



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

Minutes of March 15, 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 Bill Jablonski (highway superintendent), Robby Armenti & David Blakesley (Board of Health), Susan Bronstein (Covid Coordinator), Dave White (chief of police), Dave Antosz (fire chief), Patty Cotton (tax collector), John Zimmerman, and Shelby Macri (Country Journal reporter). Minutes were taken by Cheryl Provost.

- Board of Health, Robby Armenti and David Blakesley reported:
 - no cases in town
 - updates on Hampshire Regional High School
 - working on guidelines with library and Council on Aging
 - updates on state vaccine program and appointments
 - has contact with vaccine ambassador whom can answer questions regarding vaccinations.Working on setting a virtual meeting with him.

- Highway department updates, Superintendent Bill Jablonski reported:
 - cleaned up trees knocked down from wind storm
 - hauling stone for dirt roads to keep them usable
 - fixed railing at transfer station
 - buy recycle policy memo is due

Reviewed opening for temporary transfer station assistant. Job description complete. Posted on website, additional postings needed.

- Police Reform, Dave White reported:
 - attending meetings with small town chiefs and hilltown consortium, invitations sent to board. Legislatures will also attend.
 - part time officers to be brought up to full time training, called bridge academy
 - Hours of training now reduced to 200 total; 80 online/120 onsite. Still not final.
 - described expenses
 - confident the department can reach deadlines
 - Portion related to storage policies will be easier with new safety complex
 - foresees it will be easier to recruit part-time help with new safety complex Covid Coordinator,
- Susan Bronstein reported all reports were submitted. A lot of funds are still available, particularly for schools.

Discussion ensued regarding American Recovery Act.

Town Clerk update, Cheryl Provost reported Katrin Kaminsky has been in a couple times and worked in office. She was at the election for a portion of the day to observe, meet some workers and help. Official start day March 27. Phil requested she attend the next meeting.

Administrative Assistant, Cheryl Provost requested March 25 & 29 off. Approved.

- working on annual town meeting items
- need to get back to work on annual report
- cybersecurity awareness training started
- electronic building permitting software is functioning

- Reviewed town meeting activity. John Zimmerman suggested a thank you letter go to Steve McGrath. Cheryl suggested one to the regional school. Phil will do letters. Discussed registration of voters.

- Reviewed town election.

- Public Safety Complex Building Committee update, Phil reported
Phil motioned to award contracts for the Public Safety Complex:

For General Contractor

W.J. Mountford Company

170 Commerce Way

South Windsor, CT 06074

Contract amount: \$ 3,641,400.00

Second by Maureen. So moved by roll call vote:

Phil-aye

Maureen-aye

Teri-aye

For Demolition Contractor

Associated Building Wreckers, Inc.

352 Albany Street

Springfield, MA 01105

Contract Amount: \$ 48,870.00

Second by Maureen. So moved by roll call vote:

Phil-aye

Maureen-aye

Teri-aye

There are two more contracts needed; one for Owner's Project Manager, D.A. Sullivan. The other for Digiorgio Architects. Details being worked out.

Working with Lori Lombard from Unibank on the bond. Audit of FY20 needs to be scheduled. Discussion ensued regarding the borrowing and current debt.

Need to work with Bill on what is needed at highway garage to store fire apparatus during

construction.

Dave Antosz reported a 60 foot mast/lattice tower that could be used to mount an antenna is available for pickup to use at the safety complex. It's the old mast used by Hadley Police Department and is in good shape. Dave White supported it. Phil supported it and advised Dave to make arrangements to get it. Discussion ensued regarding zoning.

Steve Holt thanked the board for holding special town meeting and town election this time of year rather than waiting a year.

Phil motioned to change the committee to a construction committee to include current members with addition of Sergeant Floyd Fisher. New directive is to follow through on construction of building. Second by Teri. So moved by roll call vote:

Phil-aye

Maureen-aye

Teri-aye

Reviewed borrowing with Ira Brazinsky, Treasurer.

- Town Caucus warrant was reviewed. Phil made motion to hold the caucus at the Westhampton Highway Garage, 6:30 p.m., April 12, 2021. Second by Maureen. So moved by roll call vote:
Phil-aye
Maureen-aye
Teri-aye
- Discussed schedule and process for search of Administrative Assistant. Teri reported updates on technical assistance from the Division of Local Services. She offered to draft a letter of request. Suggested changes to the office that the technical assistance may provide recommendations for. Discussed current hours. Discussed committee size and potential members. Phil motioned to nominate Teri to represent the Selectboard on the Administrative Assistant Search Screening Committee. Second by Maureen. So moved by roll call vote:
Phil-aye
Maureen-aye
Teri-aye

Other members: Morley Cleary (school committee), Patty Cotton (tax collector), Jeremy Durrin (finance committee), Bill Jablonski (highway superintendent), Dave Antosz (fire chief).

Phil motioned to form an Administrative Assistant Search Screening Committee to review job description and make recommendations for revisions to Selectboard; and to solicit applications and conduct initial screenings of applicants and make recommendations to Selectboard for finalists. Second by Maureen. So moved by roll call vote:

Phil-aye

Maureen-aye

Teri-aye

Teri suggested Margaret Parsons serve on committee. Phil and Maureen supported that.

Phil moved to appoint Morley Cleary (school committee), Patty Cotton (tax collector), Jeremy Durrin (finance committee), Bill Jablonski (highway superintendent), Dave Antosz (fire chief), Margaret Parsons to the committee. Second by Maureen. So moved by roll call vote:

Phil-aye

Maureen-aye

Teri-aye

- Correspondence was reviewed:
 - KPLaw rate increase by \$10.00 hourly
 - Hampshire Regional School District Interim Superintendent, Michael Sullivan, notice of superintendent search finalists meet & greet
 - Dept. of Agriculture notice of annual nomination of Inspector of Animals. Discussed the need to fill the position.
 - Comcast 2021 Annual Notice Filing & 2020 Annual License Fee. Teri requested a copy be emailed to her.
- Phil reported that he is meeting with a representative from Earthlight to go through all the buildings in preparation for the lighting upgrades.
- Reviewed an invitation from Franklin Regional Council of Governments to participate in group purchasing for elevator service. Deadline to submit interest April 1. Discussion to continue March 30.
- Agenda items to add to future meeting; response to Cathryn Hondorp and Westhampton Connect presentation.

Warrants were reviewed and approved by roll call vote:

Phil Dowling-aye

Maureen Dempsey-aye

Teri Anderson-aye

Payroll: \$80,561.38

Vendor: \$116,237.85

Next meeting: 7:00 p.m., March 30, 2021

Adjourned meeting at 8:36 p.m.

Approved by vote of the Selectboard at virtual meeting held April 12, 2021.

Phil Dowling

Maureen Dempsey

Teri Anderson

