

PRESENT: Selectmen Patrick J. McNabb, Joseph M. Hallisey III and Joseph A. Sergi, John F. Moak, Town Administrator; Peggy Mazzola, Administrative Assistant

The meeting was called to order at 7:00 PM.

ACCEPTANCE OF MINUTES: On a motion by Mr. Hallisey and seconded by Mr. Sergi, the minutes of the meetings of July 12 and 22, 2010 were unanimously approved.

APPROVE WARRANT/SIGN PURCHASE ORDERS: The warrants had been signed earlier in the week.

PUBLIC COMMUNICATIONS: Mr. Hallisey read a memo announcing and congratulation Shirley Lynch on the occasion of her 80th birthday on July 31st. Ms. Lynch is a lifelong resident of Pepperell, and has seven children. The Board sent their best wishes to Ms. Lynch.

Phil Durno of the CATV Advisory Committee announced that the committee has been working diligently with the Town Administrator and the attorney on the new cable license. The committee has been videotaping various events around town, including the band concerts, farmer's market and covered bridge opening, and will be videotaping Sen. Panagiotakos' barbecue at the Senior Center on Friday. Mr. McNabb remarked that the committee is doing a great job, and reminded the public that there is a vacancy on the committee.

Mr. Sergi read a report from Acting Water & Sewer Superintendent Carmen DeFillippo regarding the bacteria results for the Bemis Road Well No. 1.

APPOINTMENTS/RESIGNATIONS:

Item #1 – Appointment – Outreach Coordinator: Council on Aging Director Sharon Mercurio was present to discuss the appointment, and noted that the candidate had a previous engagement and was unable to attend the meeting. Mr. Hallisey read the letter from Ms. Mercurio requesting the appointment of Ellen Castellano. Ms. Mercurio stated due to Ms. Castellano's previous experience in Pepperell she expects a smooth transition. Ms. Mercurio stated the position is a Grade 4, and she has requested that Ms. Castellano start at Step 4. On a motion by Mr. Hallisey and seconded by Mr. Sergi, it was unanimously voted to appoint Ellen Castellano to the position of Outreach Coordinator, term to expire 6/30/11.

Item #2 – Appointments – Election Workers: The Board reviewed a list of Election Worker appointments from the Town Clerk. On a motion by Mr. Hallisey and seconded by Mr. Sergi, the following appointments were made, all with terms to expire 8/31/11:

PRECINCT 1

WARDEN: Craig R. Williams (D)
DEPUTY WARDEN: Michael J. Recco (D)
CLERK: Adele B. Spoth (R)
DEPUTY CLERK: Jerrilyn T. Bozicas (U)
INSPECTORS: Mary L. Williams (D)
Jacquelyn L. West (R)
Paul M. Spoth (R)
Elizabeth N. Rossi (U)
Lynda J. Pozerski (U)
Elaine M. Jefferson (U)

PRECINCT 1 (cont.)

Carol J. Hasse (D)
Jenny S. Crisman (U)
Ann M. Nieva (U)
Ellen G. Marcoux (U)
Mary Alise Manley (U)
Linda M. Hadley (R)

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PRECINCT 2

WARDEN: Mary J. Theall (D)
DEPUTY WARDEN: David E. Theall (D)
CLERK: Barbara Cronin (U)
DEPUTY CLERK: Rose M. Landry (U)
INSPECTORS: Barbara Z. Stromsted (D)
Lorna R. Levi (D)
Thomas J. McGrath (D)
Mary E. Lynch (D)
Gertrude T. Dapcic (D)
Joan P. Ladik (R)
Winnifred M. Wheeler (U)
Joan M. Katsines (U)
Suzanne C. Marchand (U)
Tomas R. Landry (D)
Leann Phoenix (U)
Diane P. Temple (D)
Martin R. Beck (U)
Alice M. Peck (D)

