

**TOWN OF ASHBURNHAM
BOARD OF SELECTMEN MEETING
MONDAY – NOVEMBER 1, 2010 -6:30 P.M.
TRAINING ROOM – PUBIC SAFETY COMPLEX**

This meeting was aired live on local cable television.

PRESENT: Ed Vitone, Chair; Maggie Whitney, Clerk; Ron Reed, Member; Doug Briggs, Town Administrator. (Sylvia Turcotte, Assistant to the Town Administrator was on vacation and minutes were taken by BOS Maggie Whitney, Clerk).

SALUTE THE FLAG

I. The Pledge of Allegiance was led by Maggie Whitney. Vitone called the meeting to order at 6:30 p.m.

II. SOLICIT PUBLIC INPUT

Barbara “Pixie” Brennan informed the Board of Selectmen that an individual on Lawrence Street was handing out a “Support J.R. Briggs” flyer along with Halloween candy on Halloween night (October 31, 2010). Ms. Brennan stated that the person was taking positive action but she was concerned that finding the flyer in their child’s “Trick or Treat” bag would cause a negative reaction.

Ms. Brennan explained that she appreciated supporting the project but stated it was a serious problem using the children to deliver the message. Chairman Ed Vitone stated that he was sure it did not break any rules. Ms. Brennan stated that she believed it crossed the line. Selectman Maggie Whitney agreed that it was stepping over the line. Chairman Ed Vitone stated that he did not believe the Board of Selectmen has the power to become involved in this issue. Selectman Maggie Whitney asked if Town Administrator Doug Briggs could contact Dr. Zapantis. Chairman Ed Vitone asked Town Administrator Doug Briggs to contact Dr. Zapantis either by letter or telephone conversation to inform him of the concern.

III. APPROVAL OF AGENDA

Selectman Ron Reed motioned to approve the agenda as presented and was seconded by Selectman Maggie Whitney. Motion carried unanimously.

IV. PRESENTATIONS & REPORTS

There were no presentation and reports.

V. OLD BUSINESS

A. Review of BOS Initiatives and Task List

There is one item on the Task List – Regionalization. Chairman Ed Vitone stated that he met with Westminster Chairman John Fairbanks last week. Vitone stated that they are close to having the data for another meeting and possibly need one more session.

V. OLD BUSINESS

B. Signing of Special Town Meeting Warrant for posting

Selectman Maggie Whitney read the following for the Warrant posting:

And you are herby directed to serve this warrant in accordance with the provisions of Section 3, Chapter II of the Town Bylaws by posting attested copies thereof as therein provided. Hereof fail not and make due return to this Warrant with your doing thereon, to the Town clerk on or before the said day and hour of the meeting. ASHBURNHAM BOARD OF SELECTMEN: Edward Vitone, Chair; Margaret Whitney, Clerk; Ronald W. Reed, Member.

Chairman Ed Vitone stated that he received Town Counsel Deb Phillips input over the weekend. He stated that she provided very good input regarding the “Special Act” and By-Laws. He also stated that Town Counsel had a clever way of making changes to the By-Laws in order to keep the same section numbers. He stated that the he sent the document with the changes to everyone for their review. Below is the October 30, 2010 email from Town Counsel to Chairman Ed Vitone:

“I have reviewed Debbie’s final re-write to the Special Act and General By-Laws and she did a great job in simplifying the language and formatting (copy attached).

All of the committee recommendations are included with the following exceptions.

