



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

Minutes of October 13, 2020
Meeting held via ZOOM

The meeting convened at 6:30 p.m.

Present from Selectboard were Phil Dowling (Chair), Maureen Dempsey, and Teri Anderson. Others present were Bill Jablonski (Highway Superintendent), Wally Marek (Local Inspector), Susan Bronstein, and Dale Kasal. Minutes were taken by Cheryl Provost.

The Selectboard voted by roll call, 3-yay, 0-nay, to enter into Executive Session at 6:30 p.m., pursuant to G.L. c. 30A, section 21(3), as the Chair declared that discussion in a public meeting may have detrimental effect on the town's potential litigating position with respect to Athanasίου, Louanne et al vs. Town of Westhampton et al; Hampshire County Superior Court 1880CV00192. Open session will resume following Adjourned Executive Session at approximately 7:00 p.m.

Closed executive session and resumed open session at 7:00 p.m.

Present from Selectboard were Phil Dowling (Chair), Maureen Dempsey, and Teri Anderson. Others present were Bill Jablonski (Highway Superintendent), Thomas Martin and Robby Armenti (Board of Health), Wally Marek (Local Inspector), Susan Bronstein (Covid Coordinator), David Antosz (Fire Chief), Dolores Thornhill, and Dale Kasal. Minutes were taken by Cheryl Provost.

- **Municipal Vulnerability Planning:**
Phil recognized Amanda Kohn, Weston & Sampson, an engineering firm. Amanda is an urban planner. She has helped multiple communities around the size of Westhampton apply, go through the MVP planning process, and also look forwards to action grants. The town received \$20,000.00 in grant funding to complete the process, that will cover Weston & Sampson's fee as well as Pioneer Valley Planning Commission work as sub-consultant to them. The scope of work includes a meeting with core municipal staff, attendance of a community resiliency workshop, public engagement. These are components of building a list of action items to building climate resiliency in the community. Those action items are what becomes eligible for the round of action item grants. Teri asked for a reminder of the schedule. Amanda replied the deadline for submittal of the final plan is June 2021.
Phil reported he read through the contract and an agreement received from Weston & Sampson and reported no objections. Both describe the scope of work, the contract is more comprehensive than the agreement. He asked Amanda if a description of the relationship between Weston & Sampson and Pioneer Valley Planning Commission can be added to the agreement. Amanda agreed and explained that some communities prefer the contract while others find the agreement

sufficient and asked for clarification which should be amended. Discussion ensued regarding whether to enter into a contract or agreement.

Phil motioned to engage with Weston & Sampson to assist with the MVP Planning Grant and further, he be authorized to sign the contract with final revision to include Pioneer Valley Planning Commission as sub-contractor to Weston and Sampson. Second by Teri. So moved by vote 3-years, 0-nay.

- COVID-19 actions:

Board of Health, Tom Martin reported:

- no new cases reported in town today

- 0 current cases

- 12 recoveries

- overall 13 cases in 5 households and one death over 7.5 months

- Foothills Health District has a designated Public Health Nurse completing contact tracing and case monitoring funded through CARES Act grant

- will be hiring a designated public outreach and compliance officer, also funded through CARES Act grant

- monitoring Westhampton Elementary School

- monitoring Hampshire Regional High School

Phil commented Westhampton Elementary School is set up with lunches outdoors, windows open, outdoor classes. Weather is changing. He asked Tom what plans the Board of Health has for the school. Tom replied the board's recommendations stay the same. Eat outdoors when possible, wear masks, social distance, and windows open until HVAC system is upgraded. Robby reported the elementary school has modifications for meal breaks for when the weather turns cold where meals in the cafetorium will be split into shifts with fans circulating the air. The board approved that.

Phil reported he took Sandri Oil through the school, town hall, annex, and library last week to look at systems and potential of filters. We are still waiting for that report. It will be shared with the Board of Health when received.

Tom continued:

- church inquired about food bank kiosk. A bear got into the outdoor self-serve food bank.

Looking into moving it into the church kitchen. The board is encouraging continuation of the program. Maureen added that church volunteers are looking into having set up inside for certain times.

