

BOARD OF SELECTMEN MEETING MINUTES**August 12, 2019****7:00 PM****Page 1 of 5**

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

The meeting was called to order at 7:00 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.

2. ACCEPTANCE OF MINUTES**2.1 July 22, 2019 Meeting Minutes (Exhibit 1)**

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to accept and release the July 22, 2019 meeting minutes as written

3. APPROVE WARRANT AND SIGN PURCHASE ORDERS

There were no warrants for the Board to sign.

4. APPOINTMENTS / RESIGNATIONS

According to Massachusetts General Law Chapter 54 Section 12, the Selectmen shall appoint the Town election workers no later than August 15th of the current year. On a motion made by Ms. Ferolito and seconded by Mr. Greathead it was unanimously voted to appoint the following election works to a term to expire on August 15, 2019.

2019 Election Workers		
Term to expire on 8/15/2020		
Precinct 1		
Lee Ann	Phoenix	Warden
Michael	Recco	Deputy Warden
	Vacant	Clerk
Virginia	Boundy	Deputy Clerk
David	Bowers	Inspector
JoAnn	Morgan	Inspector
Kirsty	Benson	Inspector
Bonnie	Chase	Inspector
Jenny	Crisman	Inspector
Linda	Harkins	Inspector
Elaine	Jefferson	Inspector
Jennifer	Koulopoulos	Inspector
Jeanne	LeBlanc	Inspector
Precinct 2		
Jim	Collins	Warden
	TBD	Deputy Warden
Barbara	Seeger	Clerk
Joanna	Reagan	Deputy Clerk
Christopher	Boeing	Inspector
Deborah	Hamilton	Inspector
Gertrude	Dapcic	Inspector
Katherine	Harris	Inspector

BOARD OF SELECTMEN MEETING MINUTES
7:00 PM

August 12, 2019
Page 2 of 5

Jennifer	Kingsbury	Inspector
Janice	Kobs	Inspector
Fay	McChristian	Inspector
Thomas	McGrath	Inspector
Carol	Quinn	Inspector
Martha	Spaulding	Inspector
Tara	Stakun	Inspector
Diane	Temple	Inspector
Peter	Nordberg	Inspector
Virginia E.	Wellwood	Inspector
Roland	Nutter	Inspector
Barbara	Stromstead	Inspector
Precint 3		
David	Pease	Warden
	TBD	Deputy Warden
Jennifer	Putnam	Clerk
	TBD	Deputy Clerk
Erin	O'Bryan	Inspector
Susan	Casserly	Inspector
Anne	Adams	Inspector
Scott	Blackburn	Inspector
Linda	Burns	Inspector
Kathleen	Colavito	Inspector
Rita	Collins	Inspector
Lorraine	Christman	Inspector
Phillip	Durno	Inspector
Jen	Gavrichev	Inspector
Jim	Jangraw	Inspector
Ronald	Karr	Inspector
Patricia	LeBlanc	Inspector
Doris	Livadas	Inspector
Virginia	Malouin	Inspector
Jeanne	Nevard	Inspector
Susanne	Rowse	Inspector
Janice	Young	Inspector
Sheila	Jones	Inspector
Catherine	Tocci	Inspector

5. PUBLIC COMMUNICATIONS

Audience Comments:

Mr. Greathead cautioned against phone calls looking for police donations. These phone calls have been verified with the Police Department to be scam phone calls. Craig Hansen mentioned on behalf of the Peter Fitzpatrick Collaborative on August 14th from 4:00-7:00 PM there will be an Activities Expo with lots of vendors and activities for the community to enjoy. Mr. Hansen thanked local resident Tony Beattie for mowing the back field so the event can take place behind the Peter Fitzpatrick. Mr. Hansen also wanted to let the Board know that the School Committee meetings are lightly attended and would encourage more participation/ attendance from the community. Ms. Ferolito mentioned that there is a Go Fund me page for all the members of the residence that was recently

destroyed by a fire on Main Street. There will also be a breakfast fundraiser this Saturday at the VFW at 8:00 AM for Bob Hill who lost his wife in the fire.

Written Submittals:

Ms. Scarsdale read an announcement from the Pepperell Watchers Group which will hold a Community Information Forum at Nissitissit Middle School on August 19, 2019 from 7:00-8:30 PM.

