

1. Agenda



Joint Select Board Meeting with Planning Board

Meeting Agenda

Date: May 23, 2022

Time: 6:50 PM

Location: Town Hall, Conference Room A

Pledge of Allegiance

Instructions for residents to participate remotely can be found on the home page of the Town website. <https://town.pepperell.ma.us/remote>. Chair's announcement that the meeting is being recorded for re-broadcast at Pepperell Community Media.

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/778518533>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (786) 535-3211

- One-touch: tel:+17865353211,,778518533#

Access Code: 778-518-533

1. Agenda Packet

Documents related to agenda items below have been scanned for electronic review at this following link.

[SELECT BOARD MEETING PACKET](#)

2. Joint Appointment

2.1. Planning Board Member Appointment

3. Adjournment

The next scheduled Select Board meeting is June 13, 2022. The deadline for agenda topics will be June 3, 2022.

The Town of Pepperell strives to assure that no individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities

of the Town of Pepperell. Towards that end, persons with special needs are asked to contact the Select Board's Office in advance of any meeting to assure that prior arrangements are made to assure full participation in the meeting.

2. Joint Appointment

The following committees have one or more vacancies. Interested citizens may complete Citizen Activity Form at this link:

<https://town.pepperell.ma.us/FormCenter/General-Government-11/Resident-Request-for-Appointment-to-Volu-57>

List of Boards, Committees and Commissions with Vacancies

Affordable Housing Committee (1)
Affordable Housing Trust (5)
Capital Program Committee (1)
Charter Review Committee (2)
Cultural Council (5)
Disabilities, Commission on (5)
Housing Authority (1)
Information Systems Technology Committee (4)
Invasive and Native Plant Advisory Committee (1)
Nashoba Valley School Committee Alternate (1)
PFAS Task Force (1)
Zoning Board of Appeals (1)

Joint Appointments Process

The Select Board is considered 'first among equals' when compared with other elected bodies in the Town. While each elected Board has its own authority, appointments to vacant board, committee, and commission seats are made by the Select Board. In deference to the equal status of elected officials, appointments to vacant positions on elected boards are traditionally made jointly. The Charter, section 3.7a outlines the timeline to follow.

Here is a sample process for conducting a joint meeting:

The Town Moderator can preside at a joint meeting. In the absence of the moderator, the Town Clerk can preside.

Moderator:

Calls meeting to order. States date and time and should acknowledge that a quorum of each board is present. The moderator then announces the purpose of the joint meeting.

"Tonight we are meeting to make a joint appointment to the Planning Board. Joan Ladik has applied to fill a vacancy on the Planning Board."

"Has each Board had an opportunity to review Ms. Ladik's application?"

"Do the Boards' have questions for Ms. Ladik?"

The Moderator should then call on/introduce the Chair of the Select Board,

Chair Mathews: will lead the Select Board questioning.

The Moderator should then call on/introduce the Chair of the Planning Board, Casey Campetti, who may respond as follows:

Chair Campetti: *"The Planning Board has already interviewed Ms. Ladik and is recommending her appointment to the Planning Board."*

Moderator: May I have a motion?

Chair Campetti: *"I move that Joan Ladik be appointed to the Planning Board with a term ending with the next Town of Pepperell election when this elected position vacancy shall be on the ballot to complete the term."*

Moderator: Is there a second?

Select Board member can second.

Moderator: Is there any discussion on the motion?
(If so, discuss. If not, call for a vote.)

Record the vote.

Moderator: Is there any other business before this joint board?

"Do I have a motion to adjourn?"

Someone will move for adjournment, it will be seconded, voted, and the joint meeting will be ended.

2.1 Planning Board Member Appointment

Executive Summary: As of April 27, 2022, the Planning Board had a vacant seat. Per Section 3-7a of the Town of Pepperell Charter, the Planning Board provided notice to the Select Board of the vacancy. After a public posting period, the Planning Board brought forth their recommendation to fill the vacancy and this person will serve until the next regular town election.

Please see below in red for the recommendation from Casey Campetti, Chair of the Planning Board, for the appointment of Joan Ladik to the Planning Board vacant seat.

Dear Select Board:

At our meeting on 5/2 the Planning Board voted 3-0 in favor of recommending that Joan Ladik be appointed to the vacant Planning Board seat and Tiffany James be appointed to the vacant Planning Board Associate position. I am requesting that we schedule a joint meeting of the Planning Board and Select Board to make this appointment. The Planning Board would be happy to make a quorum available on the same night as an upcoming Select Board meeting so that we could call the joint meeting for the appointment and then adjourn. Please let me know if your meeting schedule can accommodate this.

Thank you,

Casey

Casey Campetti (she/her)

Planning Board - Chair

Town of Pepperell

✉: ccampetti@town.pepperell.ma.us

Recommended Action: Move to appoint Joan Ladik to the Planning Board and to serve until the next Town Election in 2023.

Citizen Activity Form - Joan Ladik

Resident Request for Appointment to Volunteer Board or Committee

If you are interested in serving on a Town Committee, please fill out this form and it will be submitted to Select Board. The filling out of this form in no way assures appointment. All committee vacancies will be filled by citizens deemed most qualified to serve in a particular capacity.	
Boards	Planning Board
Name	Joan Ladik
City	Pepperell
State	MA
Zip	01463
Time Availability - Number of Hours (Weekly):	20
Please include your resume or letter of interest to assist us with learning more about you, your interests and related work experience.	
Thank you for your willingness to serve and make Pepperell a great community.	

Joan Ladik Letter of Interest

Mach 18, 2022

Town of Pepperell Planning Board
Town Hall
1 Main Street
Pepperell, MA 01463

Re: Interest in joining the Planning Board as an Associate Member

Mx. Casey Campetti:

Please accept this letter as application to join the Planning Board as the Associate Member. I have been a resident of Pepperell for 40 years and during that time, I have been very active in many committees and organizations throughout the Town of Pepperell.

This past year, I was asked to process the minutes for the Planning Board, and while doing so, became very interested in what was actually happening in Pepperell. I have a great interest in the development of the Town and hope that my interest, and comments I may have could make a difference in the Planning outcomes of Pepperell.

Over the years, I have also researched the history of Pepperell, became a member of the Historical Commission briefly, and still want to follow through with learning more about the vast history associated with this Town. In that vein, I am extremely interested in the possible restoration of the Town Hall, and want to make sure that this is accomplished in the best possible way.

While working in Academics for over 20 years, I have shared in the writing of grants and other documents for funding of various projects and am still interested in using this expertise for the Planning Board.

Currently, I am Assistant Town Clerk in Pepperell, where I have worked for the last 5 years, one of which was Interim Town Clerk. I also am the substitute in the Building Department, working the Bentley Herget and Sue Smith, completing building permits and answering building questions. Much of what I do, interfaces with other departments and I believe that my overall experience can add much to the Board.

I am available to meet with you for an interview at your convenience.

Sincerely,

Joan Ladik

3. Adjournment