Special Act

Section 2 – Can be only one Town Counsel (but by statute BOS can engage as many special counsels they want)

Section 5 – (format change only) Moved existing Section 9 without change to the end of Section 5 to keep subsequent section numbering the same

Section 8

- ***Paragraph C – Fraught with legal pitfalls (delete)***
- ***Paragraph D – Cover in Probationary contract (delete)***

Section 9 – (format change only) Moved new Goals & Objectives (Committee Section 14) to Section 9

Section 10

- ***Paragraph D – Added committee recommendation of BOS approval of department head compensation and contracts vs. Section 12***
- ***Paragraph P – The proposed added phrase already covered by existing language – Delete phrase***
- ***Paragraph Q – 1st sentence covers it but will add policies to 1st sentence.***
- ***Paragraph W – Policy not Law***

Section 12

- ***BOS approval to hire Department Heads already specified in existing language***
- ***Department Head contracts and comp moved to Section 10D***

Old Section 14 vs. New Section 16 (budget process)

- ***Strongly recommends leaving old Section 14 – Any reference to School Committee autonomy is a lightning rod for Attorney General***

By-Laws

General Change – Fines have a statutory cap and language of “up to \$XX” no longer legal.

Chapter II – Section 2: Date to assume office for newly elected selectman must be date certain - delete

Chapter XI – Section 1: Can’t say “Responsible Party” – change to “DPW Super” The BOS”

C. Signing of Special Town Meeting Warrant for posting (Continued)

There were no changes made by the Board of Selectmen on the “Special Act” or the “By Laws”.

Chairman Ed Vitone stated that he would supply the summary for Articles 14 and 15 for the Briefing Book that Sylvia could incorporate.

Selectman Maggie Whitney motioned to accept the changes to the “Special Act” and “By-Laws” and it was seconded by Selectman Ron Reed. The vote was unanimous.

Town Administrator Doug Briggs stated the Town Warrant is all set for the November 17, 2010, Town Meeting and that the Town Clerk has the verbiage for the December 16, 2010 ballot vote. He stated that the Board will need to sign it before it is posted.

Chairman Ed Vitone asked Advisory Board Chairman Bill Johnson if the Advisory Board is okay with the changes and will they have a final vote ready for the Special Town Meeting. Advisory Board Chairman Bill Johnson stated that he sent the change to the Advisory Board for their review. He stated that the Advisory Board will meet one hour before the Special Fall Town Meeting to review and vote on the changes.

Town Administrator Doug Briggs stated that the \$400,000 for the J.R. Briggs Feasibility Study was paid-up-front (This was done by the previous administration) and he does not want to do that same arrangement. He only wants to borrow the money for the first group of bills and continue that process. When the school has been completed, only short-term borrowing should be needed for the project. He stated that he thinks it will be okay.

Selectman Ron Reed asked about the money within the construction cycle. Town Administrator Doug Briggs stated that the Town will receive the 100% reimbursement by the time the project has been completed.

Chairman Ed Vitone asked Doug Briggs to have the J.R. Briggs School Project borrowing process documented in meeting minutes.

Selectman Maggie Whitney motioned to accept the Town Warrant and it was seconded by Chairman Ed Vitone. The vote was unanimous.

The one page flyer has been mailed to Ashburnham residents and tomorrow (11/2/2010) it will be available on Ashburnham’s website. Town Administrator Doug Briggs also noted that it will be available on Voting Day, Tuesday, November 2, 2010.

C. Discussion – Board of Selectmen Goals & Objectives

Selectman Maggie Whitney presented her three “Goals & Objectives” to the Board:

GOAL #1: REGIONALIZATION

--Regionalize Ashburnham PSB Dispatch Center with another community, i.e., Westminster, MA; Ashby, MA. Regionalize Landfill/Transfer Station with another community, i.e., Winchendon, MA

GOAL #2: SOUTH FIRE STATION

--Finalize the use of South Station as voted on at a recent BOS meeting per "Town Administrator Special Act."

GOAL #3: PERSONNEL POLICY

--Review the Town's Personnel Policy, i.e., prorate earned vacation time versus receiving vacation all in one lump sum on July 1 of the Fiscal Year.

Selectman Ron Reed agreed with Selectman Maggie Whitney's "Goals & Objectives" and added one more: Get to know the community more and interact with Cushing Academy.

