

**TOWN OF ASHBURNHAM
BOARD OF SELECTMEN
DECEMBER 21, 2009 – 6:30 P.M.
TRAINING ROOM AT PUBLIC SAFETY COMPLEX**

At 6:30 p.m. there was a surprise gathering in honor of Jonathan Dennehy who resigned from his Board of Selectmen position in order to take a position with the State Department. Among the guest present for this gathering were Senator Brewer and Representative Rice as well as family members and many Town employees and residents. Dennehy was presented citations from the Senate and the House of Representatives as well as a certificate of appreciation from the Selectmen.

This meeting was aired live on local cable television.

PRESENT: Ed Vitone, Chair, Maggie Whitney, Clerk, Jonathan Dennehy, Member, Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator.

The Pledge of Allegiance was led by Maggie Whitney. Vitone called the meeting to order at 7:03 p.m.

II. PUBLIC INPUT

III. APPROVAL OF AGENDA

Whitney stated that they should add under New Business a discussion on who would fill Dennehy's slot on the Briggs Building Committee and the Capital Planning Committee.

Dennehy motioned to approve the agenda as amended and was seconded by Whitney. Motion carried.

IV. PRESENTATIONS & REPORTS

A. Public Hearing – Community Development Block Grant Program

Vitone noted that they would wait for Shelly Hatch to arrive for this agenda item.

V. UPDATE – STUDENT REPRESENTATIVE FROM OAKMONT

VI. OLD BUSINESS

A. Review of BOS Initiatives and Task List

Whitney gave an overview of the task list noting that they had completed 90%, completing 138 of 154 tasks on their list.

Vitone stated that as a member of the Tax Rate Reduction Committee he, along with Stan Herriott and Doug Briggs met with a developer on wind power to see if there was any interest and he added that the windmills would be costly, at \$4 million each. He noted that right now they were sharing information only.

VII. TOWN ADMINISTRATOR'S UPDATE (Report attached)

Briggs proceeded to go over the highlights of his report to the Selectmen, which is attached to these minutes.

Vitone asked Briggs to give a brief explanation of the new process for Class II License renewals and he gave a very comprehensive explanation of the procedure.

Dennehy noted that the Town was in the best shape it's been in quite some time in regards to town properties after the auction that was held recently. He congratulated everyone for their efforts in making this a success.

Briggs stated that Oakmont finally had an agreement with the Red Cross as a facility shelter. He said the agreement between Oakmont and the Red Cross was received today. He added that this is excellent news.

VIII NEW BUSINESS

B. Discussion on MA State Lottery Commission notice on KENO To Go

Briggs stated that the Board had been requested to either deny or approve "KENO To Go" at the Ashburnham Marketplace which is the only facility that would be qualified for this. *Whitney motioned to approve this facility for the KENO To Go if they wished to have this available in their store. Dennehy seconded and the motion carried.*

C. Approval of Renewal of Liquor Licenses, Used Car and Repairman Licenses, Entertainment Licenses and Common Victuallers Licenses

Dennehy motioned to approve the list provided for renewal and was seconded by Whitney. Motion carried.

D. First reading and review of the Regulations for all Establishments Serving Alcohol, All Alcoholic or Wine/Malt Beverages License Policy.

Vitone stated that right now the Town had no set rules so they needed to get this type of regulation adopted. Briggs stated that this type of regulation would set guidelines for the licensees and it is a comprehensive outline. Vitone added that this would add consistency and fairness for all licensees. Dennehy noted that the Town has been fortunate through the years and that this would be a good thing. He also added that this should be sent to Town Counsel for review before it is adopted. The other Board members agreed with this and it was noted by Vitone that this would be under advisement until their next meeting.

At this time Shelly Hatch from MRPC arrived and Dennehy read the following Public Hearing announcement.

"The Town of Ashburnham Board of Selectmen will hold a Public Hearing on Monday, December 21, 2009 at 7:15 p.m. in the Selectmen's meeting room of the Town Hall (changed to the Public Safety Complex Training Room) in Ashburnham, Massachusetts 01430 to solicit citizen comments and input on the following Community Development Block Grant activities:

- FY10 Grant Application which may include a Joint or Regional Housing Rehabilitation program, Public Social Service program and other grant eligible projects.
- Community Development Strategy

- Target Area and Bonus Points
- Any other grant related issues

Any person or organization wishing to participate or provide comment is strongly encouraged to attend or contact the Board of Selectmen.”

