



The Selectboard
TOWN OF WESTHAMPTON
TOWN HALL
1 SOUTH ROAD
WESTHAMPTON, MASSACHUSETTS 01027

MINUTES of the MEETING
Monday, December 18, 2023, at 7:00 PM

The Westhampton Selectboard scheduled a regular meeting to be held on Monday, December 18, 2023, at 7:00 PM at the Town Offices, 1 South Road.

Call to Order

The meeting was called to order at 7:00 PM.

Present: Dempsey, Bronstein, Johndrow, others as noted.

License Renewals (if any)

The board considered a request from Robert Dunn, 37 Burt Road, d/b/a Dunns Auto Sales, for a renewal of a Class II Motor Vehicle License.¹

After review, it was MOVED by Johndrow, SECONDED by Bronstein

To approve the license as requested.

VOTED: 3, 0, 0 (7:01 PM)

Department and Committee Reports

Capital Investment Plan Committee

Mr. Finn reported that the committee had met to review and update the capital plan. The plan, as it stands currently, was reviewed. Mr. Finn noted that the schedule as updated also now includes anticipated real property expenses, but that the specifics are a work in progress, and the numbers and recommended replacement schedule is not ready for review.

Highway (Bill Jablonski)

Mr. Jablonski noted recent work:

- Ongoing dirt road repairs
- Moving of furniture
- Repairs to certain vehicles, service to highway equipment
- Catch basin and pipe cleaning
- Swap-shop end-of-year cleanup
- Site cleaning at the Town Hall
- Major work due to recent rain (12/18/2023 storms)

Mr. Jablonski noted that the rain event today was a major step backward, with a great deal of work to be done or redone. He also noted that requests for response from highway department staff should be made through the Highway Office phone, or through the Town Hall, and not via staff members private personal phones.

¹ Sent 12/19/2023

Board of Health (Katch Bachelor)

Ms. Bachelor noted the following:

- The Town has plenty of Covid-19 test kits. The board is waiting for additional stickers for the kits prior to distribution.
- State Standards Modules are now in place for Boards of Health members for 2024. Completion of these standards modules are required for BOH members without the aid of associations like Foothills Health District. Ms. Bachelor noted that she would be completing the modules, and suspect that at least one other member would be doing so as well.
- Ms. Bachelor presented the foothills Health District draft budget for FY2025. No changes from the FY2024 budget were anticipated, and due to grants received by FHD, this cost should remain relatively consistent for a number of years to come.
- Ms. Bachelor asked that the Westhampton website list the Nurse Clinic on the 1st and 3rd Wednesday of the month at the Westhampton Public Library. (Note from Finn: Added.)
- Ms. Bachelor noted that public records were being scanned and would soon be available for public search and review on the Foothills Health District website.
- Westhampton has 71 responses for the Health Equity Survey, which is an excellent response.
- For CY2024, the Board of Health was looking to purchase new equipment: additional “NoxBoxes”, naloxone supplies, and tick pullers (Ms. Bachelor noted the growing prevalence of the Asian Longhorn tick, which is a disease carrier.)
- Ms. Bachelor asked whether the 2024 Zoning Bylaw is online. Mr. Finn: yes, through the main link on the front page, and through the Planning Board page.
- Ms. Bachelor noted that, in 2024, the Board of Health would be focusing on the implementation of the MVP Master Plan’s strategies and examining ways to best use the opioid settlement funds received by the town.

Old Business

Highway Department Clerk¹

(third reading, deliberation and vote)

The board reviewed the job description for Highway Department Clerk. After review, it was MOVED by Bronstein, SECONDED by Johndrow

To approve the position as proposed, and to request funding for same for FY2025.

VOTED: 3, 0, 0 (7:41 PM)

Administrative Assistant Job Description

The board continued their review of the proposed changes to the Administrative Assistant job description. Some revision to some language was discussed, but no action taken. Item will be added to the agenda of January 2.

New Business

Public Displays Policy – Revision

Mr. Finn requested review and adoption of a revised Public Displays Policy, explaining that certain changes were recommended by legal counsel.

¹ Dec. 19, 2023 - Information and job description sent to Tad Weiss for consideration by the FinComm.

After review, it was MOVED by Bronstein, SECONDED by Johndrow,
To adopt the revised Public Displays Policy as presented.

VOTED: 3, 0, 0 (8:00 PM)

Administrative

Green Communities Grant Update

Mr. Finn provided a brief update on the Green Communities grant, and the various projects underway. Mr. Finn noted that, provided that all incentives are properly reimbursed by Eversource, it was likely that the remaining funds of about \$6,800 could be used to finish the insulation at the Elementary School which remained outstanding. Mr. Finn expressed concern that the timing necessary to complete that work would result in the town's disqualification from eligibility to submit an application for the next grant cycle in March.

Mr. Finn requested advisement.

After deliberation, the board agreed that the Town should complete the work at the Elementary School and then determine if the unspent funds can be returned to Green Communities, in order to quickly close out the grant, and be eligible for the next grant cycle.

Review Correspondence

Correspondence was reviewed. No action taken on any item.

Review and Sign: Payroll and A/P Warrants: W24-13, WP24-13

The Payroll and A/P Warrants were reviewed. After review, it was MOVED by Bronstein, SECONDED by Johndrow

To approve the warrants as presented.

VOTED: 3, 0, 0 (8:09 PM)

Review and Sign: Minutes from Previous Meetings

Minutes from Previous Meetings were reviewed. After review, it was MOVED by Johndrow, SECONDED by Bronstein

To approve the minutes from December 4, 2023 as presented.

VOTED: 3, 0, 0 (8:10 PM)

Upcoming Meetings:

The board agreed to meet on TUESDAY, January 2, 2024 and TUESDAY, January 16, 2024.

EXECUTIVE SESSION

It was MOVED by Johndrow, SECONDED by Bronstein

To enter into executive session for the purpose of reviewing and approving executive session minutes.

VOTED: JOHNDROW: YES; BRONSTEIN: YES; DEMPSEY: YES. (8:14 PM)

The board entered executive session at 8:14 PM.

The minutes of the Executive Session from December 4, 2023 were reviewed. After review, it was MOVED by Johndrow, SECONDED by Bronstein

To approve the Executive Session Minutes from December 4, 2023 as presented. The Minutes remain embargoed, and are not released.

VOTED: 3, 0, 0 (8:18 PM)

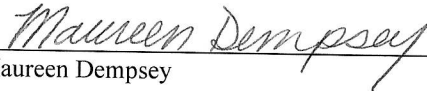
ADJOURNMENT

There being no further business, it was MOVED by Johndrow, SECONDED by Bronstein
To leave executive session, and immediately to adjourn.


VOTED: JOHNDROW: YES; BRONSTEIN: YES; DEMPSEY: YES.
(8:19 PM)

Respectfully submitted,
Douglas C. Finn

Approved by a vote of the Selectboard at a regular meeting, held on January 2, 2023.



Maureen Dempsey



Scott Johndrow



Susan Bronstein