

Select Board
Meeting Minutes
Town Hall - Select Board's Conference Room
Monday, February 26, 2024 @ 6:00 p.m.
All meetings of the Select Board are recorded

Roll Call Attendance:

ATTENDANCE: Chairman, Doug Moglin – In person
Vice-Chairman, Jason Perron – Remote
Clerk, Diane Gale – In person
Chief Administrative Officer, Karl J. Stinehart – Remote
Chief Administrative Officer Assistant, Nadine Cignoni -In Person
Select Board Secretary, Lisa A. Anderson- In person

Before the start of the Select Board meeting, Mr. Moglin read a statement regarding the school incident. Please see the zoom link to the meeting.

Lucus Carron led the room in the Pledge of Allegiance.

Public Comment: None.

Chairman Moglin read a statement: “I believe it would be wrong of us as the Select Board to not recognize and condemn the events that occurred in Southwick on February 8th. While those who have a responsibility to conduct a fair and thorough investigation into these events including the Southwick Police Department, the Hampden County District Attorney’s office and the Southwick Tolland Granville Regional District perform their respective duties. It should go without saying that this type of behavior is not acceptable in a modern society period. I strongly condemn the racist incident that occurred in our community. Racism has no place in Southwick or anywhere for that matter and such behavior is completely unacceptable. We stand in solidarity with those affected and are committed to fostering a safe and inclusive environment for all of our student staff and community members. From all of our homes to our hearts we must treat everyone with respect and dignity for that is the basis for a peaceful and Democratic society, I was going to remark that there is nothing for me to say but for us to say nothing would be a dereliction of our responsibilities as leaders in this community. There is simply no reason or excuse to treat any other human being in this manner ever. Therefore, I would like to ask for a motion from the Select Board condemning the actions of February 8th and further that no one in our Town shall be subject to this type of persecution ever. Would anyone like to make that motion.

A MOTION was made by Diane Gale. **Seconded by** Jason Perron (Vote-Unanimous) condemned the actions on February 8th, 2024, at the STGRSD.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

The following members stated their name to show solidarity in regard to the statement and motion.

Lucus Carron, Sabrina Pooler, Roger Cataldo, Inga Hotaling, Thomas Hibert, Nadine Cignoni, Joanne LeBlanc, Karl Stinehart, Lisa Anderson, Dick Grannels, Angelina Simone and Jason Giguere.

6:05 p.m, Liquor License update for the Westfield River Brewery Co. Sergio Bonavita:

Not in attendance this evening.

6:10 p.m. Board of Health update and approval of the Intermunicipal Agreement Regional Grant.

Tom Hibert has just completed his first year as the Board of Health Director and we are getting ready to sign the Intermunicipal agreement with six towns. It is called the public health excellence grant through DPH we are partnered with five other towns Granville, Tolland, Blandford, Montgomery and Russell. This is to increase any public health services. Our initial focus was public health nursing since most of us have a part-time nurse if that. This grant was given out during the pandemic, so the State gave out the money before the IMA, we are a year and a half into the grant so we have two nurses, a full-time and a part-time nurse Trisha Sedelo and Maryann Deming. Each nurse covers three towns. They both have been doing a lot of public health education including Alzheimer's, working with nursing students in the senior center. We were just approved to get Stop the Bleed kits one for all the town halls that is covered through our grant. We also received new inspection software to be used for housing and restaurants. We just made our grant coordinator position full-time so hopefully we'll get it filled very soon.

The IMA is required by the Grant, we have an Advisory Board which is one representative from each town that governs what the grant does.

The only thing that has changed is exhibit B that spells out what shared services we've been doing.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve and authorize the Chair to sign the final document for the IMA.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

Payables, Payroll & Minutes:

- The Board acknowledged Payables Warrant #2420, dated 2/20/2024, in the amount of \$513,027.83.
- The Board reviewed and approved the Open Session meeting from 2/13/2024.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the Open Session minutes from 2/13/2024 with the Diane Gales added changes.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board will table the Executive Session minutes from 2/13/2024 until our next meeting when we are all together.

