



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

Minutes of October 29, 2018

The meeting convened at 7:00 p.m.

Present from Selectboard were Phil Dowling, Art Pichette and Maureen Dempsey. Others present were Steve Holt, David Blakesley, Dave White, John Shaw, Ginny Curtis, Judy Dunaway.

Minutes were taken by Cheryl Provost.

Warrants were signed for: Payroll: \$76,696.17
 Vendor: \$557,789.64
 State Elections November 6, 2018

Minutes of October 15 were approved. Minutes of August 13, 2018 were amended as to time of return to open session then approved as amended.

- Highway Department updates, David Blakesley reported:
 - continuing to mow with both roadside mowers; shared and town mower. Two days left and entire town will be done.
 - filling salt shed, salt is down \$1.00 per ton from last year at \$56.10 per ton.
 - spent time getting highway vehicles ready for inspection, fixed 1 exhaust, changed some tires. Highway and fire vehicles were inspected; all highway vehicles passed.
 - road line painters were here. South Road was not added to the list by mistake. Trying to get painters to return and will add Reservoir Road with South Road if they will return.
 - crack sealing on various roads.
 - submitted reimbursement requests; one in the amount of \$118,180.00 for 20% rubber chip seal on South Road, another in the amount of \$33,517.30 for chip seal on Lyman and Southampton Roads. On a motion and second, voted to approve the reimbursement requests.
 - received a letter from Chuck Horn requesting the maple trees in front of his home be taken down
 - researched Dodge Road for Tom Quinlan in response to an inquiry from Ginny Curtis. David explained that if a town discontinues a road the property reverts back to the landowners. He will send T. Quinlan a written response.
 - the Agreement between the Town of Westhampton and the Highway Department Crew effective July 1, 2018 through June 30, 2021 was approved by the Selectboard on June 25. The crew has signed, the Selectboards signature is required. Voted to sign the agreement.
- John Shaw was recognized by Phil and discussion ensued regarding the moratorium of marijuana facilities. The town must vote to adopt an amendment to the current moratorium bylaw to extend the date. Questions regarding whether or not a hearing is required will be researched.
- Adjourned to Town Meeting at 7:30

- Reconvened Selectboard meeting at 8:21

Present from Selectboard were Phil Dowling, Art Pichette and Maureen Dempsey. Others present were Steve Holt, Dave White, John Zimmerman, Ginny Curtis, Chris Norris. Minutes were taken by Cheryl Provost.

- System for Award Management registration:
Appointment of an Entity Administrator is required for authorization to manage the town's registration in the System for Award Management. Confirmation of correct information is requested. On a motion and second voted to authorize Fire Chief, Christopher Norris as Entity Administrator for the Fire Dept. of the Town of Westhampton. It was noted that Philip Dowling's name was spelled incorrectly as Downing; changes noted on registration.
- Direct Deposits and outsource payroll:
Treasurer not available to provide updates, board requested she come to next meeting.
- Request from Planning Board to access Town Counsel:
The Planning Board received a request to grant an extension to a Special Permit issued for a solar facility on South Road. Planning Board seeks authorization for an opinion from town counsel regarding extensions of special permits. On a motion and second, request was approved.
- Resignation of Shirl Morrigan:
On a motion and second, voted to accept the resignation of Shirl Morrigan from the Zoning Board of Appeals, effective October 9, 2018.
- Appointments to Zoning Board of Appeals & Agriculture Commission:
The officers of the Zoning Board of Appeals and Agriculture Commission were reviewed. Phil motioned to appoint Laurie Sanders as a regular member of the Zoning Board of Appeals. On a second the motion passed. There are now two vacant associate seats.

Phil moved to have associate members added to the Planning Board. The Planning Board is elected, associate members should be also. A bylaw change will be required.

Three requests for appointment to the Agriculture Commission were reviewed. Also reviewed the current roll of the commission, there are two vacancies. On a motion and second, voted to make the following appointments to the Agriculture Commission:

Arthur Clapp through June 30, 2021 and Marilyn Witherall through June 30, 2020.

