

TOWN OF ASHBURNHAM  
BOARD OF SELECTMEN MEETING  
MONDAY – MAY 16, 2011 – 6:30 p.m.  
TRAINING ROOM – PUBLIC SAFETY COMPLEX

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This meeting was aired live on local cable television.

PRESENT: Ed Vitone, Gregory Fagan, Ron Reed, Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator.

I. SALUTE THE FLAG

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

II. REORGANIZATION OF BOARD OF SELECTMEN AND WELCOME TO NEW MEMBER - GREG FAGAN

Vitone welcomed Gregory Fagan as the new member of the Board of Selectmen. He noted that Greg had some “big shoes to fill” in replacing Maggie Whitney. Fagan stated that he was enthusiastic and looking forward to the challenge. He thanked the voters for the opportunity to serve as Selectman.

Vitone stated that the Board needed to re-organize. Reed noted that it was customary to nominate a different Chair but that his new work ventures would really not allow him to devote enough time to the position so *he proceeded to nominate Ed Vitone as Chair. Fagan seconded and the motion carried. Reed nominated Greg Fagan as Clerk and was seconded by Vitone. Motion carried.*

III. SOLICIT PUBLIC INPUT

IV. APPROVAL OF AGENDA

*Reed motioned to approve the agenda as presented and was seconded by Fagan. Motion carried.*

V. PRESENTATIONS & REPORTS

VI. OLD BUSINESS

A. Review of BOS Initiatives and Task List

Vitone stated that at this time regionalization with Ashby was the only item on their task list and that he was hopeful that Ashby was now willing to discuss this option. He stated that they were meeting this evening as well.

B. Review of Annual Town Meeting Results

Vitone asked Briggs to review a few of the highlights of the meeting. Briggs began by noting that the Consent Calendar went very well and was extremely well received. He also noted that Vitone did a great job on the presentation on Article 2. He added that they were looking at a Special Town Meeting in the fall for the Planning Board articles.

Reed thanked everyone who attended the Annual Town Meeting and added that it went very smoothly. Fagan agreed with Reed stating that the meeting was very streamlined and everyone was very articulate.

Vitone reiterated and thanked Briggs and his assistant for their good work.

C. Vote on Ashburnham Town Boundaries for Precinct #1

Briggs stated that this vote was to designate the Town boundaries for the one Precinct and would be returned along with the precinct map to the Secretary of the Commonwealth to complete the designation of Ashburnham as one precinct.

***Reed motioned to approve the Town Administrator's recommendation as noted and was seconded by Fagan. Motion carried.***

VII. NEW BUSINESS

A. Discussion and vote on Board of Selectmen Representative on MRPC

Briggs stated that Maggie Whitney was the MRPC representative for the past three years. He stated that a presence was needed as many important things are discussed at these meetings like the TIP. He noted that he went to the last meeting to be sure that Route 101N was going forward and to also check on the status of the CDBG grant for the Senior Center. He stated that the Route 101N ad would be in by the end of June and that they would start paving in late summer. He also noted that Route 101S was set for 2015. He stated that the MRPC meetings were set for once a month but that on occasion they will have other meetings on issues that are current.

Reed suggested that they discuss the Briggs Committee representative as well and the other members agreed.

B. Discussion and vote on Board of Selectmen Representative on Briggs Building Committee

Vitone noted that they may put together a committee to revise the Regional Agreement and a representative will be needed to serve on this committee as well and he would like to volunteer as the rep.

Reed stated that he would serve as the MRPC representative and Fagan noted that he would serve on both the Briggs Building Committee and the COA Renovation Committee.

C. Discussion and vote on resignation of Town Accountant

Vitone stated that Nancy Haines, the Town Accountant had submitted her resignation. He stated that she would be sorely missed and noted that she did a great job for the Town. Briggs noted that they had already received 18 to 20 resumes and that he had distributed copies to all members of the Board of Selectmen for their review. He added that the ad asked for responses by May 25<sup>th</sup>.

