

**BOARD OF SELECTMEN MINUTES**  
**MONDAY, JUNE 1, 2015 – 6:30 P.M.**  
**TRAINING ROOM AT PUBLIC SAFETY BUILDING**

---

This meeting was aired live and taped for local television

Present: Duncan Phyfe, Chair, Leo Janssens II, Member, Kyle Johnson, Clerk, Doug Briggs, Town Administrator, absent Sylvia Turcotte, Executive Assistant

I. SALUTE THE FLAG

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

II. SOLICIT PUBLIC INPUT (5 minute limit)

There was no one present for public input.

III. APPROVAL OF AGENDA

**Leo Janssens made the motion to approve the agenda with the revision to remove section VI. A. Discussion on proposed “Ashburnham Made or Grown “event at the request of Pat Stewart. Kyle seconded and the motion passed.**

IV. PRESENTATIONS & REPORTS

A. Public Hearing – Propane License – Cushing Academy Project - Roy Bros. Oil & Propane

**Leo Janssens made the motion to open the hearing Kyle Johnson seconded, Motion carried.**

Representatives from Roy Bros. and Cushing Academy were there to present their proposal and stated that the gas inspector and fire chief had approved the location and safe guards.

One abutter was present to ask about the location of the tanks and safe guards should someone drive over them, he was satisfied with response.

Kyle Johnson questioned whether there would be fencing and whether the installation of the tanks met all state and town specifications. There will be fencing and the installation will meet all requirements. Leo Janssens also state he was aware of the requirements on the installation and had no further questions.

Mr. Phyfe asked for a motion to close the hearing. **Kyle Johnson made the motion to close the hearing and was seconded by Leo Janssens, Motion carried.**

**Leo Janssens made the motion to approve the Propane License as Requested, Kyle Johnson seconded, Motion carried.**

V. OLD BUSINESS

A. Review of the Memorial Day Services held on May 25, 2015

Kyle Johnson reported that he thought everything went well except for the PA system not being set-up. Leo thought that although there were a large number of people that it was smaller than prior years and that the lack of a sound system actually kept the crowd extremely quiet and attentive.

VI. NEW BUSINESS

A. Discussion on proposed "Ashburnham Made or Grown" event

REMOVED

B. Vote to establish a committee to study the revitalization of the Downtown area.

Doug Briggs reported that he met with prior members Steve Coswell, Mark Carlisle, and Bob Fichtel and they are very positive about resurrecting the committee. They asked that it be postponed until late fall due to their commitments with the 250<sup>th</sup> celebration, which the board supported. I will be contacting other prior members to understand their interest as well.

VII. TOWN ADMINISTRATOR'S UPDATE

Mr. Briggs stated that the completion for the roads funded by the water main project will be completed before the end of June, and that the Russell Hill area will begin in late summer.

Mr. Briggs and Chief Barrett are in negotiations with the police union and will be discussed in executive session this evening. He is also working to setup a schedule for negotiating with the DPW union.

MSBA executive board is meeting on June 3<sup>rd</sup> to accept the final audit report for the J.R. Briggs Elementary School. Once this is done the final payment will be sent to the AWRSD. Mr. Briggs has contacted Superintendent Hicks to ensure there will be no logistical hang ups in getting our money with Business manager Kersey being out. Mr. Hicks assured him there will not be.

The new T1 phone line located at the public safety building will be switched over on Thursday the 4<sup>th</sup>. This upgrade will bring all operations to the PSB for the Shoretel system and will allow us to minimize phone lines and improve quality. The Light Department is also looking to possibly upgrade their system.

The DPW and Water commissioners will be meeting with the DEP on June 3<sup>rd</sup> to discuss the withdrawal permit and unaccounted for water with them. There is currently a consent order against the town.

Mr. Briggs stated that the summer months are coming and in prior years the board has only met once a month in July and August. He is therefore recommending that the board vote to modify their meeting schedule to meet on July 13<sup>th</sup> and August 17<sup>th</sup>.

**Leo Janssens made the motion to alter the schedule to meet on the 13<sup>th</sup> of July and the 17<sup>th</sup> of August, Kyle Johnson seconded motion carried.**

Mr. Briggs reported that our attorney Coppola and Coppola received a request from the attorney for Mr. Murphy, the prior owner of 216 Lake Road or Naukeag Hospital, requesting that the Board of Selectmen vote to vacate the judgment and reverse the foreclosure and accept the payment agreement that calls for an initial down payment of \$10,000 followed by monthly payments of \$5,000 per month until the town has received payment in full, as to what is owed. If this is voted the foreclosure case would be reactivated in the Court, but would be held in abeyance until the Town has received payment in–full as to what is owed.

**Leo Janssens made the motion to accept the payment plan that includes an initial down payment of \$10,000 followed by monthly payments of \$5,000 until the town has received payment in full, as to what is owed. Kyle Johnson seconded. Motion carried.**

Mr. Briggs informed the Board that as of July 1, 2015 we will be entering into an agreement with the City of Gardner for animal control services. He reported that town council has reviewed the contract and is asking the Board to authorize him to sign for the Town.

**Leo Janssens made the motion to authorize the Town Administrator to sign the Intermunicipal Agreement for Animal Control Services with the City of Gardner. Kyle Johnson seconded. Motion carried.**

Mr. Briggs also notified the Board that he will be on vacation from July 25<sup>th</sup> to August 1<sup>st</sup>.

#### VIII. APPROVAL OF MINUTES

**A. May 18, 2015 Minutes – Regular Meeting Leo Janssens made a motion to approve the minutes of May 18, 2015 and was seconded by Kyle Johnson. Motion carried**

#### IX. BOS CORRESPONDENCE

Kyle Johnson read that the Board and other town officials have been invited to a gathering at Cushing Academy on June 16, 2015 to celebrate another great year and help foster an open relationship with the school and town.

#### X. JUNE MEETINGS and ANNOUNCEMENTS Kyle Johnson read the following:

- Thurs. 6/4 – 6:30 p.m. – Planning Board – Lower Level - Town Hall

- Tues. 6/9 – 6:00 p.m. – Water/Sewer Comm. – Lower Level – Town Hall
- Wed. 6/10 – 5:00 p.m. – Bd. of Assessors – Assessors Office – Town Hall

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 licenses are available at the Town Clerk's office. Effective June 1<sup>st</sup> fees are \$25.00 for unaltered dogs and \$20 for altered dogs. This includes a \$10.00 late fee. Registrations may be made by mail or in person at Town Clerk's office. Please bring or include rabies certificate. RENEWALS ONLY can be made online. Please verify if current rabies certificate is on file by calling 978-827-4100 ext. 3 before paying online.

The Time Capsule Opening is the next 250<sup>th</sup> Celebration Event. It will be held on Saturday, June 6<sup>th</sup> from 10:00 a.m. to noon on the steps of Town Hall.

The next scheduled Board of Selectmen meeting will be held on Monday, June 15, 2015 at 6:30 p.m. in the Training Room at the Public Safety Building.

XI. SOLICIT PUBLIC INPUT (5 minute limit)

There was no one present for public input.

XII. EXECUTIVE SESSION

**Kyle Johnson motioned that the Board vote to enter into executive session at 7:00 p.m. for strategy with respect to collective bargaining and only to reconvene for the purposes of adjournment. Leo Janssens seconded and roll call was taken. Motion carried unanimously.**

XIII. ADJOURNMENT

Board reconvened at 7:35 p.m. **Kyle Johnson made the motion to adjourn, Leo Janssens seconded, motion carried.**

Respectfully submitted,  
Doug Briggs  
Town Administrator