

SELECTBOARD AND BOARD OF HEALTH MEETING

Due to COVID-19 Public Participation is by Zoom

January 19, 2021

Remote Zoom Meeting was opened at 5:30 PM. Present were Selectpersons Rich Kuklewicz, Michael Nelson (leaves meeting early), and Chris Boutwell, Town Administrator Steve Ellis, Executive Assistant Wendy Bogusz, Board of Health Chair Al Cummings (joined a few minutes late), Director of Public Health Daniel Wasiuk, IT Consultant Horace Moody, and IT Coordinator Carolyn Olsen.

Zoom Video Link: <https://vimeo.com/504443729>

Meeting Being Taped

Votes May Be Taken

Selectboard Chair opens the meeting, including announcing that the meeting is being recorded and roll call taken.

Board of Health Vice-Chair opens the meeting, roll call taken.

Approve Minutes:

- **Joint Selectboard, Airport Commission, Finance Committee and Capital Improvements Committee: December 21, 2020**

Boutwell makes the motion to approve the Minutes for the Joint Selectboard, Airport Commission, Finance Committee and Capital Improvements Committee Meeting: December 21, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

- **Joint Selectboard and Board of Health: December 21, 2020**

- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health Meeting: December 21, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health Meeting: December 21, 2020. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*

- **Joint Selectboard and Board of Health: January 11, 2021**

- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health Meeting: January 11, 2021. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

- *Boutwell makes the motion to approve the Minutes for the Joint Selectboard and Board of Health Meeting: January 11, 2021 as presented. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*

Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment

None

COVID-19 Updates and Action Items

- **Review of any Updated State Guidance or Orders**

- The EMT has decided to hold meetings weekly as it is trying to align awareness of the information provided by the State.
- Ellis states that the EMT would like to maintain the status quo, but are hopeful that we can go back to a more open environment in the coming weeks.

- **Update on Montague COVID case counts and other summary data**

- Active cases from January 3 through January 16, 2021 equals 23; cumulative cases from October 1, 2020 until January 16, 2021 equals 151; and total cases from March 1, 2020 through January 16, 2021 equals 180.
- Montague's status is now out of the red, into the yellow.
- Ellis states that regional efforts are being made regarding the vaccines and we will be participating in video calls relative to those plans.

Boutwell makes the motion to adjourn the Board of Health Meeting. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye

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Consider motion to seek Final Judgment and Foreclosure with Regard to Property of Solutions Consulting Group, LLC located at 11 Power Street, Turners Falls

Boutwell makes the motion to authorize and direct the Treasurer/Collector and Town Administrator to direct Counsel to motion the Land Court to order that Final Judgment, enter into the Town's action to foreclose the Rights of Redemption with regard to the property of Solutions Consulting Group, LLC located at 11 Power Street. Seconded by Nelson. Boutwell - Nay, Nelson - Nay, Kuklewicz - Nay. Motion not approved

Strategy for IT Support needs for remainder of FY21 and FY22

- Ellis reiterates that Horace Moody, our long-term IT consultant, will be leaving his position in mid-March, which could have impacts on our FY21 operations.
- Our IT consultant recommends that we have full-time IT services and support in the Town.
- Ellis included in the materials the scenario of having a full-time IT staff member at a mid-scale salary at Grade H.

Discussion:

- Moody states that even prior to COVID, he was working 14-18 (sometimes 20) hours for the Town. COVID-19 has caused much more involvement as the Town has been able to pursue a lot of projects that it would not have otherwise. He feels 14-18 hours would not be enough given the Town's current IT needs.
- Boutwell and Nelson agree that well-qualified IT support is critical.
- Horace gives examples of how a full-time IT staff member would be able to identify more cost-effective methods. He states that if we did not have quite enough hours an IT staff member, he could be used at the police station or the school as a liaison.
- Greg Garrison states that if we do have a full-time IT person, we should have a game plan of what we are trying to strategize with that person (i.e., long-term objectives for our IT infrastructure).
- Olsen feels that using consultants as opposed to having a full-time IT staff member can over time have a negative impact on the work flow.
- Kuklewicz would like to look at what is available for outside services that could offer a high level of support. He suggests possibly a trial, then perhaps a 3-year contract once we have found a provider.
- Boutwell would like an upgraded job description for the IT specialist.
- Kuklewicz suggests making a preliminary list of duties for an IT consultant versus a full-time staff member.
- Nelson would like to think about this issue more before officially voting.
- Ellis states that if we proceed with the consultant arrangement, we should consider budgeting in support for project management.
- Olsen explains that one of the difficulties we have is that we don't have someone on staff who has the interest and knowledge of IT to properly discuss with a consultant what is needed.
- This topic will be discussed more at a future meeting.

Boutwell makes the motion to adjourn the meeting at 6:35 PM. Seconded by Kuklewicz, unanimously approved. Boutwell - Aye, Kuklewicz - Aye.