At 7:33 p.m. Dennehy motioned to open the Public Hearing and was seconded by Whitney. Motion carried.

Shelly Hatch gave a presentation and also distributed a handout to the 26 people present for this hearing. The handout is attached to these minutes.

It was noted by Hatch that a map and street list should be placed on the Town’s website of the target area. She also noted that they needed to show a need and that at least 20 applicants would be required for the application. She stated that at this time they only had six applicants on the pre-list.

Bill Johnson of the Advisory Board was present and asked if they had sent notices to the target area homes and Hatch responded that they had already sent out 135 notices, but that they might do it again.

Vitone stated that at the Selectmen’s next meeting they would read the list of streets in the target area.

Hatch noted that she was asking the Board of Selectmen to adjourn the hearing tonight and then reconvene some time in the month of January and that she would have the forms ready for them to sign at that time. She distributed drafts of the forms for their review and went over the list that would be required for their signature. She also asked for a vote from the Board to name Doug Briggs as the Environmental Certifying Officer for the Town. ***Whitney motioned to name Briggs as the Environmental Certifying Officer for the Town of Ashburnham and was seconded by Dennehy. Motion carried.***

She stated that the support letters from the seniors on the Senior Center grant are a very important part of this grant application. Vitone agreed and noted that this is an opportunity to get this done with a grant that would not require a match in funds from the Town. Hatch added that the more letters they submit would show how much support there is for this renovation. She stated that they should drop off all letters at Town Hall and that they should be letters from the heart. She added that she needed these letters by the end of January.

At this time Dennehy motioned to recess/adjourn the public hearing until the January 19th meeting and was seconded by Whitney. Motion carried.

IX. CONSENT AGENDA

Dennehy motioned to approve the consent agenda and was seconded by Whitney. Motion carried.

There was a short discussion on the replacement of Jonathan Dennehy on the committees that he had been serving on, the Capital Planning Committee, the IT Study Committee

and the Briggs Building Committee. He noted that they should advertise for a replacement for Dennehy on the Capital Planning Committee and that there really wasn't any need to replace him on the IT Study Committee.

Vitone motioned to appoint Whitney to replace Dennehy on the Briggs Building Committee and Dennehy seconded. Motion carried.

VIII. NEW BUSINESS (Continued)

A. Town Administrator 6-month Evaluation and Review

Vitone gave a short background on the 6-month appraisal and noted that each member of the Board did an appraisal independently and then he proceeded to consolidate the results. ***Whitney motioned to approve Vitone taking the drafts and consolidating them to a final appraisal and Dennehy seconded. Motion carried.***

Vitone then asked each member to take turns reading each point on the final appraisal with the score and their comments. (The appraisal is attached to these minutes.) Vitone noted that Briggs' overall rating was a (3) superior, above average. When asked, Briggs stated that he felt that this was a fair rating.

X. ANNOUNCEMENTS

Whitney read the following announcements:

- December 30, 2009 – Final registration for the State Election – 8:00 a.m. to 8:00 p.m. at Town Clerk's Office, Town Hall
- January 15, 2010 – 5:00 p.m. – last day for filing applications for absentee ballots for voters who will be out of town for the State Election.
- January 19, 2010 – State Election – Polls open 7:00 a.m. close at 8:00 p.m. at the J.R. Briggs Elementary School 96 Williams Road.

She noted the Town Hall Holiday hours – closed on Thursday, December 24th for Christmas and closed on Thursday, December 31st for the New Years Day holiday.

She noted that the Friends of the Stevens Memorial Library were presenting an Irish Night on Tuesday, March 16th from 7:00 to 9:00 p.m. and that Seamus Pender a local musician would be performing.

Whitney noted that the next meeting of the Board of Selectmen was on Monday, January 4, 2010 at the Public Safety Complex in the Training Room at 7:00 p.m. She also extended wishes for a Merry Christmas and a Happy New Year to all.

XI. BOS CORRESPONDENCE

Whitney noted that they had received one more letter of support for the Piano Museum lease renewal.

XII. SOLICIT PUBLIC INPUT

XII. EXECUTIVE SESSION

XIII. ADJOURNMENT

*At 8:19 p.m. Whitney motioned to adjourn the meeting and was seconded by Dennehy.
Motion carried.*

Respectfully submitted,
Sylvia Turcotte, Assistant to the Town Administrator