

**BOARD OF SELECTMEN
MINUTES OF MEETING
JANUARY 19, 2021**

In attendance were Acting Chairman Daniel L. Salvucci; Clerk Brian J. Bezanson; Member Dr. Carl F. Kowalski; Member Randolph G. LaMattina; Member Justin R. Evans; and Interim Town Administrator Lisa M. Green. Acting Chairman Salvucci opened the meeting at 6:45 p.m.

Acting Chairman Salvucci read the following into the record:
In accordance with Governor Baker's March 12, 2020, Order suspending certain provisions of the Open Meeting Law G.L. c.30A, §20, this meeting is being held remotely in an on-line conference mode hosted on Zoom.com and members of the public are not able to physically attend. The meeting is being broadcast live on Comcast channel 12 and can be viewed via live stream at WHCA.tv. It will subsequently be broadcast on YouTube.com.

Acting Chairman Salvucci asked everyone in attendance to recite the Pledge of Allegiance. This was followed by a moment of silence.

Dr. Kowalski **MOVED** to approve bill and payroll warrants. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

Dr. Kowalski **MOVED** to accept correspondence in the Read File. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

Dr. Kowalski **MOVED** to approve the Open Session minutes of the meeting held on Wednesday, December 9, 2020. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

Dr. Kowalski **MOVED** to approve the Open Session minutes of the meeting held on Tuesday, December 15, 2020. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

NEW BUSINESS

Discuss Reserve Fund Transfer for BOS Recording Secretary

Acting Chairman Salvucci explained that a request for a reserve fund transfer was provided to the Finance Committee chairman last week. The committee voted to table action on the request because some members were seeking more information. At 7:00 p.m. the Board will recess in order for Acting Chairman Salvucci and the interim town administrator to attend the Finance Committee meeting and answer any questions they may have.

Dr. Kowalski noted he sent an email to the chairman of the Finance Committee stating he had no objection to the request. He also asked Acting Chairman Salvucci to advise the Finance

Committee it would be best to postpone holding a joint meeting until the new town administrator has a chance to get settled.

Acting Chairman Salvucci agreed to do so and noted that in the past, requests for reserve fund transfers were brought forward to the Finance Committee by the former town administrator because the Board of Selectmen does not vote on those requests, the Finance Committee does. Dr. Kowalski agreed.

At 6:58 p.m. Dr. Kowalski **MOVED** to recess the meeting in order for Acting Chairman Salvucci and interim Town Administrator Lisa Green to briefly attend the Finance Committee meeting. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

The meeting reconvened at 7:13 p.m. Acting Chairman Salvucci reported that the Finance Committee voted unanimously to approve the request for a reserve fund transfer.

TOWN ADMINISTRATOR'S REPORT

Update: COVID-19

Interim Town Administrator Lisa Green announced there are 148 COVID cases in town. Not all are new cases and there are no reports of clusters.

NEW BUSINESS (cont'd)

Discuss COVID Protocols for All Town Departments

Town Counsel Peter Sumners and Michelle McNulty were present for this portion of the meeting.

Acting Chairman Salvucci stated that draft protocols were received from Attorney Sumners. Chief Hanlon had some questions which were resolved earlier by Attorney Sumners.

Attorney Sumners advised the Board that he has compiled travel and workplace procedures into one policy where he also included updates from the Department of Public Health.

Acting Chairman Salvucci asked if the Board would prefer to take some time to review the protocols and vote at the next meeting.

Mr. Evans stated that he feels it's prudent to vote now in order to forward the protocols to employees right away.

Dr. Kowalski questioned an email received from Joanne Wing, Union Steward of OPEIU, Local 6 and Attorney Sumners advised that the policy, as written, addresses her concerns regarding paid leave being extended for those who are sick or who have been exposed, just as it has been extended in other towns.

Mr. Evans stated the Board can address each situation on a case by case basis, noting that there does not seem to be anything in the policy that is different from what we are already doing.

