



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

February 8, 2016

The meeting convened at 7:00PM.

Present were Art Pichette and Jim Huston. Also present was Cheryl Provost.

Warrants were signed for: Payroll: \$67,854.53
 Vendor: \$327,859.79

Accepted minutes from January 25, 2016.

- Cheryl reported that David Blakesley will not be in to report Highway Department updates due to the weather.
- Special Town Meeting warrant- Reviewed and approved the warrant.
- Zoning Board of Appeals- Ginny Curtis was present for discussion of Zoning Board of Appeals file #201, and to review of the procedures for the permit. At a previous meeting Ms. Curtis submitted complaints, stating procedures were not followed properly. Since then a joint hearing of the Planning Board and Zoning Board of Appeals has been scheduled for March. The site and plan are under review. Art expressed that the Zoning Board of Appeals and Planning Board appear to be addressing her concerns and sees no need for the Selectboard to get involved. Ms. Curtis suggested a meeting of boards and officials to review the conflict laws. Cheryl replied that officials receive a summary of the Conflict of Interest Laws annually and are required to pass a certification every other year.
- Remote participation-passed over acceptance until a full board is present.
- Cemetery Association
 - Charlie Norris and Rick Tracy visited to discuss the Cemetery Association and their recommendation to change to a Town appointed board. Mr. Norris reported that the Association will typically meet once annually in April. They first sent a request to the Selectboard in April 2014. This did not allow enough time for the Selectboard to act before Annual Town Meeting. The Association submitted the recent request in January to allow time for review. Voted to accept the recommendation and seek assistance from Town Counsel on procedure and article wording for the Annual Town Meeting. Cheryl will report progress to Mr. Norris.
 - Mr. Norris presented an old cemetery record book, dating back to the late 1890's, kept by the Association. He inquired if the town had a place to store that may be better than an individual's home. Cheryl replied that she will be sure to place it in the vault if he leaves it with her. It will be available for viewing any time the Town Hall is open.

- Hampshire Regional School District, Mutual Use Agreement-Hampshire Regional High School and Westhampton have a Building Use Agreement dated 2009 for emergencies. Craig Jurgensen requested a review by the town and a reply with any modifications, deletions, or additions. Voted to add Administrative Assistant as an additional person to notify and approve the agreement.
- Website-Cheryl reported that the Website Committee met February 2. A two hour training to learn to add/change content to their own page is being scheduled in March for interested officials. Cheryl will have an additional training for website administration. The page and content development is coming along and the website is on track to go live in March. The committee is meeting February 16, it may be the final meeting.
- Reviewed correspondence:
 - Governor's state budget proposal were sent by email for review
 - Hampshire Council of Governments-Hampshire Purchasing, Nanci Schwartz retired
 - Senator Downing not running for re-election. A letter will be drafted to send to him
- Administrative Assistant, Cheryl Provost reported:
 - Art requested the review be postponed, stating it should be submitted in writing. There were no objections.
 - Cheryl reported that the Treasurer, Patricia Cotton, requested access to the Social Security Administration's Business Services Online as an authorized representative of Westhampton. The access is required for submitting and viewing processing status of payroll reports. Authorization is required from the employer. Voted 2-0 to grant Patricia Cotton access to the Social Security Administration's Business Services Online.
 - Cheryl reported that she will be calling Fuel Services to service the boiler. It smells like oil when it's starting.
- Signed the Special Town Meeting warrant.
- The Selectboard voted by roll call, 2-0 to enter into Executive Session at 7:55PM as the Chair declared that discussion in a public meeting may have detrimental effect on the towns' litigating position. The public meeting will reconvene at the end of the Executive Session.
- Closed the Executive Session and resumed Public Session at 7:58.PM.

Adjourned meeting at 7:59p.m.

Approve: _____
 Arthur Pichette, Chair

James Huston, Clerk