

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 7:00 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

No public comments at this time.

3. CONSENT AGENDA

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to accept the consent agenda items as presented in the packet.

- Charter Communications Memo
- June 9, 2022 bill warrant #50B was signed for \$ 125,324.58
- June 16, 2022 bill warrant #51B was signed for \$477,036.90
- June 23, 2022 payroll warrant #52A was signed for \$287,998.23

4. APPOINTMENTS / RESIGNATIONS

Invasive and Native Plant Advisory Committee Appointment

The Invasive & Native Plant Advisory Committee was established on February 22, 2021 by the Select Board in accordance with Massachusetts General Law Part 1, Chapter 132, and guidance issued by the Massachusetts Invasive Plant Advisory Group. The Committee consists of seven members appointed by the Select Board, with at least one member also holding the title of Conservation Commissioner. Initial Committee appointments shall be for one year at which time the Select Board may disband the committee, continue the committee for an additional year, or appoint for three-year staggered terms. The Committee will inform Pepperell residents on invasive plant detection and reporting and advise appropriate remediation. The Committee will also educate the public on the importance of using native plantings. Christopher Boeing has sent in an application to fill the vacant seat on the INPAC.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to appoint Christopher Boeing to the Invasive and Native Plant Advisory Committee with the term to expire on December 31, 2022.

Economic Development Advisory Committee Appointment

There are currently three vacancies on the EDAC. Resident Joan Ladik has filled out an application to fill a vacancy. Ms. Ladik was in attendance

On a motion made by Mr. Walkovich and seconded by Mr. Beattie, it was unanimously voted to appoint Joan Ladik to the Economic Development Advisory Committee with the term to expire on June 30, 2023.

5. DISCUSSION / ACTION ITEMS

5.1 Art Donation – Mark Fountain

Local resident and artist Mark Fountain has donated an original artwork to the Town. The Select Board would like to acknowledge his donation, "Prudence Wright and the Bridge Guard Arrest Two Loyalist Spies in East Pepperell, MA. On the night of April 21, 1775" (date is approximate). This art is a 'giclee' on canvas

print of an original oil painting by Mark Fountain. Mr. Fountain gave a brief history about how the artwork came to be. The Select Board thanked Mr. Fountain for his artwork.

5.2 Municipal Relief Transfers

The Town Administrator explained to the Board that fund department balances are not allowed to have a negative balance. Each year, for various reasons, some line items are overspent. The Select Board and Finance Committee may allow transfers to adjust individual line items to make departmental budgets balance in accordance with the provisions of MA General Laws, Chapter 44, Section 33B. This action can only be taken after May 15th of the fiscal year. These are transfers from line items that have a surplus to those with a deficit. Most of the lines in deficit were due to employee turnover which created unexpected costs - payout of accrued time, temporary hires, etc. There are no new appropriations involved, and overall spending will be lower than the entire appropriated budget. In addition, the total amount of the Municipal Relief Transfers requested has decreased for at least three years in a row, an indication that we are budgeting more accurately, overall.

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to approve the transfers as shown, totaling \$48,398.00.

5.3 Resolution Against Violence

Select Board Chair Mark Mathews is proposing the Town adopt a resolution against violence. Mr. Mathews read the Resolution to the Board and audience.

On a motion made by Mr. Walkovich and seconded by Mr. Beattie, it was unanimously voted to adopt the Resolution against Violence as presented in the packet as presented by Mark Mathews.

5.4 Personnel Policies Adoption

During the past 12 months, a group of employees have drafted modern personnel policies for Town Employees. The draft document was provided to the board in April 2022 for review. At the Select Board meeting on June 13th, Maureen Bolger, presented an overview of the policies and addressed questions from the Board. The policy documents and updates state and federal labor law and existing local agreements. There are four new significant sections: a revised grievance process, a new vacation policy, a sick pool, and a remote work policy. Policies such as these require Select Board action. The draft policies can be reviewed here:

<https://town.pepperell.ma.us/DocumentCenter/View/7172/TOP-Personnel-Policies-Draft>

The Chair thanked the committee for their dedication for this positive change.

On a motion made by Mr. Walkovich and seconded by Mr. Beattie, it was voted to adopt these personnel policies as amended for the Town of Pepperell employees. 2-0 Mr. Beattie voted nay.

5.5 Local Prioritization Decisions For Federal & State Funding

Federal and State programs are sometimes announced with very short deadlines. For instance, recently the Town was given just a few hours to request large project funding through the Commonwealth's FY2023 bond bill. The Town Administrator is looking for guidance on choosing priorities when holding a public meeting is not possible due to the deadlines imposed. "Shovel Ready Projects Get Funded" is a nice sound bite. Pepperell has recently done a decent job of planning and so still must choose from a disparate group of projects in our pipeline.

Alignment with Select Board Goals, items from current capital planning document, etc. The recent ARPA discussions are an example of this planning - which items remaining unfunded should be moved forward? Sometimes the request is specific enough - must be safety equipment or have a housing component, for example, but this recent request was simply 'capital above six figures...'.

On a motion made by Mr. Walkovich and seconded by Mr. Beattie, it was unanimously voted to allow the Town Administrator to continue to discuss and make appropriate decisions on funding requests that come from state or federal agencies utilizing the reports from the ARPA funding requests in the current capital project and the Select Board establish a process to review the capital needs of the town on a quarterly or semiannual basis to guide the Town Administrator. The Select Board will allow the TA to make these decisions when they are time sensitive.

5.6 Future Agenda Topics

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

6. TOWN ADMINISTRATOR REPORTS

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

<https://town.pepperell.ma.us/DocumentCenter/View/7401/TA-Report-2022-06-27>

7. ADJOURNMENT

On a motion made by Mr. Beattie and seconded by Mr. Walkovich, it was unanimously voted to adjourn the meeting at 8:16 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Mark Mathews, Chair

Tony Beattie, Clerk

Chuck Walkovich, Member

Approved: September 12, 2022