

Select Board Meeting Minutes

Town Hall - Select Board's Conference Room

Tuesday August 24, 2021 @ 5:30 p.m.

All meetings of the Select Board are recorded

ATTENDANCE: Chairman, Joseph J. Deedy - Auditorium
Vice-Chairman, Russell S. Fox - Auditorium
Clerk, Doug Moglin - Auditorium
Chief Administrative Officer, Karl J. Stinehart – Auditorium
Acting Administrative Assistant, Robin A. Solek – Auditorium

Location: Town Hall Auditorium

All meetings of the Select Board are recorded except Executive Session

Date of this meeting: August 24, 2021

Meeting Notice: This meeting held Pursuant to Chapter 20, Acts of 2021

Notice: Hybrid meeting with limited technology until new equipment comes in the future. In the event of any technical difficulties, we will ensure a recorded tape of the proceedings is placed upon the Town Web page 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 Joe Deedy at 5:30 p.m.

Chairman roll call attendance of Board Members present for meeting. All present

Public Comments: There was none.

- **Acknowledge Payables Warrant #2204B, dated 08/10/21 in the amount of \$250,232.29.**
- **Acknowledge Payroll Warrant #2204, dated 08/17/21, in the amount of \$246,304.01.**
- **Acknowledge Special Payroll Warrant #2205, dated 8/19/21, in the amount of \$2,328.32.**
- **Acknowledge Payables Warrant #2205B, dated 8/24/21, in the amount of \$741,055.53.**

Meeting Discussion Items, 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. Fox, seconded by Mr. Moglin (Vote-Unanimous) to approve the Open Session Minutes dated 08/09/21.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to approve the Executive Session Minutes dated 08/09/21.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

5:30 p.m. ConCom Chris Dennis Clark remotely re: LPP program issues with Suffield:

Atty. Donnelly, Suffield's legal counsel expressed on behalf of the Town of Suffield that their lake residents were upset and confused by the letter they received that threatened imposing excessive fines for violations. Dennis Clark, Chair Conservation Commission explained the letter was not generated or authorized by the Conservation Commission and that someone from Lake Management made the directive. He agreed it was not the best approach. Moving forward Southwick will meet with Atty. Donnelly to better address the LPP. There will be no fines or fees at this time. The Town of Suffield will help with dock applications from their residents. A follow up meeting coordinated by Mr. Moglin and Suffield CT Officials will be arranged.

Mr. Fox stated that as a reminder Southwick and Suffield will be working together on the parade for the 250th and 350th celebration.

5:50 p.m. School District: Cv-19 CARES Act Funds Award:

Superintendent Willard met with the Select Board to accept a check in the amount of \$89, 720.50 for COVID – 19 related expenses submitted to the CARES ACT Relief Fund on behalf of the STGRSD.

Ms. Willard also announced the recent resignation of Jeff Houle from the STGRSD School Committee. The District will post the vacancy and jointly interview with the Select Board on September 27, 2021.

5:55 p.m. Police Chief:

Chief Landis presented a Drone Policy for approval. Currently 2, Police Officers are undergoing extensive training for their pilot license.

- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to approve the Drone Policy.

Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

The Marine Unit of the Hampden County Sherriff's Office are willing to patrol the lakes a day or two at no cost to the Town. They would act as Reserve Officers. The Select Board will draft a M.O.U. for the request.

The Town of West Springfield would like to extend their mutual aid with the Town of Southwick with Animal Control for an additional 3 years.

- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to extend mutual aid to the Town of West Springfield with Animal Control Facility use for an additional three years.

Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

A request to appoint Kevin Hannah as a Reserve Officer.

- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to appoint Kevin Hannah as a Reserve Officer pending passage of requirements.

Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

6:05 p.m. CDBG Public Hearing Erica Johnson PVPC Federal FY 2021 CDBG

Application:

- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to open the CDBG Hearing regarding the FY 2021 CDBG Application.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
Mr. Deedy read the notice in its entirety.
Erica Johnson gave an overview of the Community Fund Projects/Budget.
Bungalow Street Infrastructure Improvement Project estimated at \$650,000.00 and Our Community Food Pantry estimated up to \$160,000.00. Administrative expenses to PVPC not to exceed \$75,000.00. A series of questions from public were answered.
Please see attachment.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to close the CDBG Hearing regarding the FY 2021 CDBG Application.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize PVPC to submit the proposed FY21 Southwick Community Development Fund grant application to the Massachusetts Department of Housing and Community Development in an amount not to exceed \$800,000.00.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize the Select Board Chairman or Acting Chair to sign all required forms, documents and authorizations pertaining to the proposed FY21 Southwick Community Development Fund grant application.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

6:55 p.m. Attorney Pollard: Liquor License Transfer Hearing The Franklin House:

- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to open the Liquor License Transfer Hearing The Franklin House
- **Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.**
Mr. Deedy read the notice in its entirety.
Mr. Deedy asked if there was any paperwork to be entered. There was none.
Mr. Deedy asked if anyone wanted to speak in favor of the transfer. Attorney Pollard stated he would. He gave a background of Kurt Saunders and his longevity to the Town of Southwick, a solid business owner. Kurt will keep the restaurant / bar the same no major changes. He is in the process of interviewing 2 possible candidates.
Mr. Deedy asked if anyone wanted to speak against the transfer. There was no one.
General discussion: No objections, the extra parking lot will be used for the marina. TIPS training in progress. Chief Landis reminded servers have a different TIPS certification.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to close the Liquor License Transfer Hearing The Franklin House
- **Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.**
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to approve the Liquor License Transfer Hearing The Franklin House to Kurt Saunders.
- **Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.**

Meeting Discussion Items, 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. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize the Chairperson to sign Federal FY 20 CDF program agreement (\$75,000.00) w/ Our Community Food Pantry.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize the Chairperson to award Town Hall Roof Design to best ranked firm in descending order for the Town Hall Roof Design.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) for the Select Board execute the contract.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to accept a \$100.00 donation to Southwick Police K-9 Gift Account from the Berger family.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize the Chairman to sign a Letter of Understanding with K. Stomski for Ch. 15 operations.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to approve the Winter 2021-2022 snow plow rates at increase of \$10.00 per hour. See attached.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to authorize the Chairperson to sign the FY 19 CDBG Grant of time extension waiver request.
Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

New Business:

- The Select Board discussed planning an end of summer picnic for Town Hall volunteers and employees. A date in October will be determined.
- A vacancy for the STGRSD Committee will be posted and a joint interview will be held with the Select Board in September.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Unanimous.) to approve a one day outdoor entertainment license for Southwick Village on 9/16/21 with a rain date of 9/30/21.
- The Select Board will form a Master Plan Subcommittee with 15 members. The Planning Board is meeting on 9/7/21 and the Select Board on 9/13. The Select Board will be inviting the Planning Board on 9/13/21. Mr. Fox would like to see someone representing Agriculture.
- The Select Board will set meeting dates October – January.

Old Business:

- Road Name Change Southwick Hill Road to Iron Horse Hill Hearing date is September 13, 2021.
- Green Energy draft policy in place.
- Library Trustee vacancy posted.
- Town Boards waiting for update with TCC on Onboarding software package.

A MOTION was made by Mr. Fox, seconded by Mr. Deedy (Yes: 2 Abstain: 1 D.M..) to approve a one day Liquor License for Rods & Mods Classic Car Show at Whalley Park on 8/2/21 with a rain date of 8/29/21.

Mr. Moglin disclosed he was an employee of Whalley Computer. Mr. Deedy disclosed he will be a vendor at the event.

Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Abstain.

- The Town is seeking interest for occupancy for the vacant medical building on College Highway. The Board is continuing to reach out for any interest in renting the building for a medical practice. Still searching.

A MOTION was made by Mr. Fox, seconded by Mr. Moglin (Unanimous.) to adjourn at 7:46 p.m.

Roll Call Vote: J. Deedy: Yes, R. Fox: Yes, D. Moglin: Yes.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Robin A. Solek".

Robin A. Solek
Administrative Assistant

SOUTHWICK

Community Assistance Program

Public Hearing

Southwick Town Hall

August 24, 2021, 6:05 P.M.

FY 2021 Community Development Fund Projects/Budget

Infrastructure Improvements	
Bungalow Street Infrastructure Improvement Project – Phase One	Construction of the first phase of comprehensive improvements on Bungalow Street. Phase One will include the installation of new water, sewer and drainage lines and associated infrastructure, and paving of the street from the intersection of Point Grove Road to the intersection of Helen Street. Total Cost Not to Exceed: \$650,000
Public Social Service	
Our Community Food Pantry	The Food Pantry provides weekly and monthly food for food insecure individuals and families in the towns of Southwick, Granville, and Tolland. In 2020, the Pantry provided food to 1160 separate households through roughly 8,000 individual visits to the Pantry. Additionally, the Pantry provides additional meals to school-age children, special holiday meals and food at times of community and regional emergencies. Grant funding will support Pantry operations including staff and supplies. Funding will support the van used to pick up food donations from the Food Bank, local stores and donation sites. Funding may also support improvements to a new building if that moves forward. Estimated Beneficiaries: 900 Southwick Residents \$100,000-160,000 Requested
Grant Administration	
Pioneer Valley Planning Commission	The Pioneer Valley Planning Commission will provide all grant administration services. Total Cost Not to Exceed: \$75,000

Total Budget Not to Exceed: \$800,000

**TOWN OF SOUTHWICK PUBLIC HEARING
PROPOSED FY2021 COMMUNITY DEVELOPMENT FUND
Southwick Community Assistance Program**

Suggested Motions Upon Close of Hearing

- Authorization of PVPC to submit the proposed FY21 Southwick Community Development Fund grant application to the Massachusetts Department of Housing and Community Development in an amount not to exceed \$800,000 as detailed in the public hearing and to include a construction project on Bungalow Street and funding for Our Community Food Pantry.

- Authorization for the Chair of the Board of Select, or Acting Chair, to sign all required forms, documents and authorizations pertaining to the proposed FY21 Southwick Community Development Fund grant application.