

Joint Board of Selectmen Meeting Minutes with Finance Committee
1/29/2020 6pm Rhodes Building

Present: Finance Committee members; John Trickey, Bill Martell, Cara Castenson, Emily Marriott, and Fred Vanderbeck, Selectman Ribeiro, Selectman Agolia, Dana MacDonald, Kathy Martell, Rusty Rowell, Otis Rowell, Rick Adamcek, Cyd Reiman, John Larsen, Tony Rogers, David Shanabrook, and Susannah Carey.

Open: Selectman Ribeiro opened the meeting at 6:02pm. John Trickey called the Finance Committee meeting to order at 6:02pm.

Discussion of VRF Heating/Cooling System for Community Center with Finance Committee-6:00pm

Energy Committee has been working for two years researching possible heating/cooling units for the Community building that would replace the current boiler, which is close to its 20-year life. EC has a high level of confidence with the proposed VRF system. The Town of Ashburnham installed a VRF system last year and is confident with the equipments performance so far.

RW Hall has provided Pelham a new proposal for re-design for engineering/additional work, etc. The Town of Ashburnham was in favor of the proposal.

Variable Refrigerant Flow (VRF) system: Use 100% electric gas pumps for both the heating and cooling. VRF would roughly cut current energy costs in half with greenhouse gas cut by ~40%.

Handout explored two options if Town approved the install a VRF system:

- 1.) use the current boiler as backup, no extra costs to townspeople or
- 2.) installation of a new generator backup, with extra cost to town of ~\$200k. A handout with a breakdown of the two options was shared.

Funding: Green Communities grant awarded in the Fall to Pelham for \$170k for VRF, which expires 9/30/2020 but could be extended. Unofficially, VRF funds for \$140k were awarded through the MVP grant to be used by June 30, 2020. The town has already authorized \$68k from Town Meeting.

Timeline: The language in the MVP grant VRF scope stated 'commence installation' so question if the timeline could go beyond the fiscal year's end.

Next Steps: The Energy Committee needs to go out to bid for vendor installation with the Board of Selectmen's official award of the bid to follow. Idea that the town could encourage the awarded vendor to purchase the VRF equipment needed prior to the 6/30/2020 expiration of the MVP grant funds.

Motion to schedule a special town meeting, to present the VRF system to town and require additional funds, on Saturday February 29, 2020 at 10:00AM, unanimously approved. Question if special town meeting could be cancelled. Special TM could be used as an informational tool for residents too.

Finance Committee adjourned.

Motion to approve contract with RW Hall Consulting for re-design engineering for Community/Library building using existing generator and boiler, unanimously approved.

Motion to accept MVP grant award for VRF in Community Center, unanimously approved.

Reduce Size of Energy Committee & Alternate Members

Currently 7 positions total with 5 occupied. Sahar recently resigned.

Motion to reduce Energy Committee regular members to five, unanimously approved.

McClung Community Forest Parcel Closing

Chair of Conservation Commission, Dana MacDonald, will be representing the town at the closing on Friday January 31, 2020, which is also the Federal grant deadline. Acquisition of 39 acres to be added to total about 200. Federal grant of \$77,500 was received already by the town according to Collector/Treasurer. Conservation Commission will accept the deed at the January 30th meeting. CC has authority to acquire property/land without action by the Board of Selectmen. The piece of land was previously in Chapter 61, which would be ~\$400 loss in tax money.

Comments on 40B Application

Department of Community Housing and Development (DCHD) sent the Town an application available to view in Town Clerk's office for the next 30 days. ZBA Chair, Jeff Eiseman, is currently collecting comments from Boards/Committees/Departments. Options for the town to negotiate with the developer for sidewalks, community space, etc. Cost concern from Cyd Reiman for the large amount Pelham would be committing to this affordable housing project, which would utilize whatever CPA funds were available at the time. A Town Meeting warrant article for funding could be amended on TM floor if any changes. Draft letter created by Selectman Agoglia reviewed. Motion to sign Board of Selectmen's letter of support to DCHD regarding Home City Development, Inc., unanimously approved.

2020 Annual Town Meeting & Election Calendar

Motion to accept Town Meeting and Election calendar as amended dated May 9, 2020, unanimously approved.

