

**MONDAY, DECEMBER 7, 2015 – 6:30 P.M.  
TRAINING ROOM – PUBLIC SAFETY BUILDING**

This meeting was aired live and taped for local television.

PRESENT: Leo Janssens II, Member, Kyle Johnson, Clerk, Doug Briggs, Town Administrator, and Sylvia Turcotte, Executive Assistant. Duncan Phyfe was not in attendance.

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           None

III. APPROVAL OF AGENDA

***Kyle Johnson motioned to approve the agenda as presented and was seconded by Leo Janssens. Motion carried.***

IV. PRESENTATIONS & REPORTS           None

V. OLD BUSINESS

A. Update – DPW Building Committee

Kyle Johnson, who is the Chair of the DPW Building Committee, stated that at their last meeting the Committee reviewed the architectural aspects of the design and went back to Weston & Sampson to look at adjustments and costs reductions. He noted that their next meeting was on Wednesday, December 9<sup>th</sup> where their goal is to look at the numbers and what can be removed from the project. He added that once that is determined they will have a series of public forums to inform the voters.

VI. NEW BUSINESS

A. Amend Section 7-20-1 of the Ashburnham Traffic Rules & Orders – Operation of Heavy Commercial Vehicles

Leo Janssens stated that this would affect Russell Hill, River Styx and Wilker Roads and would exclude heavy vehicles weighing over 2½ tons. Mr. Janssens read the vote as follows: “Vote to adopt the HCVE regulation (exclusion of heavy commercial vehicles) for River Styx, Russell Hill and Wilker Roads into the Town’s Traffic Rules and Orders, Section 7-20-1 – ‘Operation of Heavy Commercial Vehicles’.” ***Kyle Johnson made the motion to adopt as read and was seconded by Leo Janssens. Motion carried.***

VII. TOWN ADMINISTRATOR’S UPDATE

Doug Briggs began his report by stating that the Department Heads in Public Safety and Light have held several meetings on the intersection on 101S and are working on a proposal. He also noted that MADOT has requested a meeting to discuss the details and are willing to be a part of our plan.

He stated that the FY17 budgets are due in this week from the Department Heads and then he would start to do the high level reviews.

He noted that there were two meetings held for the employees on life insurance benefits, one on Tuesday, November 24<sup>th</sup> and one on Tuesday, December 2<sup>nd</sup> and they were very successful. All employees had a chance to look at their options.

Mr. Briggs stated that the Board of Assessors is looking for another member, who would need to be a registered voter of Ashburnham and be willing to take and pass a state sponsored course. Leo Janssens noted that this would be a great opportunity for someone who wants to learn how the tax rate is developed.

Mr. Briggs stated that the \$15k LED lighting project at the Public Safety Building was accepted by the State through the Green Energy Grant program. He also noted that the Energy Committee has met and is putting together an RFP for insulation at the Library under this same Green Energy grant and is also discussing the heating needs of the Library.

He stated that Dave Whitney retired after 28 years working for the Town of Ashburnham Highway Department. He relayed his thanks to Dave for his dedicated service to the Town and he wished him a great retirement.

He reminded everyone that the Annual Tree Lighting and Santa Parade event was Friday, December 11<sup>th</sup> at 6:00 p.m. He noted his special thanks to the DPW, Light Dept., and Todd Allen of Allen Tree Service for their help in making this a great community event. He also read the following: "Please consider donating a new unwrapped gift or gift card for the 60 plus children in need in Ashburnham this Holiday Season. If you are not attending the event, gifts can be dropped off at town hall or the library. Thank you in advance for your generosity."

He also stated that the Senior Christmas Lunch had been cancelled due to lack of volunteers but is now back on schedule for Thursday, December 10<sup>th</sup>. Sean McNally, owner of the Tavern on Central has volunteered to provide the food for the lunch for up to 50 people and we now have 10 to 12 people who have volunteered to serve the luncheon. So far, 30 seniors have signed up.

#### VIII. APPROVAL OF MINUTES

##### A. November 16, 2015 Minutes – Regular Meeting

***Kyle Johnson motioned to approve the minutes of November 16, 2015 and was seconded by Leo Janssens. All in favor.***

#### IX. BOS CORRESPONDENCE           None

#### X. DECEMBER MEETINGS AND ANNOUNCEMENTS

Kyle Johnson read the following scheduled meetings:

- December 8 – 6:00 p.m. – Water/Sewer Comm. – Lower Level Town Hall
- December 10 – 6:30 p.m. – Planning Board – Lower Level Town Hall
- December 16 – 6:30 p.m. – Municipal Light Board – Light Plant
- December 9 – 6:30 p.m. – DPW Building Committee – Center Room Town Hall

Kyle Johnson then began the announcements by noting the openings on Boards and Committees as follows:

- (1) Trust Fund Commission
- (1) Council on Aging Board
- (1) Parks and Recreation Committee
- (1) Board of Assessors

He encouraged residents to come and be a part of Town government and volunteer to serve.

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 21, 2015 at 6:30 p.m. in the Training Room at the Public Safety Building.

Mr. Johnson also encouraged everyone to attend the Tree Lighting and Santa Parade on Friday, December 11<sup>th</sup> at 6:00 p.m. noting that this is a great event.

XI. SOLICIT PUBLIC INPUT (5 minute limit)                      None

XII. EXECUTIVE SESSION    Not required.

XIII. ADJOURNMENT

***At 6:40 p.m. Leo Janssens motioned to adjourn the meeting and was seconded by Kyle Johnson. Motion carried.***

Respectfully submitted,  
Sylvia Turcotte  
Executive Assistant