



Select Board and Finance Committee Joint Meeting Minutes REMOTE PARTICIPATION

Monday, April 26, 2021

6:00 p.m.

All meetings of the Select Board are recorded except Executive Session

Date of this meeting: Monday, April 26, 2021

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. The Town will persevere to use conference call. Capabilities regularly for other parties to listen in and participate accordingly. If not possible we will post on the town's website an audio recording as soon as possible after the meeting.

ATTENDANCE: Chairman, Doug Moglin-Remote
Vice-Chairman, Joseph J. Deedy-Remote
Clerk, Russell S. Fox-Remote
Chief Administrative Officer, Karl J. Stinehart-Town Hall
Town Accountant, Laura Fletcher – Town Hall
Town Accountant Assistant, Melissa Bridges – Town Hall
Select Board Floater, Lisa Anderson – Town Hall
Finance Member – Linda Bathel
Finance Member – Arthur Pinell
Finance Member – Robert Horacek
Finance Member – Sheila Chamberlin
Finance Member – Terry Mish

Chairman roll call attendance of Board Members present for meeting. Chairpersons took attendance. There are (3) Select Board and (5) FinCom members present.

Meeting convened at 6:00pm.

Arthur Pinell led the Pledge of Allegiance.

Public Comments: There were no public comments.

- Acknowledge Payroll Warrant #2123, dated 4/12/2021, in the amount of \$228,721.87
 - Acknowledge Payables Warrant #2126B, dated 4/20/2021, in the amount of \$6,753,181.41
 - Accepted Minutes Open Session, April 12, 2021
 - Accepted Minutes Executive Session, April 12, 2021
 - Accepted Minutes Open Session FY22 Joint Budget Meeting with FinCom April 13, 2021
 - **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Approve the minutes from Open Session, April 12, and Executive Session April 23, and Open Session FY22 Joint Budget Meeting with FinCom on April 13, 2021.
- Roll Call Vote: Doug Moglin: Yes, Joe Deedy: Yes, Russ Fox: Yes. (3-0)**

The C.A.O. and the Board went over the logistics regarding the ATM/STM setup with Department heads and Town Moderator Celeste St. Jacques.

- Joe Deedy has Porta Potties ordered for event, and will be in charge of setup.
- Police Chief will have 1 officer in each corner of the parking lot and 2 in the lineup area.
- Michelle Hill would like 250 chairs set up. Different section setup for Non voters, and special section for voters not wearing masks, and area for press. Michelle will bring her extra masks for voters.
- Fire Department will provide light tower. Fire Chief recommends a different PA System.
- Peter Cowles from Westfield Cable Studio Channel 15 will provide PA System, 2,000 watt speakers, cable to the school for Wifi, a 10x10 tent if needed, and will provide microphones.
- Celeste St. Jacques will be up higher in a truck bed in case she needs no mask, and would like more microphones to have for questions. Celeste would also like a list of the non-voters before hand. CAO will provide this for Celeste. Celeste also would like a list of the people to recognize who passed away. Michelle offered to run that list for Celeste.
- Michelle Hill needs approximately 8 tables.
- Steve Presnal will have the parking lot cleared prior to meeting date. Erik Wiccander believes there is plenty of lighting for the parking lot.
- Charlie Dunlap will be providing a generator, powered light tower from Sheriffs Office and will need a vehicle to block the noise.

C.A.O. read over the FY22 Budget Book Highlights.

- ALS EMS service level increase with 8th career person and objective to go to 24 hr. shifts. Meet state OEMS criteria for ALS Staffing.
- Compliance with Federal EPA Stormwater MS4 permit regulations.
- Compliance with MASS DEP requirements for old brush landfill closure at Transfer Station.
- Cash Purchases for vehicles/equipment for DPW and Police.
- Debt service allocations to cover roads, water, dump truck and ambulance purchases.
- Master Plan update funds and leverage with C.P.A. reserves.
- Town Hall roof replacement design.
- Phased in managed service provider for IT function per state EOTTS recommendation.
- Increased capital investment for cemetery expansion purposes.
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox, to Adopt the FY22 Budget in its final form, subject to any minor adjustments by the Town Accountant and the Finance Committee at its April 27, 2021 meeting.
Roll Call Vote: D. Moglin: Yes, Joe Deedy: Yes, Russ Fox: Yes. (3-0)

Chairman Moglin read over the Special Town Meeting Warrant:

ARTICLE 1: appropriate funds for salary accounts in the amount of \$135,274.00.

ARTICLE 2: appropriate funds for year end Snow/Ice Removal deficit and Tropical Storm on 8/4/2021 Clean Up in the amount of \$272,000.00

ARTICLE 3: appropriate funds (Free Cash) sum of \$30,000.00 to the Post Employment Benefits Trust Fund (O.P.E.B.)

