



The Selectboard
TOWN OF WESTHAMPTON
TOWN HALL
1 SOUTH ROAD
WESTHAMPTON, MASSACHUSETTS 01027

MINUTES of the MEETING

Tuesday, October 24, 2022, at 7:00 PM

The Westhampton Selectboard scheduled a regular meeting to be held on Tuesday, October 24, 2022, at 7:00 PM at the Town Offices, 1 South Road, and via video-conference.¹

Call to Order

The meeting was called to order at 7 PM by Phil Dowling, Chair.

PRESENT: Phil Dowling, Maureen Dempsey, Scott Johndrow

ALSO PRESENT: Highway Superintendent Bill Jablonski; Ms. Susan Bronstein; David Christopolis; Douglas Finn.

PRESENT BY REMOTE CONFERENCING: Mary Lou Burgess, Robby Armenti, Doc Pruyne (The Reminder), Patty Cotton.

PRESENTATION

Ms. Susan Bronstein (Town Representative to the Hilltown CDC) and Mr. Dave Christopolis, Executive Director of Hilltown CDC, made a presentation to the board in regard to CDBG Grant Funding, and Westhampton's allocation of CDBG funding.

Ms. Bronstein introduced Mr. Christopolis, and noted that he would be stepping down from the position in the near future.

Mr. Christopolis noted that the town had not participated in the CDBG grant program for some time. Mr. Christopolis briefly outline the grant process, who is eligible, and etc. He noted that larger cities get funds directly from the federal government, but small towns must apply for funding through the state.

The manner by which most small towns compete is through a multi-town approach; the process is scored by the state, based on formulas related to socio-economic factors, and how 'needy' the town is. Westhampton has generally scored higher in the past; but more recently scores fairly low. Higher scoring towns bring overall scores higher, lower scoring towns reduce the overall options for the region. Mr. Christopolis noted that, this year, the Foothills CDC felt it was important to include Westhampton in their calculations.

The other part of the scoring is based on the quality of grant-writing, the application itself, and supporting information.

Mr. Christopolis noted again that the Foothills CDC wants to include Westhampton in this year's grant application.

The grant can offer assistance with physical work. Generally, smaller towns opt for

¹ Pursuant to Chapter 20 of the Acts of 2021, the meeting was conducted as a "hybrid" (in-person / remote) meeting. Members of the public could access the meeting in person, or connect via "zoom" teleconferencing via internet – Meeting ID#: 870 4390 0582.

housing rehabilitation programs, and similar. Larger cities use CDBG grant funding for sewers, streetscape revitalization, and etc. Up to 20% of CDBG funding can be used to fund social services. The Foothills CDC funds social services, "It Takes A Village" Program, the Goshen Food Pantry, and similar programs. The grant could net (roughly) \$1.3M; it's possible that this year could be up to \$1.7M. Housing rehab work could be roughly 60% of the overall grant amount (about \$700,000); materials are significantly higher.

There was discussion about the process by which housing rehab work was estimated and paid for, and touched on options for local residents. A total of eight towns will likely be served by this grant.

The grant is municipally-based; Chesterfield actually hires the Foothills CDC to apply in their behalf. Foothills CDC can take funding for administration costs from the grant, but is limited in the amount they can charge for grant writing to \$6,000. Combined administration costs can be up to 27% of the grant award (if grant award is \$1.7M, Foothills CDC would receive \$460,000.)

Mr. Christopolis noted that the Town would need to authorize the Foothills CDC to apply for CDC funding in their behalf. Mr. Dowling suggested that more detail be provided about the possible positive impacts that programs could provide to town residents. Mr. Christopolis noted that he would follow up with the town in the near future, and would provide information about possible programs and numbers of town residents who might be served.

Mr. Christopolis was thanked for his time.

Ms. Anderson noted that participation in the program was a high priority for the Master Planning group.

REVIEW / APPROVE WARRANT for ELECTION (November 8, 2022)

The Warrant for the November 8, 2022 election was reviewed. There was some brief discussion about the process and timing of counting ballots.

