

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

The meeting was called to order at 7:16 PM.

Pledge of Allegiance was said. Mr. Mathews 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/806/Select-Board-Meeting-Packets>

2. PUBLIC COMMUNICATIONS

The Select Board is in receipt of 37 items, mostly via email, all relating to support for a letter to be sent to MassDEP in opposition to the proposed soil reclamation project. Several of the letters are signed by multiple persons, some of whom also submitted their own letters. In total, there are 40 or more individual's indication their support for this letter to be sent. Christine Budd and April Healy both addressed the Board regarding their opposition in the project as well as the process in submitting public communications.

3. ACCEPTANCE OF MINUTES

No minutes at this time.

4. BILL AND PAYROLL WARRANTS

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

- April 21, 2022 bill payables warrant #43B was signed for \$117,837.82
- April 28, 2022 payroll warrant #44A was signed for \$279,052.94
- May12, 2022 bill payables warrant #46A was signed for \$274,250.10
- May12, 2022 bill payables warrant #45B was signed for \$4,658,883.51
- May 12, 2022 bill payables warrant #46B was signed for \$111,894.18

5. APPOINTMENTS/ RESIGNATIONS

5.1 Zoning Board of Appeals Associate Member Appointment

There is currently a vacancy on the Zoning Board of Appeals (ZBA) for an Associate Member. Resident Clifton James has filled out a Citizen Activity Form to volunteer for that position. Annette McLean, Chair of the Zoning Board of Appeals, recommends appointing Mr. James to the position. Mr. James was in attendance to speak to the Board.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to appoint Clifton James to the Zoning Board of Appeals as an Associate Member with the term to expire on June 30, 2022.

The Board made note of the following resignations:

- Chuck Walkovich has resigned from NMCOG (Planning Board) but will be appointed to it as a Select Board member.
- Mark Mathews will be resigning from the NMCOG Board as the Select Board member.
- Chuck Walkovich is also resigning from the Climate Change Council and the Economic Development Committee (EDAC).
- John Masiello resigned from EDAC May 11, 2022.

6. DISCUSSION / ACTION ITEMS

**6.1 7:15 Public Hearing- 75 Main Street / Off Premises Wine and Malt Liquor License Application
Select Board Special Permit – 4 Hunt Club**

The Chair opened the public hearing at 7:18PM and read into record the purpose of the hearing. Moksh Family Corporation d/b/a/ Pepperell Quality Market, Jacqueline Ann Wadding, Manager, has applied for an Off Premises Wine and Malt Liquor License to be exercised at 75 Main Street, Pepperell, MA. No comments from abutters or Town Departments at the time of the hearing.

John Mooradian, from Demakis Law Offices, spoke on behalf of the applicant. Also, in attendance was the owner of Pepperell Quality Market, Palakben Patel and Store Manager, Jacqueline Ann Wadding. The Board asked a few questions regarding the underage serving, lease issues and neighboring competition.

Manish Patel, owner of Pepperell Beverage did ask about the listed Board of Directors on their application as well as potential issues with competition with his store.

Al Patenaude, Pepperell resident, made note of the proposed alcohol location and lighting within the store and potential underage persons picking up the alcohol.

On a motion made by Mr. Walkovich and seconded by Mr. Mathews, it was unanimously voted to approve the application for an Off Premises Wine and Malt Liquor License to be exercised at 75 Main Street, Pepperell, MA.

6.2 Fitzpatrick Collaborative Presentation

Craig Hansen, CEO/ President and Steve Temple, CFO/Treasurer of The Fitzpatrick Collaborative (TFC) presented a report their Annual Update 2022 which covers their programs during the past two years. The TFC manages the Peter Fitzpatrick School property as a non-profit.

Facility usage for 2021:

- 25 different community organization utilized the facility
- Activities were held on 258 days
- 45% occupancy

Covid impacted their programming but worked around it to continue to hold programs. Over \$145.5 was paid by the TFC towards Peter Fitzpatrick Special Fund and building improvements.

Facility usage for 2022:

- 44 different organizations utilized the facility
- Over 1250 hours of facility use
- Activities were held on all but 4 days through end of May
- 58% occupancy

Mr. Hansen and Mr. Temple also reviewed the financial growth, programs and services. The Board asked questions regarding long term maintenance of the PF. Any citizen that interested in information regarding programs or volunteering can reach out at info@thefitz.org.

6.3 Personnel Policy Review

This discussion item was tabled. In the meantime, the Select Board are in the process of reviewing the new DRAFT Personnel Policies and Procedures document and will provide feedback at next meeting on June 13, 2022.

6.4 Letters of Support For One Stop Applications

The Commonwealth of Massachusetts One Stop grant program was established last year, streamlining application programs from ten different grant opportunities. Last year we received a \$47,000 grant from this program. Building on that success, our Town Planner has submitted another application this year seeking funding for two initiatives. These reflect the 2021 OneStop application as well as the Local Rapid Recovery Program advice we received through NMCOG in 2021 and 2022.

The application requires letters of support for each of the initiatives requested. These are:

- Zoning by-law rewrite -- Master Plan recommendation and One Stop eligible for consultative assistance in a comprehensive update and revision of our Zoning Code.
- RR Square parking survey - from the LRRP to determine supply and demand and traffic flow improvements

Matches are not required but available matches give applicants extra credit. We are prepared to use MPIT, ARPA, and General Funds already available for the minimum recommended match.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to approve the letter of support as written regarding Rail Road Square parking survey.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to approve the letter of support as written regarding Pepperell revising its Zoning Bylaw.

6.5 Devens Household Hazardous Waste Event

As a member community of the Devens Household Hazardous Waste program (HHW), Pepperell is required to provide a collection monitor person on a rotating basis. Pepperell's next event is Saturday, June 4th, 8:30 am - 1:30 pm. Previous events have been attended by Board of Health members or Select Board members. The Town Administrator asked the Board if they are available to participate in this event. The Board will look at their schedule and get back to the TA.

6.6 Letter to MassDEP

Since 2019, the Select Board has sent a letter to MassDEP regarding the Town's opposition to the proposed soil reclamation project at 161 Nashua Road. This year's letter was included in the packet.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to endorse sending the letter to MassDEP.

6.7 Future Agenda Topics

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

7. REPORTS

7.1 Select Board Reports

The Chair made note that the Board will no longer present Select Board reports at the meetings. The Chair instead would like to commit to "Office Hours with the Select Board" in Town Hall for Town residents to have an opportunity to voice their concerns to the Board.

7.2 Town Administrator Reports

Please see the following link to the Town Administrator's report.

<https://town.pepperell.ma.us/DocumentCenter/View/7203/TA-Report-2022-05-23>

8. ADJOURNMENT

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to adjourn the meeting at 8:58 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Mark Mathews, Chair

Tony Beattie, Clerk

Chuck Walkovich, Member

Approved: