



Mr. Janssens read the fourth goal as follows – *Continue to improve reconciliations between the Accountant and Treasurer. To have the reconciliations complete by the 15<sup>th</sup> of the next month once FY13 is closed. To start entering Treasurer’s receipts more frequently to speed up the month-end reconciliation process, as the Treasurer’s receipts are the largest/timeliest piece of the reconciliation.* Ms. Gaylord gave a brief example of how she would improve the reconciliation process with the Treasurer’s office.

The fifth goal was as follows – *Work towards educating myself to pass the CGA test at the spring MMAAA educational conference.* Ms. Gaylord noted that CGA stands for Certified Government Accounting and that she would focus on the legal side this year.

Mr. Janssens stated that the final goal was – *To take a Government Accounting course or the like in order to improve my understanding of municipal accounting and to improve my job performance/knowledge.* Ms. Gaylord stated that she wanted to take the accounting course to understand municipal accounting.

Mr. Janssens stated that he wanted to add one more item and that would be to strive to work harder on relationships with those that you work with. Doug Briggs noted that they do work well together and Ms. Gaylord added that she has learned a lot from Mr. Briggs.

Leo Janssens ended by stating that once the three Selectmen do their individual reviews, they would schedule a meeting with her to do her evaluation.

**B. Department of Conservation & Recreation consideration of acquisition of land in Ashburnham**

Leo Janssens read from the letter as follows: “In accordance with the provisions of 301CMR51.00, we would like to inform you that the Commonwealth of Massachusetts, acting through its Department of Conservation and Recreation (DCR), has under consideration the acquisition of approximately 90 ± acres of land, or other property interest, in the Town of Ashburnham. This land is currently being used for habitat and forest purposes. If acquired, the state will retain the property in its natural and open condition as part of the Ashburnham State Forest. Enclosed is a locus map marked “Exhibit A” which shows the property in which we are interested.” Mr. Janssens also read the following: “Owners are Robert & Virginia Woodward of 224 E. Rindge Rd. The property abuts DCR land and contains NHESP Core and Critical Natural Landscape. Landowners looking to protect by selling fee interest on Map 9 Lot 9 (27 acres), Map 9 Lot 8 (63 acres) and donating a CR on a part of Map 9 Lot 6B (~6 acres). The land has been managed for habitat and forest and is in CH61B.” He also asked that the map be placed on the Town’s website.

**VII TOWN ADMINISTRATOR’S UPDATE**

Mr. Briggs stated that there were current openings on the following Boards and Committees – (1) Conservation Commission, (3) Council on Aging Board, (1) Board of Assessors, (1) Advisory Board and (4) Cable Advisory Board, which he stressed was really needed as the Cable contract was up for renewal in 2015. It was noted by Mr. Janssens that there was also an opening on the Capital Planning Committee for a citizen at large as Ed Vitone declined the appointment.

He stated that the Town Hall steps look really great and a contractor was coming in on Tuesday to measure for the railings. He noted that Ed Schlott did a great job coordinating this.

Mr. Briggs noted that Ed Schlott had someone come in on the remediation and would get a quote shortly. He also noted that they would wait until after the Special Town Meeting to see if the demolition would be approved as they could combine the remediation with this to get a better price.

He noted that the road paving and reclamation of Dunn Road and Lake Road looks really nice and that they still had the side work to do. He stated that this would complete our paving plan for this year until

Governor Patrick releases the \$175,000 of additional funds which would be used to complete the South Main Street project to include sidewalks and East Rindge Road.

He stated that the School District wanted to include the Regional Agreement on the Special Town Meeting warrant but that there wasn't enough time to review it unless they have another meeting. Leo Janssens stated that this should be put off until the Annual Town Meeting and that they should have come to us sooner. Bill Johnson stated that there was a provision in the agreement about the statutory method and he had issues with the capital section. He stated that he agrees with Mr. Janssens that there just isn't enough time.