It was MOVED by Dowling, SECONDED by Johndrow

To approve the warrant as presented and to sign.

VOTED: 3, 0, 0. (7:27 PM)

SELECT MUNICIPAL REPRESENTATIVE to HRSD CBA Team

A letter from HRSD Superintendent Diana Bonneville, dated 10/14/2022, was reviewed.

It was MOVED by Dempsey SECONDED by Dowling

To appoint Scott Johndrow as representative to the Hampshire Regional School District Collective Bargaining Agreement Team.

VOTED: 3, 0, 0. (7:29 PM) ¹

POLICY – SNOW AND ICE (First Reading)

Mr. Jablonski presented a first draft of a revised Snow and Ice Policy for Board review. No action was requested. There was some brief discussion, but no formal action taken.

¹ Letter sent via email to D. Bonneville on 10/25/2022.

Further revisions to the draft policy are anticipated. The board will likely take up the policy again later in November or December.¹

DEPARTMENT AND COMMITTEE UPDATES

Highway (Bill Jablonski)

Recent work: Work with DA Sullivan on public safety complex: sidewalks have been poured; bollards have been placed; plastic bollard covers will be priced; work also included assistance with the fall festival, and other standard tasks.

Health (Robby Armenti)

Ms. Armenti reported only a few official Covid cases in town; the clinic at the library is still seeing activity; over 100 masks were handed out at the fall festival; more were made available through the food pantry.

The Board of Health agreed to join the Pioneer Valley Tobacco Collaborative; if there is ever a store in Westhampton, the Collaborative would help with enforcement of tobacco laws, as well as to provide signage to the store to promote rules. No current stores sell tobacco at the moment.

Ms. Armenti also noted that the Town is not required to purchase Narcan, but can request it through the State at no cost.

Public Safety Building (Phil Dowling)

Mr. Dowling noted that paving was on schedule for next week (tentatively); binder and curbing will be done, with top-coat to be done after.

A photo of the garage interior was reviewed, with details discussed.

Other details of the project progress were reviewed in summary.

MVP (Teri Anderson)

Ms. Anderson encouraged people to attending the Master Plan Visioning session on Wednesday.

OTHER NEW BUSINESS (may include items not reasonably anticipated at time of posting)

No other new business was raised.

ADMINISTRATIVE

Review Correspondence

A letter from Ms. Diana Bonneville was reviewed.

A letter of resignation from Ms. Jennifer Day was reviewed and accepted with regret.

There was discussion about the interview process, and a possible time and date for a second interview. The board agreed to wait on determining a date and time for a second interview.

Review of Payroll and A/P Warrants

Payroll WP23-09 was reviewed. It was MOVED by Dowling, SECONDED by Dempsey

¹ Second reading scheduled for December 5, 2022.

To approve and sign as presented.

VOTED: 3, 0, 0 (7:54 PM)

Accounts Payable Warrant W23-09 was reviewed. It was MOVED by Dowling,
SECONDED by Johndrow

To approve and sign as presented.

VOTED: 3, 0, 0 (7:55 PM)

Review / Approve Minutes

The minutes of October 11, 2022 were reviewed. It was MOVED by Dowling,
SECONDED by Johndrow

To approve the minutes as presented.

VOTED: 3, 0, 0. (7:56 PM)

Set date for next meeting(s)

Mr. Finn noted that the next meeting would be Monday, November 7, 2022.

OTHER NEW BUSINESS (may include items not reasonably anticipated at time of posting)

Mr. Dowling noted that he had completed all data entry on the Green Communities website. There was some discussion relative to the 'absurdity' of the method of data entry, and technical requirements of same.

Ms. Burgess asked about the availability of building inspectors in the Town. Ms. Burgess also asked about the monitoring of excessive speed in certain areas in town.

Adjourn

It was MOVED by Dowling, SECONDED by Johndrow

To Adjourn.

VOTED: 3, 0, 0. (8:03 PM)

Respectfully submitted,

Douglas C. Finn

Approved by a vote of the Selectboard at a regular meeting, held on _____, 2022.



Phil Dowling

Maureen Dempsey



Scott Johndrow