

**Select Board  
Meeting Minutes  
Tuesday, December 3, 2019  
6:30 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 - Absent  
Administrative Assistant, Cindy Pendleton

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

**6:30 p.m. Convene in Open Session  
Public Comments**

None.

**6:40 p.m. Officer Kelly Parks  
RE: Recognition by Police Commissioners on her recent graduation from academy**

Officer Parks came to the meeting to meet with the Police Commissioners so that they could congratulate her for recent graduation from the Police Academy.

**6:50 p.m. Lt. Landis  
RE: Civil Fingerprinting Policy**

Lt. Landis discussed the implementation of a Civil Fingerprinting Policy for individuals who apply for certain permits/licenses. The Board agreed and he will work with the Chief Administrative Officer and Town Counsel to draft up a policy to bring back in front of the Board.

**7:00 p.m. Chief Bishop and Chief Anderson  
RE: Street Names and E-911**

Both Chiefs came to discuss the changing of Street names so as not to confuse anyone (i.e. Fire/Police, etc.) responding to a household which has a name close to another (i.e. Evergreen Street/Evergreen Terrace). The conclusion was to have another public hearing with residents of Southwick Hill to discuss the changing for those addresses, but to keep all other streets/roads/terraces, etc. the same. Dispatch will be trained to communicate with fire/ambulances/police, etc. an "entry" road intersect point to use to cause less confusion.

**Payables, Payroll and Minutes:**

- The Board acknowledged Payroll Warrant #2011, dated 11/25/19, in the amount of \$260,526.86.
- The Board acknowledged Payables Warrant #2015B, dated 12/2/19, in the amount of \$144,074.99.

**Payables, Payroll and Minutes cont.:**

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the Minutes of 11/19/19.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the Work Session Minutes of 11/21/19, as amended.

**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 appoint Tom McLaughlin to the vacancy on the Community Preservation Committee until next election to CPC to fill the vacancy.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to authorize a Southwick Police Department Memorandum of Agreement for Reserve Police Officer Mike Girard to be Provisional Officer to backfill a Military Leave for Officer Parker.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the following individuals to be on the Building Inspector Recruitment Subcommittee:  
Doug Moglin  
Karl Stinehart  
Mike Doherty  
Fire Chief Anderson
- The Board discussed the Regional School FY21 Budget Meeting.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the following request for reorganization of Agricultural Commission Members: Diana Flynn to Associate Member and Maryssa Cook Obregon to Full Member.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the following request for reorganization of the Lake Management Committee Members: Rick Wylots from member to associate and Paul Murphy from associate to member.
- The Board reviewed a correspondence from the Appeals Board regarding Open Space and Recreation Plan. The Board of Appeals sent its revisions to the plan.
- The Southwick Police Department submitted Policy revisions for the Police Commission review. The Board requested a copy of the current versions to examine before approval.

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

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to adopt the revised Job Description for Building Inspector.
- The Board discussed any flyers they would want accompanying the Annual Town Census mailing. They would like flyers relating to the Southwick 250<sup>th</sup> calendar of events.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to accept a Southwick Police Department donation to K-9 in the amount of \$250.00 from Ransford KW Kellogg Post 872.

**Old Business & Dates to Remember:**

- Vacancy on School Committee – Interviews on 12/10/19 SB Mtg.
- Fire Association Holiday Gathering – 12/16/19 at 6 pm @ Legion.
- Holiday Gathering for Town Hall Staff and Volunteers – 12/20/19 – 5 to 7.
- At the 11/19/19 Select Board Meeting **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve, starting 1/1/20, for 2 years, a 12.5 percent per year increase in basic, ALS and ambulance transfer fees. After 2 years the Board will re-evaluate the increase to be comparable to area towns.  
At this meeting, the second reading for approval of the edits to the Policy were read. **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to not approve removing wording under #1 (Town Employees).  
**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to table Item #3 and work with Town Counsel for a mechanism to try and collect fees going unpaid for ambulance transports in the case of a Town Employee, Elected Official, Volunteer, etc.

**New Business:**

- COA Holiday Gathering 12/18/19, 11 am to 1 pm.
- A Retirement Notification from Margo Storzuk was received. She is a Southwick Public Library part time Children's Librarian.
- Mr. Fox thanked Economic Development and the Administrative Assistant for the robo call regarding Small Business Saturday.
- DPW was commended for the great job they did plowing for the last snow storm.

There was no executive session held. **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to adjourn at 7:40 p.m.

***Respectively submitted,***

Sondra S. Pendleton  
Administrative Assistant

Cc: Town Clerk

# **INTERVIEW QUESTIONS**

## **SCHOOL COMMITTEE CANDIDATES**

Why are you interested in becoming a member of the Regional School Committee?

What issues in education are of particular interest to you in the Southwick-Tolland Granville Regional School District?

What experience/skills do you bring that qualify you for this position?

What previous committee experience do you have and how will it benefit the Southwick-Tolland Regional School District?

How do you keep abreast of issues that are currently facing the Southwick-Tolland Regional School District?

What is your understanding of the role that the School Committee plays in the governance of the District?

What type of commitment will you make?