**Board of Selectmen Meeting Minutes**

**3/15/2017, 6:00PM, Rhodes Building**

**Present:** Sharrie Reydak, Town Clerk-Kathy Martell, Cynthia Ware, SB members-Bill Martell, Karen Ribeiro, & Alisa Pearson, Joe Larson, Rich Hall, and Selectmen’s Administrative Assistant-Susannah Carey.

**Open:**  Selectman Martell opened the meeting at 6:03PM.

**Minutes**

On a motion by Selectman Pearson to accept the minutes with corrections, seconded by Selectman Ribeiro, unanimously approved.

**Community Choice Aggregation**

Select Board viewed rates sent from Colonial Power as of 3/15/2017. No brown rates were offered. Eversource will redo their rates on July 1st. Selectman Ribeiro calculated that average household cost increase per year would be around $18.00 if the MA Class Rec I rate was chosen over the basic utility rate this evening. Selectman Pearson was excited about the amount the MA Class Rec I rates have dropped since the original conference call back in Sept/Oct. 2016. Selectman Ribeiro stated that the drop is related to more infrastructure in the State. She understands that the Board can’t vote on anything that causes an increase for Pelham residents tonight. If there is a chance to mix up the power options, the rate would be lower. Eversource is slated to go up 28% with a new rate posted around July 1, 2017. Selectman Martell stated that is for the delivery charge not the supply charge and Selectman Ribeiro stated only increasing delivery and not supply so more competitive. Selectman Martell wants the Board to hold off on the vote for Aggregation tonight until new Eversource rates are posted in July, and find out what exactly Maine Hydropower is. He spoke with Mark Cappadona at Colonial Power recently. He has been on the Board of Selectmen for 11 years and wants to get residents the cheapest rate available. Pelham’s population is a little over 1/3rd seniors. Selectman Pearson agreed that the Board will not vote on the rates tonight and mentioned that the DPU document stated that the Town will not accept rates above the basic utility rate. She feels strongly about green energy and protecting our relatives & community long into the future from drastic climate change.

Joe Larson wanted the Town to have an information session/discussion at the Library about the Aggregation and educate community members on what their options are. Joe recently received a call to change his supplier but was reluctant to discuss further because of his limited knowledge of the subject. Joe recommended a postcard to be sent out about public information session as being the most effective way to reach Pelham residents. Selectman Ribeiro mentioned that Selectman Pearson presented information to the neighbor-to-neighbor group that the Energy Committee will host Paul Fenn in Town on 3/26/17 in Community Hall to discuss & educate on energy options and aggregation. Selectman Pearson stated that before the Community Choice Aggregation begins there will information sessions for residents. Selectman Ribeiro mentioned the long term responsibility to its townspeople and the importance to protect finances of Pelham residents from further rising costs directly related to fossil fuels. The Board decided to postpone the decision on Community Choice Aggregation until further rates are received. Aggregation will be discussed at next meeting on 3/29/2017.

Executive Session begins at 6:30pm. Executive Session ends at 7:05pm. Open meeting resumes.

**Placement of Food, Raffles, & Childcare at Annual Town Meeting**

Kathy Martell spoke with Lennie Ware, who is running the childcare during the Annual Town Meeting, about where the Board of Selectmen set certain things up. Lennie stated that she will not use the cafeteria and will talk to Lisa Desjarlais and use another room in the School or the Ramsdell room in the Library. Max # children will be 18.

Food and raffles will be held in the cafeteria with tables outside of Pre-K, K and 1st grade classrooms, which will allow for wheel chair accessibility according to ADA rules. The Board of Selectmen asked Town Clerk to be in charge of items related to Town Meeting; tables, raffles, refreshments, etc. The door from the Library parking lot to the gym will be open until Town Meeting begins with the double doors to the School parking lot staying open throughout the event. At previous Town Meetings there have been complaints of noise and congestion inside the School as Elections and the meeting were held at same time.

**Wireless Microphones for Town Meeting**

Kathy Martell mentioned that last year at Annual Town Meeting there were 2 mics; the moderator took the mic that wasn’t working as great while the good mic was moved around the room to accommodate those who wanted to speak. Brian Ecclestone recommended purchasing 2 additional wireless mics; quote lists each mic as $212.00. Kathy suggested that the Board of Selectmen should buy both so the pace of the meeting won’t be slowed. On a motion by Selectman Martell to purchase 2 wireless microphones as recommended, seconded by Selectman Pearson, unanimously approved. Selectmen’s Administrative Assistant can call Brian Ecclestone directly to discuss further.

**Appointment to 275th Anniversary Committee-Edward Dane**

On a motion by Selectman Martell to appoint Edward Dane to the 275th Anniversary Committee, seconded by Selectman Pearson, unanimously approved.

