

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

Minutes of December 9, 2019

The meeting convened at 7:00 p.m.

Present from Selectboard were Phil Dowling, Maureen Dempsey, and Teri Anderson. Others present were David Blakesley (Highway Superintendent), Bill Jablonski, Bob Miller (EMS), Sue O'Rourke, Barbara Pelissier, Stephen Holt, Mark Gould, Dave White (Chief of Police), Lee Savage, Linda Savage, Bob Dunn, Richard Huntley, and Shelby Macri from Country Journal. Minutes were taken by Cheryl Provost.

Pole Hearing:

The hearing was opened at 7:00 p.m. by Chair Philip Dowling. James Gagnon from Eversource was present. David Blakesley questioned why Eversource is petitioning for four poles rather than two. James Gagnon explained that it's a difference between engineering and administration. It doesn't create a problem for Eversource if the town signs off on it. The two poles can be added to the order. The map was reviewed. Pole 14/29S is a stub pole to support 14/29. Pole 14/28 is located on private property and Westhampton will get the rights as part of a Right Of Way acquisition for the bridge project. Eversource needs the approval of 14/27, 14/29, and 14/29S.

Phil motioned to approve the placing of poles 14/27, 14/29 and 14/29S as described in the Petition For Pole Location from Eversource dated September 24, 2019. Teri motioned to amend to include with attachment of adopted pole placement. Second to amendment by Phil. Amendment passed by vote of 3-yay, 0-nay. Teri moved to second the main motion, as amended, to approve the placing of poles 14/27, 14/29 and 14/29S as described in the Petition For Pole Locations from Eversource dated September 24, 2019 with attachment of adopted pole placement. So voted 3-yay, 0-nay.

Warrants were reviewed, approved by vote, and signed for:

Payroll: \$81,520.92 (Maureen abstained)

Vendor: \$44,285.26

Minutes of November 25, 2019 were reviewed and approved by vote of 3-yay, 0-nay.

- Highway Dept. updates, Superintendent David Blakesley reported:
 - submitted a Chapter 90 reimbursement Request in the amount of \$127,105.19 for paving Montague Road.
 - he and Cheryl created a highway superintendent job description. David thinks it's adequate and asked the board to move on approval of it.

Specific sections of the description were discussed. Page 2, A. "supervisory experience" was proposed to change from "...some supervisory experience..." to "...two years minimum supervisory experience...". Page 2 ¶ 1 was proposed to change from "Prepare and submit departmental budgets..." to "Prepare and submit departmental budgets and capital planning...",

Page 2, B. determination was made that “Working knowledge of highway department activities as exist in Westhampton.” is a reference to hilltowns of Western Mass and not specifically to conditions in Westhampton. As explained by David it’s important the superintendent is familiar with small town department procedures and conditions and that the hilltowns of Western Mass are unique in those categories. Page 3, Chapter 90 process, the applicant should demonstrate the skills required for Chapter 90 procedures. Phil explained that the Superintendent works with the Administrative Assistant on this and similar types of work. The procedures for processing Chapter 90 projects is specific and candidates otherwise qualified may not have had the responsibility to process paperwork but may be familiar with guidelines. Phil motioned to approve the two proposed amendments to the job description for the Westhampton Highway Superintendent. Second by Teri. So voted, 3-yay, 0-nay.

The schedule for the search was reviewed. Phil commented that the search needs to be moved on, February 13 is coming quickly and holidays are in between. Teri asked if there will be an overlap in training. David replied the sooner a decision is made the better to begin training. The schedule was approved.

-the contract between the Town and Miller’s Petroleum Systems, Inc. in the amount of \$34,850.00 was reviewed. It was noted that the contract is in form of the town. Cheryl added that a change will be made where the address to Miller’s will be added to the contract. Phil motioned to approve the contract, second by Teri. So voted, 3-yay, 0-nay.

-the other members of the Property and Energy Assessment Committee were advised that the town hall roof is leaking again. It’s difficult to see because it’s from the ice and causes it to run along the inside of the exterior wall. It needs to be fixed.

-clarification on report of 225 Northwest Road from Board of Health, the Treasurer had reported that the board had been trying to condemn it. The Board of Health received a report approximately 2-3 years ago, mostly concerning living conditions as well as household trash outside the front door. Valerie Bird, former Health Agent, helped with the response and an inspection was completed. Violations of Housing Code/minimum standards of housing were found and the resident was given a list of things to be completed to correct it. The board revisited and found housing issues brought up to code. Household trash was removed from the front door and other solid waste issues still existed such as old vehicles, trailers, boats, and snowmobiles. Now that the town owns it there has been talk of the Board of Health getting involved. David does not believe it’s a Board of health issue but a trespass issue. Phil reported waiting on advice from Counsel, would like to meet with people residing there.

- Class License applications were reviewed. Teri stated she does not wish to hold up any permits but is uncomfortable with making a decision without a review of the stipulations and conditions and site visits to check for compliance.

Phil motioned to approve the Class III License #2020-3 and business license to Richard Huntley for sales and repairs located at 165 Reservoir Road. Second by Maureen. So voted 2-yay, 1-abstain (Teri).

