



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

April 11, 2016

The meeting convened at 7:00PM.

Present were Jim Huston and Phil Dowling. Also present were members of the Finance Committee; Tom Cleary, Ellice Gonzales, Aniko Giordano, Mary Cleary, and Joe Pipczynski. Others present were Charles Norris and Cheryl Provost.

- **Highway Superintendent update:**  
Cheryl reported that David was unavailable to meet. The FY17 Chapter 90 apportionment for Westhampton is \$188,506.00, pending final passage of the bond authorization. The letter to Mass. Dept. of Transportation for the Reservoir Road/ King's Highway speed sign was presented to the Selectboard for approval.
- **Finance Committee:**  
The Finance Committee was present to discuss budgeting procedures. They are seeking weekly updates to the budget spreadsheet. They're beginning budget deliberations Tuesday, April 12 and require the most updated figures. Cheryl replied that she has entered updated figures as she receives them and there may not be weekly updates. The committee spoke of specific numbers that weren't entered when received by them. Cheryl replied she had not received the figures at the same time and entered them once she had. They also requested that Cheryl attend Finance Committee meetings. Cheryl replied she has been present at the opening of their meetings for questions; when possible. She is available any time for specific questions. Discussed the role the Administrative Assistant has in the budgeting process and clarified that the past Administrative Assistant happened to be on the Finance Committee. Therefore, she attended committee meetings mostly in that capacity. Cheryl, and/or a member of the Selectboard will always be present when the Selectboard is submitting requests or updates.
- Cheryl recommended a request from the Reserve fund for an outstanding invoice from Counsel of \$4,759.59. The balance in the Counsel Fees account is \$3,017.35, leaving a shortage of \$1,742.64. Four more Counsel invoices are anticipated for FY16. Voted 2-0 to request a transfer from Reserve Fund to Counsel Fees account in the amount of \$6,000.00 to cover the outstanding invoice and future FY16 invoices.
- **Annual Town Meeting warrant articles:**  
Cheryl submitted a revised warrant for review. Revisions to the Dog Control Bylaw are required and an article was prepared. Discussion ensued regarding if the entire Bylaw should be included

in the warrant, or just the revisions. Voted to revise the article to include the entire Bylaw, noting the revisions, and review at the next meeting.

- Charles Norris visited to review the Annual Town Meeting warrant article seeking approval to create a Town Cemetery Commission. Cheryl provided a copy and explained that in addition to town meeting approval, a ballot question will be required at the 2017 Annual Town Election before appointments can be made.
- Adjourned for Town Caucus at 7:30p.m. Meeting will reconvene following Town Caucus.
- Re-Convened open meeting at 8:00p.m. Present were Jim Huston, and Phil Dowling. Also present were members of the Zoning Board of Appeals; Leo Aloisi, Bill Tracy, Wayne Parks, Stephen St. Marie, and Associate member Shirley Morrigan. Steve Holt and Cheryl Provost also present.
- Bill Tracy reported that the ZBA recommend the Selectboard appoint Stephen St. Marie as an Associate member (currently a board member) and appoint Shirley Morrigan as a board member (currently an Associate); two Associate vacancies remain. Jim and Phil voted 2-0 to appoint Stephen St. Marie as an Associate member until June 30, 2019 and to appoint Shirley Morrigan as a board member until June 30, 2019.
- Art joined the meeting.
- The Selectboard voted by roll call, 3-0 to enter into Executive Session at 8:05PM 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 8:48.PM.
- FY17 budget:  
Reviewed the discussion held with the finance Committee. It was determined that better communication regarding budget revisions is needed for timely updates to the spreadsheet. The Finance Committee should notify Cheryl of updates they receive or vote on so she can enter them on the spreadsheet in a timely manner. Updated spreadsheets will be sent to the Finance Committee and provided at meetings, as has been customary. There will be notations on the spreadsheet for pending figures, such as cherry sheet figures and unknown/changing assessments. Phil and Cheryl are attending the Finance Committee meeting Tuesday. Discussion ensued regarding salaries. Cheryl noted that if the Selectboard is considering revising their proposal it needs to be submitted asap; since the Finance Committee is beginning deliberations Tuesday. If a revision is not submitted then the Selectboard will be seeking approval at town meeting. Voted 3-0 to submit a revision to the salary request and propose a 1.5% increase to salaries and hourly rates, and a \$25 increase to stipends; with the exception of the previously approved Highway Dept. crew and transfer station attendant increases of \$0.60/hr.
- Phil Requested the Capital Planning schedule be reviewed at the next Selectboard meeting.
- Voted to review the Westhampton elementary School excess bond proceeds at the next meeting.

- The next regularly scheduled Selectboard meeting will be Monday, April 18, which is Patriots Day. Voted to hold the next Selectboard meeting on Tuesday, April 19.
- Reviewed following correspondence:
  - Mass. Dept. of Environmental Protection-Sustainable Materials Recovery Program
  - Hampshire County Emergency Communications Executive Committee, at their meeting on March 24, voted to accept the resignation of Donald Turner as a member and voted to appoint Daryl Springman to fill the position.
  - Pioneer Valley Planning Commission Annual meeting is Thursday, June 9 at 4:30 p.m. at the Gateway City Arts Center in Holyoke, MA
  - Dept. of Public Utilities hearing April 14 at 2:00p.m. in Boston
- Voted 3-0 to approve the letter to Mass. Dept. of Transportation for the Reservoir Road/ King's Highway speed sign request; signed the letter.

Adjourned meeting at 9:25 p.m.

Approve: \_\_\_\_\_  
Arthur Pichette, Chair

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James Huston, Clerk

\_\_\_\_\_  
Philip Dowling