

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

This meeting was remote participation only. The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Ms. Scarsdale 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

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to accept and release the meeting minutes of January 21, 2020 as written.

3. BILL AND PAYROLL WARRANTS

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

- On March 10, 2021 payables warrant #36B was signed for \$127,909.09
- On March 17, 2021 payable warrant #37B was signed for \$220,306.88
- On March 18, 2021 payroll warrant #38A was signed for \$243,715.14

4. SELECT BOARD APPOINTMENTS / RESIGNATIONS

4.1 Invasive Plant Advisory Committee Appointment

On February 22, 2021, the Select Board made a motion to establish an Invasive Plant Advisory Committee. The Select Board asked Deb Fountain, resident who originated the idea of the committee, her thoughts on increasing the Committee from the originally approved 5-member Board to 7 members.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to increase the membership of the Invasive Plant Advisory Committee from 5 members to 7 members.

The following citizens submitted letters of interest.

- Evan Worth
- Juliana Molina
- Patricia Swain Rice
- Deb Fountain
- Annette M. Cate
- Emily J. Boeing

Each citizen was in attendance to answer any questions from the Board and to give a brief history of themselves.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to appoint Evan Worth to the Invasive Plant Advisory Committee with the term to expire on December 31, 2021.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to appoint Juliana Molina to the Invasive Plant Advisory Committee 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 Patricia Swain Rice to the Invasive Plant Advisory Committee 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 Deb Fountain to the Invasive Plant Advisory Committee with the term to expire on December 31, 2021.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to appoint Annette M. Cate to the Invasive Plant Advisory Committee 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 Emily J. Boeing to the Invasive Plant Advisory Committee with the term to expire on December 31, 2021.

4.2 Board of Health Member Resignation

Phil Durno, Board of Health Member, submitted his letter of resignation effective March 31, 2021. The Select Board thanked Mr. Durno for his years of service on the Board of Health.

4.3 Recreation Director Resignation

Nancy Archer, Recreation Director, submitted her letter of resignation effective May 14, 2021. The Select Board thanked Ms. Archer for her years of service to the Recreation Department.

5. PUBLIC COMMUNICATIONS

Written Submittals: The Town Administrator reviewed a couple of submittals from Charter Communications, MASSDOT with Chapter 90 Aid information, and Pepperell Transfer Station sticker information.

Audience Comments: No audience comments

6. REPORTS

6.1 Town Administrator's Report

- Special Town Meeting was held outdoors on March 13, 2021 with 179 voter turnout. The petition request fell short of the required 2/3s vote.
- Preparation for Annual Town Meeting is already underway.
- The Sewer Line replacement at Town Hall has been bid and the work is scheduled to begin on March 25, 2021. Replacement should be done on the 28th of March.
- Delivery delays have postponed the Street Light demo and survey. We are now targeting mid-April.
- The Council On Aging commercial grade food storage freezer failed and we were able to procure one through the state COMMBUYS system.
- Collective Bargaining negotiations are on-going with the Fire/EMS (IAFF) and Library (AFT MA) unions.

6.2 Select Board's Report

Ms. Scarsdale mentioned she is helping to lead roll-out of the Local Rapid Response Planning grant, as well completing an Expression of Interest to the state for a full One-Stop grant.

Mr. Beattie mentioned he spoke with Congresswomen Lori Trahan regarding carbon issues as well as participating in other local issues with climate change and farming.

6.3 Master Plan Implementation Team (MPIT) Update

Ms. Scarsdale updated the Board and Town Administrator about the Select Board's Master Plan roles and priorities.

7. DISCUSSION / ACTION ITEMS

7.1 Soil Reclamation Proposal Update

Both parties have made submissions to the court and additional filings are due between now and mid-April. A court hearing is scheduled for May 12, 2021.

7.2 COVID-19 Updates

The Town Administrator reviewed the chart with the local COVID-19 numbers and informed the Board about the Governor's latest travel advisory and the timeline for vaccinations for the remaining population.

7.3 Change Date of Public Hearing

On March 8, 2021 the Select Board voted to continue a public hearing on the Town's right of first refusal decision involving the property located at 74 Brookline Street. The Board voted to continue the hearing to April 5, 2021 but intended to resume the hearing at their next meeting, which is actually being held on April 12, 2021.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to continue the public hearing on 74 Brookline Street to April 12, 2021 at 7:30 PM.

