

BOARD OF SELECTMEN MEETING MINUTES

7:00 PM

April 8, 2019

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

The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Mr. Nutter announced that the meeting is being recorded live and recorded for rebroadcast.

2. ACCEPTANCE OF MINUTES:

2.1 March 7, 2019 Meeting Minutes

These minutes were not ready to vote on for this meeting.

2.2 March 25, 2019 Meeting Minutes (Exhibit 1)

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was voted to accept and release the March 25, 2019 meeting minutes as written. Ms. Ferolito abstained from the vote as she was not in attendance of that meeting.

2.3 March 28, 2019 Meeting Minutes (Exhibit 2)

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to accept and release the March 28, 2019 meeting minutes as written.

3. APPROVE WARRANT AND SIGN PURCHASE ORDERS

There were no warrants to sign for this meeting.

4. PUBLIC COMMUNICATIONS

Audience Comments: There will be a Veteran's Breakfast on April 13, 2019 at the VFW from 8:30 – 10:00 AM. Masy BioServices and Lowell Five are the supporters of the breakfast this month.

Written Submittals: Included in the Packet / not read at meeting

5. TOWN ADMINISTRATOR'S REPORT (Exhibit 3)

The Town Administrator pointed out a few items from his TA report. Mr. MacLean told the Board about the Moody's Investor Services annual review of Pepperell. The rating has not changed since last year and Pepperell remains at Aa3, which is the median rating nationwide. The report mentioned that the Town's position is "good" as opposed to last year's rating as "strong". Also, our financial position is listed as "notably weaker" this year. The TA also informed the Board that the Highway Department will be working to repair the handicap ramp at the Town Hall. This will save the Town money by using the Highway Department as opposed to hiring a private contractor. The Fire Chief search is also well underway. Interviews are scheduled to begin this week and the hope is to offer the position by May 1, 2019. The current Fire Chief will be retiring on May 31, 2019. The final candidates will be brought in front of the Board of Selectmen. The Board will meet on April 25, 2019 for this interview process. Mr. MacLean asked the Board for a job evaluation on his first five months. This meeting is Mr. Nutter's last Board meeting as his term is expiring at the next Town Election in a few weeks. Mr. MacLean thanked Mr. Nutter for his service and dedication to the Board.

6. APPOINTMENTS / RESIGNATIONS

There are currently no appointments or resignations scheduled for this Board of Selectmen meeting.

7. DISCUSSION / ACTION ITEMS:

7.1 Licensing Authority: Junk Dealer License Renewal (Exhibit 4)

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to approve the Bronze Bell, Mel's Barber Shop, and The Smithy Shop for their annual Junk Dealer License which will expire on May 1, 2020. South Row Antiques had not submitted their renewal paperwork or fee at the time of the meeting.

7.2 Soil Reclamation Proposal Update

The Town Administrator updated the Board about the joint motion for consolidation and reassignment that is moving forward on the Soil Reclamation Proposal.

7.3 FY2020 Budget Discussion (Exhibit 5)

The Town Administrator reviewed the lasted FY2020 Budget spreadsheet handout that has the updated budget numbers to reflect the Board meeting on March 28, 2019. The budget reflects a restoration of 4 positions which had originally been 8 layoffs. This restoration will leave zero dollars in the reserve account and not much in capital. The Town Administrator also mentioned that there is a deficit in the snow and ice budget and will recommend using \$144,075.57 of free cash to cover that deficit.

7.4 Town Warrant Approval (Exhibit 6)

The Board reviewed and voted on the Articles to be presented at the 2019 Annual Town Meeting.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to place Article 1, FY2019 Free Cash Appropriations, on the Annual Town Meeting Warrant.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to place Article 2, FY2019 Sewer Enterprise Fund Retained Earnings Appropriations, on the Annual Town Meeting Warrant.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to place Article 3, FY2019 Water Enterprise Fund Retained Earnings Appropriations, on the Annual Town Meeting Warrant.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to place Article 4, FY2019 Transfer Station Enterprise Fund Retained Earnings Appropriations, on the Annual Town Meeting Warrant.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was voted to approve the Treasury Department budget for Fiscal Year 2020 in the amount of \$161,132.00. Mr. Nutter recused himself for conflict of interest purposes.

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was voted to approve the Employee Benefits & Insurance budget for Fiscal Year 2020 in the amount of \$2,340,803.00. Mr. Nutter recused himself for conflict of interest purposes.

On a motion made by Ms. Ferolito and seconded by Mr. Nutter, it was voted to approve the Police Department budget for Fiscal Year 2020 in the amount of \$1,922,546.00. Mr. Greathead recused himself for conflict of interest purposes.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to approve the entire budget for Fiscal year 2020 in the amount of \$27,836,571.00.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to approve the supplemental budget for Fiscal Year 2020 in the amount of \$1,400,000.00 dollars with the specific amounts to be restored from the FY2020 base budget shown in the document labelled 'FY2020 Restoration Budget'.

The Board signed the warrant for the Special Town Election to be held on May 13, 2019 with the new wording for the ballot question to reflect the changes in the new approved supplemental budget.

ADJOURNMENT:

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On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Roland P. Nutter, Chairman

Lisa M. Ferolito, Clerk

Bill Greathead

- Encl:
- *Exhibit 1 – March 25, 2019 Meeting Minutes
 - *Exhibit 2 – March 28, 2019 Meeting Minutes
 - *Exhibit 3 – Town Administrator’s Report
 - *Exhibit 4 – Junk Dealer License
 - *Exhibit 5 – FY2020 Budget spreadsheets
 - *Exhibit 6 – 2019 Annual Town Warrant