

## **BOARD OF SELECTMEN MEETING MINUTES**

**7:00 PM**

**February 11, 2019**

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**PRESENT:** Selectmen Roland P. Nutter, Lisa M. Ferolito and Bill Greathead; Andrew MacLean, Town Administrator; Tracie Looney, Administrative Assistant

The meeting was called to order at 6:45 PM.

### **EXECUTIVE SESSION**

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted that the Board of Selectmen go into Executive Session at 6:00 PM as authorized by Chapter 30A Section 21(a) of the Massachusetts General Laws. The purpose of the meeting is to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Further, the Chair declares that the Board will reconvene back in open session for the purpose of continuing with the posted agenda. A roll call vote was taken as follows:

Roland Nutter	Aye
Lisa Ferolito	Aye
Bill Greathead	Aye

*The Board reconvened at 7:00 PM for the Regular Board Meeting.*

Pledge of Allegiance was said. Mr. Nutter announced that the meeting is being broadcast live and recorded for rebroadcast.

### **ACCEPTANCE OF MINUTES**

April 17, 2018 Meeting Minutes (Exhibit 1)

On a motion made by Ms. Ferolito, and seconded by Mr. Nutter, it was voted to accept the meeting minutes of April 17, 2018 as submitted. Mr. Greathead abstained from the vote as he was not in attendance for that meeting.

July 16, 2018 Meeting Minutes (Exhibit 2)

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to accept the meeting minutes of July 16, 2018 as submitted.

October 15, 2018 Meeting Minutes (Exhibit 3)

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to accept the meeting minutes of October 15, 2018 as submitted.

January 14, 2019 Meeting Minutes

These minutes were not ready for approval.

### **APPROVE WARRANT AND SIGN PURCHASE ORDERS**

The Board signed the warrant.

### **APPOINTMENTS / RESIGNATIONS**

There were no appointments or resignations.

### **PUBLIC COMMUNICATIONS:**

Audience Comments

There were no comments from the Audience.

Written Submittals (Exhibit 4)

Mr. Greathead read an update from Nashua River Wild and Scenic Study Committee

Ms. Ferolito read a letter written from Al Buckley regarding the Nashoba Valley Technical High School.

Mr. Nutter read an announcement regarding citizen letters submitted to the office stating their position on the Soil Reclamation proposal. Most of these letters were worded identically. Ms. Ferolito read a representative letter into the record out of the 48 that were received.

**DISCUSSION / ACTION ITEMS:**

**7.1 State Senator Edward Kennedy Introduction**

State Senator Kennedy gave a brief overview of his goals for his newly elected position as a Massachusetts State Senator representing the 1<sup>st</sup> Middlesex District. Sen. Kennedy wants to become more involved in the Soil Reclamation Proposal, would like to hold regular office hours in the town once every couple of months, and would like to work on the formula for improving the Chapter 70 formula for education funding. The Town Administrator asked the Senator for help with the Town regarding Chapter 90 funds and regional transportation.

**7.2 Soil Reclamation Proposal Update (Exhibit 5)**

On January 30, 2019 the Zoning Board of Appeals filed their decision with the Town Clerk overturning the Building inspectors decision on the whether the Soil Reclamation Proposal is an allowed use. Mr. Nutter mentioned that the Board just met in Executive Session prior to the regular Board meeting to discuss the Soil Reclamation Proposal and the next steps in the process for the Town.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to have the Town's Special Town Counsel draft a letter of opposition from the Board of Selectmen to the Soil Reclamation Proposal at 161 Nashua Road.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to begin the appeal process to the Zoning Board of Appeals decision.

The Town Administrator also informed the Board that the land owner of 161 Nashua Road asked for a wetlands delineation that will be performed by a third party. This will be paid for by the land owner and performed sometime in March when the weather is more conducive to getting on the property.

**7.3 Hiring of Finance Position**

The Town Administrator updated the Board that there has been an offer made to a candidate to fill the vacant Town Accountant position.

**7.4 Recycled Product Procurement Policy (Exhibit 6)**

The Town Administrator spoke to the Board about a policy from the Commonwealth of Massachusetts that seeks to promote recycling through a variety of methods. The Town would become eligible for grants and aid for recycling efforts. The Town of Pepperell is already in compliance with most of the recommendations and would qualify for approximately \$8000.00 per year.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to accept the Recycled Procurement policy.

**7.5 Board, Committees, and Commission Update**

All Boards, Committees, and Commissions appointments have been reviewed and updated to reflect the proper terms are recorded. The Town Website Opportunities page lists vacancies within each Board, Committee and Commission along with the application for those interested in being appointed.

Individual webpages for each Boards, Committees, and Commissions are also being updated with current membership. There are currently 18 vacancies.

**7.6 Complete Street Policy (Exhibit 7)**

Brynn Montesanti, Administrative Assistant to the Planning Board, spoke to the Board about the Complete Streets program. Complete Streets is a program sponsored by MassDOT the primary goal of which is to maximize the

ability to move people safely on and along our local roadways. Complete Streets seeks to satisfy all modes of transportation to increase safety, access, livability, and provide a healthier environment.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to accept the Complete Streets Policy as presented by the Planning Board.

**TOWN ADMINISTRATOR'S REPORT:**

7.1 Update on Town Administrator's Report (Exhibit 8)

The Town Administrator updated the Board on his progress with the five goals that the Board had asked the Town Administrator to address upon his hiring; FY2020 Budget, Communications, Website update, Personnel Management, and Peter Fitzpatrick School.

Mr. Lavender thanked the Board for the progress regarding the Soil Reclamation Proposal and agreeing to the send an opposition letter as well as appeal the ZBA decision.

**ADJOURNMENT:**

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to adjourn the meeting at 8:08 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

**APPROVED:**

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Roland P. Nutter, Chairman

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Lisa M. Ferolito, Clerk

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Bill Greathead

- Encl:
- \*Exhibit 1 - Meeting Minutes April 17, 2018
  - \*Exhibit 2 - Meeting Minutes July 16, 2018
  - \*Exhibit 3 – Meeting Minutes October 15, 2018
  - \*Exhibit 4 – Written Submittals from the Town
  - \*Exhibit 5 – Board of Appeals Decision
  - \*Exhibit 6 - Recycled Product Procurement Policy
  - \*Exhibit 7 – Complete Street Policy
  - \*Exhibit 8 – Town Administrator's Report