



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

Minutes of February 16, 2021  
Meeting held via ZOOM

The meeting convened at 7:00 p.m.

Present from Selectboard were Phil Dowling (Chair), Maureen Dempsey, and Teri Anderson. Others present were Robby Armenti, Tom Martin, & David Blakesley (Board of Health), Susan Bronstein (Covid Coordinator), Katrin Kaminsky, and Ginny Curtis. Minutes were taken by Cheryl Provost.

- Reviewed the interview held February 8 with Katrin Kaminsky for Town Clerk. No update was available on reference check with supervisor. Phil provided a positive report on a reference check he made to Joe Boudreau. Phil suggested offering the position to her. Maureen and Teri concurred with Teri making a recommendation to hold until completion of reference check. No objections were made. Phil moved to hire Katrin Kaminsky as Town Clerk pending a positive reference report at the current pay of \$14,195.00. Second by Maureen. So moved by roll call vote:  
Phil-aye  
Maureen-aye  
Teri-aye
- Board of Health, Tom Martin reported:
  - currently 3 cases in 2 households in Westhampton
  - 60 positive cases in 30 households in town overall since tracking began last year
  - contract tracing nurse seeing more serious cases in the district leading to hospitalization
  - reviewing mask wearing policy for annex

Discussion was held regarding town policy around vaccinations

Tom continued reporting:

- there are improvements with the state contact tracing
- clusters of outbreaks are not occurring in town
- transmissions not in schools
- Robby submitted interest of reappointment to the Board of Health, Tom supports her.

Teri motioned to appoint Robby Armenti to the Board of Health effective July 1, 2021 through June 30, 2024. Second by Maureen. So moved by roll call vote:

Phil-aye  
Maureen-aye  
Teri-aye

Tom continued reporting:

-putting together a proposal for public health programs effective Fiscal Year 2022. The board had begun researching the need prior to the pandemic and was prepared to propose to seek funding for public health nurse services. The proposal was sidelined by the pandemic and now looking to move on it. Phil supported the idea.

Praise was given to Representative Lindsay Sabadosa for her assistance with getting more vaccines available to western Massachusetts. Tom suggested a letter to thank her. Selectboard supported that and will sign a letter to her if presented to them.

Covid Coordinator, Susan Bronstein reported need all invoices through December 31 in two weeks. She will send email notification to departments.

- Highway department updates, Superintendent Bill Jablonski reported:
  - finished service on fire vehicles
  - a lot of plowing past couple of weeks
  - working on repairs on a couple pieces of equipment
  - request authorization to deficit spend snow removal account. Phil made a motion to authorize highway department to deficit spend snow removal account as needed. Second by Maureen. So moved by roll call vote:  
Phil-aye  
Maureen-aye  
Teri-aye

Bill continued reporting:

-Franklin Regional Council of Governments assessment for bids for highway materials have to be in by March 5.  
-crew is tired; 2 received 2<sup>nd</sup> Covid vaccination yesterday  
-new requirements for random drug and alcohol testing for operators with CDL under OSHA regulation. Required to be in a program for random testing. Meeting with Risk Management Representative from Mass. Interlocal Insurance Assoc. February 23 to learn about their program

Phil expressed appreciation for everything the department is doing. Bill acknowledged and made note that one crew member never plowed roads and another is operating a wing plow first time this year.

Reviewed draft job description for transfer station assistant. Assisting with covid protocol to be added. Phil motioned that he, Cheryl, and Bill be authorized to revise and approve the job description and open a search. Second by Teri. So moved by roll call vote:

Phil-aye  
Maureen-aye  
Teri-aye

- Public Safety Complex Building Committee update, Phil reported:
  - postcards went out with dates of informational meetings (Zoom and in person)
  - Phil is receiving phone and email questions
  - a flyer is coming out soon

-in the process of getting demolition bids

-Montague Road solar project was turned on December 28. The estimated name plate of the system at the time of the PILOT agreement was 6.307. The project has been designed and installed with a name plate capacity of 6.861 MW. The payments are \$160,000.00 more over 20 years than estimated.

- Reviewed town meeting process. Scheduled a meeting for 6:45 p.m. February 25 for a final review with Moderator Ben Warren.
- Special Town Election warrant was reviewed. Phil made motion to approve the warrant as written. Second by Maureen. So moved by roll call vote:  
Phil-aye  
Maureen-aye  
Teri-aye
- Grant review:  
Phil reported the District Local Technical Assistance Grant application was submitted. An account for the One Stop Portal needs to be created, as discussed at last meeting.
- Budget items for fiscal year 2022 proposals were reviewed:  
-Consultant/Planner \$6,000.00. Request is level from FY2021. Phil motioned to propose the request to Finance Committee as submitted. Second by Teri. So moved by roll call vote:  
Phil-aye  
Maureen-aye  
Teri-aye  
  
-Administrative Assistant Search/Training. Request is a single year item for the search and training of a new Administrative Assistant to be hired by end of calendar year.  
Phil motioned to propose \$3,620.00 to the Finance Committee. Second by Teri. So moved by roll call vote:  
Phil-aye  
Maureen-aye  
Teri-aye
- Discussed schedule for search of Administrative Assistant and forming a search committee.
- Animal Control Officer & Inspector of Animals shared service update: Teri reported the salary for the proposed Northampton Animal Control Officer Assistant increased. Reviewed the rate and potential cost for hours worked in Westhampton. Agreed the numbers won't work and to look at increasing the salary line for FY22. Search to fill the positions will continue.
- Anti-racism resolution: Teri is working on notes from the MMA workshop to incorporate what into the document.
- Cheryl requested the fax line at the annex be discontinued. There are recurring technical problems with that line and faxes are often not received/sent. The fax at the annex can be used.

So moved.

Minutes of February 1, 2021 were reviewed and approved as revised by roll vote 3-yeas, 0-nay.

Warrants were reviewed and approved by roll call vote:

Phil Dowling-aye

Maureen Dempsey-aye

Teri Anderson-aye

Payroll: \$82,748.47

Vendor: \$230,819.20

Special Town Election March 13, 2021

Next meeting: 6:45 p.m., February 25, 2021 and 7:00 p.m. March 1, 2021. Meeting with Finance Committee February 25, 2021.

Adjourned meeting at 9:28 p.m.

Approved by vote of the Selectboard at virtual meeting held March 1, 2021.

Phil Dowling

Maureen Dempsey

Teri Anderson