

PRESENT: Selectmen Roland P. Nutter, Lisa M. Ferolito and Bill Greathead; John Moak, Interim Town Administrator; Tracie Looney, Administrative Assistant  
The meeting was called to order at 7:15 PM. Pledge of Allegiance was said. Mr. Nutter announced that the meeting is being broadcast live and recorded for rebroadcast.

## 7/30/2018 - Minutes

### 1. **Acceptance Of Minutes**

The minutes are not available at this time to approve.

1.1. June 25th, 2018 Meeting Minutes

1.2. July 23rd, 2017 Meeting Minutes

### 2. **Approve Warrant And Sign Purchase Orders**

The warrants have already been signed.

### 3. **Public Communications**

Mr. Greathead read the announcement for a Blood Drive to be held on August 4th, 2018 from 9:00AM-3:00PM at the VFW.

### 4. **Town Administrator's Report**

#### 4.1. Department Of Energy Resources(DOER) Green Communities Award To Town Of Pepperell

Mr. Moak mentioned that the Town of Pepperell was awarded \$222,005 from the Department of Energy Resources (DOER) Green Communities Division.

- \$30,063- Town Hall-Interior Lighting
- \$20,452- Town Hall-Exterior Lighting
- \$86,173-Varnum Brook Elementary School- Interior and Exterior Lighting
- \$60,000- Senior Center- Weatherization
- \$4,416- Cemetery Building- Weatherization
- \$4,451-Water Dept.-Weatherization
- \$2,745-Waste Water Dept. Lab- Weatherization
- \$866- Waste Water Dept. Lab- Weatherization
- \$786- Highway- Weatherization
- \$12,053- Town-Administrative Costs

Ms. Ferolito asked what the \$12,053 in Administrative costs is for. Mr. Nutter noted that since the administrative duties fall under the Administrative Assistant/Green Communities Coordinator's responsibility, a portion is earmarked to cover that. Mr. Moak will look into that.

Renee D'Argento spoke about the concern about the dark skies issues and the public health effect when over 3,000 Kelvins are used. Ms. D'Argento would like to see light shields, motion sensors, not using blue lights and ultimately using other methods to help with the decrease of lights.

#### 4.2. 161 Nashua Road Project/Reschedule Of Meetings

Mr. Moak made note that the Special Town Counsel will now be meeting on August 13th with the Board of Selectmen in Executive Session and the property owner will hold an open meeting/presentation for the town on August 20th. Mr. Moak read a letter from the DEP which is addressed to Mr. Burton regarding the DEP's review of Soil Management Plan. There are 5 pages following with comments regarding the SMP for the project from the DEP. Mr. Moak also read a letter from David McCay from Mirick O'Connell stating the position moving forward with the letter sent by DEP to the property owner. The attorneys are seeking out an LSP. The review of the SMP will be posted to the Town Website immediately.

Renee D'Argento wanted to know if a letter from the BOS had been sent to the DEP stating our objection to the project. The Board said that is not something that has been done based on the

advisement of the town council. Ms. D'Argento wanted to know if the Board of Health is creating any by-laws to help stop this project. Mr. Moak stated that the Board is currently working on it and those questions need to be directed to the BOH not the BOS. Mr. Moak stated that any regulations that are put in place will not stop this project just make tougher restrictions. Ms. D'Argento showed concern for the potential wetlands protection at the property. Paula Terrasi mentioned that she has worked with National Heritage and all wetland issues and that DEP has addresses these issues in the SMP review. Phil Durno spoke on behalf of the Board of Health regarding the project and the letters that have been sent to the Board members.

## 5. Appointments / Resignations

### 5.1. Information Systems Technology Committee Appointment

Mr. Greathead made a motion to appoint John Bolger to the ISCT. Ms. Ferolito seconded the motion. Ms. Ferolito made a motion to appoint Matthew Werner to the ISTC. Mr. Greathead seconded the motion.

### 5.2. Assistant Electrical Inspector Appointment

Ralph Gilmore has stepped down from the Assistant Electrical Inspector position. Derek Gilmore was appointed to the position of Assistant Electrical Inspector by the Town Administrator. Mr. Greathead made a motion to confirm the Town Administrator appointment of Derek Gilmore to the Assistant Electrical Inspector. Ms. Ferolito seconded the motion.

## 6. Action Items

### 6.1. Discussion Regarding The Agreement For The Temporary Use Of The Peter Fitzpatrick School Property

Mr. Moak asked the Board how they feel about a short term lease with the Peter Fitzpatrick Collaborative for arts and theater recreation use for the facility. Discussion followed with the Board regarding the insurance, liability and general maintenance of the building. Mr. Moak said the Board would have the ultimate say for a potential contract with all the details spelled out and needs to be addressed. The Board would like Mr. Moak to seek out a potential lease agreement moving forward.

### 6.2. Formation Of Peter Fitzpatrick Feasibility Committee

Ms. Ferolito made a motion to appoint the following list of citizens to the Peter Fitzpatrick Feasibility Committee:

Deb Fountain  
April Healey  
Steve Temple  
David Herman  
Grover Pillsbury  
Amanda Huntington  
Craig Hansen  
Michelle Laudenbach  
Tony Bento  
David Lavender  
Bill Greathead

Mr. Greathead seconded the motion. Motion passes.

### 6.3. Town Administrator Workload

Ms. Ferolito asked Mr. Moak if he was interested in working more hours as the Interim Town Administrator. Mr. Moak denied the extra hours as he is working 27 hours a week currently now which more than the 24 hours that was contracted is.

### 6.4. Town Hall Hours

Ms. Ferolito would like to see the Town Hall opened a full day on Fridays. Mr. Moak said that staying open later on a Monday night for easier access seems to be the best alternative rather than opened on

Friday afternoons. Mr. Moak says that he is concerned with making an administrative change being the Interim Town Administrator. This might be something that could be left for the new Town Administrator to change. Mr. Moak will also look into the 40 hour a week schedule.

## **7. Old Business**

### **7.1. 161 Nashua Road Project**

Mr. Nutter mentioned that the next meeting on August 13th will be in Executive Session with the special Town Council. The Executive Session minutes of April 23, 2018 that were on today's agenda will be discussed at that Executive Session on the 13th of August.

Martin Cadek made note that the 161 Nashua Road documents were uploaded to the town website. Mr. Lavender inquired about the outstanding meeting minutes. Deb Fountain addressed the recent resignation of Mr. Nutter from the Master Plan Committee. Ms. Ferolito discussed with the Board and Mr. Moak about the timeline for the posting of the Town Administrator job.

## **8. New Business**

## **9. Executive Session**

### **9.1. April 23, 2018 Executive Session Meeting Minutes Approval**

**ADJOURNMENT:** On a motion by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to adjourn the meeting at 8:45 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

**APPROVED:**

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Roland P. Nutter, Chairman

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Lisa M. Ferolito, Clerk

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Bill Greathead