



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

Minutes of May 14, 2018

The meeting convened at 7:00 p.m.

Present were Jim Huston and Phil Dowling. Also present were Steve Holt, Dave White, Tom Martin, Judy Madzunovic, Ginny Curtis, Mary Powers, Shirl Morrigan, June Foley, Carol Inman, Charlie Inman. Minutes were taken by Cheryl Provost.

Warrants were signed for: Payroll: \$74,250.75
 Vendor: \$404,894.45

Minutes of April 17 & 30 and May 4 & 12 were submitted; voted to postpone approval until the next meeting.

- Dave White, Chief of Police visited to report the current gas pump at the Public Safety Complex leaks when the sun heats up the seals during the day, and the automatic shut off when fueling does not work. This frequently causes an overflow and spillage. Odors of gas exist in the office of the Police Department. Dave received the name of a company that can make the repairs and was seeking authorization to do so. Discussion ensued regarding the town meeting article to seek funding to replace the tanks which was postponed indefinitely. Dave expressed concern that the article was not taken up and the leaking hasn't been repaired. Others spoke on behalf of Dave and the department supporting the repairs and to replace the tanks soon. Previous discussions at the Finance Committee led to the determination that the replacement can wait until reconstruction of the complex. Further investigation had led to the same conclusion. Dave disagreed and Jim concurred. Dave will discuss it further with David Blakesley. On a motion and second, authorized Dave White to have the fuel pump at the Public Safety Complex repaired or replaced as needed to eliminate the leaks.
- Two quotes from Northeast IT were submitted. One, to convert the Town Hall and Annex IT systems to a server (distributed April 30). Another to convert the Town Hall and Annex to a cloud-based system. Additional information was provided to support the quotes and describe the process of either. Voted to postpone discussion until Northeast IT can make a presentation. Selected May 31 as a re-schedule date of the next regular meeting.
- Memorial Day plans: confirmation that Art will be MC for the ceremony is needed.
- Tom Martin presented a Non-Exercise of the Town of Westhampton's Right of First Refusal for property held under Chapter 61 of the Mass. General Laws. The property is owned by Thomas and Julia Martin of 140 Easthampton Road and is 4.123 acres located at or near 134 Easthampton Road. The item will be posted for a future meeting for proper posting.

- Appointment list for FY19:
A list of positions, including vacancies, will be complete May 15. Incumbents will be asked if they're seeking re-appointment. The appointments will be made at a future meeting and announced at the re-convene of Annual Town meeting.
- Correspondence:
No correspondence was listed to review. Shirl Morrigan inquired of an email sent by Paul Silvernail to several officials and residents that she had received a copy of. There was no recollection of the email. Shirl submitted a printed copy and the board reviewed it. The email reported an illegal posting of a sign on Northwest Road in violation of zoning bylaws. The Building Inspector (and Zoning Enforcement Officer) was included in the sent menu and is the proper authority to respond to the report. Discussion ensued regarding procedures of receipt and distribution of emails to the Selectboard. Jim will follow up with the Zoning Enforcement Officer to be sure he's responding.
- Administrative Assistant updates, Cheryl Provost reported:
 - the Inspector Expenses account is low and needs funding for current reimbursements for mileage and training and to close out through June 30. There is \$19.60 in the account. A total of \$900.00 will be needed for the remainder of the year. On a motion and second, voted to approve a Request for Transfer Between Appropriations (in accordance with Chapter 44:33b of the Mass. General Laws.) of \$900.00 from Unemployment to Inspector Expenses.
 - working on Memorial Day preparations
 - caught up on minutes
- The next Selectboard meetings will be 7:00 p.m. May 31 and June 11. Annual Town Election is June 2. Reconvene of Annual Town Meeting is June 25.
- Documents submitted:
 - Request for Transfer Between Appropriations
 - Northeast IT server migration quote and cloud migration quote
 - email from Paul Silvernail
- Documents signed:
 - Request for Transfer Between Appropriations of \$900.00 from Unemployment to Inspector Expenses.

Adjourned meeting at 7:26 p.m.

Approve:

James Huston, Chair

Philip Dowling