

PRESENT: Selectmen Joseph A. Sergi, Patrick J. McNabb, and Joseph Hallisey; Robert Hanson, Town Administrator; Peggy Mazzola, Administrative Assistant

The meeting was called to order at 7:04 PM.

ACCEPTANCE OF MINUTES: On a motion by Mr. McNabb and seconded by Mr. Hallisey, the regular session meeting minutes of June 1 and June 8, 2009 were unanimously approved. On a motion by Mr. McNabb and seconded by Mr. Hallisey, the executive session meeting minutes of June 1, 2009 were unanimously approved as amended.

APPROVE WARRANT/SIGN PURCHASE ORDERS: The Board signed the warrants. The Board reviewed a purchase order from the Police Department for the purchase of two police cruisers in FY 2010. On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to approve Purchase Order #1978 in the amount of \$60,000 to MHQ Municipal Vehicles for the purchase of two police cruisers.

The Board reviewed a Reserve Fund Transfer for the Fire Department in the amount of \$12,000 for Wages Hourly. Mr. Shattuck was present to explain the reason for the Reserve Fund Transfer, which has already been approved by the Finance Committee. Following a lengthy discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to recommend the Reserve Fund Transfer as presented.

PUBLIC COMMUNICATIONS: Mr. Sergi stated that at the last meeting a joint appointment was made with the Board of Health. At that meeting it was agreed to vote by secret ballot. It has come to the attention of the Board that this was procedurally incorrect. Mr. Sergi disclosed that he voted for Al Buckley. Mr. McNabb disclosed that he also voted for Mr. Buckley, and Mr. Hallisey disclosed that he voted for Virginia Malouin. Mr. Sergi explained that to spare some feelings the Board was under the impression that it was okay to vote by secret ballot, however the Board simply made a mistake and wasn't trying to hide anything from the public.

Mr. McNabb announced a vacancy on the Housing Authority, term to expire at the 2010 Annual Town Elections. Letters of application/citizen activity forms should be submitted to the Board of Selectmen.

APPOINTMENTS/RESIGNATIONS:

Item #1 – New Appointments; reappointments: Auxiliary Police Captain David Querze was present to introduce two new candidates for the Auxiliary Police Department. Mr. Querze explained that one auxiliary officer has gone to a full time position in Ayer, and remarked that Pepperell's Auxiliary Department is a good seed organization for aspiring police officers. The department also lost Mary Femino to cancer, which was a tough loss to the department. Mr. Querze described the department's involvement in the Town during the ice storm, in addition to hours spent riding with police officers and covering events. Mr. Querze introduced Jeffery Noble and Mike Kyle. A question and answer session with the two candidates followed. Following the discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to appoint Jeffery Noble and Mike Kyle to the Auxiliary Police Department, term to expire 6/30/2010.

Council on Aging Director Sharon Mercurio was present to discuss her request to appoint Lisa Ferolito as Activity Coordinator. Ms. Mercurio explained that the Senior Center suffered a huge loss with the death of Ann O'Donnell, who was not only the Senior Center's receptionist, but also covered the activity coordinator duties and public relations. The Senior Center was awarded a grant to cover Ms. Ferolito's salary, but that money ran out while Ms. O'Donnell was out sick, so she kept Ms. Ferolito on. Because there is a hiring freeze, she is asking the Board to approve the hiring of Ms. Ferolito as permanent part-time Activity Coordinator; the funding would come from the money budgeted for the receptionist. Mr. Sergi stated the over-ride vote is next week, but he suspects the support would be there; realigning resources makes sense, and he would support the hire. Mr. McNabb commented there would be no

change in the number of employees and asked if the receptionist position would remain vacant. Ms. Mercurio stated there is a state program called Operation Able, which puts seniors back into the workforce at no cost to the Town, which she could utilize to cover the receptionist position. On a motion by Mr. Hallisey and seconded by Mr. McNabb, it was unanimously voted to make an exception to the hiring freeze and appoint Lisa Ferolito as Activity Coordinator for the Council on Aging, term to expire 6/30/2010.

