



TOWN OF SOUTHBRIDGE

A JOINT GENERAL GOVERNMENT SUBCOMMITTEE /TOWN COUNCIL MEETING
Tuesday, February 22, 2022 at 7:00 PM
REMOTE
Meeting Minutes

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and as extended into Law on June 16, 2021: An Act Extending Certain COVID-19 Measures adopted during the State of Emergency. This meeting of the General Government Subcommittee is being conducted via remote participation only. No in-person attendance of members of the public will be permitted; every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. Persons who would like to view this meeting while in progress may do so by the remote information noted below. We will post a record of this meeting on the town's website at <https://www.ci.southbridge.ma.us/> as soon as we are able.

A ROLL CALL VOTE IS REQUIRED FOR ALL VOTES TAKEN UNDER THIS ORDER

1. Call to Order

Meeting was called to order at 7:02 PM

2. Roll Call

<p>Subcommittee Members Present: (4)</p> <p>Chairwoman Jacquelyn Ryan, Town Councilor</p> <p>Michael Marketti, Town Councilor</p> <p>Denise Clemence, Citizen Member</p> <p>Martena Shea, Citizen Member</p> <p>Subcommittee Members Excused: (1)</p> <p>Gus Steeves, Town Councilor</p>	<p>Members of the Public Present:</p> <p>Chairman John Daniel, Town Councilor</p> <p>Michael McCall, Town Manager</p> <p>George Chenier</p>
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TOWN OF SOUTHBRIDGE

3. Consider and accept General Government Subcommittee Minutes of January 27, 2022

There was no discussion on the meeting minutes as presented.

MOTION: Accept the General Government Subcommittee Meeting Minutes for January 27th, 2022

MOTION MADE BY: Citizen Member Denise Clemence

SECONDED BY: Councilor Michael Marketti

MOTION PASSES 3-0-1 with Citizen Member Shea Abstaining

4. Discuss the proposal to provide electrical services for the installation of a new electrical panel and circuits in the Maintenance Airport Hanger from Garon Electrical Service, Inc for \$24,000 and recommend that the Town Council approve this proposal and authorize the Town Manager to sign all related documents.

Richard Clemence of the Airport Commission explained that this electrical panel is in a hanger that is being remodeled and that was identified as a need. The procurement process went through as the state demanded and the Commission selected Garon Electrical to do the job based on that procurement process. Mr. Clemence explained that it will be funded out of the Airport Commission's capital item budget.

Councilor Michael Marketti asked if there was any movement towards getting further funds from non town taxpayer sources to which Mr. Clemence stated that they are eying some other sources.

Citizen Member Clemence asked how long this project would take once approved and if there were tenants expected for the space. Mr. Clemence stated that yes there were tenants interested and that he expected the project to be done in two weeks once approved.

MOTION: Recommend that the Town Council approve the proposal to provide electrical services for the installation of a new electrical panel and circuits in the Maintenance Airport Hanger from Garon Electrical Service, Inc for \$24,000

MOTION MADE BY: Citizen Member Denise Clemence

SECONDED BY: Councilor Jacquelyn Ryan

MOTION PASSES 4-0, Unanimous of all Present.



TOWN OF SOUTHBRIDGE

5. Discuss a transfer for \$71,000 to Town Manager Salaries and Wages; \$31,000 from Treasurer/Collector Salaries and Wages and \$40,000 from Economic Development Salaries and Wages, to fund the Town Manager's Reorganization Plan voted August 23, 2021 and recommend to Town Council for approval.

Town Manager Michael McCall explained that this in reference to the reorganization plan that was passed by the Town Council Previously and that this money being transferred out is to cover the costs of the HR/Payroll tasks and positions that have been moved from the Treasurer's Office to the Town Manager's office as seen in the new town organization chart.

Finance Director Karen Harnois stated that they waited to do this transfer until all the new staff members were hired and the salaries and benefits were finalized to make sure the proper amount of funds were transferred out of the Treasurer's Office.

Councilor Michael Marketti requested a copy of all the new HR hires salaries be provided to the Town Council.

MOTION: Recommend that the Town Council transfer for \$71,000 to Town Manager Salaries and Wages; \$31,000 from Treasurer/Collector Salaries and Wages and \$40,000 from Economic Development Salaries and Wages, to fund the Town Manager's Reorganization Plan voted August 23, 2021.

MOTION MADE BY: Councilor Michael Marketti

SECONDED BY: Citizen Member Shea

MOTION PASSES 4-0, Unanimous of all Present.

6. Discuss a transfer for \$714.13 to Workers Compensation Insurance-Town from Workers Compensation Insurance-School, to pay Workers Compensation Insurance Audit Adjustment Invoice and recommend to the Town Council for approval.

Finance Director Karen Harnois explained that there was a Financial audit done of the Worker's Compensation Insurance and that the cost of the audit were adjusted slightly and the school system is now just covering their portion of the increased costs.

MOTION: Recommend that the Town Council transfer \$714.13 to Workers Compensation Insurance-Town from Workers Compensation Insurance-School, to pay Workers Compensation Insurance Audit Adjustment Invoice



TOWN OF SOUTHBRIDGE

MOTION MADE BY: Citizen Member Denise Clemence

SECONDED BY: Councilor Jacquelyn Ryan

MOTION PASSES 4-0, Unanimous of All Present.

7. Discuss donations totaling \$3,590.00 to the Town of Southbridge Holiday Visions Program and make a recommendation for Town Council to accept these donations. The amounts were donated from the Hyde/Dexter Russell Charitable Foundation \$2,000; Southbridge Business Partnership \$1,000; Sturbridge Coffee Roasters \$90; and David Adams \$500.00.

Finance Director Karen Harnois explained that these donations have been received over the last couple of months and that the town has to accept them.

Councilor Jacquelyn Ryan stated she was happy to see the amount of financial support coming in for the committee and stated she has loved seeing all the decorations put up during the holiday season.

Councilor Michael Marketti asked why the Town was holding the money to which Citizen Member Denise Clemence stated that this committee was approved by the Town Council to work under the 501(3)c status of the town.

Citizen Member Denise Clemence, who helps run the Holiday Vision's Committee, stated that she is very grateful for all the support both financially and volunteer based that many in the community have given towards the goal of the committee over the years. She went on to state how the business community notices the work that Holiday Vision's does.

MOTION: Recommend that the Town Council accept the donations totaling \$3,590.00 to the Town of Southbridge Holiday Visions Program. The amounts were donated from the Hyde/Dexter Russell Charitable Foundation \$2,000; Southbridge Business Partnership \$1,000; Sturbridge Coffee Roasters \$90; and David Adams \$500.00.

MOTION MADE BY: Citizen Member Martena Shea

SECONDED BY: Councilor Michael Marketti

MOTION PASSES 4-0, Unanimous of all Present

8. Adjournment

MOTION: To Adjourn the Meeting



TOWN OF SOUTHBRIDGE

MOTION MADE BY: Councilor Michael Marketti

SECONDED BY: Citizen Member Denise Clemence

MOTION PASSES 4-0, Unanimous of All Present.

The meeting was Adjourned at 7:32 PM

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