



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

Minutes of December 10, 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, Ginny Curtis, Mary Powers, Catherine Hondorp, Jim Meehan, William McCloud, Richard Huntley, and Mark Wamsley. Minutes were taken by Cheryl Provost.

Warrants were signed for: Payroll: \$78,729.36
 Vendor: \$62,661.24

Minutes of October 1 & November 26 and revised minutes of November 13 were approved.

- Highway Department updates not available. A payment request was submitted in the amount of \$22,870.19 for crack sealing. On a motion and second, voted to approve the payment.
- The schedule of the FY2020 budget meetings of the Finance Committee for departmental requests was reviewed. February 19 was chosen as the date for the Selectboard to make their proposal to the committee.
- Brewer Brook Conservation Project, Conservation Restriction:
Mark Wamsley, Kestrel Land Trust, presented a Grant of Conservation Restriction to be held by the Town, through the Conservation Commission, consisting of 122.73 acres north of Chesterfield Road, as recorded in the Hampshire County Registry of Deeds in Book 243, Plan 22. Formerly Collins property, the Trust acquired it in November. Documents and maps were reviewed. Discussion ensued regarding trails and access to the property. The Westhampton Conservation Commission had approved and signed the restriction.
Art motioned to approve a Grant of Conservation Restriction of 122.73 acres north of Chesterfield Road, owned by Kestrel Land Trust. Second by Maureen. Motion passed by roll vote of 3-yay's, 0-nay's.
- Class Licenses and Business Certificates for the following were reviewed and approved individually by vote:
 - William McCloud for Northwest Restoration at 275 Northwest Road
 - Richard Huntley for Richard Huntley & Sons, Inc. at 165 Reservoir Road
 - James Meehan & Daniel Meehan for J&D Sales & Repairs at 19 Perry Hill Road
 - Wayne Buzzee for Country Automotive at 91A Southampton Road
- Solar PILOT update:
Discussion was held regarding recent updates from Roy Bishop, consultant for the solar PILOT

agreement. Solar assessment estimate, agreement for Payment In Lieu of Taxes (sample), and recommendations from consultant were reviewed before moving to town meeting.

Adjourned to Special Town Meeting at 7:27 p.m. Will return to open session meeting after close of town meeting.

Returned from Special Town Meeting and resumed open session at 8:35 p.m.

Present from Selectboard were Phil Dowling, Art Pichette and Maureen Dempsey. Others present were Steve Holt and Catherine Hondorp. Minutes were taken by Cheryl Provost.

- Catherine Hondorp made inquiries regarding who she should report bylaw violations to. Two were zoning bylaws and she was referred to the Zoning Enforcement Officer, Tom Quinlan. The other involved a neighbor's tree to which Steve Holt provided information and suggested Land Court.
- Pickle Ball update:
A pickle ball sign-in sheet for recreational and volunteers and activities release form was reviewed and approved. Cheryl reported that Dale Kasal had requested authorization to line up the carts of chairs in single file along the wall to increase the margin of space between the court lines and chairs. So approved, with contingency they do not restrict any exits or impede on any town business.
- Options of town legal services update:
KPLaw may be retained for general legal business; such as review of bylaws, opinions on town business, legal documents, etc. Retainers do not apply to litigation. The town's invoices are being reviewed by counsel to determine, on average, what percent of legal services is related to litigation compared to business. This may be used to provide an estimate for a retainer. Discussion ensued regarding the town's legal needs and the structure of legal services.
- Town Hall door update:
The door is installed and works well. Any trim that was replaced has primer on it. The exterior trim cannot be painted until it's warmer outside. An invoice was submitted in the amount of \$1,500.00 for the installation. On a motion and second, voted to approve payment to James Faulkner in the amount of \$1,500.00 for the installation of the Town Hall side door.
- IT updates:
The server upgrades are nearly complete. Northeast IT is scheduled to finish connections of workstations (Assessors, Clerk, Collector) next week. The project is within budget. Discussion ensued regarding proposals for the FY2020 budget for other IT projects that were recommended in the analysis. Voted to authorize Cheryl to seek an estimate to convert the town's email from Comcast to the town's domain.
- Document management-shared services:
The laptop is configured and training is scheduled for the Administrative Assistant and Town Clerk on December 13 with General Code.

