



James M. Kreidler, Jr.  
Town Administrator

## OFFICE OF THE BOARD OF SELECTMEN

Wayne Miller, *Chairman*  
Veronica Kell, *Vice Chairman*  
Joseph Shank, *Clerk*

### SELECTMEN'S MEETING MINUTES FOR JANUARY 28, 2021 AT 6:30 P.M. VIRTUAL MEETING

#### I. PRELIMINARIES - VOTES MAY BE TAKEN:

##### 1.1 The meeting to order at 6:30P.M.

Roll call vote: Chairman, Wayne Willer (WM) Vice-Chairman, Veronica Kell (VK), Clerk, Joseph Shank (JS).

The Housing Authority called their meeting to order.

#### II. WORK SESSION - VOTES MAY BE TAKEN:

##### 2.1 Meet with the Housing Authority, Affordable Housing Trust, Worthy Fund

#### DISCUSSION-

##### *Coordinating requests for assistance:*

VK: commented the town needs to develop a flow chart for the various programs that are available to assist residents in need. The flow chart would outline what funds/revenues are available and who would coordinate the request for assistance.

##### *Review of requirements for each program:*

Renee Flossy joined the meeting to discuss the needy funds. Ms. Flossy is a member of the Abram French Funds and explained how the fund is used to help the needy. There are two other funds the Selectmen administer to help residents in their time of need. Ms. Flossy explained the current process for filling a request, commenting it is for one-time assistance.

VK: How do people find out the assistance is available and who would be the contact person. Chaz Sexton commented the point of contact should be the one that refers the request to the appropriate fund whether the poor funds, COVID relief, or fuel assistance. Additional discussion regarding how the process would work and developing a questionnaire.

The Board reviewed the funds that are available (see attached). VK: Spending all the worthy funds will leave the town without assistance available in the future. Discussion regarding the various resources including outside assistance like the TEO and who the point of contact that could streamline and then disseminate the information.

JS would like to use the message boards to let people know there is assistance available.

VK to bring the flow chart back to the Board of Selectmen's meeting for review.



Lauri Shifrin, Housing Authority member expressed concern regarding late rental payments noting it is very difficult for landlords. Ms. Shifrin relayed on a personal note her business has suffered by 50% and her business did not get the COVID payments.

*Initial correspondence:*

The Board agreed the existing correspondence is sufficient and will continue to use it.

*Correspondence to applicant for each program:*

Joan Savoy explained there are 18 applications waiting for additional information for COVID relief.

WM commented the requests should come through the Selectmen's office for COVID funds. JS supports COVID requests going through the Selectmen.

*CDBG- (e.g. Fuel Assistance)*

VK asked how we handle requests for fuel assistance. Mr. Kreidler suggested Wayne Darragh of Communities Opportunity Group meet with the Board to explain how the fuel assistance program is operating and how assistance is applied for using CDBG funds. VK commented she would like the information and does not need to meet with Mr. Darragh.

Joan Savoy expressed concerns about the fuel assistance program and how we can get it out to our residents in town. Other questions regarding how the process should work and what the income eligibility is. Mr. Sexton stated he would assist and talk to Mr. Darragh and would help to advertise the program.

*TCAM discussion:*

Mr. Sheldon, TCAM member explained an Accountant has been hired however currently there is no funds to pay her. Mr. Sheldon would like all the communications from the town regarding the 501c. Mr. Funaiolo informed the Board the rent and utilities are on auto-pay commenting TCAM needs to access to the funds. Other discussion included the filing of the corporation, hiring an Attorney to sort out what was happened, getting access to the funds, changing of signatory for banking purposes, applying for a certificate of good standing, the funds appropriated for the operations and the process of transferring funds.

JS asked if there was anyway to help fund TCAM. Mr. Kreidler explained that you cannot use taxpayer funds for a non-profit corporation. JS asked if there was any work-around that could be done.

**EXECUTIVE SESSION:**

JS moved to enter into executive session pursuant to GL c. 30A, s. 21(a)(5) to investigate charges of criminal misconduct or to consider the filing of criminal complaints. VK seconded. Roll call vote: WM (YES) VK (YES) JS (YES)

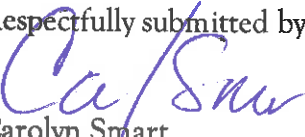
JS executive session pursuant to GL c. 30A, s. 21(a)(2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining



sessions or contract negotiations with nonunion personnel. Treasurer Collector and we will not return out of executive session. VK seconded. WM (YES) VK (YES) and JS (YES)

For a detailed discussion please see click here: <https://youtu.be/wRdEraz44Ok>

Respectfully submitted by,

  
Carolyn Smart  
Executive Assistant

Meeting Minutes for January 28, 2021 released on \_\_\_\_\_, 2021.

