



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

Minutes of January 2, 2018

The joint meeting of the Selectboard and Finance Committee meeting convened at 7:00 p.m.

Present from Selectboard were Jim Huston, Phil Dowling and Art Pichette. Present from Finance Committee were Tom Cleary, Chevey Seney, Joe Pipczynski, Jackie Brodeur, Steve Gagne, Peter Montague, Mary Cleary. Minutes were taken by Cheryl Provost.

The Town Hall furnace required service three times within one week. A hole in the heat exchanger was discovered and has been causing the burner to shut down. Members of the Selectboard as well as Highway Superintendent David Blakesley have been checking the furnace twice a day to be sure it's running to prevent water pipes from freezing. Another issue with the hole is fumes are emitting into the office areas and has gotten worse. Space heaters have been provided for the offices so the furnace can be turned down during hours to reduce fumes. The furnace should be shut down. The town is in a service contract with Whittings Fuel and they provided an early soft estimate of \$7,400.00 as indication of procurement requirements. Contracts estimated to be less than \$10,000.00 sound business practice must be used whereas contracts of \$10,000.00 but not more than \$50,000.00 it's required to solicit three written quotes. Additional procurement procedures also fall under that threshold. Provisions for emergency procurement may be used. With the estimate being under \$10,000.00 a quote was solicited from Whiting Fuels and they came to look at the job and provide a quote. Art reported he received a verbal quote of \$9,400.00 from them to replace the furnace. Discussion ensued regarding other issues discovered with respect to building repairs; a separate matter to be dealt with at a future date. It was noted by a member of the Finance Committee that it would have been helpful to see additional quotes. Discussion ensued regarding funding options and budgeting requirements.

The Finance Committee moved on a motion and second to approve a transfer of \$9,400.00 from the Reserve Fund to a new account; Town Hall Furnace Account. Motion was approved by vote of 6-1-0.

The Finance Committee adjourned at 7:30 and the Selectboard continued.

Discussion ensued regarding an ongoing schedule to monitor the furnace to ensure its running.

A motion and second was made to approve the quote of \$9,400.00 from Whiting Fuels to replace the Town Hall furnace. Motion passed by vote of 2 yeas; Art abstained.

A motion was made and seconded to authorize Phil Dowling to sign for the work order to replace the Town Hall furnace upon receipt of a written quote. Vote passed by 2 yeas; Art abstained.

A motion and second was made to approve the application from Jim and Dan Meehan for renewal of a Class II License and Business License for J&D Sales & Repair, 19 Perry Hill Road, Westhampton, MA 01027. Motion passed by unanimous vote.

Adjourned meeting at 7:40 p.m.

Approval of minutes by Selectboard:

James Huston, Chair

Philip Dowling

Arthur Pichette

Approval of minutes by Finance Committee: