**Board of Selectmen Meeting Minutes**

**12/19/2018, Pelham Library, 4:00pm**

**Present:** Selectman Pearson, Selectman Agoglia, Selectman Ribeiro, Stan Swiercz

**Open:** Selectman Pearson opened at 4:00pm

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

**Minutes**

Motion to approve minutes from 10/3/2018 as amended, seconded, motion passes.

Motion to approve minutes from 11/7/2018 as amended, seconded, motion passes.

Motion to approve minutes from 11/21/2018 as amended, seconded, motion passes.

Motion to approve minutes from 12/3/2018 as amended, seconded, motion passes.

**Town Officials**

Since Stan Swiercz, Chair of the Energy Committee was present his business was taken up. He told us that he needs demand electricity usage information for the past 12 months for the R.W. Hall Analysis. He made a records request with Kathy Martell before she left on leave and then with Sandra Burgess to obtain the information but since the information is filed with other information, June was unable to allow Stan to go through the records. June will have to obtain the requested information.

Selectman Agoglia will talk to June about making a spreadsheet where she records energy usage monthly that will be needed for future reports, as Gail Weiss reported that June’s time is needed for reconciling free cash. It was also noted that if we had an Assistant Town Clerk’s position it would help with these record requests. Bob will talk to the Temporary Town Clerk about presenting the proposed job description and resume for a qualified candidate she has identified at the next SB meeting. Selectman Ribeiro had researched this data and emailed it to Stan Swiercz.

Stan also told us that World Energy is demanding payment for the work they have done for the town. The concerns with their work have been addressed and he recommended paying them.

Motion to authorize payment to World Energy, seconded, motion passes.

Stan talked about shielding the lighting at the Fire Station. The SB will request that Rick study the situation and recommend a solution.

Stan reported that the Energy Committee recommends expanding the scope of work for the R.W. Hall contract. There are available funds in the MVP grant to pay for the expanded work.

Motion to expand the scope of work for the R.W. Hall contract as recommended by the Energy Committee and pay for it with MVP grant funds, seconded, motion passes.

**Council on Aging Grant Statement of Authorization**

The SB signature requested by the Council on Aging for their FY 2019 Grant Allocation was deferred because there was no supporting documentation. It will be taken up at the next SB meeting.

**Earmarks for sidewalk and kitchen**

Bob reported that he followed up with Rep. Goldstein Rose about the earmarks for Pelham included in the FY 2020 budget for a future economic development bond. Rep. Goldstein Rose referred us to Rory O’Hanlon at the Executive Office of Housing and Economic Development. Bob spoke with Mr. O’Hanlon, who explained that such earmarks are routinely inserted by legislators in the annual state budget but they do not mean that funding is guaranteed. There are many such earmarks approved in the state and they exceed the state’s capacity for bonds so the EOHED prioritizes them. He suggested two possibilities for Pelham: submit a compelling case for Pelham’s need to EOHED and it will be considered for future bond funding; and, seek funding from one of EOHED’s competitive grant programs. Bob asked him to identify the most appropriate competitive grant programs for our sidewalk and community kitchen needs. Mr. O’Hanlon will get back to Bob with that information soon. Bob will develop a compelling case for the funds and present it to the SB. He will also report back about the competitive grant programs that Mr. O’Hanlon recommends.

**Request by residents in the Village Neighborhood District**

Residents in the Village Neighborhood District requested to meet with SB regarding their advocacy to eliminate the “restaurant, bar, entertainment” use by special permit in that district. SB decided that this will be included on the agenda for the January 16, 2019 meeting at 7pm. Alisa will communicate this to Kristin DeBoer who made the request on behalf of a group of residents.

Bob and Karen attended the December 10, 2018 Planning Board meeting where the concerns about the “restaurant, bar, entertainment” use by special permit in the Village Neighborhood District were expressed by residents. They noted that most of the concerns expressed centered around traffic volume and speed on Amherst Road that was felt would make such uses unsafe. Alisa will talk to Gary about repairing and posting the radar enabled “Your Speed” sign somewhere east of the school on Amherst Road. She will also talk to him about increased patrolling and other speed signage for the road.

**Accessible meeting space ideas**

Bob presented a written document with the outcome of the December 19, 2018 meeting with the school principal, police and fire chiefs, and two library trustees regarding the use of space in the two town buildings that comply with ADA accessibility requirements. The Board of Health chair also attended.

Motion to send the document to all committee and board chairs with copies to meeting attendees and the Public Works Superintendent, seconded, motion passes.

**Four town meeting on the regional school budget**

Bob will participate in the four-town meetings about the allocation methodology for the 7-12 regional school budget. The next meeting is December 20, 2018.

**Annual Town Meeting and Election dates**

The Town Clerk recommended that Annual Town Meeting be held on Saturday, May 11, 2019 and that Town Elections be held on Tuesday, May 14, 2019.

Motion to approve the Town Clerk’s recommendation for Annual Town Meeting and Election dates, seconded, motion passes.

**Pelham Slate**

Susannah sent out first draft of the Pelham Slate. Karen offered some edits as did Alisa. It was agreed that the dates for Town Meeting and elections will be added. Alisa offered to format this edition using sophisticated software available to her as a way of supporting Susannah as she continues to investigate and learn about software options for the town.

**Public Comment-**none

**Liaison reports**

Town offices: Selectman Agoglia reported that the Treasurer/Collector will present a proposal at the next SB meeting that she and the Town Accountant recommend to replace the current outdated software that supports the Treasurer /Collector functions.

Finance Committee: Selectman Ribeiro reported that there was a presentation at the Finance Committee meeting about the Citizens Academy. It was felt that its scope is beyond what Pelham could support right now but that resources could be sought in a future grant. This subject was brought up by Selectman Ribeiro at the regional PVPC meeting.

Selectman Ribeiro suggested that each Selectman should look at the proposed capital items and be prepared with questions and ideas for the January 2, 2019 joint SB and Finance Committee meeting regarding capital planning. She also suggested that Selectman should ensure the budget process includes requests from all committees and boards that need funding from the town. The January 2, 2019 budget roundtable that is a continuation of the joint SB and Finance Committee meeting will be an opportunity to do this.

Elementary School: Selectman Ribeiro reported that she has communicated by email with the elementary school principal and PTO chair about holding a SB meeting at the school with students in attendance. She asked for thoughts about limiting student participation to fifth and sixth grades, topics that would be of interest to students and possibly relevant to their studies, and timing. The SB discussed scheduling the meeting shortly before Town Meeting and inviting the students’ parents to attend as well.

Regional School District Planning Board: Selectman Agoglia reported that the financial consultant, Mark Abrahams, will be presenting a detailed analysis of the financial impact of regionalizing the elementary school with Amherst at the December 28, 2018 meeting of the Board. It will be the first presentation of financial implications of regionalizing the elementary schools.

**Old Business**

Follow-up on Susannah’s duties and responsibilities. Bob will discuss with Susannah.

**Adjournment**

Motion to adjourn, seconded, motion passes at 5:35pm.

**Documents Examined**

Council on Aging Grant Statement of Authorization, Accessible meeting space communication

Respectfully submitted, Bob Agoglia