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*BOARD OF SELECTMEN  
MEETING MINUTES*

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**MONDAY, DECEMBER 19, 2016 – 6:30 P.M.  
TRAINING ROOM – PUBLIC SAFETY BUILDING**

This meeting was taped for local television.

PRESENT: Leo Janssens II, Chair, Duncan Phyfe, Member, Kyle Johnson, Clerk, Heather Budrewicz, Town Administrator and Mary Calandrella, Executive Assistant.

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 - A resident comment on the sale flags flying in front of the Ashburnham Hardware store and wanted to know if they had a permit. Leo Janssen stated that they had a food permit issued by the Board of Health.

III. APPROVAL OF AGENDA

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

IV. PRESENTATIONS & REPORTS

Tyler Spencer from the Republican Committee can in front of the board to discuss topics for Best Practices for the town. He stated that his group recommended 10 projects that possibility the town could research. The Board thought it would be best to meet directly with Heather the Town Administrator to discuss these options.

The Planning Board addressed the Board with reference to the Howes Court project and the affordable units. Skip Nolan, Chair stated that the builder of Howes Court, Edgewater Construction wants to donate two parcels of land on Lakeshore Drive with approved septic designs and then have Habitat for Humanity build the two affordable housing units required for the Howes Court development. Habitat will go through the entire affordable process with lotteries and all the paperwork. The Condo Association along with the developer also wants to add back in the 55 and over restrictions. The Planning Board just wanted to notify the Board of the Developer and their Attorney's requests. The Board thanked that the Planning Board for the information provided.

V. OLD BUSINESS     None at this meeting

NEW BUSINESS

The Board approved all required licenses for 2017 as the Licensing Authority

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  
Mr. Mike's  
Hillside Cellars  
The Tavern on Central  
Brother's Pizza & Grill  
SAWA YAKA, LLC

Wine & Malt Package Store  
All Alcohol Package Store  
Wine & Malt Pouring License  
All Alcohol Restaurant  
Wine & Malt Restaurant  
Wine & Malt Restaurant

***Kyle Johnson motioned to approve the above Liquor License for 2017, seconded by Duncan Phyfe, motion carried.***

**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  
Great Deals on Wheels

***Kyle Johnson motioned to approve the above Common Victualler licenses for 2017, seconded by Duncan Phyfe, motion carried.***

***Kyle Johnson motioned to approve the above Coin Operated Machine licenses for 2017, seconded by Duncan Phyfe, motion carried.***

***Kyle Johnson motioned to approve the above Class IV – Repairman's licenses for 2017, seconded by Duncan Phyfe, motion carried.***

***Kyle Johnson motioned to approve the above Class II – Used Car Sales licenses for 2017, seconded by Duncan Phyfe, motion carried.***

**VI. TOWN ADMINISTRATOR'S UPDATE**

Heather Budrewicz reported on the hiring of a new Patrol Officer Quinn Smith beginning on 1/1/2017 and the Interim Fire Chief Jack Parow that start 12/19/2016. Paul Rekos completed his position on 12/19/2016. Interim Fire Chief, Jack Parow was hired for a six month appointment to assess the current department and aid the hiring of a new permanent Fire Chief. Heather will begin to appoint a search committee January/February for the new Fire Chief and aim for the position to be filled July 1, 2017.

Heather is working with Weston & Sampson on the Rte 101 TIP to get an updated design plan and projected costs and work with MRPC on the progress with this project.

Heather reported that the DPW Trailer has arrived on site on Friday, December 16<sup>th</sup>. The cost of the trailer and additional utilities will be paid out of the DPW budget. We will need to calculate the costs and add them to the FY18 budget

VII. APPROVAL OF MINUTES

A. December 5, 2016– Regular Meeting

***Duncan Phyfe made the motion to approve the minutes of December 5, 2016 and was seconded by Kyle Johnson. Motion carried.***

VIII. BOS CORRESPONDENCE

The Board received a letter from a resident seeking assistance from the town on a well repair. This resident has been without water for 15 days. Leo suggested that we use the CBG funds to assist this resident.

***Kyle John motioned to allow Town Administrator to use CBG funds for repairs as requested, seconded Duncan Phyfe. Motion carried.***

IX. DECEMBER MEETINGS and ANNOUNCEMENTS

Kyle Johnson read the following 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, and closed on Friday.

- **Drop-In Paper Snowglobes**

**Tue, December 27, 10:30am – 12:30pm**

Stop by the Stevens Memorial Library from 10:30 a.m. to 12:30 p.m. to make a "snow globe" out of paper plates and plenty of sparkles! All materials provided by the library. All ages. No registration required. Free and open to the public.

- **Drop-In DIY Paper Beads**

**Fri, December 30, 1:00pm – 3:30pm**

Choose from a variety of colorful and patterned paper, then use glue to create rolled beads. What you make with your beads is up to you! All materials provided by the library. All ages. No registration required. Free and open to the public.

- **What Is the Opioid Epidemic? (Current Events Speaker Series)**

**Wed, January 4, 2017, 7pm – 8pm**

The news is full of stories about the opioid epidemic and its casualties, but what does it all mean? Join Dr. Thomas Bennett, MD, Franklin Pierce University assistant visiting professor, for an enlightening talk about the current state of this American crisis. He will explain what opioids are and how their use and abuse has gotten to the problematic proportions that we currently see. *Snow Date: January 11*

- X. SOLICIT PUBLIC INPUT (5 minute limit) Bill Johnson wanted to thank Doug Briggs for his service to the town of Ashburnham. He stated that the town is in great shape today due to all of Doug’s efforts over the years.

- XI. EXECUTIVE SESSION None at this meeting

XII. ADJOURNMENT

*At 7:35 p.m. Kyle Johnson motioned to adjourn the meeting and was seconded by Duncan Phyfe. Motion carried.*

Respectfully submitted,  
Mary Calandrella, Executive Assistant