Selectboard consider adoption of a policy to mandate employees to register for direct deposit of payroll. Discussion ensued regarding the legality and wording of such policy. The board supported the idea and asked P. Cotton to provide a policy for them to review.
- Pesticide application update:  
Maureen reported that she contacted area town Agricultural Commissions to learn if any had policies regarding pesticide application. Of the towns contacted none reported having such a policy on record. Discussion ensued regarding committee members and scheduling a meeting to organize. Steve Holt agreed to contact members to initiate a meeting of the commission.
- No correspondence was reviewed.
- The Selectboard voted by roll call, 3 yeas, 0 opposed, to enter into Executive Session at 8:25 p.m., in pursuant to M.G.L. c. 30A, section 21(a)(5), as the Chair declared that discussion in a public meeting may have a detrimental effect investigate charges of criminal misconduct or to consider the filing of criminal complaints. Open session will resume following close of executive session.
- Returned to open session at 9:05 p.m. Present were Phil Dowling, Art Pichette, Maureen Dempsey, Cheryl Provost, Police Chief, Dave White, Tom Quinlan.
- D. White spoke to the recent disclosure of the Public Safety Complex status of ADA non-compliance. He has concerns of restriction of public access to the police department during public hours and requested the board consider an alternate location for the department to hold public hours. Discussion ensued regarding options and availability of space. It was determined that the Annex is full on Wednesdays nights but available on Monday nights. The police department can change their hours from Wednesdays to Mondays. The Board approved the use of the Annex by the police department on Monday nights. Steps will be taken to advise the public of options to obtain police services now that the police office has been closed to public access.
- T. Quinlan inquired about access to public roads that were discontinued. Discussion ensued regarding where to research the information.

- The next Selectboard meetings will be 7:00 p.m. October 29 & November 13. Town offices closed November 12 in observation of Veterans Day.
- Documents submitted:
- Documents signed:  
Statement of adopting the Fuel Efficient Vehicle Policy

Approve: \_\_\_\_\_

  
Philip Dowling, Chair

  
Arthur Pichette

  
Maureen Dempsey