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Present: Joseph E. Flanagan, Wayne R. Walker, and Heather M. Billings

CALL TO ORDER

Mr. Flanagan called the meeting to order at 6:00 p.m. in the Selectmen’s Office at Town Hall. He announced that the meeting was being broadcast live and recorded by Ashburnham Westminster Community Access TV. He also noted that Kerry O’Brien from the Gardner News was recording the meeting.

ANNOUNCEMENTS

- Special Town Meeting will be held on Wednesday, February 13, at 7:30 p.m. at the Westminster Elementary School. There are two articles to appropriate money from insurance proceeds to replace a cruiser and repair the Fire Department ladder truck.
- A reminder that the Board of Selectmen meeting for Monday, February 25, 2013 has been rescheduled to Tuesday, February 26, 2013.
- Crocker Pond Committee is looking for more members. Please submit a letter of interest to Town Administrator Karen Murphy.

APPROVAL OF WARRANTS/MINUTES

Mr. Walker moved that the Board approve the minutes for December 17, 2012. Ms. Billings seconded the motion. The motion passed unanimously.

Board members reviewed and approved the following warrants:

January 29, 2013	Deduction #45D	\$ 164,722.75
February 4, 2013	Accounts Payable #47	\$ 21,614.70
February 11, 2013	Accounts Payable #48	\$ 138,926.80
	Payroll #49	\$ 175,114.13

MCKENZIE ENGINEERING – ELEMENTARY SCHOOL SILLS

The Board acknowledged a letter from Peter Reynolds McKenzie Engineering to the Superintendent of Schools, dated February 7, 2013 indicating he had performed a final inspection of the elementary school sills. All work with regards to the re-positioning, pinning, cleaning and re-caulking of the sills had been completed. He further stated that the school grounds are now safe and normal school activities can resume.

The Board agreed that annual maintenance of the sills should be incorporated in the school’s budget.

SEPTIC MANAGEMENT PROGRAM OVERVIEW

Jim Starbard from RCAP Solutions was on hand to explain the Septic Management Program. He explained that the program targets homeowners with failed systems for repair or upgrade to Title 5 standards or connection to an existing sewer line.

The interest charged can be used to help defray administrative costs of the program. Administering of the program can be done through the Town or RCAP.

The following is how the program works:

- The loan would be offered to the Town at 0% interest
- The Town then re-loans money to the homeowners (determined by the Town) through betterments
- Town Meeting must approve borrowing authorization.
- Local administration – typically Board of Health – ranks at risk areas
- Town loans funds to homeowners at a 2% or 5% interest rate and places a lien on the property in the form of a betterment.
- The cost of the betterment is repaid to the Town over time (5 to 20 years).

Once the homeowner has been approved, they are required to get three bids and submit to the Board of Health.

The Board of Selectmen agreed to continue the discussion at a future meeting.

MASS OFFICE OF BUSINESS DEVELOPMENT

Rosemary Scrivens, Central Regional Director of the Massachusetts Office of Business Development was on hand to provide the Board with an overview of Tax Increment Financing agreements. She explained that it is a three way partnership; the first part is a company that is making an investment by creating jobs and doing so in an economic target area (ETA), the second part is that the Town can decide to provide a TIF, in which the Town gives partial exemption on new taxes, for as little as 5% to 100% for 5 years up to 20 years. The third part is the state gives an investment tax credit which comes right off the income tax owed by the company. In order for a company to qualify for the third part, they must create jobs and at least 25% of the sales revenue must come from out of state.

She offered the services of her office for technical assistance in drafting a TIF.

REVIEW FY14 BUDGET REQUESTS –POLICE & FIRE

Chief Sam Albert was on hand to review his proposed FY 14 budgets and articles for the Police and Animal Control Departments.

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Chief Brent MacAloney was on hand to review his proposed FY14 budgets and articles for the Fire, Ambulance and Emergency Planning Departments.

7:29 P.M. EXECUTIVE SESSION

Mr. Walker moved that the Board enter into executive session to discuss strategy with respect to collective bargaining; further that the Chair declares that an open meeting may have a detrimental effect on the litigating position of the body; and that the Board adjourn directly from executive session. Ms. Billings seconded the motion. The motion passed on a roll call vote.

ADJOURNMENT

The Board adjourned from executive session at 7:55 p.m.

Respectfully submitted,

Heather M. Billings, Clerk  
(Prepared by B. Kazan)