

**Select Board**  
**Meeting Minutes**  
**Tuesday July 23, 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 - Absent  
Administrative Assistant, Cindy Pendleton

**OTHERS IN ATTENDANCE:** See Attachment "A" – 3 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.

**Public Comments:**

None

**6:05 p.m. Asst. Treasurer/Collector/Clerk Interview/Meet:**

The Board invited Sherri Hawes into the meeting so that they could meet her. She has been working as a Temporary Assistant in the Treasurer/Collector/Clerk's Office. **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy, (Vote-Unanimous) to reaffirm the appointment of Ms. Hawes as the second Assistant T/C/C contingent upon passage of a physical.

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy, (Vote-Unanimous) to keep the T/C/C Application Pool for other staffing needs for a period of one year.

**6:10 p.m. Peter Papineau-Tighe & Bond, Bob Johnson and FinCom**  
**RE: Buildings Condition Report**

Mr. Papineau, Mr. Valinski, of Tighe and Bond and Ms. Johnson, of PVPC, came to the meeting to discuss with the Board what they recognized and identified as problems when preparing a Buildings Condition Report on our five (5) Town buildings. They stated the Fire Station should be the building the Town should address first. See Attachment "B" – 18 Page(s).

**6:55 p.m. Reserve Police Officer Interview**  
Kyle Shoemaker

The Board interviewed the above for a position as a Reserve Police Officer for the Southwick Police Department.

**7:05 p.m. Chief of Police**  
**RE: A.C.O. Department Staffing Reconfiguration Plan**

**A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to approve the Staffing Reconfiguration Plan as submitted by Chief Bishop for the Animal Control positions:  
Animal Control Officer - Liz Bennett – 5 hours a day Monday through Thursday, with Friday off.  
Assistant Animal Control Officer – Dawn Angel – 1 hour Monday-Thursday and 6 hours on Friday – on call and Kennel Cleaner.

**7:10 p.m. Sunil Patel**  
**RE: Update on Sunmart LLC on paving/opening**  
Mr. Patel was rescheduled for 8/20/19 due to a conflict.

**7:20 p.m. Payables, Payroll and Minutes:**

- The Board acknowledged Payables Warrant #2002B, dated 7/15/19, in the amount of \$3,333,928.29.
- The Board acknowledged Payroll Warrant #2002, dated 7/22/19, in the amount of \$240,135.76.
- The Board acknowledged Payables Warrant 202C, dated 7/23/19, in the amount of \$190.00.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to accept the Minutes of 7/10/19.

**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. Deedy, seconded by Mr. Fox (2-Yes, Mr. Moglin abstained) to approve a 1 Day Beer and Wine License & Entertainment License for the Block Dance for the Southwick Inn on 8/3/19.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to authorize DPW FY2020 Paving for Granville Road (College Highway to Bugbee Road), Jeffrey Circle and Tammy Lane and Cold in Place Bids for North Longyard Road.
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to allow a request from Accounting for 80 hours of retroactive Sick Leave Bank Days be used by Arthur Lawler due to medical leave.
- **The Board Invoked the Rule of Necessity - A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) and to authorize a 1 Day Liquor License for Rotary Concert Series for 8/15 due to 7/17/19 cancellation due to weather.

**Old Business & Dates to Remember:**

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

FY20 Re-appointments:

<b>Adhoc Open Space and Recreation Committee</b>
Dennis Clark
David DeiDolori
Russell Fox
Robert Horacek
Craig Samuelson
John Stadnicki
David Spina

**Old Business & Dates to Remember cont.:**

FY20 Re-appointments cont.:

<b>Economic Development</b>
Amber Bach
Serena K Fuller
Michael McMahon
Craig Samuelson
<i>*VACANT POSITION STILL AVAILABLE</i>

<b>Lake Management</b>
Richard Grannells
Scott Graves
Norm Cheever
W.K. Phillips Jr
Malcolm DeBay
Michael DeBay
E. Michael Coombs
Steve Schmid
Deborah Herath
Rick Wylot
Eric Mueller

<b>Lake Mgt Canal Commission</b>
Malcomb Debay
Michael Debay
Dennis Clark
Thomas Fitzgerald
Richard Grannells
Deborah Herath
Scott Graves
W.K. Phillips Jr
Steve Schmid
Earl "Mike" Coombs
Eric Mueller

**Old Business & Dates to Remember cont.:**

**FY20 Re-appointments cont.:**

<b>Local Emergency Planning Committee</b>
Karl J. Stinehart, Chairperson
Charles H. Dunlap
Russell E Anderson
Rich Stefanowicz
Thomas FitzGerald
Kirk Sanders
Marc Siegel
Randal Brown
Cindy Sullivan
Jennifer Willard
Stephen Presnal
Dennis Clark
<i>*VACANT POSITION STILL AVAILABLE</i>
Bruce Bussiere
Karen Wzorek

**250<sup>th</sup> Anniversary Committee**

Edward Parks  
Faye Parks

- Mr. Moglin will talk with individuals in regard to serving on the Fiber Optic Committee and Channel 15 and report to the Board as to interest.
- Mr. Fox requested room usage for "Better Angels" for 8/1/19 at 6:30 pm.

**New Business:**

- The Board received notification of a Training Session regarding discrimination and sexual harassment, which will be a requirement for all Boards, Committees, Commissions and Department Heads and Employees to attend.
- EV Charging Stations - a meeting will be held for a discussion on this between CAO, Chair of Economic Development and the Town Planner to look at possible sites for these.
- Mr. Moglin spoke of a Board of Appeals Public Hearing and had advised Town Counsel to advise the applicant on the proper procedure.
- Mr. Fox requested a work session be held between the Cemetery Sexton, Historical (Dave Gunn), Cemetery, Town Accountant and Community Preservation Commission at approx. 6 on an off week in August. This would be to discuss the use of CPC Funds for rehab of the Old Cemetery.

**New Business cont.:**

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to hire Kyle Shoemaker as a Reserve Officer for the Town of Southwick Police Department.
- The One Call Away event went off great, however Mr. Johnson, Supervisor of Buildings and Grounds, should be notified when there is an event at Whalley Park, so the sprinklers don't go off.

***There was no Executive Session held.***

Being as there was no more business to be brought before the Board **A MOTION** was made by Mr. Moglin, seconded by Mr. Deedy (Vote-Unanimous) to adjourn at 8:00 p.m.

*Respectfully submitted,*

Sondra S. Pendleton  
Administrative Assistant