



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

Minutes of December 7, 2020  
Meeting held via ZOOM

The meeting convened at 7:00 p.m.

Present from Selectboard were Phil Dowling (Chair), Maureen Dempsey, and Teri Anderson. Others present were Bill Jablonski (Highway Superintendent), Thomas Martin & Robby Armenti (Board of Health), Susan Bronstein (Covid Coordinator), Wally Marek (local inspector), Ben Warren, Shelby Macri (Country Journal), and Angelica Core (The Reminder). Minutes were taken by Cheryl Provost.

- COVID-19 actions:  
Board of Health, Tom Martin reported:
  - 1 active case in town, came in today
  - busy past couple of weeks with contract tracing and cases, quieter now
  - neighboring towns are active with cases
  - no school transmissions
  - currently health district is concerned about funding. The nurse and assistant to the agent have been a big help. The workload is intense for the team. Board of Health members from other district towns have had to step in and assist with contract tracing. Westhampton Board of Health has not been needed so far, R Armenti is taking training in case their help is needed in the future. CARES funding ends December 30. The state is working to put together new funding streams. With holiday season trends, likely looking at a busy January for cases and contact tracing. If so the nurse and assistant will be needed through January to keep up. Foothills Health District may have to charge another special assessment to member towns to keep them on. Board is considering funding the position through the current CARES funding cycle for the date of December 15 with those funds to get the district through the end of January. Seeking thoughts from Selectboard. Discussion ensued regarding the funding cycle of the CARES Grant. Additional discussion was held regarding school funding and a state Bill that includes rural school assistance grants.
  - Robby Armenti reported the board will review recommendations for town hall non-government functions which will be presented at the next Selectboard meeting.
  - Tom Martin reported the school is close to completing MERV 13 and Board of Health recommendations.

Teri acknowledged a letter of appreciation from Hampshire Regional High School Principal, Kristen Smidy commending the Westhampton Board of Health for their work with the school during the pandemic.

- Highway Department updates, Bill Jablonski reported:
  - finished patching dirt roads

-rain storm washed out roadsides, had to clean debris from ditches  
-out for snow storm Saturday  
-new generator installed last Monday and was hooked up Wednesday. Everything up and running at garage. New generator will run everything.

Phil informed Bill that the Public Safety Complex Building Committee developed a list for him to go through related to construction that the highway department can assist with. He will drop it off tomorrow. Bill spoke of concern of the department being tied down to construction work when their department's job is road maintenance. So noted.

- Public Safety Complex Building Committee update, Phil reported the plans hit the street Friday for bids to get a cost estimate to bring before the Town for approval. The bid documents are online at BidDocsOnline.com. He reviewed the bid schedule. Following review of the bids the committee will spend time trying to inform the public.
- Town Clerk, Cheryl Provost reported she will be submitting a resignation as Town Clerk effective March 31. So noted.
- Municipal Vulnerability Preparedness core group selection. P Dowling reported the core group members have a meeting with Amanda Kohn December 10.
- Community Compact IT Grant Program- the Town was awarded \$10,000.00 for set up, training, and first year support of an electronic permitting software program for the building department, a new laptop for the department, and phone software to integrate an official number to be used by the commissioner and local inspectors. A signed contract agreement is required to receive the funds. Phil motioned to accept the Community Compact Cabinet IT grant award in the amount of \$10,000.00 for building department electronic permitting software and supporting technology. Second by Teri. So moved by roll vote:  
Phil Dowling-aye  
Maureen Dempsey-aye  
Teri Anderson-aye
- Town Hall Roofing Project, C Provost reported contractors are expecting delivery of materials December 10 or 11 and work will begin upon receipt.
- Reviewed updated FY21 budget with newest Cherry Sheet figures.
- Tax Classification Hearing cannot be scheduled until preliminary certification of revaluations is received from Dept. of Revenue, Bureau of Local Assessments. The hearing will be scheduled once received.
- Treasurer search, C Provost reported two additional applications were received. She made recommendation to create a search committee to review applications. Phil motioned to select Joe Boudreau, Patty Cotton, Cheryl Provost, and Maureen Dempsey as Treasurer Search Committee. Second by Teri. So moved by roll vote:  
Phil Dowling-aye

Maureen Dempsey-aye  
Teri Anderson-aye

Teri asked that Patty Cotton be asked to list position on the Treasurer/Collector listserv.

- Structure of finance department will be reviewed at a future meeting. Will look into technical assistance from Mass. Dept. of Revenue, Division of Local Services to consider an evaluation and recommendation of structure of the finance and administrative offices.
- Maureen reported that Susan O'Rourke and Chris Wayne requested appointment to the Pollination Committee Advisory Group. Maureen noted that Barbara Pelissier resigned leaving a vacancy. Phil motioned to appoint Susan O'Rourke and Chris Wayne to the Pollination Committee Advisory Group. Second by Teri. So moved by Roll vote:  
Phil Dowling-aye  
Maureen Dempsey-aye  
Teri Anderson-aye
- Anti-racism resolution, Teri reported she received input in addition to the one submitted by email to the board. Teri will put ideas together to present to the board at a later meeting.
- Correspondence was reviewed:
  - Don Tryon resigned as Animal Control Officer and Inspector of Animals effective December 31. A search to fill the positions will be opened.
  - Pioneer Valley Planning Commission Roundtable Discussion will be held December 9, topic is large scale solar installations. Susan Bronstein plans to attend. Also received their November Progress Report.
  - Maureen Reported she received a call from Chuck Horn that the Council On Aging is interested in moving the medical equipment from the second floor of the attic to the storage room in the town hall. C Provost reported she agrees with the plan and will provide background history to this request by email. Phil will look at the space to determine if it's appropriate. So noted.
  - Cheryl reported Council On Aging Coordinator Amy Landau requested to be on the next agenda to discuss release of funds from COA FY21 grant account. The request comes forth due to the town salary account being spent and state funding not yet approved. The coordinator has been paid to work extra hours during the pandemic. Cheryl will review the accounts and speak to Accountant Joe Boudreau and report back by email.

Minutes of November 23, 2020 were reviewed and approved by roll vote 3-yeas, 0-nay.

Warrants were reviewed and approved by roll vote 3-yay, 0-nay for:

Payrolls: \$82,697.12

Vendor: \$99,815.27

Next meeting: 7:00 p.m., December 21, 2020.

Adjourned meeting at 8:25 p.m.

Approved by vote of the Selectboard at virtual meeting held December 21, 2020

Phil Dowling  
Maureen Dempsey  
Teri Anderson