Phil motioned to approve the Class II License #2020-4 and business license to Robert H. and John A. Dunn dba Dunn’s Auto Sales located at 37 Burt Road. Second by Maureen. So voted 2-yay, 1-abstain (Teri).

Phil motioned to approve the renewal for Class II License and business license to Wayne Buzzee

for Country Automotive located at 91A Southampton Road. Second by Maureen. So voted 2-yay, 1-abstain (Teri).

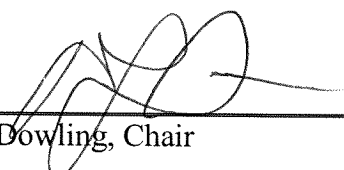
- Phil reported the Outlook Farm Farmer Pouring License will not be reviewed tonight. The procedures for renewal require an estimate of seasonal population be determined in a posted meeting. This will be on agenda of December 23.
- Dave Antosz, Fire Chief, and Mark Gould approached. D Antosz reported that he and M Gould had a discussion and determined what is needed. They decided to move forward with town meeting approval. M Gould will accept the position of Emergency Medical Services Coordinator and is prepared to be sworn in. Together, they're working on a budget and plan for next year. Phil asked if their plans will include ambulance services. D Antosz replied that it will. They're having a problem with the billing software. The service agreement expires in April, may be able to extend the contract through June. Phil suggested they discuss it with the Finance Committee. D Antosz is working with former Chief Chris Norris to get a handle on the budget. Phil acknowledged Bob Miller. He stated he is seeking backup from Selectboard supporting Emergency Medical Services and search for financing it. He asked if there are funds available this year. Teri supports the Emergency Medical Services and added that she has no plans to accept her salary and will offer that. Phil suggested that all interested and involved parties get together and propose this to the Finance Committee early in the year. Discussion ensued regarding the certification and training process. Phil thanked M Gould for stepping in to help.
- Phil reported the Contract with DiGiorgio Assocs. went to Town Counsel and is back with DiGiorgio Assocs. for their review. Phil suggested he be given authorization to sign the contract after DiGiorgio signs and returns in order to move forward. Teri motioned to accept the contract with attorney's approval and to authorize Phil to sign. Second by Maureen. So voted 3-yay, 0-nay.
- A contract between the Town of Westhampton and the Commonwealth of Massachusetts for FY20 grant funds in the amount of \$5,980.51 for the Council On Aging was reviewed. Teri motioned to accept the contract and authorize Phil to sign. Second by Maureen. So voted 3-yay, 0-nay.
- The Purchase & Sales Agreement in the amount of \$3,000.00 for one 2008 Ford Crown Victoria Police Cruiser was signed by Greenfield Community College. Cheryl recommended the Selectboard authorize Phil to sign the Bill of Sale and Title for Cheryl to hold until the check is received in order to complete the transaction at one time. So voted on a motion by Maureen and second by Teri.
- Adoption of public meeting and hearing rules and form of agenda will be considered at a future meeting.
- Tax Rate was approved at \$20.32/thousand
- Correspondence was reviewed:
An application for snow removal of municipal buildings walkways from Benjamin Geary was reviewed. Maureen disclosed that he's her nephew. No other applications were received. Ben has relevant experience and is capable and has the availability to perform the duties. Phil

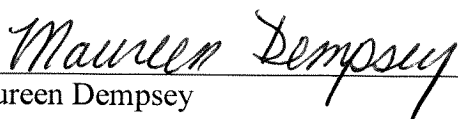
motioned to hire Ben Geary for snow removal of the municipal buildings walkways at the hourly rate of \$18.72. Second by Teri. So voted 2-yay, 1-abstain (Maureen).

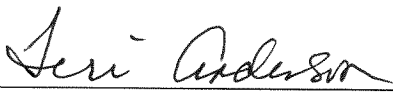
- Administrative Assistant updates, Cheryl Provost reported:
 - Jonathon Gould of the regional office of Senator Hinds will hold public office hours at the Westhampton Town Hall from 11 a.m. – 1:00 p.m. on December 18.
 - the document consultant is scheduled to come December 10 to get acquainted with the equipment and discuss a schedule.
 - requested January 2 off as a vacation day. So approved.
- Next meeting: 6:00 p.m. December 23, and 7:00 p.m. January 6, 2019
- Documents submitted:
 - Expense Report through December 5, 2019
 - contract between the Town of Westhampton and Miller's Petroleum Systems for the installation of fuel storage tanks at the highway garage
- Documents signed:
 - Chapter 90 reimbursement Request in the amount of \$127,105.19 for paving Montague Road
 - Order For Placing of Poles 14/27, 14/29 and 14/29S as described in the Petition For Pole Locations from Eversource dated September 24, 2019
 - Bill of Sale to Greenfield Community College and Title for one 2008 Ford Crown Victoria Police Cruiser in the amount of \$3,000.00
 - Class II License #2020-2 and business license to Wayne Buzzee for Country Automotive located at 91A Southampton Road
 - Class III License #2020-3 and business license to Richard Huntley for sales and repairs located at 165 Reservoir Road
 - Class II License #2020-4 and business license to Robert H. and John A. Dunn dba Dunn's Auto Sales located at 37 Burt Road

Meeting adjourned at 8:40 p.m.

Approve:


Philip Dowling, Chair


Maureen Dempsey


Teri Anderson