**Records Access Officer-Equipment & Furniture Quotes**

Select Board viewed quote drafted by Town Clerk and Selectmen’s Administrative Assistant for the Records Access Officer. Quote listed two chairs so one will be removed, and everything listed was new from WB Mason. Computer quote received from Tech 1 after list was created and is listed for $595.00. Total on the quote sheet will be around $1815.79. On a motion by Selectman Pearson to accept the list of equipment & furniture for Records Access Officer, seconded by Selectman Ribeiro, unanimously approved.

**Quote for Town Office C0mputers & IT Service Contract**

Selectmen’s Administrative Assistant received quotes for new computers with more ram from Tech 1 for Collector/Treasurer and Town Clerk. Ms. Carey will ask Tech 1 to see if new computers could stay with Windows 7 instead of the new Windows 10 program. Selectman Ribeiro offered to help with keyboard coaching and using 2 monitors if the Collector/Treasurer is interested. On a motion by Selectman Pearson to buy one computer from Tech 1 on quote list, seconded by Selectman Ribeiro, unanimously approved.

The IT Service Contract seemed too expensive at $3,400.00 per year especially if the new computers are purchased for Town Clerk and Collector/Treasurer. The amount of service calls to the Town Office to fix issues would drop. Number of hours Tech 1 came out on service calls for 2016 was unknown at the time by Selectmen’s Administrative Assistant. Board of Selectmen decided not to accept the quoted service contract with Tech 1 but to continue calling for service when needed.

**Special One-Day Liquor License Request-Jim Duda**

Selectman Martell has been signing the special one-day liquor license request for Jim Duda for 11 years and they are almost the same every year. On a motion by Selectman Martell to sign the one-day liquor license for Jim Duda, seconded by Selectman Ribeiro, unanimously approved.

Executive Session begin at 6:30PM and ends at 7:05PM.

**Town Officials-**none.

**Public Comment**-none.

**Liaison Reports**

Highway Department; Selectman Pearson; nothing new.

Town Offices; Selectman Pearson; nothing new.

Fire Department; Selectman Martell; none.

Police Department; Selectman Martell; none.

Energy Committee; Selectman Pearson; Energy Committee hosting Paul Fenn on 3/26/2017 at 2PM, public forum. Needs to be posted as open meeting with agenda sent to Town Clerk.

Finance Committee; Selectman Martell; Finance Committee will discuss Article 4 on Town Warrant on 3/20/17 meeting.

Library; Selectman Ribeiro; Update from Selectman Pearson Shutesbury and Leverett agreed with Sean Mangano to not use statutory method for assessment. Search for School Superintendent continues as acting superintendent will not fill position. MA Rural Summit discussed that Pelham is saving money.

**Old Business**

Selectman Pearson discussed adding Energy Committee forum with Paul Fenn to the postcard she was working on. Selectman Ribeiro mentioned the EDD for Town delivery, indica for postcard is around 18 cents per stamp and would need to be added to the postcard. Savings from 27 cents per postcard; to send to whole town would be around $92.00.

Warrant Article resolution from Selectman Pearson discussed climate change. Town of Sharon, MA passed similar resolution in 2014/2015. Selectman Ribeiro suggested 100 Ways to Save information, particulars could be added to article later. Town Clerk stated resolution could be added in Slate with extra information if Select Board chooses. On a motion by Selectman Ribeiro to adopt & add the climate resolution warrant article for spring town meeting, seconded by Selectman Pearson, unanimously approved.

Todd Ford, Executive Director at HCOG, would like to schedule a visit with Board of Selectmen. 3/29/2017 (BOS prefers) or 4/19/2017; both days open right now and put first on the agenda. Send to Lydia, assistant to Mr. Ford.

Executive Session with Nancy Grossman for Reconciliation update will be 3/29/2017 at 7PM.

Code of Conduct not currently in Personnel Handbook. Grievance Policy read aloud by Selectman Ribeiro; policy provides number of days to act but does not offer guidance on how to act/structure and proceed. Disciplinary Actions read out loud (page 24) from Personnel Handbook by Selectman Ribeiro. Selectman Pearson would like to introduce incident reports because of behavior received and include in performance reviews. There was no information about performance reviews in the Personnel Policy book.

**Adjournment**

On a motion to adjourn by Selectman Pearson, seconded by Selectman Ribeiro, unanimously approved at 8:13PM.

**Documents Examined**

Wireless microphones, Community Choice Aggregation New Rates, Appointment form, Equipment & Furniture Quotes-Records Access Officer, Town Office Computers and IT Service Contract Quote from Tech 1, One-Day Liquor License application.

Respectfully submitted, Susannah Carey