
*JOINT MEETING- BOARD OF SELECTMEN
ADVISORY BOARD, CAPITAL PLANNING COMMITTEE MINUTES*

**MONDAY, JULY 13, 2015 – 6:30 P.M.
TRAINING ROOM – PUBLIC SAFETY BUILDING**

This meeting was aired live and taped for local television.

PRESENT: **BOARD OF SELECTMEN** – Duncan Phyfe, Chair, Leo Janssens II, Member, Kyle Johnson, Clerk **ADVISORY BOARD** – Bill Johnson, Chair, Joe Oliveira, Co-Chair, Bruce Whitney, Jaime Piedrafite, Secretary and Allison Weissensee. **CAPITAL PLANNING COMMITTEE** – Duncan Phyfe, Jaime Piedrafite, Chair and Bill Johnson.

I. SALUTE THE FLAG

Duncan Phyfe 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

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

IV. PRESENTATIONS & REPORTS

V. OLD BUSINESS

A. Review of the Community Day Event held on Saturday, June 27th

Kyle Johnson stated that it was a great event and outstanding. He noted that this type of event should be held on a more frequent basis. Bill Johnson stated that there was a lot of thought and effort put into this event by the Committee. Bruce Whitney added that the trolley tours were a great success. Doug Briggs stated that it was a great day with something for everyone. It was a fun event.

VI. NEW ADDRESS

A. Discussion – Change in Capital Plan re: Police/Fire Vehicle

It was decided to wait until later in the meeting to discuss this item.

B. End of Year Interdepartmental Transfers

Doug Briggs stated that there were two transactions, a Reserve Fund Transfer and an Interdepartmental Transfer. He noted that only a few departments went over budget. He stated that an interdepartmental transfer of \$81,900 will go towards Snow & Ice. The Briggs School Project was short \$32,600 and this will be through the Reserve Fund Transfer and \$15,890 from Non-Departmental, Veterans, Council on Aging and DPW accounts. The Debt Service shortfall of \$2,000 is transferred from the Historical account, the Treasurer account

shortfall of \$17,000 came from the DPW account, the Inspection shortfall of \$1,000 from Employee Benefits and the Assessors of \$500 from the Board of Selectmen's account.

He stated that the Advisory Board needs to approve the Reserve Fund Transfer and the Advisory Board along with the Board of Selectmen need to approve the Interdepartmental Transfers.

Joe Oliveira made the motion to approve the Interdepartmental Transfers as presented and was seconded by Bruce Whitney. All in favor.

Jaime Piedrafite made the motion to approve the Reserve Fund Transfer and was seconded by Joe Oliveira. All in favor.

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

A. Discussion – Change in Capital Plan re: Police/Fire Vehicle

Doug Briggs stated that he wanted to discuss the possibility of transferring a 2013 police cruiser (interceptor) with about 75,000 miles to the Fire Chief and use his 2007 Ford Crown Vic as a trade in when the Police get a new cruiser. He stated that the 2007 Crown Vic is basically a money pit at this point and this would be a logical solution. The Fire Chief's vehicle is due to be replaced in 2017 and it will cost a lot of money to keep it on the road until then. He also noted that this would not increase the Capital Plan for this year. Leo Janssens noted that they should look at trading in the 2013 next year. Bill Johnson inquired as to how much would need to be done to transfer the Interceptor to the Fire Chief and Mr. Briggs stated that basically paint and taking out the radio equipment which would be done in house.

Bill Johnson, for the Capital Planning Committee, made the motion to approve the revision to the Capital Plan as presented and was seconded by Duncan Phyfe. All in favor.

Leo Janssens motioned to support the Capital Plan revision and was seconded by Kyle Johnson. Motion carried.

C. Discussion – School Regional Agreement

Bill Johnson stated that he was not really prepared for any lengthy discussion on this tonight but that there is an expectation that this would come up at the fall town meeting. Duncan Phyfe agreed that this needs to be discussed. Allison Weissensee stated that they need to get together with both towns to discuss. Leo Janssens suggested that a meeting with those who worked on it should be held before a joint meeting and Kyle Johnson agreed. He suggested a meeting in August. Bill Johnson noted that it should not be a part of a regular Board of Selectmen meeting but that they should dedicate a meeting with only this on the agenda. He stated his concerns which are: 1. Funding methodology; 2. How a member gets elected; and 3. Relief on payment schedule to the school.

After some discussion it was decided that Tuesday, August 4th would be the date to schedule this meeting and that it should be held in the Training Room at the PSB. It was also noted

that besides Allison Weissensee and Duncan Phylfe, who were members of the study committee, Sarah Dorsey would also be invited to this meeting. Mr. Johnson also stated that we should get everyone the most recent document.

D. Discussion – School District Budget Process

Bill Johnson stated that the school seems to be interested in starting the budget process earlier. He noted that maybe they should set up a chairs meeting and look at realistic expectations. Joe Oliveira suggested that before anything else, have Doug Briggs, Karen Murphy, Sherry Kersey and Gary Mazzola meet and then have Doug Briggs report back. Doug Briggs stated that it should be a very interesting year as there are a lot of changes coming up.

E. Approval of DPW Union Contract

Doug Briggs stated that he recommends this union contract be approved. He stated that the DPW presented a new matrix (10 step) with only a 1% increase between steps. He also noted that they would be losing Short and Long Term Disability because they are union members and that they are going back to the sick leave bank. He stated that “on-call” is the same and they have a 2-3-3 percent increase which is the same as the other unions.

