

PRESENT: Selectmen Roland P. Nutter, Lisa M. Ferolito and Bill Greathead; Andrew MacLean, Town Administrator; Tracie Looney, Administrative Assistant
The meeting was called to order at 7:00 PM. Pledge of Allegiance was said. Mr. Nutter announced that the meeting is being broadcast live and recorded for rebroadcast.

11/5/2018 - Minutes

1. Executive Session

PRESENT: Selectmen Roland P. Nutter, Lisa Ferolito and Bill Greathead; Andrew MacLean, Town Administrator; Tracie Looney, Administrative Assistant

1.1 Approval of Executive Session Meeting Minutes of September 10th, 2018.

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted that the Board of Selectmen go into Executive Session at 7:00 PM to be able to approve Executive Session Meeting Minutes of September 10th, 2018.

Further, the Chair declares that the Board will reconvene back in open public session for the purpose of continuing with the posted agenda. A roll call vote was taken as follows:

Roland Nutter Aye

Lisa Ferolito Aye

Bill Greathead Aye

The Board reconvened at 7:10 PM for the regular Board Meeting. Approval of September 10th, 2018 Executive Session Meeting Minutes

On a motion made by Mr. Greathead, and seconded by Ms. Ferolito it was unanimously voted to approve the executive meeting minutes from September 10th, 2018 with one word being amended. These minutes will be released to the public immediately following.

At 7:10 PM, Ms. Ferolito made a motion to adjourn the executive session. Mr. Greathead seconded. A roll call vote was taken as follows:

Roland Nutter Aye

Lisa Ferolito Aye

Bill Greathead Aye

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Roland P. Nutter, Chairman

Lisa M. Ferolito

Bill Greathead

On a motion made by Ms. Ferolito and seconded by Mr. Greathead, it was unanimously voted that the Board of Selectmen go into Executive Session at 7:00 PM to be able to approve Executive Session Meeting Minutes of September 10th, 2018.

Further, the Chair declares that the Board will reconvene back in open public session for the purpose of continuing with the posted agenda. A roll call vote was taken as follows:

Roland Nutter Aye

Lisa Ferolito Aye

Bill Greathead Aye

The Board reconvened at 7:10 PM for the regular Board Meeting.

1.1. Approval Of Executive Session Meeting Minutes Of September 10th, 2018

2. Action Items

2.1. Determination Of Dog Nuisance Hearing At 50 Blood Street

Mr. Nutter made note of a letter from both the Town Counsel and the Animal Control Officer regarding what to recommend for the Dog Nuisance situation on 50 Blood Street. Mr. Ferolito made note that the dogs should be kept in their own yards so neighbors can enjoy their own yard. Mr. Nutter mentioned that the dogs will need to be restrained which means an adequately fenced in area. On a motion made by Mr. Greathead, and seconded by Ms. Ferolito it was unanimously voted to adopt the ACO's recommendations stated in her letter that the dog owners must have their dogs restrained on their property, not allowed to roam off their property un-restrained at any time. Enforcement would be fines issued according to the bylaws. Proof would be needed, i.e. pictures of the dogs off property unrestrained, to avoid false, or misleading accusations and a fence needs to be updated to restrain the dogs in the yard. (Exhibit 1 / Exhibit 2)

2.2. Town Administrator Discussion Of Short Term Goals, Priorities, Objectives

Mr. MacLean spoke to the Board about his short term goals for the Town and guidance from the Board regarding 4 keys areas, town budget, 161 Nashua Road, personnel issues inside town hall, and increasing transparency internally/externally. The Board spoke briefly on each of these issues:

- 161 Nashua Road- the Town is not interested in the project and it is not an allowed use on the property, the Town is currently working with Special Town Counsel and an LSP, the Town is still waiting for MCGI's final proposal, and there is action with both Planning Board and BOH regarding this proposal
- FY20 Budget- Mr. Greathead mentioned there are lots of needs of the town but no money to support it, Mr. Nutter mentioned that the school budget is larger than what the town can come up with, there was follow up conversation about the budget process that the TA will embark on in the coming months with the staff
- Personnel Issues- conversation surrounded the personnel issues in the Town Hall regarding fairness, hours worked by staff, hours that the Town Hall is opened to the public
- Transparency / Communications – Ms. Ferolito mentioned she would like to see the Town website kept more updated with information from Boards / Committees and having the agenda packets from the Board meetings available to the public
- Peter Fitzpatrick School – Mr. Greathead told the TA that the Peter Fitzpatrick School will be on the radar for the Town to deal with and that the Feasibility Committee has a goal of the Spring Annual Town Meeting to present to the Town some suggestions for the property

2.3. Discussion On Agendas, Packets And Timing Of Both

Mr. MacLean spoke to the Board about the process that he would like to see moving forward with Board meetings regarding posting the agenda and meeting packets and the timeline for both. Moving forward, items for future meetings must be received by the close of business day on the Tuesday before a meeting. The agenda and packet will then be posted on Thursday. Mr. MacLean would also like to see the motions drafted to streamline the meeting. The Board also spoke of keeping a list of action items that need attention after meetings and to be followed up with. Ms. Ferolito mentioned there are lots of gaps from other Department minutes that need to be updated.

(Exhibit 3)

Mr. Maclean talked to the Board about confidentiality issues amongst the Board members and Executive Session meetings and also the professionalism that is expected from the Board to each other and to the community moving forward.

Ms. Ferolito mentioned that Justin Zink will be graduating from the Police Academy on November 14th, 2018 at 7:00 PM at Burlington High School Auditorium. All are welcome. (Exhibit 4)

ADJOURNMENT:

On a motion made by Mr. Greathead and seconded by Ms. Ferolito, it was unanimously voted to adjourn the meeting at 8:26 PM.

Respectfully submitted,

Tracie Looney, Administrative Assistant

APPROVED:

Roland P. Nutter, Chairman

Lisa M. Ferolito, Clerk

Bill Greathead

Encl: Correspondence from Town of Pepperell Animal Control Officer, Mary Latourneau (Exhibit 1)

Correspondences from Town Counsel, David J. Doneski, Esq. (Exhibit 2)

Correspondence from Selectwoman, Lisa Ferolito (Exhibit 3)

Invitation from Municipal Police Training Committee (Exhibit 4)