On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to make the following appointments, all with terms to expire 6/30/2010 unless otherwise indicated:

Trustees of the Brooks Educational & Entertainment Fund: (Mr. McNabb abstained)

Edward McDuffee, term to expire 6/30/2010

Chet Babineau, term to expire 6/30/2011

John McNabb, term to expire 6/30/2012

Administrative Assessor: Maureen Bolger

Agricultural Advisory Board (term to expire 6/30/2012):

Susan Ventura

Animal Control:

Kathy Comeau, Assistant Animal Control Officer

Communications Department:

Frank Quattrochi, Director

David Stairs, Assistant Director

Justin D. Zink, Dispatcher

Benjamin Simmons, Dispatcher

Rosemary Page, Spare Dispatcher

Council on Aging:

Jerrilyn T. Bozicas, term to expire 6/30/2012

Cathy A. Forrest, term to expire 6/30/2012

Barry R. Fuller, term to expire 6/30/2012

Virginia Spinney, Coordinator of Volunteers

Albert Harris, Custodian

Sharon Mercurio, Director

Joan Goddard, Outreach Coordinator

Cultural Council:

Lynn Black

Designer Selection Committee:

Mark Richardson

Disabilities Commission (term to expire 6/30/2012):

Robert Plet

Finance Committee (term to expire 6/30/2011):

Chris DeSimone

BOARD OF SELECTMEN MEETING MINUTES

7:00 PM

June 22, 2009

Page 3 of 9

Inspection Department:

Harry Cullinan, Inspector of Buildings
John Dee III, Electrical Inspector
Ralph Gilmore, Assistant Electrical Inspector
Robert Russell, Assistant Gas Inspector
John Cryan, Plumbing Inspector
Rudolph Schultz, Local Inspector
Susan H. Smith, Assistant to the Building Inspector/Zoning Officer

Personnel Board:

Carl Schilling, At-Large Member (term to expire 6/30/2011)
Peter Shattuck, Employee Representative

Sexual Harassment Grievance Officer:

Robert B. Hanson
Susan Gurney, Alternate

Registrars:

Jane Eshleman, term to expire 6/30/2012
Barbara Smith, Assistant Registrar

Emergency Management:

George Ux, Director
Ed Passerello, Deputy Director
Nick Livadas, Deputy Director
Den Connors, Deputy Director
David Peabody, Communications Officer

Emergency Planning Committee:

Toby Tyler
Den Connors
Chief Alan Davis
Sharon Mercurio
Frank Quattrochi
Peter J. Shattuck
George Ux

Auxiliary Police:

David Querze - Captain
Edward Lane - Lieutenant
Paul Nelson - Lieutenant
Glenn Caswell -- Sergeant
David Richardson - Sergeant
Joseph Hauptman – Sergeant
Larry McNamara
Rick Baum
David W. Miller
Andrew L. Riccio
Ryan Fogarty
Jason Antin
James Greatorex
Mitchell Lambert

BOARD OF SELECTMEN MEETING MINUTES
7:00 PM

June 22, 2009
Page 4 of 9

Radio Amateur Civil Emergency Services (RACES):

Den Connors
Tony Dicenzo
Mark Guibardo
James Hein
Peter Nordberg
David Peabody
Lynda Pozerski
Stanley Pozerski
Eric Stromsted

Information Systems Technology Committee:

Scott R. Menice
Peggy Pomeroy
Stanley Pozerski
Douglas C. Sawyer
Dale R. Sinclair
Anders Swenson

Town Forest Committee:

James Dunn
Joseph Radwich
Peter J. Shattuck

Forest Warden:

Peter J. Shattuck

Webmaster:

Jeff Sauer

GIS Committee:

Martin Beck
Robert B. Hanson
Robert E. Lee, Jr.
Frank Quattrochi
Gregory J. Rice
Susan Smith
Susan Snyder

Pepperell Crank-up Committee (term to expire 6/30/2011):

James Dunn
Kim Spaulding

Vietnam Memorial & Honor Roll Committee:

Michael Flaminio
James M. McKenna
Joseph M. Moore

Fence Viewer:

Richard Aubin

Lowell Regional Transit Authority:

Barry Fuller, Selectmen's representative (appointed by Chairman of the Board of Selectmen)

