



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

Minutes of November 13, 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, John Shaw, Julia Lennen, Dale Kasal  
Minutes were taken by Cheryl Provost.

Warrants were signed for:      Payroll: \$79,935.01  
   Vendor: \$53,803.77

Minutes of October 29 were approved. Minutes of October 1, 2018 were reviewed.

- Highway Department updates, David Blakesley reported:
  - cleaning leaves from and grading gravel roads; a challenge with all the rain.
  - getting ready for snow storms; sand/salt shed 90% full
  - Maureen (Dempsey) and Rick (Tracy) will continue to shovel walkways of town buildings and highway dept. will get snow blower ready. Maureen will submit a disclosure of financial interest to the Town Clerk.
  - reviewed the snow and ice policy of the highway department and discussed closure procedures during inclement weather.
- Direct deposits and outsource payroll:  
Treasurer not available to provide updates, board requested she come to next meeting.
- Julia Lennen, Council On Aging Coordinator, made a recommendation for a "Senior Sand Program"; an idea from the Hilltown Consortium. The program is for seniors age 70 and over, sand is supplied to them for use on outdoor steps and entranceways in 5 pound buckets by volunteers. The Council On Aging can provide buckets and offer volunteers to make deliveries. David Blakesley offered that the highway department may assist with deliveries if there's not too many. The Selectboard approved to allow the Council On Aging to run the program.

Julia proceeded to introduce Raymond Fontaine as a resident interested in joining the Council On Aging. Mr. Fontaine also submitted a written request; there are three vacancies. On a motion and second, voted to appoint Raymond Fontaine to Council On Aging for a term ending June 30, 2021.

- Pickle Ball:  
Dale Kasal made a request for use of the Town Hall for pickle ball, in collaboration with the Council On Aging. She had a previous discussion with the Administrative Assistant regarding use policy and availability and has suggested Tuesdays, Wednesdays, and Thursdays in the

morning as potential days until a schedule that's best for people interested is determined. D. Kasal added that if approved, tape will be applied to the floor to mark the court. Discussion ensued regarding liabilities, D. Kasal submitted a sample sign-off sheet with a rider policy. J. Lennen suggested the Council On Aging may seek donations for participation to start a fund to refinish the hall floor. On a motion and second, voted to allow the use of the Town Hall for pickle ball, organized by Dale Kasal in collaboration with the Council On Aging, with use of a sign-off rider; meeting schedules must be yielded to.

- Brewer Brook Conservation Project, Lashway Conservation Restriction:  
Sally Loomis, Hilltown Land Trust, presented a Grant of Conservation Restriction to be held by the Town, through the Conservation Commission, consisting of 145.5 acres abutting Chesterfield Road; a portion of Hanging Mountain, owned by the Trust and formerly by Lashway. The documents were reviewed.  
Phil motioned to approve a Grant of Conservation Restriction of 145.5 acres owned by Hilltown Land Trust and located on Chesterfield Road. Second by Maureen. Motion passed by roll vote of 3-yay's, 0-na's.
- John Shaw was recognized by Phil and discussion ensued regarding the request to extend the moratorium of marijuana facilities sent to the Attorney General's Office. The town must vote to adopt an amendment to the current moratorium bylaw to extend the date. A hearing is required for approval of a zoning bylaw. The Selectboard will schedule a special town meeting.
- Reviewed a recommendation from the Finance Committee to research alternatives of town counsel.
- Budget review:  
Discussion was held regarding capital expenditures, tax rate, FY19 budget, and Free Cash.
- A request from Fire Chief Chris Norris was reviewed to revise the Personnel Policy and Procedures section 10.10 to add Fire Dept. passenger/utility vehicles.
- Tax Classification Hearing was scheduled for 7:15 p.m. on November 26.
- Town Hall Annex gutters:  
The request for quotes and sample contract to replace the gutters at the annex were reviewed and approved.
- Adjourned to Finance Committee Meeting at 7:35 p.m. Selectboard meeting will reconvene.
- Reconvened Selectboard meeting at 8:00 p.m.

Present from Selectboard were Phil Dowling, Art Pichette and Maureen Dempsey.

Others present were Dave White.

Minutes were taken by Cheryl Provost.