6. TOWN ADMINISTRATOR'S REPORT (Exhibit 2)

The Town Administrator went over a few items on his report to the Board:

- The Federal Government has posted a request for job opportunities for census workers
- Funding provided through the efforts for our State Senator Edward Kennedy will be available - \$25,000 for the Peter Fitzpatrick Building and \$17,600 for downtown enhancements
- The Complete Streets Tier II grant is in place with engineering partners VHB assisting the Planning Department
- The DPW has made changes to the start dates for the paving of Townsend Street- the paving will happen during the day not at night like anticipated
- The COA Director, Susan McCarthy, is bringing a Dementia and Age Friendly Program to Pepperell
- The TA met with Brad Morgan, NMRSD Superintendent, on August 7th to discuss the first steps to the upcoming fiscal year budget. The first meeting with all 3 towns' representatives will be held on September 23rd at noon at the Squannacook Early Childhood Center
- The TA mentioned that the Town spends a lot of money in the beginning of the fiscal year which is not uncommon however that leaves a cash flow squeeze in the budget number. There is potential for a revenue anticipation note in the fall for short term borrowing against anticipated tax revenue.
- Thanks to Deb Fountain for planting the native garden at the Peter Fitzpatrick, and thanks to Paula Terrasi for the water chestnut program and continued decrease of the water chestnuts on the Nashua River
- Ms. Scarsdale would like a formal thank you to be sent to Senator Kennedy's office for helping to acquire the funding for the Town

7. DISCUSSION / ACTION ITEMS:**7.1 Soil Reclamation Proposal Update (Exhibit 3)**

On Monday August 5th, 2019, Mr. MacLean (Town Administrator), Ms. Scarsdale (Board of Selectmen), Ms. Davis (Town Planner), Ms. Montesanti (Planning Board and Board of Health Administrative Assistant) met with two representatives of MCGI. The Town Administrator went over the summary document that he wrote that was provided to the Board. This meeting between the Town and MCGI had been requested by MCGI. Ms. Ferolito made note that only one Board of Selectmen member was invited and the other two Board members were not. At the meeting, there was discussion of numerous violations of ACO's in the Commonwealth. The meeting also covered other potential uses of the property. Audience discussion on elevation of the property, location to airport and if there would be any further meetings.

Special Counsel, David McCay provided the Town the plaintiff's first request for the production of documents to defendant MCGI and also the first set of interrogatories to defendant MCGI. These documents will be due in court at the end of September.

Home Rule Petition Discussion- The Town Administrator talked about providing a home rule petition to do something immediately in regards to soil reclamation projects.

7.2 Fee Approval (Exhibit 4)

The Building Department and the Town Clerk's office are recommending fee changes for the respective departments.

In each case the department reviewed the purpose and need for the fee, the cost in issuing the permit and have made recommendations to reduce, eliminate, increase or add fees as appropriate. The Board discussed the need for increased fees for both departments.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to accept the changes to the Building Department Fees to become effective on September 1, 2019.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted to accept the changes to the Town Clerk’s fees to become effective on September 1, 2019 except for the notary public fees and burial permit fees.

7.3 Peter Fitzpatrick Request for Proposal Discussion (Exhibit 5)

The Town Administrator discussed the Peter Fitzpatrick request for proposal. Once the final edits and legal review is complete it will be published. The TA explained they are looking for the lowest cost or highest benefit and looking at mid fall to have a property management hired. There was discussion about having the RFP listing a use as a safety complex. This use was not recommended by the Peter Fitzpatrick Feasibility Committee. April Healy asked about the process of determining the RFP scope since it was outside what the Selectmen had agreed upon after the Peter Fitzpatrick Feasibility Committee put forth their recommendation. Audience discussion regarding the use of the building. Craig Hansen, Chair of the Peter Fitzpatrick Feasibility Committee, thanked the Board for taking time to review the RFP and keeping in line with the recommendations of the Committee. He would like to see the Board act expeditiously since having the building sit vacant is costing money and inviting trespassers. There were notes of a few edits in the RFP document brought to the TA attention.

There was also mention of a hot water leak that was noticed back in March. Gale Associates will be looking at this issue and could cost up to \$40,000 to fix. The TA will provide the Board with an updated version of the RFP in the next few days.

9. ADJOURNMENT:

On a motion made by Mr. Greathead and seconded by Ms. Scarsdale, it was unanimously voted to adjourn the meeting at 8:46 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Lisa M. Ferolito, Chairman

Bill Greathead, Clerk

Margaret Scarsdale

- Encl: *Exhibit 1 – July 22, 2019 Meeting Minutes
- *Exhibit 2 – Town Administrator’s Report
- *Exhibit 3 – Soil Reclamation Proposal Update Documents
- *Exhibit 4 – Fee Approval Documents

*Exhibit 5 – Peter Fitzpatrick RFP