Chairman Ed Vitone stated his "Goals & Objectives:"

--Thorough process improvement, regionalization or other methods, reduce 2010 operating budget below 2011 without reduction in services.

--Increase town revenues without increasing user fees through wind turbines, solar farms, creative economy or other methods.

--Develop options with attendant costs to: a.) relocate DPW; b.) develop current site per Planning Board concepts.

Chairman Ed Vitone asked the Board to email their "Goals & Objectives" to him and he would consolidate the list and email it to Town Administrator Doug Briggs and the Board.

Town Administrator Doug Briggs stated that he needs total support from the Board regarding regionalization. He also stated that we make sure we continue our meetings with Westminster and others.

VI. NEW BUSINESS

There was no new business.

VII. TOWN ADMINISTRATOR'S UPDATE

Town Administrator Doug Briggs gave his Town Administrator Report as follows:

TOWN COMMITTEES

Currently there are openings on the Conservation Commission (2), Council on Aging (4), Historical Commission (1), the Advisory Board (1) and the Capital Planning Committee (1). These are all listed on the Town's website under Volunteer Opportunities.

NOVEMBER 17, 2010 STM

Timeline:

- Nov. 1, 2010 Sign and Post Warrant
- Nov. 1, 2010 Give final verbiage to Town Clerk for ballot question
- Nov. 17, 2010 Special Town Meeting at 7PM at Oakmont
- Dec. 16, 2010 Special Ballot – Briggs School based on 35 days requirement associated with cost.

Articles have been put together along with the briefing book.

VII. TOWN ADMINISTRATOR'S UPDATE (CONTINUED)

BRIGGS PROJECT

Nancy Haines, Anne Cervantes, and I met with the Mike Zapantis and Sherry Kersey from the school department to agree on the payment process for Briggs.

1. School Building Committee will receive payment schedule from Architects.
2. Anne will temp borrow monies based on schedule.
3. School Building Committee will disburse payments through **district** and submit for reimbursement.
4. School Building Committee will receive reimbursements from State and use proceeds for next round of bills.
5. Town will meet with the Superintendent periodically depending on activity with Town to review process.
6. Town will borrow monies only up to non reimbursed amount.

WATER TANK

Schedule is on track:

High Street	Design	October 30 th
	Bid	January 30 th
	Construction	May 30 th
	On line	September 30 th
Gardner Hill Design		May 1 st
	Bid	June 1 st
	Repairs Complete	November 30 th

Chairman Ed Vitone stated to Town Administrator Doug Briggs to make sure there is communication with the water tank. Town Administrator Doug Briggs stated that he met with Tigh & Bond. There will be a radio tower on the top of the water tank for Public Safety.

VMS RENOVATION COMMITTEE

It has been determined that due to the time since the last submittal; we will have to go through the Architectural RFP process again. This has been expedited and is as follows:

Local Papers	October 11 th
Ads in Central Register	October 13 th
Site Reviewing	October 20 th
Proposals due	October 27 th
Proposal Opening	October 28 th

Reviewed and selected the architectural firm for the project.

Interviews and selection Nov 1st to 5th

Town Administrator Doug Briggs stated that he received Architectural proposals last Thursday, October 8, 2010. He will select three Architectural firms, meetings will be scheduled and he wants it turned over quickly by the spring. Additional income surveys have been sent by MRPC to Hillandale Road, Juniper Road, Valerie Circle and Lillian Drive because these mentioned roads have a one-way access and that access is Corey Hill Road. These surveys need to be sent

VII. TOWN ADMINISTRATOR’S UPDATE (CONTINUED)

to MRPC as soon as possible. Chairman Ed Vitone stressed that if the surveys are not filled out and submitted to MRPC the Town would lose available funds for the grant. The Town could possibly lose \$300,000.

EMS COVERAGE

At the request of the Board, the Chief and I reviewed all the calls for the last three months (July-September).

ASHBURNHAM AMBULANCE STUDY
EXECUTIVE SUMMARY

At the request of the Board of Selectmen I have initiated an *Emergency Medical Services Study*. The methodology used examining current staffing arrangement and recommendations regarding the future of emergency medical services in the Town of Ashburnham. This report is designed to develop a plan to improve operations in the delivery of rescue services. The greatest area of concern during meetings with the Fire Chief and the Town Administrator is the provision of emergency medical services (EMS). Fire services although integral to the overall operation was not a part of this analysis.

EMS services are provided by a combination of part time call and career personnel. The Ashburnham Fire Department (AFD) employs several full-time personnel, including a Fire Chief EMT-Basic, Battalion Chief EMT-Basic, Lieutenant EMT-Paramedic, and one Engineer EMT-Paramedic. The Department has 35 call firefighters with emergency medical personnel, including twelve EMT-Paramedic, one EMT-Intermediate, and fifteen EMT-Basic on a part-time basis.

The Department deploys four full-time personnel between 7:00 a.m. and 5:00 p.m., all other hours are covered on a per diem or on-call basis.

Monday- Friday	Position	Call Coverage
07:00 - 16:00	EMT - P	
07:00 - 16:00	Chief's EMT-B	
08:00 - 17:00	Firefighter/EMT -B	
08:00 - 17:00	Paramedic	
17:00 - 23:00	Paramedic	Per Diem
23:01- 06:59	EMT - P	On Call

Saturday	Position	Call Coverage
07:00 - 15:00	Paramedic	Per Diem
15:00 to 23:00	Paramedic	Per Diem
23:01- 06:59	EMT - P	On Call

Sunday	Position	Call Coverage
07:00 - 15:00	Paramedic	Per Diem
15:00 - 23:00	Paramedic	Per Diem
23:01- 06:59	EMT - P	On Call

The current deployment model is designed to provide rapid response Monday through Friday with career personnel for ten hours (assuming personnel are not on another call), and Per Diem personnel housed at the station each weekday from 17:00 to 23:00 hours, which requires support call personnel. Generally from 23:00 to 07:00 weekdays hours and weekends hours there is a delay in service where call or career personnel responding from home must drive to the Fire Station to mount vehicles and respond to an incident. During the workday hours, when a small career workforce is on-duty and many call personnel are not available because of work commitments, there are few resources which can be rapidly deployed to a major emergency or fire incident.

ASHBURNHAM AMBULANCE STUDY
EXECUTIVE SUMMARY
CONTINUED

FINDINGS

The major findings of this study during the July through September time period include:

- Data for analysis came from three resource the primarily being Dispatch. Massachusetts Ambulance Reporting System (MARS) forms, and Attendance information were used when Dispatch data not available.
- Standard call sequence for **on call** personnel; First the scheduled “on call” Company, if no response in 3 minutes then second Company , if after another 3 minutes no response then Woods Ambulance Company is called. When mutual aid is required Winchendon or Westminster is called based on the location of call.
 - Need to review response sequence and priorities
 - Need to review On Call coverage protection.
- Data representing “Dispatch time” was inconsistent. Most times were based on the time “call received” and first call to fire went out. Others were noted as “Enroute time”, which although no effect on total response time did lead to variable processing times.
 - Need to review and standardize data.
- The Town and the Fire Department have an emergency response system which was re-designed beginning in August to place more career professionals during the weekday. The balance of the EMS response is accomplished by the creative use of several full-time employees, part time employees, and paid on call personnel. There remains a problem filling Per Diem shifts and On Call blocks.
 - Need to review scheduling of all response personnel.
 - Need to review Woods response and coverage criteria.
- Data provided by Woods Ambulance service or Winchendon ambulance service showed that in the three months they responded to Ashburnham a total of 10 times;
 - Mutual Aid – Woods transport 3 times
 - Intercepts Wood’s provided ALS and Ashburnham transported 4 times
 - Winchendon responded 1 time
 - Woods service was cancelled 2 times
 - Occurs when Woods is called and Ashburnham responds prior to Woods getting to scene.
 - Woods responded transport refused by patient 1 times
- The Department’s emergency response for July thru September 115 patients:

Analysis represents that the personnel that are closest to the Public safety facility respond more expeditiously. Need to review most efficient and cost effective way to have the most shifts covered with personnel at or near the Public Safety Facility.

