



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

October 3, 2016

The meeting convened at 7:00 p.m.

Present were Phil Dowling, Jim Huston, and Art Pichette. Also present were Cheryl Provost.

Warrants were signed for: Payroll: \$69,713.67
 Vendor: \$40,911.50

- Highway Superintendent, David Blakesley not present. The Northwest Road Culvert Relining Project is nearly complete. The concrete is all poured and the storm drain has been repaired. Finish work is all that remains. David will be attending a Small Bridges Program informational meeting Tuesday, October 4 in the morning.
- Zoning Bylaw Review Committee:
The Zoning Board of Appeals will meet October 11 and designate a member and notify the Selectboard; voted to make appointments at the meeting on October 17, when a complete list of names will be available.
- KOA discussion: present were Ginny Curtis, Patricia Wood, Gary Wood.
-Patricia and Gary Wood inquired of the August 26, 2015 letter to the KOA campground where an order to cease and desist sounding of the former Westhampton fire truck siren and horn. The Wood's reported a horn sounds daily, routinely and it is disturbing and excessive. They also inquired if fines have been collected for violating the order. Phil responded that they had met with the Police Chief on August 22 and he reported that the way for the town to enforce it is through criminal charges; further reporting Chief White believes there is no criminal act in this case. After discussion with him the Selectboard took his recommendation to not pursue criminal charges. The Wood's requested more action be taken to stop the horn. The Selectboard reported that they have requested the owner of the campground to come in and discuss it; he agreed but is unavailable until a later date. Furthermore, the order was for the fire truck horn as well as removal of the siren, which was removed. The horn appears to be an announcement of activities at the campground and it's not clear if it is the fire truck horn; it will be discussed with the owners.

-Ginny Curtis submitted a response to the August 4 findings of the Zoning Enforcement Officer/Building Inspector, Chuck Miller. Discussion ensued with attention to the extension of use where Ms. Curtis claims that there is a violation of the Zoning Bylaws. She believes that Chuck's findings of no violation disagree with a former opinion from counsel. The Selectboard will review the information and make a determination.

- Chief Procurement officer:

-the Chief Procurement Officer is the Chair of the Selectboard under Town Bylaw. Certain duties of the Chief Procurement Officer may be delegated. Notice of appointment forms are required to be sent to the Inspector General's Office. The delegations are specific to a job title, not individual; voted 3-0 to delegate the powers and duties to solicit, evaluate, and maintain records for procurements under Mass. General Law Chapt. 30B, sections 4 (c), 4 (a), 5, and 6 to the Administrative Assistant until June 30, 2019, or until revoked.

- Correspondence, reviewed:

-Filed Planning Board "Form A" application-101 Southampton Road; solar array
-Received Hampshire Regional High School evaluation report from the New England Association of Schools & Colleges. A copy is on file.
-Pioneer Valley Planning Commission Regional Roundtable Luncheon notice: in Springfield at 11:30 a.m. on Wednesday, October 19; Topic is "Clean Energy Opportunities".

- Planning Board Solar application:

Reviewed the response from Town Counsel to the Planning Board's inquiries regarding the special permit application for a solar array and the Chair determined there was no need for executive session. The Planning Board requested the Selectboard to determine if counsel's response is a public record; noting reference to the document was made at their September 27 meeting. The Selectboard determined that the document was addressed to the Planning Board and voted it to be released at the Planning Board's discretion; under the provisions of the public records access law.

Art noted that the Planning Board had previously requested the Selectboard to allow the Administrative Assistant to take minutes at their hearings to allow the entire Planning Board equal opportunity to engage in the meeting. The Selectboard declined to add the responsibility to the position and the Planning Board inquired if they can select an individual outside the board to assist with minutes. The request was approved by the Selectboard and confirmation that it is allowed will be made.

- Administrative Assistant, Cheryl Provost, reported:

-she will email the work report for Sept. 20 through Oct. 3 and the schedule for Oct. 4 through Oct. 17.
-The Annual Fall Festival is Sunday, October 16. The need for the usual road closures are anticipated; voted to close Stage Road from Southampton Road to the center and North Road from

Perry Hill/Southampton Road intersection to the center for the Fall Festival from 11AM to 6PM on October 19.

-The Selectboard schedule for Monday, October 31 will conflict with the Halloween event road closure from 6-8 p.m.; voted to reschedule the Selectboard meeting for Tuesday, November 1.

-The Hampshire Regional High School is holding a flu clinic on Friday, October 14. Town employees are invited to sign up.

- Signed the Notice of Chief Procurement Officer form for Selectboard Chair, Philip Dowling.
- Signed the Chief Procurement's Officer Delegation of Procurement Powers and Duties Form for Administrative Assistant, Cheryl A. Provost.

Adjourned meeting at 8:10p.m.

Approve: _____
Philip Dowling, Chair

James Huston

Arthur Pichette