BOARD OF SELECTMEN MEETING MINUTES**7:00 PM****June 22, 2009****Page 5 of 9**Local Licensing Authority:

Todd W. Blain
Alan Davis
William Greathead
Armando Herrera
Alan Lessieur
James Peters
David Scott

Parking Clerk: Cathy ForrestPolice Department:

David	Scott	Pepperell Police Department Lieutenant
Fabrizio	Vestri	Pepperell Police Department Officer
Haylie	Boutwell	Pepperell Police Department Officer
Jared J.	Carrubba	Pepperell Police Department Officer
Bruce	Haskins	Pepperell Police Department Officer
Stephen	Mulkerin	Pepperell Police Department Officer
Nick	Parker	Pepperell Police Department Officer
Steven	Bezanson	Pepperell Police Department Officer
Steven A.	Burke	Pepperell Police Department Officer
Richard	Smith	Pepperell Police Department Officer
Kenneth	Beers	Pepperell Police Department Part-time Officer
Cathy	Forrest	Pepperell Police Department Part-time Officer
Nikolaos	Livadas	Pepperell Police Department Part-time Officer
Paul	Nelson	Pepperell Police Department Part-time Officer
Edward	Passerello	Pepperell Police Department Part-time Officer
David	Querze	Pepperell Police Department Part-time Officer
Eileen	Lundstrom	Pepperell Police Department Senior Clerk
Alan	Lessieur	Pepperell Police Department Sergeant
Todd W.	Blain	Pepperell Police Department Sergeant
Armando	Herrera	Pepperell Police Department Sergeant
James	Peters	Pepperell Police Department Sergeant
Eileen H.	Lundstrom	Pepperell Police Department - Special Police Officer
Cathy	Forrest	Pepperell Police Department Administrative Assistant
William	Greathead	Pepperell Police Department Detective
Glenn B.	Caswell	Pepperell Police Department Detention Room Monitor
Justin D.	Zink	Pepperell Police Department Detention Room Monitor
Rosemarie	Page	Pepperell Police Department Detention Room Monitor
Deborah	Bezanson	Pepperell Police Department Detention Room Monitor
Nicholas	Pentedemos	Pepperell Police Department Detention Room Monitor
Michelle	Roop	Pepperell Police Department Detention Room Monitor
Cathy	Forrest	Pepperell Police Department Detention Room Monitor
Edward	Lane	Pepperell Police Department Detention Room Monitor
Nikolaos	Livadas	Pepperell Police Department Detention Room Monitor
Eileen	Lundstrom	Pepperell Police Department Detention Room Monitor
Paul	Nelson	Pepperell Police Department Detention Room Monitor

BOARD OF SELECTMEN MEETING MINUTES**7:00 PM****June 22, 2009****Page 6 of 9**Special Police: Dunstable:

George	Aggott
James	Dow
James	Downes III
Darrell	Gilmore
Eric	Hoar
Daniel	Kowalski
John J.	Koyutis
Michael	Lynn
Nicholas	Papageorgiou
Sean	Ready
Gregg	Sanborn
Benjamin	Sargent
Michael	Tedesco

Special Police: Groton:

Robert	Brealt
Peter	Breslin
Edward	Bushnoe
Paul	Connell
James	Cullen
Richard	Elie
Kevin	Feeley
Derrick J.	Gemos
Jeffrey	Gigliotti
Jason	Goodwin
Donald L.	Palma, Jr.
Irmin	Pierce, III
John	Rooney
Dale	Rose
Edward	Sheridan
Cory	Waite
Eric M.	Watkins

Special Police: Hollis:

Richard	Bergeron
Christopher	Bonin
Angelo	Corrado
Tracy A.	Dunne
David	Duquette
Brendan	LaFlamme
Andrew	MacInnis
Richard	Mello
Daniel	Pangburn
James	Sartell
Jonathan	Tate
Kris	Thibault
David	Turgeon
Russell	Ux
Katharine	Walsh

Special Police: Townsend:

Tony	Brennan
Austin	Cote
Mark	Francis
Mark	Giancotti
Randy	Girard
John	Johnson
Mary Ann	Kinirey
James	Landi
James	Marchand
Erving	Marshall
Cheryl	Mattson
Thomas	Pearson
David	Profit
Joseph	Quinn
Kimberly	Rebovich
Robert	Rebovich
George	Reidy
Thaddeus	Rochette
Jeffrey	Thibodeau
Joshua	Tocci
Christopher	VanVoorhis

The Board approved the reappointment of Lynette Y. Sharpe, Assistant Town Accountant, by Theresa Walsh, Town Accountant.