Some discussion followed on the possibility of a regional accountant shared with the Town of Ashby, as Haines also resigned her position there.

Vitone noted that they probably wouldn't have someone hired before her resignation date and that she had offered to work on a per diem basis for the Town. Briggs noted that they needed to appoint her as Interim Accountant. ***Reed made the motion to***

*accept Haines resignation as of May 30, 2011, with regrets, and was seconded by Fagan. Motion carried.*

*Reed motioned to appoint Haines as Interim Accountant on a per diem basis and was seconded by Fagan. Motion carried.*

Vitone discussed the process to hire a replacement noting that they should choose 3 or 4 candidates out of the applicants. He then suggested that he and Briggs should screen these candidates and choose two to interview. He suggested that the members send an email to Briggs with their top 4 candidates. He stated that as Briggs will be on vacation the next week, they would plan on screening this week with interviews after he returns from vacation. All members were in agreement with this process.

**D. Vote on appointments for FY12**

Vitone asked Fagan to read the list of appointments. He read the list as follows:

Constables	Loring Barrett and Ronald Laplante
Parking Clerk	Donna Burton
Mt. Watatic Management	Lorraine Desouza
MOC Rep.	Louise Janhunnen
Monty Tech Rep.	Diane Swenson
Cultural Council	Rebecca Cinclair
Historical Commission	Bettyna Donelson
William J. Bresnahan Committee	
Brenda Brown	John Comeau
Joseph Cormier	Joseph Daigle
Valorie Daigle	Eugene Dancause
Jane Dancause	Dennis Driscoll
Christine Gammell	Walter Handy
Jack Munnis	Harry Powers
Ronald W. Skaife	
Emergency Management Committee	
Loring Barrett	Stan Herriott
Paul Zbikowski	
Capital Planning Committee	
Anne Cervantes	Bill Johnson
Leo Janssens II	James Piedrafite
Edward Vitone	Joseph Daigle
Agricultural Commission	
Gary Howland (Associate Member)	
Gretchen Lafferty	Patricia Garland Stewart
Richard H. Wright	
Tax Title Custodian	Anne Cervantes
Town Counsel	Deborah Phillips
Labor Counsel	Mirick O'Connell
Tax Counsel	Coppola & Coppola

*Reed made the motion to approve the list of appointments for FY12 as read and was seconded by Fagan. Motion carried.*

## VIII. TOWN ADMINISTRATOR'S UPDATE

Briggs began by noting that he had processed his appointments and that they would be sent out within the next day or so.

He noted the current openings on the Conservation Commission (2); Council on Aging (2); Historical Commission (1); Capital Planning Committee (at-large member) (1). He also noted that Gail Dumont had joined the Advisory Board.

He gave an update on the water tank project. He noted that everything is signed with the USDA and the work should begin soon. He stated that they did an internal inspection of the Gardner Hill Tank and they found that it was in better condition than they thought so the cost would be less.

Briggs explained how both he and Ed Vitone met with Laila Michaud and Karen Murphy of Westminster on Friday, May 13<sup>th</sup> to see if there was any way that Ashburnham could be able to help to clear any misinformation on the school assessment. He noted that they were informed that the Westminster Finance Committee had voted 6 to 1 in favor of the Statutory Method which was good news.

He touched on the DPW activities noting that they did a great job paving on Westminster Road. Vitone agreed that they did a really good job without disturbing the flow of traffic except for a minor detour. He noted that he had a few complaints but he asked that residents have some patience as the paving took only two days and it was a minimal inconvenience. Briggs noted that he had this work done now to take advantage of the cost as it continues to escalate due to oil prices. Reed asked that they look at the holes near the Westminster line on that road as well. Briggs also noted that he was delaying the paving of Center Street due to the Bresnahan Center so that they wouldn't have to dig up the road twice.

Briggs noted that the Ferin Road culvert project was completed. And, he again praised the DPW for the great job they have done.

He noted that Paul Rekos was honored as the Ashburnham Employee of the Year by the Ashburnham-Westminster Rotary on Wednesday, May 4<sup>th</sup> at the Wachusett Village Inn. Vitone stated that Paul should come in and be recognized at the next Board of Selectmen meeting for this nomination. Briggs noted his congratulations to Paul.

Briggs noted that he had met with residents from So. Main Street regarding the condition of their playground (Sweeney Playground). He noted they were working on a plan to get support from area businesses and organizations to help with the cost of the repairs.

Fagan stated that the Winchester Park playground has the same issues, such as graffiti as well as Whitney Field and he would like to see this cleaned up. He noted that he had volunteers ready if funds were available. Vitone stated that they should resurrect the Parks and Recreation Committee and look at the Town's Bylaws for the charter on this and then get the volunteers. Briggs stated that they would also need to supplement the Trust Funds that are already set aside for the playgrounds because there isn't enough to take care of the needed repairs.

Briggs stated that the RFP for the Water Treatment Plant is all set with Winchendon Town Manager Jim Kreidler and now needs to go before the Water/Sewer Commissioners for their okay. Once this is done, then it will be sent out.

He noted that he has started to talk to the seniors on relocating in anticipation of the CDBG grant award as well as the cost of heating the VMS. He stated that he was looking at moving them upstairs at Town Hall and that he contacted the school to see if they had any partitions available to use from when the Town Hall employees were located there.

He stated that the seniors have been great about it and very positive. He noted that he would like to see them moved in September or October and that it would save money by moving them to Town Hall. He stated again that there was great support by the seniors for this move.

Briggs noted that he would be on vacation from May 23<sup>rd</sup> thru the 27<sup>th</sup>.

#### IX. APPROVAL OF MINUTES

##### A. April 19, 2011 Minutes – Joint Meeting with Advisory Board

*Reed motioned to approve the minutes of April 19, 2011 and was seconded by Vitone. Motion carried.*

##### B. May 7, 2011 Minutes – Special Meeting

*Reed motioned to approve the minutes of May 7, 2011 and was seconded by Fagan. Motion carried.*

#### X. BOS CORRESPONDENCE

Vitone noted that they were holding a Leadership Day at Oakmont on Friday, May 20<sup>th</sup>.

#### XI. ANNOUNCEMENTS

Fagan read the announcements as follows:

##### Town Clerk Announcements

- January 1<sup>st</sup> and throughout the year – Open registration of voters in the Town Clerk's office at Town Hall – Monday from 7:30 a.m. to 7:00 p.m. and Tuesday through Thursday – 7:30 a.m. to 5:00 p.m. (Town Hall is closed on Fridays)
- Dog licenses are available at the Town Clerk's office during regular business hours of Town Hall.

##### Memorial Day Services –

Friday, May 27<sup>th</sup> – 6:00 p.m. Decoration of Graves

Sunday, May 29<sup>th</sup> – 8:00 a.m. services at St. Denis Church

Monday, May 30<sup>th</sup> – 8:45 a.m. all participants will assemble on Meeting House Hill Common and march to Old and New Cemeteries for services. After services they will march to Fairbanks Memorial Town Hall for services there.

The next meeting of the Board of Selectmen will be held on Monday, June 6 2011 at 6:30 p.m. in the Training Room at the Public Safety Building.

#### XII. SOLICIT PUBLIC INPUT

#### XIII. EXECUTIVE SESSION

At 7:19 p.m. Vitone stated that the Board would meet in Executive Session to deliberate upon matters which, if done in open meeting, could detrimentally affect the position of the

Town regarding the physical condition and mental health of an individual and to not reconvene in open session except to adjourn. Reed motioned to enter into Executive Session and was seconded by Fagan. Motion carried.

***At 8:01 p.m. Reed motioned to adjourn the meeting and was seconded by Fagan. Motion carried.***

Respectfully submitted,  
Sylvia Turcotte, Assistant to the Town Administrator