

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

The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Ms. Scarsdale announced that the hybrid 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/AgendaCenter/ViewFile/Agenda/_09132021-2984?packet=true

2. ACCEPTANCE OF MINUTES

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to accept and release the June 16, 2021 joint meeting of the Select Board and Board of Health on June 16, 2021 as written. The August 23, 2021 Select Board meeting minutes were tabled.

3. BILL AND PAYROLL WARRANTS

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

- August 25, 2021 payables warrant # 8B was signed for \$297,989.53
- September 1, 2021 payables warrant #9B was signed for \$64,150.14
- September 2, 2021 payroll warrant #10A was signed for \$268,147.73
- September 8, 2021 payroll warrant #10B was signed for \$326,664.62

4. APPOINTMENTS / RESIGNATIONS

4.1 Cultural Council Appointment

There is currently a vacancy on the Cultural Council. Town resident, Ronald Karr, is interested in filling the vacancy.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to appoint Ronald Karr to the Cultural Council with the term to expire on June 30, 2024.

4.2 Board of Registrars Re-Appointment

The Board of Registrars consists of three (3) persons appointed for three (3) year terms by the Select Board, with one (1) member appointed each year as prescribed in Chapter 51, Section 15, of the Massachusetts General Laws. The fourth member of the Board is the Town Clerk.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to appoint Jane Eshleman to the Board of Registrars with the term to expire on June 30, 2024.

5. PUBLIC COMMUNICATIONS

Written Submittals: The TA reviewed the following submittals:

- Three Charter Communications Memos
- Memo from Ronald Karr, Chair of Historical Commission
- Resident letter regarding Zoning Board of Appeals reappointment
- Chair of Select Board Letter regarding reappointment of Zoning Board of Appeals member

Audience Comments: None at this time.

6. REPORTS

6.1 Town Administrator's Report

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

<https://town.pepperell.ma.us/DocumentCenter/View/6303/TA-Report-2021-08-09>

COVID-19 Update: The Town Administrator reviewed the local COVID-19 numbers and also encouraged the local citizens to get vaccinated.

PFAS Update: No update since the last meeting.

Soil Reclamation Proposal Update: No update at this time.

6.2 Select Board's Report

The Select Board members gave the following updates:

Chair Scarsdale reports the following actions:

- Attended the 9-11 Remembrance Ceremony at the GWOT Memorial
- Co-hosted a Coffee Talk with the Albert Harris Center
- Currently coordinating two LRRP projects: Wayfinding and Branding & Marketing, both of which are meeting this week with subject matter experts and NMCOG
- Completed the presentation for Civic Engagement Night on 9/8 and attended it
- Attended virtual call to discuss regionalized transportation issues with Senator Kennedy, Andrew MacLean, the Groton Select Board and TM, and the Lowell Regional Transit Authority.

Clerk Beattie reports the following actions:

- Working with the Agricultural Commission to help organize a Farm Day in October
- Working with Climate Change Council
- Working with the Code of Conduct Policy

Member Mathews reports the following actions:

- Attended the most recent Planning Board, Affordable Housing and Climate Change Council meetings
- Attended the Citizen's Engagement Night presentation on September 8th
- Participated in the weekly Master Plan Implementation meeting with Chuck Walkovich and Deb Fountain
- Announced that there will be a town wide virtual meeting on the Community Preservation Act and the opportunity for Pepperell. The meeting will provide an overview of the CPA's impact on our town and the process to get there. The meeting is scheduled for Monday, September 20th at 7:00 PM.

7. DISCUSSION / ACTION ITEMS

7.1 7:15 PM Public Hearing / Liquor License / Blazin Station

Ms. Scarsdale opened the public hearing at 7:19 PM and read into record the public hearing notice. Blazin Station, a local business that opened in April 2021, has applied for an Off Premises Wine and Malt Liquor License to be exercised at 158 Main Street. Sherry Costello, owner of Blazin Station, was in attendance to answer questions from the Board. Ms. Costello informed the Board that she would like to carry mead type alcohol in her store in the form of gift baskets. The store is primarily clothing and smoking accessories. Questions from the audience focused on the number of retail liquor stores already in the Town. Other questions were asked if by granting another liquor license that opened up the possibility for the Town to accept another permit for a retail marijuana store. The Chair asked Ms. Costello and Ryan Costello (Manager) to edit a few minor details on their application.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to close the public hearing at 8:07 PM.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to approve the application for an Off Premises Wine and Malt Liquor License of Blazin Station located at 157 Main Street.

7.2 Select Board Meeting Calendar

October 11, 2021 is a holiday and the Select Board Meeting scheduled for that date will need to be changed. The Town Administrator recommends holding the meeting on October 12, 2021. The Board agreed with that meeting. Mr. Mathews will be out of town and will not be able to attend. The Special Town Meeting is scheduled for November 6, 2021. The Annual Tax Rate Hearing is normally held in early November but may be impacted by STM votes, requiring time to adjust the hearing documentation. Therefore, there is a recommendation to move the November 8th meeting to November 15th for the Tax Rate Hearing. No motion needed.

7.3 Hazard Mitigation Plan Approval

In 2020 and 2021 the Town, working with NMCOG and Tighe & Bond, updated our Hazard Mitigation Plan. This document was previously accepted by the Select Board and then sent to MEMA and FEMA for further acceptances. It has now been returned and needs to be adopted by the Select Board.

This Hazard Mitigation Plan (HMP) Five-Year Update was prepared for the Town of Pepperell under the direction of the Massachusetts Emergency Management Agency (MEMA) and the Massachusetts Department of Conservation and Recreation (DCR). The HMP update was funded through a Massachusetts Executive Office of Energy and Environmental Affairs (EEA) Municipal Vulnerability and Preparedness (MVP) Planning Grant during Fiscal Year 2020.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to adopt the Hazard Mitigation Plan as presented.

*Hazard Mitigation Plan located at this link on the Town website:

<https://town.pepperell.ma.us/DocumentCenter/View/5882/Pepperell-HMP-Update-2021>

7.4 Draft Architect Agreement

The Town and Tecton Architects have agreed on a contract regarding the professional design services for a new public safety building for the Town of Pepperell. The purpose of this project is to determine the most appropriate solution for the Town's Public Safety operations considering available Town owned properties. The contract needs the Board's approval.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to accept the contract between the Town of Pepperell and Tecton Architects.

8. ADJOURNMENT

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to adjourn the meeting at 9:05 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

APPROVED:

Margaret Scarsdale, Chair

Tony Beattie, Clerk

Mark Mathews, Member

Approved: