

Select Board Meeting Minutes

Town Hall - Select Board's Conference Room

Monday May 24, 2021 @ 6:00 p.m.

All meetings of the Select Board are recorded

ATTENDANCE: Chairman, Doug Moglin - Remote
Vice-Chairman, Joseph J. Deedy - Remote
Clerk, Russell S. Fox - Remote
Chief Administrative Officer, Karl J. Stinehart – Remote
Select Board Secretary, Robin A. Solek –Town Hall

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 Doug Moglin at 6:00 p.m. Mr. Moglin read above State Laws and Governor Order into record.

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

Public Comments:

There were no public comments.

- **Acknowledge Payables Warrant #2128B, dated 05/17/2021 in the amount of \$538,181.97.**
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to approve Open Session Minutes dated May 18, 2021.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: 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. Deedy (Vote-Unanimous) to authorize the Chairman and Mr. Stinehart to begin the hiring process for a Town Planner.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: 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. Deedy, seconded by Mr. Fox (Vote-Yes: 2; Abstain: 1 R. Fox) to ratify Chairman/C.A.O. pay rate for town election workers for CY 21 @\$13.50 per hour w/election warden @ \$16.50 per hour and assist warden @\$16.00 per hour for MA Minimum Wage.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Abstain**
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Yes: 2; Abstain: 1 J. Deedy) to approve the CY 21 Wick 338 races/events schedule amendment.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Abstain, R. Fox: Yes.**
- *** The Land License Agreement with the American Legion renewal deadline is June 30, 2021. Chairman Moglin will oversee.**
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to Useful Life (DPW Truck) per Mass DOR borrowing guidelines vote as read by Mr. Stinehart for the Board Clerk to certify (See Attachment)
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

6:10 p.m. Re: PVPC Erica Johnson FY 19 CDBG Performance Meeting:

Chairman Moglin read the notice. Erica Johnson updated the Select Board with the Community Assistance Program in the amount of \$550,000.00. There are a total of 7 Housing Rehabilitation and Septic Repair along with Bungalow Street Engineering Design Project. (Please see Attachment). DPW Director, Randy Brown spoke on the Bungalow Street Project, it is close to completion.

FY 20 the Town of Southwick is awarded money for additional housing funds, North Lake Avenue, along with support for the Food Pantry.

Other considerations for next application are rehabilitating the Town Hall elevator, along with the Southwick Rec Center roof replacement. Research, documentation and estimates will need to be completed for applications.

6:30 p.m. Class III Hearing: LKQ License re-issuance to Mass Used Auto Parts LLC for 58 Sam West Road:

- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to open the hearing. **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

Chairman Moglin read the notice in the entirety.

There was no other paperwork to be entered.

Chairman Moglin asked if there was anyone to speak in favor of the reissuance.

There was none.

Chairman Moglin asked if there was anyone to speak against the reissuance.

There was none.

General discussion: Mr. Deedy reminded the new license holders to maintain the water runoff, keep the property maintained as well as improving the parking.

- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to close the hearing. **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to grant the reissuance to Viktoriya Privedenyuk Mass Used Auto Used Auto Parts LLC. **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

6:40 p.m. Council on Aging Director and Health Director:

The Select Board met with T. Spencer, Health Director and C. Sullivan, COA Director discussing safely opening Town Hall and the Senior Center. The potential date for Town Hall re-opening is June 1, 2021. The Health Director offered two options of signage for the public one recommending wearing a mask and one requiring it if not fully vaccinated.

- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to approve recommending wearing of a mask.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

C. Sullivan, COA Director submitted a Senior Center re-opening draft plan broken down into phases. (Please see Attachment)

- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to approve the draft plan as submitted.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

The Board set 6/1/21 as date for re-opening Town Hall.

New Business:

- The Select Board will re-organize the board on June 7, 2021.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to appoint Terry Mish as a temporary registrar for the election re-count.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**
- The Select Board is seeking candidates to become involved in various boards, committees and commissions. The re-appointment process will begin on June 7th for Police, Fire, Auxiliary Police and Department Heads. Mr. Moglin will request an update on the software program from M. Hill, TCC for the appointment list.
- The Board discussed Channel 15 and a revamp. Mr. Fox said he would like to see more people involved, volunteers and interns. The Board would like more filming of events a further discussion on ideas on how to expand.
- The American Legion will be holding their Memorial Day service on Monday 5/31/21.
- Mr. Moglin would like to obtain an abutter's list for business and commercial property owners along College Highway and Tannery Road.

Old Business:

- Waiting for dates with DOT to discuss the construction of the bridge in Westfield.
- Road Name Change Southwick Hill Road to Iron Horse Lane waiting for Public Session.
- Regional Dispatch discussion to be placed on Westfield City Council.
- There is a vacancy on the Historical Commission.
- Town is seeking interest for occupancy for the vacant medical building on College Highway.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to approve the Select Board Summer Schedule through September 27, 2021.
- **Roll Call Vote: D. Moglin: Yes, J. Deedy: Yes, R. Fox: Yes.**

A MOTION was made by Mr. Deedy, seconded by Mr. Fox (Vote-Unanimous) to adjourn at 7:37 p.m.

