



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

Minutes of July 23, 2018

The meeting convened at 7:00 p.m.

Present were Art Pichette and Maureen Dempsey. Also present were David Blakesley, Tom Martin, Dolores Thornhill, Walter Morrey, Brian Mulligan, Steve Holt, Shirl Morrigan, Laurie Sanders, Pat Coffey, Susan Bronstein, Wade Clement, Sarah Mulvehill. Minutes were taken by Cheryl Provost.

Warrants were signed for: Payroll: \$70,926.32
 Vendor: \$446,542.73

Minutes of July 9, 2018 were approved.

- Highway Department updates, David Blakesley reported:
 - continued heavy rain caused more washouts. Catch basins and grates need to be cleaned again.
 - running brush mower
 - submitted comments to the Planning Board on the solar application regarding concerns effecting the roadway. A copy was submitted into the meeting and by email.
 - railings will be installed at two gymnasium exterior doors at the Westhampton Elementary School. The highway department will install ramps for accessibility. Dig Safe has been included in the project. The highway department will also install an accessible swing at the school.
 - submitted a Project Request in the amount of \$114,335.00 for rubber stone seal on South Road. On a motion and second, voted unanimously to approve the project request.
- Board of Health updates, Tom Martin reported he contacted the Charlie Kline from the Department of Environmental Protection seeking assistance in gaining access to the junkyard. The department declined, citing verification is required showing existence of toxic hazardous release of significant amounts or that waste is being buried. Tom could not verify either. On pursuing matters Tom was notified by Mr. Kline that the town may be disappointed following the process; adding that legally placing a value on vehicles is difficult. Tom further reported that Valerie Bird, Health Agent, gained access to the property by permission upon noticing the gate open. She saw new vehicles; no evidence of hazardous materials; did not gain access to the trailer that serves as an office. Mr. Kline believes the best avenue to take is zoning enforcement. Art noted that Jim had been the lead from the Selectboard on the matter and gave a brief overview.
- Amended Non-Exercise of Right of First Refusal to purchase property owned by Thomas Martin and Julie Held of 140 Easthampton Street, Westhampton, MA. Parcel ID 331/024.0-0030-0000.0 (Map 24.0 Block 030 Lot 0) and described as lot 2 on Plan recorded in Hampshire County Registry of Deeds Plan Book 233, Page 113. Tom Martin explained the amendment includes Book 4017, Page 198 under Record Tax Lien(s) as a result of research by the buyers' attorney. There are no other changes. No comments.

Maureen motioned to accept the amendment to the Non-Exercise of Right of First Refusal to purchase property owned by Thomas Martin and Julie Held of 140 Easthampton Street, Westhampton, MA. Parcel ID 331/024.0-0030-0000.0 (Map 24.0 Block 030 Lot 0) and described as lot 2 on Plan recorded in Hampshire County Registry of Deeds Plan Book 233, Page 113 to include Book 4017, Page 198 under Record Land Tax Lien(s), second by Art. Motion passed by roll vote 2 yea's, 0-nay's.

- Authorization for use of town hall for yoga class:
Brian Mulligan presented his request to use the Town Hall for Yoga classes once or twice weekly. He does not charge for the class. He uses the library on Saturdays but it's not always available. Authorization to use the Town Hall will provide opportunity for a regular class. The Town Hall Use Policy was reviewed. Discussion ensued regarding access to and return of the key. On a motion and second voted to authorize Brian Mulligan use of the Town Hall for yoga classes, yielding to any scheduled business. The key is to be requested as needed.
- Assessors:
Dolores Thornhill presented information regarding the assessment of ground mounted solar facilities. She reported she spoke with Consultant Roy Bishop who has experience in negotiating solar "PILOTS". She described the process. Laurie Sanders had previously emailed the board with similar information. She spoke of the procedures of an annual assessment opposed to a "PILOT". Dolores prefers a "PILOT" over an annual assessment. A "PILOT" is an agreement between the town and developer. An annual assessment requires someone with experience; it could be difficult to defend an appellate case in court. Discussion ensued regarding qualifications of consultants.
- Town Clerk wage scale and interviews:
The current appropriation for the Town Clerk salary was reviewed. A pay scale needs to be determined to offer a successful candidate for the position. The board requested a pay analysis of area towns to be reviewed at the next meeting.
- Appointment of Chief Procurement Officer:
To be discussed at next meeting.
- IT upgrades:
The installation of the server and related hardware and software is estimated over \$10,000. Under Chapter 30B the town must seek written quotes. The draft Request For Quotes was reviewed. Discussion ensued regarding deadlines for submittal and approval. The Request For Quotes was approved with a deadline for submittals for noon, Monday, August 13 and an award date of August 20.
- Scheduled pole hearing:
Maureen motioned to schedule a pole hearing on the request from Eversource to install one (1) solely owned pole tagged 2/18, on the southerly side of Burt Road beginning approximately 190 feet westerly of existing pole 2/17 for 7:30 p.m., Monday, August 6, second by Art. Motion approved.

- **Counsel Fees:**
The final invoice for Counsel fees exceeds the appropriations available in the account. The Finance Committee is meeting on July 24. A request for a transfer from the Reserve Fund in the amount of \$533.84 would provide the needed funds. Maureen motioned to request a transfer from the Reserve Fund in the amount of \$533.84 in order to pay the final FY18 invoice for counsel fees, second by Art. Motion passed.
- **Treasurer resignation:**
The Treasurer submitted a resignation by email July 19. Patty reported having ongoing trouble with payroll time sheets from the elementary school. Art supported Patty, adding that the school needs to meet the deadlines. Discussion ensued regarding the commitment and time of payroll. Patty suggested researching the services of a third-party payroll company. She would need to learn what the process is to know if it will be a good move for the town. The Selectboard supported the idea and directed research be done.
- **Special Town Meeting:**
Deane Bates approved the use of the elementary school for the town meeting and asked which of the following is needed; chairs from town hall, a sound system, and project. The board confirmed all is needed.
- **Hampshire County Farm Bureau's Tractor Ride** is scheduled for September 8. The "parade" will begin at 9:30 a.m. at Outlook Farm, will travel East on Route 66 and turn down Glendale Road, continuing down Easthampton Road and to Chesterfield then back. An estimate of 50 tractors will participate. Discussion ensued regarding how local police departments will handle traffic during the event. Chief White will be updated.
- **Correspondence:**
-Mass. Municipal Association invoice for annual dues. Voted to approve the invoice for FY19 in the amount of \$519.00.
- **Other business:**
Pat Coffey had questions regarding the submittal of the solar bylaw to the Attorney General's office. A copy of the final version adopted at town meeting will be posted to the town website.
- The next Selectboard meetings will be 7:00 p.m. August 6 & 20.
- **Documents submitted:**
-Request from Eversource for permission to install one (1) solely owned pole tagged 2/18, on the southerly side of Burt Road beginning approximately 190 feet westerly of existing pole 2/17.
-Solar information from Dolores Thornhill.
- **Documents signed:**
-Project Request in the amount of \$114,335.00 for rubber stone seal on South Road
-Amended Non-Exercise of Right of First Refusal to purchase property owned by Thomas Martin and Julie Held of 140 Easthampton Street, Westhampton, MA. Parcel ID 331/024.0-0030-0000.0 (Map 24.0 Block 030 Lot 0) and described as lot 2 on Plan recorded in

Hampshire County Registry of Deeds Plan Book 233, Page 113.

Adjourned meeting at 8:38 p.m.

Approve: _____
Philip Dowling, Chair

Arthur Pichette

Maureen Dempsey