He stated that this was a great contract and it only took two meetings to negotiate. He stated that he recommends that the Board signs. ***Leo Janssens motioned to approve and sign the DPW Union Contract and was seconded by Kyle Johnson. Motion carried.***

F. DOT – Title VI/Nondiscrimination Assurance Requirement

Doug Briggs noted that this was an annual requirement. He read as follows: *“By signing and returning the attached Assurance, MassDOT will have a clear record of your community’s commitment not to discriminate in any program, service or activity supported by federal financial assistance. MassDOT is required to sign this same Assurance as a condition of our receipt of federal funds from the FHWA, and must secure municipally signed Assurances as a prerequisite for state and local collaboration on the development of federally funded transportation projects.”*

Leo Janssens motioned to have the Chair sign the Subrecipient Title VI/Nondiscrimination Assurances document and was seconded by Kyle Johnson. Motion carried.

G. Overview and Request of Rail Trail Committee

Among the members in attendance were Scott Bennett and Sallie Thoma. Doug Briggs stated that this group was looking to revitalize the rail trail. He stated that he has contacted Town Counsel on their requests. He stated that his concern is how we would use the funds left in the Rail Trail account as they are a private organization and that this is town property. Scott Bennett stated that there is a large amount of new interest and that they are an ad hoc private citizen committee who would do the grunt work. Kyle Johnson noted that they should wait for Town Counsel’s input. There was some discussion related to the Cheshire Line which is owned by PanAm and how it would be a great thing for Ashburnham if it was purchased. Jaime Piedrafite stated that it might be more convenient to move the funds if it’s a sub-committee of Parks and Rec. Bill Johnson did note that there are advantages to being a private organization as it gives a lot of flexibility.

It was noted by Scott Bennett that information is available on their facebook page.

At this time Bill Johnson stated that the Advisory Board needed to vote to reorganize. **Bruce Whitney motioned for Bill Johnson as Chair and was seconded by Joe Oliveira. All in favor. Jaime Piedrafite motioned for Joe Oliveira as Co-Chair and was seconded by Bill Johnson. All in favor. Joe Oliveira motioned to appoint Jaime Piedrafite as Secretary and was seconded by Bill Johnson. All in favor.**

VII. TOWN ADMINISTRATOR'S UPDATE

Doug Briggs stated that he met along with Steve Nims, with the MassDOT about the intersection at Williams and Corey Hill Roads and due to the timing of the grant it was decided that a four-way stop would be the best solution. He stated that the State would be working on a final design and public information sessions would be held. He added that the timing won't allow anything else and that this would include paving up to the center of Town with no land taking.

Mr. Briggs stated that he is asking the Board to consider a separate committee, a Building Committee for the DPW facility. He added that he recommends that the makeup consists of one member each from the Board of Selectmen, Advisory Board, Capital Planning Committee, DPW and three members at large. He also noted that they need to start moving on this. It was noted by Bill Johnson that they should provide a charge for this committee with a narrow scope.

He stated that the Water Project is nearing completion but there is a delay on the USDA money. A pressure reducing vault needs to be replaced which is on the Bourgeois property at the intersection of Williams and Corey Hill Roads. Once this is done, the paving on Maple, Turnpike and So. Maple would be completed. He noted that they are preparing to start the complete reclamation of Russell Hill Road and Wilker Road at the end of July beginning of August. Leo Janssens questioned what the status was on the study on Russell Hill Road regarding trucks. Kyle Johnson noted that it's a safety issue and asked if MassDOT is in charge of this. Doug Briggs stated that the Selectmen can go forward with this and vote on it. He stated that he would go to MRPC for a traffic count study which is a requirement.

Mr. Briggs noted that as of this date the following persons wish to serve on a Downtown Focus Committee: Bob Fichtel, Mark Carlisle, Steve Coswell, Duncan Phyfe, Pat Frederick, Noel McGonigle, Rosemarie Meissner and Kelly Hansen. Leo Janssens stated that they would need one more member. Mr. Briggs asked if the Board wanted to go forward and appoint them and that it wouldn't be until September. **Leo Janssens motioned to appoint and was seconded by Kyle Johnson. Motion carried.**

VIII. APPROVAL OF MINUTES

A. June 15, 2015 Minutes – Regular Meeting

Leo Janssens motioned to approve the minutes of June 15, 2015 and was seconded by Kyle Johnson. Motion carried.

IX. BOS CORRESPONDENCE None

X. JULY MEETINGS AND ANNOUNCEMENTS

Kyle Johnson read the following:

- July 14 – 6:00 p.m. – Water/Sewer Commission – Lower Level – Town Hall
- July 23 – 6:30 p.m. – Planning Board – Lower Level – Town Hall

Town Clerk Reminders:

- January 1st 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 1st fees are \$25.00 for unaltered dogs and \$20.00 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.

Tyler Wolanin, District Director from the office of Senator Anne Gobi will hold office hours on Monday, July 20th from 12:30 to 1:30 p.m. in the Center Meeting Room at Town Hall.

The next scheduled Board of Selectmen meeting will be held on Monday, August 17, 2015 at 6:30 p.m. in the Training Room at the Public Safety Building.

XI. SOLICIT PUBLIC INPUT (5 minute limit) None

XII. EXECUTIVE SESSION Not required.

XIII. ADJOURNMENT

At 8:07 p.m. Leo Janssens motioned to adjourn the meeting and was seconded by Kyle Johnson. Motion carried.

Respectfully submitted,
Sylvia Turcotte
Executive Assistant