ACTION ITEMS:

Item #1 – Discussion: with Mill Site Development Analysis RFP Candidate #1: Mr. Sergi stated that seven proposals were submitted; the Board delegated the initial selection to the Mill Site Study Committee, which recommended two firms. Mr. Hanson reminded the Board that Mass. Development has reserved the right to have a say in the final selection.

The first firm to meet with the Board was VHB. Present were Doug Landry, Managing Director of Land Development, Geoffrey Morrison-Logan, Senior Urban Planner, and Daniel Gainsboro, President and Founder of Genesis Planners.

Mr. Landry gave a brief overview of VHB, stating they are an integrated services company with a wide array of folks they will bring to the table for this project. He stated they have done many 43D projects with Mass. Development. Mr. Landry reviewed his firm's project organization, including site planning, public infrastructure, community participation and zoning, GIS, environmental and building evaluation.

Mr. Morrison-Logan stated his focus will be on urban designing and planning. Mr. Morrison described other projects the firm has been involved in, some very similar to the Mill site.

Mr. Gainsboro stated his concentration will be on the buildings. He will bring his firm's land development expertise to the table.

Mr. Hallisey asked what their schedule for completion would be. Mr. Landry stated they expect to complete the project in 16 weeks.

The Board thanked the representatives from VHB for attending the meeting.

Item #2 – Discussion: with Dr. Maureen Marshall, NMRSD Superintendent, re: Peter Fitzpatrick School: Present were NMRSD Superintendent Dr. Maureen Marshall, Business Manager Gerry Martin and Building and Grounds Supervisor Oscar Hills. Dr. Marshall stated they want to be sure they leave the building the way the town expects, with turnover of the building to be on October 1st. Dr. Marshall stated some discussion regarding the building should be held on-site. Mr. Sergi stated the Town didn't plan for this; the district is saving money, but the Town is not sure what costs it will incur. Dr. Marshall provided the Board with utility costs for the last three years, commenting these costs should be considerably lower. Mr. Hills stated they will relocate the playground to Varnum Brook. The Town needs to decide how it wants to shut down the school. Mr. Sergi asked if the district was willing to bring in someone with expertise on closing buildings of this type, commenting that we need to protect the residents of the Town. Dr. Marshall asked if the Town would be willing to share the cost of a consultant. Mr. Sergi stated the district should understand that the Town is in no position to fund such an expense; the Town will be voting on an over-ride, and he felt the district budget could support the expense. Dr. Marshall stated the district just lost \$1.2 million in aid, but this would not be a cost that would break our budget. Dr. Marshall stated they wish to preserve the building in the event that the school district needs to use it again. Mr. Hanson remarked that he can't see the Town waiting for an unknown timeframe during which the school could expect to get the building back. Mr. Hills stated they should start by meeting with the Fire Department and Building Inspector, to see what they expect. Mr. Hanson stated he feels confident that neither would let the district drain the water systems and disable the fire suppression system.

Following a brief discussion, Mr. Sergi suggested the next step would be to find a consultant to advise the Town on the best way to shut down the building. Mr. Hanson suggested the consultant tour the building with representatives from the school district, Fire Department and Building Inspector.

The Board thanked the school district representatives for attending the meeting.

Item #3 – Discussion: with Mill Site Development Analysis RFP Candidate #2: Present were representatives from Bartram & Cochran. Dick Stoltz stated the market study has been completed and forwarded to the Town for review and comment. Once the Town has had the opportunity to review, a final package will be presented to the Selectmen and Mill Site Study Committee. Mr. Sergi suggested he could meet jointly with the Board and Committee.

Mr. Stoltz introduced Pam Shadley from Shadley Associates and Jeff Prebble from Wright-Pierce, who will be working with him on the project. Mr. Stoltz stated they are very familiar with the site, having done the site analysis and market study. Mr. Stoltz outlined the background and experience of Bartram & Cochran, described the relationship with Shadley Associates and Wright-Pierce, and discussed previous project they have worked on together.

