

PRESENT: Select Board Members Margaret Scarsdale, Tony Beattie and Mark Mathews; Town Administrator, Andrew MacLean; Executive Assistant, Tracie Looney

The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Ms. Scarsdale announced that the remote meeting is being recorded for re-broadcast by Pepperell Community Media and being remotely attended by audience members via GoTo Meeting.

1. **AGENDA PACKET (Please see the following link to documents related to agenda items below.)**
https://town.pepperell.ma.us/AgendaCenter/ViewFile/Agenda/_03142022-3218?packet=true

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:

- March 02, 2022 bill warrant #35B was signed for \$224,547.10
- March 03, 2022 payroll warrant #36A was signed for \$290,269.93
- March 09, 2022 bill warrant #36B was signed for \$213,323.92

4. **SELECT BOARD APPOINTMENTS / RESIGNATIONS**
Appointment: Election Workers
The following residents would like to be appointed to the position of an Election Worker:

- Deborah Hencke
- Joy Stewart
- Patricia Caraviello

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to appoint the following residents to the position of Election Worker with the term to expire on August 31, 2022.

- Deborah Hencke
- Joy Stewart
- Patricia Caraviello

5. **PUBLIC COMMUNICATIONS**
Written Submittals:

- Chapter 90 memo from MassDOT
- Masy BioServices Workforce Grant
- Rabies Clinics for Cats and Dogs

Audience Comments: None at this time.

6. **DISCUSSION / ACTION ITEMS**
6.1 Invasive and Native Plant Advisory Committee Presentation
When the Invasive and Native Plant Advisory Committee was first formed, the Select Board asked that a report be provided on their findings after their first year. Deb Fountain, member of the Invasive and Native Plant Advisory Committee, presented there findings to the Board as well as a management plan.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to accept and applaud the Invasive and Native Plant Advisory Committee's Management Plan and promote its use throughout Pepperell.

6.2 Annual Town Meeting Warrant Articles

In accordance with the Charter, articles submitted for Town Meetings are to be administratively reviewed by the Select Board and, if meeting the standard for submission, are to be moved onto a Town Meeting warrant.

SECTION 2-7: INITIATION OF WARRANT ARTICLES

a. Initiation - The Board of Selectmen shall receive all petitions addressed to it and which request the submission of any matter to the Town Meeting and which are filed by: (1) any town officer, (2) any multiple member body acting by a majority of its members, (3) any ten (10) voters for an annual town meeting and any one hundred (100) voters for a special town meeting. Requirements for inclusion on the warrant are prescribed in subsection (c).

The following suggested articles have been received as of March 4, 2022. The deadline for submission for warrant articles is close of business on March 18, 2022. Articles received by the deadline but after this meeting packet posting will be added at the next meeting. At a future meeting the Select Board will be asked to make recommendations on each article.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to move the slate of 14 received articles to the Town Meeting 2022 Warrant.

1. Annual Report
2. Revolving Fund Authorizations
3. Non-Union Compensation Plan
4. Organization Chart for Town Departments
5. OPEB re-accept 32B, section 20
6. General Fund Budget
7. Water Budget
8. Sewer Budget
9. Storm Water Budget
10. Transfer Station Budget
11. Retained Earnings Appropriation - Water
12. Retained Earnings Appropriation - Sewer
13. Retained Earnings Appropriation - Stormwater
14. Retained Earnings Appropriation - Transfer Station

The following articles have been proposed but have not yet been formally submitted and are not included in this slate. All articles received by March 18, 2022 will be considered at a subsequent meeting of the Select Board.

15. Outdoor Light By-law
16. Free Cash requests
17. Municipal Electrical Aggregation
18. Right to Farm Bylaw revision
19. Adaptive Re-use By-law
20. Inclusionary Zoning By-law

6.3 ARPA Discussion / Decisions

The Select Board is to make determinations on American Rescue Plan Act spending and submit a budget to the US Treasury by April 30, 2022. The Board has been gathering input from multiple sources including two public information sessions, discussions with staff, capital program analysis, a public survey, and by reviewing Master Plan priorities. Board members were also asked to create a list of their individual priorities to help facilitate the decision process.

