**Board of Selectmen Meeting Minutes**

**10/3/2018, Ramsdell Room, 5:30pm**

**Present:** Selectman Agoglia, Selectman Ribeiro, June Massee, Fred Vanderbeck, Gayle Huntress, and Susannah Carey.

**Absent:** Selectman Pearson

**Open:** Selectman Ribeiro opened at 5:40pm

Motion to approve agenda as modified, seconded, motion passes.

**Minutes**

Motion to approve minutes from 8/15/2018 as amended, seconded, motion passes.

Motion to approve minutes from 9/20/2018 as amended, seconded, motion passes.

**6-month Performance Review with June Massee**

Accomplishments:

-Addition of debit/credit swipe machine for offering another method of payment to taxpayers

-Better communication with School and processing payroll on a more consistent basis

-Fixing Health Insurance paperwork errors in reporting for month of October with actual figures based on the new rate that began July 1, 2018. Change in check payee information printed on checks to clear confusion down at the school

-Addition of check scanning machine which saves in the number of trips to deposit in the bank, cash is still deposited every couple of days

-Changes to Bank accounts that were earning next to nothing in interest (Septic, Cultural Council, Library, Historical Commission)

-Setting up meetings with Board/Committees/Departments to compare balances in expense accounts, etc. She has already met with Library, Cultural Council, and Cemetery Commission. Meet every 2 weeks with Police and Fire Departments.

-Tax Collections in GY2019 going well

-Tax bill printing issue with the July bills was due to incompatibility between DOS based program and Windows 10 system in the office. Actively looking into SoftRight and Vadar as new programs to replace POINT. Future start date in FY19 around April/May.

Goals:

-Implement new software program prior to start of FY20 (April/May)

-Further communication with Boards/Committees and expense accounts

-Continue to attend trainings (November, January-MMA, June-Collector certification, August-Treasurer certification). Recent training attended was hosted by the MMPA (Massachusetts Municipal Personnel Association) and included policy changes for sexual harassment and accommodation issues with medical marijuana.

Comments from Selectmen:

The Board appreciates how June Massee has been out front with any issues/problems that have come up and is glad to see open communication between all boards/committees/departments with the Collector/Treasurer. Idea of MVP Action Grant piece, Resilient Communications, is to have more social connections.

**Cultural Council Appointments**

Motion to appoint Nora Maroulis, Melissa Miller, Gregory Wardlaw, Sofia Maroulis, Grace Spalding-Fecher, Linda Spink, and Andrea Kandel to 3 year terms on the Cultural Council, seconded, motion passes.

**Council on Aging Appointment**

Motion to appoint Ralph Faulkingham to a 3 year term on the Council on Aging, seconded, motion passes.

**Sign Election Warrant for November 2018**

Motion to sign Election Warrant for November Election 2018, seconded, motion passes.

**Public Hearing for New Utility Pole Across from Shutesbury Road**

Gayle Huntress, Shutesbury Broadband Committee, was present and noted the process to obtain broadband for Shutesbury has now gone beyond the 5 year mark. The pole replacement by National Grid would cost over $8k. Shutesbury is installing a double pole as a cost saving measure at a cost of about $2k. Legislation that has recently changed will allow residents to reach out beyond their town’s borders to receive ‘connection’ (MGL 164). Motion to approve and sign the pole petition request from the Town of Shutesbury, seconded, motion passes. Petition will be notarized, sealed by the Town Clerk, and sent back to Shutesbury Broadband Committee.

**Preparation for Fall Town Meeting**

Article 5-no position by BoS or Finance Committee.

Article 6-Meeting scheduled with Eversource contractor for 10/3/18. Ballards will reduce installation costs. The EV’s don’t need 3 phase power. Pole will be moved to the center island in the Community Center parking lot to accommodate 4 stations next to one another. There is no reason to connect to the School because the DPU in the future will be adding a new rate class with its own meters and be able to charge more. User pays to charge at the Level 2 station.

**MVP Postcards & Grant**

Grant administrator has been reaching out to those individuals who returned their MVP postcards. There will be a follow up mailer to build phone/email data bank. Possible idea to piggy back on census in January and explain the programs within the Resilient Communications piece of the grant. Send postcard inventory as follow up and tie in with canvassing efforts. Engagement between MVP task force and Pelham PTO and School Committee during an upcoming meeting. October workshop will follow up on the grant and specs on engaging and preparing, as well as personal and community town efforts. Next meeting group will discuss a canvassing strategy.

**Fuel Efficiency Across Municipal Fleets in Rural Communities**

UMass Clean Energy Extension (CEE) hands-on initiative to improve fuel efficiency in small communities using telematics; device which attaches to municipal vehicles tracking emissions and fuel efficiency. Participation is free of charge for a term of one year. After one year, the towns that participate will be charged monthly and per vehicle if continue with the tracking program. Motion for Pelham to participate in the telematics program for 1 year reducing municipal vehicle fuel consumption in rural MA, seconded, motion passes.

Selectman Ribeiro will follow up with Zara Dowling for further details.

**Signage**

“Children Playing Here” signage Rick Adamcek has in his inventory at DPW to be put on Arnold Road. Motion to authorize Highway Department to put up ‘Children Playing Here’ signs on Arnold Road, seconded, motion passes.

“No Idling” signage to be installed at Police/Fire Station. Future discussion item with Pelham Police and Fire Chief. Motion to authorize Highway Department to purchase and install no idling signs, seconded, motion passes.

**Town Website Goals-**tabled until later date.

**Town Officials**-no comment.

**Public Comment**-none.

**Liaison Reports**

Order as shown.

Discussion of Select board member’s role as liaisons and preparing reports for meetings.

Highway, Finance Committee, School Committee; Selectman Ribeiro; issued typed report for members to review.

Town Offices; Selectman Agoglia; Sandra Burgess is transitioning to job this week. No other news.

Regional School District Planning Committee; Selectman Agoglia; Group has met with the Pelham and Amherst School Committee and willing to present to Select Board. Currently gathering data and waiting for results from Mark Abrahams. Meeting to be held in 2 weeks. MARS is working with both communities on outreach. Amherst and Pelham will vote separately for the regionalization. FAQ document in the Slate. Regional Agreement would include all aspects of governance. Unsure of financial benefits for Pelham at this time.

**Old Business**

-Tuesday, October 9th Dehumidification system will be installed in Community Building.

-Lee Halasz, grant administrator for MVP Action Grant, submitted first timesheet.

-Select Board not in favor of participating in free one year coverage of Cyber Liability from MIIA.

-MMA meeting in January. List of workshops/schedule to divide up amongst BoS members shared.

**New Business**-none.

**Adjournment**

Motion to adjourn, seconded, motion passes at 7:25pm.

**Documents Examined**

Public Hearing for New Utility Pole document, November Election Warrant, Fuel Efficiency document for rural communities, Liaison Report from Selectman Ribeiro, list of workshops for MMA meeting in January.

Respectfully submitted, Susannah Carey