- Fire vehicle:
Reviewed section 10.10 of the Personnel Policies and Procedures. Discussion ensued regarding the garaging of the utility/personnel vehicle of the Fire Department (the Jeep) and the purpose of the bylaw. On a motion and second, voted to amend section 10.10 of the Personnel Policies and Procedures to add “The utility/personnel vehicle of the Fire Department may be garaged at the private residence of the Fire Chief “.
- Safety Complex review:
Laurie Sanders had submitted a request by email to be appointed as an alternate member of the committee. On a motion and second, voted to appoint Laurie Sanders as an alternate to the Public Safety Complex Committee. Steve Holt reported there has been no action from the committee. Their next meeting is January 7, 2019.
- Correspondence was reviewed:
 - Pioneer Valley Planning Commission announcement of the opening of the FY2019 District Local Technical Assistance Program.
 - Hampshire Power, notice price change due to expansion and changes to the Massachusetts Solar Carve-Out to the Renewable Portfolio Standard price changes as dictated by the Commonwealth of Massachusetts Department of Energy Resources. Change effective December 30 at the rate increase of \$0.0025846600/kWh. An option to terminate the agreement with Hampshire Power within 30 days is available.
 - Comcast price changes and program changes
 - National School Choice Week-request for declaration of School Choice Week
 - Planning Board Special Permit Application #215
 - Planning Board minutes of Public Hearing held December 4, 2018
- The Selectboard voted by roll call, 3 yeas, 0 opposed, to enter into Executive Session at 9:10 p.m., in pursuant to M.G.L. c. 30A, section 21(a)(7), as the Chair declared to review, and consider approval of, executive session minutes of the Selectboard meeting of November 13 & 26, 2018. Open session will resume following close of executive session.
- Returned to open session at 9:15 p.m.

Present were Phil Dowling, Art Pichette, Maureen Dempsey, Cheryl Provost.

- Discussion was held regarding Roy Bishop Consultant and his role in the solar PILOT agreement. Roy will be asked to attend a future Selectboard meeting to discuss the negotiations between the town and CVE.
- The Selectboard schedule was reviewed. January 21 is Martin Luther King’s Day and falls on the regular schedule; voted to meet on January 22. Dates offered by the attorney from Hassett and Donnelly to conduct a site visit regarding the civil case of Athenasiou v. Town of Westhampton were reviewed. The visit will be scheduled for a date from December 19-21.
- Next meetings: 7:00 p.m. December 26, 2018 and January 7, 2019.

- Documents submitted:
 - Expense Report through November 29, 2018
 - Invoice from James Faulkner in the amount of \$1,500.00 for replacement of the Town Hall side door
 - Request for appointment from Laurie Sanders
 - Pickle ball sign-in recreational and volunteers activities release form
- Documents signed:
 - Chapter 90 payment request in the amount of \$22,870.19 for crack sealing
 - Grant of Conservation Restriction of 122.73 acres north of Chesterfield Road, owned by Kestrel Land Trust
 - Class Licenses and Business Certificates for the following:
 - William McCloud for Northwest Restoration at 275 Northwest Road
 - Richard Huntley for Richard Huntley & Sons, Inc. at 165 Reservoir Road
 - James Meehan & Daniel Meehan for J&D Sales & Repairs at 19 Perry Hill Road
 - Wayne Buzzee for Country Automotive at 91A Southampton Road
- Meeting adjourned at 9:20 p.m.

Approve: _____


Philip Dowling, Chair


Arthur Pichette


Maureen Dempsey