- Town Hall, pickle ball players seek to gain use of Town Hall. They attended last 3 board meetings. Board of Health moved towards making recommendations, with Selectboard approval required, initially for a trial period. Another factor is the HVAC system. Phil reported the Town Clerk requested no recreational activities prior to Election Day, November 3. Also, the roofing project is expected to begin on the tail end of the election. Teri added that it needs to be looked at more broadly. If use is open to pickle ball we are setting a precedence for other recreational users as well, including scouts, self-defense, etc. She's concerned that could be too much use and emphasized management of cleaning the space. Tom replied that each group would have to first come before the Board of Health, all activities are treated differently by the state and have their own protocols. Robby added that the board will give a proposal at the next Selectboard meeting. Phil added to Teri's comment about other uses and noted that there could be more town related activities with colder weather. Would like to have Board of Health look at town meeting

recommendations. Tom replied the board will look at that. Phil moved discussion of pickleball protocol to next meeting to consider a three week test run.

Tom continued:

-KOA campground is finishing up their season. No complaints received all year. Phil made note that there were a couple complaints of horn honking. Tom clarified there were no Covid complaints.

-Outlook Farm Covid compliance continues to improve.

Covid Coordinator, Susan Bronstein reported round 2 submittal is due at end of the month. She is organizing what she has and has what has been spent so far. She has everything Phil estimated in Round 1 because she found it populated into the Round 2 section. We can request up to the \$144,100.00 accumulatively. We only submitted for approximately \$11,300.00. Past couple of days she put in a lot of expenses from the elementary school and Board of Health at about \$45,000.00 leaving room for additional requests. The submittal will be for estimates from July through December 30. Requesting invoices from the library. Any requests for FEMA funding addressing an emergency response or crisis response requires submittal by Thursday (October 15). Reviewed the application process and relation of FEMA/MEMA and CARES funding. Concurred no known expenses related to emergency response. Discussed and approved submitting a request to fund food and a refrigerator for the food bank.

- Dave Antosz, Fire Chief, reported Bill Willard contacted him in September to request a permit for fireworks. Dave contacted the state fire services to check if there is a moratorium due to the drought conditions. State replied no moratorium. Dave sent an email to the Selectboard and the Board of Health as notice. He was put in contact with Mark Bushee, health agent. Dave described to him it's a private function on private land, there are times people will park along the road and watch. Dave reported that Mark did not have a problem with that. Dave clarified to Mark it is not Bill's responsibility who stops and where they're at. The permit is issued for 7-8pm. Size of shells limited. No ground fireworks. Bill is scaling back what he usually does. Dave reported it can be cancelled due to weather and he issued the permit for October 24, adding from the fire side it's "go". Fire suppression at the site will be provided.
- Building department,
Phil reported Todd Alexander was looking into a FEMA Grant application for electronic permitting. No update was available. Wally Marek reported the department wants to purchase an app (Sideline) for joint phone services, approximately \$100.00 annually. Cheryl reported she is submitting an application for the building department through the Community Compact IT Grant Program to enhance permitting services and suggested the app could be included. Discussion ensued regarding adding the cost to the FEMA Grant application or the Community Compact Grant application. Agreed it could be submitted to both and only accepted through one if both are awarded. Voted to approve the purchase of the application through the building expense account.
-Commissioner contract will be reviewed next meeting.
- Highway Department updates, Bill Jablonski reported:
-Westhampton Elementary School parking lot is done; pavilion is almost done; signage and bike racks came Friday; installing a chain link fence around perimeter
-cleaned up trees and debris from wind storm

-finishing work on edges of Southampton Road as finish work to paving
-submitted a Chapter 90 Project Request in the amount of \$19,000.00 for line painting all main roads and another in the amount of \$14,000.00 for installation of a stretch of guardrail on Southampton Road
Phil made motion to approve both project requests. Second by Maureen. So moved by vote of 3-years, 0-nay.

Cheryl reported a ballot lock box was purchased, Bill confirmed receipt of delivery. She discussed with Bill having the highway department install it at the front of town hall near the base of the steps to the main entrance and requested authorization of installation. So moved. Discussed schedule of ballot pick-up. Cheryl confirmed the box will be emptied daily in a combined effort between her and Patty Cotton.

