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SELECTMEN'S MEETING MINUTES

December 2, 2020

Ms. Pitt stated, as Chairman of the Marlborough Board of Selectmen, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 Pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during the meeting, which is required under the Right-to-Know law.

Roll call attendance:

Chairman Pitt	Yes – Present on conference call	No one else in the room
Selectman Paight	Yes – Present on conference call	No one else in the room
Selectman Nelson	Yes – Present on conference call	No one else in the room

The meeting was called to order at 4:00 pm. Present at the Town Office was Ellen Smith, Town Administrator and the following people were on the Zoom Meeting, Jeff Miller, Bob Sweet, Doug Hamshaw and Jackie Leahy.

Chairman Pitt began by explaining that the agreement drafted and distributed prior to the meeting was an offshoot of the letter sent out on November 10, 2020 that also included recommendations of Town Attorney Gary Kinyon.

Asking if there were any questions about the "whereas" items that define the roles of the different parties, noting that there were none, she moved on to the next item that addressed the make up of the Building Advisory Committee. Mrs. Leahy asked if the Friends group needed to be involved in the Building Advisory Committee. It was noted that once the funds are transferred to the Town, the Friends may decide to step out. There was a question as to who would be on the Committee, Chairman Pitt asked that the group get through the document before getting into specifics. Item #2 will be amended to say that the retention of an engineer would be "if needed". Selectmen Nelson noted that he still had concerns about the tree roots that had infiltrated the underground waterway and this may need further investigation.

Mrs. Leahy asked about the timing of the transfer of funds from the Friends to the Town. She noted that some funds are in CD's that will not mature until several months after Town Meeting. There was also a discussion about pledges that have not been received

yet and/or that may be collected over a number of years. The Friends may need to look into a bridge loan.

The group discussed what the Warrant Article may look like for Town Meeting.

Expenditures incurred by the fundraising group would continue to be submitted by the 150 Committee to the Friends for payment. Any expenditures originating outside the fundraising group would be submitted by the Board of Selectmen to the Friends for payment accompanied by a property authorized voucher, a copy of which will be an Exhibit of the document.

Item #5 design development was discussed. Chairman Pitt pointed out that there is a good explanation of the process on the website of the architect, Weller. The design plans would be used to go out to bid once the Town Meeting votes in the affirmative to move forward with the project.

Mr. Hamshaw will get any other plans to the group for review.

The group agreed that after the handful of edits were made to the document it would be made available to the different involved parties to be signed as noted in the meeting minutes so there is a permanent record. It was suggested that the FFL Trustee Meeting scheduled for Saturday, December 12, 2020 be posted as a joint meeting between all the groups to facilitate the finalization of the agreement.

Noting that there was no more discussion on the agreement itself, Chairman Pitt explained that the Board of Selectmen intended to appoint a 9 member Building Advisory Committee with the following members:

Jeff Miller and Doug Hamshaw representing the 150 Committee
Bob Sweet representing the FFL Trustees
Jackie Leahy or her designee representing the Friends of the FFL
Gina Paight BOS representative
Casper Bemis and Bruce Lyman as citizen members
Craig Cashman DPW Director
Mike Wilber – Building Inspector

The Board of Selectmen will appoint the members and convene the committee once the agreement is fully executed.

Selectman Paight noted the importance of sharing all information about the project with all members of the committee.

Mr. Hamshaw asked if the Board was still considering a construction manager separate from the committee? He noted that there is a lot of expertise on the committee and it may not be necessary to look outside the group for such a manager.

The group agreed to holding the first Building Advisory Committee Meeting the week of December 13, 2020.

Selectman Nelson moved and Selectman Paight seconded a motion to adjourn the meeting at 5:43 pm, vote to adjourn was unanimous.

Respectfully submitted

Ellen Smith, Town Administrator