Dr. Kowalski **MOVED** to adopt the Town of Whitman COVID-19 Protocols for Town Employees as written. **Second** Mr. LaMattina. Attorney McNulty advised the Board that the current protocols should be withdrawn before voting to adopt the new ones. Dr. Kowalski withdrew his motion and Mr. LaMattina withdrew his second to the motion.

Dr. Kowalski **MOVED** to withdraw the current Town of Whitman COVID-19 Protocols for Town Employees and to adopt as written the updated Town of Whitman COVID-19 Protocols for Town Employees. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – abstain;

Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 4-0-1.**

Act on the Resignation of Lisa Green

Mrs. Green announced her resignation, effective February 5, 2021, stating that it has become apparent to her that there is no growth opportunity for her in Whitman.

Both Acting Chairman Salvucci and Mr. Bezanson thanked Mrs. Green for her service to the town and wished her well.

Dr. Kowalski **MOVED** to accept the resignation of Assistant Town Administrator (and current interim Town Administrator) Lisa Green, effective February 5, 2021. **Second** Mr. Bezanson.

Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

Set February Meeting Schedule

The Board set their February meeting schedule for Tuesday, February 9, 2021, at 7:00 p.m. and Tuesday, February 23, 2021, at 7:00 p.m.

OLD BUSINESS

Act on updated COVID-19 Travel Policy

This item was passed over as it was addressed earlier under New Business.

Charlene Conway: Request to Reduce License Fees

Acting Chairman Salvucci reminded everyone that this issue was previously discussed on December 15, 2020. At that time, Mr. LaMattina requested the interim Town Administrator contact other towns and ask if license fees were reduced; and to ask town counsel if we agree to reduce license fees for one business if we have to reduce fees for others or if we can set our own guidelines. He also advised the Board that he feels the fees for this business should be left as is. Dr. Kowalski asked if Mrs. Conway's business received federal funds.

Interim Town Administrator Lisa Green stated that she believes Mrs. Conway received federal funds.

Dr. Kowalski stated that he feels the Board cannot make a decision from the information provided. He would like to know for sure if Mrs. Conway received federal funds and if so, what those funds were used for.

Dr. Kowalski **MOVED** to table action on the request of Charlene Conway for a reduction in license fees until February 9, 2021, in order to obtain further information from Mrs. Conway.

Second Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

Strategic Plan

Interim Town Administrator Lisa Green advised the Board that Ann Donner has provided a Scope of Work and a Professional Services Agreement that require a vote of the Board.

Dr. Kowalski asked if the other Board members received the documents in their agenda packet. The other members confirmed that they did not receive the documents.

Mrs. Green apologized and forwarded the documents via email. After reviewing the Scope of Work and Professional Services Agreement, Dr. Kowalski **MOVED** to authorize interim Town Administrator Lisa Green to sign a Professional Services Agreement between the Town of Whitman and Ann Donner of Ann Donner Consulting (ADC) for strategic planning services.

Second Mr. Evans. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.**

At 7:42 p.m. Dr. Kowalski **MOVED** to adjourn the meeting and to move into **EXECUTIVE SESSION** pursuant to M.G.L., c.30A, §21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. **Second** Mr. LaMattina. Roll call vote revealed: Mr. Bezanson – yes; Mr. Evans – yes; Dr. Kowalski – yes; Mr. LaMattina – yes; and Acting Chairman Salvucci – yes. **So voted 5-0.** Acting Chairman Salvucci declared that having this meeting in open session will have a detrimental effect on the bargaining or litigating position of the public body.

Acting Chairman Salvucci read the following into the record:

In accordance with Governor Baker's March 12, 2020, Order suspending certain provisions of the Open Meeting Law G.L. c.30A, §20, the Executive session portion of the meeting will be held in an on-line conference mode hosted on Zoom.com and members of the public will not be able to physically attend. No broadcast of Executive Session will be made.

The meeting did not reconvene in open session.

Brian J. Bezanson, Clerk