

**BOARD OF SELECTMEN MEETING  
MONDAY, JANUARY 21, 2021 6:00 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.**

**PRESENT BY PHONE:** Chairman Robert W. Russell and Administrative Assistant to the Board of Selectmen and the Town Administrator – Heather Kmelius. The meeting was called to order at 6:00PM.

**PHYSICALLY PRESENT:** Selectmen Robert J. Boilard, Selectmen Carolyn F. Brennan, and Town Administrator Nick Breault.

**PLEDGE OF ALLEGIANCE**

Chairman Russell 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". Chairman Russell confirmed that no one was 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.

**APPOINTMENTS WITH THE BOARD**

6:00pm Fire Chief Andrews; Jill Conselino, Public Health Nurse; Lorri McCool, Health Director; Police Chief Robert Zollo – COVID-19 Coronavirus updates; Vaccine Clinic Options for Consideration

Fire Chief Andrews reported that his department is healthy and operating normally. Public Health Nurse Jill Conselino stated that the Town will be in the "red" again according to State Covid reporting matrix with a 5.8% Covid positivity rate, which is lower than the previous weeks' reports. Currently there are 90 confirmed cases, with 11 from long term care facilities. There have been 957 total cases since March 2020. PHN Conselino has been getting lots of calls about the vaccination rollout. She stated that Mercy Medical will be also offer a vaccine clinic, as well as a Baystate clinic near Holyoke Mall also. Health Inspector Lorri McCool reported that she also answers lots of questions regarding contact tracing and vaccine availability. Police Chief Zollo and Dispatch Supervisor Gentile both reported that their departments are operating status quo and all of their staff are healthy. Chairman Russell noted the email from Sen. Gale Candaras to the Town complimenting PHN Conselino's work on a recent call.

Fire Chief Andrews reported he met with PHN Conselino and Deputy Chief Nothe and the EMS Coordinator met to discuss plans to host a Town vaccination clinic proposed to offer the Moderna vaccine starting on February 22, 2021 with a variable schedule three day per week. The Chief discussed proposed locations, training, staffing, and community outreach efforts. The Town will use an online registration system and is confirming the clinic security requirements. The Fire Chief and PHN further discussed other procedural and administrative plans for the clinic related to PPE purchasing, vaccine distribution, and reporting.

Director of Elder Affairs Paula Dubord stated that she is looking forward to a modified vaccination plan for seniors. Health Inspector McCool stated that Hampden is interested in participating in the clinic making it mutually beneficial to both Towns.

TA Breault stated that Covid Cares funding is available for support and this vaccine clinic would only serve Town residents. TA Breault also stated that clinic is now allowed to be specific to Town residents only. This clinic would potentially run through September. Discussion ensued about the plans for the clinic and resident questions were addressed.

*Materials Referenced: Email correspondence from former Sen. Candaras to PHN Conselino and TA Breault dated 1.20.2021.*

**LICENSING AND OTHER APPROVALS**

Application Permits for Temporary Food Establishment – Mary Barcome dba Bobo’s

**MOTION (Boilard, Brennan):** Move to grant a temporary Food Establishment Permit to Mary Barcome dba Bobo’s located at 17 Clifton Ave, Westfield to prepare and sell food subject to any existing restrictions imposed due to COVID-19 at Fieldcrest Brewing Company LLC located at 2343 Boston Road from 4pm to 8pm on January 22 and 29, 2021; and pending the Health Inspector’s favorable approval. Roll call vote: (Chairman Russell – yes, Selectman Boilard – yes, Selectman Brennan - yes).

**MOTION (Boilard, Brennan):** Move to grant a temporary Food Establishment Permit to Mary Barcome dba Bobo’s located at 17 Clifton Ave, Westfield to prepare and sell food subject to any existing restrictions imposed due to COVID-19 at Frankie B’s Billiards & Sports Bar located at 2957 Boston Road from 4pm to 8pm on January 30, 2021; and pending the Health Inspector’s favorable approval. Roll call vote: (Chairman Russell – yes, Selectman Boilard – yes, Selectman Brennan - yes).

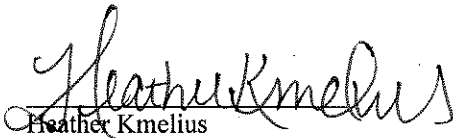
*Materials Referenced: Temporary Food Establishment application packet received from Mary Barcome dba Bobo’s received by the Selectmen’s office on January 20, 2021.*

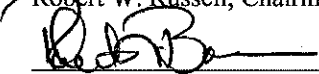

At 6:35pm Selectman Boilard made a motion to adjourn open session and to enter executive session for the following reasons: Per M.G.L. c. 30A, § 21(a) (3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares-- NEPBA Local 120, IAFF Local 1847; and per M.G.L. c. 30A, § 21(a) (6) to discuss to consider the purchase, exchange, lease or value of real property--186V Tinkham Road to reconvene only to adjourn.”

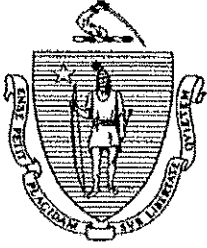
**Selectman Brennan seconded the motion. Roll call vote: (Chairman Russell – yes, Selectman Boilard – yes, Selectman Brennan - yes).**

Following the conclusion of the Executive Session, the Board reconvened in Open Session at 7:18PM.

Having no further business, Selectman Boilard made a motion to adjourn the meeting and Selectman Brennan seconded the motion. The Board unanimously voted in a roll call vote (Chairman Russell – yes, Selectman Boilard – yes, Selectmen Brennan-yes) to adjourn at 7:18PM.

  
Heather Kmelius  
Administrative Assistant to the BoS/TA

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Robert W. Russell, Chairman  
  
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Robert J. Boilard, Vice Chairman  
  
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Carolyn F. Brennan, Clerk



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**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.

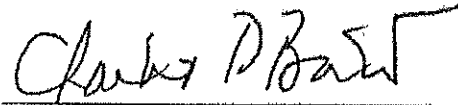
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby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