

**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/\\_10122021-3026?packet=true](https://town.pepperell.ma.us/AgendaCenter/ViewFile/Agenda/_10122021-3026?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 May 24, 2021 Select Board meeting minutes as amended.

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to accept and release the August 9, 2021 and September 13, 2021 Select Board meeting minutes as written.

3. **BILL AND PAYROLL WARRANTS**

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

- September 29, 2021 payables warrant #13B was signed for \$601,962.00
- September 30, 2021 payroll warrant #14A was signed for \$288,935.18
- October 7, 2021 payroll warrant #14B was signed for \$214,479.71

4. **APPOINTMENTS / RESIGNATIONS**

No appointments at this meeting.

5. **PUBLIC COMMUNICATIONS**

**Written Submittals:** The TA reviewed the following submittal:

- Letter of Support for Nashua, Squannacook, and Nissitissit Wild & Scenic Rivers Forest Legacy Program Application
- **Audience Comments:** None at this time.

6. **DISCUSSION / ACTION ITEMS**

**6.1 7:15 PM Public Hearing / National Grid Pole Petition / North Street**

Ms. Scarsdale opened the public hearing at 7:18 PM and read into record the public hearing notice. The purpose of this meeting is to install one JO pole on North Street and relocate 1 JO pole on North Street beginning at a point approximately 2,930 feet north of the centerline of the intersection of Prescott Street and continuing approximately 15 feet in an eastern direction. Relocate pole #12 roughly 20' south of its current location and install a mid-span pole # 12-50 roughly 115' south of existing pole #13. This is to eliminate a service conductor from traveling over the roof of a structure and provide additional service to 44 North Street. A National Grid representative was in attendance to answer any questions pertaining to the pole petition. There were no comments from Town departments or abutters.

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

On a motion made by Mr. Beattie and seconded by Mr. Mathews, it was unanimously voted to approve the National Grid Pole Petition for North Street.

**6.2 7:30 PM Public Hearing / Common Victualler's License Application / 116 Main Street**

Ms. Scarsdale opened the public hearing at 7:32 PM and read into record the public hearing notice. The purpose of this meeting is to review the application for a Common Victualler License submitted by KRG Pizza to operate a restaurant/Domino's Pizza at 116 Main Street. Robert Keene, from KRG was in attendance to answer any questions from the Board. Questions regarding how many employees, hours, and application time line were asked by members of the Board and community.

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

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to approve the requested license application for KRG Pizza to operate at 116 Main Street, Pepperell.

**6.3 Reprecincting**

Massachusetts General Law mandates that after each decennial census, municipalities must re-draw their precinct lines to ensure that each precinct contains an approximately equal number of residents. Town Clerk Brynn Durno reviewed the recommended precincts with the Select Board. Ms. Durno is recommending adding a fourth precinct now in order to be proactive about Pepperell's increasing population. She also noted that moving polling locations to Nissitissit Middle School will better facilitate four precincts.

**6.4 Halloween Trick-Or-Treating**

Each year the Select Board set a date and time for local Trick or Treating to occur, in consultation with the Police Chief.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to set the 2021 Halloween Trick or Treating to be October 31, 2021 from 6 pm - 8 pm in Pepperell.

**6.5 Stormwater Asset Management Plan**

The June 2021 Annual Town Meeting authorized the Town to provide matching funds for a State grant related to our Storm Water Asset Management. The Department of Environmental Protection (DEP) requires a Select Board vote to authorize the Town Administrator to manage the routine administrative details of the grant.

*Note: It is unclear if this authorization is required based on the Town Meeting vote and the Charter language providing the Town Administrator with this administrative role as well as authority for procurement matters. However, as DEP has requested it, we are recommending it be adopted, even if redundant.*

The Certification comes from the Town Clerk, subsequent to the Select Board vote.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to authorize the Town Administrator to manage the administration of the Storm Water Asset Management Planning grant.

**6.6 Special Town Meeting Warrant Articles**

In accordance with the Charter, articles submitted for Town Meetings are to be administratively reviewed by the Select Board and, if meeting the standard for submission, are to be moved onto a Town Meeting warrant.

***SECTION 2-7: INITIATION OF WARRANT ARTICLES***

*a. Initiation - The Board of Selectmen shall receive all petitions addressed to it and which request the submission of any matter to the Town Meeting and which are filed by: (1) any town officer, (2) any multiple member body acting by a majority of its members, (3) any ten (10) voters for an annual town meeting and any one hundred (100) voters for a special town meeting. Requirements for inclusion on the warrant are prescribed in subsection (c).*

The additional two articles have been received as of October 6, 2021. The deadline for submission for warrant articles was close of business on October 7, 2021.

1. Vote to Reduce General Funds and replace with ARPA Funds.
2. Vote to appropriate Free Cash or other available funds for the Street Light Conversion project should the vote to finance the project fail.

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to move the slate of received articles to the Special Town Meeting 2021 Warrant.

## **7. REPORTS**

### **7.1 Town Administrator's Report**

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

<https://town.pepperell.ma.us/DocumentCenter/View/6451/TA-Report-2021-10-12>

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

**PFAS Update:** Jersey Street test for September resulted in an 11.9, continuing to be below the limit. Nashua well continues to be No Test as it is not pumping. Bemis is not in this cycle due to no detection in previous round. The website is updated with information.

**Soil Reclamation Proposal Update:** No update at this time.

### **7.2 Select Board's Report**

The Select Board members gave the following updates:

Chair Scarsdale reports the following actions:

- Continued work on the regional municipal climate change council (fostering regionalization opportunities is one of my Master Plan goals, 8.14). We held our latest meeting on September 28.
- Took part in multiple community events: the monthly "Coffee Talks" at the Albert Harris Center; the Fire Department Open House; the Health Fair at the Albert Harris Center; and Open Farm Day (a wonderful opportunity to visit farms in Pepperell).
- Was honored to speak and take part in the Jimmy Fund Walk with Chief Scott -- a town field crowded with his supporters and reminding us we are all part of a larger community
- Participated in the FEMA/USGS call regarding flood map revisions

Clerk Beattie reports the following actions:

- Participated in a successful Farm Day
- Attended Grant award ceremony for the Mass Development
- Responded to an ethics question regarding his Select Board reports
- Working on a vaccination mandate document for the Town employees

Member Mathews reports the following actions:

- Educating the community regarding the Community Preservation Act
- Informed public regarding the COVID-19 booster availability

### **7.3 Future Agenda Topics**

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

## **8. ADJOURNMENT**

On a motion made by Mr. Mathews and seconded by Mr. Beattie, it was unanimously voted to adjourn the meeting at 8:45 PM.

Respectfully submitted,

Tracie Looney, Executive Assistant

**APPROVED:**

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Margaret Scarsdale, Chair

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Tony Beattie, Clerk

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Mark Mathews, Member

Approved: November 15, 2021