**SelectBoard meeting minutes**

**4/20/2016, 6:00pm, Rhodes Building**

**Present:** Selectmen Martell, Selectman Santos, Selectman Doubleday, Energy Committee members Stanley Swiercz, Charles Thompson, & Rick Adamcek-DPW Superintendent, Town Clerk-Kathy Martell, and Selectmen’s Administrative Assistant- Susannah Carey.

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

**Discussion/Action Items**

Rick Adamcek, Highway Superintendent, spoke about MDM who was recommended for the Community Center Roof project by Mike Schafer, Schafer Engineering & Huntley Associates. Rick Adamcek spoke about the 2 bids that were received at the rebid in April, and MDM Engineering was recommended to the Town’s Select Board by Mr. Schafer. MDM’s Decam certification will be expiring soon and the company will be getting recertified as soon as possible. MDM has been around since 2002. During the walk thru at the Community Center Mr. Adamcek felt comfortable with the questions he asked, knowledge, and overall experience. MDM is capable and knowledgeable, but will require supervision during the project due to complaints in the past and some negative references from previous parties involved with them. Mr. Adamcek called Dan Robb who will be contacting Bill Rock to see if he will agree to be the inspector for the project and check in on MDM during construction. Rick also stated that there is money set aside to be able to pay Mr. Rock to inspect. Mr. Schafer will have someone onsite during the critical times of the project. When the project was written up in the specs it was up to the contractor to decide what trim needed to be replaced and the contract only stated that only 2% would need to be replaced. If more trim needs replacement than budgeted, then MDM would have to pay. If the trim ends up being rotten than it won’t be the companies responsibility or fault, but if the company is being careless with handling the trim that is another issue.

The start time can be as soon as the beginning of May 2016 and ending August 15, 2016, or there is a $1000.00/day fine. As long as the weather cooperates during the summer the project should be on schedule. When the work begins outside the construction area will be sectioned off, since the Elementary School will still be in session and the Library will still have regular hours. When the work starts inside the library, the Elementary School will be closed. Mr. Swiercz felt nervous about having to watch MDM constantly and Mr. Thompson felt the Town is in a tight spot and the work needs to get done. Rick is asking the Select Board to award the contract contingent on MDM renewing their Decamp certification and having Bill Rock as the inspector for the project. On a motion by Selectman Doubleday to award the Community Center roof contract to MDM contingent on their recertification and have Selectman Santos sign once receive contract back, seconded by Selectman Martell, unanimously approved.

**Election Warrant**

On a motion by Selectman Doubleday, seconded by Selectman Martell, 5 copies of the Election Warrant for the local Town Election was unanimously approved and signed. All 5 copies given to the Town Clerk.

**Spring Town Warrant Articles**

On a motion by Selectman Doubleday, seconded by Selectman Martell, 5 copies of the Spring Town Warrant Articles were unanimously approved and signed. All 5 given to the Town Clerk.

**Executive Session-Ryerson Challenge 6:30pm**

The Select Board announced that the Board would be going into a closed Executive Session at 6:30pm and all parties not involved should exit the room.

On a motion to end the Executive Session by Selectman Martell, seconded by Selectman Doubleday, unanimously approved.

On a motion by Selectman Martell to return to the regular Selectmen’s meeting, seconded by Selectman Santos, motion carried unanimously approved.

**Buffam Brook Community Forest**

Dana MacDonald, Conservation Commission and Kat Deely joined the Selectmen’s meeting to discuss the goal to create a Community Forest for the benefit of the Town of Pelham by purchasing and protecting 145 acres of forest along Buffam Brook and surrounding the Town’s Moose Tracks Conservation Area. The Community Forest Program is a pilot of the US Forest Service and this would be the second of its kind in Massachusetts, second to Sturbridge, MA. The Project is in its final phase and the CPC will pass Thursday April 21, 2016. A new map of the forest was looked at. The Forest Service will accept bright orange parcels. Dana stated it would be nice for it to be sold to the Town of Pelham for Community Forest and recapture that property. The costs include a grant of $252,000 by the US Forest Service Community Forest and Open Space Grant Program and $100,000 will be transferred from the Community Preservation Fund. The final number for the acquisition would be $352,000 and the total including the project’s income equals $432,000. Dana stated that there would need to be an article drafted and a special Town meeting on June 22, 2016. The article would need to be submitted to town counsel. The requirements for the special Town meeting would be 1) scheduling a public meeting/hearing for either the 22nd, 23rd, or 24th of May 2016 and 2) requiring 2/3rds of the majority vote at the special Town meeting. The Conservation Commission will send out the mailing with materials to residents, which includes the list of Town’s in the US and the Forestry scale.

Dana stated that the tax base loss is low and the Assessors in Pelham stated that the 10 acre piece of land was about $2,000.00 per year.

Selectman Doubleday was in favor of the purchase of the Community Forest. Dana continued to inform the Selectmen that a Board would be developed with Forestry Professionals and educators and the deadline for spending the money was 2 years and the final meetings would need to be in the Fall time. Dana also stated that he will be prepared for the public meetings and needs the Select Board’s support. Selectman Santos thought this project would go over well. John Trickey will be notified of this project and draft article.

**Town Officials-**none.

**Public Comments-**none.

**Liaison Reports-**no new information.

**Old Business-**none.

**New Business**

**Tax Collector/Treasurer Application Update**

The Selectmen’s Administrative Assistant stated that she has received 3 applications and wondered when the Select Board will review them. All 3 Selectmen agreed to bring the Personnel Board into this application process and see if they could offer any recommendations and compare the applicants to the job description that was posted for the postion. If the Personnel Board was to meet by May 6th, 2016 then the Selectmen could include their input. The Selectmen’s next meeting is on May 9th, 2016. The Selectmen’s Administrative Assistant will send Jim Huber an email tomorrow stating the urgency of the situation and the need to fill the position by June 3rd, 2016; the current Collector/Treasurer’s retirement date.

**Letter-Susannah Carey**

The interim Selectmen’s Administrative Assistant submitted a letter stating her interest in staying permanently as the Selectmen’s Administrative Assistant. The Selectmen will review and get back to her.

**Adjournment**

On a motion by Selectman Doubleday to adjourn, seconded by Selectman Martell, unanimously approved at 8:09pm.

**Documents Reviewed**

Community Center Bid Results email, Town Election Warrant, Spring Town Meeting Warrant Articles, Buffam Brook Community Forest Information, Map of the Buffam Brook Community Forest Project, Proposed Article for the Community Preservation-Acquisition of Buffam Brook Community Forest, Budget for the Community Forest, Letter-Susannah Carey.

Respectfully Submitted, Susannah Carey