7.4 Town Election Vote

The Town Clerk is requesting that the Select Board authorize changes to our voting calendar relative to the allowed changes from Chapter 5 of the Acts of 2021 that the Governor signed on March 16, 2021. This new law essentially provides extensions of the provisions already set in Chapter 45 and Chapter 255 of the Acts of 2020 which allows for voting by mail as well as the opportunity for in person early voting to be offered if voted in favor of by the Select Board.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to allow the following in person early voting in the lobby of the Town Hall, One Main Street with the schedule as follows:

- Saturday, April 17, 2021 8:00 AM-1:00 PM
- Tuesday, April 20, 2021 8:00 AM- 6:00 PM
- Wednesday, April 21, 2021 8:00 AM- 4:30 PM
- Thursday, April 22, 2021 8:00 AM- 4:30 PM

7.5 Set Date for 2021 Annual Town Meeting

The Town Administrator explained to the Board the possibility of changing the date of the Annual Town Meeting so that it can be accommodated indoors. The Commonwealth of Massachusetts is recommending that events based in school buildings be held after schools are no longer in regular session. In conjunction with North Middlesex Regional School District's calendar and a discussion with Superintendent Morgan, any date after June 6th is available. June 5th is graduation and would tie up school resources including the superintendent's ability to attend a Town Meeting. COVID19 case counts continue to moderate downward and vaccination totals continue to rise. Delaying the meeting about a month, increases the safety of the event correspondingly.

On a motion made by Mr. Beattie and seconded by Ms. Scarsdale, it was unanimously voted to set the 2021 Annual Town Meeting to Saturday, June 12th at 9:00 AM to 1:00 PM with a continuance if needed to Monday, June 14th at 7:00 PM.

7.6 Annual Town Meeting Warrant Articles

According to the Town of Pepperell Town Charter, 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 articles have been received as of March 17, 2021. Some are placeholders, for example, 'retained earnings' as it is not yet known if they will be needed.

ARTICLES Slate
2019 Annual Town Report
2020 Annual Town Report

Revolving Fund for Peter Fitzpatrick
Revolving Funds-MGL Chapter 44, Section 53E1/2
NMRSD School Stabilization Fund
Fiscal Year 2022 General Fund Budget
Fiscal Year 2021 Free Cash Appropriations (may become multiple votes)
Free Cash Appropriations (may become multiple votes)
Fiscal Year 2022 Sewer Enterprise Fund
Fiscal Year 2022 Water Enterprise Fund
Fiscal Year 2022 Transfer Station Enterprise Fund
Fiscal Year 2022 Storm Water Enterprise Fund
Fiscal Year 2021 Sewer Enterprise Fund Retained Earnings Appropriation
Fiscal Year 2021 Water Enterprise Fund Retained Earnings Appropriation
Fiscal Year 2021 Transfer Station Enterprise Fund Retained Earnings Appropriation
Fiscal Year 2021 Storm Water Enterprise Fund Retained Earnings Appropriation
Storm Water Regulations Bylaw
Affordable Housing Trust
Outdoor Lighting Bylaw
Reedy Meadows Street Acceptance
Salary and Wage Plan Adoption
Organization Chart Adoption

Establish Agricultural Commission

7.7 Committee Charges

A ‘committee charge’ identifies the authority under which a board, committee, commission, council or similarly named group functions within Pepperell’s local governance. The charge should at a minimum describe the establishment of the committee, its appointment structure and the intended role of the committee. The following should be included in a Committee Charge: how established (statute, by-law, Charter, Select Board, Town Administrator, other) / Elected or Appointed, number of members, terms and calendar cycle of terms, purpose.

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to approve the following Committee Charges:

- Bylaw Review Committee
- Cable TV Advisory Committee
- Historical Commission
- Insurance Advisory Committee

- Light, Air and Noise Bylaw Committee
- Recreation Commission

Regionalize the Climate Change Council

Select Board Member Beattie proposes to discuss regionalizing Climate Change Council efforts and meeting with and working with other regional officials and legislative delegates on the topic. No action taken.

8. ADJOURNMENT

On a motion made by Ms. Scarsdale and seconded by Mr. Beattie, it was unanimously voted to adjourn the meeting at 8:54 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Margaret Scarsdale, Clerk

Tony Beattie

*Remotely Approved: