

Select Board Meeting Minutes

September 18, 2018

Tuesday, 6:00 p.m.

Select Board Conference Room, Town Hall

All meetings of the Select Board are recorded

Moment of Silence – Robert Miller - SEMA

ATTENDANCE: Chairman, Joseph J. Deedy
Vice-Chairman, Russell S. Fox
Clerk, Doug Moglin
Administrative Assistant, Sondra S. Pendleton

OTHERS IN ATTENDANCE: See Attachment "A" – 2 Page(s)

6:00 p.m. Convene in Open Session

Public Comments – None.

**6:10 p.m. Hearing: Edgewood Golf Course of Southwick, Inc.
RE: Change of Manager**

- Mr. Deedy read the Legal Ad (no need to advertise) in its' entirety. See Attachment "B" – 1 Page(s).
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to open the Hearing.
- Mr. Deedy asked if there was any paperwork to be "entered into the record" – None.
- Mr. Deedy asked for anyone to speak ***in favor*** of the change of manager - None
- Mr. Deedy asked for anyone to speak ***against*** the change in manager – None.
- The Board and Mr. Robert J. Mucha Jr. (the proposed manager) had a ***General Discussion*** regarding the change of manager.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to close the Hearing.
- There was a ***General Discussion*** regarding change of manager between the Board Members and they had no issue with it.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Moglin (Vote-Unanimous) to grant the change of manager request for Edgewood Golf Course of Southwick Inc. from Laurie Gallerani to Robert J. Mucha Jr.

Action Items, Bills, Mail, Correspondence, Vendor and/or Personnel Contracts, Personnel Decisions, Policy Adoptions, Payroll Actions, Old Business, New Business, Etc. – Possible Motions/Votes:

Payables, Payroll and Minutes:

- The Board acknowledged Payables Warrant #1906B, Dated 9/10/18, in the amount of \$713,924.46.
- The Board acknowledged Payables Warrant #1907B, Dated 9/10/18, in the amount of \$75.00.

Action Items, Bills, Mail, Correspondence, Vendor and/or Personnel Contracts, Personnel Decisions, Policy Adoptions, Payroll Actions, Old Business, New Business, Etc. – Possible Motions/Votes continued:

Payables, Payroll and Minutes continued:

- The Board acknowledged Payroll Warrant #1906, Dated 9/4/18, in the amount of \$225,291.22.
- The Board acknowledged Payroll Warrant #1907, Dated 9/18/18, in the amount of \$228,081.12.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve the Regular Session Minutes of 9/5/18.

Action Items, Bills, Mail, Correspondence, Vendor and/or Personnel Contracts, Personnel Decisions, Policy Adoptions, Payroll Actions, Old Business, New Business, Etc. – Possible Motions/Votes continued:

- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to reappoint Anthony Angotta to the Southwick Fire Department as an EMT.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to appoint Lizanne M. Bennett as the Assistant Animal Control Officer.
- The Select Board discussed their Fall Schedule. A draft will be ready for their review at the next meeting.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to accept the resignation of Michael Sheil from the Open Space Committee.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to appoint John Stadnicki to the Open Space Committee.
- MA DOT has let DPW know where the Purple Heart Signs location can be. The signs need to be placed according to the correct protocols.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to accept a Southwick Fire Department FEMA Equipment Grant Award in the amount of \$58,564.00.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to authorize the Chair to sign off on a PVPC CDBG Invoice #21 in the amount of \$557.54.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to appoint the following to the Southwick 250th Celebration Committee:

Ken Olson
Linda McQuade
Juliette Mason

**6:20 p.m. Assessors-Paul Connolly & Alan Hoyt
RE: Tax Classification Hearing for FY19**

A MOTION was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to open the hearing at 6:20 p.m. The Select Board invited the Board of Assessors in for the Tax Classification Hearing to set a rate for FY2019. The Assessors gave an overview and then recommended a single tax rate. The Board also stated they felt a single tax rate would best serve the community. There were no comments from the public. See Attachment "C" – 1 Page(s). **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to close the hearing. **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to adopt a minimum residential factor of one (1) for the FY19 tax rate.

6:40 p.m. Review of Draft NOI for Stormwater Plan with DPW

DPW Director, Mr. Brown, reviewed a draft NOI for the Stormwater Plan with the Board. Massachusetts Small MS4 General Permit for Stormwater Discharges became effective July 1, 2018. One of the tasks associated with this Permit is the submission of a Notice of Intent (NOI) by September 30, 2018. With the assistance of Tighe & Bond, and the Department of Public Works (DPW), a draft NOI was prepared. This document summarizes all of the various tasks required of the permit and lists the year in which it will be initiated as stipulated in the Permit. Mr. Brown requested the Board pay particular attention to the timeframes associated with each task. Despite requests during the FY18 and FY19 budget process, DPW was not granted all the funds, personnel, or resources to perform these activities due to limited funds in the Town. That said, DPW is concerned that many of the tasks are at risk of not being completed in accordance with the Permit. DPW seeks guidance as to how to address these items in the NOI. Specifically, DPW Director Mr. Brown was concerned with the tasks that cannot be completed without a significant increase in funding, personnel, resources, etc. It could cost up to \$1 million dollars to cover all the project expenses. Funds that the Town does not have. Some of the projects currently slated under fiscal 2019 to 2020 the Town will do their best to comply, however funding is a big part of compliance. Mr. Brown will look into alternatives (i.e. reaching out to other Towns to see about maybe job sharing, etc.) and get back to the Board.

