

PRESENT: Select Board Members Bill Greathead, Margaret Scarsdale, and Tony Beattie; Town Administrator, Andrew MacLean; Administrative Assistant, Tracie Looney

This meeting was remote participation only. The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Mr. Greathead announced that the meeting is being cablecast live, and recorded for future cablecast by Pepperell Community Media.

1. AGENDA PACKET (Exhibit 1)

2. ACCEPTANCE OF MINUTES

No minutes at this time.

3. BILL AND PAYROLL WARRANTS

Since the last meeting, the Select Board have approved the following payroll and bill warrants:

- On December 30, 2020 payables warrant # 26B was signed for \$848,046.04
- On December 23, 2020 payables warrant #25B was signed for \$268,666.66
- On December 24, 2020 payroll warrant #26A was signed for \$260,785.43
- On December 16, 2020 payables warrant #24B was signed for \$307,926.25
- On December 9, 2020 payables warrant #23B was signed for \$56,355.18
- On December 10, 2020 payroll warrant # 24A (1) was signed for \$102,877.98
and payroll W#24A (2) was signed for \$228,364.02
Total \$331,242.00

- On January 6, 2021 payables warrant #27B was signed for \$109,284.00
- On January 7, 2021 Police Payroll W#28A (1) was signed for \$75,211.64
- On January 7, 2021 other Payroll W# 28A (2) was signed for \$208,060.01
Total \$ 283,271.65

4. SELECT BOARD APPOINTMENTS / RESIGNATIONS

4.1 Climate Change Council Appointment

At the November 23, 2020 Select Board meeting, the Board made a unanimous motion to establish an Ad Hoc Committee for calendar year 2021. This committee will consist of seven (7) members, to be appointed through December 31, 2021. At the December 14, 2020 Select Board meeting, the Board appointed six members leaving one vacancy. Ken Hartlage and Chuck Walkovich have submitted applications. Both applicants were in attendance to answer Board questions. Ms. Scarsdale asked if the Council could be increased to nine members so as to not turn away good candidates.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to increase the membership size of the Climate Change Council to nine members.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to appoint Chuck Walkovich to the Climate Change Council with the term to expire on December 31, 2021.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to appoint Ken Hartlage to the Climate Change Council with the term to expire on December 31, 2021.

4.2 Commission on Disability Appointments

The Town Administrator explained to the Board that the Commission of Disability has been dormant for many years; however, the TA has applied for grants that will require an active committee. The TA is waiting to hear from the State regarding the number of members as well as the term. The charge is governed by the State and the Town Administrator is appointed as a Town Representative.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to appoint Nicholas and Jaymee Moore to the Commission on Disability with the term to expire on June 30, 2023.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to appoint, the Town Administrator, Andrew MacLean, to the Commission on Disability with the term to expire on June 30, 2022.

4.3 Council on Aging Appointments

The Council on Aging had two vacancies on their Board. The office received two applications to fill these vacancies. The Director of the Council on Aging, Susan McCarthy, has recommended both applicants fill these positions. Katherine Pecorelli and Luke Boccelli were in attendance to answer any questions from the Board. Ms. McCarthy was also in attendance to welcome the newest Board members and to introduce them to the Board. Ms. Pecorelli is a nurse and Mr. Boccelli is a student.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to appoint Katherine Pecorelli to the Council on Aging with the term to expire on June 30, 2022.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to appoint Luke Boccelli to the Council on Aging with the term to expire on June 30, 2021.

4.4 Cultural Council Appointment

The Cultural Council has a vacancy on their Board and resident Cassandra Gollands submitted an application. Ms. Gollands was in attendance to answer any Board questions.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to appoint Cassandra Gollands to the Cultural Council with the term to expire on June 30, 2023.

5. PUBLIC COMMUNICATIONS

Written Submittals: The Town Administrator mentioned a thank you letter received in the office from the VFW noting the waiving of the license fees.

