

**BOARD OF SELECTMEN MEETING MINUTES  
MONDAY, DECEMBER 1, 2014 – 6:30 P.M.  
TRAINING ROOM AT PUBLIC SAFETY BUILDING**

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- I. SALUTE THE FLAG – Chairman Leo Janssens led the Board with the salute to the flag.
- II. SOLICIT PUBLIC INPUT - None
- III. APPROVAL OF AGENDA – ***Duncan Phyfe moved to approve as presented, Nick Davis seconded - passed***
- IV. PRESENTATIONS & REPORTS
  - A. Tax Classification Hearing

Dave Manzello from RRG and BOA chair Donna Burton were in attendance to give an overview of the process. Chairman Janssens read the posting for the tax classification hearing and opened the hearing. Dave Manzello described the process and alternatives, he also stated that due to the new growth not being certified as of the meeting that the Board would need to reconvene the meeting so that can sign the LA5 form for the DOR. ***Duncan Phyfe made the motion to close the meeting, Nick Davis seconded, motion passed.*** Chairman Janssens stated that at the conclusion of the rest of the business the Board would vote to reconvene the meeting to 6pm, Thursday the 4<sup>th</sup> of December, in the Town Administrator’s office.
  - B. Temporary Borrowing – Water Line Replacement Project (Paul Pollastri)

Paul Pollastri, Town Treasurer, presented a note for signature for the roll over of the temporary loan for the water line project. This was necessary due to the project extending into the spring of 2015, which is beyond the deadline for payment. It is planned that the project will be completed at that time, so Paul made the extension date to July of 2015. ***Duncan Phyfe moved to sign and Nick Davis seconded and motion carried.***
- V. OLD BUSINESS - None
- VI. NEW BUSINESS - None
- VII. TOWN ADMINISTRATOR’S UPDATE – Town Administrator Doug Briggs presented his update as attached. At the end of Doug’s report Chairman Janssens reemphasized the need for residents to step forward and become involved in a positive fashion by becoming members of our many open positions on standing boards and committees.

VIII. APPROVAL OF MINUTES

- A. November 17, 2014 Minutes – Regular Meeting – *Duncan Phyfe moved to accept the minutes as presented, Nick Davis seconded motion passed.*

IX. BOS CORRESPONDENCE – Nick Davis read a letter that he received from George and Judy Simmons. They are requesting the members of the Board to volunteer as charity bell ringers in the month of December.

X. DECEMBER MEETINGS and EVENTS- Nick Davis read the following announcements

- Wednesday, December 3 @7:00 p.m. – Zoning Board of Appeals – Lower Level Town Hall
- Tuesday, December 9 @6:00 p.m. – Water/Sewer Commission – Lower Level Town Hall
- Wednesday, December 10 @5:00 p.m. – Board of Assessors – Assessors Office Town Hall

XI. ANNOUNCEMENTS – Nick Davis read the following 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.

The next scheduled Board of Selectmen meeting will be held on Monday, December 15, 2014 at 6:30 p.m. in the Training Room at the Public Safety Building.

The Parks & Rec Committee will hold the 3<sup>rd</sup> Annual Tree Lighting and Santa Parade on Friday, December 5<sup>th</sup> at 5:30 p.m. in front of Town Hall. The Santa Parade will start at 6:00 p.m. from the School Boy Statue to Town Hall. The Lighting of the Tree will take place at 6:30 p.m. From 5:30 to 6:30 p.m. "Elsa" from the movie "Frozen" will be there as well as Frosty and company. There will be raffles, the Oakmont Marching Spartans, Oakmont Choir, 3 different craft stations outside as well as many other activities.

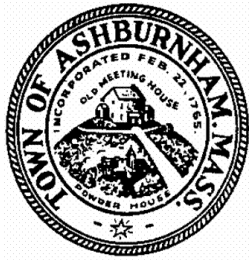
XII. SOLICIT PUBLIC INPUT - None

XIII. EXECUTIVE SESSION – Duncan Phyfe made a motion for the Board to go into executive session to deliberate upon matters, which if done in open meeting could detrimentally affect the position of the Town regarding strategy with respect to collective bargaining pending and ongoing and to reconvene in open session only to reconvene. Nick Davis seconded Janssens - aye, Phyfe - aye, Davis - aye

XIV. The Board came back into open session at 7:00 p.m. and *Duncan Phyfe made a motion to reconvene the meeting to December 4, 2014, at 6:00 p.m. in the Town Administrator's office for the purpose of signing the Department of Revenues LA-5*

*form to submit for the purpose of setting the FY 15 tax rate. Nick Davis seconded motion passed*

Respectfully submitted,  
Doug Briggs  
Town Administrator



## TOWN OF ASHBURNHAM

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### TOWN ADMINISTRATOR'S REPORT December 1, 2014

Town Administrator's reports are available on-line at <http://www.ashburnham-ma.gov>

#### **TOWN COMMITTEES**

Currently there are openings on the following (1) Conservation Commission, (3) Council on Aging Board, (1) Parks and Recreation, (2) Historical Commission, and (2) Zoning Board of Appeals. These are listed on the Town's website under Volunteer Opportunities.

The Zoning Board of Appeals is in desperate need of new members.

#### **FY 15 BUDGET**

All paperwork has been filed with the state to get new growth certified and after the classification hearing on the 1<sup>st</sup> of December the FY15 tax rate will be set.

#### **CABLE CONTRACT**

Ashburnham and Westminster in conjunction with our lawyer Bill Solomon are still in negotiations with Comcast.

#### **COA**

The Ashburnham COA director, COA Board Chair and I met with the Westminster COA and Town Administrator about the opportunity to combine senior services. A questionnaire will be made available to the Ashburnham seniors to hopefully understand their suggestions to make a successful COA operation.

#### **FIRE UNION**

Negotiations continue and will hopefully get something before the end of the year.

#### **INSURANCE**

Continue discussions with Westminster and the School District over different options.

#### **CLASS II LICENSES**

Doug met with the Class II License holders and will present for renewal next meeting.

#### **LICENSE RENEWALS**

Sylvia did a great job and all other Board of Selectmen license holders are also ready for the meeting on Monday, December 15, 2014.