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# BOARD OF SELECTMEN MINUTES

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MONDAY, SEPTEMBER 15, 2014 – 6:30 P.M.  
TRAINING ROOM AT PUBLIC SAFETY BUILDING

This meeting is aired live and taped for local television.

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

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 minutes limit)          None

III. APPROVAL OF AGENDA

***Duncan Phyfe made the motion to approve the agenda as presented and was seconded by Leo Janssens. Motion carried.***

IV. PRESENTATIONS & REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

A. Discussion and Vote on the Agreement for Paramedic Intercept Services with the Town of Ashby

Doug Briggs stated that they were approached by Ashby who had this agreement with Townsend. He stated that Ashburnham is closer and they would like to have us as their back-up. He noted that this would be good for the Town as this is a service to Ashby and we'd be charging them a fee. It was also noted that the Ashburnham Fire Department is in favor of this agreement and that he does recommend. ***Leo Janssens made the motion to approve the agreement with Ashby and was seconded by Duncan Phyfe. Motion carried.***

VII. TOWN ADMINISTRATOR'S REPORT

Mr. Briggs began by noting that a weekly update on the Water Line Replacement Project has been posted on our website and that they are completing Turnpike Road and Holden Street. He noted that they would pave the roads enough to cover for now and that next year they would repave them all in the spring. He stated that Hastings Road paving is complete and that the sidewalk replacement on South Main Street is done as well.

He stated that the Pleasant Street traffic counts have been submitted to us from MRPC and he also did a physical count. He noted that he would be meeting on Thursday with Cushing along

with Steve Nims to discuss this further. Leo Janssens asked that Mr. Briggs check to see if any other traffic counts were done in the past.

Under Green Community, Mr. Briggs stated that he was waiting to see if we are awarded the grant to do a level 2 audit to set a baseline of energy consumption. He stated that being designated a Green Community would be a good opportunity for the Town.

Doug Briggs stated that he and Tanya were still working on closing FY14 and that free cash should be certified by the end of this month. He also stated that they are basically moving at the same pace as last year but the end result is much earlier.

Mr. Briggs stated that he has started meeting with the Department Heads on the Capital Plan needs for FY16 and that he and Sylvia have started to put together the warrant for the October 28<sup>th</sup> Special Town Meeting as the warrant is closing on September 25<sup>th</sup>. He added that we could have a total of 10 articles.

He stated that the apron around the parameter of Town Hall was paved on Friday by Templeton Paving and it looks great. He added that the replacement of the seeping oil tank would be done in the next few weeks.

Mr. Briggs stated that the Library Trustees have narrowed down the candidates in their search for a new Library Director. He noted that Bill Johnson, Tanya Gaylord and he have been asked to interview the finalist on Thursday, September 18<sup>th</sup>.

He noted that the Advisory Board met with the Library Trustees along with Paul Pollastri and myself and reviewed the financial procedures for the Library and monies are now going to be held and processed through the Town. He also noted that they were done painting the trim at the Library which is being paid with the \$15,000 set aside in the Capital plan and added that they did a good job.

Mr. Briggs noted that on Thursday, September 11<sup>th</sup>, the 13<sup>th</sup> anniversary of the terrorist attacks, the Fire Department held a memorial ceremony honoring the first responders, at exactly 8:46 a.m. in front of the Public Safety Building. He stated that Captain Rekos made a moving speech and mentioned a friend who was a first responder, who had been killed on that day. He stated that he attended along with Sylvia and a number of Fire and Police personnel and it was a nice tribute.

#### VIII. APPROVAL OF MINUTES

##### A. September 2, 2014 Minutes – Regular Meeting

***Duncan Phyfe motioned to approve the minutes from the September 2, 2014 Regular Meeting and was seconded by Leo Janssens. Motion carried.***

#### IX. BOS CORRESPONDENCE

#### X. SEPTEMBER MEETINGS AND EVENTS

- Wednesday, September 19<sup>th</sup> @5:00 p.m. – Board of Assessors – Assessors office at Town Hall

## XI. ANNOUNCEMENTS

### Town Clerk Reminders:

- January 1<sup>st</sup> 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.
- Dog fines of \$25.00 per dog will be mailed soon to all those who have not yet licensed their dogs. This fine is in addition to the licensing fee with late fee. Please call the Town Clerk's office at 978-827-4100 Ext. 3 if you have any questions.

Reminder: Brian's Road Race will be held on Saturday, September 27<sup>th</sup> from 7:00 a.m. This event will include walk/run, raffles, food, music, etc. The proceeds will benefit Jack McInnis and family. Jack is 8 years old and is undergoing treatment for a brain tumor. The proceeds will offset the expenses.

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

## XII. SOLICIT PUBLIC INPUT (5 minute limit)

## XII. EXECUTIVE SESSION

## XIV. ADJOURNMENT

At 6:44 p.m. Duncan Phyfe motioned to adjourn the meeting and was seconded by Leo Janssens. Motion carried.

Respectfully submitted,  
Sylvia Turcotte  
Assistant to the Town Administrator