

## Select Board Meeting Minutes

**March 17, 2021 7pm Virtual Via ZOOM**

**Present:** Select Board members Robert Agoglia, David Shanabrook, and Tara Loomis, Robert Rowell, Judith Eiseman (7:25pm), and Susannah Carey.

**Open:** Select Board Chair Robert Agoglia opened the meeting at 7:00pm.

### Minutes

Motion to approve amended minutes of 3/3/2021, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

### Review Warrant Article and Citizen Petitions Received for the 2021 Annual Town Meeting Warrant

Articles received from boards/committees/departments. All read aloud by Susannah Carey.

Finance Committee article, salary and expenses for FY22 requested & recommended figures.

Motion to approve and include salary article from finance committee on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Free cash article from Finance, doesn't affect tax rate. Free cash to be certified soon by Accountant and Collector/Treasurer.

Motion to approve and include free cash article from finance committee on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Accountant PEG article.

Motion to approve and include PEG article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

MSBA and payment of towns indebtedness article.

Motion to approve and include indebtedness article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Regional School Capital Debt article.

Motion to approve and include regional school capital debt article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Admin CPC article.

Motion to approve and include CPC admin article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

CPC annual revenues distribution article.

Motion to approve and include CPC annual revenues distribution article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Highway dump truck article.

Motion to approve and include highway truck article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Paint Museum article.

Motion to approve and include museum painting article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Agreement formula for allocating budget to regional middle and high schools. Schools vote on March 23, 2021 with figure to be inserted in the % section.

Motion to approve and include School formula agreement article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Biomass Resolution.

Motion to approve and include Biomass resolution on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Citizens Petition regarding Dogs.

Motion to approve and include citizens petition on dogs on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Articles that occur annually on the ATM warrant. All read aloud by Susannah Carey.

Article 1: Town Reports

Motion to approve and include town report article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Article 2: Authorize Treasurer to borrow

Motion to approve and include article to authorize Treasurer to borrow on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Article 3: Salaries for elected positions.

Remove Town Clerk from table as position has been appointed since June 2020.

Motion to approve and include salaries for elected positions article on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Highway Maintenance/construction article.

Motion to approve and include highway maintenance/construction on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Authorize Town to enter Contract and Grants for FY2022

Motion to approve and include article to authorize town to enter contracts and grants in FY22 on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Library article accepting funds.

Motion to approve and include library article accepting funds on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Assessors article for qualifying real estate tax exemptions.

Motion to approve and include Assessors article for qualifying real estate tax exemptions on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Revolving Fund.

Request from Building Inspector David Waskiewicz to increase fund to \$30k to support upcoming large projects; amethyst brook development, water treatment plant, solar, etc.

Motion to increase the Building Inspector revolving fund to \$30,000, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Motion to approve and include the revolving fund table as amended for the building inspectors increase on the ATM warrant, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Twenty-one total articles on the warrant. The warrant will be sent to town counsel for review and the Select Board will finalize with Moderator, Daniel Robb, April 7, 2021.

### **Request for Internet Connection at Community Hall**

More information needed here for budgeting but the Select Board supports this request. Suggestion to look into use of both hot spot and/or service with Comcast and best option for that buildings location.

### **Review Quote for Community Hall ERV Unit Installation from ASM Sheetmetal**

Quote from ASM Sheetmetal who installed the ERV at the Rhodes Building. Meeting with Rick Adamcek, Building & Grounds, Linda Hanscom, Community Hall Committee Chair, and Aaron Morin of ASM included discussion to keep the duct work in the ceiling to maintain the character of the building. Motion to install ERV at Community Hall with cost reimbursed by the CARES Act, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