Consideration was made for Judy Dunaway, she will be notified of vacancies on other boards.

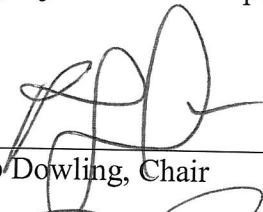
Discussion ensued regarding public notice of all board and committee vacancies in an effort to fill them. Notices are to go out in tax bills.

- First Right of Refusal; Dunn:
No action taken, formal request with more information is required.

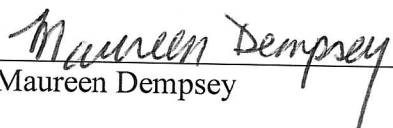
- Cultural Council contract:
The grant contract from the Mass. Cultural Council was reviewed. On a motion and second voted to enter into the contract between the Massachusetts Cultural Council and the Town of Westhampton (Cultural Council) to accept the FY2019 grant funds in the amount of \$4,500.00.
- Safety Complex review:
Voters failed to pass the ballot question to fund the borrowing authorization for the construction of a new safety complex. Phil went to 'square 1" and recommended a list of short term repairs be developed of the items most needed; the items that cannot wait while the Public Safety Complex Committee regroups and moves forward. As an example Phil noted that the Police Dept. requested a door be installed at the bottom of the stairs to prevent public access to their office. Discussion ensued regarding the committee, what members will stay and if the committee should dissolve and a new committee formed. Phil suggested moving forward by seeking bids for a design/build contract. It was agreed that committee members should meet with the Selectboard and other departments to determine how to proceed. A meeting of the committee was scheduled for November 5.
- Class II License:
On a motion and second voted to grant a Class II License to Robert and John Dunn for Dunn's Auto Sales and for a Business License for Repairs and Sales located at 37 Burt Road.
- Green Communities:
The Stretch Code was adopted by town meeting. A certification of the vote will be submitted to complete the application for designation as a Green Community.
- Town Hall side door replacement:
The revised quote from Jim Faulkner was reviewed. Art motioned to accept the quote and enter into a contract with Jim Faulkner in the amount of \$1,500.00 to replace the side exterior Town Hall office door, second made on motion. Passed by roll vote 3-yas, 0 nays.
- Correspondence was reviewed:
 - Finance Committee recommendations of town legal services were reviewed. Requested to have Tom Cleary, Chair of Finance Committee, meet with board to discuss.
 - Office of the Attorney General-response to request for extension of marijuana moratorium.
 - Hidden Hills of Massachusetts promotion of website Hidden-Hills.com
 - Comcast-programming changes/contract renewal website.
 - MassDOT-bridge rating and posting compliance for Bridge No: W-27-003 located at Easthampton Road over North Branch Manhan River.
 - Eversource-Municipal Brush Control Program-notice of termination of program (as reported by Highway Superintendent, David Blakesley on July 9).
 - Mass. Dept. of Revenue-certified Free Cash in the amount of \$383,582.00
- Documents submitted:
 - Requests for appointments to Agriculture Commission:
Mary Witherall, Judy Dunaway, Arthur Clapp
 - Federal Service Desk; SAM.GOV registration process

- Documents signed:
 - Agreement between the Town of Westhampton and the Highway Department Crew effective July 1, 2018 through June 30, 2021.
 - Reimbursement request in the amount of \$118,180.00 for 20% rubber chip seal on south Road.
 - Reimbursement request in the amount of \$33,517.30 for chip seal on Lyman and Southampton Roads.
 - Class II License for Dunn's Auto Sales and Business License for Repairs and Sales
 - contract between Massachusetts Cultural Council and the Town of Westhampton in the amount of \$4,500.00 for FY2019 grant funds.
- Meeting adjourned at 9:18 p.m.

Approve: _____


Philip Dowling, Chair


Arthur Pichette


Maureen Dempsey