

approved 4/19/2020

# Select Board Meeting Minutes

Town Hall - Select Board's Conference Room

**April 1, 2020 @ 8:00 a.m.**

*All meetings of the Select Board are recorded*

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

**OTHERS IN ATTENDANCE:** Tammy Spencer – Health Director

Meeting Notices: Pursuant to the Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A, 18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Select Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the office of the AG Web page at

<https://www.mass.gov/guides/resources-during-covid-19#-open-meeting-law->

No in-person attendance of members of the public will be permitted. We will post on the town's website an audio recording as soon as possible after the meeting.

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 8:00 a.m. Mr. Fox read above State Laws and Governor Order into record.

**8:03 a.m. EXECUTIVE SESSION M.G.L. c. 30A, S21 (2)-(3) Ch. 214 Section 1B and: CMR 29.03 (1)(b) ROLL CALL VOTE into Executive Session to Reconvene in Open Session: Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**9:30 a.m. OPEN SESSION**

**9:30 a.m. Tammy Spencer, Health Director:**

Discussed Governor's order stay in place extended until 5/4/2020. Reviewed status of parks. No basketball or big gatherings. Updated the essential employees list. Discussed Department of Public Health advisories. Release case numbers by county.

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve a Reserve Fund Transfer in the amount of \$1,000.00 for Town Nurse.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to move the Town Elections to the second Tuesday, June 9, 2020.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to move the Annual Town Meeting to the third Tuesday June 16, 2020.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

The Transfer Station has temporarily stopped accepting white goods and brush. Mr. Deedy was designated to handle that service. Inquire to TJ Bark Much as a possible option.

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve a Reserve Fund Transfer in the amount of \$3,000.00 for Legal Advertisements.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to carry FY 20 Purchase Orders over until July 31, 2020 per the outside Auditor recommendation.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve a Ch. 90 request in the amount of \$170,000.00 for Congamond Road.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**Payables, Payroll and Minutes:**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to acknowledge and approve the following:

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve Payroll Warrant #2020, dated 3/30/2020, in the amount of \$217,975.28.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve Open Session Minutes of 3/26/2020.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

**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 acknowledge and approve the following:

**Old Business & Dates to Remember:**

- Chief Administrative Officer notified a site visit at the Fire Station with vendors that took place 3/30/2020 for roof and masonry project.
- D. Moglin reported Alum Treatment underway for optimal application.

**New Business:**

- Chief Administrative Officer MEMA/FEMA costs recovery for COVID-19.

- Mr. Fox discussed the rollback requests for Town Clerk Office permits, push back dog licenses, and transfer station stickers for example. Develop a list of permit(s) type and the extended dates.

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the Chief Administrative Officer, T/C/C and Select Board Chairman to develop a plan.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

*The Flag is lowered for Southwick people who passed away at Holyoke Soldiers home.*

Donate for life flags will go up on April 1, 2020.

The next dates for the Select Board Meetings are April 7, 2020 and April 9, 2020 at 6:00 p.m.

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to adjourn at 10:12 a.m.

**Roll Call Vote**

**R. Fox: Yes, D. Moglin: Yes, J. Deedy: Yes**

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Robin Solek", with a long horizontal flourish extending to the right.

Robin Solek  
Select Board Secretary