

**BOARD OF SELECTMEN MEETING
MONDAY, JUNE 14, 2021 3:00 P.M.
TOWN OFFICE BUILDING, SELECTMEN'S MEETING ROOM
240 SPRINGFIELD STREET, WILBRAHAM, MA
MINUTES**

This meeting is conducted in compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20 (attached) signed on March 12, 2020.

PHYSICALLY PRESENT: Chairman Robert J. Boilard, Selectman Carolyn F. Brennan, and Town Administrator Nick Breault. The meeting was called to order at 3:05 PM.

PRESENT BY PHONE: Administrative Assistant to the Board of Selectmen and the Town Administrator – Heather Kmelius

NOT PRESENT: Selectman Theresa J. Goodrich

PLEDGE OF ALLEGIANCE

Chairman Boilard asked all to join the Selectmen in saying the Pledge of Allegiance. He then stated the following "In accordance with Mass. General Law Chapter 30(A), section 20, I announce that this meeting of the Board of Selectmen is being recorded by Wilbraham Public Access and the Board of Selectmen's Office and the "Go To Meeting" system; and ask if there is anyone present who is also recording this meeting". No one announced they were recording the meeting.

The Chairman announced that this meeting is conducted in compliance with Massachusetts Governor Charles D. Baker's Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20 signed on March 12, 2020. Most participants of this meeting are attending electronically and he asked all individuals to please identify themselves each time that they speak and to please remain on "mute" if you are not speaking.

NEW BUSINESS

Bid Award for McIntosh Water Booster System Project

DPW Director Tonya Basch was present in person. DPW Director Basch stated that this contract is for a Booster Skid System installation at the McIntosh water pump location. She recommends awarding the bid to Carlson System, LLC for \$56,120. DPW Director Basch stated that this was the only bid received and she believes it is a fair contract price. This company has good references.

MOTION (Brennan, Boilard): Move to accept the recommendation of DPW Director Tonya Basch to award the McIntosh Drive Water Booster System 2021 contract to Carlsen System, LLC for \$56,120.00 and to authorize the DPW Department to sign all contracts and associated paperwork. Roll call vote: (Chairman Boilard – yes, Selectman Brennan – yes).

Materials Referenced: Memo to the Board of Selectmen from DPW Director Basch dated 6.10.2021, Carlsen Systems LLC bid paperwork, Signed procurement document for bid process.

Request for transfer from the reserve fund - Wastewater Department

DPW Director Basch stated the department received the annual reconciliation for these costs. This reserve fund was prepared for the purpose of covering this estimated annual cost. The amount due is \$30,000 less than the anticipated amount. These funds are available for use following the approval for transfer.

MOTION (Brennan, Boilard): Move to approve the request for transfer from the Wastewater reserve fund from Tonya Basch, DPW Director for \$30,000 to allow the Wastewater Department to pay for unforeseen expenses from the City of Springfield and generator replacement at the Wellfleet Pump Station. Roll call vote: (Chairman Boilard – yes, Selectman Brennan – yes).

Materials Referenced: Request for Transfer from the Reserve Fund dated 6.11.2021.

Consideration of BoS meeting June 21, 2021

The Board agreed by consensus to have a meeting on Monday, June 21, 2021 to conduct Board and Committee interviews with volunteer candidates.

LICENSING AND OTHER APPROVAL

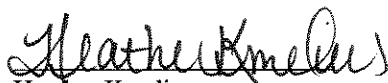
Application for a Temporary Food Establishment Permit – Firehouse Hot Dogs

Chairman Boilard stated that this application is incomplete at this time and the proposed motion would be contingent on the receipt of the outstanding application materials. Selectman Brennan would like to address the process of food permitting at a future meeting. Administrative Assistant Kmelius and Health Inspector joined the meeting room for this agenda item.

MOTION (Brennan, Boilard) : Move to grant a temporary Food Establishment Permit to Eric Maldonado dba Fire House Hot Dogs located at 46 Melha Ave, Springfield, MA to prepare and sell food at a retirement party held Fountain Park, 883 Tinkham Road, subject to any existing restrictions imposed due to COVID-19, from 4pm-6pm on June 16, 2021; pending the Health Inspector's favorable approval and Fire Prevention Officer's approval pending receipt of the application fee, Workers compensation Affidavit, certificate of insurance, and allergen awareness certificate. Roll call vote: (Chairman Boilard – yes, Selectman Brennan – yes).

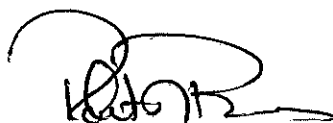
Materials Referenced: Temporary Food Establishment 2 page application and ServSafe certificate received from Eric Maldonado dba Fire House Hot Dogs.

Having no further business, Chairman Boilard made a motion to adjourn the meeting and Selectman Brennan seconded the motion. The Board unanimously voted in a roll call vote (Chairman Boilard – yes, Selectman Brennan – yes) to adjourn at 3:18 PM.



Heather Kmelius

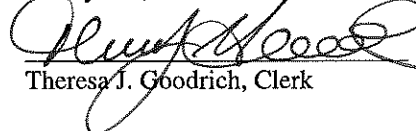
Administrative Assistant to the BoS/TA



Robert J. Boilard, Chairman



Carolyn F. Brennan, Vice Chairman



Theresa J. Goodrich, Clerk



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(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

WHEREAS, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

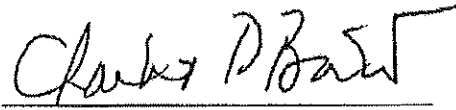
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in cursive script, reading "Charles D. Baker". The signature is written in dark ink and is positioned above a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts