

BOARD OF SELECTMEN MINUTES
TUESDAY, JANUARY 21, 2014 – 6:30 P.M.
PUBLIC SAFETY COMPLEX – TRAINING ROOM

This meeting was aired live on local cable television.

PRESENT: Leo Janssens II, Chair, Duncan Phyfe, Member, Nick Davis, Clerk, Doug Briggs, Town Administrator and Sylvia Turcotte, Assistant to the Town Administrator.

I. SALUTE THE FLAG

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

II. SOLICIT PUBLIC INPUT (5 minute limit)

Bill Johnson inquired if the North Central Sustainability Group had paid their old balance and Mr. Janssens stated that they had not paid but that this would be discussed further in the Town Administrator's report.

III. APPROVAL OF AGENDA

Nick Davis motioned to approve the agenda as presented and Duncan Phyfe seconded. Motion carried.

IV. PRESENTATIONS & REPORT

A. Public Hearing – CDBG Grant (Tammy Haney from MRPC)

Tammy Haney gave a brief presentation on what the CDBG grant covered and what would be required to complete the application. She gave handouts to the Board of Selectmen and explained that the grant would be scored by activity such as housing rehab, roads and disability and that there had to be a target area which would be in South Ashburnham. She also noted that they should write a letter in support of the projects in the Town and address it to DHCD. ***Nick Davis made the motion to approve the application process for the project and was seconded by Duncan Phyfe. Motion carried.***

B. Paul Pollastri-Bond approval for permanent borrowing – Briggs School

Paul Pollastri, Town Treasurer and Linda Ramsdell, Town Clerk were present. Mr. Pollastri stated that the Selectmen have many forms to sign for the two bonds as there are four copies of each document. He stated that the first would be the roll-over short-term borrowing for the school and the second would be the permanent financing for the school.

Duncan Phyfe motioned to sign the short-term note for \$1m and was seconded by Nick Davis. Motion carried.

Nick Davis read the following: *"I, the Clerk of the Board of Selectmen of the Town of Ashburnham, Massachusetts, certify that at a meeting of the Board held January 21, 2014, of which meeting all members of the Board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the Board in my custody:*

Voted: that the sale of the \$13,708,000 General Obligation School Bonds of the Town dated January 23, 2014 (the "Bonds"), to PNC Capital Markets at the price of \$14,686,320.42 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on January 15 of the years and in the principal amounts and bear interest at the respective rates, as listed.

Further Voted: to approve the sale of the \$1,083,414, 1.00 percent General Obligation Bond Anticipation Notes (the "Notes") of the Town dated January 24, 2014, and payable July 18, 2014, to Eastern Bank at par and accrued interest, if any, plus a premium of \$3,068.59.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated January 8, 2014, and a final Official Statement dated January 15, 2014 each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver continuing and significant events disclosure undertakings in compliance with the SEC Rule 15c2-12 in such forms as may be approved by undertakings in compliance with the SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and the Notes for the benefit of the holders of the Bonds and the Notes from time to time.

Further Voted: that each member of the Board of Selectmen, the Town Clerk, and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approval by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds and the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended."

Duncan Phyfe made the motion to go forward with all the votes read and was seconded by Nick Davis. Motion carried.

V. OLD BUSINESS

A. VMS Building Study Committee

After a short discussion it was noted by Duncan Phyfe that they had received a good informative report from the first VMS Study Committee. Leo Janssens agreed stating that they would leave it as it is and continue to act on the previous report. No motion was made nor vote taken.

VI. NEW BUSINESS

A. Capital Planning Committee Appointment

Leo Janssens stated that in the absence of one of their members, they would like to appoint Joe Kalagher as the replacement member on the Capital Planning Committee. ***Duncan Phyfe motioned to appoint Joe Kalagher to the Capital Planning Committee as the Planning Board member and was seconded by Nick Davis. Motion carried.***

B. Annual Town Caucus Posting

Nick Davis read the following:

"The Annual Town Caucus for the purpose of nomination of candidates for the Town Offices, under the provisions of Section 117 to 121 inclusive, Chapter 53 of the General Laws will be held on Monday, February 24, 2014 at 7:00 p.m. at the Stevens Memorial Library, Malcolm Stewart Room, 20 Memorial Drive. Offices to be filled with the present incumbents whose terms expire are listed below.

<u>OFFICE</u>	<u>TERM</u>	<u>INCUMBENT</u>
Moderator	1 year	Donald J. Lawrence
Board of Selectmen	3 years	Duncan W. Phyfe
Board of Health	3 years	Patrick A. Durkee
Planning Board	5 years	Joseph B. Daigle
Library Trustees (2)	3 years	Margaret P. Donovan
	3 years`	MaryKate Romano
Municipal Light Board	3 years	Richard M. Ahlin

Duncan Phyfe made the motion to approve the Caucus ballot and was seconded by Nick Davis. Motion carried. Mr. Davis noted that people should try to attend the Caucus and get more involved.