PRECINCT 3

WARDEN: Carole M. Babineau (U)
DEPUTY WARDEN: Barbara A. Smith (R)
CLERK: Dianne B. Karr (D)
DEPUTY CLERK: Elizabeth B. Hunt (U)
INSPECTORS: Amos J. Mahony (D)
Jennifer L. Putnam (D)
Suzanne C. Rowse (D)
Judith Nolan (D)
Madge A. Meehan (D)
Dorothy G. Prozeller (R)
Virginia I. Malouin (R)
Marjory V. Nickerson (R)
George W. Ux (R)
Joan E. Ux (R)
Ruth O. Moses (U)
Grace H. Williams (U)
Doris E. Livadas (U)
Joan Paden (U)
Janet M. Cramb (D)
Patricia W. LeBlanc (U)
Margaret L. Lowry (D)
Lorraine Christman (U)

ADDITIONAL ELECTION WORKERS

Theresa C. McPartlan (U)
Beverly McPherson
Scott Blackburn (U)

Item #3 – Appointment – Police Officer: Police Chief David Scott was present. Mr. Hallisey read the memo from Chief Scott requesting the appointment of Thomas Maskalenko to the position of Police Officer. Chief Scott stated he was very pleased to receive Officer Maskalenko's resume. Officer Maskalenko stated he is looking forward to coming back to Pepperell. Following a brief discussion, and on a motion by Mr. Hallisey and seconded by Mr. Sergi, it was unanimously voted to appoint Thomas Maskalenko to the position of Police Officer effective 9/5/10, pending pre-employment screening outcomes, with a term to expire 6/30/11.

ACTION ITEMS:

Item #1 – Licensing Authority – Class II License, Green Cars LLC, 5 Chapel Place: Mr. McNabb opened the hearing at 7:15 PM, and announced the meeting is being broadcast and taped. It was noted that Michael Green, the applicant, had not received the letter from the office notifying him of the fees due, however the Board agreed to proceed with the hearing. Mr. Hallisey read the notice of hearing. Mr. McNabb outlined the procedure for the hearing and invited Mr. Green to make a presentation.

Mr. Green stated they currently operate 1A Auto, and this license will augment the current business, which has experienced significant growth and expects to add 12 additional jobs. Mr. Green intends to store the automobiles for sale in the building, advertise the vehicles for sale on E-Bay, and use the vehicles for research and development. Mr. Sergi remarked that there were no abutters present nor

were any comments received, and he didn't see any need for further discussion. Mr. Hallisey and Mr. McNabb agreed. Mr. Durno asked if the building is up to code and whether the Fire Chief has inspected the building relative to inside storage of the vehicles. Mr. Sergi stated the Board is just approving the license; building code issues will go through the Building Inspector's office. Communications Director Frank Quattrochi remarked he has been working with Chief Tyler and the State 911 system and noted that some of the addresses need to be updated; they will work with Mr. Green to correct address numbers and add unit numbers.

Mr. McNabb asked if there were any further questions from the Board, those in attendance, or the applicant. There were none. Mr. McNabb read into the record a memo from the Planning Board dated August 10, 2010 relative to the application. Mr. Hallisey read into the record a letter from the Building Inspector to Mr. Green dated July 19, 2010. Mr. Sergi read into the record an e-mail from Tax Collector Michael Hartnett.

Hearing no further discussion, and on a motion by Mr. Hallisey and seconded by Mr. Sergi, it was unanimously voted to close the hearing and grant the Class II License to Green Cars LLC, 5 Chapel Place, pending receipt of fees.

Item #2 – Discussion: Fall Special Town Meeting date: The Board reviewed a memo from Mr. Moak relative to the Fall Special Town Meeting. Mr. Moak stated he spoke with Assistant Assessor Susie Smith and there is no conflict with the proposed date. On a motion by Mr. Hallisey and seconded by Mr. Sergi, it was unanimously voted to set the date for the Fall Special Town Meeting on Monday, October 25, 2010 (and Tuesday, October 26, 2010, if needed) at 7:30 PM at the Nissitissit School. Deadline for warrant articles will be 2:00 PM on September 9, 2010.

