**Joint Board of Selectmen & Finance Committee Meeting Minutes**

**Fire Department Training Room, 6:00pm, 1/3/2018**

**Present**: Selectman Martell, Selectman Pearson, Selectman Ribeiro, John Trickey, Fred Vanderbeck, Michael Morris, Cara Castenson, Ray Murphy, Gary Thomann, Rick Adamcek, Jodi Levine,Tilman Lukas, Kathy Martell, and Susannah Carey.

**Open**: Selectman Martell opened the meeting at 6:00pm.

**Pelham’s Financial Situation**

Handout from John Trickey for FY2019 Budget Guidelines. No new money from State. Town’s reassessment saw only 2% increase in 3 years. Next re-evaluation is not for another 5 years. Little growth in property tax collection. Planning Board is working on Village Center proposal and will bring a by-law for May Town Meeting, which may have a positive effect on finances. COLA will be 2%. Insurance will increase by 12.5%. Salary increases cost $10,243.00. Elementary School has additional Charter School Student and the Regional Assessment is not clear. Budget spreadsheets handed out to all departments/boards.

Police Department-Discussion of Full-Time position.

Highway Department-Increase in wages for Custodian. Additional road work article.

Energy Committee-HVAC system for Community Building. Capital Planning has $25k set aside for HVAC but there were concerns from Stan Swiercz about the length of time the pipes will last. Rick Adamcek commented that there is no exact timeframe but is a 20 year turnover for the pipes. Currently on year 18/20. The black iron needs to be replaces as well as switches and valves. Recommendation from Stan when replacing the HVAC system in Community Building for mini splits to get away from the expense of re-plumbing the entire building, but will need to research options. The Clean Energy Extension will give UMASS students’ first pass in the Community Building to see what is needed. An Engineer will be hired and the Town will see if there are any grants that could cover those costs associated. Idea to replace the old with a new more efficient system. Recently there was a $2,500 repair. The system was originally designed for water. Glycol is the issue here which rots copper, delaminating it and making it fall apart.

School- School Committee initial budget meeting on 1/9/18. Applied for grant and waiting to hear back. Regional Assessment method is scheduled for 1/24/18 and 4-Town Meeting on 1/27/18.

Town Clerk-Early voting is here to stay and will be in 2018. Job posting soon and advertisement for RAO position for Town. The new voting machines were having ballot and marking trouble so Kathy was waiting until issues were resolved until purchasing new machines for the Town. Had a bid from January.

Fire Department-Nothing.

Library-COLA and usual increases of 2.75% to stay with State recommendations. Painting to interior of building.

Budget meeting finished.

**MassDOT Chapter 90 Request**

Rick Adamcek received paperwork annually for work completed on road projects in Town. Particular amount on paperwork was from Enfield Road project. Motion to accept Chapter 90 Reimbursement Request, seconded by Selectman Pearson, unanimously approved.

**Minutes 12/20/2017** tabled until next meeting.

**Three Municipality Community Choice Energy Discussion**

Adding more green to the grid is a positive proactive step and provides energy security. Colonial Power offered this to Pelham earlier in 2017. Allows Pelham to be in tandem with other communities and have support for same plan/idea with Amherst and Northampton. Goal is to own our energy according to our own needs and space. Amherst has passed, and Northampton sustainability commission supports, with city council voting tomorrow. Handout from Sierra Club listing those who have 100% renewable energy. There is no binding commitment from Pelham currently. Nexamp offers cost savings via net metering credits and only offers residential services. They are not an energy supplier. CCA, Community Choice Aggregation, is for residents. Possibility to tie into MVP grant for feasibility study. CCE, Community Choice Energy, creates own energy. Task force with Northampton and Amherst and upcoming conversation at UMASS. Renewable energy can pay for itself in 7 years depending on the tax credits. Key here is to find Community Choice Aggregation that doesn’t have a binding contract and is easy to get out of but 50% of the companies are not meeting the basic utility rate and are more expensive. Pelham is too small to attract competitive pricing which is the reason for joining with other towns. Recent solicitation from Energy Committee for Solar Assessment in Town didn’t receive any offers/proposals with any outside vendors. Minutes from the meeting with, Colonial Power, will be reviewed at a later time.

**Collector/Treasurer Job Applications**

Everyone to date has received 5 applicants. Edna has reviewed all candidates so far. Susannah will acknowledge all applications received by email/phone. Possible dates for Interview Committee to meet and discuss applicants are Tuesday 1/9 at 4/5pm and Wednesday 1/10 at 9am/5pm. Meeting will be posted soon.

**Annual Town Meeting Calendar-Town Clerk**

Kathy Martell handed out the calendar which has been approved by the State. Dates and explanations listed as to why they are held. Motion to approve the Town Meeting Calendar, seconded by Selectman Pearson, unanimously approved.