Call coverage		Career	Per Diem	On call	Woods/ Winch	Total
Number of calls		43	47	12	13	115
Percent		37%	41%	10%	11%	100%
Average response time		5.84	9.45	13.75	9.31	

EMS call activity by shift coverage:

- The chart below shows that on whole that after prorating hours, calls happen all throughout the week at anytime of the day. Further analysis will be done of weekdays versus weekends.

ASHBURNHAM AMBULANCE STUDY
EXECUTIVE SUMMARY
CONTINUED

Hours	7A-5P	5P-7A	Total	Percent
Week end	18	16	34	30%
Week M - F	43	38	81	70%
Total	61	54	115	100%
Percent	53%	47%		100%

At this time much of the data that has been received begs for more. I will be working with both chiefs to insure procedures in both communication and service are established to optimize coverage. My plan is to report back to the Board at the December 6th meeting.

1. Town Administrator Doug Briggs gave a brief overview of the above findings. He stated that there is still work to be done, recommendations to be done and changes to be made. He reviewed Emergency Medical Services (EMS) documents, Massachusetts Ambulance Reporting System (MARS), attendance records and times documented by Dispatch. He also stated that people do show up on the calls that were on call. There were 10 instances that Woods Ambulance was needed to be called and one instance Winchendon Fire Department was called. He stated that there is a need to review the findings. He also informed the Board that there is a need for more communications between Dispatch and EMS. Due to vacation next week, he will file the EMS Report at the next Board of Selectmen meeting that will be held on December 6, 2010.

Selectman Ron Reed noted that there were many people who refused transport. Selectman Maggie Whitney stated that there is a loss of revenue on those refusal calls.

Selectman Ron Reed stated that Town Administrator Doug Briggs has not finished the report. Selectman Ron Reed continued to state that maybe we calm down first and that it is not a major crisis. He stated that he agreed with Town Administrator Doug Briggs that things can be changed and the Town Administrator will need to talk to the appropriate leaders and set us up on a new course. Selectman Ron Reed also mentioned that maybe there is a need to call-out for more volunteers and possibly have an open house. Selectman Maggie Whitney stated that she was surprised that of the 30 on-call volunteers 11 of them live out of town. She also stated that it's possible to make "lemonade out of lemons."

Chairman Ed Vitone stated that a certain amount of data was presented in the first week, the data triggered more questions and it was like mining in the center of the earth. He continued to state that the three months data was amazing and the report will be fact-based. He stated that we will know what is working, what needs to be improved from our work and what needs improvement. He noted that it takes a responder from home to respond longer (about three minutes) compared to a Per Diem on duty at the station. He continued to state that in his view it does not mean to add ten more people. He stressed that the data will require more review. Chairman Ed Vitone reminded the Board when reviewing this data and something jumps out please send your comment(s) to the Town Administrator before he begins his next step. He also noted that there should be metrics to measure performance.

Chairman Ed Vitone stated that whatever we come up with is the key measurement and every department should have the metrics.

EMS COVERAGE (Continued)

Advisory Board Chairman Bill Johnson stated that the Town Administrator had to invest a week of his time compiling the data and questioned why it was not available from the Fire Chief. He found that troubling. He asked if there were firefighter rules for the level of accountability and maybe there was no answer to the question. He also informed the Board that a former Fire Chief was a close friend of his and there were rules and guidelines on the Fire Department during his tenure. Selectman Maggie Whitney stated that she was on the Fire Department during that time, the Fire Chief was Foley and there were definitely rules and regulations.