Item #3 – Discussion – Lottery for Tax Work-off Program: Mr. Hallisey read a letter from Ms. Mercurio relative to the Senior Property Tax Work-off Program, noting that the Town has allotted funds for six participants, and the COA received eight applications prior to the deadline. Three of the applicants have participated in the program in the past and five applicants are new to the program and have been given priority. According to the guidelines for the Property Tax Work-off program applicants will be chosen by lottery. Ms. Mercurio has written the three first names on pieces of paper, and requested that the Board rank the three remaining participants in the event that someone drops out from the program. Mr. McNabb chose the following: 1 – Bea, 2 – Pat, 3 – Jean. Mr. Mercurio thanked the Board for their assistance.

OLD/NEW BUSINESS:

Item #1 – Discussion – Follow-up on Dunstable EMS: Mr. Moak stated that Dunstable has signed an agreement with Trinity ambulance service but is very interested in coming to an agreement with Pepperell next year. Fire Chief Toby Tyler had a conflict this evening and will be arriving to the meeting late, and Mr. Moak suggested we move this agenda item to the end of the meeting. Communications Director Frank Quattrochi stated this gives us time to have an agreement in place and apply for grant money. We currently dispatch Dunstable's Fire Department, and if we take on the ambulance service we could be eligible for more grant money. Dunstable signed an agreement with Trinity to allow time to work things out with the Town. We would need to have an agreement in place by May 1st in order to be eligible for grant money. Mr. Quattrochi estimated we could be eligible for up to \$100,000 in grant money. Mr. McNabb suggested that Mr. Quattrochi, Chief Tyler and anyone else involved in the process work with Mr. Moak to come up with an outline for an agreement and keep the Board informed. Mr. Quattrochi stated this gives us time to do that now.

Chief Tyler, Jean Taubert and James Casserly of the Ambulance Service, and Charlie Rich, Dunstable Fire Chief arrived later in the meeting to continue the discussion. Chief Tyler stated we need a liaison from the Selectmen's office to work with the Dunstable Selectmen on a contract for next year. Mr. McNabb outlined the bullet points in Chief Tyler's August 3rd memo, and stated he didn't think we needed to go into detail on this discussion; we have bought some time, and he would like the parties involved to work with Mr. Moak to prepare an evaluation for the Board's review. Mr. Moak commented that we have data now to expand on the report that was previously prepared. Mr. Sergi stated that folks in town are concerned about services that Pepperell taxpayers developed and what the benefit is to the Town. A lengthy discussion ensued relative to service concerns and the benefit to Pepperell versus the benefit to Dunstable, personnel issues, training and ambulance availability. Mr. Casserly stated we are at a point with staffing where we are the most comfortable we have been in 20-25 years. We have two equally manned and equipped ambulances; future health costs are going up and the use of the ambulances is going up. Mr. Sergi commented that we are putting our resources on the line, and he is not sure what Dunstable is bringing to the table. Mr. McNabb stated a thorough evaluation needs to be done so we can make an informed decision. Mr. Durno commented that we rely on mutual aid for the fire department, and if both ambulances are out on calls we would have to rely on mutual aid right now. Mr. McNabb stated if the Town enters into an agreement with Dunstable, we are obligated to be the first responder, taking one ambulance away from Town; on the surface it sounds like we are stressing our system. Mr. Quattrochi commented that there is a separate regional grant program that we could apply for that may provide us with a third ambulance, and possibly a new building. He would continue to work with the state to see what we need to do to be prepared for the May grant round. Mr. Moak commented he plans to attend the upcoming regionalization conference.

Mr. Sergi asked for a status report on the paramedic upgrade. Ms. Taubert stated we have the equipment that is required and are waiting for Nashoba Valley Medical Center to update our agreements. Mr. Quattrochi stated he is moving forward to get the ambulances on line with our systems, and tablet computers in the ambulances.

The Board thanked the fire and ambulance representatives for attending the meeting.

Item #2 – Discussion – Town Administrator Report: Mr. Moak outlined his report, dealing mainly with Town Hall painting and furnace. Mr. Durno remarked that the CATV Advisory Committee videotaped the work on the building, and has heard many positive comments on the new paint job. Mr. Hallisey asked about the cupola. Mr. Moak stated we need to hire an engineer to tighten the bolts on the roof; otherwise it is in acceptable condition. The architect has agreed that we must hire an engineer to do this work. Mr. Sergi asked if there would be any money left in the article to do this. Mr. Moak stated he will know better once the furnace bids come in. Mr. McNabb asked if the bolt tightening should be an ongoing maintenance item. Mr. Moak stated it should be, but there is no money in the budget. The architect also suggested that the paint should be touched up every year, but again, there is no money in the budget. Mr. Hallisey asked for a copy of the information concerning the cupola. Mr. Sergi suggested the notice regarding the furnace bid should be put on the website.