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

There was no Executive Session held.

Respectfully submitted,

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

Robin A. Solek

Administrative Assistant

VOTE OF THE
SELECT BOARD
REGARDING USEFUL LIFE

I, the Clerk of the Select Board of the Town of Southwick, Massachusetts, certify that at a meeting of the Select Board held _____, 2021, of which at meeting all members of the Board were duly notified and at which a quorum was present, the following vote was unanimously passed, all of which appears on the official record of the board in my custody:

Voted: that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of \$260,000 borrowing authorized by the vote of the Town passed _____, 2021 (Article #__) is hereby determined pursuant to G.L. Chapter 44, Section 7(1) to be as follows:

PURPOSE	BORROWING AMOUNT	MAXIMUM USEFUL LIFE
DPW Truck	260,000	7

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above vote) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located, or, if applicable, in accordance with an alternative method of notice prescribed by or approved by the Attorney General as set forth in 940 CMR 29.3(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberation or decision in connection with the subject matter of this vote were taken in executive session, all in accordance with G.L. c. 30A, sections 18-25, as amended.

_____, 2021

Clerk of the Select Board

SOUTHVIEN

Community Development Block Grant Performance Hearing
 May 24, 2021 6:10 PM
 FY19 Community Assistance Program: \$550,000

Housing Rehabilitation & Septic Repair	<p>Deferred payment loans for repair or replacement of basic building systems, lead and hazardous material abatement, removal of architectural barriers, and corrections to sanitary and building code violations. Grant Goal: 14 units.</p> <p>Progress to Date: 5 Projects Completed 2 Projects Under Construction</p> <p>Beneficiaries Include: 13 Total Beneficiaries 4 Age 60+ 3 Disabled</p>
Bungalow Street Engineering Design Project	<p>Funds were received to complete engineering design and bid-ready plans and specifications for water, drainage and roadway improvements on Bungalow Street.</p> <p>Progress to Date: Fuss & O'Neill was contracted to complete the design in June of 2020. The project began with the completion of a topographic and boundary survey of the project area. Preliminary design plans were completed and provided to the town for review in December. The engineer has completed revisions based in the feedback received. Plans will be presented to project area residents and the general public in the summer of 2021 in anticipation of applying for construction funding in September.</p>

TOWN OF SOUTHWICK
Public Hearing – Monday, May 24, 2021

Virtual Meeting

<https://southwickma.zoom.us/j/84058849242?pwd=WnByeGJmdXJZUWZYWU90S0prUzE2Zz09>

Phone: 929-205-6099

Meeting ID: 840 5884 9242 Passcode: 943464

6:10 pm Southwick FY19 CDBG Performance Hearing

The Southwick Selectboard will conduct a Public Hearing on May 24th starting at 6:10 pm. Interested parties may join via the Zoom link above, or by calling in at 929-205-6099. Meeting ID: 840 5884 9242. Passcode: 943464

The hearing will review the FY19 Southwick Community Development Block Grant awarded the town. Grant projects include housing rehabilitation and engineering design on Bungalow Street.

Additional community needs that can be addressed through the Block Grant program will also be discussed.

All residents with questions or comments will have an opportunity to be heard. For further information contact Erica Johnson at the Pioneer Valley Planning Commission at (413) 781-6045 or ejohnson@pvpc.org.

Senior Center Re-Opening Plan---DRAFT

*The Senior Center would like to open in phases. If SB approves Masks will be required while walking throughout the Senior Center but when sitting in your seat and participating in activity masks can be removed.

*Entrance to the Senior Center will be through the Sliding glass door entrance only. That way we can better monitor who is in the building.

Phase I: Beginning the Week of June 21st

BINGO inside with participant distancing and limitations on participants per BOH we will continue to offer this on Zoom, Channel 15, and Conference calling simultaneously

Crafts inside with participant distancing and limitations on participants per BOH

Phase II: Beginning the Week of July 12th

Card Players, Scrabble, Cribbage, Puzzles

Brown Bag Volunteers to return to help with packaging and distribution (July13th)

Phase III: Beginning the Week of August 2nd

Morning Coffee/Socializing in the Dining Room

Small trips to restaurants on Volunteer Van with staff supervision

Phase IV: Beginning the week of September 13th

Exercise Classes Begin

Painting Class Begin

Daytime Quilting groups etc.

SHINE will continue to be by appointment over the phone until further notice

Due to sanitary and health concerns the Bread Program will not be coming back to the Senior Center.

As per Highland Valley Meeting on May 20, 2021 they are requesting sites submit plans with approval from BOH as to how and when we would like to open. My proposal would be to open for congregate dining in the follow way:

Begin Congregate dining on August 2nd with option of grab and go if allowed by HVES (capacity discussed and approved by BOH)

Participants would be siting 3 feet apart with plexi- glass partitions separating each diner. The exemption to this guideline would be people living in the same household.

We will use disposable utensils and plates until it seems safe to return to normal operations. This will eliminate the need for volunteers to congregate in the kitchen area.