Town Administrator Doug Briggs stated that the staff fluctuates all the time. Also, no response to a call if anyone has had any alcohol to drink. The Fire Department is based on all on-call. There are thirteen people in each company. He told the Board that collecting the data was a very interesting experience for him and he became more knowledgeable on how the Fire Department operates. He stated that he wants the people to receive the service they deserve.

Chairman Ed Vitone stated that it is important for the Town Administrator to do this himself because it gives him some sense of the situation. The Town Administrator receives the data to review and sees the outcome. He stated that he took a drive down the back roads and it took him seven minutes and it concurred with a Google search.

Barbara "Pixie" Brennan commented on the Sunday, October 31, 2010, 2:00 a.m. call noting that there was no response from the Fire Department. Town Administrator Doug Briggs stated that it was toned out incorrectly at Dispatch. He informed the Board that after Police Chief Larry Barrett reviewed the tapes it was toned out on the Police frequency and not the Fire frequency and this was another area that needed more review. Ms. Brennan continued to state that there was only one police officer available at the time and it was a mental health issue. She stressed that with no one responding the individual could have taken off into the woods. She noted that the police is the first responder and many times performs first aid. She noted that having one police officer and no additional help when on a call is a safety issue.

Chairman Ed Vitone responded to Ms. Brennan stating that at the last meeting Police Chief Larry Barrett had a passion plea to add more police officers. He explained that these are the things we want to consider.

IT ADVISORY BOARD

Brad Warren (Guardian) and I met with the IT Advisory Board on Oct 22nd to outline goals and objectives for FY11. The Board identified the review and update of "IT Strategic Plan" as the number one goal. It will be all encompassing and complete.

Town Administrator Doug Briggs noted that the IT Advisory Board will look at the plan and develop a cohesive plan. He informed the Board that there could be cost savings by having one IT supplier versus three as it is presently. The computers are Mac and HP and there are different telephone systems. Brad from Guardian plans to work with the Ashburnham Municipal Light Plant (AMLPL) to review their needs as well as the Library to have an integrated system within the Town.

Chairman Ed Vitone asked Town Administrator Doug Briggs what three entities are using different systems and he responded the Town Hall, Police and Fire Department. Town Administrator Doug Briggs stated that this is the right thing to do and it was a good IT Advisory

Board meeting. Advisory Board member Duncan Phyfe noted that it was the same findings he would have relayed and it works.

ROCK SALT & SAND BIDS

Town Administrator Doug Briggs provided the Board with a memo from Superintendent, Steve Nims dated October 29, 2010 regarding Rock Salt and Sand Bids. The memo stated as follows:

Based upon the Sand Bid openings, October 14, 2010, I would like to recommend that the bid for “Winter Sand” bid be awarded to Pitcherville Sand & Gravel for \$9.25 per ton. We went in with other cities and town for Rock Salt under the MASS DOT bid and received bid price of \$49.28 per ton.

Town Administrator Doug Briggs informed the Board that the FY2010 prices for salt per ton was \$62.50 realizing a 21% savings (\$23,796). The FY2010 sand per ton was \$10.99 realizing a 15.8% (\$6,960); a total savings of \$30,756. He also stated that these prices were below FY2005 prices.

Selectman Maggie Whitney motioned to accept the bids as read and it was seconded by Selectman Ron Reed. The vote was unanimous.

After the unanimous motion Selectman Ron Reed asked if there are different delivery prices for the salt and sand. Town Administrator Doug Briggs stated that these prices were below the 2005 prices. He stated that he would check and inform the Board.

Town Administrator Doug Briggs also informed the Board that he attended Massachusetts Interlocal Insurance Association (MIIA) Seminar Leadership Series –“Know Yourself Know Your Organization” on October 28, 2010 in Grafton, MA. By attending this course and other courses the Town will receive a decrease in their insurance costs.