Mr. Moak stated that the lighting audit done by National Grid indicates that a significant savings could be realized at Town Hall and the Public Safety Complex. Mr. Moak is waiting for further information.

Mr. Moak stated the Home Rule Petition relative to all-alcoholic liquor licenses passed the House on July 30th and is now in the Senate which does not require a formal session. There is a deadline for approval of September 2nd in order to place this question on the November 4th ballot. Mr. Sergi thanked Representative Tom Stanley for his help in getting this through the House. Mr. Moak stated

that Rep. Hargraves and his aide Sara were very helpful, and Sara and Sen. Panagiotakos' office are working together.

Item #3 – Discussion – Maintenance of Covered Bridge: Mr. Sergi asked for this agenda item, commenting that the maintenance of the bridge falls under the Town, and if major damage was done to the bridge we wouldn't be able to make repairs. Mr. Sergi asked if Mr. Moak could work with the Legislature on an agreement to transfer this responsibility to Mass. Highway. Mr. McNabb asked if there was money in the Highway department budget for maintenance. Mr. Moak replied there is very little in this budget for major repairs. Mr. Durno stated the CATV Advisory Committee had discussed the bandstand and bridge and vandalism issues, and wondered if they could work with Charter to put up cameras. Mr. Moak stated the Covered Bridge Committee also asked this question, and there are lots of people working on this. Mr. Sergi stated beyond vandalism, if a vehicle damages the bridge it would be shut down and we don't have the financial or technical resources to deal with this. We have time to prepare something for the next legislative session.

Item #4 – Discussion – Policy Review: Mr. Sergi had asked for this to be a continuing agenda item until all policies are reviewed. The first policy to be reviewed was Shutdown of Town Facilities/Release of Employees from Work, which was adopted in 1994. The Board was in agreement that the Town Administrator should manage this and notify the Board if/when a decision to close town facilities is made. Mr. Moak will revise the policy.

The Board reviewed the Smoking Policy that was adopted in 1994. The Board agreed there was no need to have this policy since state law prohibits smoking in all municipal buildings. Mr. Moak will check the state laws and prepare wording for a motion to rescind this policy.

The Board reviewed the Public Records Law and Open Meeting Law policy adopted in 2000. Following a brief discussion, it was agreed that this needs to be revised. Mr. Moak described the method we are using for 24/7 meeting notification; he commented that some communities are challenging this legislation however we are able to satisfy the requirement.

Item #5 – Any other Old/New Business: Mr. Sergi acknowledged the letter from Mr. Moak to Rep. Tsongas regarding the Wild and Scenic Rivers study. Mr. Moak stated that the Nashua River Watershed Association would like to come before the Board on the 23rd. We have made clear to them our exceptions. Rep. Olver's office has deferred this to Rep. Tsongas since it is her initiative. Mr. Moak will contact Rep. Olver's office. Mr. McNabb stated if we don't hear back there is no need for another meeting with NRWA.

The Board briefly discussed budget issues. Mr. Moak stated we should have clear numbers on the FY '10 closeouts next week. Mr. McNabb stated he would like to review preliminary numbers and assumptions prepared by the Finance Team, after which the Board will need to decide whether we use the Finance Team's numbers or develop new numbers. Mr. Moak stated we won't have certified free cash, but we will have good numbers. Mr. Sergi remarked we should have a response from the schools by the first meeting in September.

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ADJOURNMENT: On a motion by Mr. Hallisey and seconded by Mr. Sergi, it was unanimously voted to adjourn at 8:40 PM.

Respectfully submitted,

Peggy Mazzola, Administrative Assistant

APPROVED:

Patrick J. McNabb, Chairman

Joseph M. Hallisey III, Clerk

Joseph A. Sergi