

PRESENT: Selectmen Lisa Ferolito, Bill Greathead, and Margaret Scarsdale; Andrew MacLean, Town Administrator; Tracie Looney, Administrative Assistant

The meeting was called to order at 7:10 PM. Pledge of Allegiance was said. Ms. Ferolito announced that the meeting is being cablecast live, and recorded for future cablecast by Pepperell Community Media.

1. ACCEPTANCE OF MINUTES

April 29, 2019 Meeting Minutes

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to accept the April 29, 2019 Meeting Minutes as submitted.

2. APPROVE WARRANT AND SIGN PURCHASE ORDERS

The Board signed the warrants before the meeting.

3. PUBLIC COMMUNICATIONS

There were no written submittals.

Audience Comments: Diane Temple addressed the Board regarding the One Day Liquor License. She thanked the Board for working on this new policy and hopes to continue to have the wine charity function to help support the Library.

4. APPOINTMENTS / RESIGNATIONS

4.1 Fire Chief Appointment

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to accept the contract for the new Fire Chief. Mr. Borneman, the new Fire Chief, was in attendance and spoke on his behalf that he is looking forward to starting his new role in Pepperell. His first day will be Friday, June 14, 2019.

4.2 Boards, Committees, and Commissions Reappointments

The Board of Selectmen is the appointing authority for some of the Boards, Committees and Commissions. The following members have terms expiring on June 30, 2019 and need to be re-appointed.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to appoint the following members to a one year appointment to the Committees listed. Term to expire June 30, 2020.

*Affordable Housing Committee: Brian Keating (at large Member), Stephen J. Sugar, Jr(at large Member), Sean McCaffery(Rep ZBA), John Ladik(Rep FinCom)

*Capital Program Committee: Tanya Dixon-Mullane, Michael Kingsbury

*Chief Procurement Officer: Andrew MacLean

*Economic Development Advisory Committee: Chester Babineau, John Masiello

*Emergency Planning Committee: Kalene Gendron, Margie LaFleur, David Querze, Chief David Scott, David Stairs, George Ux

*Emergency Management Shelter Coordinator: Lisa Ferolito

*Information Systems Technology Committee: John Bolger, Greg Gougian, David Pease, Douglas Sawyer, Robert Sweeney, David Herman

*Town Counsel: KP Law

*/**Personnel Board:

Peggy Evans, At- Large Representative, 2 Year Term

Maureen Bolger, Employee Representative, 1 Year Term
Sean McGinty, FinCom Representative, 1 Year Term
William Greathead, Selectmen's Representative, 1 Year Term
*Protected Class Harassment Grievance Officer: Andrew MacLean
*Protected Class Harassment Officer Alternate: Tracie Looney
*Radio Amateur Civil Emergency Services (RACES):
James Bulger, ACS Operator
James Hein, ACS Operator
Lynda Pozerski, ACS Operator
James Wilber, ACS Operator
Stanely Pozerski, ERU / ACS Officer
*Selectmen's Representative to the LRTA Advisory Board: Susan McCarthy
* Sexual Harassment Grievance Officer: Andrew MacLean
* Sexual Harassment Grievance Officer- Alternate: Tracie Looney
*Town Forest Committee: Joseph Radwich

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was voted to appoint the following members to a two year appointment to the Committees listed. Term to expire June 30, 2021. Ms. Ferolito voted nay.

**Crank-Up Committee- Joshua Thompson, Justin Zink
**Finance Committee: Sean McGinty, John Ladik

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to appoint the following members to a three year appointment to the Committees listed. Term to expire June 30, 2022.

***Agricultural Advisory Board: Tony Beattie, Robert Lindgren, Erica McLellen, Todd Russell
***Conservation Commission: Emily Boeing, Kris Masterson
***Council on Aging: Lori Durno, Frances Lamb
***Constable: James Flanders
***Historical Commission: Casey Campetti
***Registrar: Kathryn Pries
***Trustees of the Brooks Educational & Entertainment Fund: Tracie Ezzio

4.3 Affordable Housing Committee Appointment

The Affordable Housing Committee is appointed by the Board of Selectmen. On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to appoint Shawna Haeisen to the Affordable Housing Committee.

5. TOWN ADMINISTRATOR'S REPORT

The Town Administrator told the Board he is currently working on a contract with Aspen Energy, a national energy consulting firm, that provides energy procurement and management services. This new contract will have a considerable savings over the current National Grid contract. The contract with Aspen is for three years.

Last weekend was the dedication to the GWOT memorial and was a moving event for the community. Thanks to everyone that was involved in the planning of the event and memorial.

The portable classroom at the Peter Fitzpatrick School was involved with a training burn led by the Pepperell Fire Dept. This training event saved the Town approximately \$8,000.00 in demolition costs if the Town went with an outside contractor to take down.

Currently there is one ambulance in the automotive shop for repair.

6. DISCUSSION / ACTION ITEMS

6.1 Municipal Relief Transfers

The Town Administrator presented the municipal relief transfers to the Board.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to use \$38,600.00 from Reserve Funds to offset deficits of \$9,000.00 in Accounting, \$11,300.00 in Elections, and \$18,300.00 in the Fire Department.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to use \$8,752.26 from the Planning Department to offset deficits of \$1,000.00 in Treasury, \$2,000.00 in Telephone, \$1,252.26 in Tax Title, \$2,500.00 in the Board of Appeals, and \$2,000.00 in Trees.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to use \$30,000.00 from the Health Insurance Budget to offset \$20,000.00 in Legal and \$3,000.00 in Personnel.

There was a brief discussion on the payout procedure of vacation time when an employee leaves employment. The Town Administrator informed the Board that he is working with a cap for vacation time accrual. When the Town is negotiating new contracts this will be taken into consideration.

6.2 One Day Liquor License Update

The Town Administrator presented to the Board in two prior meetings with a draft recommendation for a One Day Liquor License Application. The Board reviewed the application with the Town Administrator. There was discussion regarding the lead time for the application process by citizens in audience. Virginia Boundry, representative from the Library Board of Trustees, spoke on behalf of the Wine Charity Event and their concern with the application time line. Mr. Greathead asked about the Police Chief's involvement regarding the input of the application. The TA responded that the approval comes from the Board and the Chief would have input to the application. Caroline Ahdab asked a question regarding the liability insurance and coverage for both the police officers on duty and the applicant. The policy that the applicant would apply for would cover both.

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was voted to adopt the new One Day Liquor License Application as amended with a 75 day lead time. Ms. Ferolito voted nay.

Soil Reclamation Proposal Update

Brief discussion on the Soil Reclamation Proposal Update. There is no update at this time.

Ms. Scarsdale wanted the Soil Reclamation Proposal Update on the Town website to reflect the fact that the Pepperell Watchers Group and the Town have merged the lawsuits; this action was requested by both PWG and the Town, and approved by the Courts.

Audience Comment

Joanne Morgan asked the Board a question regarding the Town Budget and if there are any accrued funds for the payout for vacation time earned. The Town Administrator explained how the Town should be putting money aside with the prediction of employees leaving employment.

7. ADJOURNMENT

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale it was unanimously voted to adjourn the meeting at 8:30 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Lisa M. Ferolito, Chairwoman

Bill Greathead, Clerk

Margaret Scarsdale