

Select Board Meeting Minutes

Tuesday, September 3, 2019 @ 6:00 p.m.
Select Board Conference Room
All meetings of the Select Board are recorded

ATTENDANCE: Chairman, Russell S. Fox
Vice-Chairman, Doug Moglin
Clerk, Joseph J. Deedy
Chief Administrative Officer, Karl J. Stinehart
Administrative Assistant, Cindy Pendleton

OTHERS IN ATTENDANCE: See Attachment "A" – 1 Page(s)

The Public Body convened in Open Session according to M.G.L. c.30A, S21 (b) (1). The scheduled meeting of the Select Board was called to order by Chairman, Russell S. Fox, at 6:00 p.m.

6:00 p.m. Public Comments: None.

6:05 p.m. Interviews for: Southwick Firefighter/EMT

- 6:05 p.m. - Josh Girard
- 6:15 p.m. - Clarke Robinson

The Select Board interviewed the above for the position of Firefighter EMT.

**6:25 p.m. Sue Hepburn
RE: Years of Service**

- Ms. Hepburn was unable to make the meeting. The Board thanked her for all her years of service.

**6:30 p.m. Randy Brown
RE: DPW Update**

- DPW Director, Mr. Brown, gave the Board and update on roads, water projects, sidewalks, engineering designs, projects under way, etc. See Attachment "B" – 1 Page(s).
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy Vote-Unanimous to approve the purchase of a Transfer Station Trailer in the amount of \$8,575.00.

**6:50 p.m. American Legion/SFD
RE: Liquor License Hearing for Alteration of Premises**

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to open the Hearing at 6:50 p.m.
- Mr. Fox stated he wanted full disclosure that he is a Member of the Rec. Center and it abuts the property of the American Legion. He did get a notice for this hearing
- Mr. Fox read the Legal Ad in its' entirety.
Mr. Phelps, Planning Board asked what type of serving. Mr. McMahon asked if they pay taxes.
- Read any paperwork to be "entered into the record" - None.
- Ask for anyone to speak **in favor** of the alterations - None.
- Ask for anyone to speak **against** the alterations - None.

American Legion/SFD

**RE: Liquor License Hearing for Alteration of Premises
continued**

- The Board had a **General Discussion** regarding the alterations. Licensing Agent Lieutenant Landis gave a synopsis.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to close the Hearing at 7:00 p.m.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to grant the alteration of premises to American Legion of Southwick MA Post #338 Inc. 46 Powder Mill Road Southwick MA **Russ Pike---Vice Commander** has applied for an alteration of their licensed premises at 46 Powder Mill Road Southwick MA on the following described premises, proposed area for Horse Shoe Pits and need to expand serving area with fenced parameters and boundaries. On the easterly side of the road, in two floors, one room upstairs, cellar used for Storage, bar and meeting room, four entrances, and a pavilion. Adheres to the conditions set forth in the September 29, 2003 Stipulation Agreement. Alteration of serving premises based on the plan on file with the Southwick Licensing Commission increasing the serving area by 2,040 square feet. The additional serving area encompasses a fenced off section for outdoor serving and includes 2 10x20 wood sheds to be used for storage and as an outside serving bar when needed. Applied for an alteration of their licensed premises to at 46 Powder Mill Road, Southwick, MA to propose an area for Horse Shoe Pits, and to expand serving area with fenced parameters and boundaries.

7:00 p.m. Town Counsel Update:

- The Old Library research on the deed was done. Franklin Osborn was the owner in 1894 paperwork will be executed by Town Counsel to sign the Purchase and Sales Agreement. This was approved at Town Meeting.
- The cell tower lease has been executed. This was approved at Town Meeting.
- Reviewed audio recording policy.
- The Special Municipal Employee designation has been updated.
- The Board discussed video footage. Town Counsel claimed it would be under records retention.

Payables, Payroll and Minutes:

- The Board acknowledged Payables Warrant #2005B, dated 8/12/19, in the amount of \$301,044.01.
- The Board acknowledged Payroll Warrant #2004 , dated 8/9/19, in the amount of \$220,313.63
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to accept the Minutes of 8/20/19.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to accept the Executive Session Minutes of 8/20/19.

Action Items, Bills, Mail, Correspondence, Vendor and/or Personnel Contracts, Personnel Decisions, Policy Adoptions, Payroll Actions, Old Business, New Business, Etc.-Possible Motions/Votes:

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve surplus items submitted by the Fire Department.
- The Board was invited to the 9/11 ceremony at the Fire Station.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to offer employment to Heather Dunfee to occupy the position of Assistant Library Director. Mr. Stinehart and Mr. McMahon will set pay rate.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to offer employment to Pamela Rovelli to occupy the position of Children's Librarian.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to accept a donation of \$100.00 for the Southwick K9 Gift Account in memory of Police K9 Jax.
- The Board signed a Certificate of Appreciation for Seth Kellogg who served on the Conservation Commission.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to appoint Marie Alamed to the Cultural Council.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve a 2 page article to be placed in the Business and Industry journal.
- A Certificate of Appreciation was signed for Kirk Sanders.
- Mr. Fox met with the Board of Appeals. Changes were made regarding the number of members on the Board.
Board of Appeals asked: why the current chair was removed/no one else with experience can be chair/Mr. Methe offered to resign if Select Board put Mr. Gregoire back on Board.
Mr. Fox stated: they should rotate Board/use Town Counsel to train if they don't know how to chair meeting. Going forward they should have others be able to Chair.
- Mr. Moglin may attend the MMA's Legislative Breakfast Meeting.

Old Business & Dates to Remember:

- The Board updated Select Board Goals & Objectives List.
- Set Department Head Goals - review
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to raise the Auctioneer Permit Fee to \$25.00.

Old Business & Dates to Remember continued:

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the Select Board Office Job Descriptions.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the garage/salt shed behind the Police Department, be used by the Police Department, if they use their own funds, landscape, clean and maintain the property.

New Business:

- Mr. Stinehart stated the Lt. Governor will be in town on Thursday for the Klaus Anderson \$128,000.00 grant award.
- Mr. Fox received an invitation to the tenants association at the American Inn for a meeting tomorrow.
- Better Angles Public Forum with Humason and Velis is from 6 to 7 pm on Monday 9/30/19. And a workshop on 10/26/19 from 9 am to 5 pm. Both at Town Hall.
- Mr. Deedy is checking into the Suffield payment for algae treatment.
- The Board discussed the Board of Health position. Mr. Fox will reach out to both the Finance Committee and Board of Health.

There was no executive session held.

Respectfully submitted,

Sondra S. Pendleton
Administrative Assistant

cc: Town Clerk