

# **Select Board Meeting Minutes**

*Town Hall - Select Board's Conference Room*

***Monday, December 5, 2022 @ 6:00 p.m.***

*All meetings of the Select Board are recorded*

***Location: Select Board Conference Room***

***All meetings of the Select Board are recorded except Executive Session***

Date of this meeting: December 5, 2022

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

Hybrid Meeting

In the event of any technical difficulties, we will ensure a recorded tape of the proceedings is placed on 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 Russ Fox at 6:00 p.m.

**ATTENDANCE:** Chairman, Russell S. Fox – Present  
Vice-Chairman, Doug Moglin - Present  
Clerk, Jason Perron - Present  
Chief Administrative Officer, Karl J. Stinehart – Absent  
Administrative Assistant, Robin A. Solek – Present

## **Chairman roll call attendance of Board Members present for meeting.**

### **6:00 p.m. Public Comments:**

Diane Gale, Point Grove Road spoke for Inga Hotaling, Kline Road who was not able to attend: Small Business Saturday – 18 bags were dropped off and 200 entries were submitted for the drawing.

Zoom: Technical Difficulties at the start of the Select Board Meeting. Joanne Leblanc, Reservoir Road, stated the zoom link was malfunctioning. What will be the Southwick non-emergency phone numbers for Fire and Police? Are there tree cutting plans on the Wild Life Management Property, and what about tree cutting on North Pond? She will be attending Conservation Commission Meeting this evening for answers.

### **Payables, Payroll and Minutes:**

- **A MOTION** was made by Mr. Moglin, seconded by Mr. Perron (Vote: Unanimous) to approve the Open Session Minutes 11/21/22.
- **Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin, seconded by Mr. Perron (Vote: Unanimous) to approve the Executive Session Minutes 11/21/22 as amended.
- **Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: 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. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve the Select Board Meeting Schedule from January through May 2023 as amended.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- A notification of the MMA Annual 2023 Business Meeting & Luncheon on 1/21/23
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve a \$350.00 donation to the C.O.A. Jubilee Luncheon from the Select Board Gift Account. The event will be held on 12/14/22.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to award Surplus Property Bid on old Park & Rec mower to Randy Brown.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve the 2023 Liquor License Renewals.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to accept donations in the amount of \$100.00 from Rose Drewski, \$101.00 from cash, fines and fees, \$21.99 from replacement book fine and \$61.19 from optima delivery replacement fees to the Southwick Library Gift Account.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to accept donations in the amount of \$3,590.00 for the Animal Control Medical Account.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve a Reserve Fund Transfer in the amount of \$2,550.00 for SEMA Command Unit.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve to a Reserve Fund Transfer in the amount of 2,200.00 for Treasurer/Collector/Clerk Police Line Item.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Perron seconded by Mr. Moglin (Vote - Unanimous) to approve a Request Fund Transfer in the amount of \$2,700.00 for Treasurer/Collector/Clerk Poll Workers Line Item.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to approve to raffle a play house in the Library Children's Room.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to sign a PVPC Invoice #17 FY 20 Southwick Community Assistance Program in the amount of \$1,101.33.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**
- **A MOTION** was made by Mr. Moglin seconded by Mr. Perron (Vote - Unanimous) to sign a PVPC Invoice #2 FY 21 Southwick Community Assistance Program in the amount of \$5,986.02.  
**Roll Call Vote: R. Fox: Yes, D. Moglin: Yes, J. Perron: Yes**

- Review of DPW Transfer Station hours for Christmas/New Year's Holiday weeks.
- Dispatch unit operations cease in Southwick since transfer to Westfield 12/1/22 effective January 12, 2023.

#### **New Business:**

- Ironman Triathlon event for WMASS (Course Race Discussion) The Select Board are requesting the Police Safety Officer be the point of contact.
- Town Census inserts for mailing. Mr. Moglin will be the liaison for a questionnaire on a marijuana retail facility interest.
- An invitation was given from the Southwick Civic Fund to recognize a \$150,000.00 state fund to help with the Food Pantry.
- A 100<sup>th</sup> Birthday Celebration in honor of Doris Sleeper this past week-end (8 total this year) Congratulations!
- A large tree cutting is in place on South Longyard – The Select Board will inquire with the Conservation Commission.
- A Craft fair, Tree lighting and visit from Santa, sponsored by the Southwick Civic Fund will be held on December 10<sup>th</sup> at Town Hall from 4 p.m. - 7 p.m.

#### **Old Business:**

- North Pond violations site waiting for Fish & Game Agreement – working on security.
- Sewer System IMA with City of Westfield update.
- Review Southwick PB Comprehensive Impact Statement Hand Book – assigned to Mr. Moglin
- Marijuana dispensary – Carry forward
- Assistant C.A.O. position
- Update to invite calyx pistils at 74 College Highway for an update on the marijuana grow facility.
- Mass DOR FY23 Tax Rate Approved @ \$16.11 per thousand

***No Executive Session was held.***

Respectfully submitted,

Robin A. Solek  
Administrative Assistant