- Town Property and Energy Assessment Committee. Phil reported he attended their last meeting. They were waiting on Prism to give them an estimate for lighting. They received two that are very similar with a big discrepancy in the town's portion. Waiting to see what prism submits.
- Green Communities, Phil reported he submitted the entries for the MEI annual reporting. The system did not accept the submittal. He contacted Mark Rabinsky who reported the system was experiencing difficulties. Phil believes there is a benefit to the town having all the information in one place and will be putting together something that shows what each building is using for energy. Submittal is due November 6.
- Town Hall Roofing Project is delayed until after election.
- Designation of Special Employee, Phil reminded that two positions were added to the designation and recommended making a more comprehensive list of all potentials at a future meeting.
- Anti-racism Resolution action:
No further input from town officials has been received. Approved a public notice created by Teri seeking input. The notice is to be published on the town website with the resolution. Maureen suggested the library could put together a list of books for various age groups that would be good for the public to read in relation to this discussion with a notice in their newsletter. Teri concurred and added that material is available for schools and she's been collecting some that could be shared with the school. Phil concurred. Notice to be published to website.
- Phil reported he received a request from John Shaw, Zoning Bylaw Review Committee Chair, for a Zoom account accessible by his committee. Phil suggested adding a second account for committees and boards. Discussed how meetings will be scheduled that don't overlap. Cheryl reported that at this point requests for a Zoom account are only from the Zoning Bylaw Review Committee and Board of Health. They meet on different days at different times. Otherwise, the meetings are listed in the account where others can see. Voted to approve a second Zoom account set up for committees and boards.

- Tax Collector search:
Cheryl reported no applications have been received. Notice of the position is to be sent to area towns and published in Mass Municipal Assoc. "The Beacon".
- Pollinator Committee, Maureen reported the committee is meeting on Thursday. Barbara Pelissier is resigning from the committee to go in another direction. Discussion ensued regarding town meeting action.
- Teri requested an update from Building Commissioner on 0 and 70 Main Road for timeline on bridge in Vermont that will allow the remainder of cars to be removed. Phil replied they did receive an update. Discussion ensued regarding the conditions of the order. Teri asked what will be done, if they will be allowed to continue at their own pace or if the board will follow up. Phil recalled that Tom's comment was they were doing something and it wasn't going to produce any results to harass them. There has been little progress in twenty years and now that something is happening Tom wanted to continue to support that they continue in the fashion. Phil agreed it would be nicer if they were moving faster but that they're moving at all is a huge step. Maureen concurred. Teri would like to ask for a timeline. Phil agreed to have the commissioner look into it and report back. She also would like to proceed with 70 Main Road action.
- Correspondence:
-email from Accountant regarding close out money where state made overpayment for charter school which will come out of Cherry Sheet this year and overpayment for Chapter 70 which we can keep. Teri questioned if those funds are interchangeable and if it creates a shortfall somewhere in the budget this fiscal year. Determined that the email appeared to provide the Accountant with information he was looking for.
-email from Eversource regarding a release of transformer oil near 11 Loudville Road. Phil asked Bill if he was aware. Bill replied no, Eversource is responsible to clean it up. It's happened before in town. They do a good job cleaning up. The email will be forwarded to him.

Items approved for signatures:

- Chapter 90 Project Request in the amount of \$19,000.00 for line painting all main roads
- Chapter 90 Project Request in the amount of \$14,000.00 for installation of a stretch of guardrail on Southampton Road

Minutes of August 17, 2020 were reviewed and approved by vote 3-yay, 0-nay.

Minutes of August 31, 2020 were reviewed, amended, and approved as amended by vote 3-yay, 0-nay.

Minutes of September 14, 2020 were reviewed, amended, and approved as amended by vote 3-yay, 0-nay.

Warrants were reviewed and approved by vote 3-yay, 0-nay for:

Payrolls: \$80,471.61

Vendor: \$271,334.86

- Next meeting: 6:30 p.m., October 26, 2020.

Meeting adjourned at 9:10 p.m.

Approved by vote of the Selectboard at virtual meeting held November 9, 2020

Phil Dowling
Maureen Dempsey
Teri Anderson