
*BOARD OF SELECTMEN
MEETING MINUTES*

**Monday, April 3, 2017 –7:15 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 7:15 p.m. and led everyone in the Pledge of Allegiance.

II. SOLICIT PUBLIC INPUT -

- Resident complained that walkway/handicap ramp was not shoveled at the Public Safety Building and it was unusable for their wheelchair. Resident had to shovel entire walkway and was not happy.

III. APPROVAL OF AGENDA

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

IV. PRESENTATIONS & REPORTS

Bill Johnson, Chairman of the Economic Development Commission updated the Board on their progress to date. He stated that the commission vote to give the town \$ 9,500 out of their budget to upgrade the town's website. The EDC felt this was a great way to inform people and to navigate people and visitors onto our site to obtain town materials. The EDC is asking the Board to vote to expend these monies.

Motion by Kyle to expend \$9,500.00 from the Economic Development Commission for the purpose of upgrading the Virtual Town Hall & Schools software and was seconded by Leo Janssens. Motion Carried

Bill Johnson spoke to the Board on ideas that Commission is bring forth. They spoke on an Adopt-a-Space program, Banner program and also on planters in the town center. Bill did attach a quote for the purchase of banners and brackets to be displayed around town.

Motion by Kyle to expend up to \$ 3,500.00 for the purchase of banners and brackets and was seconded by Leo Janssens. Motion carried

Bill informed the Board that the owner Jackie Wooding of Triumph Playsets (also member of the EDC) has willing agreed to donate four cedar flower planters to the town at no cost. This is a generous donation as each planter's cost is \$ 1,800.00

Motion by Kyle Johnson to accept the donation of four flower planter boxes from Triumph Playsets and was seconded by Leo Janssens. Motion carried.

Bill spoke on merging the Rail Trail under the EDC and if that could happen along with their budget. The Board will speak to Tanya (Town Accountant) on this matter.

OLD BUSINESS –

Heather brought to the Board a draft version of an ambulance policy, patient letter and hardship application. Heather spoke on the non-collected monies on medical charges. She stated it goes back some ten years. Heather stated moving forward the ambulance company is willing to work with the town to include sending out second notices and including the hardship application.

Motion by Kyle Johnson to accept the ambulance policy, letter and hardship application and was seconded by Duncan Phyfe. Motion carried

NEW BUSINESS

1.) Appointments to IT Committee: LT> Chris Conrad, PD, Emily Donnelly, Library, Tammy Coller, Treasurer, Donna Burton, Town Hall and Heather Budrewicz.

Motion by Kyle Johnson to accept the appointments to the IT committee and was seconded by Duncan Phyfe. Motion carried

2.) Town Clerk is asking the Board to review and sign the annual town election warrant.

Motion by Duncan to sign annual town election warrant and was seconded by Kyle Johnson. Motion carried.

3.) Discussion on regionalizing the Senior Center

Heather reports to the Board her research into the potential of regionalizing the COA with Westminster COA. Her detailed findings of the attendance at our COA are low and her concerns on the accessibility to the building for seniors with immobility issues. Heather worked with MRPC on a study of the two COA's, the Town Manager and COA director in Westminster. Leo Janssens address the audience and will allow three members of the COA to address the findings.

Shirley Stevens who brought together the citizens petition for the COA to stay in Ashburnham. She stated that although not the best building the seniors wish to remain in town. This is their town and they want to keep that community feeling and do not wish to move.

Louise Reid also addressed the Board on her concerns of moving out of town. She loves Ashburnham and she is currently bound to a wheelchair and wishes not to travel in a van on numerous occasions to visit her COA.

Barbara Hanson has been a member of the COA since 2002 loves the town and the people and does not want to move.

Gene Dancause the seniors have history here and he believes they should stay in town hall.

Leo Janssens first thanked all the people and for their comments. He also thanked Heather for all her work and research on this matter. Leo does not like the idea of moving them out of town as he too believes in the human approach and the community feel. He feels that the cost savings of roughly \$ 5,000 per year isn't enough to lose that community input. He is concerned on the ADA piece and is asking Heather to investigate the cost to have the doors handicap accessible.