- Police Department door:  
Chief White reported the Finance Committee did not approve a Request for a Transfer from the Reserve Fund in the amount of \$1,800.00 to install a door at the bottom of the stairway. They

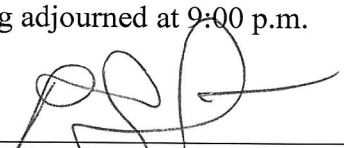
made a recommendation to D. white to seek the funds from the Fire Chief out of the Public Safety Complex Budget. The quote for the project was reviewed. The Selectboard voted to approve the quote and contract between the Town of Westhampton and Aaron's Home Improvement in the amount of \$1,750.00 to install a door at the bottom of the stairway at the Police Department. They offered their support to seek the funds from the Public Safety Complex Budget, adding that if the budget falls short near the end of the year they will also support a transfer between appropriations.

- The Selectboard voted by roll call, 3 yeas, 0 opposed, to enter into Executive Session at 8:05 p.m., in pursuant to M.G.L. c. 30A, to comply with the Open Meeting Law:  
Section 22(f): review of executive session minutes of the Selectboard meeting of October 15, 2018; potential approval of minutes; and  
Section 21(a)(5), as the Chair declared to 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 8:20 p.m. Present were Phil Dowling, Art Pichette, Maureen Dempsey, Cheryl Provost, Police Chief, Dave White, Steve Holt.
- Safety Complex review:  
Steve Holt reported that the committee did not dissolve and there are two vacancies. There is interest in maintaining the same members, filling the vacancies to make 7 committee members, and adding 2 associate members to form a new committee. Discussion ensued regarding how to proceed with the project. Maureen thinks it should be proposed again. A new town meeting and election would be required. Phil would like to re-work the numbers, thinks they're bigger than they need to be. Procedures for procuring bid, design, build were reviewed; the project doesn't meet the criteria. Other options discussed were bid the design first then the construction. Discussion returned to the committee format. On a motion and second, voted to re-form the committee as the Public Safety Complex Committee and appoint Art Pichette, Phil Dowling, Steve Holt, Dave White, John Zimmerman, Joe Pipczynski, and Steve Gagne and to seek two associate members. Duties of the committee are to research options for the housing of apparatus and equipment and administration support of the Fire Department, Police Department, Emergency Medical Services, and Emergency Management.
- Procedure for extension of marijuana moratorium:  
The sample warrant article for an extension to the marijuana moratorium was reviewed and approved. Discussion ensued regarding whether the hearing and town meeting could be on the same date. The soonest the hearing can be held, to make posting requirements, is December 3 or 4. The next Selectboard meetings are November 26 and December 10. Additional meetings would be needed to sign and post a warrant for a Special Town Meeting if it's scheduled before December 10. Discussion ensued whether the solar tax agreement could be on the same warrant, Cheryl is expecting an update soon from Roy Bishop. Voted to schedule a Special Town Meeting for 7:30 p.m., December 10.
- Town Hall side door replacement:  
The contract between the Town of Westhampton and Jim Faulkner was reviewed. On a motion and second voted to approve the contract between the Town of Westhampton Jim Faulkner in the

amount of \$1,500.00 to replace the side exterior Town Hall office door.

- IT update:  
The upgrade is complete, all systems within the Town Hall and Annex are on the server and software is upgraded. The Accountant and Administrative Assistant computers are replaced.
- Document shared services update:  
The document management system project is moving forward. Installation and training is scheduled for December.
- Correspondence was reviewed:
  - Dolores Thornhill notified board in writing that she will not seek re-election at the end of her term next year.
  - Highway Superintendent letter to Building Inspector regarding discontinuance of Dodge Road.
  - MassDOT certified Westhampton's apportionment of FY19 Chapter funding of \$223,739.
  - FEMA-Risk Mapping, Assessment, and Planning Discovery Meetings for middle Connecticut River and Westfield River watersheds
  - Comcast program change
  - Hampshire Regional School District-closing or delaying school due to inclement weather
- Documents submitted:
  - Request from Fire Chief to revise Personnel Policy
  - Sample warrant article for extension of marijuana moratorium
  - Request for Quotes and sample contract to replace gutters at Annex
  - Request for appointment to COA from Raymond Fontaine
- Documents signed:
  - Grant of Conservation Restriction of 145.5 acres owned by Hilltown Land Trust and located on Chesterfield Road
  - Contract between Town of Westhampton and James B. Faulkner for Town Hall side door repairs in the amount of \$1,500.00.
  - Contract between the Town of Westhampton and Aaron's Home Improvement in the amount of \$1,750.00 to install a door at the bottom of the stairway at the Police Department
- Meeting adjourned at 9:00 p.m.

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

  
Philip Dowling, Chair

  
Arthur Pichette

  
Maureen Dempsey