### **Continued Discussion of the MyTownGovernment Platform for Posting Meetings**

Module with a link to add to current town website that takes the responsibility off the Town Clerk for meeting postings, etc. and enables board/committee designees to post their own meetings, etc. Town Clerk Sandra Burgess spoke with Orange Town Clerk Nancy Blackburn about platform that Orange is already using and received nothing but positive feedback. Sandra also spoke with the Attorney General about use of that platform for postings, etc. Questions if MyTownGovernment has a meeting alert system like the current website that sends a message to inboxes if subscribed to E-Alerts. David Shanabrook will coordinate with Sandra Burgess on implementation and training. Suggestion from Judith Eiseman to review the non-zoning bylaw requirement for in-person posting and if this platform will affect that at all. Motion to authorize implementation of the MyTownGovernment platform for Pelham and identify David Shanabrook who will work with the Town Clerk on planning and training, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

### **Town Officials**

Personnel Board-Two possible interested members identified by Judith Eiseman.

Solar Inquiry-Planning Board is hiring a consultant to assist with inquiry.

Cannabis Inquiry-Planning Board is researching this inquiry and town's zoning bylaws.

Articles for ATM Warrant-Select Board can add articles up until warrant is finalized on April 7, 2021.

Buffam Road, Wilson Property-Suggestion for SC to reach out to David Waskiewicz, Zoning Enforcement Officer, with update on owner's compliance with conditions set for his property on Buffam Rd at previous Select Board meeting.

Meetings Inside Rhodes Request-Board of Assessor's Chair requested Board of Assessors to meet inside the Rhodes Building to review during a meeting non-public exemption documents for approval. Select Board supported request as long as social distancing was practiced, masks were worn at all times, and ZOOM was utilized for the meeting since the public is not allowed inside the Rhodes Building at this time.

Smith Computers-One full PC was left after distribution and available in the Rhodes if the Town Clerk was interested.

Automatic Thermostat-Recently heat was left on inside Rhodes Building. Request to install Nest product or a programable thermostat inside Rhodes Building. Rick will be contacted by Liaison.

**Public Comment**-none.

### **Liaison Reports**

Building Inspector; Select Board member Tara Loomis; David Waskiewicz took the initiative to ask the Select Board for an increase to his salary and stipend. DW has Building Commission certification. Already for FY22 DW has put in about 60 hours of work. Request to reach out to other communities; Shutesbury, Leverett; including STAM community about what

and how inspectors are paid, etc. Note that the Wage & Compensation Study should include all Pelham's inspectors. Select Board member Tara Loomis would like the Town going forward to maintain records in an accessible database for any wage increases that affect Pelham's inspectors. Discussion at next meeting on 4/7/21 about liaisons and other inspectors in town. Motion to increase Building Inspector salary to \$35 per hour and stipend to \$350 retroactive to January 1, 2021, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

Fire Department; Select Board member Tara Loomis; Chief Murphy will remain in town as the Administrative Chief for the Fire Department and notify the State. Fire Department staff happy with new proposed structure with Chief in Admin position and Deputy Chief responding to on-site calls. Wage & Compensation Study will be useful for future planning of the Pelham Fire Department.

Highway Department/Buildings & Grounds; Select Board member Robert Agoglia; Warning sign request for Buffam Rd installed. VRF project continues at the Community Building. New doors, upgraded electrical panel, and motion light are all active. The outdoor cameras will be installed soon.

Police Department; Select Board member David Shanabrook; nothing to report.

Town Offices; Select Board member Robert Agoglia; Free cash certification soon by Accountant and Treasurer. Susannah working on town report, warrant, compiling IT information from other departments for the IT grant assessment, exploring dates for the free IT cyber health check and speaking with David Savage from HubTech.

Tree Warden; Select Board member David Shanabrook; nothing to report.

**Old Business**-none.

**Time Reserved**-none.

**Adjournment**- Motion to adjourn at 9:00pm, aye Robert Agoglia, aye David Shanabrook, aye Tara Loomis, roll call unanimous.

#### **Documents Examined**

Dog Citizen Petition, Warrants from Board/Committees/Departments for 2021 ATM, 3/3/21 minutes, ASM quote for Community Hall.

Respectfully Submitted,  
Susannah Carey