Action Items:

- The Board approved the Hawkers & Peddlers Permit for Fox Brothers Inc. at the Mobil Station for Plants/Flowers Sales 3/29, 3/30, & 3,31 and 5/10, 5/11, 5/12.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the Hawkers & Peddlers Permit for Fox Brothers Inc. at the Mobil Station for Plants/Flowers Sales 3/29, 3/30, & 3,31 and 5/10, 5/11, 5/12.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the One Day Liquor License for the Rotary Club of Southwick for their “Summer Concert” Series for 7/10, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21 and 8/28 2024.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the One Day Liquor License for the Rotary Club of Southwick for their “Summer Concert” Series for 7/10, 7/17, 7/24, 7/31, 8/7, 8/14, 8/21 and 8/28 2024.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the deposit of \$53.50 in cash donations into the Library’s Gift Account.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the \$53.50 cash donations into the Library’s Gift Account.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the donation to the Southwick Library from John Henderson for \$50.00.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the \$50.00 donations to the Library from John Henderson.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the PVPC Invoice #28 for FY20 for services from October 2023 to December 2023.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the PVPC Invoice #28 for FY20 for services from October 2023 to December 2023.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the PVPC Invoice #29 for FY20 for services from October 2023 to December.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the PVPC Invoice #29 for FY20 for services from October 2023 to December 2023.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the PVPC Invoice #30 for FY20 for services from October 2023 to December.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the PVPC Invoice #30 for FY20 for services from October 2023 to December 2023.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved Contract Agreement #1 between Robert D. Landis and the Town of Southwick.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the Contract Agreement #1 between Robert D. Landis and the Town of Southwick.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved and appointed Robert D. Landis, as acting Town Administrator/C.A.O. from 3/30/2024 through 6/30/2024.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve and appoint Robert D. Landis, as acting Town Administrator/C.A.O. from 3/30/2024 through 6/30/2024.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board acknowledged the retirement notification of Southwick Police Department Sgt. Paul Miles effectively 6/6/2024.
- The Board approved and authorized the Chair to sign the Allocation Grant from the Mass Cultural Council for \$8,500.00.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve and authorize the Chair to sign the Allocation Grant from the Mass Cultural Council for \$8,500.00.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board acknowledged and read the Press Release to Boards, Committees, Commissions and Citizens for STM/ATM Warrant Article deadline.

New Business:

- The Board approved the short-term borrowing of General Obligation Bond Anticipation Notes for \$4,579,213.00 from March 1, 2024 and payable to October 16, 2024 to Fidelity Capital Markets for 4.00%. Diane Gale read the entire terms. Please see zoom video for entirety of document.

- **A MOTION** was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to approve the short-term borrowing of General Obligation Bond Anticipation Notes for \$4,579,213.00 from March 1, 2024 and payable to October 16, 2024 to Fidelity Capital Markets for 4.00%.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

- The Board approved the LMC application for CPC funds related to dredging of South Boat Ramp Cove to leverage state grants.

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to allow the LMC to fill out the application for CPC funds related to dredging of South Boat Ramp Cove to leverage state grants.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

A MOTION was made by Jason Perron. **Seconded by** Diane Gale (Vote-Unanimous) to have the C.A.O. sign the final document from Dick Grannells.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes

Any Other New Business:

Diane Gale: The letter we received from Nancy Duery, Diane Gale had a chance to review all the documents. Diane would like to bring it on a future agenda and bring the parties in for some

informal discussion on what happened, what's going on to bring people together on the topic.

Mr. Moglin stated that if they can't come to a reasonable agreement then the way Mrs. Duery appeals the decision of the Conservation Commission under the LLP is in front of this board as the arbiter.

Diane Gale asked Sabrina Pooler if she can ask if they can re look at the issues with Mrs. Duery and accommodate her and if Mrs. Duery still wishes to contest the decision then this board would have to hold a hearing. Ms. Pooler said she will ask her board.

Karl Stinehart: Mr. Stinehart stopped by the Town Hall to see how the Early Voting was going. Mr. Stinehart wanted to see how many people were taking advantage of this opportunity and Michelle Hill was here working with Jess Menzone as part of that transition services contract in place. There are 7,641 registered voters in Southwick.

Old Business:

Job Description hours and pay rate for C.O.A. Director. Nadine Cignoni informed the Board that she updated the job description with the requested changes. The incumbent to stay at her current rate at 40 hours and the hours reduced to 32 once the Park and Rec position is filled. Mr. Stinehart stated that once this is finalized then Mr. Moglin, Nadine can meet with the Chair of the Park and Rec and start to discuss that job description and get that posted. Mr. Moglin asked to carry it to the next meeting for a vote.

