

## Minutes of the Select Board Meeting, October 13, 2020

Howard Bronstein, Hilary Weeks, and Rebecca Coletta were present. Also, in attendance were Paula King, Judy Ferber, Lily Thompson, and Patrick Williamson. The meeting, held via conference call in accordance with Governor Baker's temporary modifications to the Open Meeting Law, was called to order at 7:00 p.m. The minutes of September 16, 2020 and September 22, 2020 were accepted as submitted: Howard, yes; Hilary, yes; Rebecca, yes.

### Comprehensive Emergency Management Plan (CEMP)

Howard moved to appoint David Alvord as Assistant Emergency Management Director and Howard Bronstein as Emergency Management Public Information Officer. The motion, seconded by Rebecca, was approved as follows: Howard, yes; Hilary, yes; Rebecca, yes.

Howard moved to approve version five (final) of the Comprehensive Emergency Management Plan noting scribe errors in page numbering. The motion, seconded by Hilary, was approved as follows: Howard, yes; Hilary, yes; Rebecca, yes. The signature pages will be available at the Town Offices for signing. Howard stated the updated CEMP wouldn't have happened without his conversations with former Fire Chief Dennis Thatcher.

### Appointment

Howard moved to appoint Judy Ferber to the Conservation Commission through June 30, 2023. The motion, seconded by Hilary, was approved as follows: Howard, yes; Hilary, yes; Rebecca, yes.

### Old Business

IT Grant Update: NOVUS is expected to begin setting up the environment for IT transition this week.

MVP Action Grant: Howard reported water is flowing through the Bow Street culvert. He has completed and submitted the required Case Study and final report. The final expense report is in process. Judy Ferber reported the Conservation Commission with Mark Stinson toured culverts. The Board received an email from Jack Nelson expressing thanks for the Culvert Study.

MLP: Rebecca reported WI-FI was installed for the Alden Pavilion on October 5<sup>th</sup>.

Job Descriptions: Rebecca has one remaining; Howard and Hilary are almost finished;

#### Other Business

H4855 enacted by the Massachusetts Senate and House of Representatives, signed by Governor Baker on September 30, 2020, authorizes Fire Chief David Alvord to serve in that position until September 22, 2022, the date of his retirement, or until his non-reappointment, whichever comes first.

Notice of the CTCL Grant award in the amount of \$5,000 to defray election costs due to COVID-19 was received. Howard moved to accept and sign the grant agreement. The motion, seconded by Rebecca, was approved as follows: Howard, yes; Hilary, yes; Rebecca, yes.

Howard also mentioned the receipt of cleaning and sanitizing products for the upcoming election from Secretary Galvin.

Hilary moved to approve the expansion of outdoor table service or extension of the previously granted approval issued to Section 4 of COVID-19 Order No.35, 1 from November 1, 2020 for any period up to and until 60 days after the end of the state of emergency. The motion, seconded by Rebecca, was approved as follows:

Howard, yes; Hilary, yes; Rebecca, yes.

The Board is in receipt of KP Law Attorney David Doneski's response to Howard's inquiry regarding Chapter 30B requirements and contracts. The information has been forwarded to the Buildings and Finance Committees and will be discussed at the October 27<sup>th</sup> meeting.

Discussion relative to the transition of the Select Board due to Howard's leaving will be discussed at the next meeting.

#### Correspondence

An email from Phoebe Bushway noted the need for roadside mowing on the southern two miles of West Street. Howard stated Mert, Jr. is in the process of mowing the Town's roadsides.

The monthly report from the Animal Control Officer was received.

Other mail was reviewed.

A motion to adjourn was entertained at 7:40 p.m. Howard, yes; Hilary, yes; Rebecca, yes.

Respectfully submitted,

Paula J. King, Administrative Secretary