

TOWN OF ASHBURNHAM
BOARD OF SELECTMEN MEETING
MONDAY – JUNE 18, 2012 – 6:30 p.m.
TRAINING ROOM – PUBLIC SAFETY COMPLEX

This meeting was aired live on local cable television.

PRESENT: Ed Vitone, Chair, Greg Fagan, Clerk, Leo Janssens, Member, Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator. Also present – Police Chief Larry Barrett.

I. SALUTE THE FLAG

Vitone called the meeting to order at 6:30 p.m. and led everyone in the Pledge of Allegiance.

II. SOLICIT PUBLIC INPUT None

III. APPROVAL OF AGENDA

Vitone stated that they would not be discussing the Sex-Offender Bylaw listed under V-Old Business, item A tonight and would put it off until the next meeting. *Fagan motioned to approve the agenda as amended and was seconded by Janssens. Motion carried.*

IV. PRESENTATIONS & REPORTS

A. Dr. James Tracy of Cushing Academy and Chief Barrett – New Officer

Vitone asked Chief Barrett to give some background. Barrett noted that this was his seventh year as the Ashburnham Chief of Police and he has always had a great relationship with Cushing. He stated that his concern has always been that his department was short-staffed and he had discussed this issue with Dr. Tracy who found a way to help, with a proposal to hire a full-time officer at the full cost. He added that Cushing recognized the need and that this was a very generous gesture. He noted his thanks “from the bottom of his heart” on behalf of the department.

Dr. Tracy stated that they have a strong partnership with Ashburnham and they are proud to be a part of this community. He noted that the selection of Chief Barrett is outstanding for this community and the interaction is always of the highest caliber. He stated that they are always looking for ways to be supportive of the Town and that the Town has a tremendous asset in Chief Barrett.

Both Fagan and Janssens thanked Dr. Tracy for Cushing’s generosity. Vitone noted that Cushing’s generosity should be applauded and recognized not only for this but for the many benefits to the community throughout the years. He noted that this was a great gesture and thanked Dr. Tracy.

V. OLD BUSINESS

B. Discussion – Parks & Rec Rules and Regulations

Greg Fagan stated that Town Counsel provided her opinion regarding if the Parks and Rec Committee has the authority to set the rules and regulations for the parks and playgrounds under its jurisdiction. He stated that in her memo she noted that this committee “controls town parks” but that there was still a question on park lands. Briggs noted that he sees “park land” to be like Yellowstone Park or even Dunn Park in Gardner. Fagan asked that this be differentiated and Briggs stated that he would get clarification. Vitone stated that at their next meeting the Parks & Rec Committee members would be present and would present the scope and rules and regulations to the Board.

C. Discussion – 5-year strategic plan for the Town

Vitone asked Fagan to speak on this item. Fagan distributed a handout to the Board with his thoughts on establishing a 5-year strategic plan for the Town. He stated that this would be a disciplined effort with many benefits. He noted the reasons to establish this were many and cited a few – communication, priority shifts, and anchoring down the town’s future and vision. He stated that they could define objectives and formulate a strategy and most importantly, buy in from everyone and define the high level planning areas while working with departments and committees. He added that they need everyone’s thoughts on how to proceed.

Vitone added that the focus would be on constancy and purpose. He asked Fagan how they could ensure that this works and asked if workshops would be the answer. Fagan noted that he would look to Briggs for suggestions on how to proceed and that they should form a basic committee to identify strategic goals.

Vitone stated that they should start with “what can we afford to do”. Briggs agreed with this adding that finances are a big issue and that they should work on a capital and fiscal plan. Bill Johnson of the Advisory Board noted that we have a capital plan already and that the Town should concentrate on downtown development as the economic driver. He noted that they have many committees but there is a lack of funding and they should focus on the DPW relocation and the center of Town to generate revenue. Vitone stated that they have a five-year model and downtown is the key element for the Town’s financial future. He added that the Board and Briggs would take Fagan’s suggestions and then come back with their thoughts on how to proceed at their next meeting.

VI. NEW BUSINESS

A. Appointment - Constable

Briggs noted that a third Constable is needed and makes sense. He added that Todd Parsons would be a great asset and he recommended this appointment. ***Fagan motioned to approve the appointment of Todd Parsons as Constable and was seconded by Janssens. Motion carried.***

B. Appointment – MART Advisory Board

Briggs stated that the Town needs a representative on the MART Advisory Board as they cover the transportation for the Council on Aging. ***Fagan made the motion to appoint Leo Janssens as their representative and was seconded by Vitone. Motion carried.***

VII. TOWN ADMINISTRATOR’S UPDATE (Report is attached to these minutes and also posted on the Town’s website.)

Briggs stated that he was asking the Board to authorize a bond for rollover for a month’s time on the \$2,000,000 loan for the water tank project at which time it would be done with the other bonds that would be due. He added that by doing this the Town would save money. ***Fagan motioned to approve the Town Administrator’s recommendation and was seconded by Janssens. Motion carried.***

Briggs noted the openings on the following committees and boards:

- (2) Conservation Commission
- (1) Capital Planning Committee (at-large member)
- (2) Historical Commission

Briggs stated that they turned the water over to the new tank today. He noted that they had a glitch involving Cushing Academy but it was being fixed.

