



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

November 14, 2016

The meeting convened at 7:00 p.m.

Present were Phil Dowling, Jim Huston, and Art Pichette. Also present were Cheryl Provost, David Blakesley, and Steve Holt.

Warrants were signed for: Payroll: \$71,408.73
 Vendor: \$84,630.84

- Highway Superintendent, David Blakesley reported:
 - the Northwest Road Culvert Project site restoration is complete. The driveway is done and the well water at 295 Northwest Road was re-tested and is good. The project was completed under budget and will be returning approximately \$50,000.00 to the state.
 - spent time preparing for vehicle inspections which were completed. Two fire dept. vehicles require work to pass.
 - installed two conduits between the Town Hall and Annex, one is a spare. The cables were pulled through one. Arrangements are being made with Northeast IT and Comcast to connect the internet between the buildings. The entry locations and installation will be noted in the file and at the point of entries for future reference.
 - Williamsburg held a shredding event on November 5th. We were able to utilize the service and brought the pallet of documents in the basement to be destroyed. The receipt for proper destruction is filed with the permission to destroy.
 - cleaning up leaves and grading gravel roads.
 - in regards to the Board of Health, Valerie resigned from the Foothills Health District, effective December 5. The district will be responsible to conduct the search to replace her. The Board of Health is still short a member.
- Selectboard meeting schedule:

December and January schedules were reviewed; voted to re-schedule the December 26 meeting to Tuesday, December 27. No other changes.
- Mass. Dept. of Agriculture:

A Notice of Proposed Acquisition of an agricultural preservation restriction on property in the Town of Westhampton (APR Project Name and Number: 16C09-Clapp, Arthur E. and Patricia A.) was read aloud by Chair, Philip Dowling, at 7:15 p.m. The notice is posted on the town website and was posted with the agenda. Consent to reduction of notice period was reviewed and approved by a vote of 3-0.

- Sally Loomis, Hilltown Land Trust:
Ms. Loomis presented the Brewer Brook Forest Resiliency Project, a group conservation effort of Hilltown Land Trust, Kestrel Land Trust, and Mass. Wildlife. A total of over 1,000 acres is included and involves three towns; Westhampton, Williamsburg, and Chesterfield. Westhampton includes portions of property of Collins Land, Milikowski land, and Montague land off Chesterfield Road. The group is raising funds to purchase portions of land within the project area. To assist with seeking funds for the project Ms. Loomis is representing the group in seeking documented support from each town. Steve Holt and Robert LaPalme were present from the Westhampton Conservation Commission and reported that the commission is in favor of the project. The Selectboard voted 3-0 to submit a letter of support of the Brewer Brook Forest Resiliency Project. Two maps of the project area will be on file.
- 46 Lyman Road update:
Elizabeth Marcil was present to hear the update. Cindy Sullivan visited Cheryl and paid the violation fines. Four unregistered vehicles remain on the property. Two of them are not useful and arrangements are being made to have them removed. Two are projects and alternative arrangements are being considered for them. Cheryl noted that Ms. Sullivan has been cooperating with her and Chief White. The Selectboard voted to send a reminder letter to Ms. Sullivan.
- Town Clerk, Patricia Cotton revised her resignation to be effective December 31, 2016; voted to accept the resignation. The job description needs to be revised and will be ready for review at the next meeting.
- Mass. Municipal Modernization Act:
An act updating several laws was passed in August with a majority of the laws effective as of November 5. One portion, the revised public records access, affects every town official, board and committee. The law is effective January 1, 2017 with specific requirements effective July 1, 2017. The highlights of the law were reviewed and documents were submitted with additional information. After discussion it was voted to call for a department head and all boards meeting at the next Selectboard meeting on November 28 to notify of the changes.
Discussion moved to the Free Cash certification of \$541,712.00. Joe Boudreau, Town Accountant agreed to meet with the Selectboard to explain the figure and make recommendations how to manage it. The Selectboard agreed to seek authorization to transfer a large portion of it into the Stabilization Fund and to discuss the funds at the all boards meeting.
- 225 Northwest Road update:
The Animal Control Officer picked up a dog belonging to the location. The owner claimed the dog, paid the fines, and licensed the dog and another dog she owns. The third dog license is in process. The Health Agent conducted the inspection and three violations were discovered. They were written up and given thirty days to comply.

- **Cultural Council Grant:**
The FY17 Local Cultural Council funds contract and scope of services were reviewed. The amount of \$4,400.00 is allocated to the Westhampton Cultural Council. It was voted to accept the grant funds.

- Art reported that the Zoning Bylaw Review Committee needs to schedule a meeting and suggested Tuesday, November 22. It is uncertain who is serving from the Zoning Board of Appeals. Wayne Parks was appointed but may not be available. Leo Aloisi was designated as an alternate. Cheryl will seek clarification of representative from the Zoning Board of Appeals. Art reported that Steven Gagne and Brigid O’Riordan are interested in joining the committee. It was voted to appoint Steven Gagne and Brigid O’Riordan to the Zoning Bylaw Review Committee. Cheryl will post the agenda and notify committee members.

- **Correspondence, reviewed:**
 - Board of Assessors CAMA software program is being converted to a new cloud-based program by the state.
 - Finance Committee requested any FY18 anticipated increased cost estimates. No large increases are anticipated at this time.

Pioneer Valley Planning Commission is holding a MassDevelopment Site Readiness Program from 9:30 a.m.-noon on Monday, November 21 at their Springfield location.

 - Hampshire Council of Governments will hold a Western Mass. Legislative Summit from 8:30 a.m.-1:30 p.m. on Saturday, December 3 at the JFK Middle School in Florence. This is a multi-organization collaborated conference with Representatives and Senators to plan a legislative agenda for the next two-year session of the Massachusetts State Legislature.
 - written complaints of violations of town bylaws regarding unregistered from Mary Powers. She also had recommendations for the Zoning Bylaw Review Committee which will be passed along to them. The Selectboard directed Cheryl to contact Chief White regarding violation notices for unregistered vehicles where reported violations occur.
 - 2016 Early Voting Challenge Silver Medal was awarded to the Town of Westhampton for early voting opportunities provided to its citizens by Town Clerk, Patty Cotton. The award is from the Massachusetts Election Modernization Coalition.
 - Comcast program changes

- **Administrative Assistant, Cheryl Provost, reported:**
 - submitted work report for Nov. 2 through Nov. 14 and the schedule for Nov. 15 through Nov. 28.
 - registered the Town with the Operational Services Division procurement site, COMMBUYS.
 - requested repairs to the hard drive in her laptop be covered under the Towns Northeast IT contract. The laptop is often used while working at home to check emails, monitor the website, research, and documents. The plan currently has approximately 40 hours and accumulates five hours monthly. The repairs were approximately 1.5 hours. It was voted to approve a one-time use of the Northeast IT contracted hours for the repair of the laptop hard-drive.

- Signed the FY17 Local Cultural Council funds contract for the amount of \$4,400.00 allocated to the Westhampton Cultural Council.
- Signed the confirmation notice regarding proposed acquisition of an agricultural preservation restriction.
- Signed the consent to reduction of notice period APR Project Name and Number: 16C09-Clapp, Arthur E. and Patricia A.

Adjourned meeting at 8:50p.m.

Approve: _____
Philip Dowling, Chair

James Huston

Arthur Pichette