Election Warrant for March Presidential Primary

Motion to accept Election Warrant for Presidential Primary, unanimously approved.

Council on Aging Budget

Motion to accept the Council on Aging 2020 grant funding, unanimously approved.

Town Clerk & COA Laptop Windows Upgrade

Both COA and TC laptops require upgrade to Windows 10 from 7. Highway Superintendent computer also needs to be replaced due to age, minus a printer and monitor which will be handed down from the Town Clerk. David Shanabrook will let the Town know if Smith College still donates free recycled computers, which have been offered to non-profits in the past. Motion to approve expenditure from Cable Franchise account for Council on Aging laptop, Town Clerk laptop, and Highway Department desktop minus monitor, unanimously approved.

Vote to Allow Highway Department to Overspend Budget

Snow and Ice budget are always underfunded. Motion to allow Highway Department to deficit spend, unanimously approved.

Assistance from PVPC Regarding Speed and Safety on Amherst Road in Village Center District

Letter drafted to request assistance with speed study for lowering speed within Village Center on Amherst Road. DOT will not conduct speed study/test. DOT suggested to first narrow the lanes, install speed tables with crosswalks, and permanently mount a "your speed sign is" in the Village Center. Next step would be to conduct a speed study. The Highway Department will look into speed tables and what if that is something they could install. Motion to submit letter for assistance from PVPC for speed study, unanimously approved.

CivicPlus Annual Service Agreement for Town Website

Annual contract reviewed by town counsel and consistent with other standard agreements. Suggestion to look into Community Compact funding to help with annual fee. Motion to sign annual service contract with CivicPlus, unanimously approved.

Space Needs Taskforce

Motion to appoint Patricia Olanyk to the Space Needs Taskforce, unanimously approved. Currently investigating if Pelham has ample and adequate storage of records in existing buildings or if new buildings are recommended.

Community Center & Town Office Sign Estimates from Hale Custom Signs

Signage discussion has included the Library Trustees. Selectman Agoglia will reach out to Cynthia Weigel, President of the Historical Society, for sign replacement at the Old Town Hall and Museum. A warrant article is required to appropriate funds Spring Town Meeting.

Count Pelham Initiative Discussion of Co-Sponsorship Opportunity

Letter drafted by Pelham Democratic town committee members read aloud. Letter if accepted as written could be sent out to residents with the Special Town Meeting warrant if scheduled. Motion to approve letter for support of the Census Count Pelham Initiative with letter to all households and announcing special town meeting warrant, unanimously approved.

FY2021 BoS Budget Proposal for Upcoming FC Budget Meeting

Board members discussion of additional funding to support community spending for town events under the Selectmen's budget. Also required was the pricing needed for the single stream bin/other recycling options for Pelham, and an increase was proposed in Board of Selectmen wages. Motion to approve budget as amended pending receipt of recycling pricing, unanimously approved.

Town Officials

Town Clerk brought forward language for May 12, 2020 Election Warrant for Board of Selectmen vacant seat. Motion to place the following on the Tuesday May 12, 2020 Annual Town Election ballot; 'Board of Selectmen for two years, vote for one'; unanimously approved.

Public Comment-none.

Liaison Reports

Highway Department: Rick will be asking for \$1 more/hour on his budget with support from the Board of Selectmen, affecting employees Ed Chapin, Paul Moe, part-time Highway department employees, and Rick's salary. The increase will not affect his new Foreman, Ethan Dickinson.

Old Business

Connect Pelham meeting on 2/3/2020. Those who join the meetings will rotate attendance amongst their board/committee members; Finance Committee, Planning Board, Housing Committee, Cultural Council, Board of Assessor's, and Cemetery Commission.

Otis & Rusty Rowell have been in communication with Crocker Communications about internet connection, etc. They will request a quote for all services; phone, internet; from Crocker.

Adjournment

Motion to adjourn at 8:54PM, unanimously approved.

Documents Examined

FY2021 budget spreadsheet, EC VRF documents, Election warrant, COA grant, Letter to PVPC for traffic assistance, CivicPlus Agreement, Community Building & Town Office Sign Estimates, Count Pelham draft letter.

Respectfully Submitted, Susannah Carey