

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/_03282022-3219?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 16, 2022 payables warrant #37B was signed for \$103,074.91
- March 17, 2022 payroll warrant #38A was signed for \$280,748.11
- March 23, 2022 payables warrant #38B was signed for \$1,615,691.58

4. **SELECT BOARD APPOINTMENTS / RESIGNATIONS**

Appointment: Election Workers

The following resident would like to be appointed to the position of an Election Worker:

- Vanessa McDevitt

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

5. **PUBLIC COMMUNICATIONS**

Written Submittals:

- Charter Communication Memo

Audience Comments: Susan McCarthy, Director of the Council on Aging, informed the Board of an upcoming Vietnam Veteran's event to be held at the COA.

6. **DISCUSSION / ACTION ITEMS**

6.1 ARPA Discussion / Decisions

The Select Board is to make determinations on American Rescue Plan Act spending and submit a budget to the US Treasury. The Board has been gathering input from multiple sources including discussions with staff, reviewing the capital plan, two public information sessions, program analysis, a public survey, and by reviewing Master Plan priorities. Board members have also been asked to create a list of their individual priorities to help facilitate the decision process. The Board may make decisions on additional requests for funding at this meeting.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was voted to have the Town Finance Committee review the Select Board's allocations of ARPA funds. Mr. Mathews voted nay.

The Town Administrator reviewed with the Board the decisions that have already been made with the allocations of funds and the additional requests that still need to be allocated. The following are motions that were taken on March 28, 2022.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$5,000.00 for Council on Aging Programs.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$15,000.00 for Staff Development funds. Mr. Beattie voted nay.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was voted to allocate an amount of \$350,000.00 to Land Acquisition water / well protection.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was voted to allocate an amount of \$32,500.00 to upgrade the Town email server. Mr. Beattie voted nay.

On a motion made by Mr. Beattie and seconded by Mr. Mathew, it was voted to allocate \$5,000.00 for Vital Records binding. Mr. Beattie and Ms. Scarsdale voted nay. Motion failed.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$227,000.00 for a Wireless Fire Alarm System upgrade. Mr. Beattie voted nay.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$40,000.00 for Tax and Budget software. Mr. Beattie voted nay.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$325,000.00 for Six-wheel dump/plow.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to set aside the allocation of funds for the compact bailer at the Transfer Station.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$77,000.00 Fire Command vehicle.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to take off the table any allocation funds for the Covered Bridge fire protection coating.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$25,000.00 for Green Communities Grant match.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was voted to allocate \$15,000.00 for Voting Management equipment. All voted nay. Motion failed.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$75,000.00 for FY2023 Engineering.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$200,000.00 for Affordable Housing.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$25,000.00 for Ambulance staff.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was voted to allocate an amount of \$39,000.00 for Open Library on Monday's Pilot. All voted nay. Motion failed.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$250,000.00 for Fiber for Town Buildings. All voted nay. Motion failed.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$200,000.00 for Town Hall video programming. All voted nay. Motion failed

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$25,000.00 for Downtown planters/flags. All voted nay. Motion failed.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to allocate an amount of \$45,000.00 for a Library Generator. All voted nay. Motion failed.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to allocate an amount of \$75,000.00 for FY24 Engineering.

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).

At the March 14, 2022 meeting, the Select Board moved 14 received articles to the Town Meeting 2022 Warrant.

ARTICLES Slate

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 suggested articles have been received as of March 18, 2022, the deadline for submission for warrant articles.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to move the slate of 16 articles listed below to the Town Meeting 2022 Warrant.

ARTICLES Slate

1. Outdoor Light By-law
2. Snow and Ice - TBA at end of snow season
3. Conservation Funds - \$50,000.00 (If ARPA, then remove)
4. Master Plan Implementation - \$25,000.00 TBD
5. Affordable Housing Trust - \$50,000.00
6. OPEB Trust - \$50,000.00
7. General Stabilization - \$100,000.00 (Optional)
8. Capital - \$200,000.00 + non-ARPA funded priorities - exact amount to be determined with SB/FINCOM/CPC
9. Municipal Electrical Aggregation
10. Right to Farm Bylaw amendment
11. Library Pilot to add Monday hours
12. Adaptive Re-use By-law
13. Public Safety Infrastructure Improvements
14. Citizen Petition on Climate Change Action - awaiting confirmation from Registrars
15. Free Cash Replace Tax Billing and Receivable Software - \$40,000.00

6.3 Acceptance of Reedy Meadows Deed

At Special Town Meeting in November 2019, the Town voted to 'accept the streets' in the Reedy Meadows sub-division. This acceptance is in the form of an easement deed on the property allowing the town to maintain and manage the road and underground aspects - drainage, etc. The deed requires an acceptance by the Select Board.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to accept the Easement Deed provided by Reedy Meadow, LLC, for Crawford Way and the Pepperell portion of Red Pepper Lane, as described in the Easement Deed.

Congressionally Directed Spending (The Chair added this topic due to limited time for Select Board input.)

The Town Administrator reviewed with the Board the Congressionally Directed Spending / Agencies and Accounts that Pepperell is eligible for. The TA will compose a letter ready for the Select Board signature to be sent to Senator Warren.

6.4 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 formal reports.

Mr. Mathews did give a few updates regarding the Community Preservation Act/ Trust.

Mr. Beattie thanked the Board for working on the ARPA decisions collaboratively and with the public.

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 10:00 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Mark Mathews, Chair

Tony Beattie, Clerk

Chuck Walkovich, Member

Approved: June 13, 2022