VACATION

Town Administrator Doug Briggs will be on vacation from November 8th to the 12th. All STM materials will be ready.

VIII. CONSENT AGENDA

A. October 18, 2010 Minutes – Regular Meeting

Selectman Ron Reed motioned to approve the minutes of the October 18, 2010 Regular Meeting and Selectman Maggie Whitney seconded the motion. The vote was unanimous.

IX. BOS CORRESPONDENCE

There was no Board of Selectmen correspondence but Chairman Ed Vitone stressed again the importance to submit the CDBG surveys from MRPC to meet the 100% response because if it is below the 100% the Town will not receive the money from the grant.

Selectman Maggie Whitney asked Town Administrator Doug Briggs if it was possible to remind people to vote on Tuesday, November 2, 2010 via the Police Department sign outside the Public Safety Building and he informed the Board that Town Clerk Linda Ramsdell is contacting Police Chief regarding the same.

Selectman Ron Reed noted that he received a reverse 911 call stating that the Town of Winchendon was shutting down the water line today for repairs and asked if others received the call. Selectman Ed Vitone received the call but Selectman Maggie Whitney did not. It was noted that both are not on the water line. Town Administrator Doug Briggs informed the Board that they received the information from Winchendon at about 10:30 a.m. and the information was sent via the reverse 911 at about 11:00 a.m. He stated that although it takes longer to input the information for the certain streets the notice is received quicker than contacting all residents. He stated that the Town of Winchendon should be giving the Town of Ashburnham a 48 hour notice when repairs are needed on the water line. Chairman Ed Vitone suggested that Town Administrator Doug Briggs send a letter of displeasure to the Town of Winchendon.

X. ANNOUNCEMENTS

Selectmen Maggie Whitney read the announcements as follows:

Town Clerk Reminders:

- *Tuesday, November 2nd – State Election – Polls open 7:00 a.m. and close at 8:00 p.m. – J.R. Briggs Elementary School Gym 96 Williams Road.*
- *Monday, November 8th – Final registration for the Special Town Meeting-8:00 a.m. to 7:00 p.m.*
- *Wednesday, November 17th – Special Town Meeting – Oakmont Auditorium – 7:00 p.m.*
- *Special Election Date – December 16th at Briggs Elementary School*

Veterans Day Services will be held on Thursday, November 11th. Ceremony will start at 11:00 a.m. and will be held on the lawn in Front of Town Hall. Dennis Driscoll will make the opening remarks, there will be a guest speaker and Maggie Whitney will represent the Board of Selectmen. Todd Parsons will play the bagpipes. If you are planning on attending you should be there no later than 10:50 a.m.

Town Hall will be closed on Veterans Day, Thursday, November 11th.

The next meeting of the Board of Selectmen will be held on Monday, November 15th at 6:30 p.m. in the Training Room at the Public Safety Complex.

At the November 15, 2010 BOS Meeting the CDBG Grant Hearing will continue and be completed.

XI. SOLICIT PUBLIC INPUT

Resident and J.R. Briggs Building Committee member Gail Dumont asked Town Administrator Doug Briggs if there was a 40B Project in Town because the Committee wants to obtain as many additional points for the new school building as possible. He responded that there is a 40B Project on Whitney Avenue in South Ashburnham but his understanding is that it may be a 40R Project and the Town does not have 40R Project. He stated that he received an email from Planning Board Chairman John MacMillan. He informed Ms. Dumont that he would get back to her to clarify the information.

XII. EXECUTIVE SESSION

She also noted that there was no Executive Session.

XIII. ADJOURNMENT

Selectman Ron Reed made a motion to adjourn the meeting and it was seconded by Selectman Maggie Whitney. The vote was unanimous. The meeting was adjourned at approximately 7:30 p.m.

Respectfully submitted,

Margaret "Maggie" Whitney

Margaret "Maggie" Whitney
Clerk – Board of Selectmen