**Town of Petersham Massachusetts**

**SELECTBOARD MINUTES**

**Regular Meeting-Town Offices & Town Hall Lower Level**

**3 & 1 South Main Street**

**Tuesday September 8, 2015 5:00PM**

**Present**: Rick Marsh, Nancy Allen, Henry Woolsey **Absent:** None

**Other Organizations/Representatives present:** Ashley Arsenault-Athol Daily News, Steven C. Boudreau-Administrative Coordinator, Roy Nilson-Petersham Common Website, Ross France –AFC, Bob Bellefeuille-AFC, Donald Clarkson- AFC, Eric Mandel-AFC

**Others present**: Garret Knapik, Chris Mandel, Paul Youd, Shelia Youd, Tom & Michele Cahill, Stephanie Selden, Josh Cayea, Marie Erie, Chuck Berube, Glenn Goodale, Lynn Shaw, John Woolsey, Abigail Castagnaro-late arrival.

1. **5:00PM Call to order.** ChairNancy Allen called the meeting to order at 5:20PM at Town Offices.
	1. **Executive Session:** At 5:21 PM Henry Woolsey motioned, seconded by Rick Marsh, and voted unanimously, to enter into executive session for the purpose of considering and interviewing applicants by a preliminary screening committee of the Selectboard and to re-enter regular session at town hall lower level to consider the remaining items on the 9-8-2015 Selectboard Meeting Agenda. Roll call vote: Allen: AYE, Woolsey: AYE, Marsh: AYE.

**2. Minutes: Review/Approval of previous meeting Minutes of September 1, 2015. 7:21PM at Town Hall Lower Level** The 9/1/2015 minutes were placed on hold by Selectboard for discussion and approval until the next Selectboard meeting.

1. **Meetings:**

 **7:05 PM**  **with Energy Committee, Linda Paquet Chair. Review and signatures for Municipal Energy Technical Assistance (META) Grant from MA Office of Energy & Environmental Affairs**

 The Selectboard did not meet with Ms. Paquet at her request. On a motion made by Henry Woolsey, seconded by Rick Marsh it was voted unanimously to authorize the Chair to sign the META Grant with Mass Office of Energy & Environmental Affairs in the amount of $12,500.00.

 **7:15 PM Joint Meeting with Advisory Finance Committee and Moderator to Review Recommendations, Motions, & Planning for Sept. 21 Special Town Meeting**

 The Selectboard met with AFC members Ross France, Bob Bellefeuille, Eric Mandel, Donald Clarkson to consider the motions for the 9-21-2015 STM. Articles 1-5 were considered. Article 1 motion was approved as written with Nancy Allen making motion at STM, AFC Voter Preference, Article 2 was approved as written with AFC Recommends with Ross France making motion at STM, Article 3 was approved as written with AFC Voter Preference with Nancy Allen making motion at STM, Article 4 was approved as amended with edits to be submitted by email by Eric Mandel with AFC Voter Preference with Bob Clark making motion at STM, Article 5 was approved as written with AFC Voter Preference with Chip Bull making motion at STM. **Nancy Allen recused herself as chair at 7:45pm and moved to rear of room. Henry Woolsey assumed chair of the meeting.** Article 6, was approved as written, AFC Does Not Recommend, Michele Cahill will make motion at STM, Article 7 motion Total Demolition was approved as amended with the transfer amount from stabilization fund at ***$358,792.00 and $750,000.00*** to be borrowed, with AFC Recommends, Eric Mandel to make motion at STM, Article 8 motion Partial Demolition was approved as amended with the transfer amount from stabilization fund at ***$357,872.00 and $380,000.00*** to be borrowed, with AFC Does Not Recommend, Henry Woolsey to make motion at STM, Article 9 motion Asbestos Abatement was approved as amended with the transfer amount from stabilization fund at ***$354,202.00 and $230,000.00*** to be borrowed, with AFC Recommends with qualifier (last resort), Rick Marsh to make motion at STM, Article 10 was approved as written with Henry Woolsey to make motion at STM with AFC recommendation pending.

1. **New Business:**

 **RE: Discussion of Nichewaug Inn Project: Redevelopment & Demolition Tracks Project Updates: Discussion of Wilcox & Barton Peer Review Report of Terracon Project Monitoring Proposal; any other updates as available**

 Henry Woolsey read aloud portions the peer review report from Wilcox and Barton on the Terracon Project monitoring agreement. He noted the cost of the Terracon proposal and the scope of the work was deemed reasonable and appropriate for the Nichewaug project. The Selectboard took the report under advisement. Henry Woolsey reviewed the Nichewaug correspondence items received from Paul Youd regarding his comments on the Tavares surety bond letter. The AFC and Selectboard approved joint meeting with Town Treasurer Dana Robinson and Maureen Pacella of Eastern Bank Financial Advisor on September 15, 2015 to review financing options for Nichewaug projects. AC Boudreau noted that his conversation with Mass AAG Deborah Anderson of the Fair Labor Division Bid Unit today confirms that Selectboard can award to lowest most responsible bidder within 30 days of bid open ***contingent*** on STM Funding approval to meet MGL Chapter 149 Bid Award requirements. AC Boudreau noted that he reserved PCS Gym as a backup location for STM for Monday September 28, 2015 from 3pm – 12 midnight for a possible rescheduled STM if 9-21-2015 meeting needed to be rescheduled. Town Clerk Cooley is aware of date and location for any proposed rescheduled special town meeting.

