

SELECT BOARD MINUTES

October 30, 2017

6:00 p.m.

Select Board Conference Room, Town Hall

All meetings of the Select Board are recorded

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

OTHERS IN ATTENDANCE: See Attachment "A" - 1 Page(s)

Public Comments: None

6:05 p.m. The Cove
RE: Update on Liquor and Entertainment Licensing Issues

An email was received prior to the meeting stating they were going to close The Cove and prep it for an auction sale. See Attachment "B" - 1 Page(s).

6:10 p.m. Michelle Hill
RE: T/C/C Office Service Level Enhancements

T/C/C Mrs. Hill came to the meeting to discuss elevating and/or adding personnel to her office, proposed quarterly billing for real estate taxes, extended office hours to the public, etc. She has presented scenarios in which she plans to accomplish the aforementioned. See Attachment "C" - 1 Page(s). The Board will take up the request through the budget process. The Finance Committee was given copies of her submittal and will meet with her at their next scheduled meeting.

Payroll/Payables Warrants:

- The Board acknowledged Payroll Warrant #1811, dated 10/30/17, in the amount of \$200,776.54.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to accept the Regular Session Minutes of 10/23/17.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to accept the Executive Session Minutes of 10/23/17.

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: Unanimous) to approve a Clerical Union request for the 2 ½ established holidays before Christmas and New Years Days to be combined to a full day on 12/26/17. The Board felt it would be better for Building Operational Costs to have 1 full day versus ½ days closed.

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

- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to approve the DPW Winter Plowing Vendors. Prior to winter plowing the Board requested a map for DPW of the areas where each vendor will be regularly assigned to.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Deedy (Vote: Unanimous) to approve Chuck Wolfe as the Highway Division Foreman.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Deedy (Vote: Unanimous) to approve a Parade Permit for the VFW for the Veteran's Day Parade pending approval from the State D.O.T. The Board was invited to march in the Parade on 11/11/17.
- **A MOTION** was made by Mr. Fox, seconded by Mr. Deedy (Vote: Unanimous) to approve Betty Brown as a Custodial Dept. Floater. Mrs. Brown will start at an hourly rate of \$13.08 for 30 days and then receive the Senior Floater rate due to 25 years experience.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to authorize the Chair to sign the Mass DEP Recycling Grant.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to sign the PVPC CDF Grant Services Invoice #12 in the amount of \$13,479.27.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to approve the Chair to sign a Contract Agreement with Mass Cultural Council for a \$4,700.00 Grant.

Old Business:

- Chief of Police Selection Process and Posting – this has been posted internally and interest letters due back by 11/17/17.
- Covered Bridge – the engineer will submit paperwork between 11/11/17 – 11/14/17.
- North Pond PWC Bylaw – nothing back from the State yet.
- Update on Underground Storage Tank removal – the tank has been removed, compacted and is ready to pave.
- Green Belt for Feeding Hills Road sidewalks – if the school happens to need help during heavy snow storms the Town will help them do the sidewalks.
- Gazebo Donation from Rotary – Mr. Deedy will meet with the Rotary to discuss.

Old Business continued:

- Chief Ricardi and Mr. Stinehart met with several tow operators and narrowed the pool down to 2 their recommendation being Interstate Towing, Inc. for primary vendor. **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to accept the Revised Letter of Understanding for Tow Operators as submitted by Chief Ricardi/Mr. Stinehart and to approve Interstate Towing, Inc. of 20 Clifton Street, Westfield, MA as a Town of Southwick Tow Operator.
- Marijuana Sub-Committee Meeting - Mr. Moglin discussed the meeting and stated that they discussed both by right use and Special Permit and evolving a by-law for an overlay zone.

New Business:

- FY19 Budget Guidelines – The Board wants this year’s budget requests to reflect level funding and -5%.
- **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to approve the Chair to sign MOA’s for UPSEU Dispatch/Clerical Units when delivered.
- It was stated that the court ruled in favor of the STGRSD District in regard to the Granville Village School Lawsuit.
- Mr. Stinehart stated he is in the process of setting up a meeting with Westfield to discuss the bridge work (weight load constriction has been placed on it) that needs to be done in their city. Our roads: Sunnyside Road, and North Longyard Road are taking a beating from the big trucks being rerouted onto Southwick Roads. Senator Humason, Representative Boldyga, Representative Velis, Mayor Sullivan and DPW will be invited. Mr. Deedy and Mr. Stinehart will represent the Board.
- Mr. Moglin attended a dedication ceremony by the American Legion of a flag being replaced at Fred Ahrend Circle on Saturday honoring all veterans.

NO EXECUTIVE SESSION WAS HELD.

Being no further business to be brought before the Board **A MOTION** was made by Mr. Deedy, seconded by Mr. Fox (Vote: Unanimous) to adjourn at 7:15 p.m.

Respectfully submitted,

Sondra S. Pendleton
Administrative Assistant

Cc: Town Clerk