Audience Comments: No audience comments

6. REPORTS

6.1 Town Administrator's Report

The Town Administrator gave a brief overview of his report:

- The Street Lights as of December 28, 2020 are officially owned by the Town; the conversion to LED's will occur in the Spring of 2021
- The Town Clerk announced the nomination papers for the 2021 local Elections
- The FY2022 budget development process is underway
- All Department Heads attended an on-line training for statewide purchasing contracts
- Pepperell staff concluded a yearlong on-line Cyber Security Training Program
- An update to our Hazard Mitigation Plan is in final draft
- The Master Planning Implementation Team has gathered input from committees and departments and will begin working closely with the Planning Board on the short term and long term goals
- The Select Board Workshop on Climate Change is this Saturday, January 16, 2021 at 10:00 AM
- DPW has received its second \$3,500.00 Resource Management Plan grant to improve recycling capabilities at the Transfer Station

6.2 Select Board's Report

Bill Greathead

Thanked the first responders for their response to the two-alarm house fire. Chief Scott and Chief Borneman were in attendance as the Select Board Chair commended the officers and firefighters/ EMS staff. Also mentioned that the first responders are going to be receiving their first COVID-19 vaccine.

Margaret Scarsdale

Thanked the first responders for the job they do. Attended multiple meetings such as Building Committee, Conservation, Affordable Housing, Board of Health, Finance Committee, Board of Assessors and commended their work. Attended the Albert Harris Christmas lunch, toured the newly renovated Communications Department, contacted state for vaccine for first responders. Preparing Master Planning Implementation goals. Working on vaccinations for first responders.

Tony Beattie

Working with the State Agricultural Department to help keep local farms viable and reaching out to Senators. Looking forward to the Climate Change Council meeting this upcoming Saturday.

7. DISCUSSION / ACTION ITEMS

7.1 Soil Reclamation Proposal Update

No update at this time.

7.2 COVID-19 Updates

The Town Administrator reviewed the chart with the local COVID-19 numbers. The TA also discussed the Family First Coronavirus Aid, Relief, and Economic Security (FFCARES) Act Funding for Calendar Year 2021. Federal reimbursement for COVID-19 positive town employee's quarantine time ended on December 31, 2020. The Select Board met in executive session on January 4, 2021 and discussed extending benefits, under similar rules.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to extend quarantine time-off benefits to employees under the same circumstances as previously provided by the federal stimulus, through March 1, 2021.

7.3 Patriot Regional Emergency Communications Center (PRECC) Presentation

David Stairs, Communications Director, presented a slide show to the Board on the current status of the PRECC. The Center officially began operations on July 1, 2020 serving Pepperell and Ashby. Townsend will hopefully join in July 2022. The PRECC has received \$617,862.00 in State 911 grants to offset personnel cost and to provide for other updates to the Center. The Board thanked Mr. Stairs for his dedication to this project and thanked all the Communications Staff. No action taken.

7.4 Council on Aging Outreach Efforts

Susan McCarthy, Council on Aging (COA) Director, presented to the Board on COA outreach efforts during the pandemic. Ms. McCarthy spoke to the vital services that have not been uninterrupted including classes, food, nutrition, van service and other services that are being offered at the Albert Harris Center. The Board thanked Ms. McCarthy for all her hard work and dedication to the seniors in Town. No action taken.

7.5 Agricultural Preservation Restriction (APR) Conveyance

When an APR land is sold, the Town is offered the first right of refusal and needs to publicly announce its desire to purchase the land or not.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to release the rights to purchase for this transaction, with property on Brookline Street, while reserving them for future sales.

7.6 Town Administrator Review Process

The Select Board are to annually provide a performance review of the Town Administrator. The process for the review needs to be established. The TA asked Town Council about the process and was told the Select Board can each produce their own evaluations and present individually or have one Select Board compile the three individual reviews with a non-edited, copy and paste document to be presented in public at the next Board meeting.

8. ADJOURNMENT

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to adjourn the meeting at 9:00 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Bill Greathead, Chairman

Margaret Scarsdale, Clerk

Tony Beattie

*Remotely Approved: February 8, 2021