

**PRESENT:** Selectmen Bill Greathead, Margaret Scarsdale, and Joe Radwich; Town Administrator, Andrew MacLean; Administrative Assistant, Tracie Looney

This meeting was remote participation only. The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Mr. Greathead 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 Ms. Scarsdale and seconded by Mr. Radwich, it was unanimously voted to accept and release the meeting minutes of November 19, 2019.

On a motion made by Mr. Radwich and seconded by Ms. Scarsdale, it was unanimously voted to accept and release the meeting minutes of January 27, 2020.

On a motion made by Ms. Scarsdale and seconded by Mr. Radwich, it was unanimously voted to accept and release the meeting minutes of February 10, 2020.

On a motion made by Ms. Scarsdale and seconded by Mr. Radwich, it was unanimously voted to accept and release the meeting minutes of March 9, 2020 joint meeting with the NMRSD.

On a motion made by Ms. Scarsdale and seconded by Mr. Radwich, it was unanimously voted to accept and release the meeting minutes of March 23, 2020.

**3. BILL AND PAYROLL WARRANT**

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

- 4/14/2020 Payroll Warrant #41B \$1,549,139.79
- 4/21/2020 Bill Warrant #42B \$550,368.63

**4. APPOINTMENTS / RESIGNATIONS**

The Board received a letter of resignation from Sean McGinty, member of the Finance Committee. Mr. McGinty's term was to expire on June 30, 2021. The Town Administrator read Mr. McGinty's letter into record and the Board thanked him for his service to the Town's Finance Committee.

**5. PUBLIC COMMUNICATIONS**

**Written Submittals:**

The Board of Selectmen and the Charter Review Committee have received approximately 43 letters submitted via email pertaining to the size of the Selectboard. Each of the letters were mostly identical in content.

**Audience Comments:** None

**6. TOWN ADMINISTRATOR'S REPORT**

The Town Administrator informed the Board about a few key points on the report.

- The IT Director has a large amount of Go to Meeting subscriptions that are valid for 90 days and are available to Town Staff which can be used for non-public meetings

- Mr. MacLean has met with other Town Administrators in the area to gather information about local responses to the Covid-19 outbreak
- The Town staff has been directed to freeze all noncontractual spending and hiring
- The Town received 50% of a \$16,300.00 federal stimulus payment last week
- American Red Cross will be holding a Blood Drive on May 9<sup>th</sup> at the Peter Fitzpatrick
- The next MVP Action grant round has been released and is due June 11<sup>th</sup>
- Way-finding signs have been ordered, with all intended to be installed this spring
- Talks with each of the three marijuana companies has continued with applications expected later this spring
- The Local Emergency Planning Council continues to meet regularly while monitoring local conditions, state and federal directives
- Highway, water, wastewater and transfer station have continued to work at a busy pace servicing the community
- National Library Week was last week and the Library reports a 30% increase in virtual access since closing to the public (the library has free Wi-Fi for residents as well)
- The Community Center has received a fresh coat of paint and the COA has been working with the entire community to ensure those in need of food and other services continue to find community resources and connections
- Governor Baker ordered schools to remain in “remote session” for the remainder of this academic year
- Discussions continue with each of the three marijuana companies that are looking to open in Pepperell (two retail and one cultivator)

## **7. DISCUSSION / ACTION ITEMS**

### **7.1 Soil Reclamation Proposal Update**

The Town Administrator informed the Board that there is no update at this time.

### **7.2 7:30 PM Selectmen’s Special Permit SSP20-01 / 16 Nashua Road**

Mr. Greathead opened the public hearing at 7:30 PM for the Selectmen’s Special Permit SSP20-01 regarding the application of Kevin Scott and Nicholas Pecukonis, for an Automotive Maintenance and Repair shop located at 16 Nashua Road. A Selectmen’s Special Permit SSP84-2 was approved in 1984 to Mr. Holmes for an Automotive Maintenance and Repair Shop however it was noted that the permit was not transferrable. Mr. Holmes is now selling the property to Mr. Scott and Mr. Pecukonis and they would like to continue the business as it has been running since 1984. Mr. Scott and Mr. Pecukonis were in attendance to answer any questions from the Board. The Board mentioned they all are in agreement that the local business has a great reputation in Town and they have no issue with approving the special permit. There were no written comments from any abutters or from Town Departments.

On a motion made by Mr. Radwich and seconded by Ms. Scarsdale, it was unanimously voted to approve SSP20-01 with the following restrictions:

- a) Special Permit is transferrable with permission of the Board of Selectmen
- b) Operating hours are limited to: Monday – Friday 7:00 AM- 7:00 PM Saturday 7:00 AM – 1:00 PM Closed Sundays
- c) Review by the Board of Selectmen by April 30, 2025

### **7.3 RealTerm Energy Corp. Presentation**

Paul Vesel, from RealTerm Energy Corp, gave a presentation to the Board regarding a proposed LED conversion services in the Town of Pepperell. Mr. Vesel told the Board with the conversion the Town will have a 64% overall operating cost savings on our streetlight expenditures in the first year. RealTerm reviewed the Town of Pepperell's existing inventory and developed a preliminary LED streetlight replacement plan, project cost and savings summary.

The presentation in its entirety is located at this following link:

<https://realtermenergy.egnyte.com/dl/jzuTFDPkVb>

#### **7.4 FY2021 Budget Review with Finance Committee**

The Finance Committee reviewed with the Board of Selectmen the FY2021 Budget for the preparation of the Annual Town Meeting. Mr. Ladik, Finance Committee Chair, mentioned the Committee has met 10 times to discuss the budget with Department Heads and with the Town Administrator. Mr. Ladik mentioned the budget is balanced at this point. Mr. Cutler, Finance Committee member also mentioned that the early discussions with the School Administration helped with working on the Town budget. The Committee thanked Mr. McGinty for his service on the Finance Committee and wished him well after his resignation.

#### **7.5 Upcoming Meeting Schedule**

The Town Administrator informed the Board of the upcoming meeting schedule. The Board decided to hold a meeting on Tuesday, May 26<sup>th</sup>, given that Monday is Memorial Day and a normally scheduled meeting date. The Board also agreed to only hold one meeting in the month of June since the Annual Town Meeting is scheduled for Monday, June 22, 2020.

#### **8. ADJOURNMENT**

On a motion made by Ms. Scarsdale and seconded by Mr. Radwich, it was unanimously voted to adjourn the meeting at 9:50 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

#### **APPROVED:**

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Bill Greathead, Chairman

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Margaret Scarsdale, Clerk

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Joe Radwich

Date: Remotely Approved May 26, 2020