Police Chief Internal Recruitment Process Announce Candidates and determine next timeline steps in process: Doug Moglin read the two candidates names, Lt. Rhett Bannish and Sgt. Thomas Krutka both applied for the Police Chief position. Mr. Moglin stated on 3/4/24 meeting this board will determine the date for the interviews.

Board evaluations and appointed progress: Diane asked Nadine if she can do a fillable form for the Town website. Jess Menzone is going to talk to Michelle Hill about a consolidated report of all boards and commissions that Diane can just put links on. Once Diane get those two issues done, she asked the Board if she can put the final document up on the website. Diane will also clean up when you go to each board or commission and fill in whether it's by election or appointed and then just get the ones that don't have their charter on their fill that in.

HSIC IMA for WG&E for ISP: This board will meet tomorrow night and continue debating the Municipal agreement between Westfield Gas & Electric for services. We did get a subgroup together to see what we want to discuss at the upcoming public meeting. Mr. Moglin said that Mr. Stinehart gave the board in our folders copies of the ARPA money allocations. Mr. Moglin also asked Mr. Stinehart to contact the attorney to start the rest of the paperwork necessary for us to complete the formation of the Municipal Light plant which will enable us to set up the governance of same that this board will act as the LLP. The ARPA shows the \$15,000 and the \$900,000 allocations.

Marijuana dispensary, Webpage posting, HCA process and template RFI Evaluation and scoring: Mr. Stinehart stated that we have a sixth person interested in the dispensary. The board went over Diane's documents for evaluations and scoring. Diane Gale will clean up the documents and get it up on the website. Diane Gale stated we did not decide if we are going to have a fee for the application. This next step that we have to do is going to have to be done by Town Council. Mr. Moglin stated that if we have a fee then we need a process to waive the fee. Diane stated it is on the application, if we decide to waive the fee for those social equity applicants.

Diane Gale stated that she originally said \$750 compared to what others have done, but we can make it \$500. The Board agreed to \$750.00. Diane Gale will get the full package together and send to Town Counsel. Town Counsel would have to do the next step.

Hunting bylaw proposal related to private land and review by SPD: No update this week. Mr. Moglin would like to have a public meeting before it goes to Town Counsel.

Review of Land License for American Legion: Doug Moglin attended the American Legion meeting and they have come to an agreement for the Land License Agreement. It has been sent to Town Counsel. This would have to go to Town Counsel to write up the agreement but it would have to go to Town Meeting for approval first to get permission to go to Town Counsel.

61A Protocol: Still waiting for Town Counsel.

C.A.O. Recruitment Panel. We meet three times in March. Interviews will be in Executive Session.

T-Mobile Grant: Jason Perron stated he has now asked to be put on the next Park & Rec agenda then Jason Perron will sit with Interim Park and Rec Director and finish the grant to process.

Discussion and approval of Town Clerk internal Job Description and posting: Mr. Moglin stated that we can carry this to the next meeting to discuss before posting.

Any Other Old Business:

Diane Gale: Will the Board be going over our budget in regards to the Website update. Karl Stinehart stated that he asked Jim and Laura to do research for the value and will be giving the board software options and figures. Diane Gale asked what budget will this be under. Mr. Moglin stated probably the IT department. Whatever else you would like to see get it to Jim so he can get budgetary estimates.

Karl Stinehart: Mr. Stinehart informed the board that the Town Clerk office would be opening on Friday's effective March 8th. Mr. Stinehart added that Colonial is waiting to hear from us about taking a vote next week to finalize the RFP release and submitted to the DPU for review.

Doug Moglin: Mr. Kube should send an email of interest for EDC so we can put him on the next agenda for appointment. Joanne LeBlanc asked how to get everyone's emails for boards and commissions. Mr. Moglin stated that the town employee's emails are first initial last name @ southwickma.gov.

A MOTION was made by Jason Perron. **Seconded** by Diane Gale (Vote- Unanimously) to go into Executive Session at 7:35 p.m. and not to reconvene.

Roll Call Vote: Doug Moglin – Yes, Jason Perron – Yes, Diane Gale – Yes.

Respectfully submitted,

Lisa A. Anderson