

BOARD OF SELECTMEN MEETING MINUTES
MONDAY, MARCH 7, 2016 – 6:30 P.M.
TRAINING ROOM – 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. Sylvia Turcotte, Executive Assistant was not in attendance.

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

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

IV. PRESENTATIONS & REPORTS

- A. Library Trustees – Appointment of Library Trustee Present for the Library Trustees were Ed Vitone; Chair, Paula Dowd, Maggie Whitney, Candace Wright, Paula St. Laurent Kuehl, and candidate Lynne Pinsoneault. Ed Vitone spoke of the process that the Trustees went through to bring the candidate forward. Ms. Pinsoneault worked for many years at the Briggs school library and has a degree in Library Science. The trustees voted unanimously to bring her name forward. After little discussion; ***Mr. Vitone moved to appoint Lynne Pinsoneault as Library Trustee, Duncan Phyfe seconded and through a roll call vote the motion passed unanimously.***

- B. Request to place a sculpture in Winchester Park in honor of Kate Arpano by the Girl Scouts An application for use of Winchester Park for the purpose of installing a temporary outdoor sculpture honoring the life of 6 year old Kate Arpano who died of brain cancer was presented by Girl Scout leader Nancy Gebhardt. Ms Gebhardt described the structure as comprised of nearly 3,000 plastic bottles that will light up a canopy. At the end, the bottles will be a rainbow wall of plastic bottles with a clear plastic heart with the words we love you Kate and Bella. Bella, is her 4 year old surviving sister. All other parts of the sculpture will be from recycled materials. Ideally, we would like to make and install it on the same day, April 23rd. The major components needed in the public space will be the ability to dig posts into the ground for stability (up to 4 feet). It is also requested that it be up as long as possible. After discussion about insurance, size of structure, and length of time structure is up ***Leo Janssens made a motion that the board vote in favor of the request with the stipulation that it be taken down by October 15,2016 pending a more detailed description of the structure and review with the DPW Superintendent Steve Nims for a suitable location. Kyle Johnson seconded the motion and the motion carried unanimously.***

V. OLD BUSINESS

- A. Update – DPW Building Committee
Kyle Johnson, Chair, mentioned that the next informational meeting will be held on Saturday March 12 in the Town Hall Auditorium from 10 to 12 noon.

- B. Update – Downtown Focus Committee and Regional Agreement Committee
Duncan Phyfe, Chair of Downtown Focus Committee stated the Committee had a good first meeting and that they would be meeting on the 4th Monday of each month. At their next meeting they have invited Kevin

Flynn, a town planner to help understand the process. Future meetings will include the DPW Building Committee to coordinate action items.

Bill Johnson reported that the chairs of the Advisory and Select Boards from Ashburnham and Westminster have met several times and have developed proposed changes to the Regional School Agreement. It was handed out to the board and Bill will be giving to his committee for review. He then stated the individual town boards would meet and discuss after which it would be sent to the School Committee. He also believed that there was no real time constraint and that it would best be reviewed and presented to the towns at the next fall town meeting. All agreed.

C. Further discussion on Remote Participation

Ed Vitone; Library Trustee, Joe McPeak; Planning Board, and Bill Johnson Advisory Board were present for the discussion. After discussion there were several concerns that although it might be beneficial to have the ability to have remote participation there were significant hurdles in the Planning Board with having the technology to make plans and filings available for discussion remotely. The Board asked Town Administrator Doug Briggs to come up with regulations/guidelines on how it can be used. Doug will also check with Guardian about developing "hot spots" needed to make the technology work.

VI. NEW BUSINESS

A. Discussion and vote on Gordon E. Erickson Memorial Fire Rescue Fund Request

After Doug Briggs identified the need for the radios and Leo Janssens gave a brief history of the Gordon Erickson Memorial Fund ***Kyle Johnson made a motion to accept the gift of \$5,567.94 to purchase portable radios for the Fire Department from The Gordon E. Erickson Fund. Leo Janssens seconded and the motion passed unanimously.***

B. Vote to set date and time for Annual and Special Town Meetings and to set deadline for submitting warrant articles

Kyle Johnson made a motion to set a Special Town Meeting on May 3, 2016 at 6:30 p.m. the Annual Town Meeting at 7:00 p.m., both at the Oakmont Regional High School's auditorium and to open the warrant tonight and to close the warrant on Thursday, March 24, 2016 at 12:00 noon.

C. Discussion on which Selectman will speak at the Memorial Day Services.

Duncan Phyfe made the motion to have Leo Janssens represent the Board at the Memorial Day Services Kyle Johnson seconded motion passed unanimously.

VII. TOWN ADMINISTRATOR'S UPDATE

Doug Briggs Reported

BUDGET

Review of the FY17 budget.

I met with Advisory Board on February 22nd. The town's budget reflects a less than 1% increase much of which is due to the reduction of debt service, fuel costs, and a tremendous group of department heads. The overall budget with the numbers from the school district is 2%. I have yet to receive the assessment request from Monty Tech. It was agreed that they didn't need any more meetings until next month when more information is available.

Capital Planning still needs to meet to finalize the FY17 Capital requests. I have reached out to the AWRSD for their Capital Plan so that it can be reviewed.

ENERGY COMMITTEE

Library foam insulation project starting on Tuesday February 16, 2016 and was completed by the 22nd. Also, we are starting the lighting projects at the PSB, Town Hall, and Library. The remainder of the grant funds will be used for heating and lighting in the library as well as lighting in the Town Hall. The Committee is still

Monday, March 7, 2016 - Board of Selectmen Meeting

reviewing alternative heat sources but because of the time of the next competitive grant cycle which is a year from now, there needs to be a solution for the aging boiler that is in service. It is planned that should we look to a heat pump or wood pellet the new boiler would be a backup system.

COREY HILL /WILLIAMS

Ashburnham's Public safety officials have developed a plan to ease the traffic problems at Corey Hill and Williams Road. This was after the town rejected a \$1.2M State proposed plan that would have included takings on 10 separate parcels to install sidewalks and cost the town over \$100,000. The new plan will incorporate all of the safety features of the State plan and cost around \$60,000. I will propose an article at the next town meeting to appropriate the funding. Because of Ashburnham turning down the State's grant due to the "Complete Streets" requirements, we have been informed that they are looking at the requirements for rural communities to make the program more feasible.

WATER & SEWER

Steve Nims and I will be meeting with the Winchendon's Town Manager Keith Hickey and his head of DPW. Discussion will cover the operation of the water treatment plant, Winchendon's water lines in Ashburnham and capital planning.

The Water & Sewer Commissioner's meeting for March was cancelled. When Leo Collette returns from Florida will discuss rates to cover needed projects.

DPW FACILITY

Doug shared a letter that he received from a citizen stating that he would not support a new facility unless his road was paved. It was pointed out that the two are separate appropriations and if the DPW is not built it will have no impact on their roads being repaved. Roads program was established 5 years ago after Weston & Sampson did an analysis of our entire roadway system and assigned a point valve from which the pavement program was developed.

MPO

Leo Janssens made the motion to have Kyle Johnson run for the position as subregion 2 representative Duncan seconded and motion carried unanimously. Each community has the opportunity for a selectman to volunteer to represent your Subregion at the Montachusett Metropolitan Planning Organization (MPO). Those that have volunteered, along with town administrators and managers, will be invited to attend a meeting for Subregions 1 & 2 to be held on Thursday March 24th at the Old Mill Restaurant in Westminster.

VIII. APPROVAL OF MINUTES

A. February 16, 2016 – Regular Meeting

Leo Janssens made the motion to accept the minutes of February 16, 2016 as presented Kyle Johnson seconded motion passed unanimously.

IX. BOS CORRESPONDENCE None

X. MARCH MEETINGS and ANNOUNCEMENTS

Kyle Johnson read the following announcements:

- Wednesday – 3/9 – 5:00 p.m. – Board of Assessors in the Assessors' Office at 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. Town Hall is closed on Friday.
- Tuesday, March 8 – Last day for filing nomination papers for the Town Election with the Board of Registrars by 5:00 p.m.

Monday, March 7, 2016 - Board of Selectmen Meeting

- Thursday, March 24 – Last day to file objections or withdrawals of nomination papers to the Town Clerk by 5:00 p.m.
- Wednesday, April 6 – Final Registration for the Town Election – Registration of voters at Town Hall, Town Clerk's office - 8:00 a.m. to 7:00 p.m.

The next scheduled Board of Selectmen meeting will be held on Monday, March 21, 2016 at 6:30 p.m. in the Training Room at the Public Safety Building.

XI. SOLICIT PUBLIC INPUT

None

XII. EXECUTIVE SESSION

None

XIII. ADJOURNMENT

Kyle Johnson made the motion to adjourn at 7:50 p.m. Leo Janssens seconded and the motion passed unanimously.

Submitted

Douglas Briggs

Town Administrator