**Joint Board of Selectmen and Housing Committee Meeting Minutes**

**8/15/18, Ramsdell Room, 6:30pm**

**Present:** Select Board members Alisa Pearson, Karen Ribeiro and Bob Agoglia, Susannah Carey, John Trickey, Fred Vanderbeck, Bill Martell, Tony Rogers, Housing Committee members Tilman Lukas, Ruth Elcan, and Barbara Cooper, Joe Larson, Abbie Jenks, Jodi Levine, Judy Metcalf, Bill Pula, Ralph and Linda Faulkingham, Dave Waskiewicz, Gary Shutter, Deborah Shumway, Jon Berube, Pat Page, David Keenan, Laura Quinn, Lee Halasz, Pam White, and Sharon Downs.

**Open:** Selectman Pearson opened at 6:30pm. Tilman Lukas opened for the Housing Committee at 6:30pm.

**Mobile Home Park Response from Town Counsel**

The owner of the Manufactured Housing Community passed away and his estate has been tied up in probate. The property was put up for sale in July. There is an interested buyer for the property who is working with a local real estate company.

The permit and license to operate with BOH have lapsed on the property. The manufactured homes are grandfathered in at this site; they were here before zoning changes. Under the current Village Center by-laws, manufactured homes are only allowed by a special permit. The new owners will need to apply for a new license with consideration of Board of Health regulations and requirements as well as consulting the Attorney General. Connecting to the sewer is the only alternative on this property due to the age of the Septic system. A large repair would not be allowed.

Dave Keenan, Keenan Real Estate, is representing Cory and Angela Shumway who currently have a purchase and sale agreement on this site with a closing date of 8/30/18. Intent of future owners is to keep as low income housing and maintain as a manufactured housing community. Plans have been designed for sewer connection as well as a for a water delivery system.

Public Health Director Judy Metcalf directed David Keenan to apply by the Attorney General’s rules, regulations, and notification requirements, which were not adhered to during this process in Town. The BOH sent numerous emails to the future owners with no response.

The Housing Committee and Selectman Agoglia tried contacting the future owners several times to discuss Pelham’s interest in the property and affordable housing but there was no response from either Cory or Angela Shumway nor their real estate agent. Moving forward the Housing Committee and the Town would like to keep the conversation open with the future owners and are willing to work with the residents of the manufactured housing community if another direction for this site is later determined.

The Housing Committee completed a study of every parcel in town and its future use for all affordable housing which concluded less than 8% of Pelham is ‘buildable.’ The manufactured housing community was listed in that study as a possible site for affordable housing which was why the Housing Committee was so interested. The Town of Pelham wanted to purchase the purchase and sale agreement and work

with the residents during the duration of the development, offering those residents of the community an opportunity to live again at that site once completed.

**Housing Committee Member Appointment**

Motion to appoint Amy Spalding Fecher to Housing Committee, seconded, unanimously approved.

**Housing Committee Initiatives**

Home ownership program with approval from the CPC with CPA funds. First time homebuyers’ incentives and $15k reduction of costs covering down payments. Public meeting will be held 9/20. Article for Fall Town Meeting coming from CPC. There are other sites in Town identified for affordable housing and Habitat for Humanity has been consulted.

**Article 43-Broadband Connection Response from Counsel**

Motion to hold commitment to Shutesbury Road residents to pay out of free cash vote passed at Annual Town Meeting, seconded, unanimously approved.

**State Aid Reimbursement Requests**

Motion to sign project request for DPW for Jones Road and Bray Court, seconded, unanimously approved.

**Election Warrant**

Motion to sign Election Warrant for September Primary, seconded, unanimously approved.

**Green Communities Grant Contracts-Award for Lighting**

Motion to sign State contract for Green Communities grant award, seconded, unanimously approved.

Motion to sign Eversource contract for the Lighting Relamping, seconded, unanimously approved.

**MVP Award for Sensors**

Two sensors for the Community Center; one for temperature and one for electrical measurements to be paid out of MVP grant. Motion to award MVP grant for sensors, seconded, unanimously approved.

**Veteran’s Agreement**

Motion to sign and accept the Veterans’ Inter-Municipal Agreement, seconded, unanimously approved.

**Sidewalks for Village Center-Economic Development Bond Bill Funding**

Solomon Goldstein-Rose is the contact person for this $50k grant to Pelham. There is no timeline for the funding but there is a need for communication with the Executive Office of Housing and Economic Development.

**Fall Town Meeting Warrant**

Article submitted from the Planning Board. Motion to accept the Planning Board warrant article for Fall Town Meeting, seconded, unanimously approved.

Selectman Ribeiro discussed grant from Eversource and DEP for charging stations which could allow 2-5 units in one location. The Town of Granby, MA has implemented a plan with charging stations that Pelham could model. Cost estimates will be brought to a later Select Board meeting.

Citizen Petition submitted anonymously to Selectman Pearson for changing the Town Clerk’s position from elected to appointed. 13 signatures were included with the petition. Motion to accept citizen’s petition, seconded, unanimously approved.