 **RE: Discussion Barnes Landscaping Clean Up Costs from Recent Hail Storm**

 **Nancy Allen resumed the chair at 8:30PM.** The Rule of Necessity was invoked by Rick Marsh. (Allen & Woolsey noted they were abutters to town common.) On a motion made by Rick Marsh, seconded by Henry Woolsey it was voted unanimously to approve sign a reserve fund transfer request to pay Barnes Landscaping in the amount of $1,248.00 to pay for hail storm cleanup cost of town common. The AFC members present voted unanimously to approve and sign the reserve fund transfer request for $1,248.00.

 **RE: Discussion Approval of Finalist Office Assistant Candidate**

 The Selectboard announced that they had earlier this evening interviewed three applicants for the position of Office Assistant. On a motion made by Rick Marsh, seconded by Henry Woolsey it was voted unanimously to offer the position of Selectboard Office Assistant part time to Sherry Berube of Petersham effective 9/14/2015 at $11.00 per hour to start with an increase to $11.50 per hour after successfully completing a 90 probationary period and passing a CORI/SORI check.

 **RE: Discussion Review Selectboard Upcoming Meeting Dates & Special Town Meeting Plans**

The Selectboard reviewed the upcoming meeting dates of Tuesday September 15, 2015 at 7pm, Monday September 21, 2015 7pm Lower Level Town Hall to be moved to upper Level Town Hall for STM at 7:30PM, and Wednesday September 23, 2015 7pm lower level Town Hall. The October 6, 13, 2015 Tuesday Selectboard meeting dates were noted and may change.

 **RE: Reminder New Transfer Station Stickers Needed by Saturday, October 3**

Nancy Allen noted that the new transfer station sticker were available for sale now at the Selectboard Office during regular business hours Monday – Friday. The current stickers will expire September 30, 2015.

1. **Correspondence Review**

Nancy Allen read aloud the correspondence folder items. Nancy noted the award certificate from Quabbin Coalition to the PHD regarding a job well done on snow removal during the Winter of 2014-15.Nancy Allen noted the post card sent to residents indicated a 7pm start time for STM she corrected to be 7:30PM.

1. **Questions from Public and Press**

**Roy Nilson**-Status of sump pumps at Nichewaug Inn-Henry Woolsey responded we should wait on sump pumps until after 9-21-2015 STM. Bridge opening schedule at Glen Valley Road- None was scheduled yet per Nancy Allen. Henry noted that Petersham Pump was still researching cost to establish a pump for water at Nichewaug Inn for asbestos removal.

1. **Next Meetings**

The next Selectboard meeting date was confirmed for Tuesday September 15, 2015 7:00PM Lower Level Town Hall and at the call of the Chair as needed.

1. **Adjournment.**

Rick Marsh motioned for adjournment, seconded by Henry Woolsey, and it was voted unanimously to approve the motion to adjourn at 8:55PM.

 **Respectfully submitted,**

 **Rick Marsh, Clerk**

 **Meeting Documents:** The following documents were provided and or reviewed by Selectboard members during the meeting and were located in individual meeting folders and or Selectboard Correspondence Folder located on meeting table:

Copy of Selectboard 9/8/2015 Agenda

 Copy of email from L. Paquet RE: Request to Meeting META Grant received 9/2/2015

 Copy of Award Notice from Quabbin Coalition RE: Petersham Highway Dept received 9/8/2015

 Copy of email letter from P. Youd RE: Tavares Surety Bond Comments received 9/2/2015

 Copy of appointment letter to A. Danielson RE: PCS appointment dated 9/2/2015

 Copy of peer review report from Wilcox & Barton on Terracon Project Monitoring proposal dated 9/3/2015

 Copy of email to TC Doneski RE: Driveway Building Permit Concern from M. Arsenault dated 9/4/2015

 Copy of draft STM articles & Motions 9/1/2015

 Copy of Selectboard Meeting Schedule dated August 4, 2015

 Copy of RFTR dated 9/8/2015 for $1,248.00 August 4, 2015 Hail Storm Damage payment to Barnes Landscaping

 Copy of various resumes interviewed for Office Assistant position dated 9/8/2015

 Copies of MIIA property /causality Insurance polices received 9/3/2015