Duncan Phyfe agreed with Leo thoughts. He too believes it should stay in town.

Kyle Johnson agrees with the Board and he believes the human aspect is key in this decision. He does State that the seniors do need to keep better track of their attendance for many reasons.

Motion by Kyle Johnson for the Town Administrator to seize discussion on entering into a regionalization and/or MOU with Westminster and was seconded by Duncan Phyfe. Motion carried.

V. TOWN ADMINISTRATOR'S UPDATE

- Heather attended a local TA/TM meeting in Westminster.
- She notified the Board of a few personnel change. Wayne Little was promoted to PT Gas/Plumbing Inspector. We filled the alternative PT Gas/Inspector with David Baldini Janet Robbins position as temporary COA Director was extended to June 30, 2017.
- Heather notified the Board that the Bresnahan Center is cover under our insurance policy while under construction. However only one payment has been received for coverage that was in 2011.
- Her is currently working on the budget and is in contact with the Advisory Board.
- The DPW site was awarded a grant for a Brownfield site for initial testing of the ground
- Sherbert Rd – Water main is underway with boring testing being done this week weather permitting

A.) March 20, 2017– Regular Meeting

Kyle Johnson made the motion to approve the minutes of February 27, 2017 and was seconded by Duncan Phyfe. Motion carried 2-0 (Leo was not present).

B.) March 6, 2017 Meeting Minutes

Kyle Johnson motion to approve the March 20, 2017 minutes as printed and was seconded by Duncan Phyfe. Motion carried

VI. BOS CORRESPONDENCE

Kyle read an email her received on a potential marijuana facility in town. Kyle suggest that the Boards all work together on establishing a zoning area.

VII. APRIL MEETINGS and ANNOUNCEMENTS

Kyle Johnson read the following Town Clerk Reminders:

- ***JANUARY 1ST AND ON-Open registration of voters at the Town Hall, Town Clerk's Office, 32 Main Street, Ashburnham from 7:30 AM to 7:00 PM Monday, 7:30 AM to 5:00 PM Tuesday through Thursday. Town Hall is closed on Friday.***
- ***April 12th*** – Last Day to register for the Annual Town Meeting until 8pm at the Town Clerk's office
- ***April 19th*** – Candidate's Night at Cushing Academy from 5:30pm to 7:00pm
- ***April 24th*** – Last day to file absentee ballot applications 12:00 noon Town Clerk's office
- ***Tuesday, April 25th*** – Annual Town Election- 9:00am – 8:00pm JR Briggs
- ***Tuesday, May 2nd*** – Annual Town Meeting 7:00pm Oakmont High School

The next scheduled Board of Selectmen meeting will be held on Tuesday, April 18, 2017 at 6:30 p.m. in the Training Room at the Public Safety Building. This will be a joint meeting with the Advisory Board. We will be getting an update of the FY16 Audit from our Auditor Bill Fraher, the

Town Administrator will be presenting her proposed FY18 Budget to both boards, and we may be signing the ATM warrant.

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VIII. SOLICIT PUBLIC INPUT (5 minute limit)

Holly Garlock addressed the Board to speak on school funding. She report that she attended a meeting and they spoke on the funding methods that are out dated to today's standards.

IX. EXECUTIVE SESSION

Kyle Johnson motion to enter into Executive Session at 9:15pm to discuss collective bargaining and employee contract, only to come out to adjourn and was seconded by Duncan Phyfe, Role call was Leo, Yes, Kyle , Yes and Duncan , Yes.

Kyle motion to exit Executive Session at 9:50pm and was seconded by Duncan Phyfe, roll call was taken Leo, Yes, Kyle, Yes and Duncan, Yes.

X. ADJOURNMENT

At 9:51 pm. Kyle Johnson motioned to adjourn the meeting and was seconded by Duncan Phyfe. Motion carried.

Respectfully submitted,
Mary Calandrella, Executive Assistant