Board of Selectmen Meeting Minutes
4/6/2020 10am Virtual via Zoom

Present: Selectman Ribeiro, Selectmen Agoglia, John Trickey, Bill & Kathy Martell, David Shanabrook, and Susannah Carey.
Open: Selectman Ribeiro opened the meeting at 10am. All members confirmed present. Remote meeting participation checklist and guidelines read.
Liaison Reports will be tabled. Remainder of agenda will stay as is.

Minutes 2/26/2020
Motion to approve amended minutes from February 26, 2020, aye Karen Ribeiro, aye Bob Agoglia, approved.

Appointed Town Clerk Position
At previous BoS meeting on 4/1/2020, Kathy Martell was appointed to serve as the town's first appointed Town Clerk until term end. A follow up meeting will happen with Kathy to discuss why the position went to appointed, expectations of the position, and the vacant Records Access Officer position.

School Committee Funding Request for Computer Server
Request of $6k for server will be added to Article 5; Free Cash; of the Annual Town Meeting warrant. Vision warrant article in Free Cash will be removed and now deducted from PEG account. Motion to expend $8,000 for Vision software for Board of Assessors, aye Karen Ribeiro, aye Bob Agoglia, approved.

Fiber Network-no discussion.

Increasing Residents Attention to Online Communications
Town currently has CodeRed through Public Safety and E-Alerts from town website which residents can receive information from the town. Signage can also be added to the Police Department vestibule/lobby as well as outside the Rhodes building in the notice board. Connect Pelham created a message board and Slack channel but had no sign-ups. Next Door Pelham could be an additional resource for posting notices and reaching residents. Board would like to send out postcard reminding residents of posting places and ways to get town information, etc. Motion to create Next Door profile and create postcard mailer for residents for communication action, aye Karen Ribiero, aye Bob Agoglia, approved.

FRCOG
Motion to sign FRCOG contract for participation in FY2021 bid contract for fuel, diesel, and heating oil, aye Karen Ribeiro, aye Bob Agoglia, approved.

New Recycling Options for Pelham
Town needs to decide on whether to continue offering recycling service or choose to have residents pay to dispose of their recyclables. Single stream recycling bin could be placed temporarily at new location

at 351 Amherst Road. Still left to consider if town continues with recycling in some form: day(s) bin will be open, hours, monitored by employee or not, security camera, contract term for usage.

Updates on VRF System Project for Community Building
RW Hall providing final bid package to Energy Committee soon. Advertisements will be posted first with bid documents to soon follow once reviewed by town counsel. Important process to see what the actual cost shortfall is for this type of project. Motion to authorize release of RFP subject to town counsel review as soon as reasonable to have it out there, aye Karen Ribeiro, aye Bob Agoglia, approved.

Appointment of New member to Board of Registrars, Virginia Servos
Motion to appoint Virginia Servos to the Board of Registrars, aye Karen Ribeiro, aye Bob Agoglia, approved.

Records Access Officer Position Vacant
At this time the focus will not be on filling this position but the Town Clerk's position. Need to compile Town Clerk job descriptions from other towns, follow posting requirements with local paper and town website, and gather hiring committee members.

Town Officials-no comments.
Public-no comments.

Old Business
Request to further restrict access to town buildings-to staff only and provide other means to accommodate if necessary. Board of Health Director, Judy Metcalf, is in favor of this additional restriction. Motion to restrict access in all town buildings to those only employed by the town, aye Karen Ribeiro, aye Bob Agoglia, approved.
Town Meeting Warrant-request to send ordering suggestions. Warrant will be sent to counsel immediately. Date to finalize warrant is still April 20, 2020.
Time Reserved-no topics.
Next meeting 4/15/2020 at 6pm via Zoom.

Adjournment
Motion to adjourn at 11:07am, aye Karen Ribeiro, aye Bob Agoglia, approved.
Remote meeting ended.

Documents Examined
FRCOG contract, Recycling email, VRF email, annual town meeting warrant, RAO job description, Fiber email.

Respectfully Submitted, Susannah Carey