**Town Website & Improvements**

Selectman Ribeiro would like to move forward on the Town website with the idea from the Town of Whately to add a community calendar with events to the center tabs on the homepage. ‘Important links’ will be condensed to appear under About Pelham and ‘Public Records Guidelines,’ will be moved to the tab on the right side called Public Records Request. Motion to update website with suggestions, seconded, unanimously approved. Selectman Ribeiro would like to see one member from each committee/board be able to post events and maintain their own pages on the town website. Susannah Carey offered to be the point person for the event posting once the tab is active to streamline this process through one person like the meeting postings through the Town Clerk.

Selectman Pearson would like a clarifying vote by the Select Board denoting the website as the primary posting for the Town. Motion to designate the town website as the primary posting for meetings, seconded, unanimously approved.

**Personnel Committee/HR**

Continued discussion with Deb Radway, HR in Town of Amherst. Possible training idea for all Pelham Select Board members since the Town lacks a Personnel Committee.

**Meeting Tailored for the Pelham Elementary School**

Idea discussed to have a Select Board meeting during school hours and involve the students. Ask for students, as members of the school community, to prepare questions and concerns for the Select Board. 8th graders are now required to take a civic course in school. Letter of invitation will be sent to the School for possible dates in November.

**Town Officials**

Dave Waskiewicz; Zoning Enforcement Officer; visited the Boyden Road ‘renter’ operating Duke’s Tree Service and noted that the special permit issued over a year ago has not been compiled with. The initial issue was with the dumpster. On Saturday 8/11 he saw large trucks and a paved driveway and a pile of scrap metal, but has not seen anything out of the ordinary when he drives by though he is now aware of dump trucks and pickups beeping as they back up. Dukes will need to remove the metal. The owner has not been contacted. The Zoning Board of Appeals granted the special permit in 2017. There are complaints from Boyden Road residents about noise, street condition, look of dumpsters and trucks parked in the driveway of the property, etc. Currently the renter is looking for an alternate location.

**Public Comment**

14 Boyden Road-

Pam White of Boyden Road represented a newly formed neighborhood council to complain about the everyday nuisance of large equipment, foul language, and debris.

Sharon Downs mentioned activity, noise, and property value concerns. Said that Dukes has made a lovely wooded lot into a paved business.

Lee Halasz mentioned the traffic, noise, and questioned the ability to have that business in a residential area.

Pat Page noted that the road is very narrow (Selectman Ribeiro notes: “road is huge now with mud bogs, etc.”) and she is concerned about safety; large trucks and buses passing each other. The bus turns around in her driveway.

When there are complaints received, the ZBA steps in again to address the concerns. The Zoning Enforcement Officer takes action next if the permit expires.

**Liaison Reports**

Police, Fire and Library-Selectman Pearson submitted electronically.

School; Selectman Ribeiro; School is hiring a new secretary and part-time lunch position. 2 charter school students moved out of town and 6 school choice have graduated. Preschool donation of $10k. School choice revenue of $380k, forecasting $319. UMass possible idea to sell Cadwell Forest

Town offices; Selectman Agoglia; Treasurer/Collector had problem with bills, noting they were twice marked overdue. Future date to meet with June for 6-month review is October 3. Would the new temporary Town Clerk be given the Records Clerk responsibilities? Invitation to Sandra Burgess for 8/29/18 meeting & review job description for Records Information Clerk. Currently $12,480.00 set aside for that position.

Highway; Selectman Ribeiro; Boyden Road and Butterhill Road will be added to the list for road improvements for calendar year 2019. MVP Roadway grant has $60k allotted. Next steps would be to create an RFP for the culvert survey. Mr. Bianchi will submit an Engineering contract for the BoS to sign. Building Sciences has appointment to come on 8/16/18 at 9:30am. Report back from Chris Vreland for assessment of solar panels on Community Building and School has reported snow shedding and structural issues, which can be looked at also by HVAC person(s). Elizabeth Morgan; Morgan Studios; designed plans for the Community Hall bathroom and is waiting for approval from Boston.

Finance Committee; Selectman Ribeiro; Reorganization with John as Chair, Emily as Secretary, Tara Loomis as Clerk. Line Item transfer complete for $26,092.92. Finance Committee is aware of Free Cash ‘payment’ of $6k for Shutesbury Road residents’ broadband service. Request from BoS for minutes from 2018; only 2016 and 2017 posted to the website currently.

**Minutes**

Motion to accept minutes as amended form 7/11/18, seconded, Selectman Ribeiro abstains, motion passes.

Motion to accept minutes as amended form 7/18/18, seconded, Selectman Pearson abstains, motion passes.

**Select Board meetings:**

8/29/18 at 6:30pm

9/5/18 at 6:30pm

9/17/18 (Monday) at 6:30pm

9/26/18 at 6:30pm Roundtable

**Adjournment**

Motion to adjourn at 9:50pm, seconded, unanimously approved.

**Documents Examined**

Town Counsel response to Mobile Home Park, Election Warrant, Green Communities Grant from State and Eversource, State Aid Reimbursement Request for Paving, Housing Committee appointment form, Veterans’ Agreement, Planning Board Warrant Article for FTM, Citizen Petition for FTM.

Respectfully submitted, Susannah Carey