



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

June 27, 2016

The meeting convened at 7:00 p.m.

Present were Phil Dowling and Jim Huston. Also present were Cheryl Provost and Steve Holt.

Accepted minutes from June 20, 2016.

Warrants were signed for: Payroll: \$97,768.12 & \$25,073.25
 Vendor: \$2202,852.72

- Highway Superintendent David Blakesley reported:
 - Mass Dept. of Transportation submitted a missing sign report for the bridge on Chesterfield Road over Brewer Brook. Two signs are required to be posted at the location; David ordered them and will have them installed.
 - the Environmental Protection Agency approved the waiver for the Massachusetts Stormwater MS4 permit requirements. David is pleased to receive the waiver noting the permit application is a lot of work considering the small designated area.
 - the Treasurer received the funds for the Northwest Road culvert relining project from Mass. Dept. of Transportation; \$20.00 was withheld until the project is closed.
 - the septic tanks were pumped at the Town Hall, Annex, library, highway garage, and safety complex. Although it's been several years, the tanks were in good condition. Records are maintained at the highway garage for reference.
 - the traffic counter/speed strip is at Chesterfield Road. The data will be compared to the posted speed request.
 - submitted a Chapter 90 project request of \$170,000.00 for resurfacing/overlay of two sections of North Road and sections of Easthampton Road; voted 2-0 to approve the project request.
 - Northwest Road culvert relining project requires a Right of Way from James and Dawn Seidell of 295 Northwest Road for access to the culvert by the contractors. David has met with the property owner and the only concern is a shallow well. He recommended testing the well for any variance before and after the project and to make that statement in the signed Right of Way. The test will show if any change in the water occurred due to the project. David believes no harm will come to the well and furthermore, the water lines are not in the work zone. Steel plates can be laid over the well if needed for added support. Voted to request for a right of way from James and Dawn Seidell of 295 Northwest Road to gain access to the Northwest Road culvert.

- FY17 Salaries approved; voted 2-0 to approve the salaries and wages as follows:

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**FY17 Salaries & Wages as approved at
Town Meeting and Selectboard**

Voted >1k 2.5%

Salaried Employees

Town Accountant		15,075.00
Administrative Assistant		31,518.00
Assistant Assessor		14,538.00
Treasurer		15,075.00
Tax Collector		15,075.00
Town Clerk		12,923.00
Clerk, Board of Registrars (set by statute)		100.00
Building Inspector		11,190.00
Cemetery Caretaker		6,190.00
Police Chief		28,270.00
Veterans Agent		1,696.00
Fire Chief		11,313.00
Animal Control Officer		1,665.00

Stipends

Moderator		475.00
Selectboard (3)	1565/1357	4,279.00
Assessors (3)	2871/2613	8,097.00
Animal Inspector		800.00
Emergency Management Director		441.00
School Committee	475/245	1,455.00
Tree Warden		625.00
Board of Health (3)	125 ea	375.00

Highway Department

Superintendent	salary	63,226.00
Foreman	hourly	24.38
Crew member	hourly	23.36

Library

Librarian	salary	38,950.00
Program Organizer	salary	500.00
Library Staff	hourly	15.86
Library Custodian	hourly	11.32

Hourly Rates

Department

Police Sergeant	Police	19.86
Police Officer	Police	16.55
Town Hall custodian	Town Offices	11.32
TownBldg snow shovelers	Town Offices	17.38
Transfer Station	Transfer Station	13.19

Election Workers	Town Clerk	9.29
COA Coordinator (2,336.00)	COA	13.57

- Year-end appropriation transfers:
The Counsel Fees account requires additional funding for the remainder of FY16 for outstanding and final invoices. Also, Patty Cotton, Treasurer, reported the Inspector Compensation Account will require additional funding to cover fees for the Plumbing Inspector; voted 2-0, per MGL Chapt. 44:33, to transfer \$2,200.00 from Unemployment to Counsel Fees and \$300.00 from Unemployment to Inspectors Compensation. Finance Committee is meeting June 28 and will also vote on the transfer request.
- Authorization to sign:
Voted to authorize Administrative Assistant, Cheryl Provost, to sign documents for the Chair, Philip Dowling, with his approval.
- Chief Training Officer Designation for Fire Chief:
Fire Chief, Chris Norris, submitted an application for Chief Training Officer Designation to be approved and signed by the Selectboard. A reference letter is also required; voted to approve the application and submit a letter of reference.
- Hampshire Power contract:
Reviewed the contract renewals from Hampshire Power for one year and three years; voted 2-0 to accept the one year contract, effective July 1, 2016 through June 30, 2017, with Hampshire Power at a rate of 8.416 ¢ per kWh
- Pioneer Valley Planning Commission is holding a Regional Roundtable Luncheon on July 20. Topic will be the new Public Records Request laws. Cheryl reported she will attend.
- Administrative Assistant, Cheryl Provost, submitted a work report for June 14 through June 27 and a schedule for June 28 through July 11. Requested Tuesday, July 5 off as a vacation day; approved the day off.
- The Selectboard voted by roll call, 3-0 to enter into Executive Session at 7:55p.m. as the Chair declared that discussion in a public meeting may have a detrimental effect on the towns' position, in the event of litigation. The public meeting will reconvene at the end of the Executive Session.
- Closed the Executive Session and resumed Public Session at 7:58 p.m.
- Signed the Request For Transfers Between Appropriations
- Signed the Chapter 90 project request of \$170,000.00 for resurfacing/overlay of two sections of North Road and sections of Easthampton Road
- Signed the Chief Training Officer Designation application
- Signed the Hampshire Power one year contract, effective July 1, 2016 through June 30, 2017

Adjourned meeting at 8:00p.m.

Approve: _____
Philip Dowling, Chair

James Huston, Clerk

Arthur Pichette