

**Select Board Meeting Minutes**  
**11/18/2020 7:00pm**  
**Virtual via ZOOM**

**Present:** Select Board members Robert Agoglia, Tara Loomis, and David Shanabrook  
Also John Tricky, Abbie Jenks and Rusty Rowell.

**Absent:** Susannah Carey.

**Open:** Select Board member Robert Agoglia opened the meeting at 7:00pm. Remote meeting script read aloud by Robert Agoglia. All Board members confirmed presence. All participants recognized.

**Minutes:** Suspended until next meeting.

**Coordination of Pollinator Issues:** Abbie Jenks, the community garden does not have an opinion on pollinator issues but does support the by-law. Since John Root was not present at this meeting this agenda item will be continued to the next Select Board meeting.

**Reporting Relationships for Various Paid Positions in Town:** Bob introduced this item by stating that the current supervision of town paid employees is not clearly defined. While the Select Board does have liaisons to supervise the Fire Department, Police Department, Highway Department and Town Offices, it does not have designated select board members to supervise the other town officials including tree warden, fence view, health official, building inspector etc. It was understood that the Select Board did have supervisory authority for all paid positions, and possibly unpaid positions as well. David said that in conversations with Jeff Eisman that as head of the Zoning Board he and the board should not be supervising the zoning officer/building inspector, and that it was the select boards responsibility. David also asked whether some standardization of reporting would be helpful, such as a form similar to a police report for any incidents. Bob suggested delegating authority for some positions to appropriate committees. He will check with town counsel on what are the legal issues with Select Board supervision of town employees, and prepare a list of all town paid positions. Discussion will continue at the next meeting

**December 2 meeting Issues to be discussed:** Sewer tie-in for south Valley Road and Jones Road, Joint Classification meeting to decide if tax rate split or single

**Public Comment:** Rusty asked if the town had a site for COVID testing, Bob- no, but MedExpress in Hadley closest location.

**Liaison Reports:**

Police: None. Tara asked to again speak to Chief Thomann about mask policy for officers as traffic control on Butterhill Road approached her without mask.

Highway: VHF project started with Rick and chief of works?

Office Staff: June reported that in the migration from the old to the new system Oct, Nov and Dec 2019 Data was lost. Sandra closed out election work and submitted it. The board recognized her significant efforts which succeeded in the successful completion of this significant task.

Possible issue with the warrant item from the Fall 2019 town meeting: allowing two third votes to be voice rather than requiring a count at the moderators discretion. This change was not submitted by the prior town clerk, for approval to the Massachusetts State Attorney General. Bob will check with town counsel on the ramifications of this error, and its implications to warrant items passed which a voice count was used for the two thirds votes including the solar bylaw.

**Could not Anticipate:** Bob stated the Town offices do not have adequate ventilation to mitigate COVID-19 transmission. Because the project needs completion by 12/31/20 to be paid with state COVID funds through the CARE Act, a decision was necessary. Three bids were already submitted from Sumner Heating, ASN and another third party for an Energy Recovery Ventilation System. ASN could complete the project by Dec 31 for \$15,000. Energy Committee was consulted.

Motion: Authorize expenditure of funds from Buildings and Grounds budget for Energy Recovery System in Rhodes Building exchanging air 4 times per hour contingent on eligibility from Cares Act Funding, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, motion passes.

**Time Reserved for Topics the Chair did not Reasonably Anticipate:** None.

**Adjourn:** Motion to adjourn at 8:08 pm, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, motion passes.

Respectfully submitted,  
David Shanabrook