Mr. Prebble outlined his company's background and stated they are able to draw on their past experience to work on this project. Ms. Shadley stated her company concentrates on landscape architecture and planning, and stated she is a new partner to this project. Mr. Stoltz stated the creativity of this team will come together for a successful project, and outlined the steps they would take to complete the project.

Mr. Sergi expressed his concern that Bartram & Cochran must rely on external firms. Mr. Stoltz stated he has worked with these firms on countless projects; they're superb at what they do and they all work flawlessly together.

Stephanie Cronin expressed concern relative to a comment regarding the Town purchasing the property, stating the Town does not have the money to purchase this property. Mr. Stoltz explained the Town wouldn't need money; by striking a deal with the owner and having a developer lined up, there would be a concurrent closing. In the process the town would be eligible for federal grants for remediation.

The Board thanked the representatives from Bartram & Cochran for attending the meeting.

Mr. Sergi stated the next step would be to select one of these firms. Mr. Hanson stated that before the Board makes a selection, they should wait to hear from the state to see if they'll allow either firm; the state will determine if they have people in-house who can do this quicker and cheaper.

A lengthy discussion was had between members of the Board and Mill Site Study Committee relative to the merits of each firm. The final consensus of the Mill Site Study Committee was to recommend VHB.

Item #4 – Licensing Authority: Class II License Transfer: Mr. Sergi read a letter from Frederick A. Gavin, Jr., regarding the sale of his property at 117 Main Street to David C. Lorden, and requesting the transfer of the Class II license for that location. Mr. Lorden stated he has been cleaning up the building and lot. There will be no change to the business. Following a brief discussion, and on a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to transfer the Class II License to Advantage Motor Group, LLC for property located at 117 Main Street, and to pro-rate the fee for one-half year.

OLD/NEW BUSINESS:

Item #1 – Discussion: Mill Street Bridge Public Hearing follow-up and information: The Board reviewed an e-mail from Town Engineer Bob Lee regarding the Mill Street Bridge Public Hearing. Mr. Hanson remarked he didn't know what there was to discuss. Mr. McNabb briefly outlined the scope of the project, and stated that further information can be obtained from the Town Engineer.

Item #2 – Any other Old/New Business: The Board discussed the job posting for the Town Accountant position, and the qualifications for the position. It was agreed that the position would be posted on the MMA website and in the Beacon with applications due by the end of July; if the Board is unhappy with the response the search can be widened with postings on Monster.com and/or the Boston Globe.

Mr. Sergi asked if Mr. Hanson had discussed quarterly finance meetings with the Treasurer and Assistant Assessor. Mr. Hanson stated they were receptive to the idea.

The Board briefly discussed the Town Administrator job description. The Board agreed that supervision of the Systems Administrator should fall under the Town Administrator. The Board was satisfied with the remaining content of the job description.

Mr. McNabb asked if Mr. Hanson spoke with Town Counsel regarding the Army Community Covenant. Mr. Hanson stated there is no liability to the Town. The Board agreed that they would be agreeable to a joint signing with Townsend depending on how quickly Townsend would be ready to move forward.

Mr. McNabb asked Mr. Hanson to contact Charter regarding the airing of Board meetings, as they are not being updated in a reasonable timeframe.

Mr. McNabb asked if servers at establishments holding liquor licenses are required to attend training. Mr. Hanson stated they are required to be TIPS certified, and their certificates should be posted at the establishment. Periodically they are asked to submit copies to the office. Mr. McNabb suggested this information should be provided to the office at the time of their license renewal.

Mr. Sergi asked if a response had been received from the Knights of Columbus regarding incidents reported by the Police Chief. Mr. Hanson will follow up with the Knights of Columbus.

ADJOURNMENT: On a motion by Mr. McNabb and seconded by Mr. Hallisey, it was unanimously voted to adjourn at 10:40 PM.

Respectfully submitted,

Peggy Mazzola, Administrative Assistant

APPROVED:

Joseph A. Sergi, Chairman

Patrick J. McNabb, Clerk

Joseph Hallisey