ARTICLE 4: appropriate funds from the Canal Brook Dam and Log Removal Operations in the sum of \$5,000.00 to carry funds forward into a next year capital expense.

Russ Fox asked if Counsel could check on the restrictions that were placed on the old library sale and contract so that we don't spend Town monies if not permitted.

Chairman Moglin read the draft Titles of all the ATM Articles that included house keeping issues, for borrowing authorizations, Town Budget, CPC Articles, School Budget, Storm water Articles, Zoning By-Laws, Stretch Energy Code, Civil Fingerprinting bylaw for SPD and road acceptances.

- **A MOTION** was made by Joe Deedy, seconded by Russ Fox, to Adopt the Annual Town Election Warrant, meeting dates and times for May 11, 2021.
Roll Call Vote: D. Moglin: Yes, Joe Deedy: Yes, Russ Fox: Yes. (3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox, to sign both the ATM/STM Warrants for May 18, 2021.
Roll Call Vote: D. Moglin: Yes, Joe Deedy: Yes, Russ Fox: Yes. (3-0)

The C.A.O., Mr. Deedy and Mr. Fox presented Mr. Moglin with a certificate for all his hard work with providing the Departments, Committees and Boards access to meetings through the COVID Pandemic via Zoom. Mr. Moglin was extremely grateful for the acknowledgement.

- **A MOTION** was made by Sheila Chamberlin to adjourn the FinCom part of the meeting. Seconded by Bob Horacek at 6:54pm.
- **Roll Call Vote: Linda Bathel: Yes, Arthur Pinell: Yes, Bob Horacek: Yes, Sheila Chamberlin: Yes, Terry Mish: Yes. (5-0).**

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 Russ Fox, seconded by Joe Deedy to Approve the second floor design for the SFD training building.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Accept the Executive Office of Public Safety and Security and DFS grant for \$12,475 for Firefighter Safety Equipment.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Approve the Memorandum of Agreement between the Town of Southwick and the International Association of Fire Fighters Local 4919 for FY22-24.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Authorize chairman to sign MOU with the IAFF for 3 weekend night shifts for Career staff until July 10, 2021.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Approve the re-appointment for Clarke Robinson to the Call EMT & Call Fire Department.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)

- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Accept and Approve the Chair to sign the Site Readiness Program Grant through MassDevelopment to evaluate the Hudson Drive and Sam West Road Industrial Park expansion.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Accept and Authorize the Chair to sign the Southwick Community Assistance Program Invoice #12 for \$6,473.70.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Russ Fox, seconded by Joe Deedy to Approve to increase the Transfer Station fee rates to \$135 for Town residents, and \$75 for senior citizens.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Approve the Congamond Lake Public Access Facility project to remove 7 diseased trees and grind 8 stumps.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Appoint Art Lawler as an Alternate Building Inspector.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to place another ad in the Business & Industrial Journal at the cost of \$361.25.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes (Vote:3-0)
- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Accept Paul Laflamme's resignation for SPD Reserve Officer.
Roll Call Vote: D.Moglin: Yes, J. Deedy: Yes, R. Fox: Yes (Vote: 3-0)

New Business:

The C.A.O. wanted to discuss the following BOS meeting dates due to the ATM/STM.

- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to Meet on May 3rd, at 7:00pm but no meeting on May 10th or May 17th and schedule a consent agenda meeting on Tuesday May 18th. At 5:45pm at the High School parking lot before Town Meeting(s).
Roll Call Vote: D.Moglin: Yes, J. Deedy: Yes, R. Fox: Yes (Vote: 3-0)

The C.A.O. informed the Board that Alan Slessler has put in his resignation. The Board stated how it will be a big loss to the Town. Chair will confer with Planning Board Chairperson and Alan Slessler on both the transition and on up coming project.

Old Buiness:

- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to get the Planning Board Subcommittee that is on hold due to Covid Pandemic to start up again, regarding the short term Air B&B's Regulations. The Board would like to see at least a 5 but no more than 7 members.
Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes. (3-0)

Attorney Ben Coyle, and Chairman Mr. Moglin are in the process of sending IMA to Westfield, for Regional Dispatch. Will go in more detail in Executive Session in the future.

We are ready to post SPD Sgt. Positions. 1 is back filling incoming Lt. on temporary basis and 1 is permanent Sgt. Position but needs to wait on outcome of ATM. We should draft the postings and send it to Labor Counsel and C.A.O. for review.

- **A MOTION** was made by Joe Deedy, seconded by Russ Fox to adjourn at 7:22pm.
- **Roll Call Vote: D. Moglin: Yes, Joe Deedy: Yes, Russ Fox: Yes.**

There was no executive session held.

Respectfully Submitted,

Lisa Anderson
Select Board Floater