

**TOWN OF ASHBURNHAM
BOARD OF SELECTMEN
JULY 6, 2010 – 7:00 P.M.
TRAINING ROOM - PUBLIC 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 and Sylvia Turcotte, Assistant to the Town Administrator.

The Pledge of Allegiance was led by Maggie Whitney. Vitone called the meeting to order at 7:00 p.m.

II. PUBLIC INPUT

III. APPROVAL OF AGENDA

It was noted by Doug Briggs that they should add a letter from Sontag Pump Co. under New Business for discussion. *Whitney motioned to approve the agenda as amended and was seconded by Reed. Motion carried.*

IV. PRESENTATIONS & REPORTS

A. Award of Lease of Town Owned Property to William J. Bresnahan Scouting and Community Center, Inc.

Members of this Committee present included: Ron Skaife, Brenda Brown, Dennis Driscoll, Valorie Daigle, John Comeau and Harry Powers.

Briggs gave a short history of the process that was followed for the RFP on the lease. He noted that it was a 99-year lease which would bring it to the year 2108 at \$1.00 a year for a total of \$99.00.

He advised the Committee members of a change in the lease under Article #6 to note that line 2 would read as follows: "Repairs or replacement of a capital nature such as to the roof or heating system in excess of \$15,000 will be paid by the Lessor subject to Town Meeting approval." Vitone added to this by explaining that the expenditure would be passed through the Capital Planning Committee and then Town Meeting vote which is the final and ultimate approval.

Reed motioned to approve the lease agreement subject to the changes and Whitney seconded. Motion carried.

It was noted that the Board of Selectmen would sign the agreement, once the changes have been made, by the end of the week and it would be ready for them on Saturday for their meeting.

Ron Skaife stated that they plan on having the foundation done in the fall and some time after August 2011 they expect to build.

V. UPDATE – STUDENT REPRESENTATIVE FROM OAKMONT

VI. OLD BUSINESS

A. Review of BOS Initiatives and Task List

Whitney stated that they had completed last fiscal year's list and that it was 100% done. She stated that they would begin with a new list for this fiscal year.

B. Annual Downtown Day recap

Reed stated that this was a continued success story with a great turnout. He noted that this is an important event for local businesses and was a great showcase with 45 booths set up this year. Whitney noted that she was ill and was sorry that she missed the event. Reed expressed his thanks to the Business Council for all their hard work to make this such a success.

C. Objective/Charge – Emergency Management Committee

Briggs stated that he contacted MRPC and they said a committee was not a requirement. He added that he was trying to get a copy of the plan and that once he had this he would have a better determination for the Board of Selectmen at their next meeting.

VII. TOWN ADMINISTRATOR'S UPDATE (Report attached)

Briggs noted that he would be interviewing a potential Assessor to serve on the Board of Assessors the following day. He noted the other openings on committees and boards.

Briggs stated that he was working with the School District on a payment schedule and hoped to have this resolved by the end of the week. Vitone stated that the School District has been flexible in the past and has worked with the Town on payment schedules.

He stated that the Town's Planning Board was informed that the three MRPC grant applications had been approved. He noted that the grants were as follows: 1. To assist the Town in rewriting the "Open Space Residential Development" Bylaw that was disapproved by the Attorney General (\$6,000); 2. To assist the Planning Board in creating a "Cultural Plan" for the Town (\$12,000); and 3. To assist the Town in reviewing the "Redevelopment Rate Limitation" Bylaw (\$4,000). Whitney stated that Eric Smith, the Town's former Town Planner, who is now employed by MRPC, would be working with the Town on these grants. Vitone stated that there should be some flexibility with these funds and that Cultural Planning was a top priority and should be encouraged as such.

Briggs stated that the Kick-Off meeting for the Solar Project was the following day at 9:00 a.m. at the Light Department.

Briggs noted that he was presently getting quotes on having the roof/gutter system repaired at Town Hall. He stated that the gutters were in decrepit condition and proceeded to distribute some photos to the Selectmen that were taken by the Fire Department last week while they were inspecting the gutters using the ladder truck. Ron Reed noted that the gutter system was included under the Town Hall renovation so Briggs should check on this. Briggs stated that he would have someone come in and give a quote on the gutters by the end of the week.

Briggs discussed the fact that the Conservation Agent's last day was June 25th and that he had received for his review a Regional Analysis for Conservation Agent from the Town

of Lancaster which was dated March of 2010. He added that he had also met with Marshall Dennis to understand where they stood at this time and how to proceed.

He noted that as of July 1st the Fredericks would be paying an additional \$240 a month towards the lease of the Stevens Building in lieu of insurance. He stated that the Town would be picking up the cost under our umbrella policy at a cost of \$810 annually. He added that this was very nice of the Fredericks to give the difference to the Town.

Briggs noted that the Town received approximately \$110,000 from MEGA insurance as the result of the flood at the Town Hall and that this event was now closed. He added that about \$25,000 would have to be absorbed by the Town.