The DPW Director also discussed snow plowing for the upcoming winter with the Board. He will come back with a recommendation for rates, etc.

- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve a Veteran's Day Parade Permit for 11/10/18 at 11 a.m.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve the Chair to sign a CDBG FY04 Discharge of Lien for 12 Eagle Street.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve the Chair to sign a Town Owner Agreement for 16 Granville Road.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve the CAO and Chairman to approve surplus property bids and execute the documentation.
- The Board received a notification of recognition by Sherriff Nicholas Cocchi for Detective Sergeant Thomas Krutka.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve a Southwick Police Department donation of \$25.00 from Louise Alberti. This donation will be put in the Citizens Police Academy Line Item Account.

6:30 p.m. Pole Hearing – Sam West Road

A MOTION was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to open the hearing.

Mr. Deedy read Eversource's proposal to install a fully owned 40' class 2 pole between poles 80/B6 and 80/B7 Sam West Road in its' entirety. The pole will hold a transformer bank for the service at 32 Sam West Road.

No one present was in favor or against the installation.

A MOTION was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to close the hearing.

A MOTION was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to approve the installation of the pole.

See Attachment "D" – 1 Page(s).

Action Items, Bills, Mail, Correspondence, Vendor and/or Personnel Contracts, Personnel Decisions, Policy Adoptions, Payroll Actions, Old Business, New Business, Etc. – Possible Motions/Votes continued:

- The Board received an invitation to march in the Veterans Day Parade on 11/10/18.
- Mr. Moglin will attend a Ribbon Cutting on 9/21/18 at 1pm for the grand opening of Southwick Power Equipment. The Board signed their certificate.
- **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to sign the CDBG Grant Program City/Town-Owner Contract Amendment #1 for 76 Bungalow Street, Mr. Andrew M. Casale.

Old Business & Dates to Remember:

- Whip City Fiber WG&E – Book in November
- Mr. Fox gave an update on the Southwick 250th Anniversary Committee Meeting held on 9/17/18 @ 6:30. Permission was given to reimburse, up to \$300.00 for the cost for the survey being sent out by the Committee which will hopefully give the opportunity to local businesses to be involved in the Town Wide Celebration.
- Discussion of Public Spaces Booking – Mr. Moglin will look into.

New Business:

- Discussion on use of Flaggers for infrastructure Projects (i.e. Aux. Police)

The following is a listing of all documents viewed or discussed during the Open Session part of the meeting:

- Hearing paperwork for Edgewood Golf Course of Southwick, Inc. Change of Manager
- FY19 Tax Classification Hearing paperwork
- Pole Hearing paperwork for Sam West Road
- Review of Draft NOI for Stormwater Plan
- Payable Warrant #1906B, Dated 9/10/18, in the amount of \$713,924.46
- Payable Warrant #1907B, Dated 9/10/18, in the amount of \$75.00
- Payroll Warrant #1906, Dated 9/4/18, in the amount of \$225,291.22
- Payroll Warrant #1907, Dated 9/20/18, in the amount of \$228,081.12
- Regular Session Minutes of 9/5/18

The following is a listing of all documents viewed or discussed during the Open Session part of the meeting continued:

- Southwick Fire Department FY19 Appts.
- Assistant Animal Control Officer paperwork
- Select Board Fall Schedule
- Open Space resignation - Sheil
- Open Space Committee appointment of John Stadnicki
- MA DOT Purple Heart Signs Location memorandum
- Southwick Fire Department FEMA Equipment Grant
- CDBG Invoice #21
- 250th Celebration Committee applicants
- Veteran's Day Parade Permit paperwork request
- CDBG FY04 Discharge of Lien - 12 Eagle Street
- Town Owner Agreement – 16 Granville Road
- Recognition letter by Sherriff Nicholas Cocchi for Detective Sergeant Thomas Krutka
- Authorization for CAO/Chairman to approve surplus property bids and execute documentation
- Southwick Police Department Donation(s)
- Invitation for Veterans Day Parade
- Ribbon Cutting – 9/21/18 2 1pm – Swk. Power Equipment invite
- City/Town-Owner Contract Amendment #1 – 76 Bungalow Street
- Celebrate Southwick 250th Anniversary Committee appointment list
- Whip City Fiber WG&E – Book in November
- Update on 250th Anniversary Meeting 9/17/18 @ 6:30
- Discussion of Public Spaces Booking
- Discussion on use of Flaggers for infrastructure Projects (i.e. Aux. Police)

Being no further business to be brought before the Board, **A MOTION** was made by Mr. Fox seconded by Mr. Moglin (Vote-Unanimous) to adjourn at 7:40 p.m.

Respectfully submitted,

Sondra S. Pendleton
Administrative Assistant

Cc: Town Clerk

