



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

July 11, 2016

The meeting convened at 7:00 p.m.

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

Warrants were signed for: Payroll: \$52,940.69 (FY17) & \$5,216.76 (FY16)
 Vendor: \$265,895.93 (FY17) & \$98,749.32 (FY16)

- Highway Superintendent David Blakesley was not in; submitted the following updates:
 - Paving project request is approved. (North & Easthampton Roads).
 - New truck went back to Worcester today for warranty work.
 - Speed study results are back and being reviewed by David Blakesley and Chief White.
- Northwest Road Culvert Relining Project:
 - Right of Entry is signed and David Blakesley took a water sample and brought it to a lab for testing.
 - Will be advertised in Central Register on July 13th. The Invitation For Bids will be published in the Gazette later this week and posted on the Town website and in public places within the Town.
 - Mandatory Pre Bid Meeting is on the 19th at 10:00 a.m. at 295 Northwest Rd.
 - Bid submittal deadline and opening on the 27th at 1:00 pm at Town Hall.
- Highway Superintendent Contract; voted to postpone approving the contract until the next meeting with David Blakesley and Phil Dowling present.
- Mary Powers visited to discuss Northwest Road traffic. She expressed concerns of heavy trucks damaging the road and operating early mornings, sometimes disturbing her sleep. She questioned if there are hours of operation. Jim replied that the roads are a public way and if the vehicles are operating legally, as to registered and speed, it is allowed. Ms. Powers suggested the town proceed by placing restrictions of traffic operations. There are no procedures to allow that. Ms. Powers questioned what constitutes a junk yard. One unregistered motor vehicle is allowed on property. If an individual has a complaint it must be submitted in writing to the Selectboard, then citations can be written by the Police Dept.

- Town Hall IFB:
Cheryl reported she has the Town Hall Paint Invitation For Bids drafted and will be meeting with Phil later in the week to go over the specs.
- Town Hall roof repair quotes were submitted and will be reviewed by the Selectboard and discussed at the next meeting.
- Authorization for Chair to sign contracts:
In order for the Chair to sign contracts on behalf of the Selectboard authorization is required. At times, a project is approved by the Selectboard and a contract is later submitted and requires execution prior to the next meeting; voted 2-0 to authorize the Chair, with approval by the Selectboard in an open meeting, to sign contracts on behalf of the Selectboard.
- Administrative Assistant, Cheryl Provost, submitted a work report for June 28 through July 11. She will email a schedule for July 12 through July 25. She has registered for the following seminars:
 - July 15, What's New With ADA in 2016, 8:45 a.m.- 4:00 p.m. at the West Springfield Public Library
 - July 19, Creating the Respectful Workplace, 11:00 a.m. – 12:30 p.m. at the Southampton Town Hall
 - July 10, Updates On Recent Changes to Public Records Law, 11:30 a.m. – 2:00 p.m. at the Pioneer Valley Planning Commission in Springfield
 All sessions are offered at no charge
- The Selectboard voted by roll call, 3-0 to enter into Executive Session at 7:30p.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 7:32 p.m.
- Year-end appropriation transfers:
The Counsel Fees Account requires additional funding for the remainder of FY16 for the final invoice of \$4,269.39. The account is short \$3,224.89; voted 2-0 to approve a transfer between appropriations in accordance with Mass. General Laws Chapt. 44, § 33 in the amount of \$3,224.89 from Road Machinery Fuel Account into the Counsel Fees Account. Finance Committee is meeting July 12 and will also vote on the transfer request.

Adjourned meeting at 7:40p.m.

Approve:

James Huston, Clerk

Arthur Pichette