



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

Minutes of December 26, 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, Mary Powers, and Joan Powers. Minutes were taken by Cheryl Provost.

Warrants were signed for: Payroll: \$78,123.66
 Vendor: \$169,678.04

Minutes of December 10, 2018 were approved.

- No Highway Department updates.
- Solar PILOT update:
Consultant Roy Bishop was not available to provide updates. No offers have been made from CVE since the last meeting. It is important to have Roy come before the board to discuss the negotiations. Efforts will be made to have him present on January 7.
- Zoning Bylaw Review Committee updates:
Art reported the committee meets on a regular basis and is working on definitions.
- Business Certificate of Edward Fisher of 7 Kings Highway for E & J Archery for the calendar year 2019 was reviewed. Phil motioned to approve. Second by Art. Vote approved 3-ayes, 0-nays.
- Pioneer Valley Planning Commission:
Reviewed the notice and ballot for a new alternate member to serve on the Pioneer Valley Metropolitan Planning Organization (Western Tier). Each municipality will have one vote, which will close on January 3. The two candidates are unknown by Selectboard; no vote cast.
- Options of town legal services update:
The town's invoices were reviewed by counsel and determined the Town's non-litigation matters average less than \$1,000.00 monthly. Litigation matters are billed outside of the retainer. A retainer does not appear to be a cost effective option to reduce legal charges.
- IT updates:
Northeast IT connected the Assessors, Clerk, and Collector workstations to the server on December 20.

- Document management-shared services:
Administrative Assistant and Town Clerk had a training session on the Laserfische database on December 13 with the installer/trainer from General Code and the Database Analyst, Application Specialist from the City of Northampton. A follow up remote Q&A will be held December 27.
- Safety Complex review:
Meeting at 6:00 p.m. on January 7
- Athenasiou update:
Art Pichette, David Blakesley, and Cheryl met with counsel from Hassett & Donnelly, P.C. and the Representative from Mass. Inter-local Insurance Association (providing counsel services) on December 20. The case was reviewed and a site visit was conducted with David. Counsel filed answers to the plaintiff's complaint to the court on December 21.
- Correspondence:
An inquiry from the Library Trustees regarding policies for comp time and over time for volunteer activities was reviewed. The Library comp policy differs from the towns. The Trustees are proposing to pay the Director and Aide for time over regular hours spent volunteering for activities and events. Maureen reported past practice was time spent for activities and events was volunteer and not compensated. The board agreed that the Library Director is exempt and had no comment regarding the Aide. Trustees will be asked to come to a future meeting if they want to discuss it more.
- Next meetings: 7:00 p.m. January 7 & 22, 2019.
- Documents submitted:
Pioneer Valley Planning Commission, Metropolitan Planning Organization (Western Tier) alternate member ballot
- Documents signed:
-Personnel Policies and Procedures as amended December 10, 2018
-Business Certificate for Edward Fisher, "E & J Archery" of Kings Highway
- Meeting adjourned at 7:28 p.m.

Approve: _____


Philip Dowling, Chair


Arthur Pichette


Maureen Dempsey