The Board is expected to make decisions on additional requests for funding at this meeting. Lengthy discussions regarding ARPA criteria and funding decisions. Decisions made at the March 2, 2022 meeting on what items the Select Board will consider funding are as follows:

- The Board will consider one time / capital items
- The Board will prioritize Master Plan spending.
- The Board will consider providing funding to non-profits but must first create criteria for this to happen. Board member Beattie agreed to develop a draft criterion.

The Town Administrator asked the Select Board to provide their choices for the balance of the ARPA funding by March 18, 2022 so it may be included in the next meeting packet. The TA will pull together an ordered list for the meeting on March 28th.

- Board members to send an ordered list of requests they wish to fund
- TA will follow-up on when capital items are planned for funding
- TA will follow up on the Covered Bridge insurance with MIIA
- Member Beattie will follow up on criteria for Non-profits

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was voted to allow the public to make a 2-minute presentation regarding ARPA spending to the Board. Mr. Beattie – aye, Mr. Mathews and Ms. Scarsdale – nay. Motion did not carry.

6.4 Return to In-Person Meetings

As the pandemic surge has subsided some committee members have expressed interest in returning to in-person meetings. Remote meeting access is still required by the Commonwealth of Massachusetts but in-person is optional.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted that the Select Board and other Town Boards, Committees, and Commissions, may return to meeting in person, at their discretion. Remote meeting access is still required through at least July 15, 2022.

6.5 Letter to DOER on Net Zero

Mass Net Zero Coalition has asked the Select Board to support a letter urging DOER to modify the current Stretch Code to better enable a net zero building code is attainable. The Board discussed if it is in favor of the DOER straw proposal Stretch Code or wishes to see it modified further. The Board may do nothing, endorse the Coalition's letter, or create a different letter to be submitted by the close of the comment period on March 18, 2022. Mr. Mathews wants it to be recognized that more information needs to be known

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted that the Select Board sign on to the Mass Net Zero Coalition letter to the DOER.

6.6 Letter of Support for MHC Grant

Town Planner Jenny Gingras is submitting a Massachusetts Historical Commission grant application (Round 28) next week. The grant requires commitment and letters of support. The grant will update a 15-year-old report on modifications to Town Hall and provide funding to begin some of the historic preservation work, primarily on the upper level of the building. The Select Board has agreed to provide \$50,000 from the ARPA funds as a grant match (the Commitment) and a draft letter of support was shown to the Board. A final draft will be available on Monday for the Board to endorse.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted that the Board endorse this letter of support for the Massachusetts Historical Commission grant round 28 application.

6.7 Refinance of Bond Anticipation Note

Debt Exclusion from Special Town Meeting on October 2018 and subsequent ballot approval in December of 2018 for the Ladder Truck, as well as other financed capital from 2020 Annual Town Meeting is refinanced annually net of principal paydown.

This refinancing, this translates to a total payment in FY2023 of:

\$336,487.00 of which \$267,090.00 is excluded.

In FY2022 the comparative Payment totaled:

\$352,783.86 of which \$284,480.00 was excluded.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted that the Board approve the refinance of the Bond Anticipation Note for \$1,057,000.00 for one year to Home Town Bank at .9%.

6.8 Future Meeting Topics

The Town Administrator reviewed upcoming topics for the next Select Board meeting.

7. REPORTS

7.1 Select Board Reports

The Select Board members did not present any reports.

7.2 Town Administrator Reports

The Town Administrator did not present a report at this meeting.

8. ADJOURNMENT

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to adjourn the meeting at 9:54 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Mark Mathews, Chair

Tony Beattie, Clerk

Chuck Walkovich, Member

Approved: April 11, 2022