**Board of Selectmen Amended Meeting minutes**

**6/12/2017, 6:00pm, Rhodes Building**

**Present:** Select Board members-Alisa Pearson, Bill Martell, & Karen Ribeiro, Energy Committee Chair-Stan Swiercz, Selectmen’s Administrative Assistant-Susannah Carey.

**Open:** Selectman Martell opened at 6:40pm.

**Minutes**

Motion to approve minutes from 5/31/2017 with corrections, seconded by Selectman Martell, Selectman Pearson abstains, unanimously approved.

**2017 META Grant Application – Solar Project, Site Assessment**

Energy Committee is looking into Solar for Elementary School, Rhodes Building, Highway Garage, and Community Building. This is just the initial step/application for the site assessment as grant deadline is Wednesday morning, as the grant money is first come first served. The money allocated would be used to hire consultants. Question rose about what consultants charge to give independent advice for project. Would all$12,500 have to be paid out? The Solar panels would provide a “combined estimated generating capacity of 176.4 kw,” which would offset the municipal usage of 80%. There was concern that the roof of the Rhodes Building was too old. Rick is gathering data on age of roofs on Community Building and Rhodes Building. Selectman Martell asked what happens to Solar panels after 20 years, and Selectman Ribeiro stated that malfunctioning panels would be automatically replaced at no charge if under 25 yr warranty. After 40 years if the panels are only producing only 80%, they can be replaced if decided, newer technology can be acquired, and the leftover panels can be recycled as most are made of 95% recyclable materials. Motion to accept and sign the META Grant Application for the Town wide Solar Site Assessment, seconded by Selectman Ribeiro, unanimously approved. Stan will draft an RFP for the procurement as there are certain procurement laws to adhere to if purchase for design services is over $10,000. Structural Engineering is included with this project. Selectman Pearson asked how long the Town has Bernie Kubiak from HCOG assisting the Town; answer was unknown. Stan will speak with Bernie and ask for more assistance.

**Appointment to Energy Committee**

Motion to appoint John Larsen to Energy Committee, seconded by Selectman Pearson, unanimously approved.

**Public Comment**-none.

**Town Officials**-none.

**Liaisons**-

**Highway Department**; Selectman Pearson; Pelham will be contracting with Eversource to use Swing Arm Mower again, 2 trucks were repaired recently, C&A punch list for Amherst Road Phase II-will come back this week to do repairs, Core sample from MA DOT came back and was ok for Amherst Road Phase II, Chapter 90 funds will be allocated for paving stretch from Enfield Rd to Packardville Rd this year.

**Town Offices**; Selectman Pearson; Complaint received from Nancy Grossman against Town Clerk, Kathy Martell. Alisa contacted Attorney Maser at KP Law who is in the Labor Department. The Board of Selectmen may decide to have a meeting/conversation with Kathy to discuss complaint and can determine whether or not to include Nancy.

3 questions to ask Nancy to clarify addressed in her email; yelling in workplace, reason for disagreeing, how people are being paid. The Board agreed there was a benefit to moving these workers to ‘Employee Status.’ There seems to be failure to communicate between Kathy and Nancy. Selectman Ribeiro will draft a new email to Nancy and ask for more details. Is Nancy recommending to follow legal guidance; email language seems passive aggressive and very vague. Motion to accept Nancy’s recommendations by legal statue with employees already moved, seconded by Selectman Ribeiro, Selectman Martell abstains, motion passes.

Selectman Pearson recognized Susannah Carey for keeping records of many ongoing grants and would like her to be Grant Administrator. This may add more time onto her job. Susannah will create an excel sheet to track grants.

Susannah Carey went to STAM meeting on Thursday, June 8, 2017 in Leominster. She met Lt. Governor again and networked with other small town administrators from Shutesbury, Leverett, New Salem, & Wendell. State grant opportunities were discussed during annual meeting as well as Complete Streets, Film opportunities in MA, and the Community Compact.

Selectman Pearson asked Susannah to send out email to Board members with what was sent to counsel on Monday 6/12/17-Police Chiefs Contract and Minutes with Nancy.

Scanlon wrapped up audit on May 26 and the results from that reconciliation will be received shortly. DeeAnn helped catch Nancy up through March; that information was relied on heavily for the audit; but going forward Nancy needs to learn how to do the job on her own. Recommendation to have Nancy sit with DeeAnn for 1-2 months to train on more than 1 computer so regular work is not interrupted. The Collector/Treasurer job requires that someone know how to balance at the end of the month. Selectman Martell stated that there is a difference between cash flow and cash book and DeeAnn tried to teach Nancy but she refused to do it. DeeAnn will put together an invoice for previous work done so the Town can pay her, as she is well over due to be paid. Selectman Ribeiro suggested maybe Town should get 2 part-time employees to split Collector/Treasurers job; Nancy & Edna. Edna would not agree to come back because of being accused of doing illegal things within her job. All agreed not to expand staff at this time. Some new Treasurers, at first, have problems learning the software for balancing books.

**Fire Department;** Selectman Martell; nothing new.

**Police Department**; Selectman Martell; Chief back from vacation, contract review next week.

**Finance Committee**; Selectman Martell; nothing new.

**Library**; Selectman Ribeiro; Plant sale grossed about $2,900!

**Elementary School**; Selectman Ribeiro; none.

**Regional School**; Selectman Ribeiro; none.

**Old Business**

Municipal Vulnerability Preparedness Grant (MVP) awarded $15,000 to Pelham; total of 41 other municipalities awarded grants too. Board members would like PVPC to help with workshop, but could the funds be used for other purposes related to solar analysis, resiliency to using micro grids, and possible geothermal storage? As former PVPC trustee, Selectman Ribeiro stated that the PVPC does more planning than execution. The grant funds are be used to support selection, engagement and initial payment of the state-certified MVP facilitator, secure meeting locations, assembling required background information, and commencing the planning exercises. There is a list of state-certified MVP providers the Town will choose from and the deadline to complete is June 30, 2018. Contract will be reviewed at next Board of Selectmen’s meeting.

Rick and Selectman Martell attended a meeting in Amherst Town Hall regarding Sewer line being extended to include Cadwell St, Jones Road, and South Valley Road. Abbie Jenks will be working for a while on this project planning. Town of Amherst needs to know all the lots that could potentially hook up to the sewer line and if the town line pipes, between Pelham/Amherst, could accommodate that extra amount. Cost to replace pipe could be in millions. There could be grants available, but town residents would have to pay what isn’t covered; betterments. Question if financing available for those who hooked up with the sewer line during Amherst Road Phase I (Amherst Rd residents from Pumping station down to town line).

**Adjourn**

Motion to adjourn, seconded by Selectman Ribeiro, unanimously approved at 7:53pm.

**Documents Examined**

2017 META Grant for Solar Site Assessment, Email from Nancy Grossman regarding complaint against Kathy Martell-Town Clerk, MVP Grant scope of work paperwork.

Respectfully submitted,

Susannah Carey