He noted that the final top coat on Route 101N was done on Thursday, June 14th and it was a beautiful job and well done.

He explained a meeting that he recently had with the Meissners of 100 Main Street giving the Board some background on the situation there. He stated that the Meissners are looking to do modifications to their wetlands area and that ConCom would accept their plans if the DEP approves. He also noted that it would take several years to remedy but that it would fix the drainage issue.

He stated that he had started the process to generate an RFP for the sale of South Station and that he would need to research this further.

Briggs noted that the Conservation Restriction on the Thoma land on Willard Road should be set by the end of this month.

He stated that he is still in negotiations with the owners of the property located at the corner of Platts and Williams Roads for the DPW relocation.

He reported that because the William J. Bresnahan Scouting and Community Center Committee is now a non-profit group, he recommends that the Board of Selectmen no longer appoint the Committee.

Briggs reported that the joint application for the CDBG Program with Ashby was turned down and it appears that this program was for the entitlement communities only.

He stated that he wanted to ask the Board for their approval to pursue applying for a Fire Act Grant with a 5% match for a pumper tanker. He stated it's a two year process but that the cost to the Town would be about \$10,000 which would be a huge savings. ***Janssens motioned to approve the application and was seconded by Fagan. Motion carried.***

Briggs also noted that both he and Ed would not be available to attend the MJTC meeting on Wednesday night at 7:00 p.m. and Fagan stated that he would try to attend. Briggs noted that this committee was the one that worked to pave Rindge road as a commuter road and that it is important that someone attends.

He noted that he would be on vacation the week of June 25th and the week of July 30th.

VIII. APPROVAL OF MINUTES

A. June 4, 2012 – Regular Meeting

Fagan motioned to approve the minutes of the June 4, 2012 Meeting and was seconded by Janssens. Motion carried.

IX. BOS CORRESPONDENCE

X. JUNE/JULY MEETINGS

Fagan read the list of meetings as follows:

Committee/Board	Day/Date/Time	Location
Municipal Light Board	Wednesday, June 20, 7:00 p.m.	Municipal Light Plant
Conservation Commission	Monday, June 25, 6:30 p.m.	Lower Level – Town Hall
Zoning Board of Appeals	Wednesday, June 27, 7:00 p.m.	Lower Level – Town Hall
Council on Aging Board	Monday, July 9, 10:00 a.m.	Lower Level – Town Hall
Conservation Commission	Monday, July 9, 6:30 p.m.	Lower Level – Town Hall
Water/Sewer Commission	Tuesday, July 10, 6:00 p.m.	Lower Level – Town Hall
Board of Assessors	Wednesday, July 11, 6:00 p.m.	Assessors Office – Town Hall

XI ANNOUNCEMENTS

Fagan noted the Board's thanks to Joe Daigle and the Ashburnham Business Council for fixing the bandstand. He stated that this was a great act of volunteerism. Briggs added that they did install a

light up at the park to try and deter any vandalism and that they were applying for a grant thru MIA in FY13 for surveillance cameras.

Fagan read the announcements as follows:

Town Clerk Reminders:

- January 1st 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 now available at the Town Clerk’s Office. Fees are \$10.00 for spayed/neutered dogs and \$15.00 for unsprayed/unneutered dogs. Please bring current rabies certificate. If licensing by mail please include check, rabies certificate, and a self-addressed stamped envelope and mail to Town Clerk, 32 Main Street, Ashburnham. A reminder will be sent out this month to all those who have not yet licensed their dogs. On June 1st a late fee of \$10.00 will be added to each license.

Representative Rich Bastien Office Hours at 6:00 p.m. in the Training Room at the Public Safety Building on the third Monday of every month. To schedule time, call 978-630-1776.

The Town Hall and the Senior Center will be closed for the July 4th Holiday on Wednesday, July 4th and will be open on Thursday, July 5th at 7:30 a.m. to 5:00 p.m.

Due to the summer meeting schedule approved at the last meeting, the next meeting of the Board of Selectmen will be held on Monday, July 16, 2012 at 6:30 p.m. in the Training Room at the Public Safety Building and this would be the only meeting held in the month of July.

XII. SOLICIT PUBLIC INPUT

Gail Dumont asked that they add the Briggs Building Committee update to their agenda for July 16th and Vitone stated that they would.

XIII. EXECUTIVE SESSION

At 7:24 p.m. Vitone stated that the Board of Selectmen would meet in Executive Session to deliberate upon matters which, if done in open meeting, could detrimentally affect the position of the Town regarding collective bargaining both pending and ongoing, strategy with respect to contract negotiations for non-union employees and to only reconvene into open meeting to adjourn. Roll call was taken.

XIV. ADJOURNMENT

At 8:15 p.m. Fagan motioned to adjourn the meeting and was seconded by Janssens. Motion carried.

Respectfully submitted,
Sylvia Turcotte
Assistant to the Town Administrator