Mr. Briggs stated that there have been barking dog issues recently and a resident requested that we incorporate in our General Bylaws a section that would deal with this type of nuisance. He stated that he drafted a sample bylaw from other communities for the Board to review and that he would ask that the Board entertain the addition of this bylaw as follows:

*Section 7a Dangerous and Nuisance Dogs*

*The owner or keeper of a dog shall be prohibited from allowing a dog to be annoying, dangerous or a nuisance.*

*For the purposes of this bylaw, "annoying, dangerous or a nuisance" includes the following: molesting passersby or passing vehicles (including bicycles), attacking persons or domestic animals, trespassing on school grounds or other public property, damaging public or private property, barking, whining or howling in an excessive continuous or untimely fashion, (more than 10 minutes in any half hour overnight between the hours of 10:00 p.m. and 7:00 a.m. or for more than 15 minutes in any hour during the day between 7:01 a.m. and 9:59 p.m. or being on the property of an owner who does not wish the dog on his or her property.*

Leo Janssens stated that he agrees and that this would make it easier. He added that the wording is good and that this is the best way to address this issue.

Mr. Briggs noted that they have until October 2<sup>nd</sup> to submit articles and that some of the articles include solar and marijuana bylaws. He gave an update on the Solar Project stating that the land is cleared and the electrical and building permits have been issued. He added that three electrical inspectors will watch over this project and that the deadline was December 31, 2013. He also noted that the PILOT was just about done and that the concern was with the walk-away as they want it to tie with the PPA.

He noted that he met with Edd Byrnes, the District and Westminster to review the requirements of the health care act and set the strategy for the upcoming insurance RFP. He stated that we want to work with the District and Westminster as we want a level playing field.

Mr. Briggs stated that we went out for quotes on furnace maintenance for the Town Hall, Public Safety Building, DPW and Library and the low bidder was R&D Technologies, Rodney Charon, out of Leominster at a lump sum of \$2,512.50. He added that Mr. Charon comes highly recommended and is familiar with all our heating systems.

VIII. APPROVAL OF MINUTES

A. September 3, 2013 Minutes – Regular Meeting

***Duncan Phyfe motioned to approve the minutes from the September 3, 2013 Regular Meeting and was seconded by Nick Davis. Motion carried.***

IX. BOS CORRESPONDENCE None

X. SEPTEMBER/OCTOBER MEETINGS and EVENTS – Nick Davis read the meetings and events as follows:

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September 24 – Tuesday – 6:30 p.m. – Conservation Commission – Lower Level Meeting Room at Town Hall

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September 26 – Thursday – 6:30 p.m. – Planning Board – Lower Level Meeting Room at Town Hall

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October 8 – Tuesday – 6:00 p.m. – Water/Sewer Commission – Lower Level Meeting Room at Town Hall

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October 9 – Wednesday – 5:00 p.m. – Board of Assessors – Assessors’ office at Town Hall

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XI. ANNOUNCEMENTS

Nick Davis read the announcements as follows.

Town Clerk Reminders:

- Dog fines in the amount of \$25.00 (per dog) were sent to all residents whose dogs were unlicensed along with a letter from Police Chief Barrett. Dogs must be licensed and fines paid within 21 days. Please call the Town Clerk’s office at 978-827-4100 extension 114 if you have any questions.

The next scheduled Board of Selectmen meeting will be held on Monday, October 7, 2013 at 6:30 p.m. in the Training Room at the Public Safety Building.

XII. SOLICIT PUBLIC INPUT (5 minute limit)

Bill Johnson inquired about the application for the Safer Grant. Leo Janssens stated that Chief Zbikowski was told to hire one person through the Safer Grant as this would make it easier during the transition when both the Chief and Bob Salo retire. Doug Briggs added that this grant covers 100% of the cost of this employee.

Mr. Johnson also inquired about the timing of the annual audit. Mr. Briggs stated that they were working on it now and should be done by mid-October and at that time he would set up a meeting with the Selectmen and the Advisory Board members to review the draft.

Roger Hoyt inquired about the width of Dunn Road now that it has been paved and Mr. Briggs responded that it is actually wider now.

Nick Davis stated that he met with the Bresnahan center folks and they have done a great job. He asked that people check out their website and added that they are looking for donations. He noted that if anyone has any questions they should call him.

He also noted that he went to the School Boy event and it was a great time. Mr. Briggs added that today was the 100 year anniversary of the School Boy statue.

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

At 7:50 p. m. Nick Davis motioned to adjourn the meeting and was seconded by Duncan Phyfe. Motion carried.

Respectfully submitted,  
Sylvia Turcotte  
Assistant to the Town Administrator