

---

*BOARD OF SELECTMEN MEETING MINUTES*

---

**MONDAY, DECEMBER 21, 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 with the following changes; pass over “B” under Old Business and pass over “A” under New Business (these will be taken up at the next meeting) 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 after the holidays the Committee will review the latest numbers and then put all the information out to the public and schedule many public forums in January 2016.

VI. NEW BUSINESS

B. Approval of License Renewals for 2016

Doug Briggs stated that all the fees have been paid and Chief Barrett stated that all the Class II licensees are okay and their books have been reviewed. He read the list as follows:

LIQUOR LICENSES

Turnpike Rod & Gun Club	All Alcohol Club License
American Legion Post 142	All Alcohol Club License
Tweedo’s Variety & Pizza, Inc.	All Alcohol Package Store
Ashburnham Wine & Spirits	All Alcohol Package Store
Ashburnham Marketplace	Wine & Malt Package Store
Mr. Mike’s	All Alcohol Package Store
Hillside Cellars	Wine & Malt Pouring License
The Tavern on Central	All Alcohol Restaurant
Brother’s Pizza & Grill	Wine & Malt Restaurant
SAWA YAKA, LLC	Wine & Malt Restaurant (new license)

COMMON VICTUALLER LICENSES

Tweedo’s Variety & Pizza, Inc.  
Mr. Mike’s  
The Daily Grind & Bagel  
American Legion Post 142  
Turnpike Rod & Gun Club  
Dunkin Donuts  
Lucky Dragon II  
Village Pizza  
Ashburnham Marketplace  
Brother’s Pizza & Grill  
The Tavern on Central  
SAWA YAKA, LLC

COIN OPERATED MACHINE LICENSE

American Legion Post 142  
Turnpike Rod & Gun Club  
The Tavern on Central

CLASS IV REPAIRMAN’S LICENSE

Ashburnham Marine & Power Equipment  
Roy’s Auto Repair  
Ashburnham Collision Center  
Rick’s Auto Repair & Service, Inc.

CLASS II USED CAR LICENSE

Ashburnham Marine & Power Equipment  
John P. Spuria & Sons, Inc.  
DJ’s Classic Cars  
Charlie’s Towing & Recovery

***Leo Janssens made the motion to approve the list of license renewals as read and was seconded by Kyle Johnson. Motion carried.***

C. Review of the December 11, 2015 Tree Lighting and Santa Parade

Kyle Johnson noted that it was his first time attending this event and he found it to be a tremendous success and the crowd was great. He stated that the Parks & Rec Committee did a great job and that the Town needs more of these events. Leo Janssens stated that the crowd was huge and all in a good festive mood. He noted that cars were parked down Central Street and the Committee does an outstanding job along with the Fire Department. Doug Briggs added that all the departments worked together, the Light, Fire, Police and DPW. He added that his grandkids enjoyed it very much.

VII. TOWN ADMINISTRATOR’S UPDATE

Doug Briggs stated that they are meeting with the MA DOT tomorrow regarding the intersection issue. He stated that if MA DOT goes forward with their plan the Town would have to take 10 land takings, appraisals for each taking as well as the cost for eminent domain. He stated that they would have to determine if it would benefit the Town.

He stated that the FY17 budgets are all in now and that he would be scheduling reviews with the Department Heads after the first of the new year. He added that he was very impressed with the Department Heads for submitting budgets that were realistic. He stated that he would be meeting with the Department Heads to review the Capital Plan, including dams. He noted that one of the challenges this year is the health insurance cost which went up by 11.5% which he is hoping they can lower in July.

Mr. Briggs stated that the Energy Committee is moving along with the Library project as well as the Public Safety Building LED lights project which was through the grant at a cost of \$15,000 for the new bulbs. He stated that Phase II would be the outside lights and that they were looking at a couple of LED lights for Town Hall as well.

He stated that through Ed Vitone’s hard work they were able to put out an RFP for insulation at the Library and he thanked Ed for his efforts. He added that January 5<sup>th</sup> a walk-through is scheduled and the bids are due on January 20<sup>th</sup>. He noted that once this is done, they would be

looking at the heating system requirements. He added that Mr. Vitone and Mark Carlisle met with Leo Janssens to look at the current system and to decide whether to replace with one or two units. He stated that with the savings they are hoping to take out the 300 gallon tank in the ground and replace it with two smaller tanks like the ones at Town Hall. He added that they will also work to replace the light fixtures. He noted that if other projects come up more money is available.

VIII. APPROVAL OF MINUTES

A. December 7, 2015 Minutes – Regular Meeting

***Kyle Johnson motioned to approve the minutes of December 7, 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 24 – Town Hall closed for Christmas holiday
- December 31 – Town Hall closed for New Year’s Day holiday
- January 18 – Martin Luther King holiday – Town Hall closed

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 Tuesday, January 19, 2016 at 6:30 p.m. in the Training Room at the Public Safety Building. The January 4<sup>th</sup> scheduled meeting has been cancelled.

XI. SOLICIT PUBLIC INPUT (5 minute limit)           None

XII. EXECUTIVE SESSION                                   Not required.

XIII. ADJOURNMENT

***At 6:50 p.m. Kyle Johnson motioned to adjourn the meeting and was seconded by Leo Janssens. Motion carried.***

Respectfully submitted,  
Sylvia Turcotte, Executive Assistant