Briggs advised the Board that they had four persons who had officially requested to serve on the VMS Building Renovation Committee and asked for more interested persons to serve. He also noted that he had not heard yet from MRPC on the grant.

He noted that the Fire union negotiations were near conclusion.

Briggs noted that a meeting was scheduled on July 12th with Department Heads and Ed Vitone to review the capital planning outlook for FY12 and the next 4 years. He added that he would meet with the Department Heads individually after this meeting throughout that week.

He noted that the Board of Selectmen would be meeting with their counterparts in Westminster to talk about opportunities for regionalization on July 27th at 6:30 p.m. in Westminster.

Briggs noted that they needed to determine the meeting dates for the summer months. Whitney stated that Briggs would be on vacation the week of August 2nd and they had already planned to not meet on July 19th so their next meeting should be on Monday, August 16th. All were in agreement with her suggestion.

Briggs also noted some highlights from his Department Head Report to the Board of Selectmen. He stated that the Police Chief reported that “smash & grabs” on Route 119 were a problem and that they were working to get this resolved. He stated that the DPW was working on Hastings Road and it would be completed by the end of the week. He also noted that there was a serious issue on Ferin Road with a culvert close to collapsing and that they were looking to MEMA for assistance on this. He stated that the COA had their first Men’s Day on Friday, July 2nd with horseshoes and lunch and that the COA was looking for a ping pong table as another activity. He stated that the Treasurer is working on the Land of Low Value with the Assessors at this time. And he noted that Eula Bradley, the Animal Control Officer is doing a great job with only a third of dog owners being negligent in licensing their dogs. He also noted that the Library would be holding a Make Your Own Teddy Bear on Thursday at 2:00 p.m. which would be great for the children to enjoy.

Vitone stated that the Library should be commended for providing a valuable service to the Town as the economy has made it necessary for residents to cancel their internet at home making the Library a valuable place to turn to while looking for employment, etc. using the computers there.

Briggs stated that he had received a memo from Bob Plant of the Fire Department requesting permission to hold their annual Muscular Dystrophy Association Boot Drive. He noted that they were planning this event on Saturday, July 17th from 8:00 a.m. to noon with one toll in front of Town Hall and the other in front of Mr. Mike's on Center Street. Vitone noted that they didn't have a problem with this but that Briggs should check with Chief Barrett to be sure that the location in front of Mr. Mike's is safe as this can be a busy area traffic-wise.

VIII. NEW BUSINESS

A. Letter of interest to serve as Constable

Briggs stated that Ashburnham really didn't need another Constable at this time as they already have two and the Board agreed. Reed suggested that Briggs check with the two Constables to see if they feel over-worked and if they're okay then to send a letter in response to this individual.

B. Letter from Sontag Pump Company

Vitone explained the situation, as per the letter attached. Briggs noted that the bond is to cover things that weren't done, not things that have been done and that the bond is owned by the bank who owns the property. He stated that he would follow-up with John MacMillan on this issue and how to proceed. Reed stated that he should look at the regulations through the Planning Board and Briggs stated that he would research.

IX. CONSENT AGENDA

A. June 7, 2010 – Regular Meeting

Whitney motioned to approve the June 7, 2010 Regular Meeting minutes and was seconded by Vitone. Motion carried.

B. June 21, 2010 – Regular Meeting

Reed motioned to approve the minutes of the June 21, 2010 Regular Meeting and was seconded by Vitone. Motion carried.

C. Appointments to VMS Building Renovation Committee

Briggs stated that they should wait to appoint anyone to this Committee until they had the full quota of members. The Board agreed with this suggestion.

X. ANNOUNCEMENTS

Whitney read the following announcements from the Town Clerk:

- Wednesday, August 25th – Final registration for the State Primary in the Town Clerk's office at Town Hall from 8:00 a.m. to 8:00 p.m.
- Monday, September 13th at 12:00 noon – Last day for filing applications for absentee ballots for voters who will be out of town for the State Primary.
- Tuesday, September 14th – State Primary – Polls open at 7:00 a.m. and close at 8:00 p.m. at the J.R. Briggs Elementary School, 96 Williams Road.

The next meeting of the Board of Selectmen will be held on Monday, August 16, 2010 at 7:00 p.m. at the Public Safety Complex in the Training Room.

Reed stated that their meeting with Westminster on July 27th at 6:30 p.m. should be posted and Turcotte said that she would get that done.

Whitney stated that she commended Sylvia Turcotte for already being in compliance with the new Open Meeting Laws long before they were even in existence and for keeping the Board of Selectmen in compliance as well. She also noted her displeasure with the fact that the State Legislature is exempt from these new Open Meeting Laws but expect the cities and towns to comply.

XI. BOS CORRESPONDENCE

XII. SOLICIT PUBLIC INPUT

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

At 7:45 p.m. Reed motioned to adjourn the meeting and was seconded by Whitney. Motion carried.

Respectfully submitted,
Sylvia Turcotte
Assistant to the Town Administrator