

PRESENT: Selectmen Bill Greathead, Margaret Scarsdale, and Joe Radwich; Town Administrator, Andrew MacLean; Administrative Assistant, Tracie Looney

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. MEET WITH STATE SENATOR EDWARD KENNEDY AND REPRESENTATIVE SHEILA HARRINGTON

The Town Administrator asked both State Senator Edward Kennedy and Representative Sheila Harrington to attend this Board meeting to discuss numerous topics that impact the Town of Pepperell such as Chapter 90, Chapter 70, the Housing Bill, Prevailing wage changes and Regional Transportation. Both the Senator and Representative gave reports to the Board on what they have been working on and what bills they have supported and passed. In addition to these issues, they asked the Board if the Town would consider helping the state with the maintaining of the Nashua River Rail Trail portion in Pepperell. There have been safety issues regarding holes and cracks with the pavement and they would like to see if Pepperell would step up with improving the paving. Brief discussion on using town resources to help maintain the trail and for how long. There was also discussion on the Soil Reclamation Project in Town and what they can do to help with the opposition to the project. School busing was a topic that was briefly discussed and how to stop the monopoly on the contracts with school busing companies. There was also discussion about full funding of the Promise Act, which has been a huge financial drain on regionalized districts.

3. ACCEPTANCE OF MINUTES

On a motion made by Ms. Scarsdale and seconded by Mr. Greathead, it was voted to approve and release the meeting minutes of September 23, 2019 as amended. Mr. Radwich abstained as he was not present for that meeting.

On a motion made by Ms. Scarsdale and seconded by Mr. Greathead, it was voted to approve and release the meeting minutes of October 30, 2019 as amended. Mr. Radwich abstained as he was not present for that meeting.

4. BILL AND PAYROLL WARRANT

Since the last meeting the Board of Selectmen have approved the following payroll and bill warrants:

- 1/17/2020 Bill Warrant 28B \$511,633.47
- 1/17/2020 Payroll Warrant 29A \$4,063.46
- 1/23/2020 Payroll Warrant 30A \$237,201.03
- 1/24/2020 Bill Warrant 29B \$150,961.35

5. APPOINTMENTS / RESIGNATIONS

The Pepperell Cultural Council is part of a grass-roots network of 329 local councils that serve every city and town in the state. The program is the largest, most decentralized one of its kind in the United States. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, which then allocates funds to each local council. Decisions about which activities to support are made at the community level by a board of municipally appointed volunteers.

Nan Quintin has submitted an application to the Board for the vacant seat on the Cultural Council. Ms. Quintin was in attendance and gave a brief history of herself and to answer any Board questions.

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

6. PUBLIC COMMUNICATIONS

Written Submittals:

Mr. Greathead read an invitation to the Nashua River Rail Trail Legislative Symposium that was held on January 24th.

Audience Comments: None

7. TOWN ADMINISTRATOR'S REPORT

The Town Administrator informed the Board about a few key points on the report.

- The TA spent 2 days at the Massachusetts Municipal Association conference in Boston
- The Governor's budget was announced last Wednesday and includes a 2.8% increase in statewide unrestricted local aid. Pepperell's increase in the preliminary budget is 2.6%. Nashoba Valley Technical High School is slated to receive a 2.93% increase and North Middlesex Regional High School a 1.94% increase
- The FinCom will be meeting with Department Heads starting January 29th to discuss FY21 Budget
- Martin Cadek, IT Director will be working with staff regarding a grant that was received surrounding Cyber Security
- The search for Town Clerk continues while Joan Ladik, Interim Town Clerk, will increase her hours for coverage in the office
- The Economic Development Advisory Committee will begin meeting in February
- Two draft Host Community Agreements(UMA Flowers and New England Craft Cultivators) are being revised for marijuana retail establishments while a cultivator has also approached the Town to open a facility
- The Fire Department has been awarded \$6,300 for fire prevention education
- A barn fire at 17 Groton Street went to two alarms on January 23rd. No injuries to report
- David Stairs, Communications Director, and the TA met with the representatives from Ashby regarding the Regional Emergency Communication Center and are nearing an agreement and have hopes of bringing Townsend into the agreement
- Paula Terrasi, Conservation Agent, received \$75,000 at the State House for water chestnut treatment

8. DISCUSSION / ACTION ITEMS

8.1 Soil Reclamation Proposal Update

There is no update at this time as depositions are still being taken. Three more depositions are scheduled in the next week.

8.2 Town Administrator's Evaluation

The Board of Selectmen have met in Executive Session and have created a summary evaluation for Andrew MacLean's first 12 months on the job and presented that summary. The Board took turns reading the five

page evaluation summary. On a scale rating from 0-8 with 8 being rated as “consistently excellent”, Mr. MacLean scored mostly all 8’s from the Board. The Board also discussed the goals for the TA to work on in the next six months. Overall, the Board gave Mr. MacLean a positive evaluation and commended him for a job well job in the past 12 months.

8.3 Peter Fitzpatrick Management Agreement

The Board of Selectmen have been reviewing the Peter Fitzpatrick Management Agreement and it is ready for completion / approval. The Town Administrator explained to the Board the history and progress that was made by all the parties involved to get to this agreement with the Town and the Peter Fitzpatrick Collaborative. According to the TA these are a few details of the agreement:

- The Town is committing to keeping its obligation level for FY2021 (\$107,000) and will be reducing it in line with the payments scheduled in the agreement. By year six this comes down to about \$25,000.00. This will be further reduced if the manager secures a sub-lease(s) which will pay \$4.00 per square foot to the town. The term of this contract is up to 10 years from February 1, 2020 to January 31, 2030. All utilities above the calendar 2019 baseline use will be paid by the manager. We believe the six member board will be very effective which includes three town members and three management members. They will influence decisions beyond the day to day operations and things not anticipated in negotiations. Major issues still need Board of Selectmen or Town Meeting involvement (zoning changes, for example)

The Board thanked the work done by everyone involved. Members of the Fitzpatrick Collaborative were in attendance to sign the agreement.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to approve the Peter Fitzpatrick Management Agreement between the Town of Pepperell and the Fitzpatrick Collaborative.

9. ADJOURNMENT

On a motion made by Mr. Greathead and seconded by Mr. Radwich, it was unanimously voted to adjourn the meeting at 9:39 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Bill Greathead, Chairman

Margaret Scarsdale, Clerk

Joe Radwich

Date: Approved Remotely April 27, 2020