**Town Officials**-Early Voting here to stay. Voting increases Kathy’s budget but not sure by how much. There is no extra compensation for Town Clerk during early voting. Kathy will try to have a job description for the Record Access Officer for the BOS meeting on 1/17.

**Public Comment**-none.

**Liaison Reports**

Highway; Rick Adamcek; Community Hall Accessibility Committee have another meeting set up to discuss estimate from Josh Kenny, Kenny Masonry, to install ramp for $28k. There is $15k left in the Community Hall Roof & Doors account. Suggestion from Rick Adamcek for Community Hall Committee to use donation money to add to the ramp project so it is completed (about $13k needed). A concrete foundation is needed with a frost wall, and has to be ADA compliant. Linda Hanscom, Chair of Community Hall Committee, liked the ramp in the Town of New Salem and how it blended into the landscape at their historical building. Kenny Masonry completed the project in New Salem. Josh Kenny has spoken with the Pelham building inspector since he compiled the estimate for the Town. An estimate to create a handicap accessible bathroom in Community Hall will need an engineer. With the septic tied onto the back of the building it makes sense to tie into the sewer line on Amherst Road. It makes sense to have the discussion with the other Community Hall Accessibility Committee members to see what they are comfortable with. Background for discussion about moving Community Hall and Committee gathered donations and fixed the water issues with volunteers and funds donated. Selectman Ribeiro stated that she hopes Community Hall is open minded about the use of the building after the Village Center proposal.

At this time John Trickey, who was not present, was quoted as saying he supports the improvements in the Rhodes Building. Selectman Ribeiro and Rick will be included in the architect discussion for the Rhodes Building (possible residents with contacts for architects, Carey Clouse, Gail Kenny). Carey has provided help to Community Hall and may do so further. Rick suggested next steps for the Rhodes Building bathroom to create RFP, find architect, design ADA compliant bathroom, create warrant article for Town Meeting.

Rick stated that the Highway Department is using Dennis K. Burke for fuel vendor through County Bid and the fuel has been gelling with the cold weather. The fuel blend is a 50/50 mix. Previous company was Marabeto out of NY State. There were other complaints reported to County Bid other than Pelham’s. Dennis K. Burke supplies fuel for school buses. Solution for now is treating the fuel with arctic blend which seems to be working.

Town Offices; Selectman Pearson; Edna is off on 1/8/18. Susannah should get compensation for Town Meeting hours. Website is live, great job team. Is there a way to book rooms at the Library online through our new website to increase convenience for all?

Fire Department; Selectman Mar tell; everything good.

Police Department; Selectman Martell; Looking for full-time officer. Donations from First Responders for Donald Clark who passed in November will be used to purchase new TV and projector in Fire Department Training room.

Energy Committee; Selectman Pearson; Concerns for Community Complex and HVAC system and efficiency of building. Engineer will need to be hired.

Finance Committee; Selectman Martell; First budget meeting on 2/5/18 at 6pm. BOS meet on 2/21/18.

Library; Selectman Ribeiro; new sign at entrance of library driveway paid for by the trustees. Good feedback about new cleaner Paul Moe.

Elementary School; Selectman Ribeiro; meeting on 1/9/18 for initial budget discussion. Create Communication Plan and goals to include number of students who choose Pelham and reach out to those other families who choose Charter/Private schools. Focus group with Sasha Figurero on family and staff preferences, new district logo, and promotional videos for schools for prospective parents and students. Sean Mangano suggested boiler replacement but could nurse along for 10 more years at Elementary School.

Regional School; Selectman Ribeiro; Approval of Michael Morris contract for Superintendent. Efficiency and Regionalization grant for Pelham’s committee.

**Old Business**

Pelham Slate is still in draft form. Selectman Pearson will send the pages she is working on to Susannah for flowing with the other articles received. Still missing 275th article, citizen’s column, and artists name from School.

**New Business**

Dangerous Intersection sign requested from Highway Superintendent for corner of Harkness Road and Amherst Road. Motion to approve sign for Harkness Road and Amherst Road, seconded by Selectman Pearson, unanimously approved.

**Adjournment**

Motion to adjourn, seconded by Selectman Ribeiro, unanimously approved at 8:22pm.

**Documents Reviewed**

Budget spreadsheets, budget guidelines for 2019, MassDot Chapter 90 Reimbursement Request document, Masslive.com article on Northampton Energy Commission, 100% Commitments of Renewable Energy, Collector/Treasurer Job Applications to date (5), Annual Town Meeting Calendar, and Pelham Slate draft.

Respectfully Submitted, Susannah Carey