VII TOWN ADMINISTRATOR'S UPDATE

Mr. Briggs stated that he heard from Tighe & Bond that the USDA had accepted our loan application for a loan for the water line project, which includes Williams, Holden, Westminster and South Maple. He noted that it looks like we would be in the 25% to 30% grant range, with a 2½ % interest loan rate, but that we would have to wait for the next funding round which happens on September 1st, unless monies become available in the spring.

He noted that he and Steve Nims met with Weston & Sampson about the new proposed DPW facility on Williams Road. He stated that Weston & Sampson would be working on a presentation for the Board of Selectmen at their meeting on March 3rd to prepare for the ATM in May. He also noted that he would be contacting USDA for possible funding on this project as well. He stated that Weston & Sampson has done 39 other DPW sites.

Doug Briggs stated that Guardian would be connecting the Library and DPW by tomorrow to the Town Hall and the Public Safety. He added that the Library needed additional electrical work and the DPW needed a board mounted for the server and then the cameras would be connected at Winchester Park.

Mr. Briggs stated that all the FY15 budgets have been received and reviewed with the Department Heads. He noted that he has scheduled a meeting with the Advisory Board on January 27th and the Capital Planning Committee on January 29th. He also noted that the Governor's budget would be available on January 22nd to 23rd. He added that he would like to set a date with the BOS to discuss and review the budget.

He stated that he attended a meeting with Worcester County Regional Retirement and the Town's assessment for FY15 went up to 8.5% which is partly due to the methodology change from Salaries (3 year average) to Actuarial (3 year average) and that this would be a \$70,000 increase.

He stated that he attended a certification class on being a Municipal Hearings Officer with a purpose to hear appeals for both Fire and DPW citations. He stated that it was very informative but that he questions the need right now. He added that he has been certified as a Municipal Hearings Officer.

Mr. Briggs stated that we continue to send out monthly bills to the North Country Sustainability Center for the rent monies they still owe the Town but we have not received any payment since October 2012 with a balance still due of \$5,829.15. He added that hopefully with their new found monies they will pay us.

He stated that Senator Brewer is leaving next year but he still cares about the communities. Mr. Briggs noted that Sen. Brewer sent us a notice of a Community Development Grant with a possibility of \$200,000 no match funding. He stated that it would be for the Parks & Rec Committee for enhancements of our parks. He stated that the deadline for this grant is February 17th and that Sen. Brewer would work to push this forward for us. He stated that he needs the Board of Selectmen to vote to go forward with this grant application. **Nick Davis motioned to approve going forward with this grant application and was seconded by Duncan Phyfe. Motion carried.** Mr. Briggs added that Cheryl Goller of the Parks & Rec Committee would write the grant where we could receive from \$10,000 to \$200,000 and that he would review the application before it is mailed out.

VIII. APPROVAL OF MINUTES

A. January 6, 2014 Minutes – Regular Meeting

Duncan Phyfe made the motion to approve the minutes of January 6, 2014 and was seconded by Nick Davis. Motion carried.

IX. BOS CORRESPONDENCE None

X. JANUARY MEETINGS and EVENTS – Nick Davis read the meetings and events as follows:

Wednesday, January 22, 7:30 p.m. – Zoning Board of Appeals – Lower Level at Town Hall

XI. ANNOUNCEMENTS

Nick Davis read the announcements as follows.

Town Clerk Reminders:

- January 1st and on – Open registration of voters at the Town Hall, Town Clerk’s Office, 32 Main Street, from 7:30 a.m. to 7:00 p.m. on Mondays and 7:30 a.m. to 5:00 p.m. Tuesday thru Thursday.
- February 12, Wednesday – Final Registration for Citizen’s Caucus at Town Clerk’s office from 8:00 a.m. to 7:00 p.m.
- February 24, Monday – Citizen’s Caucus – 7:00 p.m. at Stevens Memorial Library, Malcolm Stewart Room.

The next scheduled Board of Selectmen meeting will be held on Monday, February 3, 2014 at 6:30 p.m. in the Training Room at the Public Safety Building.

XII. SOLICIT PUBLIC INPUT (5 minute limit) None

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

At 7:23 p. m. Duncan Phyfe motioned to adjourn the meeting and was seconded by Nick Davis. Motion carried.

Respectfully submitted,
Sylvia Turcotte
Assistant to the Town Administrator